



## TUALATIN DEVELOPMENT COMMISSION MEETING

Monday, September 22, 2025

TUALATIN CITY SERVICES  
10699 SW HERMAN ROAD  
TUALATIN, OR 97062

IMMEDIATELY FOLLOWING THE 7PM REGULAR COUNCIL MEETING

### Call to Order

### 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 Tualatin Development Commission Meeting Minutes of June 23, 2025

### 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. Downtown Revitalization Project Update

### Adjournment

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.



# TUALATIN DEVELOPMENT COMMISSION

## *Staff Report*

**TO:** Honorable Chairman and Members of the Commission

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Nicole Morris, Deputy City Recorder

**DATE:** September 22, 2025

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**SUBJECT:**

Consideration of Approval of the Tualatin Development Commission Meeting Minutes of June 23, 2025

**RECOMMENDATION:**

Staff respectfully recommends the Commission adopt the attached minutes.

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**ATTACHMENTS:**

-TDC Meeting Minutes of June 23, 2025



# TUALATIN DEVELOPMENT COMMISSION

OFFICIAL MEETING MINUTES

MONDAY, JUNE 23, 2025

PRESENT: Chair Frank Bubenik, Commissioner Bridget Brooks, Commissioner Maria Reyes, Commissioner Valerie Pratt, Commissioner Cyndy Hillier, Commissioner Christen Sacco, Commissioner Octavio Gonzalez

## Call to Order

Mayor Bubenik called the meeting to order at 7:46 p.m.

## Public Comment

None.

## Consent Agenda

Motion to adopt the consent agenda made by Commissioner Pratt, Seconded by Commissioner Brooks.

Voting Yea: Chair Bubenik, Commissioner Brooks, Commissioner Reyes, Commissioner Pratt, Commissioner Hillier, Commissioner Sacco, Commissioner Gonzalez

## MOTION PASSED

1. Consideration of Approval of the Tualatin Development Commission Meeting Minutes of May 27, 2025
2. Consideration of **Resolution No. 639-25** Authorizing Changes to the FY 2024-2025 Adopted Budget
3. Consideration of **Resolution No. 641-25** Authorizing the Administrator to Execute an Agreement with the University of Oregon for the 2025–2026 Sustainable City Year Program

## Public Hearings - Legislative or Other

1. Consideration of **Resolution No. 640-25** Adopting the Tualatin Development Commission Budget, and Making Appropriations, for the Fiscal Year Commencing July 1, 2025

Mayor Bubenik opened the hearing in accordance with state law.

Finance Director Don Hudson presented a resolution to adopt the Tualatin Development Commission budget, and making appropriations, for the fiscal year commencing July 1, 2025. He stated the Budget Advisory Committee approved the budget on May 28<sup>th</sup>. Director Hudson stated the total budget is \$6,823,965 and is allocated between the Tualatin Development Commission (TDC) Administration Fund, the Southwest Urban Renewal District (SWURD) Bond Fund and the Core Opportunity and Reinvestment Area (CORA) Bond Fund. He noted that both the SWURD

and CORA are currently collecting tax increment and funds are being set aside in the General Account Reserve category to be used for future projects.

PUBLIC COMMENT

None.

COUNCIL QUESTIONS

None.

Mayor Bubenik closed the hearing.

Motion to adopt Resolution No. 640-25 Adopting the Tualatin Development Commission Budget, and Making Appropriations, for the Fiscal Year Commencing July 1, 2025 made by Commissioner Pratt, Seconded by Commissioner Sacco.

Voting Yea: Chair Bubenik, Commissioner Brooks, Commissioner Reyes, Commissioner Pratt, Commissioner Hillier, Commissioner Sacco, Commissioner Gonzalez

MOTION PASSED

**Adjournment**

Chair Bubenik adjourned the meeting at 7:52 p.m.

Sherilyn Lombos, Administrator

\_\_\_\_\_/ Nicole Morris, Recording Secretary

\_\_\_\_\_/ Frank Bubenik, Chair



# TUALATIN DEVELOPMENT COMMISSION

## *Staff Report*

**TO:** Honorable Chairman and Members of the Commission

**THROUGH:** Sherilyn Lombos, Administrator

**FROM:** Sid Sin, Urban Renewal / Economic Development Manager

**DATE:** September 22, 2025

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**SUBJECT:**  
Downtown Revitalization Project Update.

### **RECOMMENDATION:**

No action is required, but discussion and questions are encouraged. This information is provided pursuant to the City Council's goal to receive regular updates on urban renewal projects. The staff report provides an overall progress report on the Downtown Revitalization Project. Civilis Consultants will be joining the September 22 meeting virtually to present a high-level preview of the results and recommendations of the community identity work completed to date. Those recommendations will be presented at the meeting. The staff PowerPoint presentation is included as Attachment A and the consultant PowerPoint presentation will be available at the meeting.

### **EXECUTIVE SUMMARY:**

The goal of the Downtown Revitalization Project is to put Tualatin's downtown in the best possible position to encourage revitalization and redevelopment opportunities, while creating a sense of place and unique identity to support mixed-use developments, housing options, a vibrant pedestrian friendly multimodal downtown, and economic vitality.

In May, the City Council acting in capacity as the Tualatin Development Commission (TDC) directed staff to move forward with this project, specifically; to create a Community Advisory Committee to guide the work, contract with Civilis Consultants for community identity work, enter into an intergovernmental agreement with the University of Oregon for a downtown design charrette and supporting studies, and prepare for code amendments based on the community identity and design charrette work.

We are four months into a 24-month process, and this report summarizes the progress made to date:

#### Community Advisory Committee (CAC) & Technical Advisory Committee (TAC):

A 14-member CAC was created to help guide and champion the revitalization efforts. The CAC has met four times and is comprised of representatives from the City Council, Chamber of Commerce, Tualatin Parks Advisory Committee, business owners, Citizen Involvement Organizations, Tualatin Arts Advisory Committee, Aging Task Force, IDEA Committee, Latino community, a youth member, and an environmental representative. An 11-member TAC was also created to help support the work of the CAC and is comprised of staff from different city departments and includes a member from Tualatin Valley Fire & Rescue. Additional information on the CAC and TAC can be found on the [project webpage](#).

### Community Outreach:

Below is a highlight of some of the outreach events. Additional information is provided under the project schedule, and the consultant PowerPoint presentation at the meeting will expand on some of these events.

- Focus Group Meetings (6/30-7/1):  
The purpose of the focus group meetings was to understand how the downtown was functioning (or not) from the perspective of businesses, property owners, and other stakeholders. 34 people participated in these meetings that included stakeholders from hospitality, retail, office, service, residents, youth, restaurants, Latino community, elected official, property owners, and developers.
- Downtown Revitalization Survey (7/14-8/8):  
The purpose of the survey is to receive responses from a broad range of perspectives on among other questions, what is the perception of the downtown now, what kinds of experience would people like to have in the downtown and what are beloved activities and businesses in the downtown? 198 responses were received. As an example, responses for what words do you want to hear describe Tualatin in the future. Top responses included: vibrant, community, friendly, walkable.
- Community Workshop (July 30):  
The purpose of community workshop was to build relationships and hear directly from community members. There were 40 attendees, with some describing the meeting as “buzzing with energy” as participants discussed the vision for the downtown area in small discussion groups. An example question that participants discussed was what places and experiences do you want in downtown Tualatin. Top responses included: Lake Oswego, Sherwood, Bend, walkable, transit, food and waterfront.
- Summer Concert and Meeting Outreach Events (7/11-8/8):  
An information booth was set up a four community concerts and Viva Tualatin to share information about the project, understand where participants lived in the city, and to inspire people to think about the future opportunities in the downtown. Participants were asked to finish the sentence “I wish the downtown had.....”. 68 responses were received from members living throughout the community (Attachment B). Top responses to the question Included:
  - Food carts (x19)
  - Farmers' Market (x15)
  - Greenway connection along the riverfront across / under Boones Ferry Rd to east (x4)
  - Central market space (x2)
  - Bike/pedestrian along river (x2)

### Community Identity:

The City contracted with Civilis Consultants, an urban strategy firm focused on bringing urban design and the community (and businesses) together to create a community identity and place making through collaboration and community building.

The last four months have been focused on developing this community identity and the consultant has been busy processing the extensive feedback received and formulating recommendations. At the September 22 meeting there will be a PowerPoint presentation sharing a high-level preview of the results and recommendations of the work completed to date.

In late October/early November we anticipate being back before the City Council with a request to accept the final downtown revitalization community identity report.

### Schedule:

The 24-month process outlined earlier this year (Attachment C) includes the three phases described below. We are scheduled to finish Phase 1 shortly and are preparing to move into Phase 2.

- Phase 1: Summer - Fall 2025  
Create a community identity by bringing urban design concepts forward through a collaboration between residents, businesses and other stakeholders.
- Phase 2: Fall 2025 – Spring 2026  
Work with the University of Oregon's Sustainable City Year Program to design and translate the results of Phase 1 ideas into plans and drawings to help visualize the future.
- Phase 3: Summer 2026-Winter 2027  
Translate information from Phases 1 and 2 into code amendments for new downtown design standards and engage the development community in revitalization projects.

Below is a more detailed schedule of the events and meetings to date.

A noteworthy item to highlight is the October 16 kick-off reception for the University of Oregon Sustainable City Year Program at the Tualatin Library (4:00 pm -5:30 pm). The community will be invited to attend and will include opening remarks from elected and university partners as well as an overview presentation of the upcoming classes.

#### **Phase 1: Community Identity - Events & Meetings**

- 4/14 - Tualatin Development Commission direction to move forward with project
- 4/24 - IDEA Committee Info Mtg
- 4/22 - Ibach CIO Info Mtg
- 5/1 - Latino Business Network Info Mtg
- 5/14 - CAC Mtg #1
- 5/21 - Planning Commission Info Mtg
- 5/26 - Civilis Walking Tour
- 6/4 - CAC Mtg #2
- 6/18 - CIO Quarterly Land Use Mtg
- 6/30 - Focus Group Mtg #1 (Office/Service, Retail/Hospitality, Residents, Mixed Representatives, Food & Property Owners)
- 7/1 - Focus Group Mtg #2 (City Council, Latino Community, Renter/Affordable Housing & Youth)
- 7/2 - CAC Mtg #3
- 7/11 - Concert in the Park (Community Park)
- 7/12 - Viva Tualatin
- 7/14 - Community Survey Goes Live (through 8/8)
- 7/25 - Concert in the Park (Atfalati Park)
- 7/30 - Community Identity Workshop
- 7/31 - Civilis Technical Assistance to businesses/property owner
- 8/8 - Concert in the Park (Celebrating Pride at Community Park)
- 9/3 - CAC Mtg #4
- 9/10 - Rotary
- 9/16 - Core Area Parking District (CAPD) Board
- 9/22 - TDC Mtg - High-level review of Civilis findings/recommendation & introduction to Phase 2, UO SCYP
- 9/25 - Commercial CIO Mtg
- 10/1 - CAC Mtg #5
- 10/9 - Martinazzi Woods CIO Annual Meeting
- 10/16 - UO SCYP Opening Reception (Tualatin Library) - Council Invited
- 10/19 - Pumpkin Regatta
- 10/27 - TDC - Final Report
- 10/28 - Civilis Technical Assistance to property owners; Cobalt Development & Barrington Management
- 10/29 - Civilis Technical Assistance to property owners; Bridal Exclusives Store

Completed

Pending

## **Phase 2: UO SCYP Studies & Design Charrette - Events & Meetings**

- 10/3 - UO Timber Tectonic student site visit
- 10/16 - Sustainable City Year Program (SCYP) Kick-off Reception (Library Conference Room)
- 12/5 - Timber Tectonic Final Review

Note: this schedule will continue to be updated as the UO fall class schedule is firmed up.

### **Next Steps:**

The city entered into an agreement with the University of Oregon Sustainable City Year Program (SCYP) to take the results of the community identity phase and translate that into plans and drawings through a design charrette for areas of the downtown to help visualize what the area could look like in the future.

In partnership with the City, the University of Oregon (UO) recently launched their [project webpage](#) that highlights the SCYP, the city, and the upcoming 2025/2026 classes. In addition to the [city's project webpage](#), the UO webpage will be a great source of updates, news and events.

The seven classes are included as Attachment D. The site analysis/urban design, urban transportation, downtown market study, and timber tectonic (Riverfront Park site) classes will begin in the fall 2025, with the architectural design charrette class in winter 2026, and finally stormwater and floodplain studies in the spring 2026. A more detailed description of the classes can be found on the UO project webpage noted previously.

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## **ATTACHMENTS:**

- Attachment A: City Staff PowerPoint Presentation
- Attachment B: Summer Concerts/Events Summary
- Attachment C: Project Schedule
- Attachment D: UO Sustainable City Year Program Class Schedule





# Downtown Revitalization

Project Update

Tualatin Development Commission  
September 22, 2025



# Agenda:

- Community Advisory Committee
- Community Outreach
- Project Schedule & Next Steps
- Civilis Consultants – Preview of Results and Recommendations





## **Community Advisory Committee Members:**

- Mayor Frank Bubenik, Chair
- Councilor Christen Sacco, Vice-Chair
  - Council President Valerie Pratt, Alternate
- Beth Dittman
- Susan Noack
- Janet Steiger Carr
- Cosi Slider
- Skip Stanaway
- Cathy Holland
  - Scott Miller, Alternate
- Janine Wilson
  - Christine Tunstall, Alternate
- Armando Serrano
  - Yaquelin Castillo, Alternate
- Jilian Saurage Felton
  - Rachael Duke, Alternate
- Dr. Aaron Welk
- Kelsea Ashenbrenner
- Chris Brune





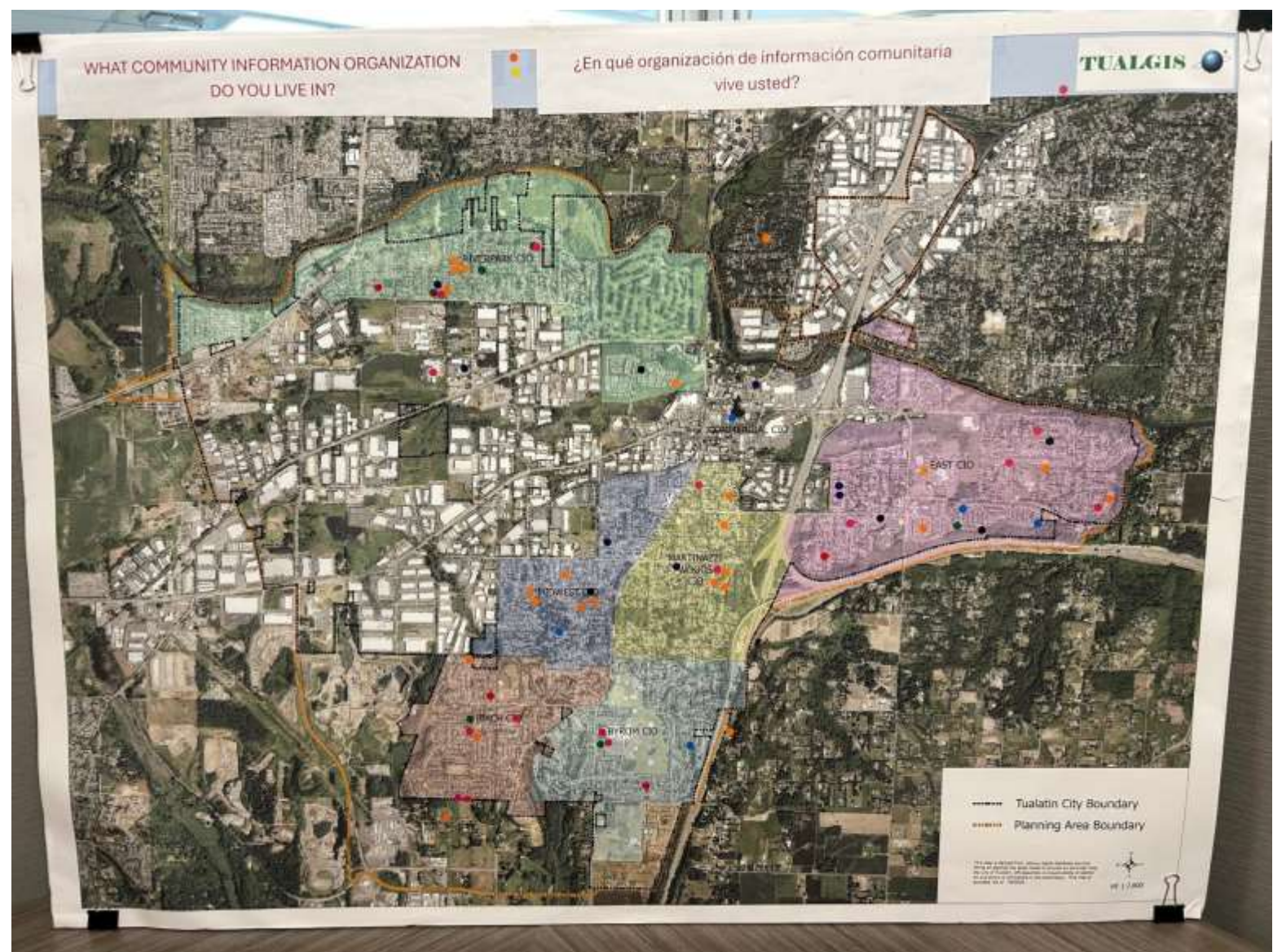


Community Outreach



## Concerts & Community Events:

- 4 concerts
- Viva Tualatin
- What CIO are you in?
- I wish the downtown had.....
- 68 responses





## I wish the downtown had.....

- Food carts (x19)
- Farmers' Market (x15)
- Greenway connection along the riverfront across / under Boones Ferry Rd to east (x4)
- Central market space (x2)
- Bike / pedestrian along river (x2)
- Transportation:
  - BFR (Tualatin/Martinazzi) pedestrian only
  - Accessibility & safety for bikes/peds
- Uses:
  - Trader Joe's
  - Mixed-use developments
  - Larger gathering space







## Project Schedule & Next Steps

# Tualatin Downtown Revitalization

## PROJECT TIMELINE

### Goal:

Position Tualatin's downtown to encourage revitalization and redevelopment opportunities, while creating a sense of place and unique identity to support mixed-used developments, housing options, a vibrant pedestrian friendly multi-modal downtown, and economic vitality.

### Phase 1

Summer - Fall 2025



#### Identity / Placemaking - CIVILIS Urban Strategist

- Civilis: Secret Shopper, Walking Tour, Focus Groups, Community Workshop, and Survey (May - July 2025)
- Community Advisory Committee Meetings (May - October, 2025)
- Final Report Presentation to TDC - October / November

### Phase 2

Fall 2025 - Spring 2026



#### Design Charrettes / Studies - U of O Sustainable City Year Program

Work with the University of Oregon's Sustainable City Year program to design and translate the results of Phase 1 ideas into plans and drawings to help visualize the future.

#### Sept. - Dec. 2025

- 1 - Downtown Tualatin Site Analysis / Land Use Planning
- 2 - Multi-modal transportation connectivity study
- 3 - Downtown Revitalization Market Study
- 4 - Timber Techtonic in the digital Age

#### Q1 / Q2 2026

- 5 - Architecture Design Studio
- 6 - Floodplain Study
- 7 - Stormwater Management Study

### Phase 3

Summer 2026 - Winter 2027



#### Code Amendments / Design Standards

Translate information on from Phases 1 and 2 (above) into code amendments for new downtown design standards and engage the development community in revitalization on projects.

### Implementation



- Review / Construct CORA Projects
- Actively Promote Development Opportunities:





# UO project webpage: <https://sci.uoregon.edu/current-partners>





### City of Tualatin (2025-2026)

The City of Tualatin has been selected by the University of Oregon's Sustainable City Year Program (SCYP) partnership for the 2025-26 academic year. SCYP will match resources from existing university courses to high-priority projects recognized by the City Council and the Tualatin community, with a particular focus on supporting downtown revitalization efforts. Downtown-focused student projects will include a market study, site analysis and land use planning, an examination of connectivity among different transit modes, feasibility research, street-level management, park structures for the new Riverfront Park, and an architecture design studio. We'll hold a town hall discussion for the project throughout the academic year.

[Virtual Press Review](#)


"We're excited to partner with the Sustainable City Year Program because it provides the community an amazing opportunity to explore different aspects of the downtown district including design, economic development, sustainability, and community identity while providing students with real life experience by harnessing their enthusiasm and creativity for problem solving."

Frank Rubenik, Tualatin City Mayor

The City of Tualatin is a thriving, welcoming community of nearly 25,000 residents. Known for its exceptional quality of life, strong community involvement, and attractive location, Tualatin offers a balance of small-town charm and big-city access. Its strategic location, 12 miles south of Portland and bordering south of Tualatin at the intersection of Interstate 5 and 205, combined with convenient rail access via the Vancouver Express Service (VES), makes Tualatin a vibrant hub for both residents and businesses in the Portland metropolitan area.

[City Website](#)





## SCYP PARTNERS WITH THE CITY OF TUALATIN

Sustainable City Year Program, 2025-2026

### ABOUT THE SUSTAINABLE CITY YEAR PROGRAM

The Sustainable City Year Program is an innovative university-community partnership program founded by the



#### CITY OF TUALATIN

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# University of Oregon - Sustainable City Year Program

## Objectives:

- Translate community identity work into design alternatives
- Studies to inform design studio

## Fall 2025

- Site Analysis & Land Use Planning
- Urban Transportation Study
- Downtown Market Study
- Timber Tectonics (Riverfront Park Structure Design)

## Winter 2026

- Site Analysis & Land Use Planning

## Spring 2026

- Floodplain Study
- Stormwater Management Study





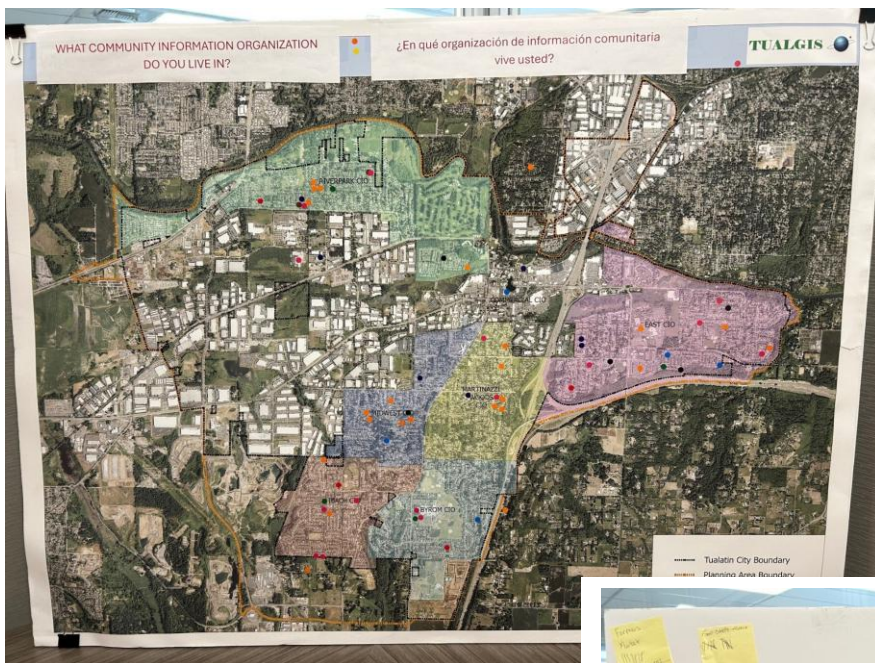
## Attachment B

### Concerts & Community Events Outreach: 68 responses

- 4 concerts
- Viva Tualatin
  - What CIO are you in?
  - I wish the downtown had.....

Frequent responses:

- Food carts (x19)
- Farmers' Market (x15)
- Greenway connection along the riverfront across / under Boones Ferry Rd to east (x4)
- Central market space (x2)
- Bike / pedestrian along river (x2)



## Tualatin Downtown Revitalization **PROJECT TIMELINE**

### Goal:

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### Phase 2

Fall 2025 - Spring 2026



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### Phase 3

Summer 2026 - Winter 2027



#### Code Amendments / Design Standards

Translate information on from Phases 1 and 2 (above) into code amendments for new downtown design standards and engage the development community in revitalization on projects.

### Implementation



- Review / Construct CORA Projects
- Actively Promote Development Opportunities:



## Attachment D

### University of Oregon Sustainable City Year Program

#### Objectives:

- Translate community identity work into design alternatives
- Studies to inform design studio

#### Fall 2025

- Site Analysis & Land Use Planning
- Urban Transportation Study
- Downtown Market Study
- Timber Tectonics (Riverfront Park Structure Design)

#### Winter 2026

- Site Analysis & Land Use Planning

#### Spring 2026

- Floodplain Study
- Stormwater Management Study

