



TUALATIN CITY COUNCIL MEETING

Monday, April 14, 2025

TUALATIN CITY SERVICES
10699 SW HERMAN ROAD
TUALATIN, OR 97062

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

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

For those wishing to provide comment during the meeting, there is one opportunity on the agenda: Public Comment. Written statements may be sent in advance of the meeting to Deputy City Recorder Nicole Morris up until 4:30 pm on Monday, April 14. These statements will be included in the official meeting record, but not read during the meeting.

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

Phone: +1 669 900 6833

Meeting ID: 861 2129 3664

Password: 18880

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

Work Session

- 1. 5:15 p.m. (45 min) – Homelessness Update.** The Washington County Supportive Housing Services (SHS) funds a City/County Homelessness Liaison position that is shared between the cities of Tigard, Tualatin, and Sherwood. The SE Washington County Homelessness Liaison will present a six-month update regarding engagement in Tualatin and the services that are available. The update will include information on street outreach in Tualatin, and topics such as the recent Point-in-Time Count, inclement weather shelter, Metro SHS reform, and new and upcoming resources in Washington County.
- 2. 6:00 p.m. (30 min) – Parks & Trails Project Update.** Staff will present the status of Park and Trail projects funded by the bond, utility fee fund, and the park development fund.
- 3. 6:30 p.m. (30 min) – Council Meeting Agenda Review, Communications & Roundtable.** Council will review the agenda for the April 14 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. Month of the Military Child Recognition
- [2.](#) Proclamation Declaring April 2025 as Parkinson's Awareness Month
- [3.](#) Proclamation Declaring April 20 - April 26, 2025 as Volunteer Appreciation Week in the City of Tualatin
4. Recognition of Tualatin Arts Advisory Committee Member Dawn Upton
5. New Employee Introduction- Management Analyst II William Sullivan

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 March 24, 2025
- [2.](#) Consideration of **Resolution No. 5872-25** Authorizing the City Manager to Apply for and Accept Local Government Grant Program Funds to Rehabilitate the Playground at Tualatin Community Park
- [3.](#) Consideration of **Resolution No. 5873-25** Authorizing an Amendment to the Agreement Between the City of Tualatin and Tualatin Riverkeepers for Management and Operations of City Property

Special Reports

- [1.](#) Tualatin Youth Advisory Council Report on the National League of Cities Congressional City Conference in Washington, DC
- [2.](#) Outside Agency Grant Awardee- Tualatin Riverkeepers
- [3.](#) Backyard Habitat Certification Program Annual Report 2024-2025

Items Removed from Consent Agenda

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

Council Communications

Adjournment

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

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

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



CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Megan Cohen, Homelessness City/County Liaison

DATE: April 14, 2025

SUBJECT:
Homelessness City/County Liaison Six Month Update

EXECUTIVE SUMMARY:

Washington County Supportive Housing Services (SHS) funds a City/County Homelessness Liaison position that is shared between the cities of Tigard, Tualatin, and Sherwood. The position supports efforts that have a direct impact on homelessness within the SE Washington County cities and elevates local issues to Washington County. The position coordinates with city services including community engagement, law enforcement, library, public works, parks, and external partners that are engaged in issues relating to homelessness to address programmatic, communication, and community needs. The SE Washington County Homelessness Liaison, Megan Cohen, will present a six-month update to City Council on her engagement in Tualatin and the services that are available.

Cohen will be joined by two Street Outreach workers who provide service referral and coordination for unhoused or unsheltered individuals and families experiencing homelessness in Tualatin.

- Caleb Peterson is the Street Outreach Coordinator for Just Compassion of East Washington County, which is contracted by Washington County to provide two outreach workers for SE Washington County. Just Compassion serves adults 18+, operating a Resource Center and Shelter in Tigard.
- Lucy Simmons is the Outreach Coordinator for HomePlate Youth Services, which is contracted by Washington County to provide three outreach workers focusing on the youth population for the entire county. HomePlate Youth Services serves youth 12-24 and operates a Drop-In Center in Beaverton.

Peterson and Simmons will provide an overview of their efforts connecting with people experiencing homelessness in Tualatin and helping them to obtain services and housing.

In addition to street outreach, the update will touch on topics such as the recent Point-in-Time Count, inclement weather shelter, Metro SHS reform, and new and upcoming resources in Washington County.

ATTACHMENTS:

-PowerPoint Presentation



Homelessness Update

April 14, 2025

Megan Cohen, Homelessness City/County Liaison

Agenda



- Definitions & Data
- Street Outreach: Stories of Impact in Tualatin
 - Caleb Peterson, Just Compassion of EWC
 - Lucy Simmons, HomePlate Youth Services
- Six Month Update
 - Point-in-Time Count
 - Inclement Weather
 - Metro SHS Reform
 - New Resources
- Discussion & Questions



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Definitions

- Homelessness is defined as: “Lacking a fixed, regular, and adequate nighttime residence;” for example, living in a shelter, car, or tent -U.S. Department of Housing and Urban Development (HUD)
- Same as above or sharing housing by necessity rather than choice- “doubled-up” - U.S. Department of Education
- Person-first language, e.g: Person experiencing homelessness/houselessness



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Data



- Main cause of homelessness is not being able to afford housing
- No single estimate is comprehensive or fully accurate
- Populations that are showing drastic increases include families with children (+124%) and seniors (20% are 55+)

- **526 Youth** experiencing homelessness in the Tigard-Tualatin School District 2023-24

Motel: 44 | Shared: 406 | Shelter: 47 | Unsheltered: 0

- **773 Individuals** experiencing homelessness in the Point-in-Time Count for Washington County in January 2023

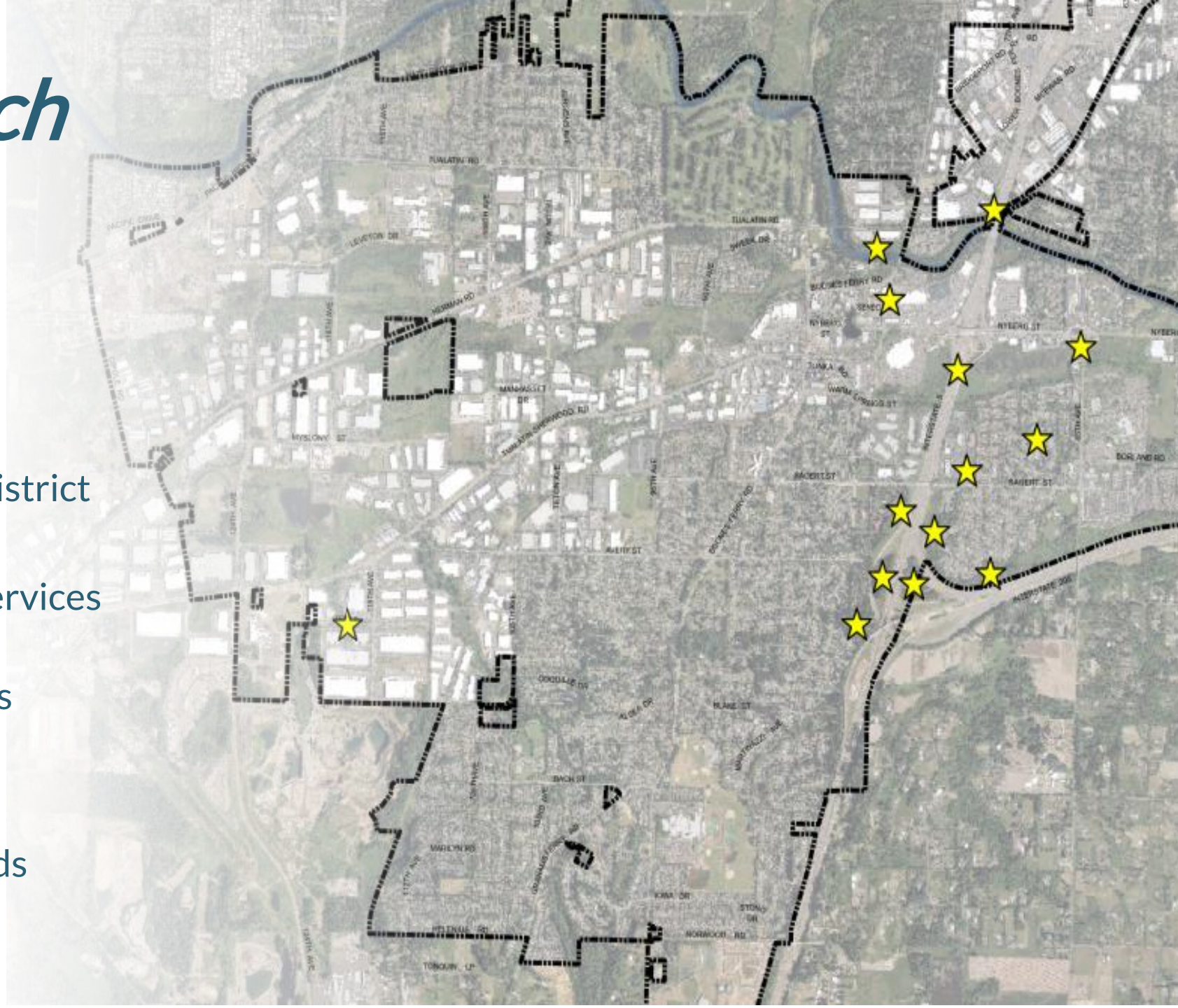
Sheltered: 543 | Unsheltered: 230 (30%)



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Street Outreach in Tualatin

- Resources & Referrals
 - Tualatin Police
 - Tualatin Library
 - Tigard/Tualatin School District
- Partner agencies
 - Department of Human Services
 - Washington County SHS
 - Faith-based organizations
 - & more!
- Housing navigation
- Serving Tualatin-specific needs



Six Month Update

• Point-in-Time Count

- January 22, 2025
- Thanks to Tualatin staff for tabling in the Library!
- Data is compiled by PSU for the tri-county region and reported to HUD; available later this year
- Expect to see an increase in homelessness

• Inclement Weather

- Four activations in the first six weeks of the year
- Last activation lasted one week due to snow/ice
- Two severe weather shelters: Beaverton Community Center and Blanton St. Building (Hillsboro) Transportation available

• Metro SHS Reform

- Goal is now for the November ballot
- Workgroup was formed to “explore a North Star and regional key performance indicators (KPI) and to discuss data needs.”
- Washington County municipal representatives are Beaverton Mayor Lacey Beaty and Sherwood Mayor Tim Rosener



New & Upcoming Resources



- Just Compassion opened their **Shelter & Resource Center** on March 24, 2025, providing 60 beds, three meals a day, peer support and mental health services, showers, & more!
- The **Hillsboro Year-Round Shelter** broke ground and is planning to open for Winter 25-26. They will provide 75 beds and coordinated services.
- The **Tigard Safe Parking Program** has added a second site, serving six households at a time. The program has housed three households since it started in Sept 2024.
- The Center for Addictions Treatment & Triage will provide 86 treatment beds, a peer drop-in center, crisis services, detox, & more. **The Hillsboro Recovery Center** will open June 2025 and the Beaverton Recovery Center in 2026.
- **Sharps containers** will be provided publicly through a partnership with Metro, with one box anticipated to be placed at the Tualatin Community Park.



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1. Questions?
2. Reflection and Dialogue
 - What did you hear that was surprising?
 - What was something you would like to learn more about?



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CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Rich Mueller, Parks Planning and Development Manager
Kira Hein, Project Manager

DATE: April 14, 2025

SUBJECT:
Parks and Trails Project Update

EXECUTIVE SUMMARY:

City Council adopted the Parks and Recreation Master Plan in 2019. This plan identified the need for parks, trails, recreation facilities, and river access. This planning process involved extensive public outreach and community engagement.

The Parks and Recreation Master Plan demonstrated the need to preserve natural areas and provide active recreation to serve community members. Based on City Council Vision and Priorities, a Parks Funding Measure Committee was formed. The committee recommended a Parks Bond and priority projects to include a voter initiative. Council placed the Parks Bond measure on the November 2022 ballot, which Tualatin voters approved.

Staff will present the status of Park and Trail projects funded by the bond, utility fee fund, and the park development fund.

ATTACHMENTS:

Presentation

PARKS & TRAILS BOND



Upgrade

EXISTING PARKS



Increase

TRAIL CONNECTIONS



Create

NEW WATER ACCESS

BOND UPDATE - APRIL 14TH, 2025

PARKS & TRAILS BOND



TRAIL CONNECTIONS *Est. \$4.5 MM*

NEW TRAIL AT NYBERG CREEK



NEW RIVER ACCESS *Est. \$4 MM*

DOWNTOWN TUALATIN



ATHLETIC FIELDS *Est. \$7 MM*

IMPROVEMENTS



UPGRADES *Est. \$5 MM*

TO EXISTING PARKS



NATURAL AREAS *Est. \$3.5 MM*

ACQUIRE & PROTECT



PLAY EQUIPMENT *Est. \$1 MM*

IMPROVEMENTS



PARKS & TRAILS BOND



CITY COUNCIL VISION & PRIORITIES ALIGNMENT

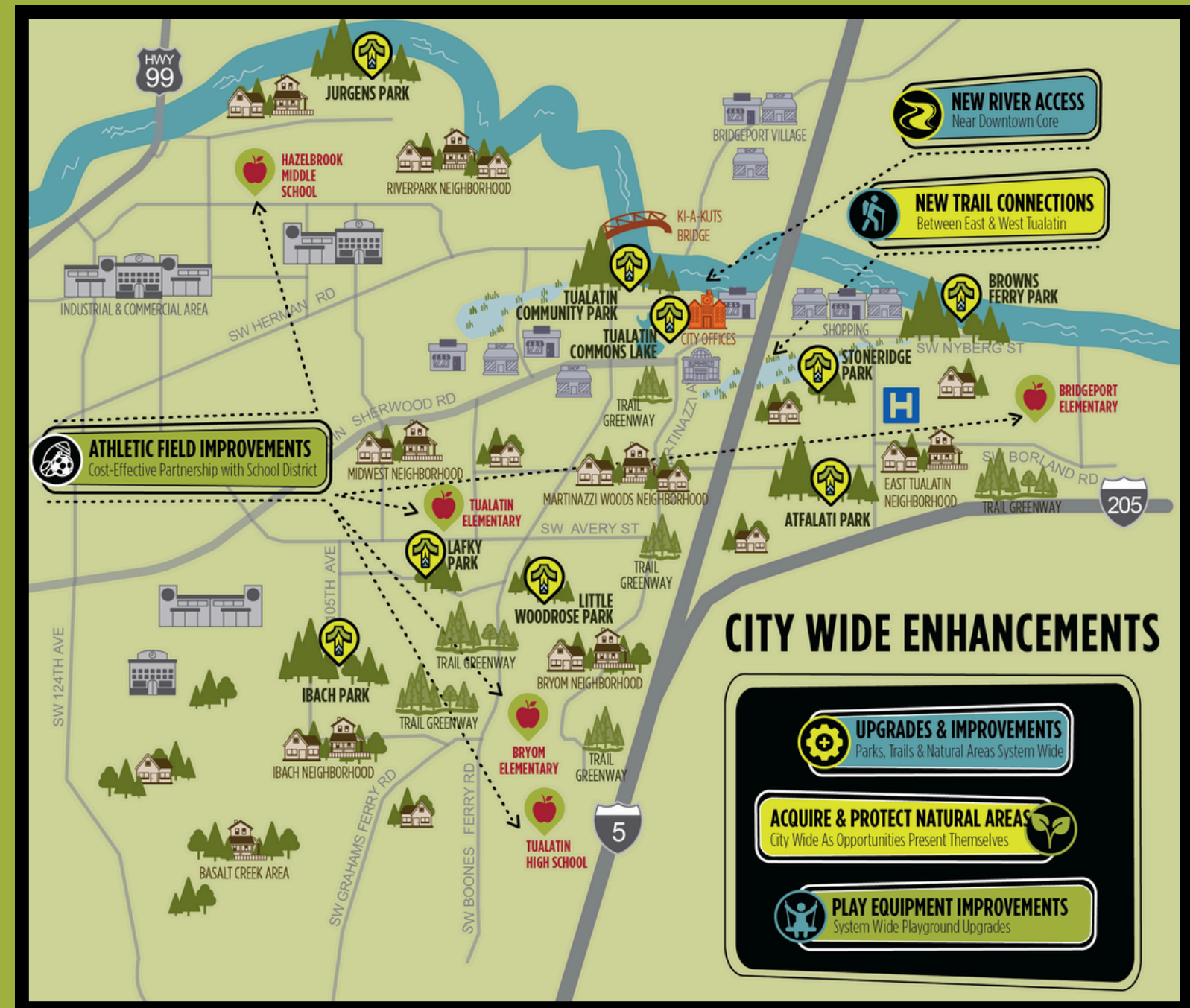
	TRAIL CONNECTIONS	PARK UPGRADES	NATURAL AREAS	NEW RIVER ACCESS	PLAY EQUIPMENT	ATHLETIC FIELDS
INCLUSIVE COMMUNITY						
CONNECTED, INFORMED, & ENGAGED						
ECONOMY						
GATHERING PLACES						
TRANSPORTATION SYSTEM						
NEIGHBORHOODS						
ENVIRONMENT						

PARKS & TRAILS BOND



COMMUNICATIONS

- City Council Meetings
- TPAK Meetings
- Website Updates
- E-mail Blasts
- City E-Newsletters
- Social Media Posts



COMPLETED PROJECTS



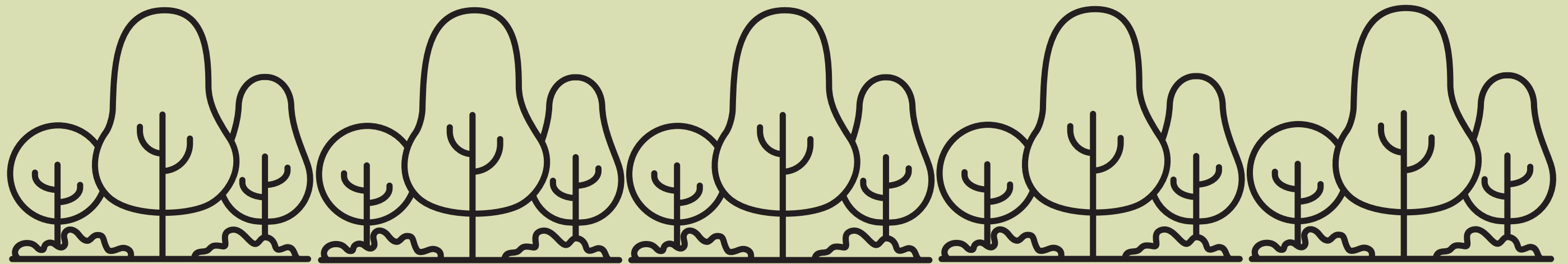
- Natural Areas Acquisitions
 - Riverfront Properties
 - Basalt Creek Parkland
- Play Equipment Improvements
 - Atfalati Park
 - Ibach Park
 - Jurgens Park
- Upgrades to Existing Parks
 - Veterans Plaza



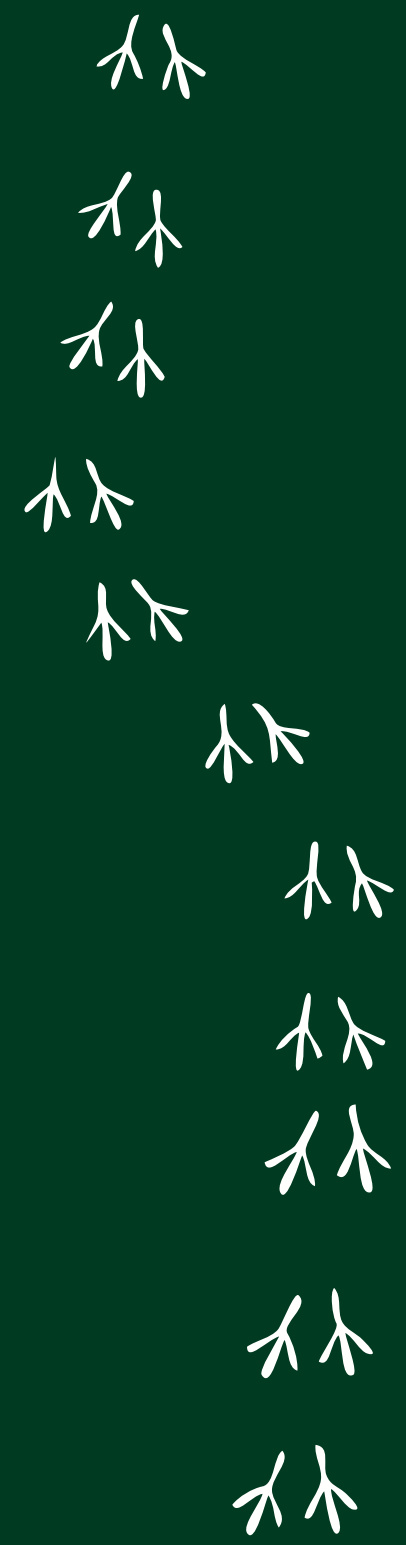


IN PROCESS

- Nyberg Creek Trail Connection
- New River Access
- Athletic Field Investments



TRAIL CONNECTIONS

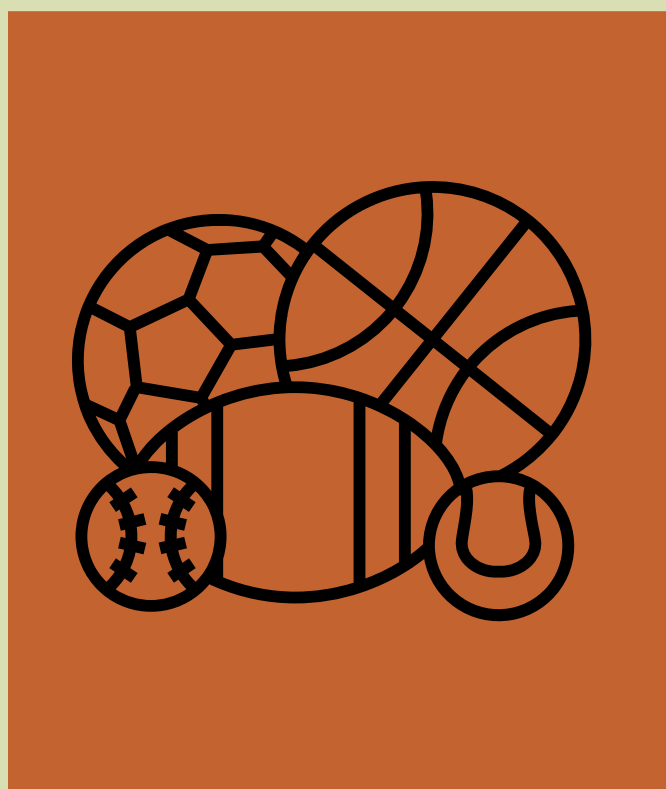
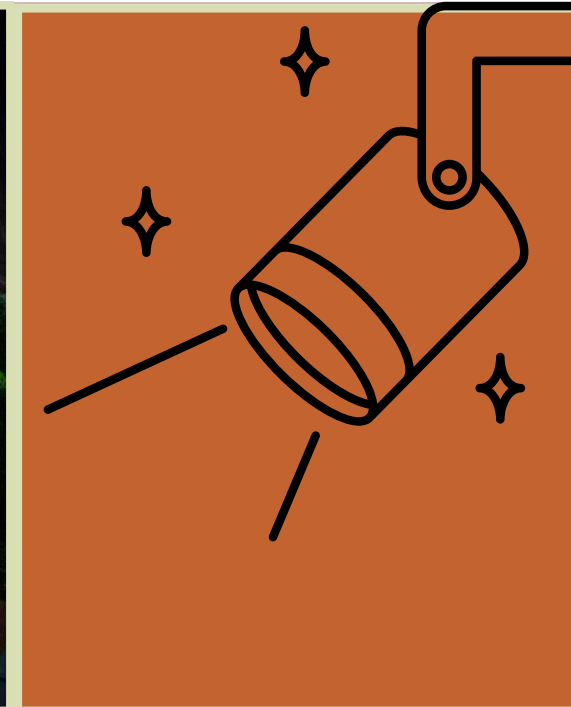


Nyberg Creek Trail

NEW RIVER ACCESS



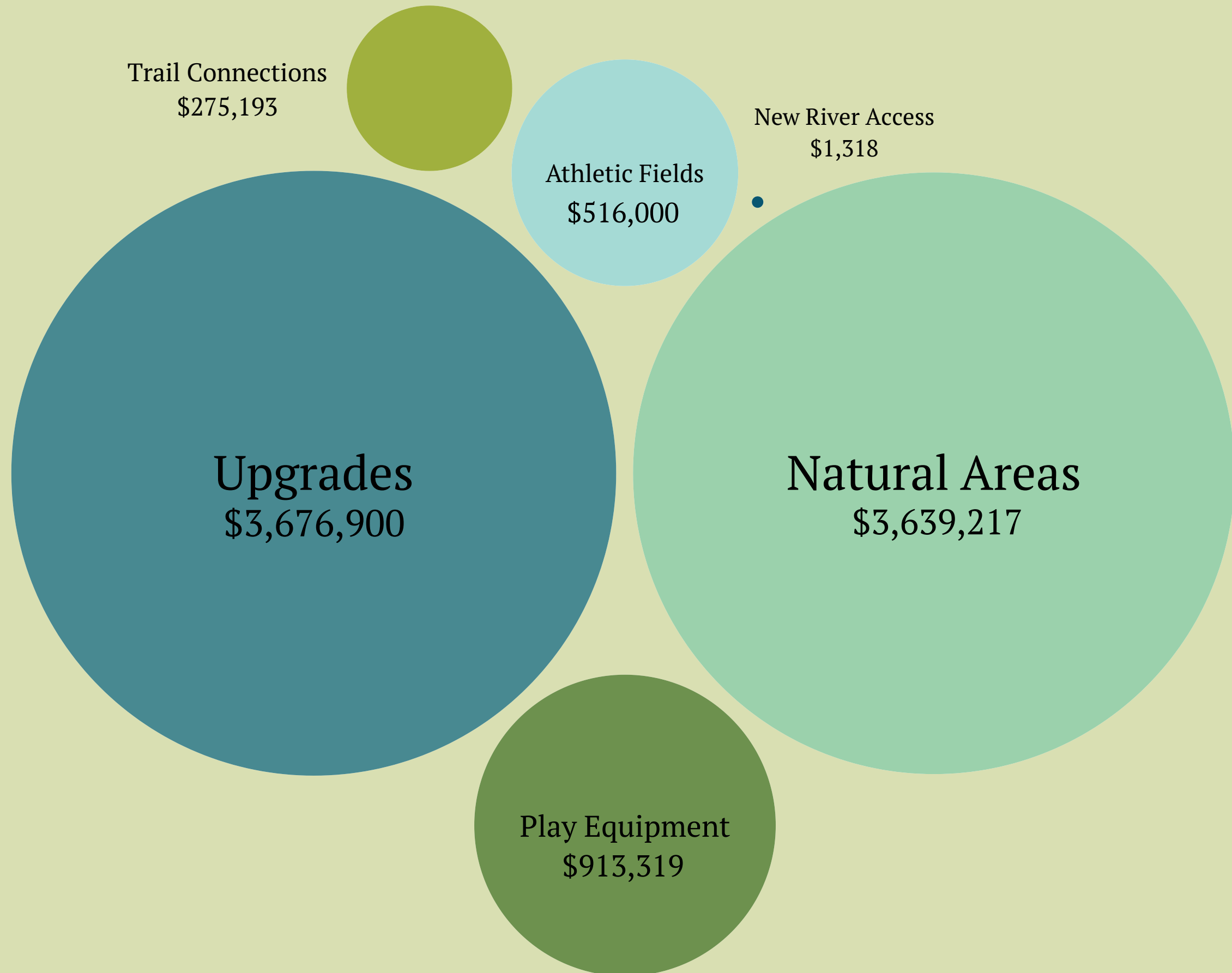
ATHLETIC FIELD IMPROVEMENTS



UPGRADES TO EXISTING PARKS



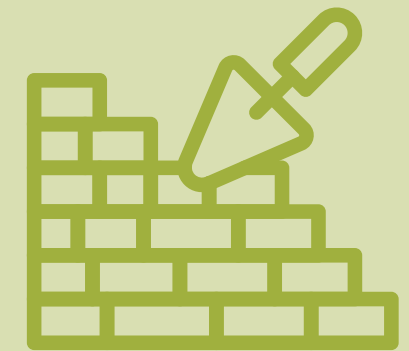
PROJECT COSTS



UTILITY FEE PROJECTS

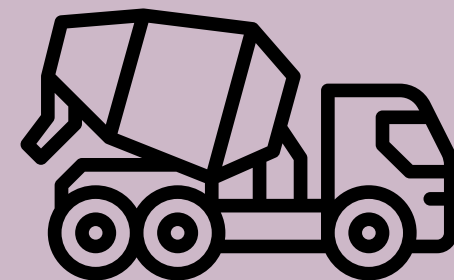
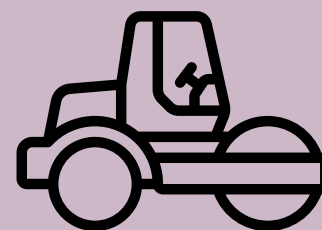
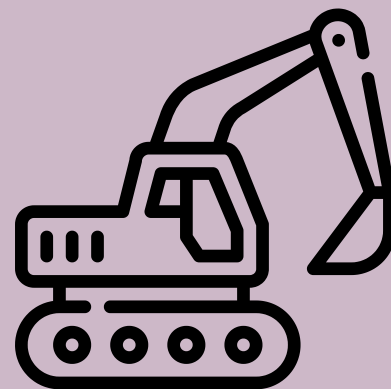


- Parks & Recreation Facility Assessment
- Tualatin Community Park Picnic Shelter Repair
- Victoria Woods Trail Stair Replacement
- Little Woodrose Access & Trail Renovation
- Ki a Kuts Bridge Rehabilitation





- Las Casitas Park
- Basalt Creek Flagpole Lot



PARKS & TRAILS BOND



QUESTIONS & COMMENTS





Proclamation

WHEREAS, Parkinson’s disease is the second most common neurodegenerative disease in the world, affecting between 1-1.5 million Americans and between 7-10 million people around the world; and

WHEREAS, the World Health Organization estimates that globally, the prevalence of Parkinson’s Disease (PD) has doubled in the past 25 years, and disability and death due to PD are increasing faster than any other neurological disorder; and

WHEREAS, there is no known cause of Parkinson’s, though scientists and researchers believe a unique combination of genetics, environment, lifestyle, and other factors are at play for each person who develops it; and

WHEREAS, currently, there is no objective test or biomarker to diagnose or predict Parkinson's, and no cure or treatment able to slow or stop the progression of the disease. While most people living with Parkinson's are older than 65, 15% of people with Parkinson's are diagnosed before age 50; and

WHEREAS, the effects of Parkinson's on movement-like tremors and slowness-are often the most visible symptoms, other impacts of Parkinson's not related to movement, like emotional and cognitive challenges, sometimes have an even greater effect on your quality of life; and

WHEREAS, even early in a diagnosis, rehabilitation therapies-including but not limited to physical, occupational, and speech therapies-are essential at all stages of Parkinson's to prevent or delay problems, minimize the impact of symptoms, and maintain daily functioning as Parkinson's progresses; and

WHEREAS, Parkinson's is not life-threatening; however, it is progressive and very complex and can affect almost every part of the body, ranging from how you move to how you feel, to how you think and process; education and support services like the ones provided by the Davis Phinney Foundation and other organizations are needed to inform, empower and improve the quality of life of those living with Parkinson's and their care partners.

NOW, THEREFORE, BE IT PROCLAIMED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, Oregon that April 2025 is Parkinson’s Awareness Month in the City of Tualatin.

INTRODUCED AND ADOPTED this 14th day of April, 2025.

CITY OF TUALATIN, OREGON

BY _____
Mayor

ATTEST:

BY _____
City Recorder





Proclamation

WHEREAS, the entire community can inspire, equip and mobilize people to take action that changes the world; and

WHEREAS, in 2024 over 750 volunteers contributed approximately 16,000 hours of their time, an equivalent of about 8 full time employees, to the betterment of our community; and

WHEREAS, volunteers give freely of their time, talents, and energy, and ask only for a thank you for their countless hours of service; and

WHEREAS, it has been a long standing tradition in our community for individuals, families, and local businesses to volunteer to make a difference in our community; and

WHEREAS, it is fitting to recognize our volunteers for their dedicated service;

NOW, THEREFORE, BE IT PROCLAIMED BY THE CITY COUNCIL OF THE CITY OF TUALATIN,

Section 1. The week of April 20 – April 26, 2025, be proclaimed “Volunteer Appreciation Week” in the City of Tualatin.

Section 2. The City of Tualatin takes great pleasure in honoring the volunteers of our community and conveying our sincere gratitude and appreciation for their committed, selfless, and compassionate efforts; our volunteers truly contribute Hands that Help and Hearts that Care.

INTRODUCED AND ADOPTED this 14th day of April, 2025.

CITY OF TUALATIN, OREGON

BY _____
Mayor

ATTEST:

BY _____
City Recorder





CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: April 14, 2025

SUBJECT:

Consideration of Approval of the Work Session and Regular Meeting Minutes of March 24, 2025

RECOMMENDATION:

Staff respectfully recommends the Council adopt the attached minutes.

ATTACHMENTS:

- City Council Work Session Meeting Minutes of March 24, 2025
- City Council Regular Meeting Minutes of March 24, 2025



TUALATIN CITY COUNCIL

OFFICIAL WORK SESSION MEETING MINUTES FOR MARCH 24, 2025

PRESENT: Mayor Frank Bubenik, Council President Valerie Pratt, Councilor Bridget Brooks, Councilor Christen Sacco

ABSENT: Councilor Maria Reyes, Councilor Cyndy Hillier, Councilor Octavio Gonzalez

Mayor Bubenik called the meeting to order at 5:30 p.m.

1. Land Use Notifications.

Interim Community Development Director Steve Koper and Senior Planner Erin Engman presented information on land use notifications. Planner Engman explained that land use notices are important because they allow community members to contribute local insight, which supports more balanced decisions and helps the public understand the development process and how it shapes their community. She shared state requirements for notification, including mailing notices to property owners within 100 feet of a project site, using the most recent tax assessment roll, and including specific information such as the length of the comment period, the decision-making process, approval criteria, and how to obtain application materials. Planner Engman contrasted these with Tualatin Development Code (TDC) requirements, which are more extensive. She stated Tualatin requires notices be sent to property owners within 1,000 feet of the project site and to all properties within the same platted residential subdivision.

Planner Engman detailed the methods Tualatin uses to provide notice, including physical posting at the project site, first-class mailings, email notifications to government agencies and Community Involvement Organizations (CIOs), updates on the city website, and newspaper postings for public hearings. She presented possible enhancements, such as mailing notices to both property owners and occupants at an address, using larger and more visible signs at project sites, and creating a web-based subscription list to keep interested parties informed.

Director Koper provided examples of recent notices sent for the LAM Research and Norwood projects and shared cost comparisons between current practices and enhanced options. He noted that enhanced mailings would double the city's annual mailing budget. Benefits of this approach include reaching tenants in addition to property owners and increasing awareness among a broader audience. Drawbacks include difficulty identifying individual tenants, duplication of notices, recipients ignoring generic mail, higher costs, and increased staff time potentially delaying notice timelines.

Director Koper discussed the city's current signage practice and presented an enhanced signage option that could include a sign up to 32 square feet in size—larger, sturdier, and more noticeable. He stated benefits include greater visibility and inclusivity of perspectives from those who pass by the site. However, he also noted challenges, such as difficulty reading signs from a moving vehicle and relying on applicants to post them correctly.

Director Koper spoke to a website subscription system that would allow anyone to stay informed regardless of where they live and would reduce costs compared to mailing. However, he acknowledged that it requires people to already be aware of the system and actively check their emails, which may be blocked by spam filters or firewalls.

Director Koper asked whether the Council was interested in pursuing any of the proposed enhancements.

Councilor Sacco asked how many applications the city processes annually that require noticing. Director Koper stated there are approximately 20 such applications per year and that enhanced mailings would double the current budget.

Mayor Bubenik asked how many times a given application must be noticed. Director Koper explained that typically it is once, but if a hearing date is changed, the city must reissue the notice.

Councilor Sacco asked if staff could identify key groups that may fall outside the required noticing radius and still ensure they are informed. She also suggested using social media to increase public awareness. Director Koper responded that Tualatin already has one of the broadest noticing ranges in the region. He added that while he is not aware of other cities reviewing each notice on a case-by-case basis, incorporating subjective standards could be problematic. City Attorney Kevin McConnell agreed and advised against subjective standards to avoid any appearance of bias.

Councilor Brooks asked how notices are sent to apartment buildings. Director Koper explained that tenants are not currently included in the city's mailings.

Councilor Brooks asked whether the city's main website could provide a direct link to public notices. Director Koper stated that the upcoming website redesign will allow notices to appear in a newsfeed on the homepage.

Councilor Brooks also asked why land use notices matter and how the public benefits. Director Koper stated that land use decisions can significantly impact people's neighborhoods, and notices allow them to weigh in on developments that affect their quality of life.

Council President Pratt expressed support for increasing notice visibility.

Mayor Bubenik stated that CIOs should direct their communities to the city's website to stay informed and recommended that notices also be shared via the city's social media platforms.

Mayor Bubenik asked whether the LAM Research development was unique in its impact on apartments. Director Koper replied that most development occurs in industrial zones and rarely affects residential buildings.

Mayor Bubenik observed consensus among the Council in favor of including apartment occupants in noticing efforts.

Mayor Bubenik stated that while enhanced signage can be an eyesore, he supports continuing with the current signage model so long as signs are properly placed.

Councilor Brooks asked what enhanced signage might look like. Planner Engman replied that staff had not yet explored specific designs.

Council President Pratt stated she would like the signs to be larger and more noticeable, a sentiment echoed by Councilor Sacco.

Director Koper addressed the idea of posting notices on social media, noting that public noticing is not typically done this way because social media is intended for interactive content. City Attorney McConnell added that comments made on social media do not count as formal testimony in land use cases, which must be submitted in person or through official channels.

2. Proclamation Requests.

The Council considered the proclamation for Vietnamese American Remembrance Day. The Council approved the request.

The Council considered the proclamation for Parkinson’s Awareness Month. The Council approved the request.

3. Council Meeting Agenda Review, Communications & Roundtable.

Councilor Sacco stated she attended the Chamber of Commerce Excellence in Business Awards, and the IDEA Committee meeting.

Councilor Brooks stated she attended the National League of Cities Congressional Cities Conference, the Arts Advisory Committee meeting, and the Policy Advisory Board meeting.

Council President Pratt stated she attended the Chamber of Commerce Excellence in Business Awards, the Communities that Care Key Leaders meeting, the National League of Cities Congressional Cities Conference, the ribbon cutting and Floor and Décor, and the C4 Metro meeting.

Mayor Bubenik stated he attended the Chamber of Commerce Excellence in Business Awards, the Rotary meeting, the National League of Cities Congressional Cities Conference, the public meetings law training, and the Meet the Mayors event hosted by the Metro Mayors Consortium.

Adjournment

Mayor Bubenik adjourned the meeting at 6:49 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor



TUALATIN CITY COUNCIL

OFFICIAL MEETING MINUTES
FOR MARCH 24, 2025

PRESENT: Mayor Frank Bubenik, Council President Valerie Pratt, Councilor Bridget Brooks, Councilor Christen Sacco

ABSENT: Councilor Maria Reyes, Councilor Cyndy Hillier, Councilor Octavio Gonzalez

Call to Order

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

Pledge of Allegiance

Announcements

1. Arbor Month Presentation, Proclamation and Youth Recognition

Tualatin Parks Advisory Committee (TPARK) Chair Emma Gray and Student Member Cosimah Slider presented information and activities for Arbor Month. Member Slider spoke to Tualatin's Tree City USA designation.

Arbor Month poster and photo contest winners were announced and presented with their prizes.

Councilor Sacco read the proclamation declaring April 2025 as Arbor Month in the City of Tualatin.

2. Proclamation Declaring March 31, 2025 as Transgender Day of Visibility in the City of Tualatin

Councilor Sacco read the proclamation declaring March 31, 2025 as Transgender Day of Visibility in the City of Tualatin.

3. Proclamation Declaring April 6-12, 2025, as National Library Week in the City of Tualatin

Library Director Jerianne Thompson presented information on National Library Week.

Council President Pratt read the proclamation declaring April 6-12, 2025, as National Library Week in the City of Tualatin.

4. Welcome Home Community Conversation Event Announcement

Interim Community Development Director Steve Koper announced the Welcome Home Community Conversations event to be held on March 27, 5-7 p.m., at the Tualatin Library. He encouraged members of the public to attend.

5. Proclamation Declaring April 21-25, 2025 as National Community Development Week in the City of Tualatin

Councilor Brooks read the proclamation declaring April 21-25, 2025 as National Community Development Week in the City of Tualatin.

6. State of the City Announcement

Mayor Bubenik announced the State of the City event to be held on April 23, 7:30 a.m., at the Grand Hotel at Bridgeport. He encouraged residents to attend.

Public Comment

Patricia Parsons addressed the Council regarding land use notifications, referencing discussions from the work session. She urged the Council to consider expanding notifications to include all occupants, not just property owners, and to use larger format signs. Ms. Parsons emphasized that the benefits of these changes would outweigh the costs.

Danny O'Neil, CIO Land Use Officer, raised concerns about speed and sidewalk conditions along Norwood Road. He stressed the need for improvements to enhance safety in the area.

Michelle Palma advocated for improved ADA transportation services for dialysis patients in Tualatin. She highlighted the impact of the discontinuation of Ride Connection services previously provided by Washington County.

Consent Agenda

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

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of February 24, 2025
2. Consideration of **Resolution No. 5868-25** Awarding a Contract for Cured In Place Plastic (CIPP) Pipe Relining Services to Insituform Technologies, LLC.
3. Consideration of **Resolution No. 5871-25** Amending the City of Tualatin Fee Schedule and Rescinding Resolution No. 5784-24
4. Consideration of Approval of Late Liquor License Renewal for 2025

Special Reports

1. Outside Agency Grant Awardee- Family Promise of Tualatin Valley

Family Promise of Tualatin Valley Director of Programs Mayra Mendoza presented an overview of the organization's work. She stated they provide shelter, case management, food, and housing navigation services for individuals experiencing homelessness. In 2024, the organization provided 58,775 bed nights of shelter, and 258 individuals received financial assistance to remain housed. Ms. Mendoza expressed gratitude for the Council's continued support through the Outside Agency Grant program.

Councilor Brooks thanked Family Promise for their vital contributions to the community.

2. Tualatin Library Advisory Committee Annual Report

Tualatin Library Advisory Committee (TLAC) Chair Dana Paulino and Vice-Chair Ashley Payne presented the committee's annual report. Vice-Chair Payne stated that over the past year, the committee engaged in updates related to the Washington County Cooperative Library Services public library evaluation project, reviewed library service policies and best practices, provided recommendations on the Makerspaces Use Policy, and received reports from various library committees. Chair Paulino highlighted strategic accomplishments, including record program attendance, the initiation of an assessment of the library volunteer program, and a user survey. Vice-Chair Payne shared the library's newly designed mascot, which will be implemented in the coming year. She outlined the committee's 2025 action plan, which includes remaining actively involved, supporting the implementation of the library's marketing plan, and advancing the City Council's vision to promote equity and inclusion in library programs and services.

Chair Paulino stated that the committee has two recommendations: to protect the Tualatin Library's open hours and to maintain the current level of library materials, programs, and services. She affirmed the committee's dedication to identifying solutions for adequately funding the library.

Council President Pratt asked whether the committee had explored alternative funding sources. Library Director Jerianne Thompson stated that the committee plans to meet with the Finance Director to discuss funding options in the future.

Councilor Brooks inquired about the intended use of the new mascot. Director Thompson explained that its role is still being developed as part of the library's marketing plan, with an official launch planned for the summer.

Councilor Sacco asked whether the mascot had been named. Director Thompson stated that it does not yet have a name.

Mayor Bubenik expressed his support for the library and emphasized the importance of minimizing disruptions to its operations.

3. Tualatin Park Advisory Committee Annual Report

Tualatin Parks Advisory Committee (TPARK) Chair Emma Gray and Vice-Chair Beth Dittman presented the committee's annual report. Chair Gray stated that in 2024, the committee held 29 meetings, attended 17 activities, and contributed a total of 371 volunteer hours. Vice-Chair Dittman explained that the committee meets regularly, represents the Parks and Recreation system to the Council, attends events to promote community participation, and serves as the Bee City Facilitation Committee and the Tree City USA Board. She highlighted accomplishments from the past year, including supporting the completion of the facilities inventory, aligning parks operations with the Climate Action Plan, promoting pollinator education, engaging youth through collaboration with the Youth Advisory Committee, and participating in the selection of the new Parks Director. She also noted the committee's work as the ad hoc oversight group for the Parks Bond and Utility Fee projects. Chair Gray stated that the committee's 2025 goals focus on strengthening collaboration with city departments, deepening their understanding of parks funding, exploring sustainability initiatives, and continuing oversight of funded projects such as trail construction, river access improvements, and park facility upgrades.

Council President Pratt thanked the committee for incorporating the Council's goals into their work.

Councilor Brooks expressed appreciation for the committee's strong partnership within the community.

General Business

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

Council President Pratt and Councilor Sacco presented the committee's recommendation.

Motion to adopt the recommendation made by Councilor Sacco, Seconded by Council President Pratt.

Voting Yea: Mayor Bubenik, Council President Pratt, Councilor Brooks, Councilor Sacco

MOTION PASSED

Council Communications

Councilor Brooks acknowledged the spring equinox and recognized the celebrations observed by various religions.

Adjournment

Mayor Bubenik adjourned the meeting at 8:15 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor



CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Dustin Schull, Director, Parks and Recreation

DATE: April 14, 2025

SUBJECT:

Resolution No. 5872-25 Authorizing the City Manager to Apply for and Accept Local Government Grant Program Funds to Rehabilitate the Playground at Tualatin Community Park.

RECOMMENDATION:

Staff recommends that Council approve the resolution.

EXECUTIVE SUMMARY:

Oregon State Parks is accepting proposals for the Local Government Grant Program (LGGP) for the 2025-2026 funding cycle. The City of Tualatin can benefit from this grant program and is seeking LGGP funding to install a new playground, to replace the existing, at Tualatin Community Park.

The existing playground at Tualatin Community Park has limited ADA and inclusive play items. The playground is also nearing the end of its useful life. This project was identified as a high priority during the annual parks project selection process by TPARK.

In order to help advance this project, the City of Tualatin is requesting \$100,000 from the Local Government Grant Program, which would be available during the 2025-2026 fiscal year. If the grant funds are awarded, they will be used to construct this project.

OUTCOMES OF DECISION:

A copy of a Council approved resolution authorizing an application for Local Government Grant Program must be submitted with the application. If approved, staff will submit an application for LGGP funds for this project.

FINANCIAL IMPLICATIONS:

If funded, the City Manager will authorize and accept the funds and the project will move forward. The City is required to budget for matching funds, which will go through the traditional budgeting process.

ATTACHMENTS:

- **Resolution No. 5872-25**

RESOLUTION NO. 5872-25

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR AND ACCEPT LOCAL GOVERNMENT GRANT PROJECT FUNDS TO REHABILITATE THE PLAYGROUND AT TUALATIN COMMUNITY PARK.

WHEREAS, Oregon State Parks is accepting proposals for the Local Government Grant Program (LGGP); and

WHEREAS, the City of Tualatin desires to participate in this funding program for the rehabilitation of the playground at Tualatin Community Park; and

WHEREAS, Tualatin Community Park is operated by the City of Tualatin.

WHEREAS, the facility’s fundamental function is that of a community gathering space, providing a place for families to recreate; and

WHEREAS, this project will include enhancements such as a playground focused on universal design, accessibility and unitary accessible surfacing; and

WHEREAS, receipt of LGGP funds will advance the Tualatin Community Park Playground Rehabilitation project.

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

Section 1. The City Manager is authorized to apply for, and if awarded, accept LGGP Grant funding from Oregon State Parks for project development and construction of the Tualatin Community Park Playground Rehabilitation project.

Section 2. The City Manager is authorized to execute any and all documents related to the grant application and to effectuate the award.

Section 3. This Resolution is effective upon adoption.

INTRODUCED AND ADOPTED this 14th day of April, 2025.

CITY OF TUALATIN, OREGON

BY _____
Mayor

ATTEST:

BY _____
City Recorder

APPROVED AS TO FORM

BY _____
City Attorney



CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Dustin Schull, Parks and Recreation Director

DATE: April 14, 2025

SUBJECT:

Consideration of **Resolution No. 5873-25** Authorizing an Amendment to the Agreement Between the City of Tualatin and Tualatin Riverkeepers for Management and Operations of City Property.

RECOMMENDATION:

Staff recommends that Council approve the resolution.

EXECUTIVE SUMMARY:

The Tualatin Riverkeepers are a nonprofit community-based organization that protects and restores the Tualatin River watershed. Riverkeepers build watershed stewardship through advocacy, restoration work, river access, and education. Their three key areas of focus are advocacy, stewardship, and river experiences, and engage hundreds of volunteers and thousands of participants each year.

In 2016 the City authorized a Maintenance and Operations Agreement (Original Agreement) for the Louis Walnut House, and designated area with storage shed and property located at 11605 and 11676 SW Hazelbrook Road in Tualatin. The City extended the Original Agreement three times through Amendments One, Two and Three with an expiration date of June 30, 2025. This agreement is in use at other City parklands to reduce costs, provide security/safety and maintain the existing condition of the property structures in order to preserve the useful property value.

OUTCOMES OF DECISION:

Approval of the resolution will allow the City and Tualatin Riverkeepers to sign the fourth amendment to the original agreement. This will result in the Tualatin Riverkeepers remaining the Louis Walnut House until at least June 30, 2026.

FINANCIAL IMPLICATIONS:

Maintenance and Operations Agreements are expected to save City funds on a short-term basis. The City will avoid the routine building operations, maintenance and potential vandalism costs, and receive public benefit. The building structures and land are in acceptable condition, although the City may incur costs due to major system issues.

ATTACHMENTS:

- Resolution No. 5873-25

RESOLUTION NO. 5873-25

RESOLUTION AUTHORIZING A FOURTH AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF TUALATIN AND TUALATIN RIVERKEEPERS FOR MANAGEMENT AND OPERATIONS OF CITY PROPERTY

WHEREAS, on or about December 12, 2016, City Council authorized a Management and Operations Agreement (Original Agreement) for the Louis Walnut House, and designated area with storage shed and property located at 11605 and 11676 SW Hazelbrook Road in Tualatin;

WHEREAS, the City and Riverkeepers subsequently signed a Third Amendment to the Original Agreement, extending the term of the Original Agreement for one additional year to end on June 30, 2025

WHEREAS, the City and Riverkeepers wish to amend the Original Agreement for one additional year, extending the term of the Original Agreement to June 30, 2026;

WHEREAS, it is in the best interest of the City to continue the Original Agreement for an additional year.

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

Section 1. The City Manager is authorized to execute the Fourth Amendment to the Management and Operations Agreement for the Louis Walnut House and designated area with storage shed and property located at 11605 and 11676 SW Hazelbrook Road, Tualatin OR 97062.

Section 2. This resolution is effective upon adoption.

INTRODUCED AND ADOPTED this 14th day of April, 2025.

CITY OF TUALATIN, OREGON

BY _____
Mayor

APPROVED AS TO FORM

ATTEST:

BY _____
City Attorney

BY _____
City Recorder



Tualatin Youth Advisory Council

NLC

CONGRESSIONAL CITY CONFERENCE

**20
25**

March
10-12

EXECUTIVE EDUCATION AND PRE-CONFERENCE ACTIVITIES: MARCH 8-9

WASHINGTON, DC



Highlights



- Networked with other youth councils
- Learned about issues and projects other youth councils are addressing



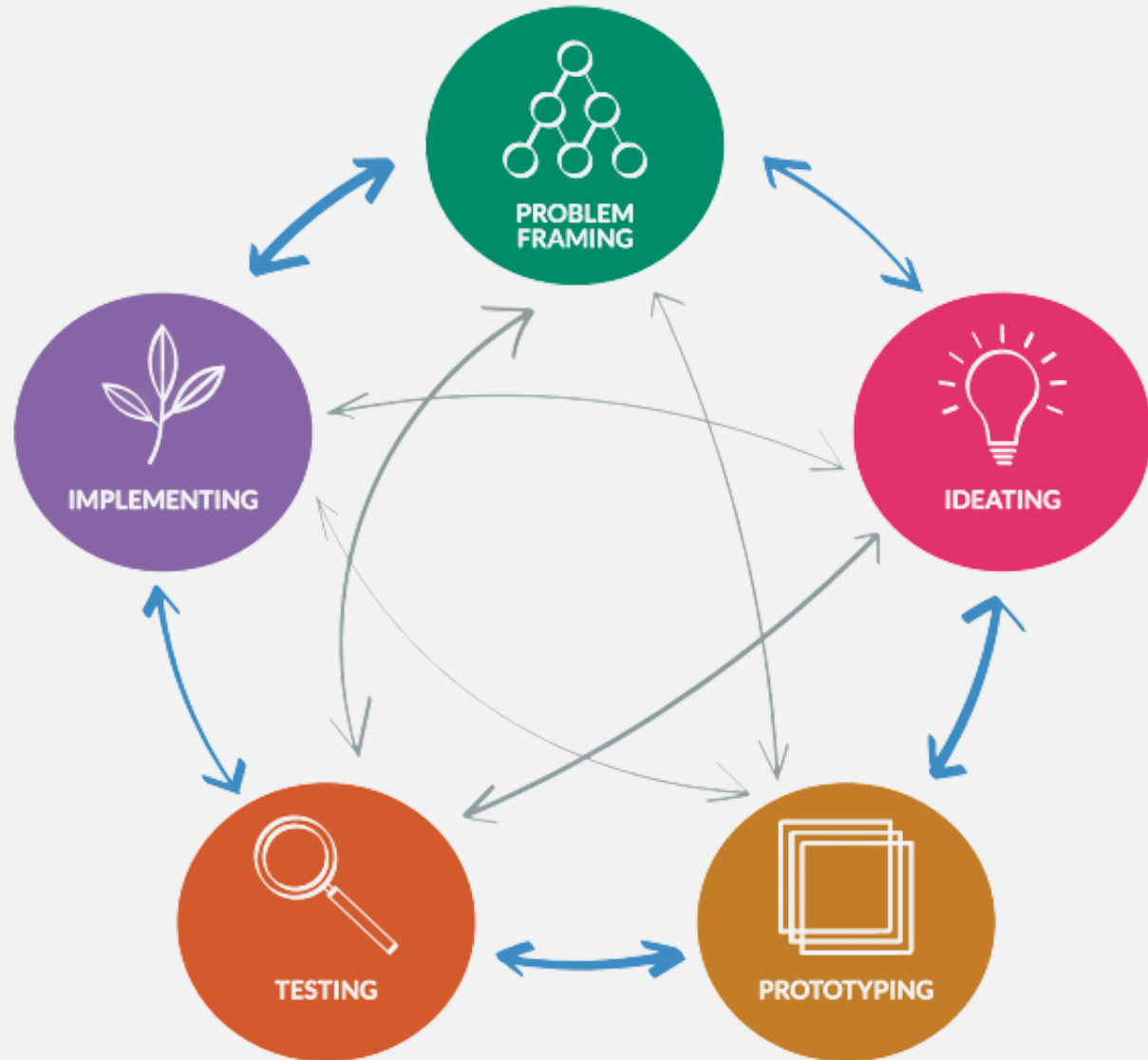
Highlights



- Visited National Museum of Natural History and National Botanic Garden
- Toured the National Mall
- Visited Library of Congress



Workshop Sessions



Recommendations



- Consider possibility of a Tualatin problem solving “Hack”
- Investigate ways to better connect Tualatin youth with City
- Continue to focus efforts on youth mental health



**Thank
you!**



Tualatin Riverkeepers



Our Programming

- Advocacy
- River Experiences
- Restoration









TUALATIN RIVERKEEPERS RIVER RENTALS
HABITAT RESTORATION PROJECT



NO PARKING





**EXPLORE
TUALATIN
VALLEY**



River Experiences Wayfaring Project



Home Page Concept

Overview	News	Partners	Site Language	← Menu Bar
<ul style="list-style-type: none"> - Water Trail Overview - Safe Paddling Guide - Animals & Plants Fun Facts - Experience The River 	<ul style="list-style-type: none"> - Recent News - Report Issue 	<ul style="list-style-type: none"> - National Park Service - Explore Tualatin Valley - Tualatin Riverkeepers - Land Acknowledgement 	<ul style="list-style-type: none"> - English - Spanish 	← Sub Menus

Welcome to the Tualatin River Water Trail!

The lower 40 miles of the Tualatin River is a federally designated water trail. The Tualatin River Water Trail is the perfect place for beginning paddlers with a barely detectable current in the summer. Being on the river provides a true nature experience with many points of interest and lots of scenery due to the limited development along the river.

ETV Photo

JPEG

[Interactive Water Trail Map](#)

Link to Map Page

Tualatin River Water Trail

Water Trail Overview

Discover the history, geography, and recreational opportunities of the Tualatin River Water Trail. This trail is perfect for beginners and offers a true nature experience.

Safe Paddling Guide

Learn essential safety tips for paddling on the Tualatin River. This guide covers everything from equipment to weather conditions to ensure a safe and enjoyable trip.

Tualatin River Keepers

Learn about the dedicated volunteers who work to protect and improve the Tualatin River ecosystem. They are the backbone of the water trail.

Explore Tualatin Valley

Discover the rich history and natural beauty of the Tualatin Valley. From scenic views to cultural heritage, there's something for everyone.



River Experiences

River Runners



16 River Segments

- Tualatin Soil & Water Conservation District
- Clean Water Services
- Sheriff's Dept
- Marine Board
- City Park & Rec

Issues

- Turbidity
- Invasive plants
- Beaver activity
- Erosion
- Forest condition
- Outfalls & withdrawals
- Insect traps & trail cams
- Log jams & Snags
- River Modifications



Questions?





CITY OF TUALATIN

Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Lindsay Marshall, Management Analyst, Public Works

DATE: April 14, 2025

SUBJECT:
Backyard Habitat Certification Program Annual Report 2024-2025

EXECUTIVE SUMMARY:

In the summer of 2024, the City entered into a partnership with the Columbia Land Trust and Bird Alliance of Oregon (formally Portland Audubon) to support Backyard Habitat Certification Program operations in Tualatin.

The Backyard Habitat Certification program supports the creation and expansion of urban natural habitats. These habitats contribute to broader conservation efforts by strengthening and expanding wildlife corridors and creating connectivity between public and private lands. The program provides technical assistance for homeowners (ex: site visits offering landscape design support and guidance on plant choice) and financial incentives (ex: discounts on native plants).

This program supports numerous City priorities, including climate action, sustainability, water conservation, and stormwater management. The program encourages re-naturalizing private lands to better support native habitat, reducing water used for irrigation, treating water on-site (disconnecting downspouts from our public stormwater system), reducing pesticide use, and removing invasive weeds.

By formalizing this partnership and providing consistent annual funding, the City is now able to empower property owners to take actions that create an exponential return on investment for the City, accomplishing more progress than the City could on its own. This is the first annual report from the Backyard Habitat Program, which will include information about the program as a whole, as well as Tualatin-specific efforts.

ATTACHMENTS:

-Presentation – Backyard Habitat Certification Program Annual Report 2024-2025

Backyard Habitat Certification Program

Plant roots, create a habitat, transform the world... one yard at a time...

**Katherine Noble
&
Susie Peterson**



Backyard Habitat Certification Program



Mission: To provide tools, resources and recognition for gardening sustainably and creating wildlife habitat.

Things We Can Control

- Making up for loss of habitat (ex: plant native plants)
- Taking steps to reduce climate change (ex: plant trees!)
- Reduce man-made hazards (ex: don't use pesticides)



How Does the Program Work?



- Sign-up (sliding scale)
- 1 Hour Site Assessment w/staff Technician
- Resource Packet & coupons
- Site Report
- Native Plant Discounts!
- Cool sign
- Certification Visit (volunteers do these!)
- Certification sign, recognition and "benefits"
- Upgrades and renewals

Certification Levels



Easiest

Hardest

Certification Criteria



**1. Remove
Priority Weeds**



2. Native Plants



3. Pesticides Reduction



**4. Wildlife
Stewardship**



**5. Stormwater
Management**

1. Remove Priority Weeds

4,600 acres of natural areas are out competed **every day** by non-native plants that alter native ecology.



From this



To This

2. Naturescape with Native Plants



- **Native Plants = Insects!**
 - **90% of insects depend on native plants to survive**
 - **96% of land birds feed on insects**
 - **100% of adult amphibians (and most reptiles) eat insects**
-
- **Silver = 5% of plantable area**
 - **Gold = 15%**
 - **Platinum = 50%**



3. Pesticides Reduction



Education about toxicity of pesticides being used and how to select least toxic products or garden without products.

<http://www.growsmartgrowsafe.org/>



4. Stormwater Management

Menu of Options

1 for silver, 2 for gold, 3 for platinum:

- Large canopy tree (30'+)
- Disconnect downspouts
- Raingarden
- Remove grass and/or impervious surfaces
- Ecoroof
- Naturescaping 10% above certification level
- Restore soils
- Water conservation
- Eco-friendly maintenance practices



Remove impervious surfaces



Leave the leaves

5. Wildlife Stewardship

Menu of Options

1 for silver, 2 for gold, 3 for platinum:

- Water feature
- Bird/bat nest boxes
- Beneficial insect nesting habitat
- Snags/nurse logs
- Reduced outdoor lighting
- Reduce bird/window strikes
- Native pollinator meadow
- Cats safe at home



Nest Boxes



Provide Water



Cats Safe at Home



**What's the
result?**



- Increased awareness of impacts of actions
- Increased knowledge of natural alternatives
- Decreased toxins entering waterways
- Decreased quantities of priority weeds
- Increased landscape permeability & wildlife corridors
- Increased support for broader environmental efforts

Unique Partnerships

80+ community projects, including:

- Verde: Living Cully - free enrollment & plants
- Centro Cultural: naturescaping of campus, Spanish-language videos, youth justice program becoming Emerald Ash Borer experts
- Community sites: apartment complexes, schools, culturally-specific organizations, community gardens.



Regional Accomplishments

- 13,000+ properties enrolled
- 3,000+ acres of enrolled properties
- 4,000 properties certified
- 14,000+ volunteer hours
- 80,000 native trees and shrubs planted



City of Tualatin Accomplishments

- 83 properties enrolled as of March 2025
- On track to meet our new annual goal of 16 site visits
- 23 properties certified!
- 16+ acres enrolled
- 2,178+ native trees and shrubs planted



City of Tualatin Community Engagement

24/25

Community Sites Enrolled

- Tualatin River Keepers
- Tualatin High School

Outreach events:

- Presentation to PEO (Philanthropic Education Organization) - women's education chapter in Tualatin
- Arbor Day Planting Event
- Presentation at Tualatin Public Library



Tualatin Heritage Center, 2021

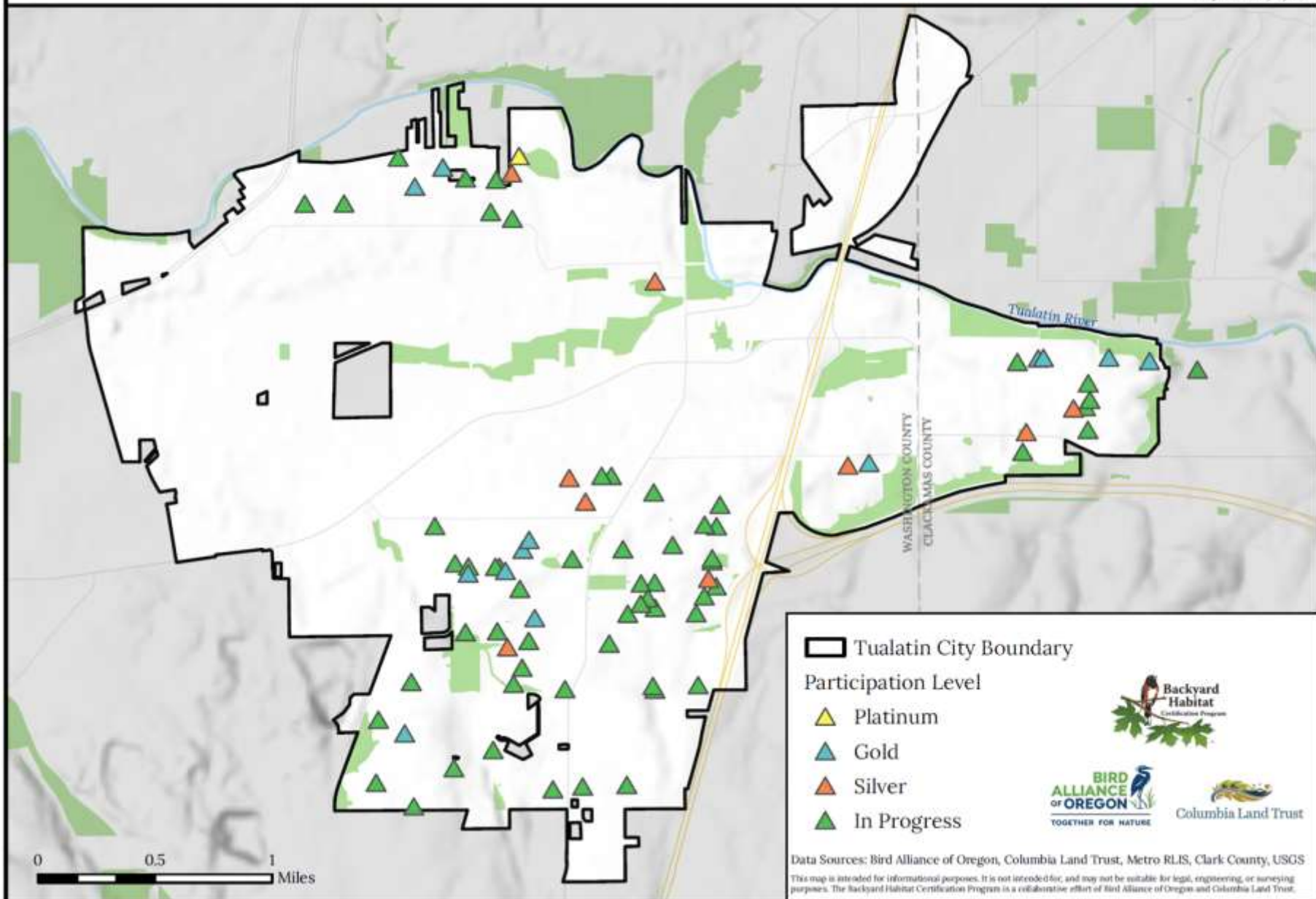
City of Tualatin Participants



Backyard Habitat Certification Program Site Inventory

Tualatin - All Years

Map Created: 1/21/2025



Thanks to our program partners!



Questions?

"A year after being Backyard Habitat Certified, we are seeing results. Yesterday it was both Northern Flicker and Downy Woodpeckers . Last week it was Townsend Warbler, Solitary Verio, Towhee, and Varied Thrush" - Dave



"This project has been a great learning experience, one that perhaps I have obsessed over. This spring has been particularly fun, watching most of the 200 some plants leaf & bloom.

"Since you were here last, neighbors were inspired & removed their fence for the view & friendship; probably the greatest compliment." - Gwen