



TUALATIN CITY COUNCIL MEETING

MONDAY, FEBRUARY 24, 2020

JUANITA POHL CENTER
8513 SW TUALATIN ROAD
TUALATIN, OR 97062

Mayor Frank Bubenik
Council President Nancy Grimes
Councilor Paul Morrison Councilor Robert Kellogg
Councilor Bridget Brooks Councilor Maria Reyes
Councilor Valerie Pratt

5:20 PM WORK SESSION

- 1. 5:20 p.m. (30 min) – Urban Renewal | Feasibility Studies.** The purpose of this item is to consider conducting feasibility studies for new urban renewal areas to address the City Council's desired outcomes
- 2. 5:50 p.m. (20 min) – Building Height in Mixed Use Commercial Areas.** The purpose of this item is to discuss future potential Plan Text and Plan Map amendments to increase the maximum building height in the Mixed Use Commercial zone in the Bridgeport Village area.
- 3. 6:10 p.m. (20 min) – Development Code Updates.** The purpose of this item is to discuss potential future development code updates.
- 4. 6:30 p.m. (20 min) – Food Carts.** At the January 27 Council meeting, Council indicated a desire to amend the allowed locations for food carts to include the General Commercial zone along 99W. The purpose of tonight's work session is for Council to discuss this and provide direction to staff.
- 5. 6:50 p.m. (10 min) – Council Meeting Agenda Review, Communications & Roundtable.** Council will review the agenda for the February 24th City Council meeting and brief the Council on issues of mutual interest.

7:00 P.M. CITY COUNCIL MEETING

Call to Order

Pledge of Allegiance

Announcements

1. New Employee Introduction- Mary Daily, Account Technician

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 Work Session and Regular Meeting Minutes of January 27, 2020 and Regular Minutes of February 10, 2020
2. Consideration of Approval of Liquor License Renewals for 2020

Special Reports

1. Quarterly Financial Report
2. Southwest Corridor Project's Conceptual Design Report (CDR) Presented by TriMet

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 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.

Adjournment

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

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

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council
THROUGH: Sherilyn Lombos, City Manager
FROM: Jonathan Taylor, Economic Development Manager
DATE: 02/24/2020

SUBJECT:

Consideration of conducting feasibility studies for new urban renewal areas.

RECOMMENDATION:

Proceed with feasibility studies.

EXECUTIVE SUMMARY:

Background

Starting in April 2019, the Tualatin Development Commission/Tualatin City Council began a five month urban renewal education series. The series were broken into three sessions: Session 1 - a general overview of urban renewal, tax increment financing, and Oregon state statutes regarding urban renewal (April 2019); Session 2 – role of the Tualatin Development Commission (TDC), the history of Tualatin’s urban renewal areas, and how to close down an urban renewal area (June 2019); and Session 3 – what to do with the remaining assets of the Central Urban Renewal District (CURD), options on closing CURD, and what to do with the remaining assets of Leveton Tax Increment District (October 2019).

The resulting direction from the City Council’s Session III focused on three goals for 2020: officially terminate the Central Urban Renewal District and Plan (transfer all remaining land assets to the City and all remaining funds to the TDC Administrative Fund for feasibility studies), identify projects in the Leveton Tax Increment Finance District and shrink district to project areas, and explore the feasibility of new districts based on Council-identified development opportunities and economic development goals.

Potential Development Opportunities and Economic Development Goals

Over the course of the education series and in the process of closing CURD, City Council identified several development ideas and opportunities throughout the City that could further Council’s economic and community development goals. Those included *development of amenities to support regional public transportation, affordable housing development, visible retail recruitment, central business district redevelopment, greenfield site improvements, expanded mix use, and Basalt Creek infrastructure improvements.*

Potential Urban Renewal Areas

As identified in Attachment 2 (Map), the general areas proposed for an urban renewal feasibility study include the Industrial Southwest Concept Area with Basalt Creek; and the “central business district” adjacent both sides of Interstate-5 with the “ear of the moose” area including Bridgeport. These areas are considered *general* as no definite boundary has been discussed or considered. These areas are based on staff’s assumption of City Council’s general ideas of development opportunities in the City.

Moving Forward

If City Council approves moving forward with conducting the feasibility of urban renewal in these general areas, the process will proceed as follows:

- | | |
|---------|---|
| Spring: | 1.) Define boundary area(s) |
| | 2.) Council boundary review process and approve final areas for studies |
| Summer | 3.) Conduct Studies |
| | 4.) Results, Presentation to Council |

Clarifications and Important Points

The feasibility study is a technical document that determines the financial viability of urban renewal in a specific area.

These feasibility studies do not commit the Tualatin Development Commission or the City of Tualatin to create or establish urban renewal areas or plans in these areas.

If Council/TDC decides to create one or more urban renewal areas, they must be based on the feasibility study defined boundaries.

OUTCOMES OF DECISION:

If City Council gives direction to move forward, then staff will contract with our consultant, Elaine Howard of Howard Consulting, to conduct the feasibility studies.

ALTERNATIVES TO RECOMMENDATION:

None

FINANCIAL IMPLICATIONS:

The Tualatin Development Commission will use up to \$36,000 from the TDC Administrative Fund for this project.

ATTACHMENTS:

- Attachment 1 – PowerPoint Presentation
- Attachment 2 – Proposed Areas Map



City Council Work Session

**THE FUTURE OF
URBAN RENEWAL**

WHERE WE HAVE BEEN

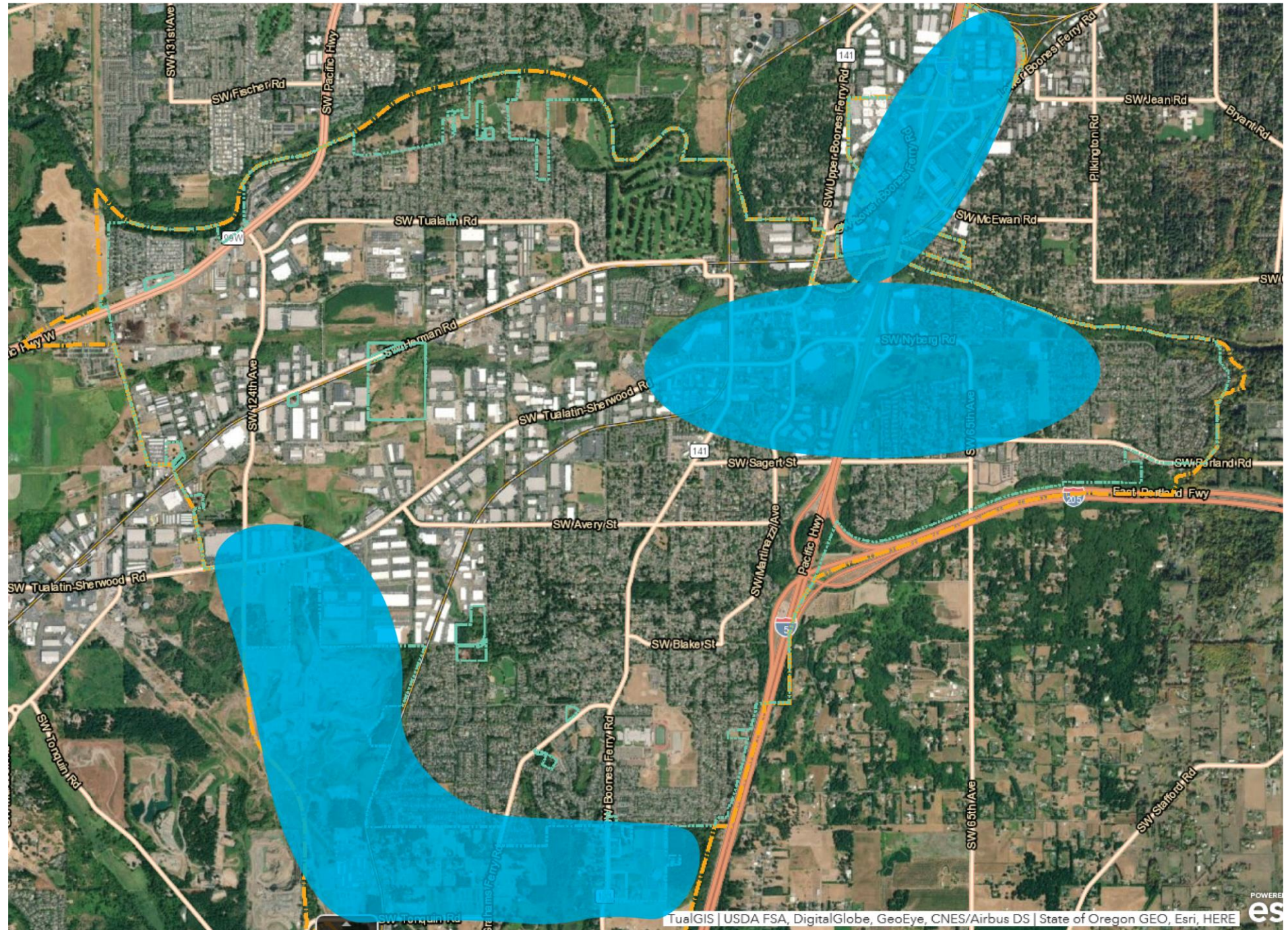
- April to October (2019)
Education Series
- October (2019)
Proceed with closing Central Urban Renewal Area
Identify additional projects in Leveton Tax Increment District (LTID)
Shrink LTID to project areas.
- January 2020
Allocated funds to TDC Administrative Funds for **feasibility studies**
Officially closed CURD

WHAT WE'VE HEARD

IDENTIFIED DEVELOPMENT OPPORTUNITIES:

- Development of amenities to support public transportation
- Redevelopment opportunities
- Visible retail recruitment
- Affordable housing
- Site development improvements
- Expanded mixed use, existing and new development
- Greenfield development
- Basalt Creek infrastructure improvements

POTENTIAL URBAN RENEWAL AREAS



COUNCIL DIRECTION

Do you agree with the *general* areas proposed?

Would you like staff to proceed, as discussed on January 13, 2020 with feasibility studies for these areas?

NEXT STEPS

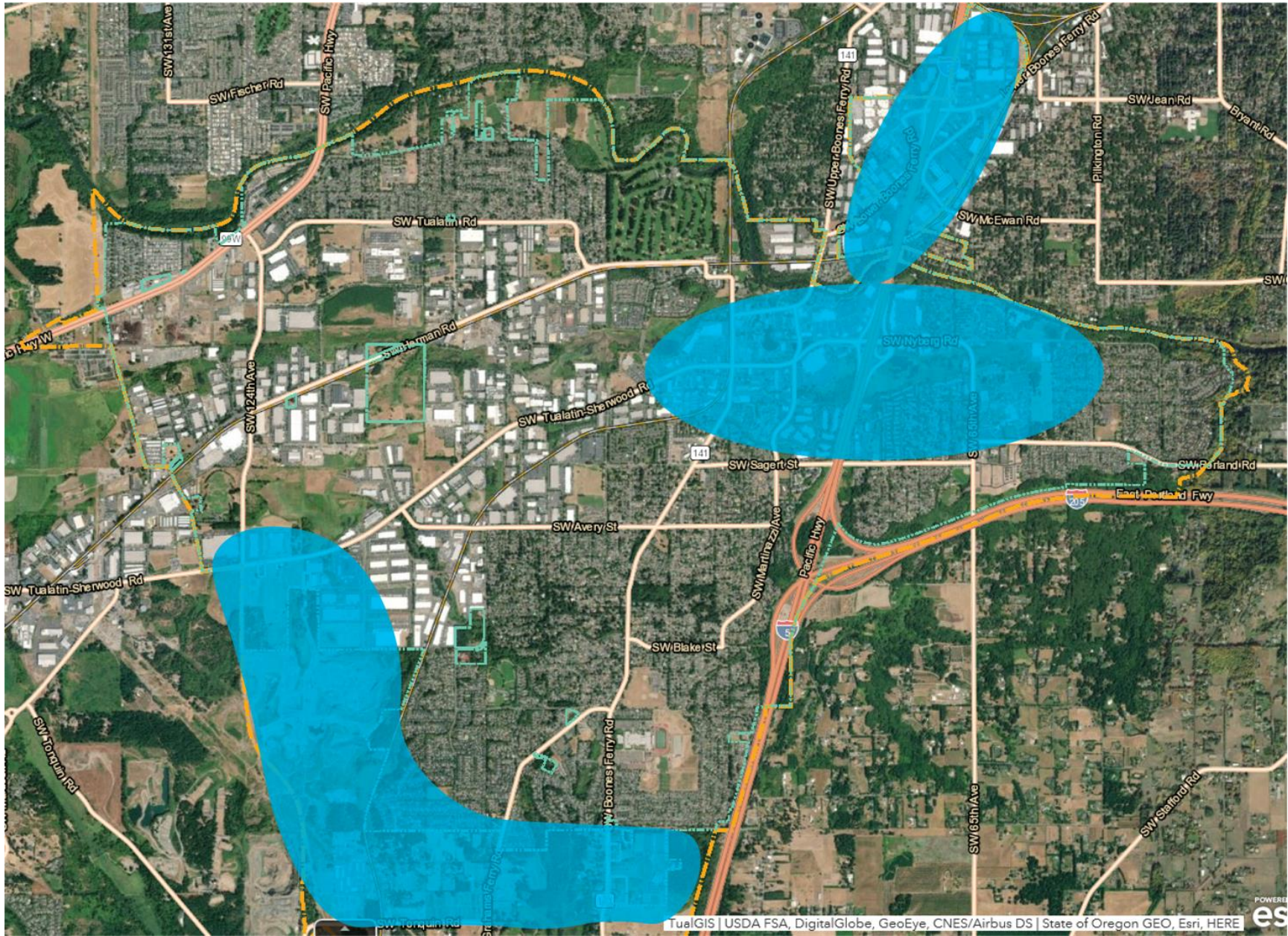
FEASIBILITY STUDIES

- SPRING:**
- Define proposed area(s)
 - Council Boundary Review
- SUMMER:**
- Study
 - Results

LEVETON DISTRICT

- Continue to identify projects, conducting public outreach

POTENTIAL URBAN RENEWAL AREAS





City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Erin Engman, Associate Planner
Steve Koper, AICP, Planning Manager

DATE: February 24, 2020

SUBJECT:

Work session to discuss future potential Plan Text and Plan Map Amendment to increase the maximum building height in the Mixed Used Commercial zone in the Bridgeport Village area.

RECOMMENDATION:

Staff recommends that the Council direct staff to proceed with a Plan Text and Plan Map Amendment, consistent with previous direction.

EXECUTIVE SUMMARY:

- In 2018, the City Council directed staff to proceed with a height study to assess if the Mixed Use Commercial Overlay District could support a maximum building height over the 50-70 feet presently allowed.
 - Staff consulted with DKS on a transportation analysis (Exhibit 1) and found that land identified in the Bridgeport Village area could support a maximum building height of 100 feet (approximately nine stories) limited to mixed-use residential and lodging uses in limited areas within the Mixed Use Commercial zone (Exhibit 2) without a significant impact to the transportation system. Other permitted uses could support a maximum building height of 70 feet.
 - Staff engaged property owners identified in the Bridgeport area regarding the proposed Development Code updates (Exhibit 2) and found support for their participation in the zone change.
 - Staff also found that due to the current application of the Mixed Use Commercial designation, that it functions as Zoning District, rather than an overlay zone. Accordingly, staff recommends updating the development code to reflect this, by creating a Mixed Use Commercial District and corresponding designation on the City's Zoning Map.
 - Next steps would be to, with Council direction: have staff to proceed with a Plan Text and Plan Map Amendment; provide public notification pursuant to Development Code and state requirements; obtain feedback and a recommendation from the Tualatin Planning Commission; and bring the amendments before the Council for a decision.
-

ATTACHMENTS:

Attachment A- Presentation
Exhibit 1- TPR Analysis
Exhibit 2- Zone Change Letter



MIXED-USE COMMERCIAL HEIGHT INCREASE DISCUSSION

CITY COUNCIL
WORK SESSION
FEBRUARY 24, 2020

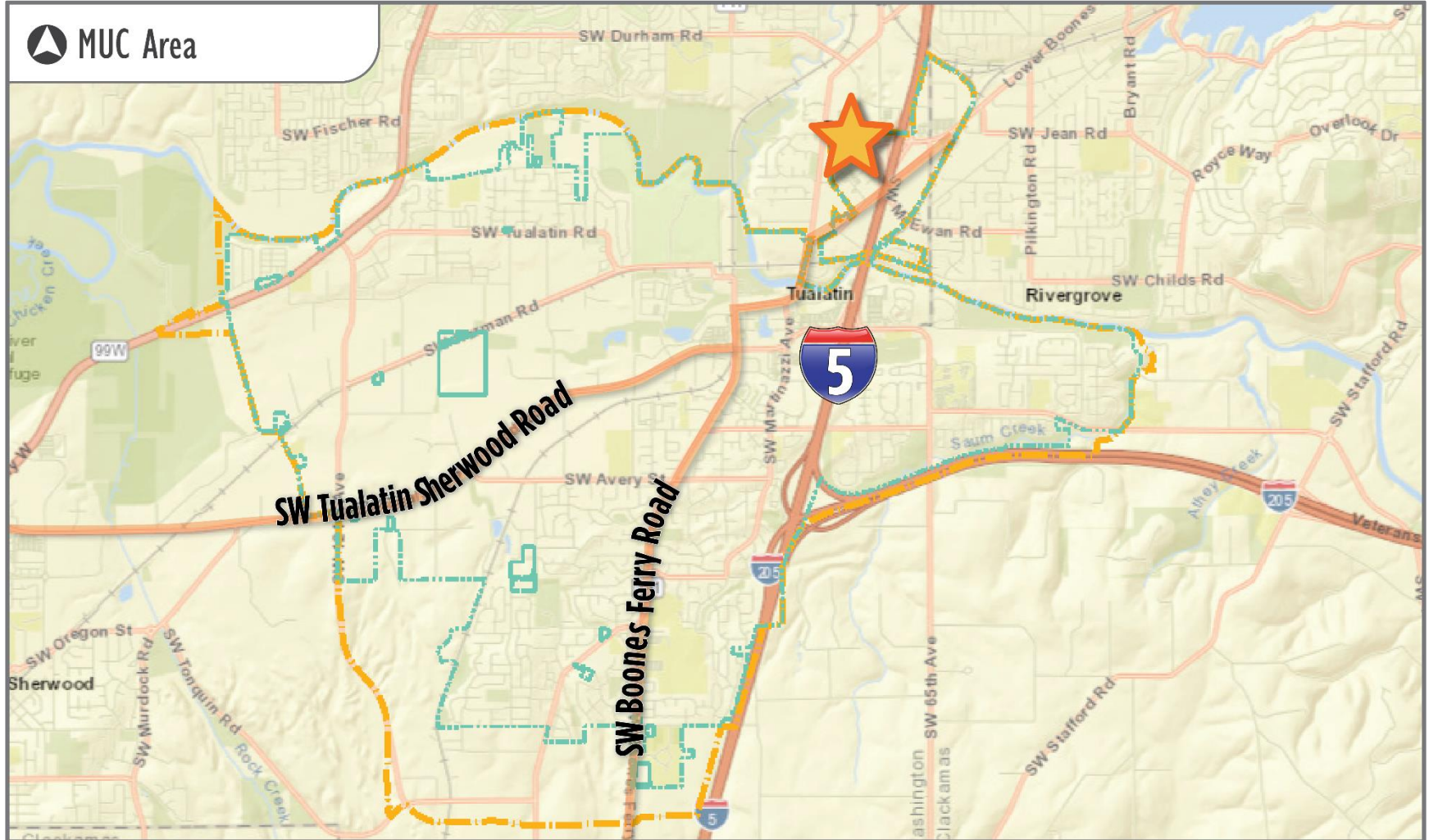


TONIGHT'S DISCUSSION

- Overview of Mixed Use Commercial Area
- Previous Council Direction
- Proposed Updates
- Transportation Analysis
- Property Owner Outreach
- Potential Next Steps
- Questions



VICINITY MAP





PREVIOUS COUNCIL DIRECTION

- Study a maximum height that is higher than the current maximum of 70 feet, but lower than 150 feet.
- Ensure transportation system can support impacts.
- Ensure parking requirements still apply to taller development.
- Consider how building heights might be increase in other areas of Tualatin.

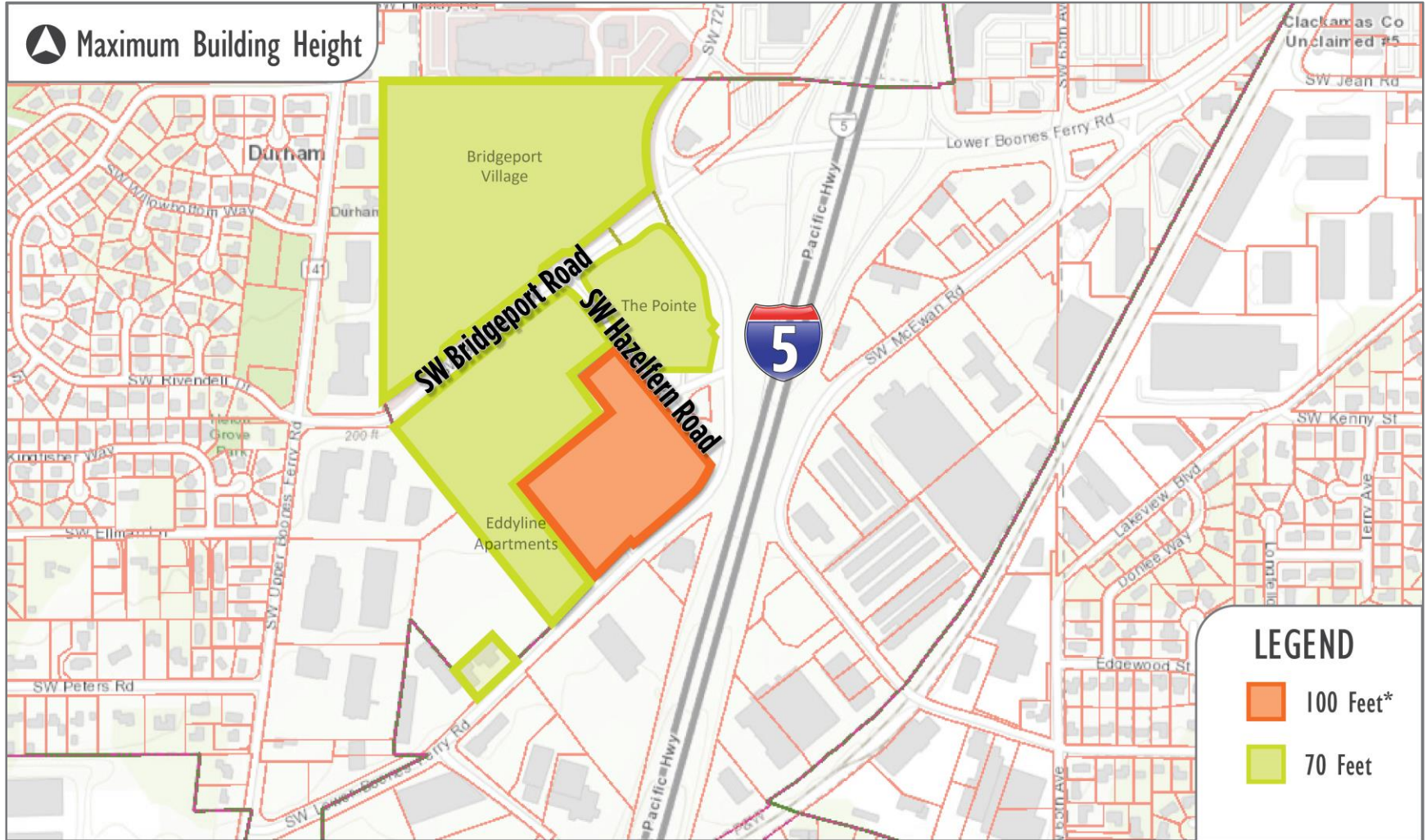


PROPOSED UPDATES

- **Increase** the building height:
 - 70 feet
 - 100 feet for identified area and uses
- **Reformat** to Mixed Use Commercial (MUC) District chapter to function as a zoning district, rather than an overlay zone.
- **Update** Zoning Map with new Mixed Use Commercial (MUC) District



PROPOSED UPDATES





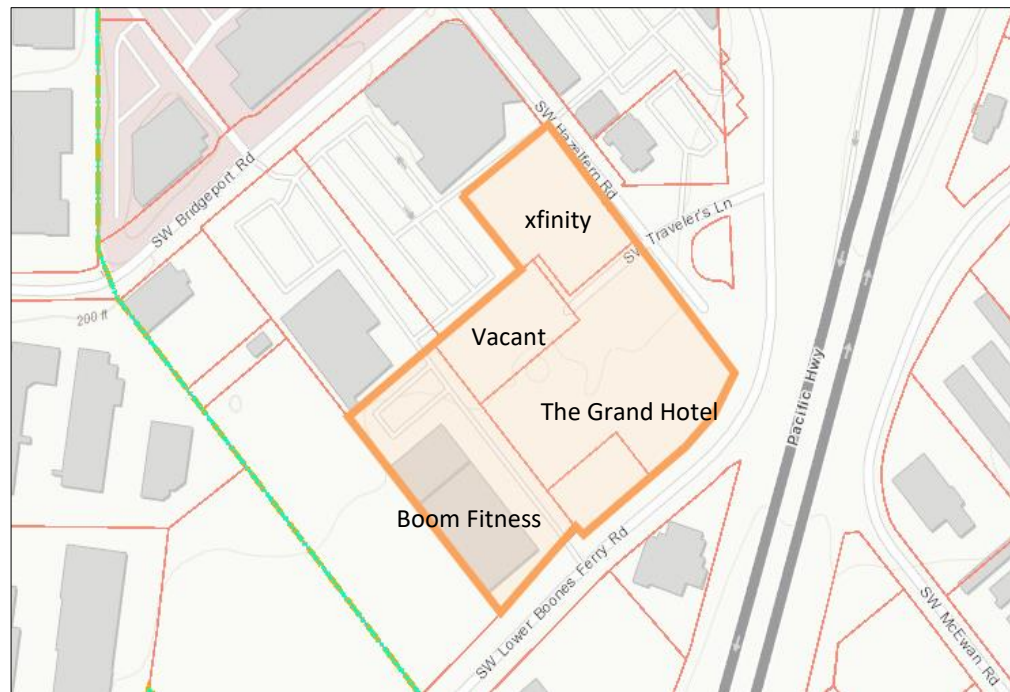
TRANSPORTATION ANALYSIS

- Staff engaged a traffic engineer (DKS) to analyze potential traffic impacts (Exhibit 1) resulting from increased building heights compared to existing conditions.
- The study found no significant impacts to the traffic system with the proposed building height increase



OUTREACH AND ENGAGEMENT

- Staff engaged the property owners of the five parcels identified for application of a 100-foot maximum building height (Exhibit 2).





POTENTIAL NEXT STEPS

- Notice affected agencies and property owners.
- Present proposed updates to Planning Commission for feedback and a recommendation.
- City Council public hearing



QUESTIONS





720 SW Washington St., Suite 500
Portland, OR 97205
503.243.3500
www.dksassociates.com

MEMORANDUM (DRAFT)

DATE: October 9, 2019
TO: Steve Koper, City of Tualatin
FROM: Garth Appanaitis, PE
SUBJECT: Bridgeport Village Transportation Planning Rule Analysis

The purpose of this memorandum is to address Oregon Administrative Rule (OAR) 660-012-0060, Transportation Planning Rule (TPR), requirements for a planned text amendment that includes five parcels in Tualatin, Oregon. The planned text amendment would include the parcels (8.18 total acres) in the Mixed Use Commercial Overlay District (MUCOD) and would allow for an increased building height up to 100 feet for residential or commercial lodging uses.

TPR OVERVIEW

The TPR provides a means for ensuring that future land use and traffic growth is consistent with transportation system planning. The TPR requires that a change of allowable land uses do not create a significant impact on the transportation system beyond currently allowed (planned) uses. The TPR can be addressed through a variety of means, but typically compares the change in trip potential (simply trip generation or traffic impacts) between the allowed use (existing zoning) and proposed use (proposed zoning). In many cases the reasonable worst-case use (for either the existing or propose zoning) will not reflect the actual existing use for a site or the specific use that may ultimately be developed on a site. Rather, the reasonable worst case considers the allowed trip potential for either zoning condition and is rarely development specific (e.g., no site plan, nor intent to use the site for that purpose). In some cases, a “trip cap” or limit to the maximum trips generated by a site will be imposed with a change in zoning in order to limit the future trip potential while still allowing for the intended development.

SITE TRAFFIC POTENTIAL

The subject parcels¹ are in the southeast quadrant of SW Bridgeport Road/ SW Upper Boones Ferry Road in the Bridgeport Village area, shown in Figure 1. The area is the location of a former gravel quarry pit that was backfilled until around 2002². The site is currently zoned as General Commercial (CG) which allows for a maximum structure height of 45 feet (generally up to 4 stories)³.

For purposes of the TPR analysis, the existing uses on the site are ignored and redevelopment options reasonably allowed within zoning designations are considered. The amount of square footage evaluated is dependent on the uses assumed throughout trip generation calculations, the floor to area ratio (FAR) applicable to each use, and the number of stories assumed for the subject area in question.

¹ <https://www.tualatinoregon.gov/planning/zoning-map-interactive-viewer>

² <https://www.deq.state.or.us/lq/ECSI/ecsidetail.asp?segnbr=3791>

³ <https://www.tualatinoregon.gov/developmentcode/tdc-chapter-54-general-commercial-zone-cg>

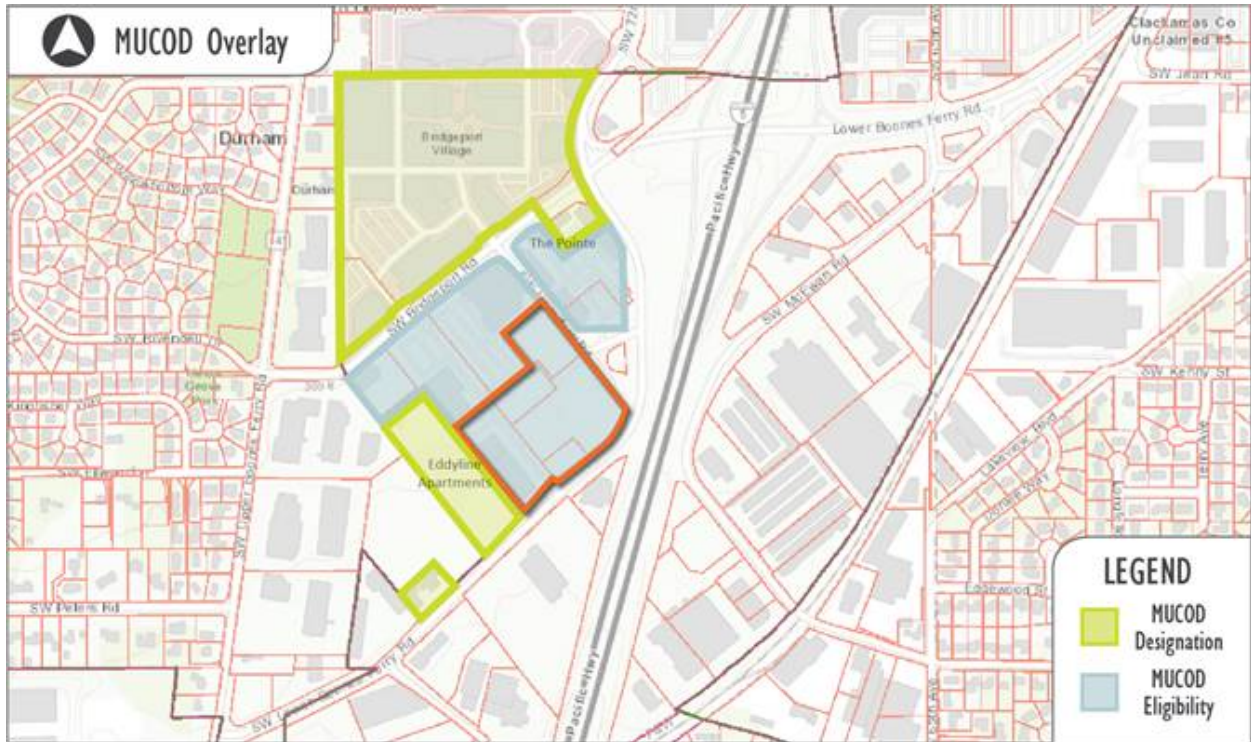


Figure 1: MUCOD Designation and Parcel Locations

Existing Zoning (CG) Traffic Potential

The existing CG zoning allows several uses, including commercial, industrial, institutional, and infrastructure and utilities use³. The designation’s stated purpose in the Development Code is to “...provide areas in the City that are suitable for the widest range of commercial uses and retail businesses. This district is particularly suitable for automobile-related businesses and businesses needing direct freeway access...” Within the Tualatin development code, there is a condition that all retail sales and services are subject to TDC 54.210(1) which states that if located on land designated employment area, corridor, or industrial on Map 9-4, uses in the following categories must not be greater 60,000 square feet of gross floor area per building⁴. As shown in Figure 2, the parcels are located within Employment Area design type and therefore subject to the 60 ksf maximum for retail uses for each use/building. Therefore, a gross floor area of 178 ksf is assumed, which would account for approximately three retail structures (up to 60 ksf each), or approximately a two-story coverage on a 25 percent building footprint⁵.

⁴ https://www.tualatinoregon.gov/sites/default/files/fileattachments/developmentcode/3513/map_9-4_design_type_boundaries.pdf

⁵ 8.18 acres * 43,560 ft/acre * 25% footprint coverage * 2 stories = 178 ksf

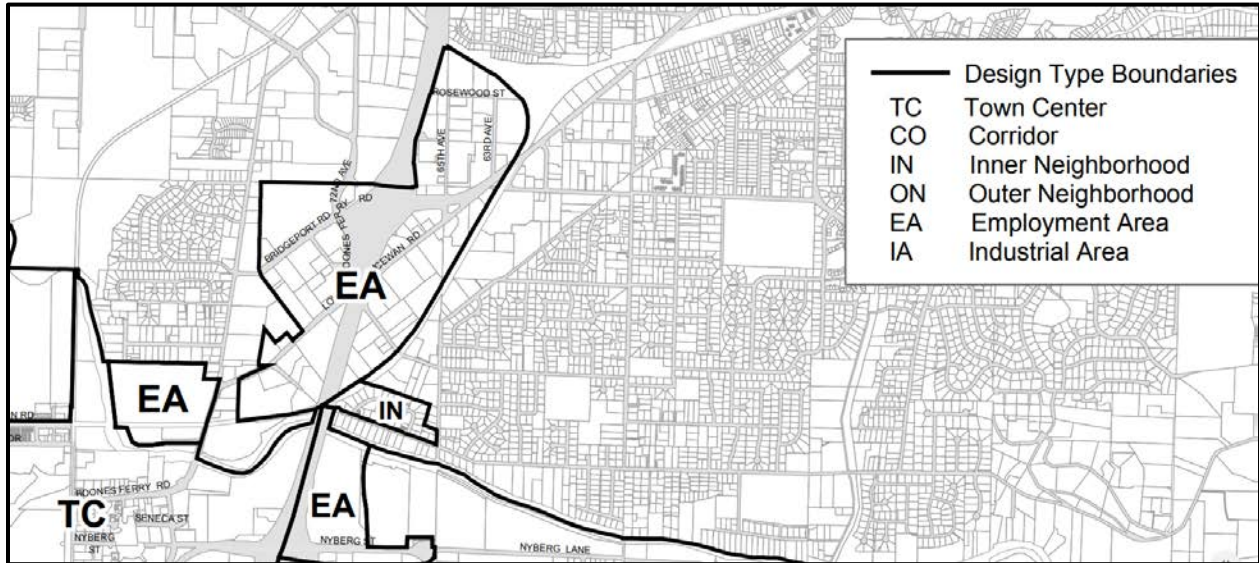


Figure 2: Tualatin Development Code Map 9-4 Designates the Subject Area Location as Employment Area

ITE Trip Generation, 10th Edition was used to estimate traffic potential for allowed uses. Under the existing CG zoning, a mix of retail uses would likely occur, and ITE Code 820 Shopping Center was used to approximate retail vehicle trips. The 178 ksf would generate approximately 3.81 trips/ksf during the weekday p.m. peak hour, or approximately 448 net new trips⁶.

Proposed Zoning (MUCOD) Traffic Potential

The subject area’s inclusion in the MUCOD via a Planned Text Amendment allows commercial and residential mixed uses. The purpose of the MUCOD is to allow flexibility in uses⁷. According to 57.050(2)(e)(iii) the maximum structure height allowed is 50 feet (assumed 4 stories) due to the subject area’s location within the MUCOD district.

According to 57.050(2)(h)(i) the minimum FAR to be used is 0.5 for non-residential development and mixed-use development that includes a residential component. The 60 ksf maximum for retail uses present under the CG zoning condition would no longer apply. However, the reasonable worst case of 178 ksf retail floor space (2-stories on 25% lot coverage) is not expected to increase.

100-Foot Maximum Building Height for Limited Uses

The MUCOD designation would allow similar uses as the CG designation, with varying limitations on height and floor area, as noted. However, the potential for additional height (up to 100 feet) for these uses, which include commercial lodging and multi-family residential uses was also explored. Residential uses are currently limited to a maximum density of 50 units per acre for residential-only projects.⁸ In order

⁶ 8.18 acres * 0.25 footprint coverage * 2 stories * 3.81 trips/ksf = 679 trips with 34% passby reduction = 448 net new trips

⁷ <https://www.tualatinoregon.gov/developmentcode/tdc-chapter-57-mixed-use-commercial-overlay-district>

⁸ Tualatin Development Code, 57.050.2.h.iii



to allow the benefits of mixed-use development and limit overall density impacts, it is assumed that the maximum density of 50 residential units per acre would also apply for structures that exceed 50 feet. Therefore, the allowed reasonable worst-case use for the MUCOD designation and a 100-foot building height would include:

- 178 ksf retail (ITE 820 Shopping Center)
- 409 apartment units⁹ (ITE 231 Mid-Rise Residential with 1st-Floor Commercial)¹⁰

The 409 apartments would generate approximately 147 total weekday p.m. peak hour vehicle trips. However, the overall additional vehicle trips generated by additional residential use would be limited by the internal trip capture between retail and residential uses. Using ITE data and methodology to account for internal trip reduction would reduce external trips ends to/from the residential and retail uses by approximately 92 trips during the weekday PM peak hour as listed in Table 1.

Table 1: Trip Generation for CG and MUCOD Zoning with Adjusted Height Limitations (Weekday PM Peak Hour)

Use	Units	Trips (Total)	Trips (In)	Trips (Out)
Existing CG Zoning				
Retail (ITE 820)	178 ksf	448	215	233
MUCOD w/ Adjusted Height Limitations				
Retail (ITE 820)	178 ksf	448	215	233
Internal Reduction (Retail)		-46	-14	-32
Residential (ITE 231)	409 units	147	103	44
Internal Reduction (Residential)		-46	-32	-14
MUCOD Subtotal (External Trips)		497	262	235
Net Change (MUCOD Subtotal minus CG)		+49	+47	+2

As listed in Table 1, the proposed text and map changes have the potential to add approximately 49 additional vehicle trips to the external street system during the weekday p.m. peak hour. If built to the full development potential, these trips would likely distribute to the connecting transportation system (Boones

⁹ 8.18 acres * 50 residential units/acre

¹⁰ Commercial lodging (ITE 310 Hotel) would not generate more vehicle trip potential than the allowed residential maximum density unless the total number of rooms exceeded 245. However, a nominal increase in room and trips beyond this total is not likely to trigger a significant effect. For proposed commercial lodging uses that would exceed 300 total rooms in the subject area, a traffic study may be required through the development review process to identify potential impacts to the transportation system.



Ferry Rd, Upper Boones Ferry Road, and Lower Boones Ferry Road) and would not likely increase peak hour vehicle trips for any individual movement by more than 20 vehicles. Therefore, the reasonable likely uses would not create a significant effect on the transportation system.

FINDINGS

A text amendment that includes the subject parcels in the MUCOD and a 100-foot building height¹¹ would increase the highest trip generation potential during the weekday p.m. peak hour by approximately 49 net new vehicle trips¹². Given the site location and accessibility from various existing roads that connect to the broader transportation system (Bridgeport Road, Lower Boones Ferry Road, Upper Boones Ferry Road) and trip distribution to each, as well as the balanced directional flows of retail uses, the change would not likely add more than 20 trips to an individual movement during the weekday p.m. peak hour. Given this potential degree of change, the text amendment is not likely to create a significant effect on the transportation system and TPR requirements are addressed.

¹¹ The 100-foot building height allowance is assumed to include the following restrictions: 1) One floor may be occupied by retail, office, or uses other uses allowed in the MUCOD. Additional floors (or floor area beyond the gross building footprint) are limited to residential and/or commercial lodging uses. 2) Residential uses are subject to the maximum density of 50 units/acre.

¹² 275 trips with MUCOD - 206 trips with CG = 69 trip increase



City of Tualatin Planning Division
18880 SW Martinazzi Ave.
Tualatin, OR 97062
503-691-3026
tualatinoregon.gov/planning

October 22, 2019

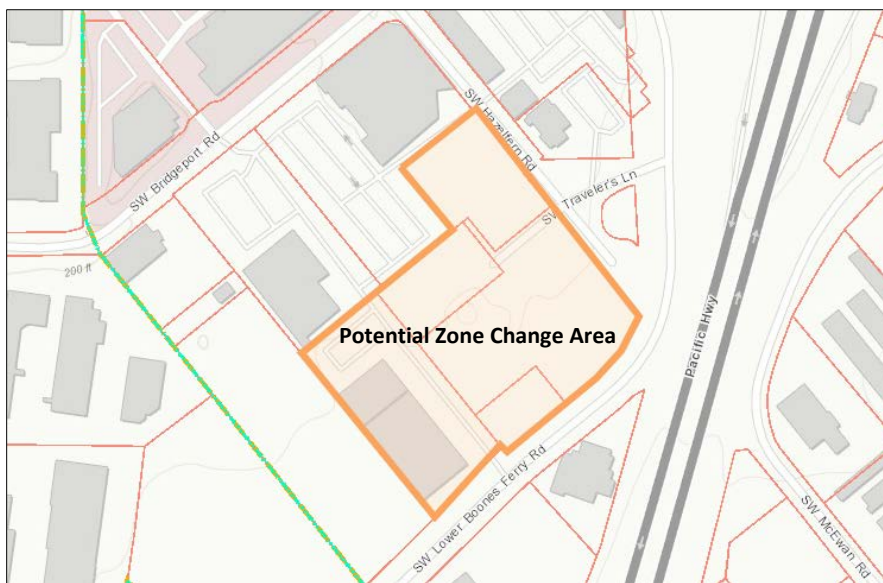
Notice of Potential Zone Change

Dear Property Owner,

The purpose of this letter is to inform you that the City of Tualatin is considering amendments to its Development Code that would apply to your property. Your property is presently zoned General Commercial; the proposal would change this zone to Mixed-Use Commercial.

The proposed changes would not impact the existing uses on your property, but would allow future development to include residential uses along with commercial uses. The allowable building height would also increase from 35 feet to between 70 and 100 feet (limited to certain uses).

Your participation in this potential change is entirely optional, but we would appreciate the opportunity to discuss it with you. Please contact me at 503.691.3024 or engman@tualatin.gov to set up a time to meet.



Sincerely,

A handwritten signature in blue ink, appearing to read "Erin Engman".

Erin Engman
Associate Planner

Cc: Steve Koper, AICP, Planning Manager (via e-mail)



City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council
THROUGH: Sherilyn Lombos, City Manager
FROM: Steve Koper, AICP, Planning Manager
DATE: February 24, 2020

SUBJECT:

Work session to discuss potential future Development Code updates.

RECOMMENDATION:

Discussion only.

EXECUTIVE SUMMARY:

- In 2018, the Development Code Improvement Project was completed, making the code easier to read and use. Potential updates to the Development Code were identified through this process but were intended to be done in the future.
- In 2019, the Tualatin | 2040 project identified potential updates to several high-level policy areas in the Comprehensive Plan and Development Code.
- In 2020 and beyond, there will need to be updates to the Development Code that relate to the “nuts and bolts” of the code and its everyday usability and application.
- Goals include being responsive to: legal requirements; updates identified by the Council, Community, Customers, and staff; and, best practices.
- Examples of two potential future Development Code updates to be presented are: (1) an update to the Accessory Dwelling Unit code in response to legal requirements; and (2) an alternative to the requirement that private development improvements be completed prior to occupancy for new development in response to feedback from customers.
- Next steps would involve proceeding with a Development Code update including the two aforementioned examples and other similar updates identified by the Council, Community or others, which would ultimately be decided on by the Council with a recommendation from the Tualatin Planning Commission.

ATTACHMENTS:

-Presentation

DEVELOPMENT CODE UPDATES

TUALATIN CITY COUNCIL
WORK SESSION

February 24, 2020



CITY OF

TUALATIN OREGON

TONIGHT'S WORK SESSION

- Background
- Goals
- Examples of Potential Updates
- Potential Next Steps
- Questions

Amendment to Procedures & Applications



CITY OF

TUALATIN OREGON

BACKGROUND

- In 2018, the Development Code Improvement Project was completed, making the code easier to read and use.
- While this project did not make changes to how to Development Code is applied, several potential changes were identified.
- At present, some of the ways in which the Development Code is written and applied, are not supportive of the Council's goals of a thriving and diversified Economy.



GOALS

- Be responsive to:
 - Legal requirements
 - Requests from Council
 - Requests from the Community
 - Requests from Customers
 - Best practices
 - Observations from staff

Amendment to Procedures & Applications



CITY OF

TUALATIN OREGON

ACCESSORY DWELLING UNITS

- HB 2001, passed in 2019, prohibits cities from requiring off-street parking with Accessory Dwelling Units, effective as of January 1, 2020.
- TDC 34.600(2)(e) requires one on site parking space for an accessory dwelling unit.
- This provision is no longer enforceable and needs to be updated.

Amendment to Procedures & Applications



BONDING FOR DEVELOPMENT PROJECT COMPLETION

- TDC 74.140(2) requires all private on-site improvements to be built before a Certificate of Occupancy can be issued.
- Feedback from our customers has been that this practice is overly rigid and costly. For example: being required to install landscaping during a heat wave or cold spell.
- Adding a provision to the Development Code to allow for payment of a bond or cash payment to secure future installation of private improvements would result in a more responsive and flexible development process.

Amendment to Procedures & Applications



CITY OF

TUALATIN OREGON

POTENTIAL NEXT STEPS

- Send notification to affected agencies, property owners and other parties.
- In the case of the Accessory Dwelling Unit update that affects allowed uses for residential properties, mail notices to property owners, CIOs, etc.
- Present Development Code Updates to Planning Commission for feedback and a recommendation.
- City Council holds a public hearing.

Amendment to Procedures & Applications



CITY OF
TUALATIN OREGON

QUESTIONS

- Questions?
- Clarifications?
- Comments?
- What Development Code updates do you see as part of the next or a future update?

Thank you!

Amendment to Procedures & Applications



CITY OF

TUALATIN OREGON



City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council
THROUGH: Sherilyn Lombos, City Manager
FROM: Aquilla Hurd-Ravich, Community Development Director
DATE: February 24, 2020

SUBJECT:

Council discussion about adding an area to allow food carts.

EXECUTIVE SUMMARY:

The current ordinance allowing food carts went into effect in 2019 after several years of Council deliberations and public engagement. As a result of those efforts, food carts or mobile food units are allowed in the following zones:

- Commercial Office (CO)-except within 200 feet of the Central Commercial (CC) zone.
- Recreational Commercial (CR)
- Medical Center (MC)
- Light Manufacturing (ML)
- General Manufacturing (MG)
- Manufacturing Park (MP)
- Manufacturing Business Park (MBP)
- Institutional (IN)

See the map in Attachment A

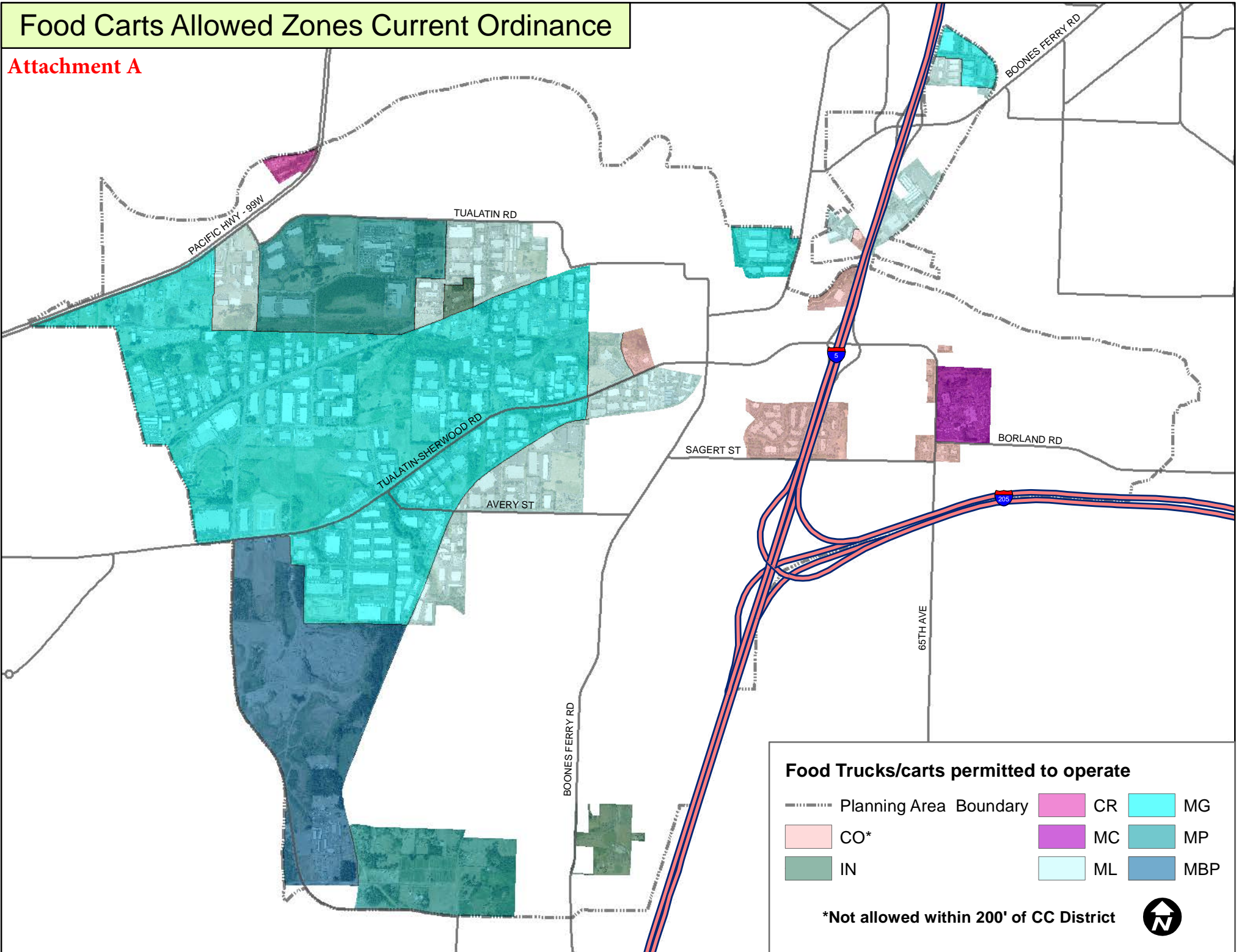
At the City Council meeting on January 27th Council indicated a desire to amend the allowed locations to include the General Commercial zone along 99W (see the map in Attachment B). The purpose of tonight's work session is for the Council to discuss this idea and direct staff either to amend the Municipal Code or to leave as it currently stands.

ATTACHMENTS:

- A- Current allowed locations of Food Carts
- B- Possible additional allowed locations of Food Carts
- C- Presentation

Food Carts Allowed Zones Current Ordinance

Attachment A



Food Trucks/carts permitted to operate

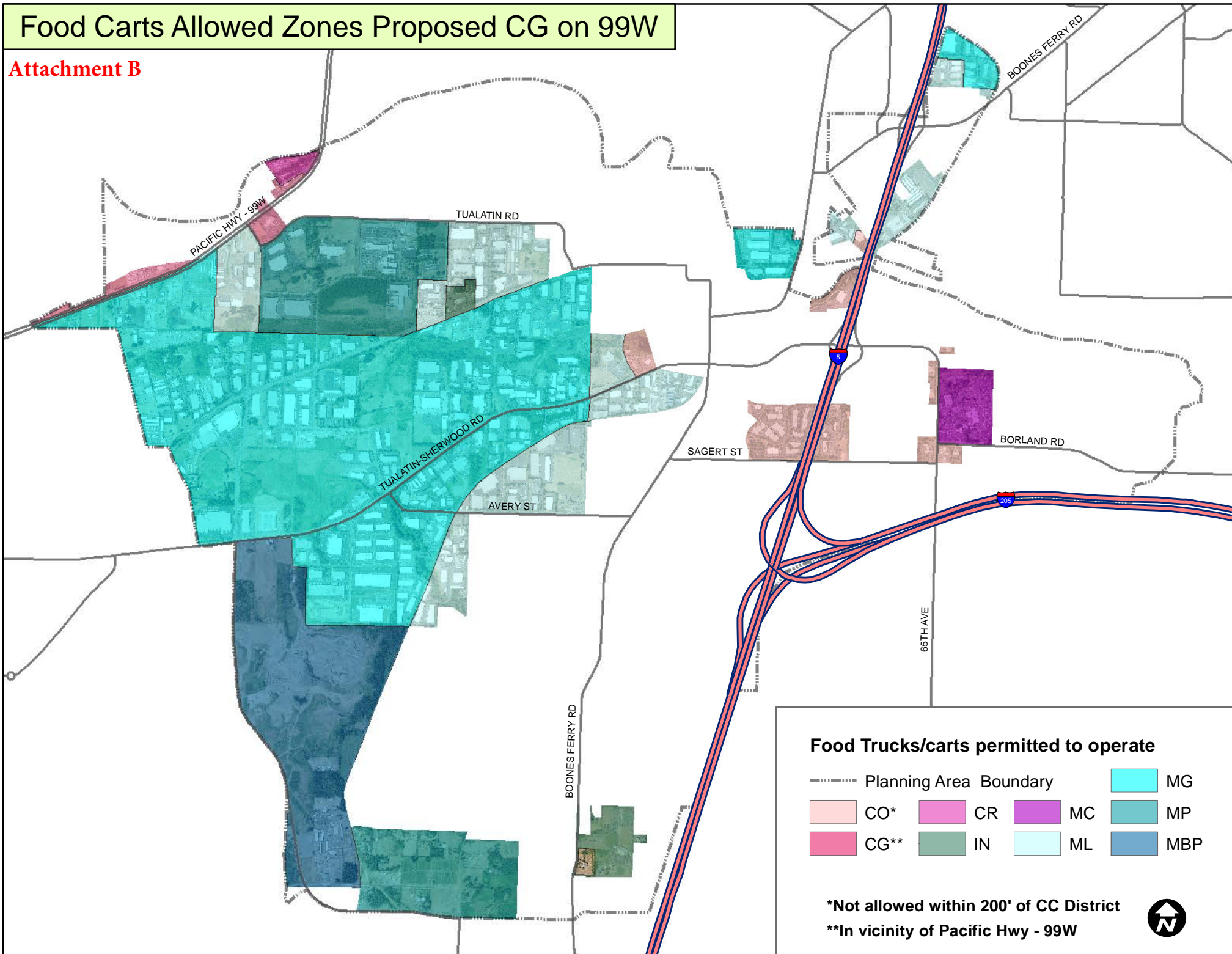
- Planning Area Boundary
- CO*
- IN
- CR
- MC
- ML
- MG
- MP
- MBP

*Not allowed within 200' of CC District



Food Carts Allowed Zones Proposed CG on 99W

Attachment B





FOOD CARTS
Possible Amendment

CITY COUNCIL WORK SESSION
February 24, 2020



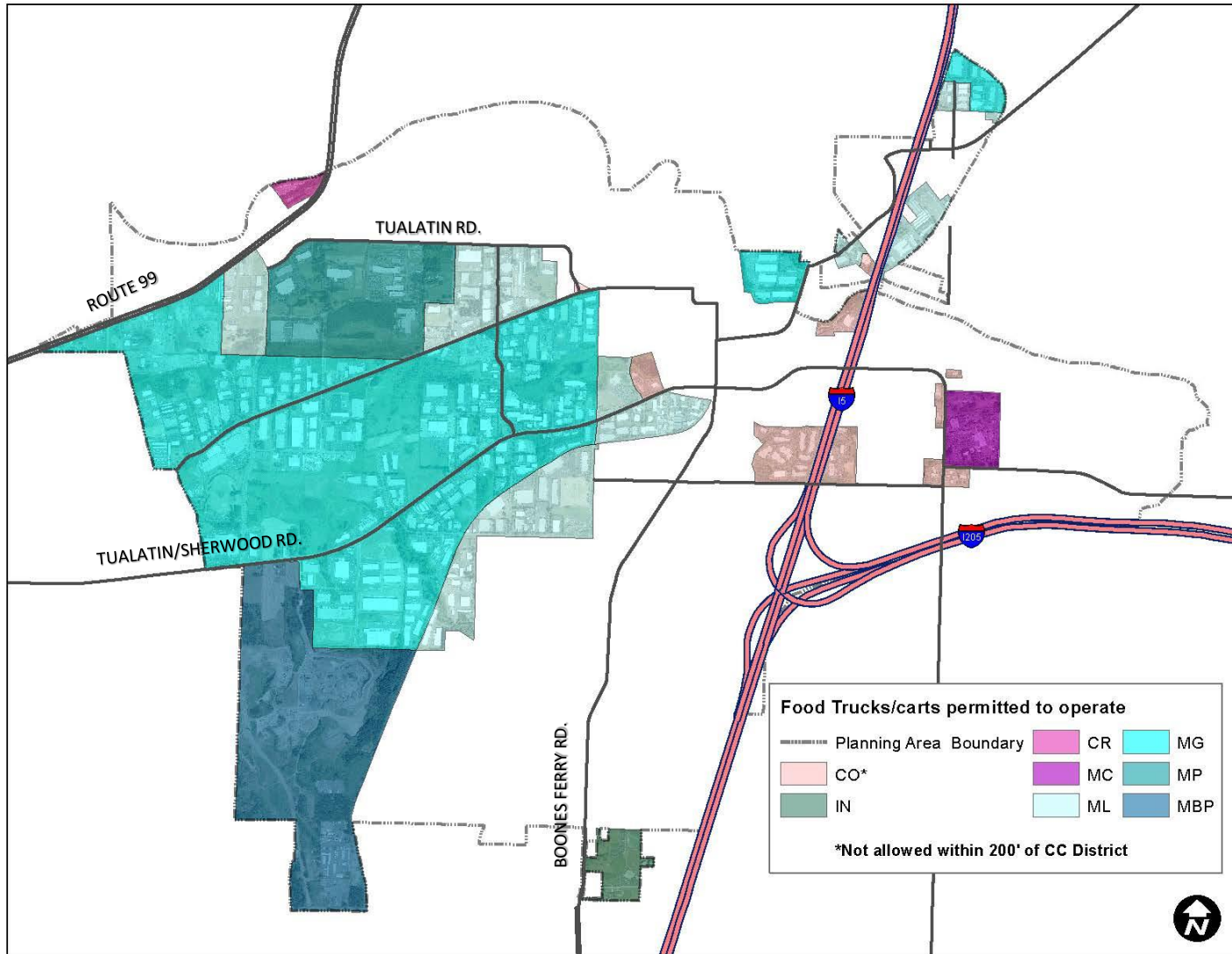
TONIGHT'S DISCUSSION

- Possible new locations for Food Carts
 - General Commercial along 99W



ALLOWED LOCATIONS

- Commercial Office (CO)-
except within 200 feet of the Central Commercial (CC) zone.
- Recreational Commercial (CR)
- Medical Center (MC)
- Light Manufacturing (ML)
- General Manufacturing (MG)
- Manufacturing Park (MP)
- Manufacturing Business Park (MBP)
- Institutional (IN)

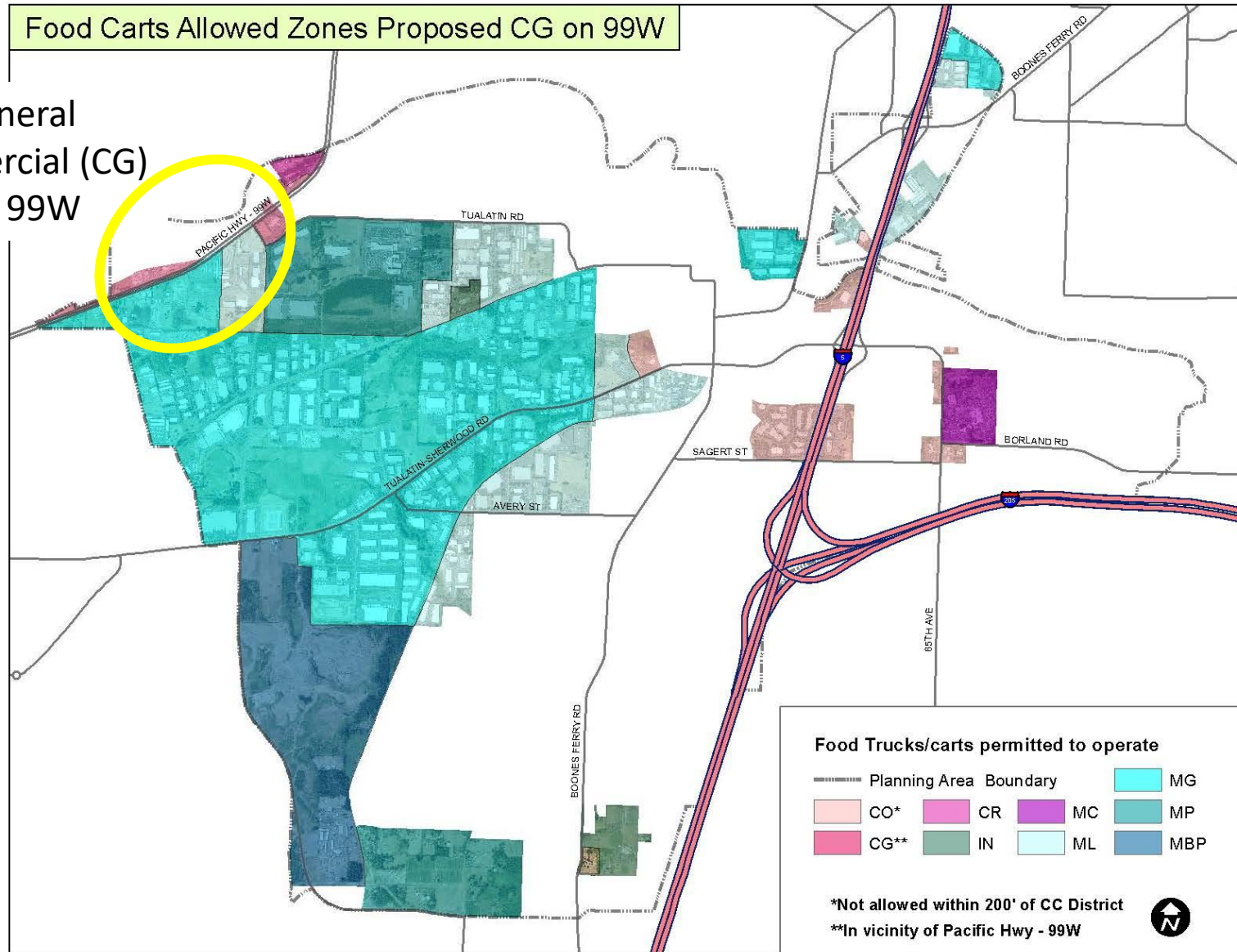


FOOD CARTS
Possible Amendment

CITY COUNCIL WORK SESSION
February 24, 2020

Food Carts Allowed Zones Proposed CG on 99W

General Commercial (CG) on 99W



FOOD CARTS
Possible Amendment

CITY COUNCIL WORK SESSION
February 24, 2020



NEXT STEPS

- Council direction to amend the ordinance:
 - Bring back a revised ordinance in a public hearing for adoption
- Council direction to leave as is:
 - No further action





City of Tualatin

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: February 24, 2020

SUBJECT:

Consideration of Approval of the Work Session and Regular Meeting Minutes of January 27, 2020 and Regular Minutes of February 10, 2020

RECOMMENDATION:

Staff respectfully recommends the Council adopt the attached minutes.

ATTACHMENTS:

- City Council Work Session Minutes of January 27, 2020
- City Council Regular Meeting Minutes of January 27, 2020
- City Council Regular Meeting Minutes of February 10, 2020



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR JANUARY 27, 2020

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Paul Morrison, Councilor Valerie Pratt, Councilor Bridgette Brooks, Councilor Maria Reyes, Councilor Robert Kellogg

Mayor Bubenik called the work session to order at 5:00 p.m.

1. Review of Tualatin's Marijuana Regulations.

Planning Manager Steve Koper and Community Development Director Aquilla Hurd-Ravich gave a recap on the 2014 State Ballot Measure legalizing and regulating production, processing, and the sale of marijuana. Manager Koper stated current city regulation include a 3,000' buffer from residential areas, schools, parks, and libraries and a 2,000' buffer between facilities. City Attorney Brady presented a brief history and review of current regulations. Manager Koper reviewed previous public comment and buffering discussions. He shared maps that included: 1,000' buffer from schools as mandated by the state, the current 3,000' buffer, 2,000' buffer, and 1,000' buffer and exclusion from the downtown core.

Councilor Morrison shared his opinion on OLCC regulations and sales tax revenue in relation to marijuana regulation.

Councilor Brooks requested clarification on the two 1,000-foot buffer maps. Director Hurd-Ravich clarified the state-mandated 1,000-foot buffer is from schools only and the additional option identified a 1,000-foot buffer from schools, parks, and residential area.

Councilor Kellogg expressed concerns with buffers around residential zones. He noted the Council must recognize this is a legitimate and legal business. Councilor Kellogg stated the Council needs to determine if redrawing the map is reasonable and meets the needs of citizens.

Council President Grimes stated the discussion should be about community standards. She stated she has not received an indication of dissatisfaction with the lack of dispensaries in Tualatin.

Councilor Morrison stated the Council originally carved out an area allowing dispensaries in order to receive state funding. He added he feels the public is in overwhelming favor of leaving the regulations as they stand.

Councilor Brooks rebutted she has heard from citizens in support but who are afraid to step forward because of the stigma associated with the topic. She stated she is not in favor of allowing zoning for this in the commercial core area or near schools, parks, or libraries.

Councilor Reyes stated she too has heard from citizens and businesses who are in favor but have a fear of speaking out publically and being judged.

Councilor Pratt stated the majority of voters voted in favor of marijuana. She also would like to ensure buffering around zones where children would have direct contact.

Councilor President Grimes stated she wants to make clear she is not in favor of banning dispensaries or ignoring voters who voted for it. She just wants to ensure the city has good community standards in place.

Mayor Bubenik stated the city originally created the maximum buffers to make it difficult to have dispensaries. He believes changing the buffers to a more reasonable 1,000' upholds the spirit of the law.

Councilor Kellogg stated dispensaries are not the only marijuana facilities. He noted there are wholesalers and growers that could locate in the industrial area. Councilor Kellogg stated marijuana and liquor licensing need to be treated equally in regards to their business. He added he would be in favor of a 1,000' buffer excluding the buffer around the residential zones.

Councilor Morrison stated the purpose of the 3,000-foot buffer is to keep facilities off of Lower Boones Ferry Road and I-5.

City Manager Lombos stated this item will be placed on the February 10 work session for further discussion.

2. Parks Funding Polling Results.

Parks and Recreation Director Ross Hoover and Consultants John Campbell and Martha DeLong, Campbell DeLong Resources, presented the Parks Funding polling results. The consultants presented data collected from a poll on a potential parks bond measure. Information presented included survey methods, research results, reactions, demographics, and information sources. After a review of the results the consultants recommended not placing the measure on the ballot in May. They stated personal economy and cost is a major factor for voters in this recommendation. They suggested highlighting the benefit to the community, a lower cost, and more communication time if the Council decides to proceed.

Councilor Morrison stated Council still needs to identify and itemize a priority list of the parks master plan and narrow the cost to \$25 million.

Councilor Brooks responded looking at what the voters want is a way to prioritize. She stated looking at an ongoing maintenance fee with a smaller bond would meet the cities need.

Councilor Reyes stated she has heard from citizens who rent that would rather see a fee on their utility bill versus a property tax which would be mean increased rent.

Councilor Kellogg asked for clarification if the ask if for funding is for capital expenditures or maintenance. Director Hoover stated project improvement is the theme.

Councilor Kellogg also asked about the response to the polling questions referencing replacing vs renovating of parks and if that means citizens are more in favor of a capital improvement bond or against a maintenance bond. Consultant Campbell speculated when the words renovate or upgrade are used it suggests it is for maintenance. He added it is a gray area with voters because they feel they have already paid for these items.

Council President Grimes asked about timing for polling for bond support. Consultant DeLong stated there is no one perfect time to poll but the time was now for a May measure.

Mayor Bubenik stated based on the information provided it is best to defer this measure and regroup at the Council Advance.

Mayor Bubenik adjourned the meeting at 7:03 p.m.

Sherilyn Lombos, City Manager

_____ / Teresa Wegscheid, Recording Secretary

_____ / Frank Bubenik, Mayor



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR JANUARY 27, 2020

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Paul Morrison, Councilor Valerie Pratt, Councilor Bridgette Brooks, Councilor Maria Reyes, Councilor Robert Kellogg

Call to Order

Mayor Bubenik called the meeting to order at 7:10 p.m.

Pledge of Allegiance

Announcements

1. Recognition of Student Artists from Sagert Sidewalk Project

Assistant to the City Manager Megan George recognized student artists who participated in the Sagert Sidewalk project. She announced the Tualatin Moving Forward Art Contest. She noted more information is available on the website. The Council congratulated participants.

Public Comment

Mark Petersen spoke in favor of updating marijuana regulation.

Anthony Stewart, Attorney for Western Oregon Dispensary, spoke in favor of updating marijuana regulation. He added OLCC has strict standards in regards to community standards and access to children.

Consent Agenda

Motion to adopt the consent agenda made by Council President Grimes, Seconded by Councilor Kellogg.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

MOTION PASSED

1. Consideration of Approval of the Regular Meeting Minutes of December 9, 2019 and Work Session and Regular Minutes of January 13, 2020
2. Consideration of **Resolution No. 5480-20** Authorizing the City Manager to Enter into a Land Transfer Agreement with the Tualatin Development Commission
3. Consideration of **Resolution No. 5481-20** approving the termination of the Central Urban Renewal District and Central Urban Renewal District Plan and adopting the Final Report

Public Hearings - Legislative or Other

1. Consideration of **Resolution No. 5482-20** Adopting Findings in Support of a Special Procurement and Authorizing the City Manager to Enter into a Direct Negotiation Contract with Barney & Worth, Inc. for Services for the Tualatin Moving Forward Bond Program

Assistant to the City Manager Megan George presented a resolution to enter into a direct negotiation contract with Barney & Worth, Inc. for services for the Tualatin Moving Forward Bond Program. She stated their current scope has expanded and are looking to amend the personal services agreement to \$155,000 for a total of about \$260,000.

PUBLIC COMMENT

None.

Motion to adopt Resolution No. 5482-20 adopting findings in support of a special procurement and authorizing the City Manager to enter into a direct negotiation contract with Barney & Worth, Inc. for services for the Tualatin Moving Forward Bond Program made by Councilor Morrison, Seconded by Councilor Pratt.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

MOTION PASSED

General Business

1. Consideration of Recommendations from the Council Committee on Advisory Appointments

Council thanked all the committee members for their service.

Motion to adopt the recommendations made by Councilor Pratt, Seconded by Councilor Brooks.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

MOTION PASSED

Council Communications

Councilor Kellogg presented the idea of a Kindness resolution and asked for Council support. Council consensus was reached to place it on a future agenda.

Councilor Morrison stated he attended the Key Leaders Breakfast and a Town Hall on vaping.

Councilor Pratt stated she attended the Volunteer Brunch, the Town Hall on vaping, the Chamber of Commerce Breakfast, and the Tualatin Community Police Foundation meeting.

Councilor Brooks stated she attended the Healing the Divide program, the Multi-City Equity Summit meeting, the Chamber of Commerce transportation meeting, the Clackamas Cities Association dinner, the annual River Keepers meeting, and a presentation with an explanation of school funding allocations and expenditures.

Mayor Bubenik stated he met with state representatives and senators in regard to a one million dollar mistake on the Highway 99W study. He also attended the Veterans Memorial Community meeting, the West Side Economic Alliance, the Tualatin Chamber of Commerce meeting, and the Clackamas Cities Association dinner.

Mayor Bubenik stated he received a request from Tiny Wolf Brewing wanting a food cart to come and serve food at their location. He suggested an amendment to the current ordinance on food carts. City Manager Lombos stated it would be put on a future work session for discussion.

Mayor Bubenik suggested a formal review process for the City Manager. He stated the Human Resource Director will coordinate the process.

Adjournment

Mayor Bubenik adjourned the meeting at 8:11 p.m.

Sherilyn Lombos, City Manager

_____ / Teresa Wegscheid, Recording Secretary

_____ / Frank Bubenik, Mayor



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR FEBRUARY 10, 2020

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Bridget Brooks, Councilor Robert Kellogg, Councilor Paul Morrison, Councilor Maria Reyes, Councilor Valerie Pratt

7:00 P.M. CITY COUNCIL MEETING

Call to Order

Mayor Bubenik called the meeting to order at 7:05 p.m.

Pledge of Allegiance

Announcements

1. Update on the Tualatin Youth Advisory Council's Activities for February 2020

Members of the Youth Advisory Committee (YAC) presented a PowerPoint on their latest activities and upcoming events. Members will be attending the upcoming Oregon Youth Summit of February 21 where they will meet with other youth councils from across the state. Senior members will be attending the National League of Cities Conference in May where they will be working on leadership, development, civic engagement, and networking. YAC members are currently working on PROJECT Friends, their bullying prevention for Tualatin fifth graders, to be held on April 17.

Public Comment

Cyndi Hillier, Director of Tualatin Together, spoke to who Tualatin Together is and what they do.

Janette Chaffee read a letter speaking in favor of a 3000' buffer for marijuana facilities.

Anthony Stewart addressed Council concerns regarding marijuana facilities that were discussed at the work session.

Consent Agenda

Item was request to be removed by Councilor Morrison.

Special Reports

1. Tualatin Moving Forward Quarterly Update

Public Works Director Jeff Fuchs and Assistant to the City Manager Megan George presented a quarterly update providing project updates, project timeline, and what's next for the Tualatin Moving Forward program. Director Fuchs stated to date five projects have been built, 15 projects are in design and planning, 26 public meetings have been held, 163 people are receiving regular updates on specific projects, and seven flashing beacons and driver feedback signs have been pre-ordered. He provided project updates on Tualatin-Sherwood Road-Martinazzi to I-5,

Martinazzi Avenue and Sagert Street, Mohawk Road and PFE, and Grahams Ferry Road at Dogwood Street. Manager George stated upcoming items in the program include a sidewalk art contest, a call for projects, and continued project design, permitting, and construction.

Councilor Morrison asked what is being done to address the traffic flow from I-5 southbound onto Nyberg Road. Director Fuchs stated he will have to follow-up with ODOT but staff on the cities side is evaluating the interchange function in relation to city projects.

General Business

1. Consideration of **Resolution No. 5483-20** To Adopt the 2021–2025 Capital Improvement Plan

Management Analyst Kelsey Lewis and Public Works Director Jeff Fuchs presented the 2020-2025 Capital Improvement Plan (CIP). Analyst Lewis stated the CIP identifies and prioritizes funding for projects. The plan helps coordinate projects, plan for needed rate adjustments, create an approved list for grants, create an approved list for SDC funding, and prioritize limited funding. Analyst Lewis explained how to find projects in the document. She stated projects are broken into five project categories including facilities equipment, parks and recreation, technology, transportation, and utilities and then categorized again by funding source. She noted each project has a one page summary. Analyst Lewis added there is an unfunded project section in the back that includes projects the city is aware of but are unfunded at this time.

Councilor Morrison asked about projects that are considered funded but are technically not funded at this time due to potential grant awards. Analyst Lewis stated the notation is a way to track future funding for grant cycles and budget needs.

Analyst Lewis briefly reviewed the project list by category for the upcoming year.

Councilor Kellogg request a brief recap of what has happened in previous years when presented in the future.

Motion to adopt Resolution No. 5483-20 the 2021–2025 Capital Improvement Plan made by Council President Grimes, Seconded by Councilor Morrison.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

MOTION PASSED

Council Communications

Councilor Kellogg stated he attended the Police Awards Banquet and the City Clubs Presentation by Metro President Lynn Peterson.

Councilor Reyes stated she attended the Council Committee on Advisory Appointments meeting.

Councilor Morrison provided a brief update on HB 4017. He stated he attended the Washington County Coordinating Committee. Councilor Morrison invited citizens to attend the upcoming Tualatin Together meeting.

Councilor Pratt stated she attended the Police Awards Banquet, the Council Committee on Advisory Appointments meeting, and the Open House for the Veteran's Memorial. She stated she

will be working on a letter of support for the Library and Public Safety Levies and will be seeking Council support.

Councilor Brooks stated she attended the Police Awards Banquet, the Council Committee on Advisory Appointments meeting, the Water Consortium meeting, and the Milwaukie State of the City Address.

Mayor Bubenik stated he attended the Tigard State of the City event, the Police Awards Banquet, met with the new liaison for Senator Merkley's office, the Clackamas Mayors Meeting, and the Washington County Coordinating Committee meeting.

Items Removed from Consent Agenda

1. Consideration of Approval of a New Liquor License Application for 60's Café and Diner

Councilor Morrison would like to see the city start reviewing licenses individually.

Mayor Bubenik asked if the city has any leverage in the OLCC approval process. City Attorney Brady stated OLCC doesn't allow the city to regulate licenses. He noted the city only gets to make a recommendation based on certain criteria.

Motion to approve the liquor license for 60's Café and Diner made by Councilor Morrison, Seconded by Councilor Brooks.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt
MOTION PASSED

Adjournment

Mayor Bubenik adjourned the meeting at 9:02 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor



City of Tualatin

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: February 24, 2020

SUBJECT:

Consideration of Approval of Liquor License Renewals for 2020

RECOMMENDATION:

Staff respectfully recommends the Council approve endorsement of the liquor license renewals for 2020 as listed in Attachment A.

EXECUTIVE SUMMARY:

Annually, the Oregon Liquor Control Commission (OLCC) requires that all liquor licenses are renewed. According to the provisions of City Ordinance No. 680-85, establishing 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 the Ordinance. The liquor license renewal applications are in accordance with all ordinances and the Police Department has conducted reviews of the applications.

According to the provisions of Section 5 of Ordinance No. 680-85 a member of Council or the Public may request a public hearing on any of the liquor license renewal 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 renewal fee of \$35 has been paid by each applicant.

ATTACHMENTS:

-Attachment A- Liquor License Renewals 2020

7 ELEVEN STORE
ANTHONY VINCE NAIL SPA
AVANTI RESTAURANT
BAY CLUB OREGON
CAFÉ YUMM #100013
CASA COLIMA RESTAURANT
CHIPOTLE MEXICAN GRILL #1015
CRAZY KITCHEN
DOTTY'S #13
EL SOL DE MEXICO
FAMOUS DAVE'S BBQ
FUDDRUCKERS
G-MAN BREWERY
G-MAN SPORTS BAR
G-MAN TAPROOM
GRAMPY'S
HAYDEN'S LAKEFRONT GRILL
ISLAND GRILL
IZUMI JAPANESE STEAK HOUSE
JACKSONS #533- SHELL GAS STATION
LEE'S KITCHEN
MARINEPOLIS SUSHI LAND
MARQUIS COMMUNITY CENTER
NATIVE FOODS CAFÉ
NEW SEASON'S MARKET
NICOLI'S GRILL & SPORTS BAR
ONE STROKE LLC
PASTINI PASTARIA
PF CHANG'S CHINA BISTRO
PLAID PANTRY #160
QDOBA MEXICAN GRILL
RED ROBIN GOURMET BURGERS AND BREWS
ROYAL PANDA
SAFEWAY #1047
SHARI'S #242
STAFFORD HILLS CLUB
SUSHI TRAIN
TENDER LOVING EMPIRE
THAI CUISINE
THE GRAND HOTEL AT BRIDGEPORT
TUALATIN CHEVERON
TUALATIN COUNTY CLUB
TUALATIN FOOD STORE
TUALATIN GAS AND FOOD
TUALATIN INDOOR SOCCER
TUALATIN LIQUOR
TUALATIN VALLEY- ELK'S LODGE #2780

UGLY FISH RESTAURANT
WALGREENS #09625
WHOLE FOODS MARKET



City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council
THROUGH: Sherilyn Lombos, City Manager
FROM: Don Hudson, Assistant City Manager/Finance Director
DATE: February 24, 2020

SUBJECT:
Quarterly Financial Report

EXECUTIVE SUMMARY:

The City of Tualatin Finance Department completed the Fiscal Year 2018-2019 annual audit, conducted by Merina + Co, a Tualatin-based auditing firm. Tonya Moffitt, Managing Partner for Merina + Co, will present an overview of the audit. You will find attached communication to the governing board that is required under Generally Accepted Auditing Standards, which will be discussed by Ms. Moffitt.

Staff will present an update on the Fiscal Year 2019-2020 budget, through December 31, 2019.

Attached is the quarter ending December 31, 2019 investment report, which will also be presented by staff.

Lastly, we have officially kicked off the Fiscal Year 2020-2021 budget process. An overview of the process leading up to budget adoption will be presented.

ATTACHMENTS:

- Quarterly Financial Report Presentation
- Auditor's Communication with Those Charged with Governance
- Investment Reports

December 20, 2019

To the Honorable Mayor and City Council.
City of Tualatin, Oregon

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Tualatin, Oregon as of and for the year ended June 30, 2019, and have issued our report thereon dated December 20, 2019. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated July 8, 2019, our responsibility, as described by professional standards, is to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of City of Tualatin solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by City of Tualatin is included in Note 1 to the financial statements. As described in Note 1.O to the financial statements, the City of Tualatin implemented one new accounting pronouncement issued by the Governmental Accounting Standards Board (GASB). The pronouncement is:

- GASB Statement No. 88 – Certain Disclosures Related to Debt, Including Debt Borrowings and Direct Placements.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are described below.

Management's estimate of the accumulated depreciation is based on historical cost or estimated historical cost if purchased or constructed and donated capital assets are recorded at estimated fair market value at the date of donation.

Management's estimate of the compensated absences payable is based on current wages.

Management's estimate of compensated absences payable is based on current wages and includes an accrual for payroll taxes and PERS.

Management estimates for future litigation and worker's compensation claims liability are based on information received from the City's attorney and external actuaries.

Management's estimate of the net pension liability and other post-employment benefits liability are calculated based on information provided by the State of Oregon (PERS) that was determined by an actuary.

We evaluated the key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting City of Tualatin's financial statements relate to:

The disclosure of Capital Assets in Note 4 to the financial statements summarizes the changes in capital assets for the year ended June 30, 2019.

The disclosure of Long Term Debt Obligations in Note 6 to the financial statements summarizes the changes in long term debt for the year ended June 30, 2019.

The disclosure of the City's OPEB Plan in Note 7 to the financial statements describes the City's OPEB Plan benefits, contributions, OPEB assets, liabilities, expense, deferred outflows/inflows of resources, and actuarial assumptions/projections.

The disclosure of the City's Pension Plan in Note 8 to the financial statements describes the City's Pension Plan benefits, contributions, pension assets, liabilities, expense, deferred outflows/inflows of resources, and actuarial assumptions/projections.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. No misstatements were noted during the audit.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to City of Tualatin's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, in a separate letter dated December 20, 2019.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with City of Tualatin, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as City of Tualatin's auditors.

Other Matters

We applied certain limited procedures to the management's discussion and analysis, , the schedule of the city's proportionate share of the net OPEB liability – RHIA, schedule of city OPEB contributions – RHIA, schedule of changes in the city's total OPEB liability and related ratios – implicit rate subsidy, schedule of city OPEB contributions – implicit rate subsidy, schedule of the city's proportionate share of the net pension (asset)/liability, and schedule of city pension plan contributions which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit management's discussion and analysis, , the schedule of the city's proportionate share of the net OPEB liability – RHIA, schedule of city OPEB contributions – RHIA, schedule of changes in the city's total OPEB liability and related ratios – implicit rate subsidy, schedule of city OPEB contributions – implicit rate subsidy, schedule of the city's proportionate share of the net pension (asset)/liability, and schedule of city pension plan contributions and do not express an opinion or provide any assurance on this information.

We were engaged to report on the schedule of revenues, expenditures and changes in fund balances – budget and actual, as listed in the table of contents under RSI, is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America.

We were engaged to report on the other supplementary information, as listed in the table of contents, which accompany the financial statements but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and

complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory section or statistical section, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

This report is intended solely for the information and use of the Honorable Mayor, City Council, and management of City of Tualatin and is not intended to be and should not be used by anyone other than these specified parties.

If you should have any questions or comments, we would be pleased to discuss this report with you at your convenience.

Respectfully,

Merina+Co

Merina+Co.
Certified Public Accountants and Consultants

December 20, 2019

To the Board of Commissioners.
Tualatin Development Commission
Tualatin, Oregon

We have audited the financial statements of the governmental activities and each major fund of the Tualatin Development Commission, a component unit of the City of Tualatin, Oregon as of and for the year ended June 30, 2019, and have issued our report thereon dated December 20, 2019. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated July 8, 2019, our responsibility, as described by professional standards, is to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of Tualatin Development Commission solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Tualatin Development Commission is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during fiscal year 2019. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimate affecting the financial statements is accumulated depreciation.

Management's estimate of the accumulated depreciation is based on historical cost or estimated historical cost if purchased or constructed and donated capital assets are recorded at estimated fair market value at the date of donation.

We evaluated the key factors and assumptions used to develop this estimates and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Tualatin Development Commission's financial statements relate to:

The disclosure of Capital Assets in Note 4 to the financial statements summarizes the changes in capital assets for the year ended June 30, 2019.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. No misstatements were noted during the audit.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to Tualatin Development Commission's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, in a separate letter dated December 20, 2019.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with Tualatin Development Commission, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as Tualatin Development Commission's auditors.

Other Matters

We applied certain limited procedures to the management's discussion and analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the

basic financial statements. We did not audit management’s discussion and analysis, and do not express an opinion or provide any assurance on this information.

We were engaged to report on the statement of revenues, expenditures, and changes in fund balances – budget and actual, as listed in the table of contents under RSI, is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America.

We were engaged to report on the other supplementary data, as listed in the table of contents, which accompany the financial statements but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory section, which accompany the financial statements but is not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

This report is intended solely for the information and use of the Board of Commissioners, and management of Tualatin Development Commission and is not intended to be and should not be used by anyone other than these specified parties.

If you should have any questions or comments, we would be pleased to discuss this report with you at your convenience.

Respectfully,

Merina+Co

Merina+Co.
Certified Public Accountants and Consultants



GOVERNMENT PORTFOLIO ADVISORS

Quarterly Report

12/31/2019

Accounts

City of Tualatin - Core Investment Fund

City of Tualatin 2018 Bond Proceeds

City of Tualatin Liquidity

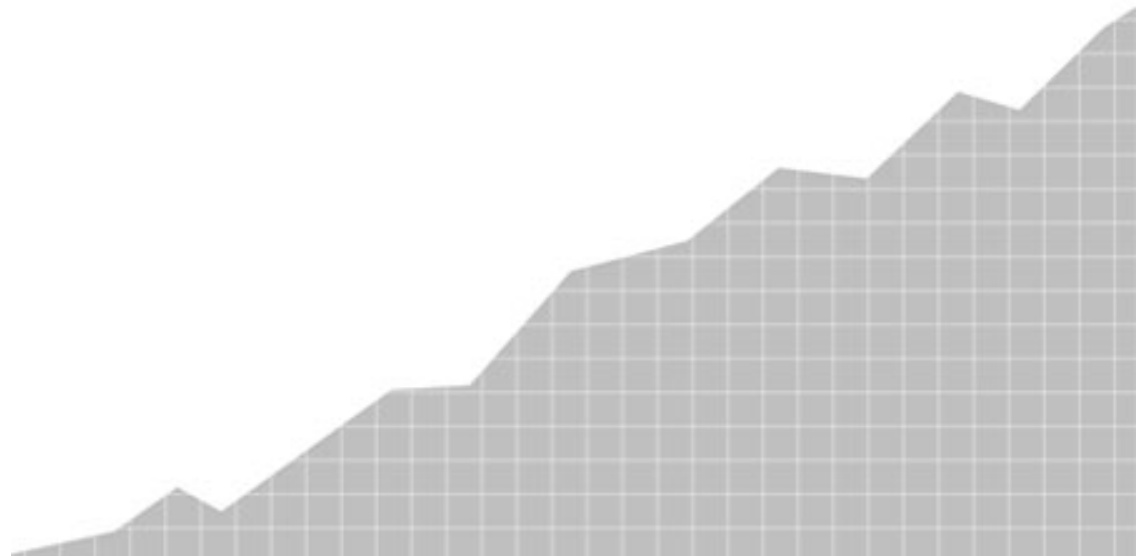
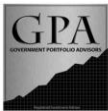




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Strategic Quarterly Update for the City of Tualatin Investment and Bond Proceeds Quarter ending December 31,2019

Investment Strategy:

- The portfolio complied with the Investment Policy and State Investment Statutes throughout the quarter.
- During the quarter the benchmark was changed from the 0-3 to 0-5 year treasury to extend duration.
- The effective duration of the Core Portfolio extended from 1.42 to 2.06 years, which is slightly shorter than the 0-5 year Treasury benchmark duration of 2.10 years.
- The balances of the Operating Fund Portfolios, combined core and liquidity, increased from \$52.20 million to \$61.26 million over the quarter while the balance of the Bond Proceeds Portfolio decreased from \$21.87 million to \$21.60 million.
- During Q4 2019, interest rates declined slightly for maturities shorter than three years and rose slightly for issues longer than three years. The two-year Treasury note declined five basis points during the quarter to a year-end yield of 1.57% while the five-year note rose 15 basis points to a year-end yield of 1.69%.
- The Fed Funds rate was cut once during Q4 from a range of 1.75%-2.00% to a range of 1.50%-1.75%. The market is pricing in a 62% probability of another 25-basis point cut at the end of 2020. The Fed's DOT Plot, which graphs each member's forecast for the future fed funds rate, has rates on hold for the remainder of 2020 and projects a return to hikes in 2021.
- During Q1 2020, GPA is expecting short duration Treasury notes to trade lower in a tight range around current levels with a slight bias to lower yields. Economic conditions are slowly improving, but significant risks still exist geopolitically and in future trade negotiations that are not priced into the market. We are recommending that portfolios maintain a neutral duration posture in this environment with a slight underweighting in longer maturities due to the expectation of a steeper yield curve as the Fed is set to allow inflation to return.

Investment Activity:

- The Core portfolio had one maturity that was reinvested in UST Notes to August 2021 at 1.66 book yield. There was \$6.5 million of excess liquidity invested into \$500M of APPLE, \$4MM of UST Notes, \$1MM of FHLB, and \$1MM of FFCB.
- The Bond Proceeds portfolio had two maturities for \$6.155 million that was reinvested into \$6.085 million consisting of \$2.925 of UST Notes, and \$3.160 million of FHLB.

Investment Performance:

- The book yield of the Core portfolio decreased during the quarter from 2.56 to 2.18, while the liquidity also decreased from 2.42 to 2.23. Bond Proceeds account ended the quarter at 1.90 versus last quarter of 2.19.
- The total return for the Core Portfolio, which includes all changes in market value (realized and unrealized) outperformed the return of the benchmark portfolio by 7 basis points after all fees. The Core Portfolio return was 0.46% versus the benchmark at 0.39% (0-5 year Treasury).
- In the Core Portfolio over the quarter, the change in the fair market value for the period was down 18,648.40. This price change includes any amortization or accretion of bond premiums and discounts.

GPA Reporting Updates:

- GPA has completed their reporting system transition to Clearwater Analytics. The new system allows you to have a direct portal that is linked to your custodial bank. Our reporting goal is to provide you with the tools to easily access your portfolio, which will help to improve transparency and accountability regarding your investment program.



City of Tualatin Total Funds

Compliance Report

Policy 2019 | 12/31/2019

Maturity Constraints	Policy Requirement	% of Total Accumulated	Portfolio Allocation	Within Limits	Minimum Ratings at Purchase		
					S&P	Moody's	
Under 30 days	10%	57%	\$ 47,533,411	Yes			
Under 1 years	25%	71%	\$ 59,071,795	Yes	Muni's	AA-	Aa3
Under 5 years	100%	100%	\$ 82,866,998	Yes	Corp Bonds	AA-	Aa3
					C P	A-1+	P-1
					B A	A-1+	P-1
Maximum Weighted Average Maturity	2 Years		0.83	Yes			
Maximum Callable Securities	25%			Yes			
Maximum Single Maturity	5 Years		4.86	Yes			Policy states ONE rating meets requirement

Asset Allocation Diversification	Maximum Policy Allocation	Issuer Constraint	Percentage of Portfolio	Market Value	% Within Limits	Ratings Compliance	Issuer Compliance
US Treasury Obligations	100%		17.14%	\$ 14,202,506	Yes		
US Agencies Primary	100%		22.92%	\$ 18,989,820	Yes		
FHLB		40%	15.81%	\$ 13,100,739	Yes		
FNMA		40%					
FHLMC		40%					
FFCB		40%	7.11%	\$ 5,889,080	Yes		
US Agencies Secondary	10%	5%					
Municipal Obligations OR, CA, ID, WA	10%	10%	0.60%	\$ 500,815	Yes		Yes
Corporate Bonds			0.60%	\$ 499,648	Yes	Yes	Yes
Commercial Paper	35%	5%	1.38%	\$ 1,140,798	Yes	Yes	Yes
Bank Time Deposits/ Savings Accounts	25%	15%	0.48%	\$ 398,208	Yes	*	*
Certificates of Deposit	10%	5%					
Bankers Acceptances	25%	5%					
Oregon Short Term Fund	ORS 294.810 ***		56.88%	\$ 47,135,203	Yes	**	**
Total			100%	\$ 82,866,998			

*** Current ORS Maximum \$ 50,400,000

* FDIC or collateralized

** Ratings & Issuer restrictions do not apply to pool funds

STRATEGY REPORT

Benchmark: ICE BAML 0-3 year Treasury

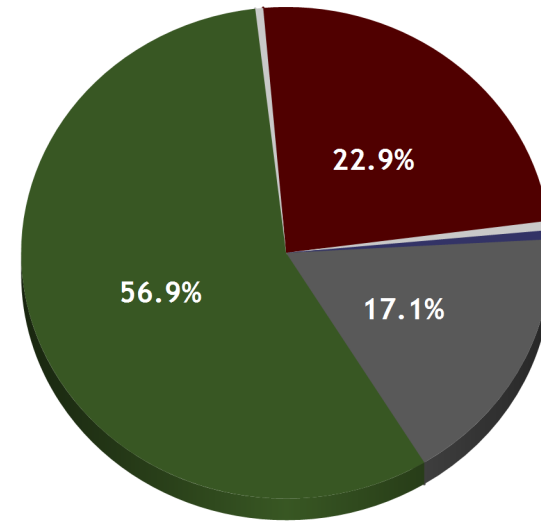
Name	Par Amount	Total Adjusted Cost	Market Value	Unrealized Gain/Loss	Yield At Cost	Eff Dur	Bench Dur
City of Tualatin - Core Investment Fund	\$ 15,002,875	\$ 15,078,468	\$ 15,150,565	\$ 72,097	2.18	2.06	1.40
City of Tualatin 2018 Bond Proceeds	\$ 21,477,532	\$ 21,547,746	\$ 21,603,429	\$ 55,683	1.90	1.46	1.00
City of Tualatin Liquidity	\$ 46,113,004	\$ 46,113,004	\$ 46,113,004		2.23	0.05	0.10
TOTAL PORTFOLIO	\$ 82,593,411	\$ 82,739,217	\$ 82,866,998	\$ 127,780	2.14	0.79	0.57



Weighted Averages

Book Yield	2.14
Maturity	0.83
Coupon	2.15
Moody	Aa1
S&P	AA+

Fixed Income Allocation



Fixed Income Totals

Par Value	82,593,411
Market Value	82,866,998
Amortized Book Value	82,739,217
Unrealized Gain/Loss	127,780
Estimated Annual Cash Flow	1,777,338

Security Type	Market Value	% Assets
US Agency (USD)	18,989,820	22.9
Corporate (USD)	499,648	0.6
Municipal (USD)	500,815	0.6
US Treasury (USD)	14,202,506	17.1
LGIP State Pool (USD)	47,135,203	56.9
Bank or Cash Deposit (USD)	398,208	0.5
Commercial Paper (USD)	1,140,798	1.4
Fixed Income Total	82,866,998	100.0

Portfolio Summary

December 31, 2019

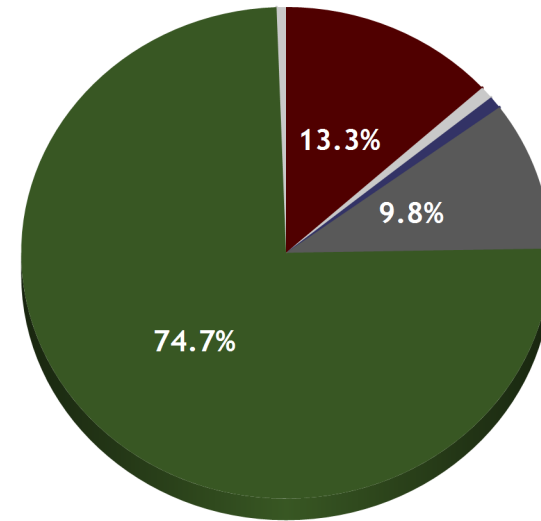
Portfolio Name	Par Amount	Total Original Cost	Total Adjusted Cost	Market Value	Unrealized Gain/Loss	Yield At Cost	Mod Dur	Eff Dur	Bench Dur	Benchmark
City of Tualatin - Core Investment Fund	15,002,875	15,076,967.50	15,078,467.91	15,150,565.10	72,097.19	2.18	2.07	2.06	1.40	ICE BAML 0-3 Treasury
City of Tualatin 2018 Bond Proceeds	21,477,532	21,543,545.05	21,547,745.80	21,603,428.88	55,683.08	1.90	1.47	1.46	1.00	Cash Matched
City of Tualatin Liquidity	46,113,004	46,113,003.58	46,113,003.58	46,113,003.58	0.00	2.23	0.08	0.05	0.10	Cash
TOTAL PORTFOLIO	82,593,411	82,733,516.13	82,739,217.29	82,866,997.56	127,780.27	2.14	0.81	0.79	0.57	



Weighted Averages

Book Yield	2.22
Maturity	0.59
Coupon	2.25
Moody	Aa1
S&P	AA+

Fixed Income Allocation



Fixed Income Totals

Par Value	61,115,879
Market Value	61,263,569
Amortized Book Value	61,191,471
Unrealized Gain/Loss	72,097
Estimated Annual Cash Flow	1,373,212

Security Type	Market Value	% Assets
US Agency (USD)	8,133,086	13.3
Corporate (USD)	499,648	0.8
Municipal (USD)	500,815	0.8
US Treasury (USD)	6,014,141	9.8
LGIP State Pool (USD)	45,763,836	74.7
Bank or Cash Deposit (USD)	352,043	0.6
Fixed Income Total	61,263,569	100.0



Cost Basis Summary

	Quarter to Date Ending 12/31/2019	Fiscal Year-to-Date 6/30/2019
Beginning Amortized Cost	10,009,487.54	9,999,626.54
Investment Purchases	6,065,119.32	8,067,152.13
Investment Maturities/Sells/Calls	(1,000,000.00)	(3,000,000.00)
Amortization	985.87	8,814.06
Change in Cash Equivalents	2,875.18	2,875.18
Realized Gains / Losses	0.00	0.00
Ending Amortized Costs	15,078,467.91	15,078,467.91

Accrual Earnings Summary

	Quarter to Date Ending 12/31/2019	Fiscal Year-to-Date 6/30/2019
Amortization/Accretion	985.87	8,814.06
Interest Earned	72,079.43	131,281.82
Realized Gain (Loss)	0.00	0.00
Total Income	73,065.30	140,095.88
Average Portfolio Balance	12,347,969.03	11,202,416.24
Earnings Yield	2.35%	2.48%

Market Value Summary

	As of 12/31/2019
Ending Market Value	15,150,565.11
Unrealized Gain/Loss	72,097.19

Interest Earnings Summary

	Quarter to Date Ending 12/31/2019	Fiscal Year-to-Date 6/30/2019
Beginning Accrued Interest	43,550.08	44,139.36
Coupons Paid	48,125.00	104,375.00
Purchased Accrued Interest	(17,721.96)	(23,555.29)
Sold Accrued Interest	9,375.00	18,750.00
Ending Accrued Interest	75,851.47	75,851.47
Interest Earned	72,079.43	131,281.82



Cost Basis Summary

	Quarter to Date Ending 12/31/2019	Fiscal Year-to-Date 6/30/2019
Beginning Amortized Cost	42,098,279.62	42,979,666.46
Investment Purchases	0.00	0.00
Investment Maturities/Sells/Calls	0.00	0.00
Amortization	0.00	0.00
Change in Cash Equivalents	4,014,723.96	3,133,337.12
Realized Gains / Losses	0.00	0.00
Ending Amortized Costs	46,113,003.58	46,113,003.58

Accrual Earnings Summary

	Quarter to Date Ending 12/31/2019	Fiscal Year-to-Date 6/30/2019
Amortization/Accretion	0.00	0.00
Interest Earned	245,840.38	522,200.68
Realized Gain (Loss)	0.00	0.00
Total Income	245,840.38	522,200.68
Average Portfolio Balance	41,849,543.62	41,936,668.14
Earnings Yield	2.33%	2.47%

Market Value Summary

	As of 12/31/2019
Ending Market Value	46,113,003.58
Unrealized Gain/Loss	0.00

Interest Earnings Summary

	Quarter to Date Ending 12/31/2019	Fiscal Year-to-Date 6/30/2019
Beginning Accrued Interest	0.00	0.00
Coupons Paid	245,840.38	522,200.68
Purchased Accrued Interest	0.00	0.00
Sold Accrued Interest	0.00	0.00
Ending Accrued Interest	0.00	0.00
Interest Earned	245,840.38	522,200.68

Portfolio Holdings

City of Tualatin Total Operating Fund

December 31, 2019

Cusip	Quantity	Security	Call Date	Trade Date	Amor Price	Book Yield	Market Price	Market Yield	Market Value	Accrued Interest	Total Value	Unrealized Gain/Loss	Pct. Assets	Dur Mat	Eff Dur
US Treasury															
9128284C1	1,000,000	UNITED STATES TREAS NTS 2.250% Due 03-31-20		11-19-18	99.87	2.77	100.1406	1.67	1,001,406.00	5,717.21	1,007,123.21	2,656.83	1.6	0.25	0.24
912828VJ6	1,000,000	UNITED STATES TREAS NTS 1.875% Due 06-30-20		11-28-18	99.55	2.80	100.1211	1.63	1,001,211.00	51.51	1,001,262.51	5,674.71	1.6	0.50	0.49
912828D72	1,000,000	UNITED STATES TREAS NTS 2.000% Due 08-31-21		12-26-19	100.55	1.66	100.6602	1.60	1,006,602.00	6,758.24	1,013,360.24	1,064.21	1.6	1.62	1.62
912828XR6	1,000,000	UNITED STATES TREAS NTS 1.750% Due 05-31-22		09-26-19	100.33	1.61	100.3906	1.58	1,003,906.00	1,530.05	1,005,436.05	619.35	1.6	2.35	2.34
9128283C2	1,000,000	UNITED STATES TREAS NTS 2.000% Due 10-31-22		11-20-19	101.20	1.56	101.0977	1.60	1,010,977.00	3,406.59	1,014,383.59	-1,058.47	1.7	2.74	2.73
912828T26	1,000,000	UNITED STATES TREAS NTS 1.375% Due 09-30-23		11-20-19	99.30	1.57	99.0039	1.65	990,039.00	3,493.85	993,532.85	-2,939.18	1.6	3.62	3.61
	6,000,000					1.99		1.62	6,014,141.00	20,957.47	6,035,098.47	6,017.46	9.8	1.85	1.84
US Agency Bullet															
313370US5	1,000,000	FEDERAL HOME LOAN BANKS 2.875% Due 09-11-20		11-19-18	100.02	2.85	100.7261	1.81	1,007,260.65	8,784.72	1,016,045.37	7,068.84	1.6	0.68	0.68
313371U79	1,000,000	FEDERAL HOME LOAN BANKS 3.125% Due 12-11-20		11-28-18	100.23	2.87	101.3730	1.65	1,013,730.46	1,736.11	1,015,466.57	11,404.79	1.7	0.93	0.92
3133732Y7	1,000,000	FEDERAL HOME LOAN BANKS 3.625% Due 03-12-21		11-19-18	100.86	2.88	102.3740	1.61	1,023,740.38	10,975.69	1,034,716.07	15,150.06	1.7	1.16	1.15
3133EJW70	1,000,000	FEDERAL FARM CR BKS 2.875% Due 05-26-21		11-28-18	99.94	2.92	101.8186	1.56	1,018,185.89	2,795.14	1,020,981.03	18,796.96	1.7	1.37	1.36
313378WG2	1,000,000	FEDERAL HOME LOAN BANKS 2.500% Due 03-11-22		03-28-19	100.53	2.25	101.8771	1.62	1,018,771.38	7,638.89	1,026,410.27	13,513.33	1.7	2.12	2.10
3133EKVE3	1,000,000	FEDERAL FARM CR BKS 1.850% Due 07-19-22		07-17-19	99.86	1.91	100.6114	1.60	1,006,113.78	8,325.00	1,014,438.78	7,471.89	1.6	2.47	2.45

Portfolio Holdings

City of Tualatin Total Operating Fund

December 31, 2019

Cusip	Quantity	Security	Call Date	Trade Date	Amor Price	Book Yield	Market Price	Market Yield	Market Value	Accrued Interest	Total Value	Unrealized Gain/Loss	Pct. Assets	Dur Mat	Eff Dur
3130A2UW4	1,000,000	FEDERAL HOME LOAN BANKS 2.875% Due 09-13-24		11-20-19	105.49	1.65	105.2330	1.71	1,052,329.70	8,625.00	1,060,954.70	-2,592.16	1.7	4.37	4.36
3133EK6J0	1,000,000	FEDERAL FARM CR BKS 1.625% Due 11-08-24		11-20-19	99.87	1.65	99.2953	1.78	992,953.44	2,392.36	995,345.80	-5,696.95	1.6	4.64	4.63
	8,000,000					2.37		1.67	8,133,085.68	51,272.92	8,184,358.60	65,116.76	13.3	2.22	2.21
Bank Deposit															
000USBACC	349,168	US BANK ACCOUNT 0.010% Due 01-29-20		10-31-18	100.00	0.01	100.0000	0.01	349,167.97	0.00	349,167.97	0.00	0.6	0.08	0.05
000ZIONSB	2,875	ZIONS BANK DEPOSIT 0.010% Due 01-29-20		12-31-19	100.00	0.01	100.0000	0.01	2,875.18	0.00	2,875.18	0.00	0.0	0.08	0.05
	352,043					0.01		0.01	352,043.15	0.00	352,043.15	0.00	0.6	0.08	0.05
State Investment Pool															
OSTFLGIP7	45,763,836	OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		10-31-18	100.00	2.25	100.0000	2.25	45,763,835.61	0.00	45,763,835.61	0.00	74.7	0.08	0.05
Muni Rev															
68607DTS4	500,000	OREGON ST DEPT TRANSP HWY REV 1.798% Due 11-15-21		11-07-19	100.00	1.80	100.1630	1.71	500,815.00	1,023.86	501,838.86	815.00	0.8	1.83	1.82
Corporate Make Whole															
037833DL1	500,000	APPLE INC 1.700% Due 09-11-22		11-20-19	99.90	1.74	99.9296	1.72	499,648.24	2,597.22	502,245.47	147.98	0.8	2.61	2.59
TOTAL	61,115,879					2.22		2.09	61,263,568.68	75,851.47	61,339,420.15	72,097.19	100.0	0.57	0.55

Transaction Summary

City of Tualatin Total Operating Fund

From 10-01-19 To 12-31-19

Trade Date	Settle Date	Cusip	Quantity	Security	Call Date	Trade Amount	Broker
Accrued Interest (Purchased Fixed-Income)							
10-31-19	10-31-19	000USBACC		US BANK ACCOUNT		0.00	
				0.010% Due 01-29-20			
11-07-19	11-20-19	68607DTS4		OREGON ST DEPT TRANSP		0.00	
				HWY REV			
				1.798% Due 11-15-21			
11-15-19	11-15-19	OSTFLGIP7		OREGON SHORT TERM FUND		0.00	
				POOL			
				2.250% Due 01-29-20			
11-20-19	11-22-19	037833DL1		APPLE INC		1,676.39	
				1.700% Due 09-11-22			
11-20-19	11-22-19	9128283C2		UNITED STATES TREAS NTS		1,208.79	
				2.000% Due 10-31-22			
11-20-19	11-22-19	912828T26		UNITED STATES TREAS NTS		1,991.12	
				1.375% Due 09-30-23			
11-20-19	11-22-19	3130A2UW4		FEDERAL HOME LOAN BANKS		5,510.42	
				2.875% Due 09-13-24			
11-20-19	11-22-19	3133EK6J0		FEDERAL FARM CR BKS		631.94	
				1.625% Due 11-08-24			
11-30-19	11-30-19	OSTFLGIP7		OREGON SHORT TERM FUND		0.00	
				POOL			
				2.250% Due 01-29-20			
12-26-19	12-31-19	912828D72		UNITED STATES TREAS NTS		6,703.30	
				2.000% Due 08-31-21			
12-31-19	12-31-19	000ZIONS		ZIONS BANK DEPOSIT		0.00	
				0.010% Due 01-29-20			
12-31-19	12-31-19	OSTFLGIP7		OREGON SHORT TERM FUND		0.00	
				POOL			
				2.250% Due 01-29-20			
12-31-19	12-31-19	000USBACC		US BANK ACCOUNT		0.00	
				0.010% Due 01-29-20			
						17,721.96	
Accrued Interest (Sold Fixed-Income)							
10-15-19	10-15-19	OSTFLGIP7		OREGON SHORT TERM FUND		0.00	
				POOL			
				2.250% Due 01-29-20			

Transaction Summary

City of Tualatin Total Operating Fund

From 10-01-19 To 12-31-19

Trade Date	Settle Date	Cusip	Quantity	Security	Call Date	Trade Amount	Broker
10-31-19	10-31-19	OSTFLGIP7		OREGON SHORT TERM FUND POOL		0.00	
11-30-19	11-30-19	000USBACC		2.250% Due 01-29-20 US BANK ACCOUNT		0.00	
12-31-19	12-31-19	9128283N8		0.010% Due 01-29-20 UNITED STATES TREAS NTS		9,375.00	
				1.875% Due 12-31-19		9,375.00	
Buy							
11-07-19	11-20-19	68607DTS4	500,000	OREGON ST DEPT TRANSP HWY REV		500,000.00	Citigrou
				1.798% Due 11-15-21			
11-20-19	11-22-19	037833DL1	500,000	APPLE INC		499,480.00	Citigrou
				1.700% Due 09-11-22			
11-20-19	11-22-19	9128283C2	1,000,000	UNITED STATES TREAS NTS		1,012,500.00	JP Morga
				2.000% Due 10-31-22			
11-20-19	11-22-19	912828T26	1,000,000	UNITED STATES TREAS NTS		992,773.44	Goldman
				1.375% Due 09-30-23			
11-20-19	11-22-19	3130A2UW4	1,000,000	FEDERAL HOME LOAN BANKS		1,056,199.00	Wells Fa
				2.875% Due 09-13-24			
11-20-19	11-22-19	3133EK6J0	1,000,000	FEDERAL FARM CR BKS		998,620.00	FC Stone
				1.625% Due 11-08-24			
12-26-19	12-31-19	912828D72	1,000,000	UNITED STATES TREAS NTS		1,005,546.88	Goldman
				2.000% Due 08-31-21		6,065,119.32	
Deliver In (Long)							
10-31-19		000USBACC	168,974	US BANK ACCOUNT		168,973.54	
				0.010% Due 01-29-20			
11-15-19		OSTFLGIP7	2,000,000	OREGON SHORT TERM FUND POOL		2,000,000.00	
				2.250% Due 01-29-20			
11-20-19		cash		CASH ACCOUNT		500,000.00	
11-22-19		cash		CASH ACCOUNT		4,570,591.10	
11-30-19		OSTFLGIP7	2,371,114	OREGON SHORT TERM FUND POOL		2,371,113.72	
				2.250% Due 01-29-20			

Transaction Summary

City of Tualatin Total Operating Fund

From 10-01-19 To 12-31-19

Trade Date	Settle Date	Cusip	Quantity	Security	Call Date	Trade Amount	Broker
12-02-19		cash		CASH ACCOUNT		8,750.00	
12-31-19		000ZIONS	2,875	ZIONS BANK DEPOSIT		2,875.18	
				0.010% Due 01-29-20			
12-31-19		OSTFLGIP7	2,467,548	OREGON SHORT TERM FUND POOL		2,467,547.74	
				2.250% Due 01-29-20			
12-31-19		000USBACC	145,831	US BANK ACCOUNT		145,831.38	
				0.010% Due 01-29-20			
						12,235,682.66	
Deliver Out (Long)							
10-15-19		OSTFLGIP7	1,300,000	OREGON SHORT TERM FUND POOL		1,300,000.00	
				2.250% Due 01-29-20			
10-31-19		OSTFLGIP7	1,366,096	OREGON SHORT TERM FUND POOL		1,366,095.95	
				2.250% Due 01-29-20			
11-26-19		cash		CASH ACCOUNT		14,375.00	
11-30-19		000USBACC	472,646	US BANK ACCOUNT		472,646.47	
				0.010% Due 01-29-20			
12-02-19		cash		CASH ACCOUNT		8,750.00	
12-11-19		cash		CASH ACCOUNT		15,625.00	
12-31-19		cash		CASH ACCOUNT		3,624.64	
12-31-19		cash		CASH ACCOUNT		2,875.18	
						3,183,992.24	
Deposit							
10-31-19	10-31-19			Management Fee		1,250.00	
11-30-19	11-30-19			Management Fee		1,250.00	
12-31-19	12-31-19			Management Fee		1,250.00	
						3,750.00	
Interest							
10-31-19	10-31-19	OSTFLGIP7		OREGON SHORT TERM FUND POOL		84,507.56	
				2.250% Due 01-29-20			
11-26-19	11-26-19	3133EJW70		FEDERAL FARM CR BKS		14,375.00	
				2.875% Due 05-26-21			

Transaction Summary

City of Tualatin Total Operating Fund

From 10-01-19 To 12-31-19

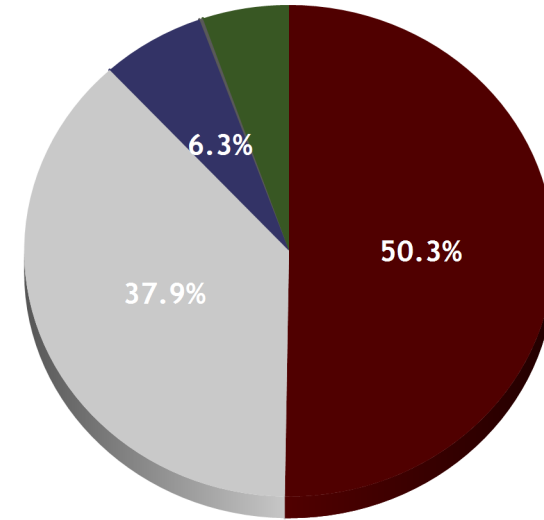
Trade Date	Settle Date	Cusip	Quantity	Security	Call Date	Trade Amount	Broker
11-30-19	11-30-19	912828XR6		UNITED STATES TREAS NTS 1.750% Due 05-31-22		8,750.00	
11-30-19	11-30-19	OSTFLGIP7		OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		76,270.80	
12-11-19	12-11-19	313371U79		FEDERAL HOME LOAN BANKS 3.125% Due 12-11-20		15,625.00	
12-31-19	12-31-19	912828VJ6		UNITED STATES TREAS NTS 1.875% Due 06-30-20		9,375.00	
12-31-19	12-31-19	OSTFLGIP7		OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		85,062.02	
						293,965.38	
Sell							
12-31-19	12-31-19	9128283N8	1,000,000	UNITED STATES TREAS NTS 1.875% Due 12-31-19		1,000,000.00	Maturity



Weighted Averages

Book Yield	1.90
Maturity	1.51
Coupon	1.88
Moody	Aaa
S&P	AA+

Fixed Income Allocation



Fixed Income Totals

Par Value	21,477,532
Market Value	21,603,429
Amortized Book Value	21,547,746
Unrealized Gain/Loss	55,683
Estimated Annual Cash Flow	404,127

Security Type	Market Value	% Assets
US Agency (USD)	10,856,734	50.3
US Treasury (USD)	8,188,365	37.9
LGIP State Pool (USD)	1,371,367	6.3
Bank or Cash Deposit (USD)	46,165	0.2
Commercial Paper (USD)	1,140,798	5.3
Fixed Income Total	21,603,429	100.0



Cost Basis Summary

	Quarter to Date Ending 12/31/2019	Fiscal Year-to-Date 6/30/2019
Beginning Amortized Cost	21,828,877.81	22,337,973.23
Investment Purchases	6,137,971.65	7,103,900.84
Investment Maturities/Sells/Calls	(6,155,000.00)	(7,115,000.00)
Amortization	13,466.02	41,179.45
Change in Cash Equivalents	(277,569.68)	(820,307.71)
Realized Gains / Losses	0.00	0.00
Ending Amortized Costs	21,547,745.80	21,547,745.80

Accrual Earnings Summary

	Quarter to Date Ending 12/31/2019	Fiscal Year-to-Date 6/30/2019
Amortization/Accretion	13,466.02	41,179.45
Interest Earned	95,184.13	190,624.51
Realized Gain (Loss)	0.00	0.00
Total Income	108,650.15	231,803.95
Average Portfolio Balance	21,752,530.19	21,894,231.03
Earnings Yield	1.98%	2.10%

Market Value Summary

	As of 12/31/2019
Ending Market Value	21,603,428.88
Unrealized Gain/Loss	55,683.08

Interest Earnings Summary

	Quarter to Date Ending 12/31/2019	Fiscal Year-to-Date 6/30/2019
Beginning Accrued Interest	71,544.72	43,783.56
Coupons Paid	131,538.59	192,977.81
Purchased Accrued Interest	(43,339.00)	(43,339.00)
Sold Accrued Interest	31,250.00	37,490.00
Ending Accrued Interest	47,279.25	47,279.25
Interest Earned	95,184.13	190,624.51

Portfolio Holdings

City of Tualatin 2018 Bond Proceeds

December 31, 2019

Cusip	Quantity	Security	Call Date	Trade Date	Amor Price	Book Yield	Market Price	Market Yield	Market Value	Accrued Interest	Total Value	Unrealized Gain/Loss	Pct. Assets	Dur Mat	Eff Dur
US Treasury															
912828XY1	2,250,000	UNITED STATES TREAS NTS 2.500% Due 06-30-20		06-18-19	100.22	2.06	100.4219	1.65	2,259,492.75	154.53	2,259,647.28	4,615.77	10.5	0.50	0.49
912828VZ0	2,015,000	UNITED STATES TREAS NTS 2.000% Due 09-30-20		06-18-19	100.01	1.98	100.2578	1.65	2,020,194.67	10,240.16	2,030,434.83	4,919.04	9.4	0.74	0.73
9128286Y1	2,925,000	UNITED STATES TREAS NTS 1.750% Due 06-15-22		10-30-19	100.34	1.61	100.4023	1.58	2,936,767.27	2,377.56	2,939,144.84	1,824.46	13.6	2.39	2.38
	7,190,000					1.85		1.62	7,216,454.69	12,772.26	7,229,226.95	11,359.27	33.4	1.34	1.33
US Treasury Bill															
912796TL3	975,000	UNITED STATES TREAS BILLS 0.000% Due 03-19-20		09-19-19	99.60	1.89	99.6831	1.47	971,910.22	0.00	971,910.22	819.19	4.5	0.22	0.21
US Agency Bullet															
3130A3UQ5	1,120,000	FEDERAL HOME LOAN BANKS 1.875% Due 12-11-20		06-18-19	99.89	2.00	100.2125	1.64	1,122,380.30	1,166.67	1,123,546.97	3,660.63	5.2	0.93	0.93
3133EKR3	1,095,000	FEDERAL FARM CR BKS 1.950% Due 03-17-21		06-18-19	99.99	1.96	100.4353	1.58	1,099,766.27	6,168.50	1,105,934.77	4,827.08	5.1	1.19	1.18
3130A1W95	1,960,000	FEDERAL HOME LOAN BANKS 2.250% Due 06-11-21		06-18-19	100.43	1.94	100.8770	1.63	1,977,189.89	2,450.00	1,979,639.89	8,772.81	9.2	1.42	1.41
3133EHZA4	915,000	FEDERAL FARM CR BKS 1.660% Due 09-20-21		06-18-19	99.55	1.93	100.1643	1.56	916,503.71	4,261.36	920,765.07	5,636.45	4.2	1.68	1.67
313376C94	425,000	FEDERAL HOME LOAN BANKS 2.625% Due 12-10-21		06-18-19	101.32	1.93	101.8584	1.65	432,898.16	650.78	433,548.94	2,296.34	2.0	1.89	1.88
313378WG2	1,225,000	FEDERAL HOME LOAN BANKS 2.500% Due 03-11-22		06-18-19	101.29	1.89	101.8771	1.62	1,247,994.94	9,357.64	1,257,352.58	7,137.26	5.8	2.12	2.10
3133EKR0	850,000	FEDERAL FARM CR BKS 1.875% Due 06-14-22		06-18-19	99.92	1.91	100.6538	1.60	855,557.12	752.60	856,309.73	6,233.70	4.0	2.39	2.38
313380GJ0	1,000,000	FEDERAL HOME LOAN BANKS 2.000% Due 09-09-22		10-30-19	100.89	1.66	101.0917	1.58	1,010,917.33	6,222.22	1,017,139.55	2,020.96	4.7	2.60	2.59

Portfolio Holdings

City of Tualatin 2018 Bond Proceeds

December 31, 2019

Cusip	Quantity	Security	Call Date	Trade Date	Amor Price	Book Yield	Market Price	Market Yield	Market Value	Accrued Interest	Total Value	Unrealized Gain/Loss	Pct. Assets	Dur Mat	Eff Dur
3130ACRK2	1,000,000	FEDERAL HOME LOAN BANKS 2.150% Due 11-28-22		10-30-19	101.36	1.67	101.4749	1.63	1,014,748.87	1,970.83	1,016,719.70	1,128.85	4.7	2.81	2.80
3133834G3	1,160,000	FEDERAL HOME LOAN BANKS 2.125% Due 06-09-23		10-30-19	101.53	1.66	101.6187	1.64	1,178,777.41	1,506.39	1,180,283.80	1,000.49	5.5	3.31	3.29
	10,750,000					1.86		1.61	10,856,734.00	34,506.99	10,891,240.99	42,714.56	50.3	1.99	1.98
Bank Deposit															
00USBKCOM	46,165	US BANK COMP BALANCE ACCOUNT 0.050% Due 01-29-20		08-31-18	100.00	0.05	100.0000	0.05	46,164.64	0.00	46,164.64	0.00	0.2	0.08	0.05
State Investment Pool															
OSTFLGIP7	1,371,367	OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		08-31-18	100.00	2.25	100.0000	2.25	1,371,367.47	0.00	1,371,367.47	0.00	6.3	0.08	0.05
Commercial Paper															
89233GCD6	1,145,000	TOYOTA MOTOR CREDIT CP 0.000% Due 03-13-20		06-19-19	99.56	2.27	99.6330	1.86	1,140,797.85	0.00	1,140,797.85	790.05	5.3	0.20	0.19
TOTAL	21,477,532					1.90		1.66	21,603,428.88	47,279.25	21,650,708.13	55,683.08	100.0	1.47	1.46

Transaction Summary

City of Tualatin 2018 Bond Proceeds

From 10-01-19 To 12-31-19

Trade Date	Settle Date	Cusip	Quantity	Security	Call Date	Trade Amount	Broker
Accrued Interest (Purchased Fixed-Income)							
10-30-19	10-31-19	9128286Y1		UNITED STATES TREAS NTS 1.750% Due 06-15-22		11,778.07	
10-30-19	10-31-19	313380GJO		FEDERAL HOME LOAN BANKS 2.000% Due 09-09-22		2,888.89	
10-30-19	10-31-19	3130ACRK2		FEDERAL HOME LOAN BANKS 2.150% Due 11-28-22		9,137.50	
10-30-19	10-31-19	3133834G3		FEDERAL HOME LOAN BANKS 2.125% Due 06-09-23		9,723.06	
11-30-19	11-30-19	00USBKCOM		US BANK COMP BALANCE ACCOUNT 0.050% Due 01-29-20		0.00	
12-11-19	12-12-19	9128286Y1		UNITED STATES TREAS NTS 1.750% Due 06-15-22		9,811.48	
12-31-19	12-31-19	00USBKCOM		US BANK COMP BALANCE ACCOUNT 0.050% Due 01-29-20		0.00	
						43,339.00	
Accrued Interest (Sold Fixed-Income)							
10-31-19	10-31-19	912828TV2		UNITED STATES TREAS NTS 1.250% Due 10-31-19		31,250.00	
10-31-19	10-31-19	OSTFLGIP7		OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		0.00	
10-31-19	10-31-19	00USBKCOM		US BANK COMP BALANCE ACCOUNT 0.050% Due 01-29-20		0.00	
11-30-19	11-30-19	OSTFLGIP7		OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		0.00	
12-31-19	12-31-19	OSTFLGIP7		OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		0.00	
						31,250.00	

Transaction Summary

City of Tualatin 2018 Bond Proceeds

From 10-01-19 To 12-31-19

Trade Date	Settle Date	Cusip	Quantity	Security	Call Date	Trade Amount	Broker
Buy							
10-30-19	10-31-19	9128286Y1	1,785,000	UNITED STATES TREAS NTS 1.750% Due 06-15-22		1,791,484.57	RBC Capi
10-30-19	10-31-19	313380GJO	1,000,000	FEDERAL HOME LOAN BANKS 2.000% Due 09-09-22		1,009,457.00	Oppenhei
10-30-19	10-31-19	3130ACRK2	1,000,000	FEDERAL HOME LOAN BANKS 2.150% Due 11-28-22		1,014,414.00	Suntrust
10-30-19	10-31-19	3133834G3	1,160,000	FEDERAL HOME LOAN BANKS 2.125% Due 06-09-23		1,178,652.80	Morgan S
12-11-19	12-12-19	9128286Y1	1,140,000	UNITED STATES TREAS NTS 1.750% Due 06-15-22		1,143,963.28	JP Morga
						6,137,971.65	
Deliver In (Long)							
11-30-19		00USBKCOM	7,036	US BANK COMP BALANCE ACCOUNT 0.050% Due 01-29-20		7,035.89	
12-31-19		00USBKCOM	28,552	US BANK COMP BALANCE ACCOUNT 0.050% Due 01-29-20		28,552.17	
						35,588.06	
Deliver Out (Long)							
10-31-19		cash		CASH ACCOUNT		3,714.11	
10-31-19		OSTFLGIP7	174,457	OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		174,456.71	
10-31-19		00USBKCOM	48,422	US BANK COMP BALANCE ACCOUNT 0.050% Due 01-29-20		48,421.97	
11-29-19		cash		CASH ACCOUNT		10,750.00	
11-30-19		OSTFLGIP7	44,052	OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		44,051.81	
12-09-19		cash		CASH ACCOUNT		12,325.00	
12-10-19		cash		CASH ACCOUNT		5,578.13	
12-11-19		cash		CASH ACCOUNT		32,550.00	
12-12-19		cash		CASH ACCOUNT		1,225.24	

Transaction Summary

City of Tualatin 2018 Bond Proceeds

From 10-01-19 To 12-31-19

Trade Date	Settle Date	Cusip	Quantity	Security	Call Date	Trade Amount	Broker
12-16-19		cash		CASH ACCOUNT		33,562.50	
12-31-19		cash		CASH ACCOUNT		28,125.00	
12-31-19		OSTFLGIP7	46,227	OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		46,227.25	
						440,987.72	
Deposit							
10-31-19	10-31-19			Management Fee		333.33	
11-30-19	11-30-19			Management Fee		333.33	
12-31-19	12-31-19			Management Fee		333.34	
						1,000.00	
Interest							
10-31-19	10-31-19	OSTFLGIP7		OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		3,319.66	
11-28-19	11-28-19	3130ACRK2		FEDERAL HOME LOAN BANKS 2.150% Due 11-28-22		10,750.00	
11-30-19	11-30-19	OSTFLGIP7		OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		2,730.41	
12-09-19	12-09-19	3133834G3		FEDERAL HOME LOAN BANKS 2.125% Due 06-09-23		12,325.00	
12-10-19	12-10-19	313376C94		FEDERAL HOME LOAN BANKS 2.625% Due 12-10-21		5,578.13	
12-11-19	12-11-19	3130A3UQ5		FEDERAL HOME LOAN BANKS 1.875% Due 12-11-20		10,500.00	
12-11-19	12-11-19	3130A1W95		FEDERAL HOME LOAN BANKS 2.250% Due 06-11-21		22,050.00	
12-14-19	12-14-19	3133EKRDO		FEDERAL FARM CR BKS 1.875% Due 06-14-22		7,968.75	
12-15-19	12-15-19	9128286Y1		UNITED STATES TREAS NTS 1.750% Due 06-15-22		25,593.75	
12-31-19	12-31-19	912828XY1		UNITED STATES TREAS NTS 2.500% Due 06-30-20		28,125.00	

Transaction Summary

City of Tualatin 2018 Bond Proceeds

From 10-01-19 To 12-31-19

Trade Date	Settle Date	Cusip	Quantity	Security	Call Date	Trade Amount	Broker
12-31-19	12-31-19	OSTFLGIP7		OREGON SHORT TERM FUND POOL 2.250% Due 01-29-20		2,597.89	
						131,538.59	
Sell							
10-31-19	10-31-19	912828TV2	5,000,000	UNITED STATES TREAS NTS 1.250% Due 10-31-19		5,000,000.00	Maturity
12-12-19	12-12-19	912796SW0	1,155,000	UNITED STATES TREAS BILLS 0.000% Due 12-12-19		1,155,000.00	Maturity
						6,155,000.00	



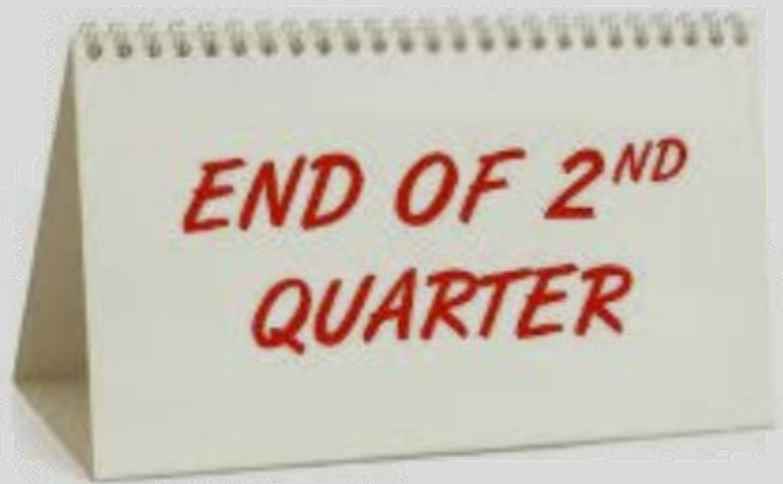
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Fiscal Year 2019 - 2020

Quarterly Financial Report – 2nd Quarter

February 24, 2020

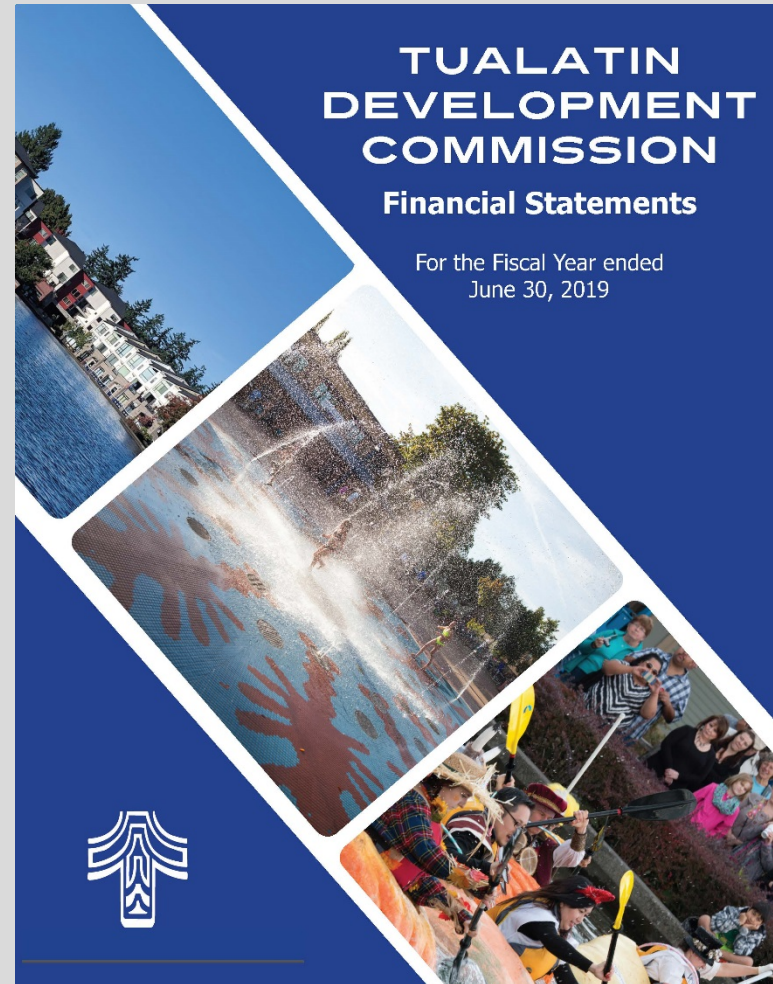
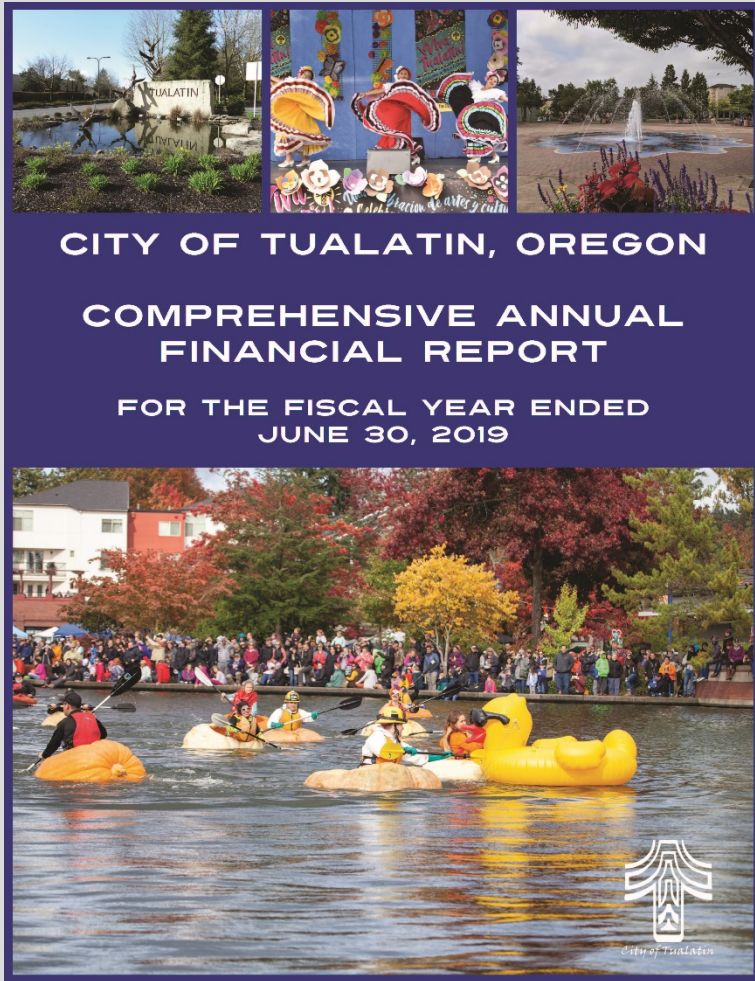


Tonight's Agenda

- FY 2018-19 Audit Results
- Fiscal Year 2019-20 Budget to Actual
- Investment Report
- Fiscal Year 2020-21 Budget Process



FY 2018-2019 Annual Audit



Tonya Moffitt, CPA - Partner



Fiscal Year 2019-20 Budget to Actual

Fund	Fiscal Year 2018-2019			Fiscal Year 2019-2020		
	Budget	Actual	% of Budget	Budget	Actual	% of Budget
General Fund	\$ 32,781,190			\$ 37,343,650		
Revenues		\$ 16,183,267	49.37%		\$ 15,961,794	42.74%
Expenditures		\$ 10,505,490	32.05%		\$ 14,277,937	38.23%
Building Fund	\$ 2,549,600			\$ 2,823,960		
Revenues		\$ 930,236	36.49%		\$ 1,050,434	37.20%
Expenditures		\$ 630,904	24.75%		\$ 1,269,887	44.97%
Sewer Operating Fund	\$ 11,579,495			\$ 11,968,600		
Revenues		\$ 4,138,294	35.74%		\$ 4,451,449	37.19%
Expenditures		\$ 3,649,217	31.51%		\$ 4,314,776	36.05%
Storm Drain Operating Fund	\$ 6,165,710			\$ 7,430,260		
Revenues		\$ 1,559,685	25.30%		\$ 1,767,355	23.79%
Expenditures		\$ 979,052	15.88%		\$ 1,630,168	21.94%



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Expenditures		\$ 630,904	24.75%		\$ 1,269,887	44.97%
Road Utility Fee Fund	\$ 2,213,270			\$ 2,384,400		
Revenues		\$ 738,462	33.37%		\$ 786,720	32.99%
Expenditures		\$ 942,337	42.58%		\$ 1,337,396	56.09%
Road Operating Fund	\$ 6,404,330			\$ 6,302,110		
Revenues		\$ 1,581,691	24.70%		\$ 1,916,523	30.41%
Expenditures		\$ 1,943,644	30.35%		\$ 1,237,799	19.64%



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Fiscal Year 2019-20 Budget to Actual

Fund	Fiscal Year 2018-2019			Fiscal Year 2019-2020		
	Budget	Actual	% of Budget	Budget	Actual	% of Budget
Core Area Parking Fund	\$ 227,500			\$ 238,500		
Revenues		\$ 63,263	27.81%		\$ 62,889	26.37%
Expenditures		\$ 27,806	12.22%		\$ 25,849	10.84%
Water Operating Fund	\$ 12,737,455			\$ 13,736,545		
Revenues		\$ 4,132,331	32.44%		\$ 3,937,211	28.66%
Expenditures		\$ 4,113,165	32.29%		\$ 4,068,231	29.62%
Sewer Operating Fund	\$ 11,579,495			\$ 11,968,600		
Revenues		\$ 4,138,294	35.74%		\$ 4,451,449	37.19%
Expenditures		\$ 3,649,217	31.51%		\$ 4,314,776	36.05%
Storm Drain Operating Fund	\$ 6,165,710			\$ 7,430,260		
Revenues		\$ 1,559,685	25.30%		\$ 1,767,355	23.79%
Expenditures		\$ 979,052	15.88%		\$ 1,630,168	21.94%

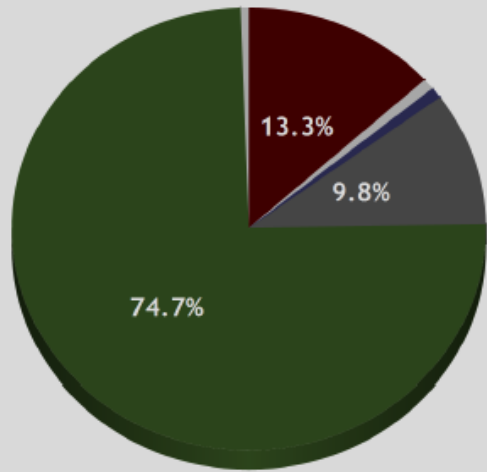


Quarter End Investment Report

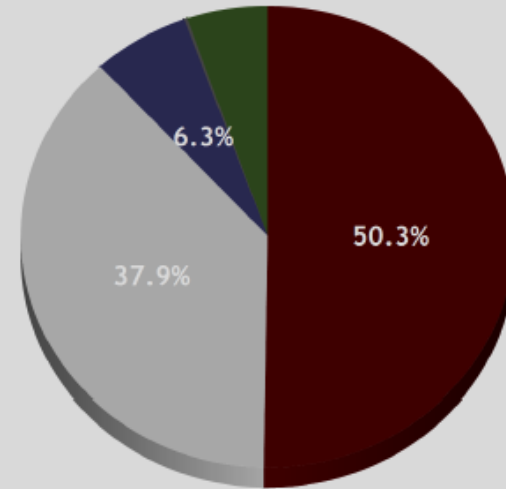
- Investment Policy requires quarterly investment reports to the City Council
- Reports to include:
 - Earnings Yield
 - Holdings Report
 - Transactions Report
 - Weighted Average Maturity
 - Compliance Report
- Core Investment Fund, 2018 Bond Proceeds Fund, Liquidity Fund



Total Operating Fund



2018 Bond Proceeds Fund



Security Type	Market Value	% Assets
US Agency (USD)	8,133,086	13.3
Corporate (USD)	499,648	0.8
Municipal (USD)	500,815	0.8
US Treasury (USD)	6,014,141	9.8
LGIP State Pool (USD)	45,763,836	74.7
Bank or Cash Deposit (USD)	352,043	0.6
Fixed Income Total	61,263,569	100.0

Security Type	Market Value	% Assets
US Agency (USD)	10,856,734	50.3
US Treasury (USD)	8,188,365	37.9
LGIP State Pool (USD)	1,371,367	6.3
Bank or Cash Deposit (USD)	46,165	0.2
Commercial Paper (USD)	1,140,798	5.3
Fixed Income Total	21,603,429	100.0

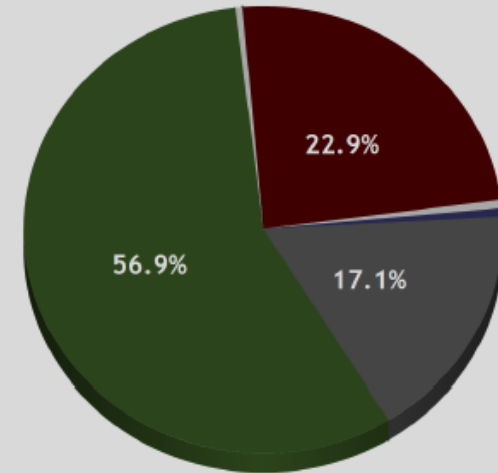


Total Investment Portfolio – 12/31/19

Weighted Averages

Book Yield	2.14
Maturity	0.83
Coupon	2.15
Moody	Aa1
S&P	AA+

Fixed Income Allocation



Fixed Income Totals

Par Value	82,593,411
Market Value	82,866,998
Amortized Book Value	82,739,217
Unrealized Gain/Loss	127,780
Estimated Annual Cash Flow	1,777,338

Security Type	Market Value	% Assets
US Agency (USD)	18,989,820	22.9
Corporate (USD)	499,648	0.6
Municipal (USD)	500,815	0.6
US Treasury (USD)	14,202,506	17.1
LGIP State Pool (USD)	47,135,203	56.9
Bank or Cash Deposit (USD)	398,208	0.5
Commercial Paper (USD)	1,140,798	1.4
Fixed Income Total	82,866,998	100.0



Budget Preparation Calendar

FY 20 - 21

<u>Activity</u>	<u>Date</u>	<u>Responsibility</u>
Input into Questica completed	March 1	All Departments
Departmental meetings with City Manager and Finance Director to discuss budget requests	March 16 – March 19	Departmental Budget Staff
Budget Message and Budget distribution First Budget Committee Meeting	May 11 (5-7 pm)	All Managers
Second Budget Committee Meeting	May 27 (6-8 pm)	All Managers
Third Budget Committee Meeting (if necessary)	May 28 (6-8 pm)	All Managers
Budget Hearing to consider Budget Resolution Adopt Budget	June 22	Finance/Council







City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Aquilla Hurd-Ravich, Community Development Director
Garet Prior, Policy Analyst

DATE: February 24, 2020

SUBJECT:
TriMet presentation on the Southwest Corridor project's Conceptual Design Report (CDR).

RECOMMENDATION:
Receive presentation and provide feedback to TriMet representatives.

EXECUTIVE SUMMARY:
The Southwest Corridor project is an effort to establish a new 12-mile [TriMet MAX line](#) (light rail) between southwest Portland and a new Bridgeport Transit Center in Tualatin. In addition to light rail, the plan includes roadway, bicycle and pedestrian projects, a strategy to promote equitable development in the corridor ([SWEDS](#)), and a shared investment strategy for transportation improvements that connect the corridor's communities to the proposed light rail line.

The Conceptual Design Report (CDR) explains the look, feel, and preliminary design of the project. Until March 27, TriMet is collecting public comments on the CDR through the project website (trimet.org/swcorridor/) and open house events. The closest events to Tualatin are as follows:

- **Monday, March 2 from 6-8pm** at Tualatin Elementary (20405 SW 95th Ave, Tualatin)
- **Sábado, 14 de marzo a 5-7pm** en Iglesia St. Anthony (9905 SW McKenzie Street, Tigard)

Acompáñanos a una exhibición en español para aprender sobre los diseños de las estaciones, platicar con el personal del proyecto y compartir sus comentarios

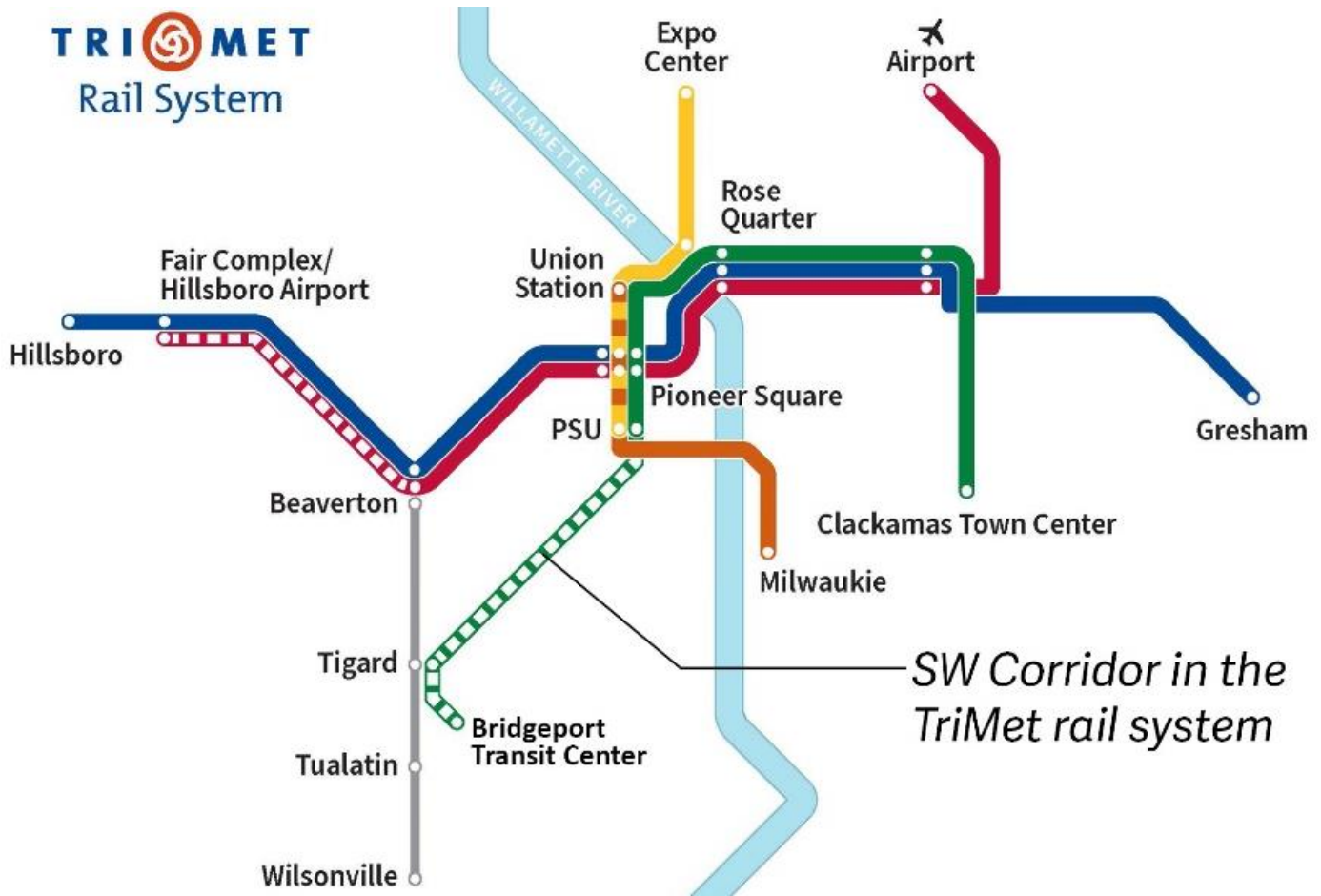
ATTACHMENTS:

- Conceptual Design Report Presentation from TriMet



The Southwest Corridor Light Rail Project





ROUTE AND STATION LOCATIONS

PREFERRED ALTERNATIVE UPDATED MARCH 2019

Conceptual rendering subject to change



13
stations

30 min
Bridgeport Village
To Downtown Portland

37,500
riders per day by 2035

Moving more people, more places.



10 miles

of new sidewalks



6 miles

of improved bike facilities



2 miles

of dedicated transit lanes



2,000

Park & Ride spaces

Building a project for everyone.

Supporting the regional
Equitable Development
Strategy



950 units

Pledged for
affordable housing



Project Timeline

- Jun 2018 Draft Environmental Impact Statement (DEIS)
- Nov 2018 Locally Preferred Alternative (LPA)
- Feb 2020 Conceptual Design Report (CDR)
- Summer 2020 Final Environmental Impact Statement (FEIS)
- Nov 2020 Metro Regional Funding Measure
- 2021 Early Construction Begins

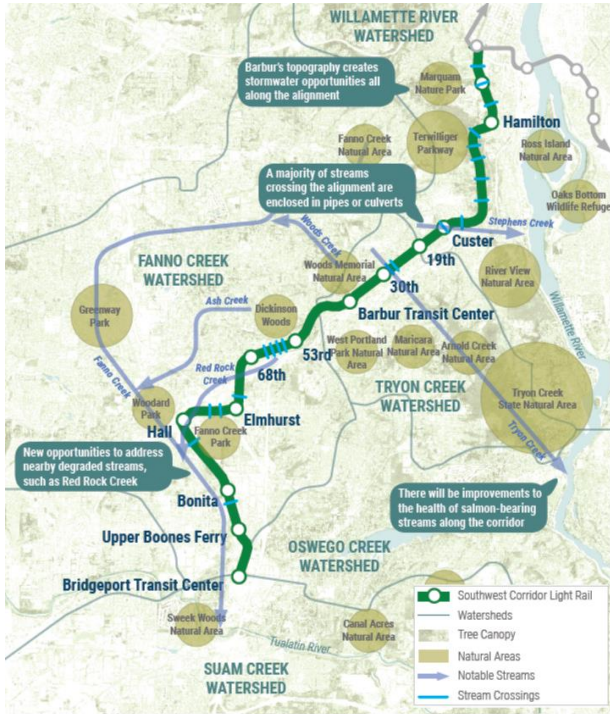
Project Principles



Neighborhoods and Communities

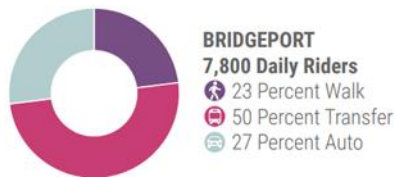
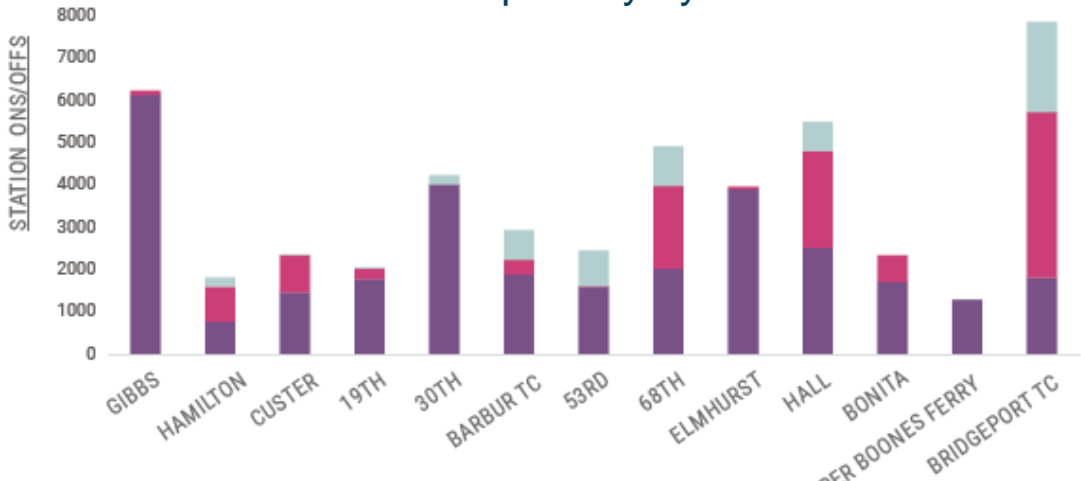
Natural Features

Trails & Parks

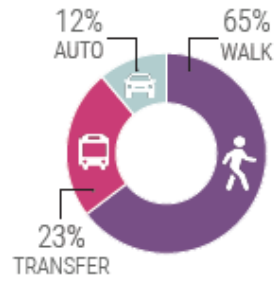


2035 Station Activity and Access

37,500
riders per day by 2035



Total Mode of Access (Ons/Offs)



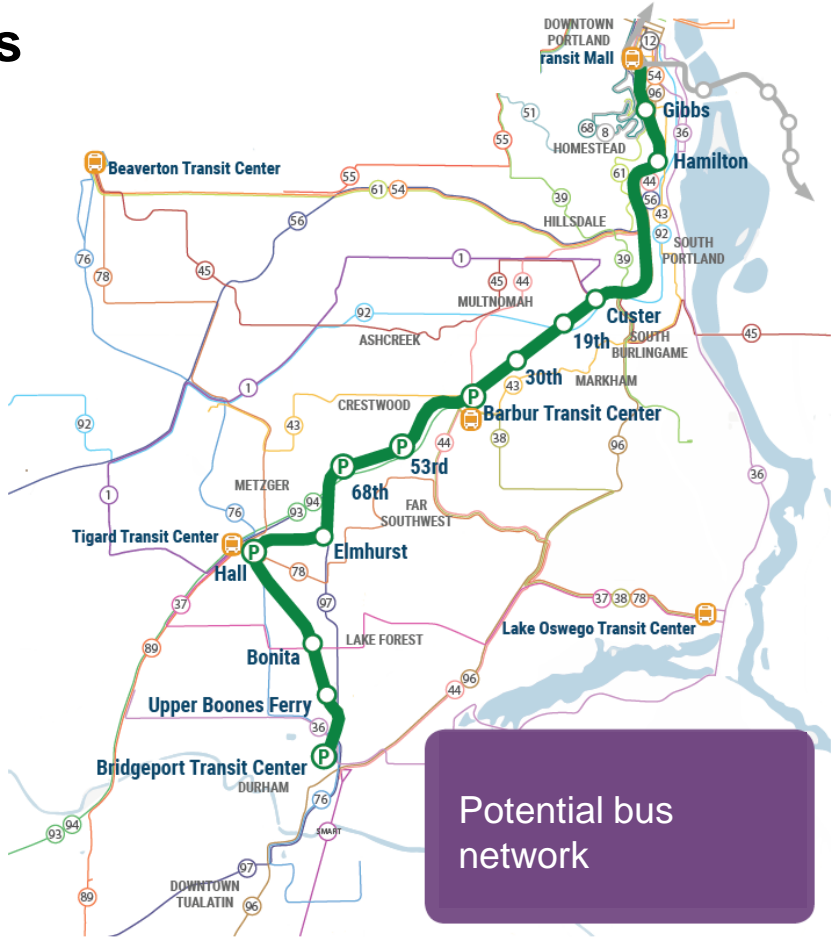
- Legend**
- Walk
 - Transfer (Bus/WES)
 - Auto (Park & Ride, Pick-up/ Drop-off)

Source: Metro, 2019

Walking and Biking



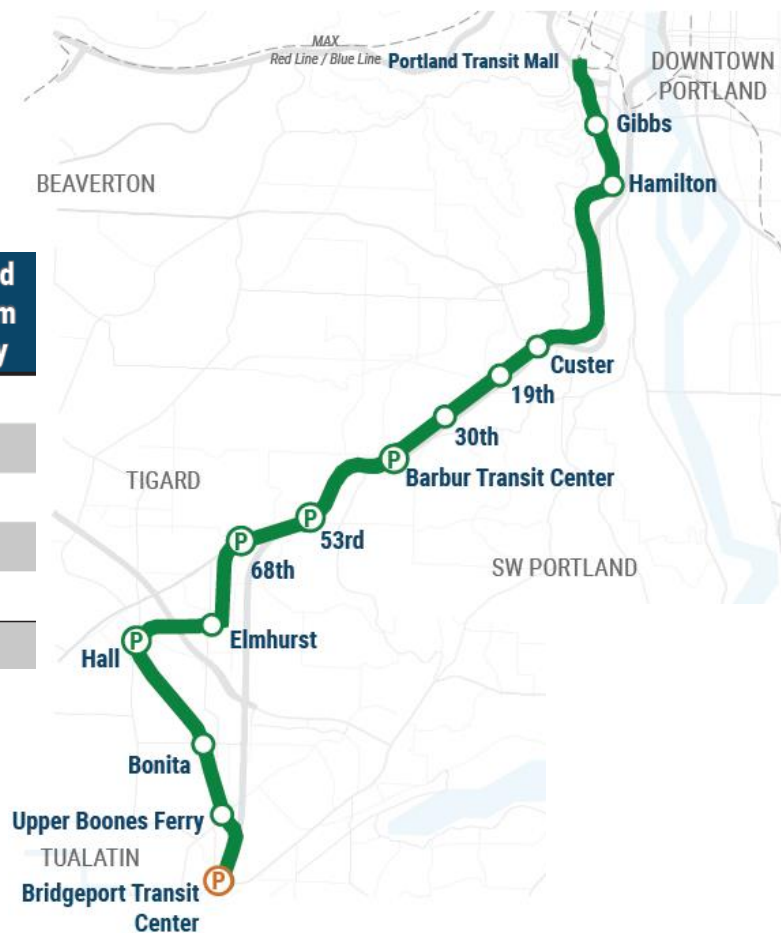
Bus Transfers



Station Access Park & Rides

Station Name	Existing	Proposed Maximum Quantity
Barbur Transit Center	368	300
53rd Ave	0	310
68th Ave	0	350
Hall	0	100
Bridgeport	368	960
Total Spaces		2,020

All station surface lots except Bridgeport Transit Center.





Conceptual rendering subject to change

Station Design Concepts

Tualatin and Tigard

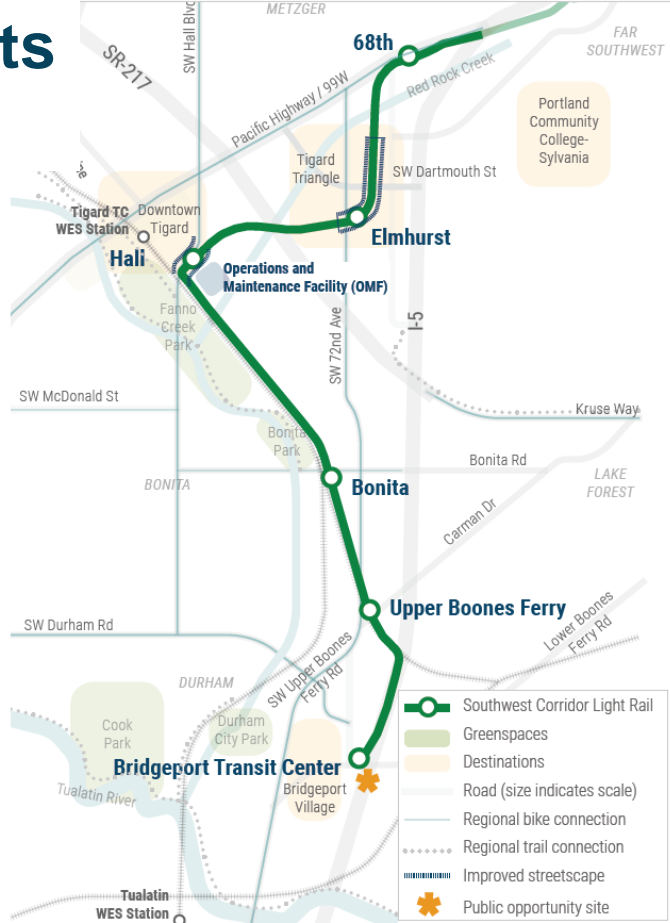


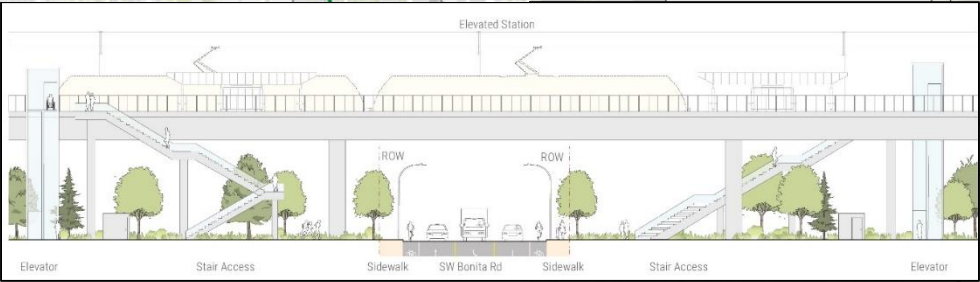
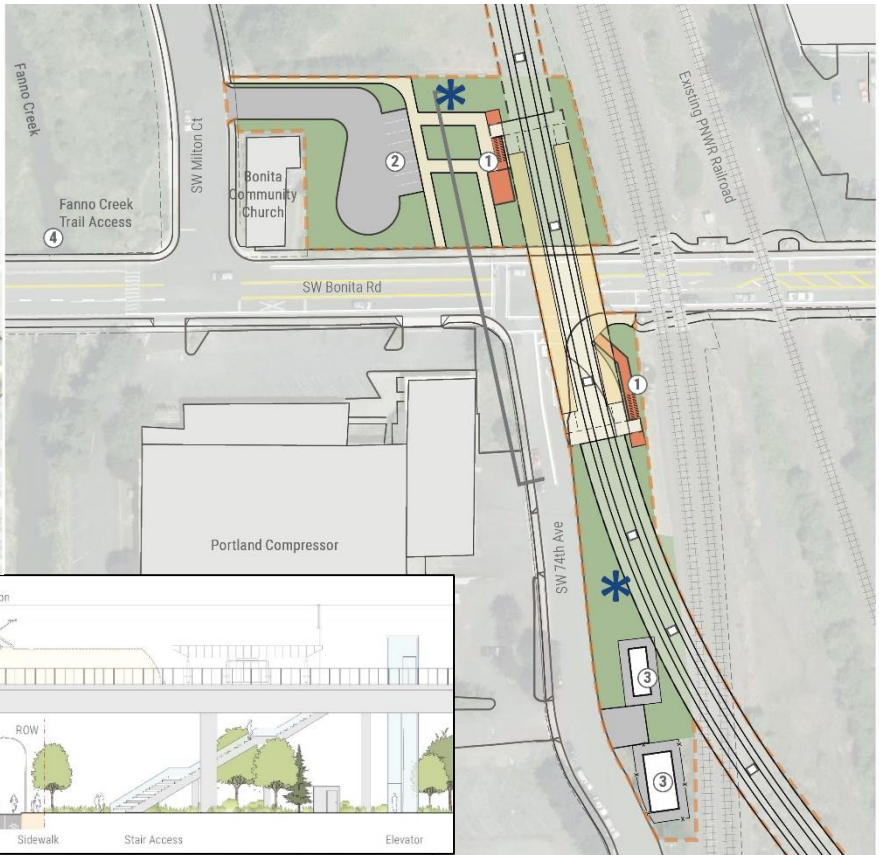
Figure 7.1.1 Project Overview - Tigard & Tualatin



Tualatin & Tigard - Bonita Road Station



BONITA
2,300 Daily Riders
 73 Percent Walk
 27 Percent Transfer
 0 Percent Auto



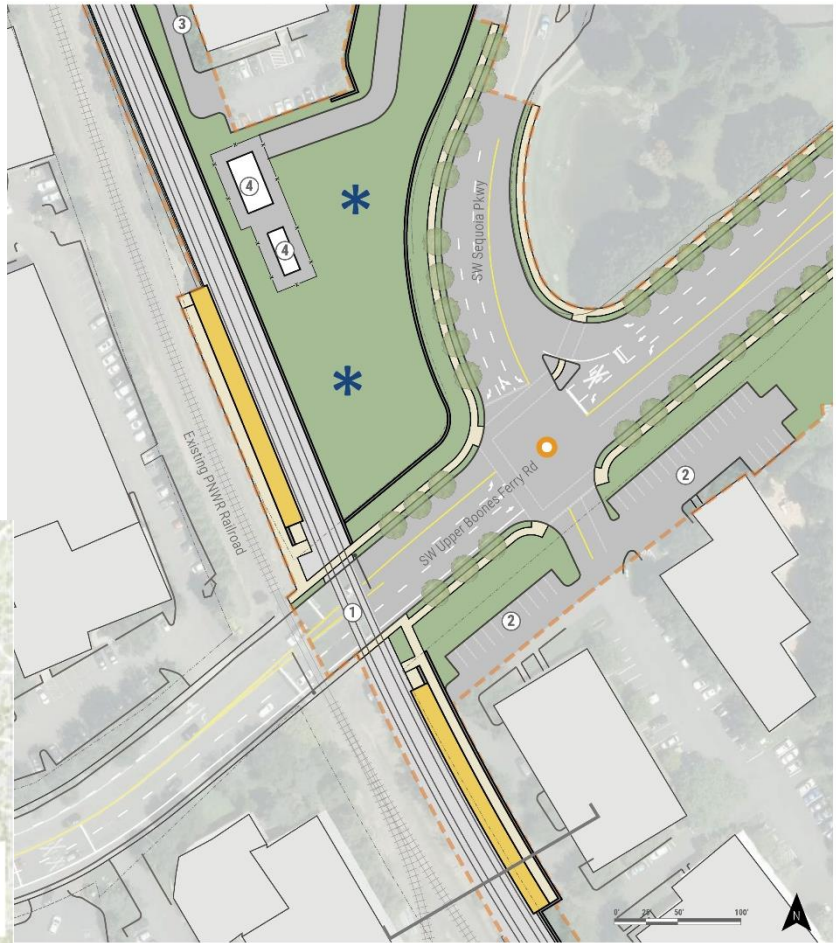
Tigard & Tualatin

Upper Boones Ferry Road Station



UPPER BOONES FERRY
1,300 Daily Riders

-  100 Percent Walk
-  0 Percent Transfer
-  0 Percent Auto

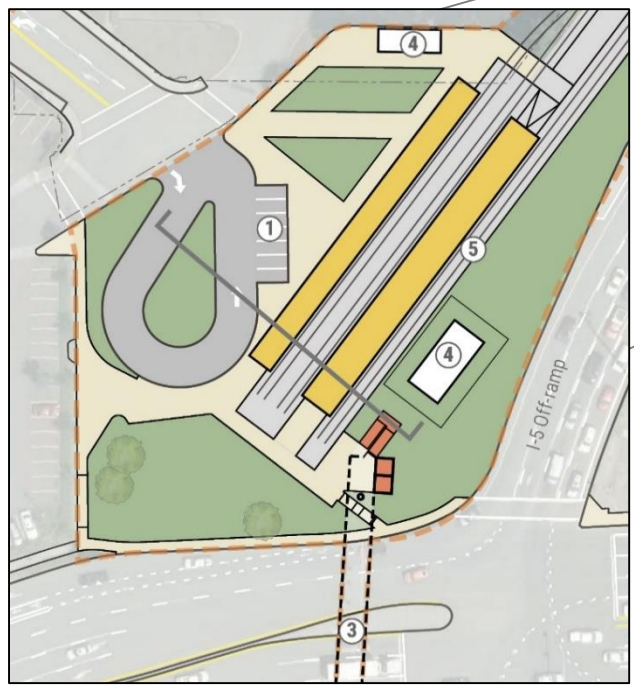


Tigard & Tualatin

Bridgeport Transit



BRIDGEPORT
7,800 Daily Riders
🚶 23 Percent Walk
🚗 50 Percent Transfer
🚗 27 Percent Auto



OPEN HOUSE

EXPLORE PRELIMINARY DESIGNS

Join us at an open house to learn about station designs, chat with project staff and share your feedback.

→ **Wednesday, February 12, 6–8 p.m.**

Multnomah Arts Center
7688 SW Capitol Highway, Portland

→ **Tuesday, February 18, 6–8 p.m.**

Tigard Public Library
13500 SW Hall Boulevard, Tigard

→ **Tuesday, February 25, 6–8 p.m.**

University Place Conference Center
310 SW Lincoln Street, Portland

→ **Monday, March 2, 6–8 p.m.**

Tualatin Elementary
20405 SW 95th Avenue, Tualatin

Acompáñanos a una exhibición en español para aprender sobre los diseños de las estaciones, platicar con el personal del proyecto y compartir sus comentarios.

→ **El sábado 14 de marzo, de 5–7 p.m.**

Iglesia St. Anthony
9905 SW McKenzie Street, Tigard

Can't make it in person? Visit trimet.org/swcorridor to comment on our online open house. Open through March 27, 2020.

Future Design



Conceptual rendering subject to change



trimet.org/swcorridor





City of Tualatin

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: 2/24/2020

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:

The CCAA met and interviewed community members interested in participating on City advisory committees. The Committee recommends appointment of the following individuals:

Individuals	Board	Term
Brittany Valli	Budget Advisory Committee	Reappointment Term Expiring 12/31/22
Beth Dittman	Parks Advisory Committee	Reappointment Term Expiring 2/28/23
Brandon Gill	Parks Advisory Committee	Reappointment Term Expiring 2/28/23
Anh Whitty	Parks Advisory Committee	Term Expiring 2/28/23
Nadia Alvarado	Parks Advisory Committee	Student Term Expiring 2/28/21