



TUALATIN CITY COUNCIL MEETING

Monday, January 12, 2026

TUALATIN CITY SERVICES
10699 SW HERMAN ROAD
TUALATIN, OR 97062

Mayor Frank Bubenik
Council President Valerie Pratt
Councilor Maria Reyes Councilor Bridget Brooks
Councilor Christen Sacco Councilor Cyndy Hillier
Councilor Octavio Gonzalez

To the extent possible, the public is encouraged to watch the meeting live on local cable channel 28, or on the City's website.

For those wishing to provide comment during the meeting, there is one opportunity on the agenda: Public Comment. Written statements may be sent in advance of the meeting to Deputy City Recorder Nicole Morris up until 4:30 pm on Monday, January 12. These statements will be included in the official meeting record, but not read during the meeting.

For those who would prefer to make verbal comment, there are two ways to do so: either by speaking in person or entering the meeting using the zoom link and writing your name in chat. As always, public comment is limited to three minutes per person.

Phone: +1 669 900 6833

Meeting ID: 861 2129 3664

Password: 18880

Link: <https://us02web.zoom.us/j/86121293664?pwd=SS9XZUZyT3FnMk5rbDVKN2pWbnZ6UT09>

Work Session

- 1. 5:00 p.m. (30 min) – Board & Committee Summit Summary Report.** The first-ever Board & Committee Summit was hosted on December 10, 2025. All appointed members of permanent City boards and committees were invited to attend. Tonight, staff will provide the summary report and ask for the Council's feedback on the event.
- 2. 5:30 p.m. (45 min) – City Council 2025 Priorities Update.** The City Council met for the annual Advance on February 28, and March 1, 2025. On April 28, 2025, the City Council reviewed and approved the work, which included seven priority areas and a total of 49 actions. Tonight, staff will provide an update, which includes highlights from each of the seven priority areas.

- [3.](#) **6:15 p.m. (10 min) – Pre-Approval of Proclamations for 2026.** The purpose of this agenda item is to seek City Council direction for pre-approved proclamations for the 2026 calendar year.
 - [4.](#) **6:25 p.m. (5 min) – Request for Proclamation.** The Vietnamese Community of Oregon is asking for Council recognition of the Vietnamese Lunar New Year (February 21). This is a Tier 4 request and as such requires prior Council approval before being added to the agenda.
 - 5. 6:30 p.m. (30 min) – Council Meeting Agenda Review, Communications & Roundtable.** Council will review the agenda for the January 12 City Council meeting, hear a report from the City Manager, and brief the Council on issues of mutual interest.
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7:00 P.M. CITY COUNCIL MEETING

Call to Order

Pledge of Allegiance

Announcements

1. New Employee Introduction- Planning Manager Teresa Montalvo
2. New Employee Introduction- Climate Action Program Manager Amanda Watson

Public Comment

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent agenda. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.

Consent Agenda

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda.

- [1.](#) Consideration of Approval of the Regular Meeting Minutes of December 8, 2025
- [2.](#) Consideration of Approval of a New Liquor License Application for Marilyn's Café Inc dba Miller's Homestead Restaurant
- [3.](#) Consideration of **Resolution No. 5940-26** Authorizing the City of Tualatin to Accept a Grant Award from the State of Oregon (by and through its Oregon Water Resources Department) and for the City Manager to Execute a Grant Agreement to Fund the City's Tualatin Water Reservoir Seismic Valves Project

Special Reports

1. Outside Agency Grant Presentation- Pili Group
- [2.](#) IDEA Advisory Committee Annual Report

General Business

If you wish to speak on a general business item please fill out a Speaker Request Form and you will be called forward during the appropriate item. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.

- [1.](#) Consideration of **Resolution No. 5939-26** Awarding and Authorizing the City Manager to Execute an Agreement with Kittelson & Associates for Phase 1: Concept Evaluation of the Tualatin–Sherwood Road / Boones Ferry Road / Portland & Western Railroad Intersection Improvement Project
- [2.](#) Consideration of Recommendations from the Council Committee on Advisory Appointments

Items Removed from Consent Agenda

Items removed from the Consent Agenda will be discussed individually at this time. The Mayor may impose a time limit on speakers addressing these issues.

Council Communications

Adjournment

Meeting materials, including agendas, packets, public hearing and public comment guidelines, and Mayor and Councilor bios are available at www.tualatinoregon.gov/citycouncil.

Tualatin City Council meets are broadcast live, and recorded, by Tualatin Valley Community Television (TVCTV) Government Access Programming. For more information, contact TVCTV at 503.629.8534 or visit www.tvctv.org/tualatin.

In compliance with the Americans with Disabilities Act, this meeting location is accessible to persons with disabilities. To request accommodations, please contact the City Manager's Office at 503.691.3011 36 hours in advance of the meeting.



CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Megan George, Deputy City Manager

DATE: January 12, 2026

SUBJECT:
Board and Committee Summit Summary Report

EXECUTIVE SUMMARY:

The first-ever Board and Committee Summit was hosted on December 10, 2025, from 6pm – 8pm at the Juanita Pohl Center. All appointed members of permanent city boards and committees were invited to attend and provide feedback on the community's strengths, challenges, opportunities, and priorities. The goals for the event were to:

1. Provide the City Council with information directly from board and committee members who are charged with advising the City Council on matters of interest to the city.
2. Connect board and committee members to the City Council's 2030 Vision.
3. Provide an opportunity for board and committee members to interact with each other and the City Council.
4. Show appreciation for board and committee members and enhance the positive sense of community and service in Tualatin.

At tonight's meeting, staff will provide the summary report (attached) and ask for the City Council's feedback on the event.

ATTACHMENTS:

- Board and Committee Summary Report

Board and Committee Summit



SUMMARY REPORT



CITY of
TUALATIN

INTRODUCTION

Tualatin's first-ever Board and Committee Summit was held on December 10, 2025. The Summit included the full City Council, city staff that work directly with boards and committees, and, of course, the board and committee members themselves. Of the 58 current board and committee members invited, 37 attended the event. Attendees represented the following permanent boards and committees.

- Architectural Review Board
- Arts Advisory Committee
- Budget Committee
- Inclusion, Diversity, Equity, and Access Advisory Committee (IDEA)
- Library Advisory Committee
- Parks Advisory Committee (TPARK)
- Planning Commission

The only permanent board not represented at the event was the Core Area Parking District Board. To keep logistics manageable, invitations were limited to appointed board and committee members on permanent boards and committees.



Four goals were identified for the event.

1. Provide the City Council with information directly from board and committee members who are charged with advising the City Council on matters of interest to the city.
2. Connect board and committee members to the City Council's 2030 Vision.
3. Provide an opportunity for board and committee members to interact with each other and the City Council.
4. Show appreciation for board and committee members and enhance the positive sense of community and service in Tualatin.



AGENDA

The agenda was structured to solicit feedback from attendees on the community's strengths, challenges, opportunities, and priorities. Mayor Frank Bubenik and Council President Valerie Pratt welcomed attendees and oriented them to the City Council's 2030 Vision. The rest of the agenda was dedicated to two facilitated activities.

Small Group Activity (45 minutes)

As a table group, attendees were asked to answer three out of four provided questions. After fifteen minutes, attendees were called back together to report their discussion to the full group. Notes were captured on the summary chart (see appendix) and table group's charts (see appendix).

Human Spectrum (30 minutes)

For this activity, attendees were asked the extent they agreed or disagreed with a statement. To express their sentiment, they were instructed to physically move to stand between two signs, one reading "Strongly Agree" and the other reading "Strongly Disagree". After each question, a few attendees were asked to explain why they chose to stand where they did. Notes were captured on the summary chart (see appendix).

Small Group Activity

Between the tables, eight different questions were answered. Themes discussed by groups are included below.

1 If you were putting together a resume or cover letter for the city, what would you highlight as Tualatin's "special skills"?

- Friendly and welcoming community, family friendly, safe
- Parks, greenspaces, Tualatin River National River Way, Ice Age Trail
- Community support for city services like library, parks, public safety, Juanita Pohl Center lunches
- Good governance, stable government, fiscally responsible
- Events, library, arts
- High quality of life
- Transportation network (easy to get elsewhere)

2 What are the most pressing challenges we are facing as a community now, and what do you expect to be the challenges in 2030? Is the list different?

- Lack of downtown (now and future)
- Traffic, transportation, and lack of public transit, traffic signal light timing (now and future)
- Cost of living (now and future)
- Housing availability, housing costs, senior housing, accessibility (now and future)
- Lack of local businesses, employment opportunities (now and future)
- Lack of community gathering places, places to display art (now)
- New technologies (future)
- Preserving community identity as development occurs (future)
- Diversity and past mistakes/harm (now and future)
- Environment (now and future)
- Education and school district boundaries (now and future)

3 If you could apply a dose of innovation to a community challenge, what challenge/concern would you choose?

- Senior housing
- Community engagement
- Healthcare affordability, especially for seniors
- Third spaces, safe spaces, gathering places, under-used or empty lots
- Food carts, farmers markets, community gardens, local food
- Environment
- Cost of transportation
- Cost of living

4 What have you observed in other cities that you'd love to see implemented here in Tualatin?

- Farmers markets, food carts, incubator space
- Small business support, more diverse businesses, enhanced storefronts
- Community center, indoor recreation space, event space, performing art space
- Less parking
- Active, vibrant downtown
- Better utilization of the lake, more events/festivals
- Protected bike lanes, pedestrian/bike bridges over high traffic areas
- Mental health response
- Senior living community
- Population that lives and works in same community

5 When you travel to other parts of the country and talk to locals there, how do you brag about Tualatin?

- Clean, safe neighborhoods, walkable
- Public art, parks and trails, library, Juanita Pohl Center, veterans programming
- Active aging adults
- Council is open to community needs, well run, trust in government
- Amenities
- Sense of community

6 If you could get everyone in Tualatin together in a room to discuss how to overcome a community challenge – what challenge would you choose? Why?

- Traffic and transportation issues, bike connections, safety
- Gun range noise
- Downtown revitalization
- Events
- Gathering places
- Affordable housing, housing supply
- Creating and supporting neighborhood amenities (not just downtown)

7 What are things outside of the city's control that impact the community's experience in Tualatin?

- Gun range
- State mandates (housing, parking)
- Immigration and Customs Enforcement (ICE)
- Cost of living (housing, utilities)
- Major highways and roads
- Tualatin River Watershed and Bull Run Watershed
- Part of the Portland-Metropolitan Area
- Community and regional growth
- Climate impacts (weather)
- Indoor recreational amenities – private only!
- Better restaurant/dining options

8 What current city project or program are you most excited about right now? Why?

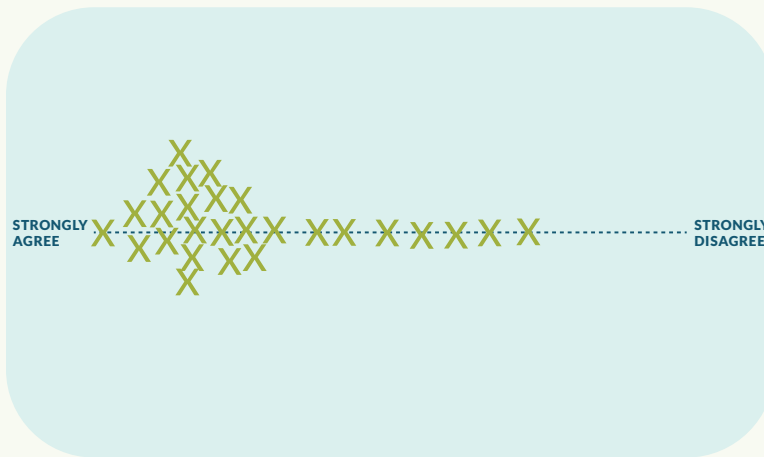
- Downtown redevelopment
- New riverfront park
- Parque Las Casitas

Human Spectrum

In addition to one warm up question, attendees were asked the extent to which they agreed with six different statements.

1 *The number one complaint I hear from community members is about traffic.*

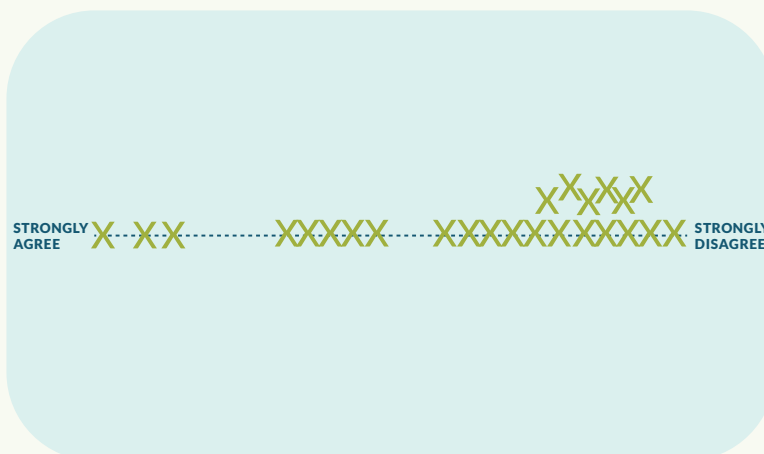
Most attendees stood somewhere between the midpoint and strongly agree for this question. Specific comments are paraphrased below.



- Agree, but there are other issues too.
- Agree, the Tualatin High School parking lot is awful.
- Agree. I don't hear any other complaints.
- Agree, traffic connects to a lot of other community issues.

2 *We should focus on issues impacting the community now, rather than twenty years in the future.*

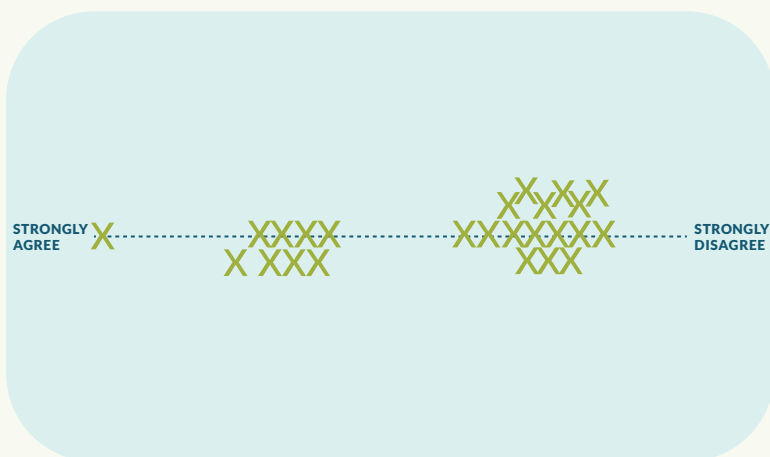
Attendees were spread across the spectrum, with the largest clump between the midpoint and strongly disagree for this question. Specific comments are paraphrased below.



- Disagree, good planning now for the future helps to reduce future issues.
- Disagree, focusing on the future prevents disasters.
- Middle, now is urgent but the future matters too.
- Middle, focusing on now makes the community feel heard.
- Middle, we can and must do both!
- Agree, we live for today.

3 *Most of my neighbors have a good idea of what's happening in Tualatin.*

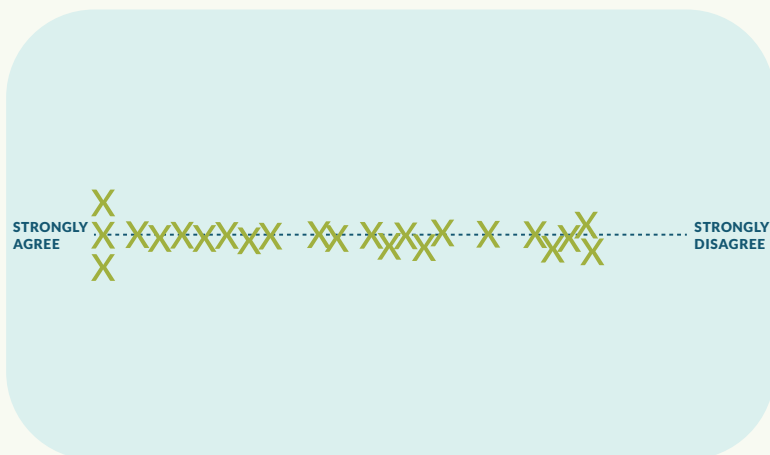
Attendees largely disagreed with this statement, although there was a small clump around the midpoint and one individual who agreed. Specific comments are paraphrased below.



- Disagree. People are busy and are connected with different groups and organizations.
- Disagree, I'm shocked by the lack of understanding.
- Disagree, it's hard to find information.
- Middle, I tell my neighbors what's going on.
- Agree, this is an activity community, and we text all the time.

4 *Tualatin should be innovative and take risks to achieve the 2030 Vision.*

Attendees were spread across the spectrum, with a slight majority agreeing with the statement. Specific comments are paraphrased below.

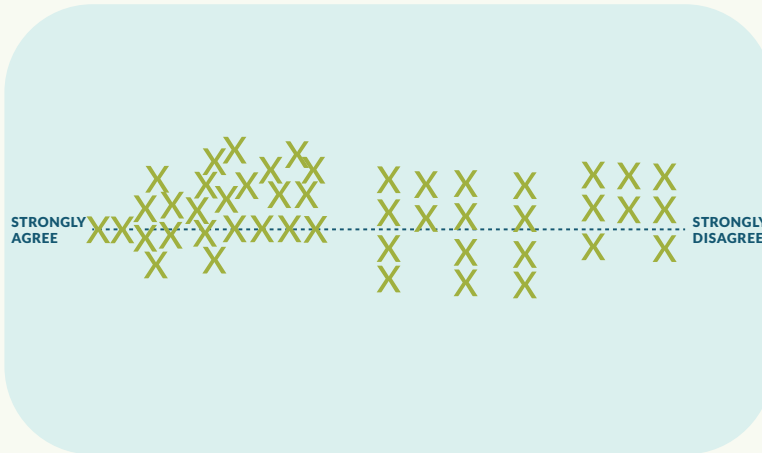


- Disagree, there are budget risks to being innovative.
- Middle, sometimes taking a risk is worth it.
- Middle. Fail fast, learn fast, and iterate.
- Middle, be innovative in strategic ways.
- Agree, taking a big risk can mean a bigger reward.

5

We can influence the issues that are most pressing to the Tualatin community.

Attendees were spread across the spectrum, with a slight majority disagreeing with the statement. Specific comments are paraphrased below.

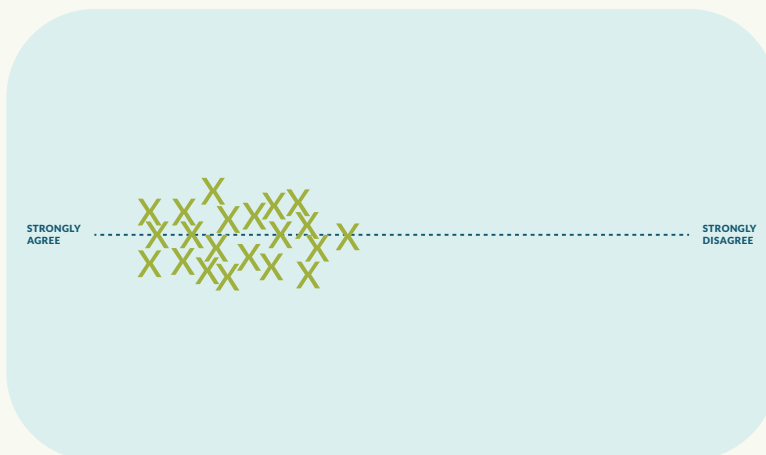


- Agree, people are responsive.
- Middle, some issues we can influence and some we can't.
- Middle, we can influence some issues, but it's limited.
- Middle, we can influence issues, but there's a lack of understanding.
- Disagree, we can't influence the issues that people care about.

6

I'm excited about the next five years in Tualatin.

Attendees unanimously agreed with this statement. Specific comments are paraphrased below.



- I'm excited about the downtown revitalization project.
- I'm excited about our parks.
- I'm excited about our library.
- I'm excited about our ability to influence housing issues.
- I'm excited about community activities.

Appendix

Board and Committee Summit Outline

Small Group Summary Chart

Small Group Charts

Human Spectrum Summary Chart



Board & Committee Summit

Outline

5:30pm

- Doors open, food available
- Jackie and Margaret are available to demonstrate how to log volunteer hours
- Room set up with podium, microphone, eight round tables, easels with chart paper and pens
- Seats assigned as people enter to spread out different board/committee members, council members, and staff

6pm

Welcome, Mayor Frank Bubenik

- Purpose of “Summit”
- Role of boards and committees
- Introductions (ask for people to introduce themselves committee-by-committee)
- Review agenda
- Point out bathroom and other logistics, encourage at will bathroom breaks

6:15pm

Council Goals, Council President Valerie Pratt

- Explain annual goal setting process – “Council Advance”
- Council 2030 Vision

6:30pm

Introduce first facilitated activity, Sherilyn Lombos

Small Group (45 min)

Provide each table group with 3 – 4 questions. Staff members to facilitate and record the group’s discussion on chart paper. After fifteen minutes, reconvene as a large group to share out highlights from each group (30 minutes). After first group reports, ask groups to indicate whether they had similar or different perspectives, but not to repeat perspectives.

Tables 1 – 4 Questions:

1. If you were putting together a resume or cover letter for the city, what would you highlight as Tualatin’s “special skills”?



Board & Committee Summit

2. What are the most pressing challenges we are facing as a community now, and what do you expect to be the challenges in 2030? Is the list different?
3. If you could apply a dose of innovation to a community challenge, what challenge/concern would you choose?
4. What have you observed in other cities that you'd love to see implemented here in Tualatin?

Tables 5 – 8 Questions:

5. When you travel to other parts of the country and talk to locals there, do you brag about Tualatin? What do you say?
6. If you could get everyone in Tualatin together in a room to discuss how to overcome a community challenge – what challenge would you choose? Why?
7. What are things outside of the city's control that impact the community's experience in Tualatin?
8. What current city project or program are you most excited about right now? Why?

7:15pm

Introduce second facilitated activity, Sherilyn Lombos

Spectrum Line (30 min)

Ask everyone to line up facing the facilitator. Facilitator to ask people to line up along a spectrum to express the extent to which they agree or disagree with a statement. After everyone has made their selection, ask a few people to share why they are standing where they are on the spectrum.

Questions:

- Winter is the best season in Tualatin
- The number one complaint I hear from community members is about traffic.
- We should focus on issues impacting the community now, rather than twenty years in the future.
- Tualatin should be innovative and take risks to achieve the 2030 Vision.
- Most of my neighbors have a good idea of what's happening in Tualatin.
- We can influence the issues that are most pressing to the Tualatin community.
- I'm excited about the next five years in Tualatin.

7:45pm

Closing, Mayor Frank Bubenik



Board & Committee Summit

- Thank you
- Leftovers
- Annual appreciation gift
- Reminder about board/committee survey

BOARD + COMMITTEE SUMMIT



DECEMBER 10, 2025

→ SMALL GROUP ←

1 "SPECIAL SKILLS"

- PARKS, LIBRARY, HISTORICAL, ARTS, EVENTS
- SAFE RIVER! KE AGE WELL MAINTAINED
- NO IN + OUT
- JPC MEALS
- FRIENDLY, WELCOMING
- COMMUNITY SUPPORT - BONDS
- GOOD GOVT + TRUST
- EVENTS
- CLIMATE ACTION PLAN
- ACCESS OUT
- JOBS HERE
- QUALITY OF LIFE

2 PRESSING CHALLENGES NOW + 2030

- COST OF LIVING + AFFORDABLE HOUSING
- TRANSPORTATION + TRAFFIC
- ENVIRONMENT WALKABILITY CONNECTIVITY
- 3rd SPACES
- EDUCATION - LOCATIONS
- EMPLOYMENT
- DIVERSITY + INCLUSION - PAST ACCESSIBILITY
- ART
- COMMUNITY IDENTITY
- RESTAURANTS
- DOWNTOWN

3 INNOVATION DOSE

- 3rd SPACES
- FOOD CARTS
- USE UNDER-USED SPACES
- SENIORS
- HEALTHCARE
- FARMERS MARKETS + GARDENS
- ENVIRONMENT

4 OTHER CITIES

- FOOD CARTS, GARDENS, MARKETS
- ECONOMIC DEVELOPMENT - BIZ
- TRAFFIC SOLUTIONS + SAFETY
- OWN MENTAL HEALTH
- MORE EVENTS
- DOWNTOWN
- BIKE LANES
- LESS PARKING LAKE??
- ART SPACE
- PHYSICAL EVENTS SPACE

5 BRAGGING

- NEIGHBORHOODS + WALKABLE
- PARKS, LIBRARIES SAFETY
- OPPs FOR YOUTH
- COUNCIL - PPL FEEL HEARD
- WELL RUN GOVT + TRUST
- EDUCATION
- ACCESS TO LEADERSHIP

6 IN A ROOM

- TRAFFIC + LIGHT TIMING
- GUN FIRE SOUNDS
- DOWNTOWN
- EVENTS - UNIQUE
- INCLUSION
- AFFORDABLE HOUSING - YOUNG FAMILIES
- LAND USE

7 OUTSIDE CONTROL

- GUN RANGE + FED POLICY
- STATE HOUSING MANDATES
- AFFORDABLE HOUSING + UTILITIES
- ICE RAIDS
- MAJOR HIGHWAYS, TRAINS, TRAFFIC
- RIVER + WATER SHED
- METRO PROXIMITY
- CLIMATE CHANGE

8 FAVORITE

- RESTAURANTS
- INDOOR REC OPTIONS
- DOWNTOWN - COMMUNITY IDENTITY
- RIVERFRONT PARK, ENVIRONMENT
- FOOD CARTS
- PARQUE DE LAS CASITAS



Board & Committee Summit

Small Group Activity

As a group, choose three of the four questions to answer. Think about the questions individually, discuss them as a group, and then put together some thoughts to share with the full group. You have fifteen minutes.

Tables 1 – 4

1. If you were putting together a resume or cover letter for the city, what would you highlight as Tualatin's "special skills"?
2. What are the most pressing challenges we are facing as a community now, and what do you expect to be the challenges in 2030? Is the list different?
3. If you could apply a dose of innovation to a community challenge, what challenge/concern would you choose?
4. What have you observed in other cities that you'd love to see implemented here in Tualatin?

Tables 5 – 8

5. When you travel to other parts of the country and talk to locals there, how do you brag about Tualatin?
6. If you could get everyone in Tualatin together in a room to discuss how to overcome a community challenges – what challenge would you choose? Why?
7. What are the things outside of the city's control that impact the community's experience in Tualatin?
8. What current city project or program are you most excited about right now? Why?



Board & Committee Summit

Small Group Responses

Question #1- *“If you were putting together a resume or cover letter for the city, what would you highlight as Tualatin’s “special skills”?*

Small Group 1:

- Extraordinarily friendly and welcoming
- Parks and green spaces
- Tualatin River National Riverway
- Ice Age Trail
- Community willing to support library, parks, and safety
- Dedicated population to bettering community
- City doing a good job shepherding bond funding
- City governance stability
- Relational strengths
- People show up for events
- Working Climate Action Plan

Small Group 2:

- Parks and green spaces, trails
- Family friendly
- River
- Fiscally responsible
- Library
- Access to places beyond Tualatin
- Well-maintained
- Jobs within the city - availability
- Quality of Life
- Great city activities

Small Group 3:

- Parks
- Safe community
- JPC Meal program
- No in and out
- Community that cares
- Accept all people



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- Community with long memory
- Library
- Events
- Arts and Arts Committee

Question #2 - *“What are the most pressing challenges we are facing as a community now, and what do you expect to be the challenges in 2030? Is the list different?”*

Small Group 1:

2025

2030

A lack of a downtown	Lack of structures to protect town heart
Traffic	A Lack of downtown
Access to public transit	Lack of housing availability
Housing affordability	Lack of places that are not chains – need local restaurants and breweries
Lack of cultural center	Need to engage young people in community
Lack of places that are not chains – need local restaurants and breweries	
Lack of comradery	

Small Group 2:

- Transportation
- Affordability
- Livability
- Sense of community/identity
- Downtown core
- Housing
- Walkability
- Passive transportation



Board & Committee Summit

- Accessibility/walk in and out
- Connectivity
- Intercity communications
- Regional connectivity

Small Group 3:

2025

2030

Transportation	Keeping our foundational identity intact
Affordable housing	New technologies (AI)
Diverse employment	Accessibility
Diversity (general)	Acknowledge past mistakes
Acknowledge past mistakes	

Small Group 4:

For both 2025 & 2030

- Cost of living
- Transportation
- Environmental
- Third spaces
- Traffic
- School geographic locations
- Access to education
- Timing of lights

Question #3- *“If you could apply a dose of innovation to a community challenge, what challenge/concern would you choose?”*

Small Group 3:

- Senior Housing
- Community engagement
- Safe spaces



Board & Committee Summit

- Healthcare affordability – especially for Seniors
- Safe gatherings

Small Group 4:

- Food carts/gathering spaces
- Redistribution of underused spaces
- Farmers Market
- Sustainable food
- Affordability
- Cost of transportation \$\$ down
- Empty lots
- Community gardens
- Required environmental mitigation or incentives for developers

Question #4- *“What have you observed in other cities that you’d love to see implemented here in Tualatin?”*

Small Group 1:

- Farmers markets and food cart pods as incubator space for small business
- Mini shops for new small business
- Need event space
- Recreation center

Small Group 2:

- Protected bike lanes – how are they working?
- Community gathering space
- Food carts
- Park once and walk
- Seasonal lake
- Downtown critical mass
- More utilization of lake

Small Group 3:

- Mental health response instead of police
- Farmers market
- More festivals of all types
- Downtown district



Board & Committee Summit

- Performing arts space/gathering space
- More diverse businesses (small and medium)
- Food carts
- Senior living community with full services and affordable

Small Group 4:

- Food carts
- Farmers Markets
- Enhanced storefronts
- Incentives to keep business in Tualatin
- Revitalization of downtown area
- How do we get people here to work and live?
- Pedestrian/bike bridges over high traffic areas (example- from Grab a Gyro to McDonalds)

Question #5- *“When you travel to other parts of the country and talk to locals there, how do you brag about Tualatin?”*

Small Group 5:

- Neighborhoods, public art
- Clean
- Parks, library, trails
- Safe
- Youth opportunities
- Actively aging adults
- Veterans
- JPC programs
- Council is open to community needs
- Council is practical and responsive – feel heard
- Town is walkable
- Economic base

Small Groups 7 & 8:

- Community pride and sense of community
- Amenities – don’t really need to leave!
- Safe City



Board & Committee Summit

- Well run – trust in government!
- Great place to raise kids – Parks, trails, activities
- Education opportunities and access to leadership

Question #6- ***“If you could get everyone in Tualatin together in a room to discuss how to overcome a community challenges – what challenge would you choose? Why?”***

Small Group 5:

- Traffic – Tualatin High School traffic flow, traffic light timing
- Bike connections, safety
- Sound of gunfire from gun range (proximity to high school)

Small Group 6-

- What can we control?
- Downtown creating identity to draw people in
- Unique events, spaces
- What people like – feel a sense of community here
- Gathering places (examples- library, plaza, commons)

Small Groups 7 & 8:

- Transportation – getting in and out, sometimes getting around
- Affordable housing – lack of supply, hard to move here without funds (younger families)
- Amenities are too centralized not spread out which causes traffic and lack of ease of access

Question #7- ***“What are the things outside of the city’s control that impact the community’s experience in Tualatin?”***

Small Group 5-

- Gun range
- State housing mandates (House bill 2001)
- Affordable housing
- ICE – fear it creates



Board & Committee Summit

Small Group 6-

- State mandates
 - Parking, housing
 - Some good, some restrictive
- Federal immigration enforcement
 - Community members in fear
 - Discontinued DEI programs
- Costs
 - Housing, utilities
- Major highways, roadways
 - traffic and trains
- The river and watershed
 - Also water supply (Bull Run)
- Port of Portland, Metro (pros and cons)

Small Groups 7 & 8-

- Growth of communities around us impacts us, what do we do about it?
- State level policies, legislation, regulation we must follow/respond to
- Climate Impacts – weather, flood plain, social impacts
- Indoor recreational amenities – private only!
- We want some better restaurants/dining options

Question #8- ***“What current city project or program are you most excited about right now? Why?”***

Small Group 6-

- Downtown revitalization
 - Potential
 - Envision possibilities
 - Community identity, gathering spaces
 - Community enthusiasm
 - Food carts!
- New Riverfront Park
 - Beauty = people and visitors
 - Environment and river
 - Interpretive



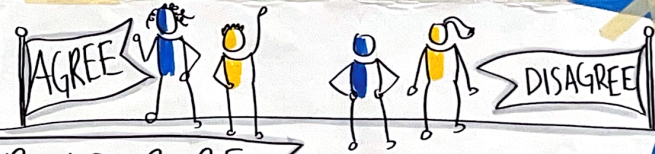
Board & Committee Summit

- Las Casitas Park
 - Community Engagement and meeting their wants
- Future Ideas
 - Arts Center – performance & visual art
 - What makes community?
 - Library
 - Parks
 - Arts

BOARD + COMMITTEE SUMMIT

HUMAN SPECTRUM

DECEMBER 10, 2025



#1 COMPLAINT = TRAFFIC

- ▶ AGREE! BUT OTHER ISSUES TOO...
- ▶ AGREE! THIS PARKING LOT
- ▶ AGREE - NO OTHER COMPLAINTS
- ▶ AGREE - ALL ROADS LEAD...

FOCUS ON NOW ISSUES

- ▶ DISAGREE - GOOD PLANS FOR FUTURE
- ▶ DISAGREE - PREVENT DISASTERS
- ▶ MIDDLE - NOW IS URGENT, BUT FUTURE MATTERS
- ▶ MIDDLE - NOW - COMM FEELS HEARD
- ▶ MIDDLE - WE CAN DO BOTH - WE MUST!
- ▶ AGREE - LIVE FOR TODAY

MY NEIGHBORS GET IT

- ▶ AGREE! ACTIVE COMMUNITY - TEXTS!
- ▶ MIDDLE - I TELL MY NEIGHBORS
- ▶ DISAGREE - PPL BUSY + OTHER ORGS
- ▶ DISAGREE - SHOCKED BY LACK OF UNDERSTANDING - OWN BUBBLES
- ▶ DISAGREE - HARD TO FIND INFO

INNOVATIVE!

- ▶ DISAGREE! BUDGET RISK
- ▶ MIDDLE - RISK IS SOMETIMES WORTH IT
- ▶ MIDDLE - SMALL RISKS!
- ▶ MIDDLE - FAIL FAST, LEARN FAST - ITERATE
- ▶ MIDDLE - STRATEGIC
- ▶ AGREE - BIG RISK → BIG REWARD

WE HAVE INFLUENCE

- ▶ AGREE - PPL ARE RESPONSIVE
- ▶ MIDDLE - SOME YES, SOME NO
- ▶ MIDDLE - PERSONAL YES, BUT LIMITED
- ▶ DISAGREE - CAN'T INFLUENCE WHAT PPL CARE ABOUT
- ▶ MIDDLE - YES, BUT LACK OF UNDERSTANDING

I'M EXCITED

- ▶ DOWNTOWN
- ▶ PARKS
- ▶ LIBRARY
- ▶ HOUSING
- ▶ COMMUNITY ACTIVITIES





CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

FROM: Sherilyn Lombos, City Manager

DATE: January 12, 2026

SUBJECT:
City Council 2025 Priorities Update

EXECUTIVE SUMMARY:

The City Council met for the annual Advance on February 28, and March 1, 2025. On April 28, 2025, the City Council reviewed and approved the work, which included seven priority areas and a total of 49 actions. Tonight, staff will provide an update, which includes highlights from each of the seven priority areas.

The City Council's 2030 Vision, priorities, outcomes, and actions are attached to this staff report for reference.

ATTACHMENTS:

- Presentation – City Council Priorities Update
- Vision/Priorities/Outcomes/Actions



Tualatin 2030 Vision

A Caring and Inclusive Community that promotes equity, diversity, belonging, and access in creating a meaningful quality of life for everyone.

A Connected, Informed, and civically Engaged community that embraces our City's diversity.

A thriving and diversified ***Economy*** that includes living wage jobs, increased tourism, and sustained financial stability for the whole City.

Safe, vibrant, and accessible ***Gathering Places*** throughout the City that build and celebrate our whole community.

An efficient, accessible, innovative, sustainable, and connected ***Transportation*** system that effectively and safely meets the needs of our entire community.

Safe, desirable, welcoming, and sustainable ***Neighborhoods*** with housing that is available for all.

An ***Environmentally*** active sustainable responsible and forward-thinking community that values and protects our natural resources inhabitants and habitat.





2025 Priorities

Neighborhood Engagement

Outcomes

- Neighborhood investments are celebrated
- Strong relationships are built between the community, Council, and staff
- The community is educated, allowing for full and effective engagement
- Neighborhoods feel informed, engaged, and connected with other City groups
- Tualatin is more livable with safe pedestrian pathways while maintaining our tree canopy

Actions

- 1.1 Conduct a street tree inventory
- 1.2 Adopt and implement a new sidewalk and street tree policy using best practices from other cities
- 1.3 Evaluate and implement programmatic changes to the sidewalk maintenance program
- 1.4 Provide education to the community on street trees and the sidewalk maintenance program
- 1.5 Continue to support and listen to the CIOs, including hosting an annual meeting with the CIOs
- 1.6 Relook at the CIO boundaries and revise as appropriate
- 1.7 Continue efforts in neighborhood investment around the City including building relationships, understanding neighborhood needs, and celebrating investments in Tualatin's neighborhoods
- 1.8 Work with the CERT Program to strengthen the City's resiliency





Housing

Outcomes

- Diverse, livable, and sustainable housing options exist in Tualatin
- Data driven decision making is made to support housing needs
- There is a clear understanding of the regional/local housing landscape and Tualatin positively influences the landscape
- Tualatin offers a friendly environment for people in the housing process

Actions

- 2.1 Examine the City's options for creating and incentivizing diversified housing (including lobbying, zoning, SDCs, incentives)
- 2.2 Respond to legislative updates that impact the City's housing production
- 2.3 Continue to review and integrate appropriate options to address preservation/addition of green space
- 2.4 Advocate for services for Tualatin to support housing insecurity and homelessness; leverage homelessness liaison
- 2.5 Coordinate updates from Metro, the Counties, and community partners to understand the regional housing landscape and services available for the Tualatin community; stay engaged about Metro's Supportive Housing Services Tax





Economic Development

Outcomes

- There is regular, clear communication on processes and progress in urban renewal areas
- A connected community through development planning that is innovative, imaginative, and responsive
- Council makes concrete steps forward to integrate placemaking into current projects
- The community is engaged in supporting our vibrant economy

Actions

- 3.1 Revisit the food cart policy and specifications
- 3.2 Revisit zoning options in the Leveton area using a similar framework to the code changes in the Basalt Creek area
- 3.3 Review opportunities for targeted code updates to support business retention and expansion
- 3.4 Leverage new staff capacity to engage with stakeholders
- 3.5 Conduct regular communication to provide information and updates on the Core Opportunity and Reinvestment Area and the Southwest and Basalt Creek Development Area to the Council and community
- 3.6 Kick off planning process for the Core Opportunity and Reinvestment Area
- 3.7 Consider the look and feel of Tualatin identity in upcoming planning efforts
- 3.8 Explore destination signage for points of interest in Tualatin, including the Veteran's Plaza, trails, the Ice Age





Transportation

Outcomes

- Tualatin has clear transportation goals and priorities that support strategic advocacy
- Safe transportation systems are in place that support all modes/users
- There are protected funding streams for transportation
- The Transportation System Plan is adopted and planning has begun for implementation
- Advocacy for regional transportation priorities is taking place

Actions

- 4.1 Complete the Transportation System Plan update
- 4.2 Prioritize transportation projects and funding; coordinate with partners
- 4.3 Identify clear transportation priorities for Tualatin that support Council and staff strategic regional advocacy for those priorities
- 4.4 Utilize the lobbyist to help Tualatin effectively advocate for priorities
- 4.5 Work closely with regional transportation partners on provision of bus service in the Basalt Creek area
- 4.6 Provide regular transportation updates to Council and the community





Environment

Outcomes

- The Climate Action Plan is being effectively implemented
- Tualatin has a resilient response to environmental changes
- The Climate Action Plan is funded
- There is a prioritized 5-year implementation plan
- Tualatin applies an environmental lens to all City projects
- Tualatin has a proactive, less reactive, approach

Actions

- 5.1 Expand the 2-year Climate Action implementation plan to a 5-year, prioritized work plan
- 5.2 Identify a funding source to support ongoing Climate Action programmatic efforts, including staffing, consulting, and implementation work
- 5.3 Hire a staff person to manage the Climate Action Plan implementation and provide regular reporting on progress
- 5.4 Support environmental resiliency via planning and programmatic endeavors
- 5.5 Receive programmatic updates and consider future opportunities with the Backyard Habitat program
- 5.6 Strengthen visibility and programming surrounding Bee City programmatic efforts
- 5.7 Using an environmental lens, review the tree ordinance
- 5.8 Secure funding for seismic valves at the reservoirs





Parks

Outcomes

- The community is regularly informed on bond project progress and park and recreation activities
- There is increased access to summer youth recreational programming
- Bond projects are completed
- Successful events are celebrated and improved
- Tualatin has ample resources to meet community demand for parks, trails, and recreational programs

Actions

- 6.1 Provide frequent high value communication on projects, recreation programs, and parks
- 6.2 Review policies and practices that would expand access to Tualatin residents for summer recreation programs
- 6.3 Review growth opportunities and cost structure for recreation programs to ensure sustainable program offerings
- 6.4 Complete parks projects, including Veteran's Plaza, Victoria Woods, Las Casitas Park, Little Woodrose
- 6.5 Continue to develop and make needed changes to Integrated Pest Management practices
- 6.6 Celebrate and quantify event success through innovative attendance measurement systems
- 6.7 Explore revenue opportunities to ensure stable, ongoing funding for parks maintenance





Culture + Identity

Outcomes

- Tualatin is a trauma informed organization
- Strategic planning endeavors and skills are employed across the organization
- Progress is shared on the Inclusion, Diversity, Equity, and Access Advisory Committee work
- Council has defined Tualatin's culture and identity and knows the look and feel we want to be known for

Actions

- 7.1 The Inclusion, Diversity, Equity, and Access Advisory Committee makes connections with other committees
- 7.2 Integrate skills to respond to internal/external stressors related to trauma informed culture and care
- 7.3 Develop a strategic City Communications Plan
- 7.4 Begin a Comprehensive Planning process
- 7.5 Launch a new City website
- 7.6 Work to develop and strengthen strategic planning skill sets across the organization
- 7.7 Integrate culture and identity into the Core Opportunity and Reinvestment Area (CORA)





CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: January 12, 2026

SUBJECT:
2026 Proclamation Review and Approval

EXECUTIVE SUMMARY:

The purpose of this agenda item is to seek City Council direction for pre-approved proclamations for the 2026 calendar year. In November 2024, the City Council adopted a Policy for Proclamations and Agenda Item Additions that includes 4 tiers, or types of proclamations:

- Tier 1 proclamations include subject matters directly related to the City of Tualatin organization and City-sponsored programs. Tier 1 proclamations, by policy, do not need prior Council approval for inclusion on an agenda.
- Tier 2 proclamations are those from a branch of government or an organization that the city is funding. Tier 2 proclamations do not need prior Council approval for inclusion on an agenda.
- Tier 3 proclamations include requests from Community Partners. These proclamations require prior Council approval before being placed on an agenda.
- Tier 4 proclamations are all other proclamation requests and require prior Council approval before being placed on an agenda.

The following chart shows all of the proclamations that are known for the 2026 calendar year, along with their corresponding Tier (Tier 3 and 4 proclamations are highlighted).

Tier	Proclamation	Recognition Date	Proposed Adoption
4	Black History Month	2/2026	1/26/2026
1	Employee of the Year		2/9/2026
1	Arbor Month	4/2026	3/23/2026
2	Community Development Month	4/2026	3/23/2026
1	National Library Week	4/19-25/2026	4/13/2026
1	Volunteer Appreciation Week	4/19-25/2026	4/13/2026
1	National Police Week	5/10-16/2026	4/27/2026
1	Public Service Recognition Week	5/3-9/2026	4/27/2026
1	National Prevention Week	5/10-16/2026	4/27/2026
4	Gun Violence Awareness Month	6/2026	5/26/2026
4	Pride Month	6/2026	5/26/2026

Tier	Proclamation	Recognition Date	Proposed Adoption
4	Juneteenth	6/19/2026	6/8/2026
1	National Pollinator Week	6/22-28/2026	6/22/2026
1	National Preparedness Month	9/2026	8/24/2026
4	9/11 Remembrance Day	9/11/2026	8/24/2026
4	Hispanic Heritage Month	9/15-10/15/2026	9/14/2026
2	Domestic Violence Awareness Month	10/2026	9/28/2026
3	Red Ribbon Week	10/23-31/2026	10/12/2026
4	Native American Heritage Month	11/2026	10/26/2026
3	Small Business Saturday	11/28/2026	11/23/2026

The Tier 1 and Tier 2 proclamations are assumed to be approved, by policy and will be scheduled on the appropriate Council meeting date. The remainder of the proclamations, by policy, need to be requested in advance, or sponsored by a City Councilor and then placed on an agenda. However, all the ones highlighted in the chart above have been approved for multiple years. Staff are recommending that the City Council review the highlighted Tier 3 and Tier 4 proclamations and determine whether to approve them in advance without requiring a request or sponsorship.

Attachment:

- Policy for Proclamations and Agenda Item Additions

Policy for Proclamations & Agenda Item Additions

Purpose:

1. Ensure proclamations and agenda items have majority Council support prior to being placed on the agenda
2. Ensure there is a process for community members and organizations who desire to have a proclamation read or to make a presentation
3. Ensure sufficient flexibility so that not every proclamation or agenda item addition needs Council approval
4. Ensure an atmosphere where proclamations are special and valued

Established Tiers:

1. *Subject matters having to do with the City of Tualatin organization, including programs sponsored by the City of Tualatin.* Example: Employee of the Year, Arbor Week, Volunteer Appreciation Week, National Library Week, National Parks & Recreation Month, Public Works Week.
 - **Tier One subjects do not need prior Council approval to be placed on the agenda**
2. *A branch of government or an organization that the City of Tualatin is funding.* Example: the County, TriMet, Metro, TVF&R, Clean Water Services, WCCCA, WCCLS, Community Action, Historical Society.
 - **Tier Two subjects do not need prior Council approval to be placed on the agenda**
3. *Community partners.* Example: Ride Connection, Metro West (ambulance service), Chamber of Commerce, City Boards & Committees
 - **Tier Three subjects must receive prior approval.**
4. *Other.* Example: Future Business Leaders of America Week, Human Rights Week, Ad Hoc Groups (Aging Task Force)
 - **Tier Four subjects must receive prior approval**

Process / Guidelines:

- No more than 3 proclamations should be on any one Council agenda.
- The City Manager always has the discretion to ask for Council approval before processing a proclamation or putting an item on the agenda.
- Requests for a proclamation or agenda item should be submitted four weeks prior to the requested Council meeting date.
- If a City Councilor is the sponsor of a Tier 3 or 4 subject, the Councilor should make the request under Council Communications at either a work session or a business meeting. Four affirmative votes are required in order to place an item on a future agenda.
- Requests can be made for Tier 3 or 4 subjects by:
 - Filling out the Application to Request a Proclamation
 - Appearing before the Council under Public Comments at a Council Business Meeting and requesting Council approval to agendaize the item
 - Getting a Council Sponsor to raise the item
- Tier 3 and 4 subjects are requested to submit a draft of their one-page proclamation along with their Application.

ATTACHMENT: Application to Request a Proclamation



CITY OF TUALATIN
APPLICATION TO REQUEST A PROCLAMATION
18880 SW MARTINAZZI AVE • TUALATIN, OR 97062
PHONE 503.691.3011

Requests for City Proclamations should be submitted four weeks prior to the requested Council Meeting date. The City Council meets the 2nd and 4th Monday of each month unless otherwise noted. For specific meeting dates, please visit the City of Tualatin website at www.tualatinoregon.gov.

Topic & Purpose of Proclamation:

Individual, Agency, or Organization Sponsoring the Proclamation:

Local Resident Attending Council Meeting to Receive Proclamation:

Name

Phone

Note: There is a limit of three proclamations per City Council meeting and selection is made in the order requests are received. Please indicate an alternative meeting date for the event the preferred date is unavailable. While the City does its best to recognize community needs, we retain the right to decide if the proclamation will be issued or not.

Preferred City Council Meeting Date Requested: _____

Alternate City Council Meeting Date: _____

Requested By: _____

Name

Phone

Address

Email

Please attach a draft copy of your one page proclamation to this application or check the box if the proclamation will be the same as the previous year. ☐ Wording will be the same as the previous year.

Return the completed form to: City of Tualatin, Attn: Deputy City Recorder, 18880 SW Martinazzi Ave, Tualatin OR, 97062 or via email to nmorris@tualatin.gov.

For Official Use Only:

Date Request Received _____

Approved _____ Not Approved _____ Applicant Notified _____

Date Proclaimed _____



Application To Request A City Proclamation
18880 SW Martinazzi Ave, Tualatin, OR 97062
503-691-3011

The City of Tualatin offers two types of proclamations:

City Council Proclamation – A formal recognition read during a City Council meeting. These proclamations are included in the Council agenda and may be presented to representatives in attendance.

Mayoral Proclamation – A proclamation issued by the Mayor that does not require a formal reading at a Council meeting. This type of proclamation is ideal for recognizing events, individuals, or organizations without the need for a public presentation.

Topic & Purpose of Proclamation: RECOGNITION OF VIETNAMESE LUNAR
Individual, Agency, or Organization Sponsoring the Proclamation: YNCO NEW YEAR CELEBRATE

Request by: Name THAO TU Phone (503) 349-9232

Return the completed form and a draft copy of your one-page proclamation to this application to:

City of Tualatin, Attn: Deputy City Recorder, 18880 SW Martinazzi Ave, Tualatin OR, 97062 or via email to nmorris@tualatin.gov.

Request for City Council Proclamation

Request for City Council proclamations should be submitted four weeks prior to the requested Council Meeting date. The City Council meets the 2nd and 4th Monday of each month unless otherwise noted. For specific meeting dates, please visit the City of Tualatin website at www.tualatinoregon.gov.

Note: There is a limit of three proclamations per City Council meeting and selection is made in the order requests are received. While the City does its best to recognize community needs, we retain the right to decide if the proclamation will be issued or not.

Preferred City Council Meeting Date: _____

Alternate City Council Meeting Date: _____

Local Resident Attending Council Meeting to Receive Proclamation:

Name _____ Phone _____

Requests for Mayoral Proclamation

Requests for Mayoral proclamations will be considered by the Mayor and will not be formally read at a Council meeting. Approval is subject to the discretion of the Mayor. Please allow two weeks for processing.

Preferred Date of Issuance By: 02/21/2026

Delivery Method (circle one): ☒ Mailed ☐ E-Mailed ☐ In-Person Pick-Up



Proclamation

WHEREAS, the Vietnamese Community of Oregon (VNCO) is an organization, whose mission is to unite, support, and foster pride in all members of the Vietnamese community, in the City of Tualatin and throughout Oregon. They act to ensure all Vietnamese-Americans understand that they have a voice and a place in society; and

WHEREAS, the Vietnamese Community of Oregon achieves this by passing down Vietnamese culture and traditions from generation to the next generation, while striving to strengthen relationships with other ethnic communities throughout Oregon and Southern Washington; and

WHEREAS, the most important of these traditions is that of the Lunar New Year Celebration, a celebration of joy, history, and culture for all Vietnamese, wherever they are in the world; and

WHEREAS, this important tradition has been celebrated and organized by the Vietnamese Community of Oregon, in the City of Tualatin and neighboring cities across Oregon for the last 50 years; and

WHEREAS, we continue that tradition today, by showing our support to the Vietnamese-American communities, not only in Oregon, but across America, to be an example of unity for future generations.

NOW, THEREFORE, BE IT PROCLAIMED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, Oregon that Tualatin recognizes the 21st day of February 2026 as **Vietnamese Lunar New Year Celebration Day**. We encourage community members to join our Vietnamese neighbors in celebrating.

INTRODUCED AND ADOPTED this XX day of February, 2026.

CITY OF TUALATIN, OREGON

BY _____
Mayor

ATTEST:

BY _____
City Recorder





CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: January 12, 2026

SUBJECT:

Consideration of Approval of the Regular Meeting Minutes of December 8, 2025

RECOMMENDATION:

Staff respectfully recommends the Council adopt the attached minutes.

ATTACHMENTS:

-City Council Regular Meeting Minutes of December 8, 2025



TUALATIN CITY COUNCIL

OFFICIAL MEETING MINUTES
FOR DECEMBER 08, 2025

PRESENT: Mayor Frank Bubenik, Council President Valerie Pratt, Councilor Bridget Brooks, Councilor Maria Reyes, Councilor Cyndy Hillier, Councilor Christen Sacco, Councilor Octavio Gonzalez

Call to Order

Mayor Bubenik called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Announcements

1. Eagle Scout Recognition

Volunteer Services Coordinator Jackie Konen introduced Eagle Scouts who completed projects in Tualatin in FY 24-25. Honored Eagle Scouts included Nicholas Brophy, Nico Cone, Kol Helland, Windsor Layne, Alexander Layne, Jackson Park, Greyson Richard, Spencer Tsai, Ryan Weinstein, and Sid Vellanki.

The Council thanked the Eagle Scouts for all their work on projects around the community.

2. New Employee Introduction- Engineering Associate Lauren Irving

City Engineer Mike McCarthy introduced Engineering Associate Lauren Irving. The Council welcomed her.

Public Comment

None.

Councilor Hillier left the meeting at 7:32 p.m.

Consent Agenda

Motion to adopt the consent agenda made by Council President Pratt, Seconded by Councilor Sacco. Voting Yea: Mayor Bubenik, Council President Pratt, Councilor Brooks, Councilor Reyes, Councilor Sacco, Councilor Gonzalez

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of November 24, 2025
2. Consideration of **Resolution No. 5930-25** for No Parking Signs Along 68th Ave North of SW Sagert St and SW Boones Ferry Road North of SW Iowa Drive

3. Consideration of **Resolution No. 5931-25** Accepting the System Development Charge Annual Reports for Fiscal Year 2024-25
4. Consideration of **Resolution No. 5934-25** Authorizing the City Manager to Execute a Collective Bargaining Agreement with the Tualatin Police Officers Association
5. Consideration of **Resolution No. 5935-25** Awarding and Authorizing the City Manager to Execute an Agreement with Otak, Inc. for Nyberg Creek Stormwater Improvements – Phase II Design, Permitting, and Public Involvement
6. Consideration of **Resolution No. 5936-25** Awarding the Contract for Construction of the 108th Reservoir & Pump Station Project
7. Consideration of **Resolution No. 5938-25** Accepting 2024 Urban Areas Securities Initiative grant funds to support the Tualatin Community Emergency Response Team

Special Reports

1. FY 2024-2025 Washington County Housing Department Annual Report

Washington County Director of Homeless Services Jes Larson and Rental Assistance Division Manager Liz Morris presented the Department of Housing Services Annual Report. Director Larson stated the department's vision is that everyone has an affordable home with the support and opportunities needed to thrive. She reported that Washington County Housing programs served 20,700 people during the year, including 7,700 individuals who received short-term housing assistance, 3,100 individuals supported with shelter or outreach as a steppingstone to housing, 10,600 individuals supported with long-term rental assistance, and 1,100 affordable homes that were maintained.

Director Larson reviewed pathways out of homelessness, noting that the department oversees outreach, housing liaison services, and access centers. There are nine geographically assigned outreach teams, and 80% of program exits lead to shelter, housing, or family reunification. She reported that 682 households exited the Housing Liaison Program to housing, care facilities, shelter, or family. The County maintains 400 shelter beds and is planning for an additional 100 transitional housing units in 2026. She stated that 700 individuals moved from shelter into permanent housing during the last year.

Manager Morris presented information on housing stability services. She stated the division works with 1,500 landlords and administers approximately \$89 million in rental assistance annually. Manager Morris stated that long-term rental assistance supported 5,300 households, while 800 households received short-term assistance, while eviction prevention services reached 2,000 households. She highlighted that the division assisted 4,209 children and 1,447 seniors in maintaining stable housing. Manager Morris discussed the Metro Affordable Housing Bond, which allocated \$192 million to Washington County, and stated the County is on track to exceed its bond goals, with 958 affordable homes open or underway. She reported that the County is also preserving affordable housing through renovations of 600 units across 10 properties and noted \$113 million in investments in affordable properties. Manager Morris noted that the division receives resources from a combination of federal, state, local, and philanthropic sources.

Director Larson stated that all the department's work is supported through extensive partnerships with community organizations. She noted that city liaison positions play an important role in service coordination. Additional collaborative efforts include healthcare case conferencing, advisory bodies, and community listening sessions. She stated that community needs remain high and continue to outpace available capacity. Director Larson stated that rent increases continue to outpace incomes, contributing to growing homelessness and instability, particularly among aging adults.

Councilor Brooks requested more details regarding transitional housing. Director Larson stated they are continuing to expand and plan for additional transitional capacity in 2026.

Councilor Brooks asked how many emergency beds are available. Director Larson stated they aim to maintain three to five emergency beds at each access center each night.

Councilor Brooks asked about the process for updating the Local Implementation Plan. Director Larson stated that a survey is currently open to collect community feedback.

Councilor Brooks asked about strategies for funding allocations. Director Larson shared an overview of current resource planning.

Councilor Brooks asked whether there had been feedback on Metro's proposed Supportive Housing Services changes and how the proposal may affect the County. Director Larson stated the County is engaged in the discussion and that the conversation with Metro is constructive.

Councilor Reyes asked about federal funding sources. Manager Morris explained the variety of federal programs that contribute to local housing stability efforts.

Council President Pratt asked whether outreach providers are vetted and whether regular check-ins occur. Director Larson stated that ongoing training is provided and that the County is currently updating geographic boundaries and adjusting service areas so providers can better meet community needs. She noted that providers are reviewed and that procurement opportunities will be opened annually.

Council President Pratt asked who community members should contact when seeking services. Director Larson stated that the Community Connect phone line is the primary access point, and the County is working toward a "no wrong door" approach so individuals can access appropriate services regardless of where they first seek help.

Mayor Bubenik asked whether Metro has been responsive to feedback regarding proposed reforms to the Supportive Housing Services program and whether the relationship between Metro and counties is improving. Director Larson stated that jurisdictions have made significant progress in strengthening partnerships and building trust and that she is confident continued collaboration will support future success.

General Business

1. Consideration of **Resolution No. 5933-25** Approving New Timed Parking Sign Installations on SW Itel Street And SW 120th Ave

Police Chief Greg Pickering and City Engineer Mike McCarthy presented information on the proposed installation of timed parking signs on SW Ite Street and SW 124th Avenue. Chief Pickering stated that the Police Department received approximately 67 calls for service in the past year related to abandoned vehicles and long-term vehicle parking in this area. He stated that designating the area as no-overnight-parking is intended to reduce abandoned vehicles and address ongoing concerns.

Engineer McCarthy stated that the signage plan has been developed to create consistency along the roadway and to ensure restrictions are clearly posted for enforcement. He noted that the signs would designate no parking between specified overnight hours while allowing limited daytime parking.

Councilor Gonzalez asked what alternatives are available for vehicle parking if overnight parking is restricted. Chief Pickering stated that staff are continuing to work on broader solutions related to vehicle camping throughout the city.

Councilor Gonzalez asked whether vehicles would be able to use the designated safe-parking area at the Police Department. Chief Pickering stated that the site is currently closed due to construction.

Councilor Gonzalez asked what would occur if vehicles begin parking in nearby residential neighborhoods. Chief Pickering stated that the Police Department has enforcement tools available to address those situations.

Councilor Brooks asked whether parking would be allowed during daytime hours. Chief Pickering stated that limited parking will be allowed during the day under the proposed signage.

Motion to adopt Resolution No. 5933-25 approving new timed parking sign installations on SW Ite Street and SW 120th Ave made by Council President Pratt, Seconded by Councilor Brooks. Voting Yea: Mayor Bubenik, Council President Pratt, Councilor Brooks, Councilor Reyes, Councilor Sacco, Councilor Gonzalez

MOTION PASSED

2. Consideration of **Resolution No. 5937-25** Affirming the September 10, 2025 Architectural Review Board Decision Approving Lam Research Campus Expansion (AR24-0002) Located at 11155-11361 SW Leveton Drive (Tax Lots: 2S122AA500 & 800, 2S122A00100, 2S122BA00100)

City Attorney Kevin McConnell presented the resolution affirming the land use decision and denying the appeal. He stated there three exhibits are attached to the resolution: the findings and analysis, the Council appeal and supplemental staff memorandum, and the applicant's redlined revisions. He explained that the intent of the findings was to address each issue raised by the appellant. Attorney McConnell stated that the Council may wish to adopt the alternative findings prepared by LAM to provide additional support should the matter be appealed to the Land Use Board of Appeals. He noted that the resolution includes language allowing the Council to make modifications if needed.

Councilor Brooks recused herself from the item.

PUBLIC COMMENT

Stoel Rives Land Use Counsel Dana Krawczuk spoke on behalf of the applicant stating that the supplemental findings strengthen the drafted findings and that the alternative findings provide additional support and clarification for the record.

Brett Hamilton thanked LAM for the revisions and stated that the revised findings address many concerns raised by the community. He asked how existing issues at the site will be addressed moving forward.

COUNCIL QUESTIONS

Council President Pratt asked whether the revised findings would be the version adopted by the Council. Attorney McConnell confirmed that they would be.

Mayor Bubenik asked about the current status of sound conditions at the site. City Manager Sherilyn Lombos stated that a code enforcement investigation is underway.

Mayor Bubenik asked whether future sound complaints could still be submitted. Attorney McConnell confirmed that nothing in the findings or decision would prevent future complaints from being filed or investigated.

Motion to adopt Resolution No. 5937-25 affirming the September 10, 2025 Architectural Review Board Decision approving Lam Research Campus Expansion (AR24-0002) located at 11155-11361 SW Leveton Drive (Tax Lots: 2S122AA500 & 800, 2S122A00100, 2S122BA00100) made by Council President Pratt, Seconded by Councilor Sacco.

Voting Yea: Mayor Bubenik, Council President Pratt, Councilor Reyes, Councilor Sacco, Councilor Gonzalez

MOTION PASSED

Council Communications

None.

Adjournment

Mayor Bubenik adjourned the meeting at 8:36 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor



CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 10/27/2025

SUBJECT:

Consideration of Approval of a New Liquor License Application for Marilyn's Café Inc dba Miller's Homestead Restaurant.

RECOMMENDATION:

Staff respectfully recommends the Council approve endorsement of the liquor license application for Marilyn's Café Inc dba Miller's Homestead Restaurant.

EXECUTIVE SUMMARY:

Marilyn's Café Inc dba Miller's Homestead Restaurant has submitted a new application under the liquor license category of full on-premises sales. This would permit them to sell and serve distilled spirits, malt beverages, wine, and cider for consumption at their location. The business is located at 19733 SW McEwan Road. The application is in accordance with provisions of Ordinance No. 680-85 which establishes procedures for liquor license applicants. Applicants are required to fill out a City application form, from which a review by the Police Department is conducted, according to standards and criteria established in Section 6 of the ordinance. The Police Department has reviewed the new liquor license application and recommended approval. According to the provisions of Section 5 of Ordinance No. 680-85 a member of the Council or the public may request a public hearing on any of the liquor license requests. If such a public hearing request is made, a hearing will be scheduled and held on the license. It is important that any request for such a hearing include reasons for said hearing.

FINANCIAL IMPLICATIONS:

A fee has been paid by the applicant.

ATTACHMENTS:

- Application
- Vicinity Map
- OLCC Categories



CITY OF TUALATIN
LIQUOR LICENSE APPLICATION

Return Completed form to:
City of Tualatin
Attn: Finance
18880 SW Martinazzi Ave
Tualatin, OR 97062

Date 11/26/2025

IMPORTANT: This is a three-page form. You are required to complete all sections of the form.

If a question does not apply, please indicate N/A. Please include full names (last, first middle) and full dates of birth (month/day/year). Incomplete forms shall receive an unfavorable recommendation.

Thank you for your assistance and cooperation.

SECTION 1: TYPE OF APPLICATION

- ☒ Original (New) Application - \$100.00 Application Fee.
☐ Change in Previous Application - \$75.00 Application Fee.
☐ Renewal of Previous License - \$35.00 Application Fee. Applicant must possess current business license. License # _____
☐ Temporary License - \$35.00 Application Fee.

SECTION 2: DESCRIPTION OF BUSINESS

Name of business (dba): Marilynscape LLC dba Miller's Homestead Restaurant

Business address 17933 SW McEwen Rd City Tigard State OR Zip Code 97224

Mailing address 11295 SW Hazelbrook Rd City Tualatin State OR Zip Code 97062

Telephone # 503 684 2831 Fax # _____

Email Homestead@greyspecialties.com

Name(s) of business manager(s) First Jeffrey Middle _____ Last Grey

Type of business Restaurant

Type of food served Breakfast / Lunch

Type of entertainment (dancing, live music, exotic dancers, etc.) N/A

Days and hours of operation Mon-Thurs 7AM-2PM Fri-Sun 7AM-3PM

Food service hours: Breakfast 7-2 / 7-3 Lunch 7-2 / 7-3 Dinner N/A

Restaurant seating capacity 110 Outside or patio seating capacity 0

How late will you have outside seating? N/A How late will you sell alcohol? 3 PM

How many full-time employees do you have? _____ Part-time employees? _____

SECTION 3: DESCRIPTION OF LIQUOR LICENSE

Name of Individual, Partnership, Corporation, LLC, or Other applicants _____

Marilynscale LLC
Type of liquor license (refer to OLCC form) Full on premises - commercial

Form of entity holding license (check one and answer all related applicable questions):

☐ **INDIVIDUAL:** If this box is checked, provide full name, date of birth, and residence address.

Full name _____ Date of birth _____

Residence address _____

☐ **PARTNERSHIP:** If this box is checked, provide full name, date of birth and residence address for each partner. If more than two partners exist, use additional pages. If partners are not individuals, also provide for each partner a description of the partner's legal form and the information required by the section corresponding to the partner's form.

Full name _____ Date of birth _____

Residence address _____

Full name _____ Date of birth _____

Residence address _____

☐ **CORPORATION:** If this box is checked, complete (a) through (c).

(a) Name and business address of registered agent.

Full name _____

Business address _____

(b) Does any shareholder own more than 50% of the outstanding shares of the corporation? If yes, provide the shareholder's full name, date of birth, and residence address.

Full name _____ Date of birth _____

Residence address _____

(c) Are there more than 35 shareholders of this corporation? ____ Yes ____ No. If 35 or fewer shareholders, identify the corporation's president, treasurer, and secretary by full name, date of birth, and residence address.

Full name of president: _____ Date of birth: _____

Residence address: _____

Full name of treasurer: _____ Date of birth: _____

Residence address: _____

Full name of secretary: _____ Date of birth: _____

Residence address: _____

☒ **LIMITED LIABILITY COMPANY:** If this box is checked, provide full name, date of birth, and residence address of each member. If there are more than two members, use additional pages to complete this question. If members are not individuals, also provide for each member a description of the member's legal form and the information required by the section corresponding to the member's form.

Full name: Jeffrey Grey

Full name: _____ Date of birth: _____
Residence address: _____

☐ **OTHER:** If this box is checked, use a separate page to describe the entity, and identify with reasonable particularity every entity with an interest in the liquor license.

SECTION 4: APPLICANT SIGNATURE

A false answer or omission of any requested information on any page of this form shall result in an unfavorable recommendation.

Signature of Applicant _____ Date 11/26/2025

For City Use Only

Sources Checked:

☒ DMV by KC ☒ LEDS by KC ☒ TuPD Records by KC
☐ Public Records by _____

☒ Number of alcohol-related incidents during past year for location.

☒ Number of Tualatin arrest/suspect contacts for _____

It is recommended that this application be:

☒ Granted

☐ Denied

Cause of unfavorable recommendation: _____

Signature

Greg Pickering
Chief of Police
Tualatin Police Department

12/3/25
Date



OREGON LIQUOR CONTROL COMMISSION

LICENSE TYPES

FULL ON-PREMISES SALES

- **Commercial Establishment**
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location (*this is the license that most “full-service” restaurants obtain*). Sell malt beverages for off-site consumption in securely covered containers provided by the customer. Food service required. Must purchase distilled liquor **only** from an Oregon liquor store, or from another Full On- Premises Sales licensee who has purchased the distilled liquor from an Oregon liquor store.
- **Caterer**
Allows the sale of distilled spirits, malt beverages, wine, and cider by the drink to individuals at off-site catered events. Food service required.
- **Passenger Carrier**
An airline, railroad, or tour boat may sell and serve distilled spirits, malt beverages, wine, and cider for consumption on the licensed premises. Food service required.
- **Other Public Location**
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location, where the predominant activity is not eating or drinking (for example an auditorium; music, dance, or performing arts facility; banquet or special event facility; lodging fairground; sports stadium; art gallery; or a convention, exhibition, or community center). Food service required.
- **Private Club**
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location, but only for members and guests. Food service required.

LIMITED ON-PREMISES SALES

Sell and serve malt beverages, wine, and cider for onsite consumption. Allows the sale of malt beverages in containers (kegs) for off-site consumption. Sell malt beverages for off-site consumption in securely covered containers provided by the customer.

OFF-PREMISES SALES

Sell factory-sealed containers of malt beverages, wine, and cider at retail to individuals in Oregon for consumption off the licensed premises. Eligible to provide sample tastings of malt beverages, wine, and cider for consumption on the premises. Eligible to ship manufacturer-sealed containers of malt beverages, wine, or cider directly to an Oregon resident.

BREWERY PUBLIC HOUSE

Make and sell malt beverages. Import malt beverages into and export from Oregon. Distribute malt beverages directly to retail and wholesale licensees in Oregon. Sell malt beverages made at the business to individuals for consumption on or off-site.

WINERY

Must principally produce wine or cider in Oregon. Manufacture, store, and export wine and cider. Import wine or cider *If bottled, the brand of wine or cider must be owned by the licensee*. Sell wine and cider to wholesale and retail licensees in Oregon. Sell malt beverages, wine, and cider to individuals in Oregon for consumption on or off-site.



CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Megan George, Deputy City Manager
Rachel Sykes, Public Works Director

DATE: January 12, 2026

SUBJECT:

Resolution No. 5940-26 Authorizing the City of Tualatin to Accept a Grant Award from the State of Oregon (by and through its Oregon Water Resources Department) and for the City Manager to Execute a Grant Agreement to Fund the City's Tualatin Water Reservoir Seismic Valves Project

RECOMMENDATION:

Staff recommends the City Council approve the resolution.

EXECUTIVE SUMMARY:

The Oregon Legislature included \$1.75 million in HB 5006 (2025) for the city's project titled: *Tualatin Water Reservoir Seismic Valves*. This project will install seismic valves at all six of Tualatin's existing reservoirs so that in the event of an earthquake or other supply disruption, the valves will activate and prevent the stored water from leaking into the distribution system.

This project was identified in the Water Master Plan, adopted in 2023. In the event of a significant earthquake, distribution and transmission lines will likely rupture in several locations. Water in the distribution system will be lost through leaks, but if the reservoirs are intact, there will still be water available for residents.

The City Council included securing funding for this project on their list of 2025 Legislative Priorities. Mayor Bubenik and others advocated for the project during the 2025 Legislative Session. The Oregon Legislature adopted HB 5006 that included \$1.75 million for the project, and Governor Kotek signed the bill on August 7, 2025.

The funds are awarded in the form of a grant from the Oregon Water Resources Department. The grant agreement has already been approved by the Oregon Department of Justice and is awaiting signature from the city before it is fully executed and the city can begin spending. The grant agreement includes a maximum of \$1.75 million disbursed as reimbursement to the city.

In the fall, the Oregon Water Resources Department notified city staff that they had been instructed to produce a 5% reduction package by the Oregon Legislature and that they were including a possible \$300,000 reduction to Tualatin's award in that package. The Oregon Legislature will make a final determination during the 2026 Legislative Session beginning in February. Changes to the total award do not impact the terms of the grant agreement.

OUTCOMES OF DECISION:

The City Manager will sign the grant agreement and return it to the Oregon Water Resources Department. When fully executed, staff will begin work on the project.

ALTERNATIVES TO RECOMMENDATION:

The City Council may direct staff to renegotiate terms of the agreement.

FINANCIAL IMPLICATIONS:

If approved, the Oregon Water Resources Department shall provide the city with a maximum of \$1.75 million on a reimbursement basis. The Fiscal Year 2025-2026 Budget does not include this project, however, there are enough savings from other projects in the Water Fund to absorb costs incurred this fiscal year. The remaining project costs (expenditures) and reimbursements (revenue) will be included in the Fiscal Year 2026-2027 Budget. All funds must be spent before June 30, 2027.

ATTACHMENTS:

- Resolution No. 5940-26
- Exhibit A: Grant Agreement

RESOLUTION NO. 5940-26

A RESOLUTION AUTHORIZING THE CITY OF TUALATIN TO ACCEPT A GRANT AWARD FROM THE STATE OF OREGON (BY AND THROUGH ITS OREGON WATER RESOURCES DEPARTMENT) AND FOR THE CITY MANAGER TO EXECUTE A GRANT AGREEMENT TO FUND THE CITY'S TUALATIN WATER RESERVOIR SEISMIC VALVES PROJECT

WHEREAS, in the event of an emergency, seismic valves capture the stored water in reservoirs and prevent it from leaking into the distribution system;

WHEREAS, installing seismic valves on all of Tualatin's reservoirs was identified as a project in the Water Master Plan, adopted in 2023;

WHEREAS, the City Council identified funding for seismic valves at Tualatin's six existing reservoirs as one of Tualatin's 2025 Legislative Priorities;

WHEREAS, the Oregon Legislature included \$1.75 million in funding for the Tualatin Reservoir Seismic Valve Project pursuant to HB 5006 (2025).

WHEREAS, The City desires to accept a State of Oregon grant award in the maximum amount of \$1.75 million dollars, which shall be used to install seismic valving infrastructure at six of the City's water reservoirs.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON, THAT:

Section 1. The City is authorized to accept Grant Agreement # WPG-D-0021-25- *Tualatin Water Reservoir Seismic Valves*, attached hereto as Exhibit A.

Section 2. The City Manager is authorized to execute the Grant Agreement and any and all documents related to the Tualatin Water Reservoir Seismic Valves Project.

Section 3. This Resolution is effective upon adoption.

Adopted by the City Council this 12th day of January, 2026.

CITY OF TUALATIN, OREGON

BY _____
Mayor

APPROVED AS TO LEGAL FORM

ATTEST

BY _____
City Attorney

BY _____
City Recorder

General Fund

GRANT AGREEMENT

WPG-D-0021-25

Tualatin Water Reservoir Seismic Valves

By: City of Tualatin

OREGON WATER RESOURCES DEPARTMENT



GRANT AGREEMENT
WPG-D-0021-25
Tualatin Water Reservoir Seismic Valves

BETWEEN: **State of Oregon**, acting by and through its
Oregon Water Resources Department (Grantor),
Address: 725 Summer Street NE, Suite A, Salem, Oregon 97301-1266
Phone Number: (503) 979-9160
Facsimile Number: (503) 986-0903
E-Mail Address: OWRD.Grants@water.oregon.gov
The Grantor's Coordinator for this Grant is
Louisa Mariki

AND: City of Tualatin (Grantee)
Attn: Nic Westendorf
Title: Deputy Public Works Director
Address: 10699 SW Herman Road, Tualatin, Oregon 97062
Telephone Number: (503) 691-3673
E-Mail Address: nwestendorf@tualatin.gov

SECTION 1
LEGAL BASIS OF AWARD

Section 1.01 Legal Basis of Award. Pursuant to House Bill 5006 (2025), Oregon Laws 2025, chapter 628, Grantor is authorized to enter into a grant agreement and to make an award from moneys available to the Oregon Water Resources Department to Grantee for the purposes set forth herein.

Section 1.02 Agreement Documents. This grant agreement (“Grant Agreement” or “Agreement”) consists of this Agreement and the exhibits listed below. Exhibits A, B, C and D are attached hereto and all of the exhibits (Exhibits A through D) are incorporated into this Agreement by reference. In the event of a conflict between two or more of the documents comprising this Agreement, the language in the document with the highest precedence shall control. The precedence of each of the documents comprising this Agreement is as follows, listed from highest precedence to lowest precedence:

- i. This Grant Agreement, less all exhibits;
- ii. **Exhibit A** (Conditions of Agreement);
- iii. **Exhibit B** (Grant Budget);
- iv. **Exhibit C** (Project Description); and
- v. **Exhibit D** (Permits and Regulatory Approvals).

Section 1.03 Agreement Term. This Agreement shall be effective when it is signed by the Grantor and Grantee (“Parties”) and approved as required by law (the “Effective Date”). Unless terminated earlier pursuant to Section 6 of this Agreement, this Agreement will **terminate on June 30, 2027**, or on the date that Grantor disburses the final ten percent (10%) of Grant moneys as provided in Section 2.03 of this Agreement, whichever comes first (the “Expiration Date”).

SECTION 2 GRANT AWARD

Section 2.01 Notice of Grant Award. In accordance with the terms and conditions of this Agreement, Grantor shall provide Grantee with a maximum of **\$1,750,000** (the “Grant”) from the General Fund to financially support the water resource project activities designated within the project description set forth in Exhibit C (the “Project”). The Grant amount may not be increased without a written amendment(s) to this Grant Agreement. The Grant Budget is set forth in Exhibit B.

Section 2.02 Grant Availability. Grantee shall not submit, and Grantor shall not pay, any reimbursement request (“Fund Request”) for expenditures that occur before the Effective Date or after the Expiration Date.

Section 2.03 Disbursement of Grant Moneys. Subject to Sections 2.04 and 2.05, Grantor shall disburse the Grant moneys to Grantee upon submission of the most current Fund Request Form provided by Grantor to Grantee. The Fund Request Form must be completed and signed by the Grantee with appropriate documentation of expenditures prior to approval and payout of any Grant moneys by Grantor. The Grantor will disburse the Grant moneys only as reimbursement for costs incurred by Grantee for the Project. The final 10% of Grant moneys will be disbursed to Grantee only after Grantee submits and Grantor approves the Final Report described in Exhibit A under item no. 3 and shall be contingent upon Grantee adherence to all conditions within Exhibit A. The Grantor may disburse Grant moneys after the Grant Expiration Date for reimbursement requests submitted by July 30, 2027, for expenses incurred prior to the Grant Expiration Date. Grantee may submit a Fund Request no more often than monthly.

Section 2.04 Conditions Precedent to this Agreement or any Amendment to this Agreement. Grantor’s obligations under this Agreement or under any amendment to this Agreement are subject to compliance by Grantee with all its reporting obligations under any earlier or other existing grant agreements with the Grantor.

Section 2.05 Conditions Precedent to Disbursements. Grantor’s obligation to disburse Grant moneys to Grantee pursuant to Section 2.03 is subject to satisfaction, with respect to each disbursement, of each of the following conditions precedent:

- (a) Grantee shall hold and maintain registration as a legal entity with the Oregon Secretary of State prior to, and throughout, the duration of the Grant;
- (b) Grantor has received sufficient funding, appropriations limitations, allotments, or other expenditure authorizations to allow Grantor, in the reasonable exercise of its administrative discretion, to make the disbursement;
- (c) Grantee’s representations and warranties set forth in Section 4 are true and correct on the date of disbursement with the same effect as though made on the date of disbursement;
- (d) Grantee is in compliance with all reporting requirements of this Agreement identified in Exhibit A;
- (e) Grantee has submitted to the Grantor, the required permits and regulatory approvals listed in Exhibit C “Project Description” and Exhibit D “Permits and Regulatory Approvals” or as are otherwise required for the Project. As required by ORS 541.692(1), Grantee must obtain all applicable local, state, and federal permits prior to release of funds for the Project. Grantor shall require that Grantee obtain all permits or regulatory approvals required for the Project, even those not previously identified by the Grantee, before disbursing Grant moneys. In its sole discretion, Grantor may condition the release of funds based on specific circumstances of the Project. By executing this Agreement, Grantee acknowledges that it has reviewed Exhibit A Conditions of Agreement.
- (f) For Project tasks that take place on private land(s), Grantee has submitted to the Grantor:

- 1) Evidence that landowner(s) are aware of and agree to the task. Evidence shall include, but is not limited to: (i) landowner(s) certification that the landowner owns the land where the work will be carried out and (ii) landowner's agreement to allow Grantee to carry out the work, or a portion of the work on the Landowner's property; or
 - 2) Evidence documenting legal easement on all lands where the work will be carried out. Evidence shall include, but is not limited to: (i) documentation of easement and (ii) easement holder's agreement to allow Grantee to carry out the work, or a portion of the work on the servient estate;
- (g) No default as described in Section 6.03 has occurred; and
- (h) Grantee has submitted to Grantor a Fund Request that is in a format acceptable to and approved by Grantor and that is accompanied by all necessary supporting documentation.

SECTION 3 USES OF GRANT

Section 3.01 Eligible Uses of Grant. Grantee's use of the Grant moneys is limited to those expenditures necessary to successfully execute the Project tasks described in Exhibit C and that are in accordance with the allowable costs and budget procedures guidance document provided by the Grantor. Equipment purchases of a durable nature may not be financed with Grant moneys unless expressly authorized by Grantor in writing apart from and in addition to the approved Fund Request.

Section 3.02 Ineligible Uses of Grant. Notwithstanding Section 3.01, Grantee shall not use the Grant moneys to pay principal or interest on any debt; reimburse any person or entity for expenditures made or expenses incurred prior to the Effective Date; make loans or grants to third parties; pay indirect costs that cannot be directly attributable to the Project; or pay internal costs charged to the Project by Grantee or payments made to Related Parties. A Related Party for this purpose includes members of the same controlled group within the meaning of 26 C.F.R. § 1.150-1(e). No more than 10% of the Grant may be used to pay for the administrative costs of Grantee. The aggregate of all disbursements of the Grant shall not exceed the maximum Grant amount set forth in Section 2.01.

Section 3.03 Mis-expended and Unexpended Grant Moneys. Any Grant moneys disbursed to Grantee that are not expended by Grantee in accordance with this Agreement ("Mis-expended Moneys") or are not expended by the earlier of the Expiration Date or the date this Agreement is terminated pursuant to Section 6 of this Agreement ("Unexpended Moneys") shall be returned to Grantor. Grantee shall return all Mis-expended or Unexpended Moneys to Grantor within fifteen (15) days after the earlier of the Expiration Date, the date this Agreement is terminated or Grantor's demand.

SECTION 4 GRANTEE'S REPRESENTATIONS AND WARRANTIES

Grantee represents and warrants to Grantor as follows:

Section 4.01 Existence and Power. Grantee is legally formed and in good standing under Oregon law and has full power and authority to transact the business in which it is engaged and the legal right to execute and deliver this Agreement and incur and perform its obligations hereunder.

Section 4.02 Authority, No Contravention. The making and performance by Grantee of this Agreement (a)

has been duly authorized by all necessary action of Grantee, (b) does not and will not violate any provision of any applicable law, rule, or regulation or order of any court, regulatory commission, board or other administrative body or any provision of Grantee's organization documents and (c) does not and will not result in the breach of, or constitute a default or require any consent under, any other agreement or instrument to which Grantee is a party or by which Grantee or any of its properties are bound or affected.

Section 4.03 Binding Obligation. This Agreement has been duly authorized, executed and delivered on behalf of Grantee and constitutes the legal, valid, and binding obligation of Grantee, enforceable in accordance with its terms.

Section 4.04 Approvals. No authorization, consent, license, or approval of, filing or registration with, or notification to, any governmental body or regulatory or supervisory authority is required for the execution, delivery or performance by Grantee of this Agreement.

Section 4.05 Required Permits. To the best of Grantee's knowledge the permits and regulatory approvals listed in Exhibit D to this Agreement constitute the permits and regulatory approvals required to construct, complete, and thereafter operate the Project as contemplated in this Agreement. If during the term of this Agreement, Grantee becomes aware of additional permits or regulatory approvals that are needed and not previously identified, Grantee shall promptly notify Grantor of the additional permit(s) or regulatory approval(s) by submitting an addendum to the Grantor setting forth the additional permit(s) or regulatory approval(s).

SECTION 5

GRANTEE'S SUB-AGREEMENTS AND PROCUREMENTS

Section 5.01 Sub-agreements.

- (a) Grantee may enter into agreements with sub-recipients, contractors or sub-contractors ("Sub-agreements") for performance of the Project. Regarding sub-agreements over \$25,000, the Grantee must have available and shall provide upon request documentation describing the Project tasks which the sub-agreement is intended to help complete, the cost of the Sub-agreement, and a description of the selection process by which the Sub-agreement was awarded. All Sub-agreements must be in writing and duly executed by the Grantee and must incorporate and pass through all of the applicable requirements of this Agreement to the other party or parties to the Sub-agreements. Grantee agrees to provide the Grantor with a copy of any signed Sub-agreements upon request by the Grantor. Any material breach of a term or condition of Sub-agreements relating to funds covered by this Agreement must be reported by the Grantee to the Grantor within ten (10) days of it being discovered. Use of a Sub-agreement does not relieve the Grantee of its responsibilities under this Agreement.
- (b) Grantee's Sub-agreement(s) shall require the other party to such Sub-agreements(s) that is not a unit of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the Grantor and its officers, employees and agents from and against any and all claims, actions, liabilities, damages, losses, or expenses, including attorneys' fees, caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of the other party to Grantee's Sub-agreement or any of such party's officers, agents, employees or subcontractors ("Claims"). It is the specific intention of the Parties that the Grantor shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Grantor, be indemnified by the other party to Grantee's Sub-agreement(s) from and against any and all Claims.
- (c) Any such indemnification shall also provide that neither Grantee's subrecipient(s), contractor(s) nor subcontractor(s), nor any attorney engaged by Grantee's subrecipient(s), contractor(s) or

subcontractor(s) shall defend any claim in the name of the Grantor or any agency of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without the prior written consent of the Oregon Attorney General. The Grantor may, at any time at its election, assume its own defense and settlement in the event that it determines that Grantee's subrecipient is prohibited from defending the State, or that Grantee's subrecipient is not adequately defending the Grantor's interests, or that an important governmental principle is at issue or that it is in the best interests of the Grantor to do so. The Grantor reserves all rights to pursue claims it may have against Grantee's subrecipient if the State of Oregon elects to assume its own defense.

Section 5.02 Procurements for Public Entities. If Grantee is a public entity subject to the Oregon Public Contracting code, Grantee shall make purchases of any equipment, materials, or services for the Project under procedures that comply with Oregon law, including all applicable provisions of the Oregon Public Contracting Code and rules.

Section 5.03 Procurements for Private Entities. If Grantee is a private entity:

- (a) For procurements over \$25,000, Grantee must solicit quotes or bids from at least three sources.
- (b) The Grantee shall retain and provide upon request documentation of the bidding and selection process for all procurements over \$25,000.

Section 5.04 Sole Source Procurement for Private Entities. If Grantee is a private entity:

- (a) Grantee may make the determination that competitive procurement is not feasible if one of the following circumstances exist:
 - (i) Item or service is available only from a single source; or
 - (ii) A public exigency or emergency will not permit a delay resulting from a competitive solicitation or it can be shown unequivocally that desired time frames for delivery must be met or the entire Project will suffer as a direct result of the delay.
- (b) For all sole source procurements Grantee shall provide documentation to the Grantor in writing which shall contain:
 - (i) a brief description of the Project, the amount to be designated for the sole source procurement, and the purpose of the contract;
 - (ii) explanation of why it is necessary to contract in a noncompetitive manner; and,
 - (iii) a declaration that this action is in the "best interest" of the Grantor.

Section 5.05 Compliance with Laws, including Prevailing Wage.

- (a) Grantee shall comply with state prevailing wage law as set forth in ORS 279C.800 through 279C.870, and the administrative rules promulgated thereunder (OAR Chapter 839, Division 25) (collectively, state "PWR"). This includes but is not limited to imposing an obligation that when PWR applies to the Project, contractors and subcontractors on the Project must pay the prevailing rate of wage for workers in each trade or occupation in each locality as determined by the Commissioner of the Bureau of Labor and Industries ("BOLI") under ORS 279C.815.
- (b) When the federal Davis-Bacon Act applies to the Project, contractors and subcontractors on the Project must pay the prevailing rate of wage as determined by the United States Secretary of Labor under the Davis-Bacon Act (40 U.S.C. 3141 et seq.).

- (c) Notwithstanding (1) and (2) above, when both PWR and the federal Davis-Bacon Act apply to the Project, contractors and subcontractors on the Project must pay a rate of wage that meets or exceeds the greater of the rate provided in (3)(a) or (3)(b) above.
- (d) When PWR applies, Grantee and its contractors and subcontractors shall not contract with any contractor on BOLI's current List of Contractors Ineligible to Receive Public Works Contracts.
- (e) When PWR applies, Grantee shall be responsible for both providing the notice to the BOLI Commissioner required by ORS 279C.835 and the payment of any prevailing wage fee(s) required under ORS 279C.825 and BOLI's rules, including OAR 839-025-0200 to OAR 839-025-0230. For avoidance of any doubt, Grantee contractually agrees to pay applicable prevailing wage fees for the Project rather than OHCS, the public agency providing Financing Proceeds under this Contract.
- (f) When PWR applies, and before starting work, Contractor shall file with the Construction Contractors Board, and maintain in full force and effect, the separate public works bond required by ORS 279C.836 and OAR 839-025-0015, unless otherwise exempt under those provisions. The Contractor shall also include in every subcontract a provision requiring any subcontractor to have a public works bond filed with the Construction Contractors Board before starting Work, unless otherwise exempt, and shall verify that the subcontractor has filed a public works bond before permitting the subcontractor to start Work.
- (g) Pursuant to ORS 279C.817, Grantee and any contractors or subcontractors may request that the BOLI Commissioner make a determination about whether the Project is a public works on which payment of the prevailing rate of wage is required under ORS 279C.840 (i.e. whether PWR applies).

SECTION 6 TERMINATION AND DEFAULT

Section 6.01 Mutual Termination. This Agreement may be terminated by mutual written consent of both Parties.

Section 6.02 Termination by Grantor. Grantor may terminate this Agreement, for any reason, upon 30 days advance written notice to Grantee. In addition, Grantor may terminate this Agreement effective immediately upon written notice to Grantee, or effective on such later date as may be established by Grantor in such notice, under any of the following circumstances:

- (a) Grantor fails to receive sufficient appropriations or other expenditure authorization to allow Grantor, in the reasonable exercise of its administrative discretion, to continue making payments under this Agreement; or,
- (b) The Grantor does not have sufficient funds to continue making payments under this Agreement; or,
- (c) There is a change in federal or state laws, rules, regulations or guidelines so that the Project funded by this Agreement is no longer eligible for funding; or,
- (d) In accordance with Section 6.04.

Section 6.03 Default. Grantee shall be in default under this Agreement upon the occurrence of any of the following events:

- (a) Grantee fails to perform, observe or discharge any of its covenants, agreements or obligations contained herein or in any exhibit attached hereto; or

- (b) Any representation, warranty or statement made by Grantee herein or in any documents or reports relied upon by Grantor to measure progress on the activities funded by the Grant, the expenditure of Grant moneys or the performance by Grantee is untrue in any material respect when made; or
- (c) Grantee (i) applies for or consents to the appointment of, or the taking of possession by, a receiver, custodian, trustee, or liquidator of itself or of all of its property, (ii) admits in writing its inability, or is generally unable, to pay its debts as they become due, (iii) makes a general assignment for the benefit of its creditors, (iv) commences a voluntary case under the federal Bankruptcy Code (as now or hereafter in effect), (v) files a petition seeking to take advantage of any other law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, (vi) fails to controvert in a timely and appropriate manner, or acquiesces in writing to, any petition filed against it in an involuntary case under the federal Bankruptcy Code (as now or hereafter in effect), or (vii) takes any action for the purpose of effecting any of the foregoing; or
- (d) A proceeding or case is commenced, without the application or consent of Grantee, in any court of competent jurisdiction, seeking (i) the liquidation, dissolution or winding-up, or the composition or readjustment of debts, of Grantee, (ii) the appointment of a trustee, receiver, custodian, liquidator, or the like of Grantee or of all or any substantial part of its assets, or (iii) similar relief in respect to Grantee under any law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, and such proceeding or case continues undismissed, or an order, judgment, or decree approving or ordering any of the foregoing is entered and continues unstayed and in effect for a period of sixty (60) consecutive days, or an order for relief against Grantee is entered in an involuntary case under the federal Bankruptcy Code (as now or hereafter in effect).

Section 6.04 Remedies Upon Default. If Grantee's default is not cured within fifteen (15) days of written notice thereof to Grantee from Grantor or such longer period as Grantor may authorize in its sole discretion, Grantor may pursue any remedies available under this Agreement, at law or in equity. Such remedies include, but are not limited to, termination of this Agreement, return of all or a portion of the Grant moneys, payment of interest earned on the Grant moneys, reallocation of funds allocated to the Project but not used, and declaration of ineligibility for the receipt of future funding from the Grantor.

SECTION 7 MISCELLANEOUS

Section 7.01 No Implied Waiver, Cumulative Remedies. The failure of Grantor to exercise, and any delay in exercising, any right, power, or privilege under this Agreement shall not operate as a waiver thereof, nor shall any single or partial exercise of any right, power, or privilege under this Agreement preclude any other or further exercise thereof or the exercise of any other such right, power, or privilege. The remedies provided herein are cumulative and not exclusive of any remedies provided by law.

Section 7.02 Choice of Law; Designation of Forum; Federal Forum.

- (a) The laws of the State of Oregon (without giving effect to its conflicts of law principles) govern all matters arising out of or relating to this Agreement, including, without limitation, its validity, interpretation, construction, performance, and enforcement.
- (b) Any Party bringing a legal action or proceeding against any other Party arising out of or relating to this Agreement shall bring the legal action or proceeding in the Circuit Court of the State of Oregon for Marion County (unless Oregon law requires that it be brought and conducted in another county). Each Party hereby consents to the exclusive jurisdiction of such court, waives any objection to venue, and waives any claim that such forum is an inconvenient forum.

- (c) Notwithstanding Section 7.02(b), if a claim must be brought in a federal forum, then it must be brought and adjudicated solely and exclusively within the United States District Court for the District of Oregon. This Section applies to a claim brought against the State of Oregon only to the extent Congress has appropriately abrogated the State of Oregon's sovereign immunity and is not consent by the State of Oregon to be sued in federal court. This Section is also not a waiver by the State of Oregon of any form of defense or immunity, including but not limited to sovereign immunity and immunity based on the Eleventh Amendment to the Constitution of the United States.

Section 7.03 Notices. Except as otherwise expressly provided in this Agreement, any notices or demands required or permitted to be given hereunder shall be given in writing by personal delivery, facsimile, or mailing the same, postage prepaid to Grantee or Grantor at the address or number set forth on page 2 of this Agreement, or to such other addresses or numbers as either Party may hereafter indicate pursuant to this section. Any such notice or demand so addressed and mailed shall be deemed to be given five (5) days after mailing. Any notice or demand delivered by facsimile shall be deemed to be given when receipt of the transmission is generated by the transmitting machine. Any notice or demand by personal delivery shall be deemed to be given when actually delivered.

Section 7.04 Amendments. This Agreement may not be altered, modified, supplemented, extended or amended in any manner except by written instrument signed by both Parties. No term of this Agreement may be waived unless such waiver is agreed to in writing by the Party against whom such waiver is sought to be enforced.

Section 7.05 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of Grantor, Grantee, and their respective successors and assigns, except that Grantee may not assign or transfer its rights or obligations hereunder or any interest herein without the prior consent in writing of Grantor.

Section 7.06 Entire Agreement. This Agreement constitutes the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement.

Section 7.07 Contribution.

- (a) If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third-Party Tort Claim") against a party to this Agreement (the "Notified Party") with respect to which the other party may have liability, the Notified Party must promptly notify the other party in writing and deliver a copy of the claim, process, and all legal pleadings related to the Third-Party Tort Claim. Either party is entitled to participate in the defense of a Third-Party Tort Claim, and to defend a Third-Party Tort Claim with counsel of its own choosing. The foregoing provisions are conditions precedent for either party's liability to the other in regard to the Third-Party Claim.

If the parties are jointly liable (or would be if joined in the Third-Party Tort Claim), the parties shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable in such proportion as is appropriate to reflect their respective relative fault. The relative fault of the parties shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Each party's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if that party had sole liability in the proceeding. This Section shall survive termination of this Agreement.

- (b) Recipient shall take all reasonable steps to require its contractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend (subject to ORS chapter 180), save and hold harmless the State of Oregon and its officers, employees and agents (“Indemnatee”) from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys’ fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Recipient’s contractor or any of the officers, agents, employees or subcontractors of the contractor (“Contractor Tort Claims”). It is the specific intention of the parties that the Indemnatee shall, in all instances, except for Contractor Tort Claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by the contractor from and against any and all Contractor Tort Claims. This Section shall survive termination of this Agreement.
- (c) Except for Third-Party Tort Claims and Contractor Tort Claims as provided above, to the extent authorized by law, Recipient shall defend, indemnify, save and hold harmless and release the State, Agency, and their officers, employees and agents from and against any and all claims, demands, suits, actions, proceedings, losses, damages, liability and court awards including but not limited to costs, expenses, and reasonable attorneys’ fees incurred (collectively, “Non-Tort Claims”), related to any actual or alleged act or omission by Recipient, or its officers, employees, contractors, or agents in connection with this Agreement, and the Project, including without limitation, any expenses incurred or amounts paid in connection with an inquiry, investigation, audit or similar proceeding by the Internal Revenue Service, Treasury and any other federal, state, governmental or quasi-governmental body with regulatory jurisdiction arising from the Project or the actions or omissions of Grantee, or its officers, employees, contractors, or agents.
- (d) Notwithstanding the foregoing, neither Recipient nor any attorney engaged by Recipient may defend any Non-Tort Claim in the name of the State of Oregon, nor purport to act as legal representative for the State of Oregon, without first receiving from the Oregon Attorney General in a form and manner determined appropriate by the Oregon Attorney General, authority to act as legal counsel for the State of Oregon, nor may Grantee settle any Non-Tort Claim on behalf of the State of Oregon without the approval of the Oregon Attorney General. If the State of Oregon assumes its own defense, Recipient will be liable for the attorney fees of the State of Oregon, including but not limited to any fees charged by the Oregon Department of Justice. The provisions of this section are not to be construed as a waiver by the State of Oregon, or Agency of any immunity, defense or limitation on damages provided for under Chapter 30 of the Oregon Revised Statutes or under the laws of the United States or other laws of the State of Oregon.

Section 7.08 Time is of the Essence. Grantee agrees that time is of the essence under this Agreement.

Section 7.09 Survival. All provisions of this Agreement set forth in the following sections and all provisions of this Agreement that by their terms are intended to survive shall survive the expiration or termination of this Agreement: Section 3.03, Mis-expended and Unexpended Grant Moneys; Section 6.04, Remedies Upon Default; Section 7, MISCELLANEOUS; and Exhibit A sections 3. (Final Report), 6. (Records and Inspection), 7. (Operations and Maintenance of the Project) and 8. (Publicity).

Section 7.10 Counterparts. This Agreement may be executed in several counterparts, all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.

Section 7.11 Severability. If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall

not be affected, and the rights and obligations of the Parties shall be construed and enforced as if this Agreement did not contain the particular term or provision held to be invalid.

Section 7.12 Relationship of Parties. The Parties agree and acknowledge that their relationship is that of independent contracting parties, and neither Party hereto shall be deemed an agent, partner, joint venturer or related entity of the other by reason of this Agreement.

Section 7.13 Headings. The section headings in this Agreement are included for convenience only, they do not give full notice of the terms of any portion of this Agreement and are not relevant to the interpretation of any provision of this Agreement.

Section 7.14 No Third Party Beneficiaries. Grantor and Grantee are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons.

Section 7.15 Duplicate Payment. Grantee shall not receive duplicate payments from another entity for expenses invoiced to the Grantor.

Section 7.16 False Claims Act. Grantee will refer to the Grantor any credible evidence that a principal, employee, agent, contractor or other person has submitted a false claim under the False Claims Act (31 USC 3729-3733; ORS 180.750-180.785) or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity or similar misconduct involving funds provided under this Grant Agreement.

Section 7.17 Cooperation. The Grantor and Grantee acknowledge that as the Project progresses, aspects of the Project captured in the Exhibits may need to be adjusted and refined through the amendment process, and that the ultimate success of this Project requires the cooperation of both Parties. Grantor and Grantee both agree to use good faith efforts and their best professional judgment to resolve any issues that may arise during the course of the Project.

Section 7.18 Dispute Resolution. The Grantor and Grantee shall attempt in good faith to resolve any dispute arising out of this Agreement. In addition, the Grantor and Grantee may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, have full power and authority to bind their respective Party and agree to be bound by the terms and conditions of this Agreement.

GRANTEE

City of Tualatin, by and through its Governing Body

By _____

Name: Sherilyn Lombos

Title: City Manager

Date _____

By _____

Name:

Title:

Date _____

APPROVED AS TO LEGAL SUFFICIENCY

(If required in local process)

By _____

Grantee's Legal Counsel

Date _____

Grantee Contact:

City of Tualatin

Attn: Nic Westendorf

10699 SW Herman Road

Tualatin, OR 97062

Phone: (503) 691-3673

Email: nwestendorf@tualatin.gov

GRANTOR



STATE OF OREGON, by and through its
Water Resources Department

By _____

Name: Lisa Snyder

Title: Administrative Services Administrator

Date _____

APPROVED AS TO LEGAL SUFFICIENCY

(For funding over \$250,000)

By: Zoey Kohn via email

Assistant Attorney General

Date 12/8/2025

Grantor Contact:

Oregon Water Resources Department

Attn: Louisa Mariki

725 Summer St NE, Suite A

Salem, OR 97301-1266

(503) 979-9160

OWRD.Grants@water.oregon.gov

EXHIBIT A

CONDITIONS OF AGREEMENT

The following conditions apply to the implementation of this Agreement:

1. **Permits and Regulatory Approvals.** Prior to disbursement of any Grant moneys for any activities requiring a permit or regulatory approval, the Grantee must obtain all permits and regulatory approvals from local, state, or federal agencies or governing bodies necessary to perform its obligations under this Agreement and provide a copy to the Grantor. Satisfaction of the condition related to permits and regulatory approvals precedent to disbursements is set forth in Section 2.05(e).
2. **Semi-Annual Progress Reports.** Between the Effective Date and the Expiration Date, the Grantee shall provide the Grantor with a progress report two times per calendar year (due January 31 and July 31). The Grantee will use the forms provided by the Grantor, which will include information regarding the expenditure of the Grant moneys, compliance with the terms of this Agreement, progress toward completion of the Project as documented in the Exhibits, and a narrative on the activities completed as part of the Project.
3. **Final Report.** No later than July 15, 2027, the Grantee shall file with the Grantor a signed Final Report. The Final Report must be completed on a form provided by the Grantor that will require a summary of the Project as completed.
4. **Release of Reports.** All reports that the Grantor determines to be final and complete will be made available to the public.
5. **Project Inspection.** During implementation of the Project and any time prior to Grantor approval of the Final Report, the Grantee shall permit the Grantor to inspect, at any reasonable time, the property, both real and personal, all work done, labor performed and materials furnished in connection with the activities financed with Grant moneys.
6. **Records and Inspection.** Grantee shall keep proper books of account and records on all activities associated with the Grant including, but not limited to, books of account and records on expenditure of the Grant moneys and on the activities financed with the Grant moneys. Grantee will maintain these books of account and records in accordance with generally accepted accounting principles and shall retain the books of account and records until the latest of (i) six years after the Expiration Date; or (ii) the date that all disputes, if any, arising under this Agreement have been resolved. Grantee will permit Grantor, the Secretary of State of the State of Oregon, or their duly authorized representatives to inspect and to review and make excerpts, transcripts and copies of its books of account and records with respect to the receipt and disbursement of funds received from Grantor, including, without limitation, its records regarding receipts, disbursements, contracts, investment of Grant moneys, if any, and any other matters related to the use of Grant moneys or Project work. Access to these books of account and records is not limited to the required retention period. The authorized representatives shall have access to these books of account and records at any reasonable time for as long as the records are maintained.
7. **Operation and Maintenance of the Project.** Until ten (10) years after the Expiration Date, Grantee shall monitor, evaluate, operate, and maintain the Project, or cause the Project to be operated and maintained, in good repair and operating condition so as to preserve the long-term

public benefit of the Project, including making all necessary and proper repairs, replacements, additions and improvements to the Project.

8. **Publicity.** Grantee shall make every effort to acknowledge and publicize the State or Oregon's (Oregon Water Resource Department) participation and assistance with the project. Upon completion of the Project, Grantee shall post a permanent sign at the Project site or other location approved by Grantor, acknowledging the participation of the State of Oregon (Oregon Water Resources Department) in the Project. Grantee shall maintain the sign throughout the life of the project. Signage content must be approved by Grantor to be eligible for reimbursement as an eligible Project cost.
9. **Cultural Material.** If any cultural material is discovered during Project activities, all work should cease immediately (ORS 97.745 and ORS 97.750) until a professional archaeologist can assess the discovery, and Grantee shall immediately notify the Oregon State Police, the Water Resources Department, the Legislative Commission on Indian Services, the appropriate Tribe(s), and the State's Historic Preservation Office (SHPO). Additionally, in the case of cultural material discovery, Grantee shall prepare a report of the Project outlining the results of the archaeological monitoring and submit its report to SHPO for inclusion in SHPO's resource library and GIS database.
10. **Taxes and Assessments; Utilities.** Grantee shall pay, or cause to be paid, all taxes, utility charges and governmental charges of any kind whatsoever that may at any time be lawfully assessed or levied against or with respect to the Project. If any governmental charges may lawfully be paid in installments over a period of years, the Grantee may pay, or cause to be paid, those charges in installments. The Grantee may contest, or permit to be contested, in good faith the validity or application of any tax, utility charge or governmental charge in any reasonable manner, so long as the contest does not subject any portion of the Project to loss or forfeiture.
11. **Certification of Compliance with Laws.** Grantee hereby certifies that it has complied, and agrees that it shall comply, with all applicable federal, state, and local laws, regulations, executive orders and ordinances related to expenditure of the Grant moneys and the activities financed with the Grant moneys. Without limiting the generality of the foregoing, Grantee expressly agrees to comply with (a) Title VI of the Civil Rights Act of 1964, (b) Section V of the Rehabilitation Act of 1973, (c) the Americans with Disabilities Act of 1990 and ORS 659A.142, (d) all regulations and administrative rules established pursuant to the foregoing laws, and (e) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.
12. **Work Products and Intellectual Property.** Any work products developed using Grant moneys will remain in the public domain and cannot be used for proprietary purposes.
13. **Engineering Reviews.** If requested by the Grantor, the Grantee shall provide any engineering or other Project documentation for the review and approval by the Grantor prior to Project implementation.

EXHIBIT B
The Grant Budget

The Grant Budget is as follows:

Budget Categories	Approved Budget
Staff Salary/Benefits	\$0
Contractual/Consulting	\$1,750,000
Supplies	\$0
Materials	\$0
Travel	\$0
Equipment	\$0
Other:	\$0
Subtotal of Grant Funds	\$,1750,000
Match Funding – Expenditures from sources other than those managed by the Grantor	\$0
Grand Total	\$,1750,000

EXHIBIT C

Project Description

The Grantee shall install seismic valving infrastructure at six of the City's water reservoirs. The grant will be used for design work, asset/infrastructure costs, and construction costs to help ensure that potable water will remain in the City's water distribution system in the event of a large-scale earthquake, that can damage pipes and cause loss in pressure and drainage of water from the system. Grant funds shall only be used for the costs of contracted work necessary to accomplish the following tasks in relation to the Tualatin Water Reservoir Seismic Valve installation as detailed as follows:

Project Tasks

Task 1. Project Scoping

- Task Description – *This task includes:*
 - Collaborate with a design firm (selected from the City's Qualified Pool List) to scope the seismic valve project based on available budget, operational needs, and desired outcomes.
 - Determine the configuration of the seismic valve system, including:
 - Manufacturer and model selection
 - Valve style and connection to the reservoir
 - Backup power requirements
 - Use of localized or regional seismic alert systems
 - Integration with the City's SCADA system
 - Conduct site visits with the design firm to assess existing conditions and inform system design.

Task 2. Project Design

- Task Description – *This task includes:*
 - Develop engineered plans for seismic valve setups at each reservoir, based on configuration decisions completed during Task 1 (scoping phase), following a design 30% – 60% – 90% design trajectory with incremental adjustments made throughout the process based on City feedback and other discoveries.
 - Design the configuration for seismic valve integration with the City's SCADA system to control the valve operation in the event of a seismic event.
 - Determine and set up a regional alert system (e.g., ShakeAlert) if the City elects to use one. Incorporate the setup and configuration planning into the design process.

Task 3. Asset/Equipment Purchase and Installation

- Task Description – *This task includes:*
 - Purchase equipment and materials required for seismic valve installation after finalizing specifications.
 - Prepare and issue a request for bids to install seismic valves and associated infrastructure, following the State of Oregon's public contracting requirements.
 - Select a contractor through the full solicitation process and develop a construction schedule.

- Implement installation site by site to optimize efficiency and mobilization. Construction will be scheduled during low-demand months (winter to early spring) to minimize operational risks associated with reservoir shutdowns or flow disruptions.

Task 4. *Startup and Commissioning*

- Task Description – *This task includes:*
 - Initiate system startup following installation of seismic valves and actuator equipment. This involves testing equipment, integration with the City’s SCADA system, and configuration with the Shake Alert regional detection system, if selected.

EXHIBIT D

PERMITS AND REGULATORY APPROVALS

Section 2.05(e) of this Agreement outlines requirements for disbursement of Grant moneys related to permits and regulatory approvals. Exhibit A Conditions of Agreement may contain additional conditions with respect to permitting, licensing, and regulatory approvals and the disbursement of Grant moneys.

Before the disbursement of Grant moneys for activities requiring a permit or regulatory approval, or for activities dependent on portions of the Project for which a permit or regulatory approval has yet to be issued, the Grantee must submit to the Grantor copies of all required permits or regulatory approvals or submit written evidence acceptable to the Grantor that permits or regulatory approvals are not required.

Grantor may disburse Grant moneys for Project tasks that do not require a permit or regulatory approval. To be considered for release, the Project task(s) for which no permits or regulatory approvals are required shall not be dependent on the portion of the Project for which a permit, license or regulatory approval has yet to be issued.

The following list of permits and regulatory approvals is not exhaustive. Grantee understands and agrees that it is Grantee's responsibility to determine which permits and regulatory approvals are required for the Project.

The following lists the Project activities that require permits or regulatory approvals and the associated permit(s)/regulatory approvals(s). By its signature on this Agreement, the Grantee certifies to Grantor that the following is a complete and accurate list of the Project components requiring permits or licenses and the associated required permits or licenses.

Project Task Requiring Permit/Regulatory Approval	Permit/Regulatory Approval Name and Entity Issuing
Task 3. Asset/Equipment Purchase and Installation	Electrical Permits – Washington County

Grantee Signature

Date



CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Jerianne Thompson, Library Director & Equity and Inclusion Officer
Betsy Rodriguez Ruef, Community Engagement Coordinator

DATE: January 12, 2026

SUBJECT:
IDEA Advisory Committee Annual Report

EXECUTIVE SUMMARY:

Co-chair Chris Paul and other members of the IDEA Advisory Committee will present their 2025 annual report.

ATTACHMENTS:

- 2025 IDEA Committee annual report
- IDEA Advisory Committee workplan
- 2025 IDEA Committee annual report presentation



IDEA Advisory Committee Annual Report

January 12, 2026

2025 Accomplishments



- Completed and began implementing committee work plan
- Supported proclamations for Transgender Day of Visibility, Pride Month
- Community Outreach at Viva Tualatin and Concert Celebrating Pride
- Engaged with Parks & Recreation, Economic Development
 - Letter of support for Parks grant
 - CORA Community Advisory Committee
- Learned about food cart regulations
- Provided feedback on Community Engagement Incentives Policy



CITY of
TUALATIN

The Way We Work



- Staying informed about current events, issues of community concern
- Engaging with each other & community members
- Engaging on policy issues that impact Tualatin
- Networking and offering support to each other







The Year Ahead



Culture & Identity

- Participate in food cart community engagement
- Through CORA, explore connections between downtown & community identity, arts & culture, housing, and gathering places

Community Engagement

- Connect with Advisory Committees, CIOs
- Host open house for community groups
- Attend community outreach

events & engage with residents

- Learn about local indigenous populations; support relationship-building between the City and local tribes

Housing & Public Safety

- Learn about Tualatin Police Department's community-based approach
- Engage on policy issues impacting vulnerable Tualatin residents



CITY of
TUALATIN

Recommendations



The I.D.E.A. Advisory Committee recommends that Tualatin City Council:

- Incorporate accessible public transportation, affordable housing, and community gathering places as part of the CORA downtown revitalization plan.
- When considering changes to food cart regulations in Tualatin, prioritize community members' experiences and ways to encourage community gathering through food cart pods in different parts of town. Prioritize a diverse array of multicultural foods and participation by local vendors.





CITY *of*
TUALATIN

BACKGROUND

The Tualatin Inclusion, Diversity, Equity, and Access (IDEA) Advisory Committee was established by Ordinance 1473-23, adopted by Tualatin City Council on April 10, 2023, and incorporated into the Tualatin Municipal Code as Chapter 11-11. The enabling ordinance requires the IDEA Committee to file an annual report with the Council including a summary of the committee's activities during the preceding year and other matters and recommendations the committee deems appropriate.

Current members of the IDEA Committee are Sunni Armstrong, Kolini Fusitu'a, Chris Paul (co-chair), Gerry Preston, and Erinn Stimson, plus newly appointed members Samantha Peterson, Maia Schroeder, Emily Baker, Laura Engberson, and Nina Ichikawa (student). Former members included Destini Barajas, Angelica Butler, Winnie Lo, Rebekah Morgan, BJ Park (co-chair), and Cosi Slider (student). Christen Sacco serves as the City Council Liaison, and staff support is provided by Jerianne Thompson, Library Director and Equity & Inclusion Officer, and Betsy Rodriguez Ruef, Community Engagement Coordinator.

ROLES OF THE COMMITTEE

per Tualatin Municipal Code, Chapter 11-11:

1. Provide advice to the City Council by conducting research, including engaging with a range of community members and groups, to identify areas of opportunity to increase equity, inclusion, diversity, access, and belonging in Tualatin.
2. Recommend goals, objectives, and methods for the City to use to measure progress towards achieving greater equity, inclusion, diversity, access, and belonging in Tualatin.
3. Review practices and procedures to make recommendations on how to remove or lessen barriers to public participation in City government.
4. Recommend policies and procedures for the City to further empower people to connect with City elected and appointed officials and staff.
5. Make recommendations to the City Council regarding issues of equity, inclusion, diversity, access, and belonging.

ACTIONS AND ACCOMPLISHMENTS

The IDEA Advisory Committee in 2025 developed and adopted a workplan with three focus areas: Culture & Identity, Community Engagement, and Housing & Public Safety. (See attachments.) The IDEA Committee took a variety of actions during the past year in support of the powers and duties appointed by Council.

Culture & Identity

Committee members participated in the launch of the Core Opportunity Reinvestment Area in downtown Tualatin. Economic Development Manager Sid Sin gave a presentation

about the project, and committee members provided feedback on opportunities related to inclusion, diversity, equity, access, and belonging. Two IDEA Committee members participated in the Community Advisory Committee for CORA, sharing perspectives to inform the project work and providing updates to the IDEA Committee.

Committee members also received a presentation from Parks & Recreation Director Dustin Schull, providing feedback on opportunities to collaborate and improve access and inclusion within Tualatin's parks and recreation programs. The Committee submitted a letter of support for the City's grant application to fund installation of universal playground equipment at Tualatin Community Park.

The IDEA Committee reviewed and recommended adoption of two proclamations in 2025: Transgender Day of Visibility and Pride Month.

Committee members learned about current regulations regarding food carts in Tualatin and discussed desired potential changes. The IDEA Committee plans to be active participants in future community engagement on this topic.

Community Engagement

Committee members conducted outreach at two 2025 events: ¡Viva Tualatin! and the Concert Celebrating Pride, connecting with community members to learn about what's important to residents. Committee members also participated in the community-led aspects of the Concert Celebrating Pride, assisting with planning and logistics.

Committee members provided feedback about the City's proposed Community Engagement Incentives policy, to support access, inclusion, and equity of opportunity. Committee members also gave recommendations for revisions to the City's Community Resources webpage. City staff and the City Council liaison provided regular updates to the committee about the City's community engagement efforts, and committee members engaged in discussions and shared perspectives about these activities.

Committee members learned about prior community efforts to develop a statement of acknowledgement for native lands and people. They considered recommendations from the City Council-appointed task force, as well as recommendations from Paradigm Public Affairs, the consultant who supported the Committee's launch, and discussed a proposal from a committee member for a different approach to honor the connections between native people and Tualatin, focusing on the Tualatin River. This topic remains under discussion; there is not consensus yet on what approach to recommend.

Housing & Public Safety

Committee members engaged in discussions about the changing regional landscape within public agencies regarding equity and inclusion. Committee members heard updates

from City-County Homeless Liaison Megan Cohen and discussed ideas related to supportive housing services and homelessness.

In addition, throughout the year, members of the IDEA Committee provided networking and support to each other, demonstrating a commitment to ensuring that Tualatin is a place where everyone is treated with dignity, respect, and fairness. As Co-Chair Chris Paul said to the IDEA Committee at the beginning of the year, marginalized groups “often face heightened risks of discrimination, exclusion, or reduced access to essential resources. Whether through systemic barriers, policy changes, or societal attitudes, these challenges call for our collective effort to advocate, educate, and create safe and equitable spaces. By addressing these issues together, we can ensure that our community continues to value and uplift all of its members.”

RECOMMENDATIONS

The IDEA Committee makes the following recommendations to City Council:

- Incorporate accessible public transportation, affordable housing, and community gathering places as part of the CORA downtown revitalization plan.
- When considering changes to food cart regulations in Tualatin, prioritize community members’ experiences and ways to encourage community gathering through food cart pods in different parts of town. Prioritize a diverse array of multicultural foods and participation by local vendors.

ACTION PLAN FOR 2026

The IDEA Committee plans to focus on the following priorities in the coming year:

- *Culture & Identity*
 - Participate in community engagement related to food cart regulations, and advocate for amenities that support community gathering and cultural activities.
 - Continue engagement with CORA process, and explore connections between downtown and community identity, arts and culture, housing, and gathering places.
- *Community Engagement*
 - Connect with other City Advisory Committees and Community Involvement Organizations to explore intersecting issues of inclusion, diversity, equity, and access.
 - Host an open house for community groups to share ideas on raising awareness among residents about resources available and how to access them.
 - Increase attendance at community outreach events to learn from residents and to share resource information.
 - Continue learning about local indigenous populations and support the City building a relationship with the Confederated Tribes of the Grand Ronde and the Confederated Tribes of Siletz Indians, to inform future recommended actions.

- *Housing & Public Safety*
 - Learn about Tualatin Police Department's community-based approach to public safety, including data collected and local safety concerns.
 - Support cultivation of community by engaging on policy issues that impact vulnerable Tualatin residents, such as food insecurity and supportive housing services.

IDEA Committee Workplan - 2026



Focus Area: Culture & Identity

Supporting City Council's vision of safe and vibrant gathering places throughout the city that build and celebrate our whole community.

- A. Food Carts / Food Cart Pods
 - a. Proposed outcome: Tualatin has more access to a variety of dining experiences and gathering places with food through increased food cart locations.
 - b. Potential actions
 - i. Learn about the city's role in managing food carts, including legal issues and development code, and how IDEA Committee can advocate for change.
 - ii. Explore connections between food carts and community inclusion, diversity and cultural connections, economic development and small business support.
 - iii. Advocate for amenities accompanying food cart pods, such as covered eating areas or performance spaces.
 - c. Timing: Planning Department to begin work in 2026.
- B. Urban Renewal
 - a. Proposed outcome: Tualatin has greater access to gathering places, with sites supporting arts, culture, and community identity, through a revitalized downtown.
 - b. Potential actions
 - i. Learn about the city's urban renewal plans for downtown.
 - ii. Explore connections between the city's downtown and community identity, arts and culture, housing, gathering places.
 - c. Timing: Planning work began Spring 2025 for downtown area, continues through 2026.
- C. Gathering Places
 - a. Proposed outcome: Tualatin has increased availability of accessible and inclusive gathering places with amenities supporting community needs.
 - b. Potential actions
 - i. Connect with other city advisory committees that inform the city's support of gathering places. (ex: TPARK, TAAC)
 - ii. Find ways to support increased accessible and inclusive spaces within the city.
 - iii. Learn more about facility rental options and processes, rental fees, and recreation fees.
 - iv. Investigate community interest in a community center.
 - c. Timing: Parks and Recreation Department actively developing new spaces through the parks bond measure.

Focus Area: Community Engagement

Supporting City Council's vision of a connected, informed, and civically engaged community that embraces our city's diversity.

A. Community Groups

- a. Proposed outcome: Tualatin residents feel more connected and supported in addressing needs locally.
- b. Potential actions
 - i. Learn about and from other community groups and share ideas on increasing community awareness. (ex: CERT / Neighborhood Ready, CIOs)
 - ii. Explore ways to increase community member's awareness of local groups and resources.
 - iii. Explore ways to advocate for community members facing bias or discrimination, including but not limited to Latino, Asian-American and Pacific Islander, African American, and LGBTQ residents.
- c. Timing: Ongoing.

B. Public Participation

- a. Proposed outcome: Tualatin residents are more engaged with local elected officials and city staff.
- b. Potential actions
 - i. Learn about ways community members can be involved and engaged in public affairs.
 - ii. Explore ways to remove or reduce barriers to public participation.
 - iii. Consider hosting listening sessions to engage with residents and community workshops to educate community members about how the City operates, Council functions, city committees, etc. Develop methods to support togetherness for IDEA Advisory Committee members, including social gatherings and field trips to visit sites relevant to committee topics
- c. Timing: Ongoing.

C. Land Acknowledgement

- a. Proposed outcome: The IDEA Committee recommends an approach to acknowledging native land and people in the City of Tualatin.
- b. Potential actions
 - i. Discuss and build consensus for actionable steps to pair with a proposed acknowledgement statement
 - ii. Discuss and build consensus for how to measure the impact and effectiveness of the acknowledgement
- c. Timing: Spring 2026

Focus Area: Housing & Public Safety

Supporting City Council's vision of safe, desirable, welcoming, and sustainable neighborhoods with housing that is available to all.

A. Housing

- a. Proposed outcome: Tualatin offers a greater range of housing and rental choices, including more affordable housing.
- b. Potential actions
 - i. Learn about the city's role in supporting affordable housing (including projects in development) and addressing affordability of housing (including rentals).
 - ii. Learn about local homeless populations, availability of services in our area, and the role of the Homeless Services System City Liaison.
 - iii. Suggest ways to reduce barriers for community members seeking resources about housing.
 - iv. Advocate for additional local services to help residents struggling with housing, such as a safe parking program.
- c. Timing: Ongoing.

B. Public Safety

- a. Proposed outcome: Tualatin is known for being a safe and welcoming place to live.
- b. Potential actions
 - i. Learn about Tualatin Police's community-based approach, data about local policing, and local safety concerns.
 - ii. Explore ways to build community awareness and support rebuilding trust between the community and local police.
- c. Timing: Ongoing.

C. Cultivating Community

- a. Proposed outcome: The IDEA Committee advocates for partnerships to support local community needs.
- b. Potential actions
 - i. Learn about options for sustainability of funding for service providers
 - ii. Learn about opportunities for mutual aid (ex: food insecurity) within the community
- c. Timing: Ongoing.



CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Mike McCarthy, City Engineer
Abby McFetridge, Engineering Associate

DATE: January 12, 2026

SUBJECT:

Consideration of Resolution No. 5939-26 Awarding and Authorizing the City Manager to Execute an Agreement with Kittelson & Associates for Phase 1: Concept Evaluation of the Tualatin–Sherwood Road / Boones Ferry Road / Portland & Western Railroad Intersection Improvement Project

EXECUTIVE SUMMARY:

The Tualatin–Sherwood Road / Boones Ferry Road / Portland & Western Railroad Intersection Improvement Project will evaluate potential solutions to address long-standing congestion issues at a high-volume intersection. The project area includes an at-grade railroad crossing that contributes to traffic delays from train operations. The study will assess the benefits and impacts of multiple concepts, which may include grade separation, at-grade operational improvements, or a no-build option, to inform City decision-making regarding next steps.

The City solicited a consultant through a qualifications-based selection process, advertising the project in the Daily Journal of Commerce on June 30, 2025, and receiving four proposals prior to the July 29, 2025, deadline. Kittelson & Associates, Inc. submitted the highest-ranked proposal. City staff have negotiated a detailed scope of work and fee with Kittelson in an amount not-to-exceed \$280,635.

The contract authorized by this resolution is limited to Phase I services only, consisting of the concept evaluation. While the scope of the City's RFP included a Phase II feasibility study, any decision to proceed with Phase II would require a separate professional services agreement authorized by the City Council.

OUTCOME OF DECISION:

Approval of the resolution will authorize staff to enter into an Agreement to complete a concept evaluation for the Tualatin–Sherwood Road / Boones Ferry Road / Portland & Western Railroad Intersection Improvement Project. This work will allow staff to further analyze potential improvement concepts, estimate costs and impacts, and return to Council with information needed to determine whether, and how, the project should proceed.

FINANCIAL IMPLICATIONS:

Funds for this project are available from the Transportation Development Tax Fund.

RECOMMENDATION

Staff recommends that Council approve the resolution awarding and authorizing the City Manager to execute an Agreement with Kittelson & Associates, Inc. for the Phase I: Concept Evaluation.

ATTACHMENTS:

- Resolution No. 5939-26 Awarding and Authorizing an Agreement



Tualatin-Sherwood Rd/ Boones Ferry Rd/ Railroad Intersection Improvement Concept Evaluation

January 12, 2026

Agenda



- Review Project location
- Phase 1 schedule
- Overall Project schedule
- Consultant & staff responsibilities for Phase 1
- Questions



CITY of
TUALATIN

**Portland & Western
Railroad**

**Tualatin-Sherwood Rd
& Boones Ferry Rd
Project Area**

BOONES FERRY RD

BOONES FERRY RD

NYBERG RD

TUALATIN-SHERWOOD RD

MARTINAZZI AVE

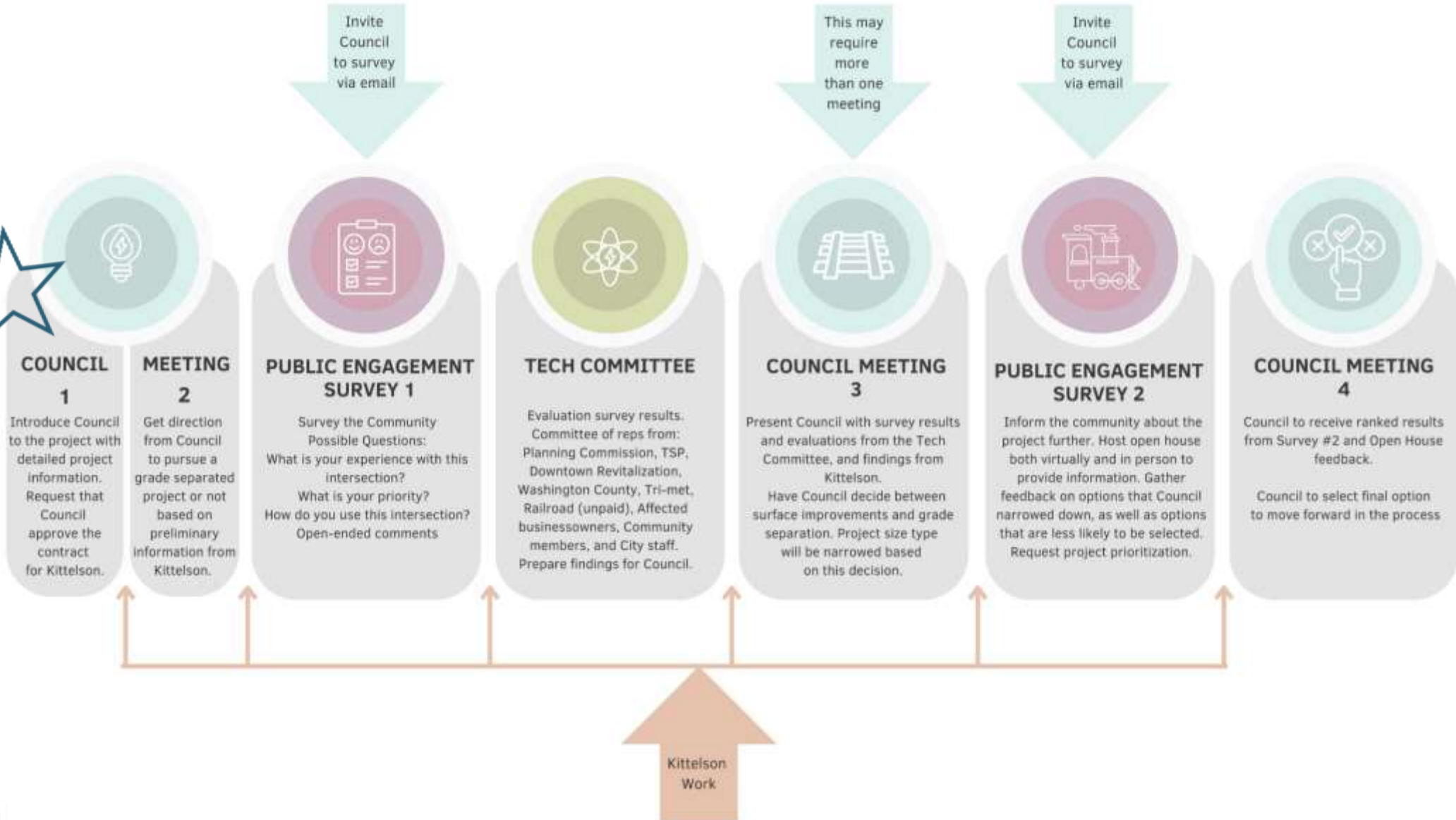
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Google Earth

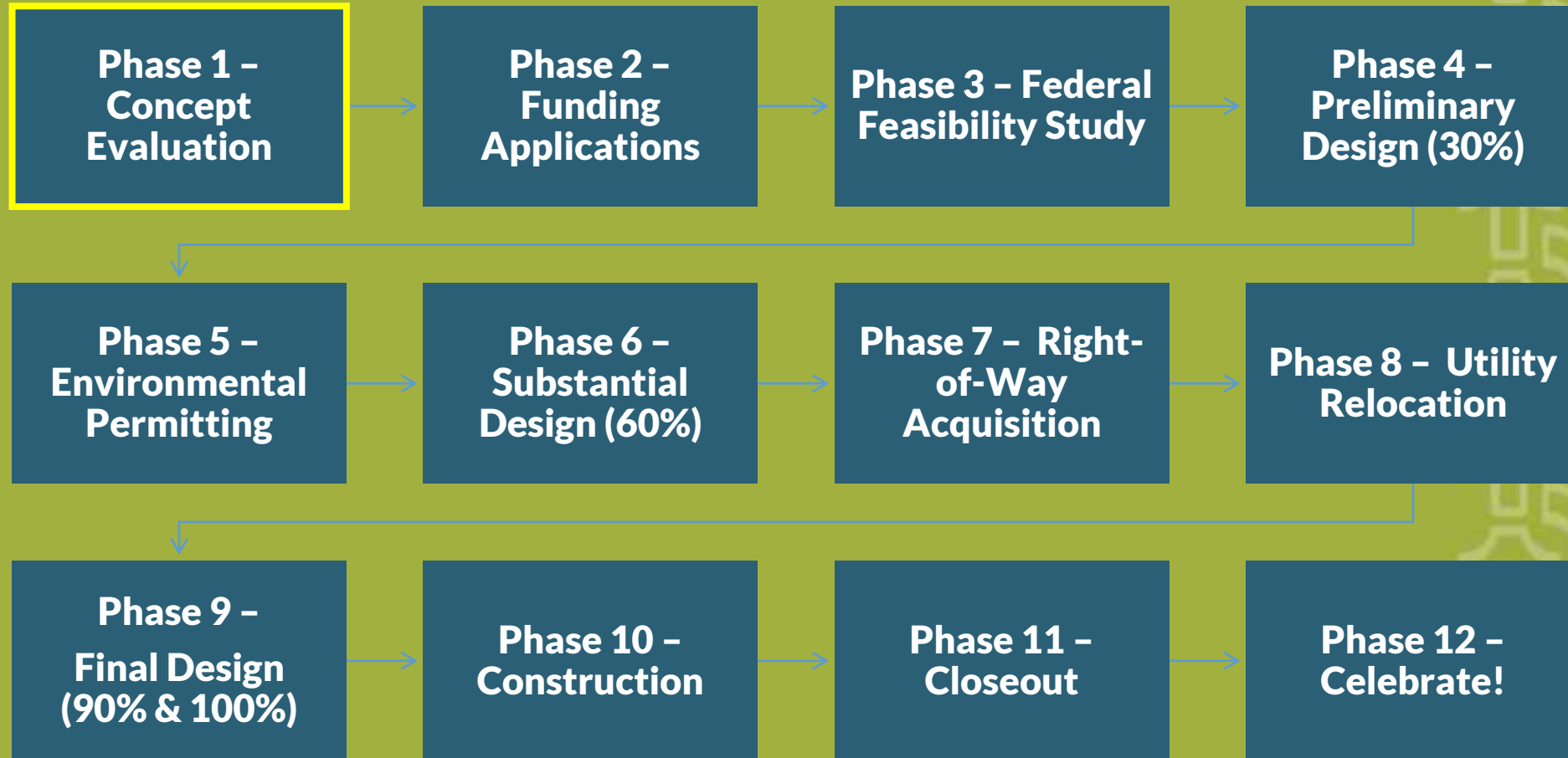
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Overall Project Schedule



Overall Project Schedule*

2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037

Concept Evaluation

Funding Applications

Federal Feasibility Study

Preliminary Design
(30%)

Environmental
Permitting

Substantial Design
(60%)

Right-of-Way Acquisition

Utility Relocation

Detailed & Final Design

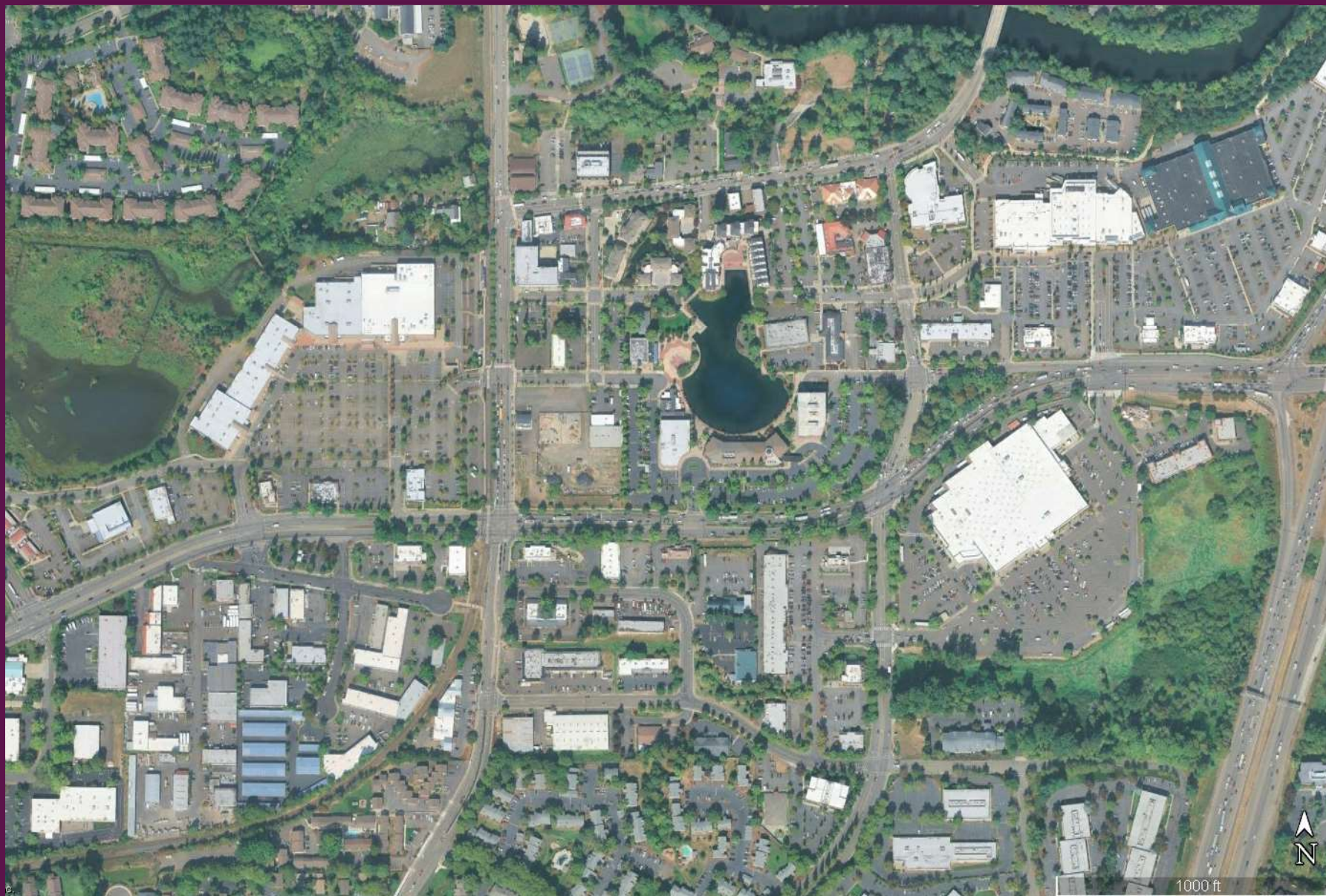
Construction

Closeout

** Could change depending on selected improvement option*

Consultant & Staff Phase 1 Responsibilities

- Conduct high-level analysis of grade-separated options
- Review existing conditions
- Present high-level analysis of grade-separated options to Council (cost, timeline, affected area, special considerations, etc.)
- Assemble options
- Evaluate options
- Narrow list to three options (plus small and no-build)
- Deeper evaluation of option finalists
- Present finalists to Public and Council



Questions?

RESOLUTION NO. 5939-26

A RESOLUTION AWARDING AND AUTHORIZING THE CITY MANAGER TO
EXECUTE AN AGREEMENT WITH KITTELSON & ASSOCIATES FOR PHASE 1:
CONCEPT EVALUATION OF THE TUALATIN–SHERWOOD ROAD / BOONES
FERRY ROAD / PORTLAND & WESTERN RAILROAD INTERSECTION
IMPROVEMENT PROJECT

WHEREAS, the above-referenced project was posted on June 30, 2025, in the *Daily Journal of Commerce* and the City requested qualifications-based proposals for consultants in support of its capital improvement program;

WHEREAS, four proposals were received prior to the July 29, 2025, submission deadline;

WHEREAS, Kittelson & Associates, Inc. submitted the highest-ranked proposal for the project and submitted a pricing proposal in the amount of \$280,635 for Phase I: Concept Evaluation; and

WHEREAS, there are funds budgeted for this project in the Transportation Development Tax Fund.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON, that:

Section 1. Kittelson & Associates, Inc. is hereby awarded a contract for Phase I: Concept Evaluation of the above-referenced project;

Section 2. The City Manager is authorized to execute a contract with Kittelson & Associates, Inc. in the amount of \$280,635. This authorization is limited to Phase I services only. Any subsequent project phases, including Phase II: Feasibility Study, would require a separate contract and additional City Council approval.

Section 3. The City Manager, or the City Manager's designee, is authorized to execute Change Orders totaling up to 10% of the original contract amount.

Section 4. This resolution is effective upon adoption.

Adopted by the City Council this 12th day of January, 2026.

ATTEST:

CITY OF TUALATIN, OREGON

BY _____
City Recorder

BY _____
Mayor



CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: January 12, 2026

SUBJECT:
Consideration of Recommendations from the Council Committee on Advisory Appointments

RECOMMENDATION:
Staff recommends the City Council approve the recommendations from the Council Committee on Advisory Appointments (CCAA)

EXECUTIVE SUMMARY:
In accordance with Council Rule 7E(1), the CCAA met and interviewed community members interested in participating on City advisory committees. The Committee recommends appointments of the following individuals:

Individuals	Board	Term
Chris Brune	Budget Advisory Committee	Term Expiring 12/31/28
Elizabeth Michels	Budget Advisory Committee	Term Expiring 12/31/28
Daniel Bachhuber	Budget Advisory Committee	Term Expiring 12/31/28