



**MEETING NOTICE & AGENDA  
TUALATIN PARK ADVISORY COMMITTEE  
November 4, 2025 - 6:00 pm**

**Virtual Meeting**

Options to Join

Video: <https://us06web.zoom.us/j/86501658355>

Phone: +1 253 215 8782 US (Tacoma)

Meeting ID: 865 0165 8355

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“We are a group of enthusiastic advocates for the Parks & Recreation system with a focus on the stewardship and enhancement of our community.”

**A. Call to Order**

1. Roll Call

**B. Approval of Minutes**

1. October 14, 2025

**C. Communication & Comments**

1. Chair
2. Staff
3. Public

**D. Old Business**

1. Project Update
  - a. Parks & Trails Bond
  - b. Park Utility Fee
  - c. ARPA (American Rescue Plan Act)
2. [Committee Goals](#)
  - a. 2025 Goals
3. Core Area Reinvestment Area Update
4. Utility Fee Projects
  - a. Project Selection Process
  - b. Utility Fee Scoring
  - c. Priority Projects

**E. New Business**

1. Board & Committee Summit
  - a. December 10 from 6-8 pm at Juanita Pohl Center
2. Updates
  - a. Programs
  - b. Projects
  - c. Operations
  - d. Volunteers

**F. Upcoming Dates & Calendar Review**

**G. Committee Member Communications**

**H. Adjournment**



## Minutes

### TUALATIN PARK ADVISORY COMMITTEE

Date

### Virtual Meeting

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<b>Members Present:</b>	Emma Gray, Beth Dittman, Taylor Sarman, Cosi Slider, Carl Hosticka
<b>Members Absent:</b>	John Makepeace, Adam Peterson
<b>Staff Present:</b>	Dustin Schull, Parks & Recreation Director Kira Hein, Project Manager Bella DePhillipo, Office Coordinator
<b>Public:</b>	None

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#### A. Call to Order

1. Roll Call: Emma Gray called the meeting to order at 6:01 pm.

#### B. Approval of Minutes

1. September 9, 2025: Emma Gray entertained a motion to approve the September 9<sup>th</sup> meeting minutes. Carl Hosticka moved, Beth Dittman seconded, and the minutes passed with unanimous approval.

#### C. Communication & Comments

1. Chair: None.
2. Staff: None.
3. Public: None.

#### D. Old Business

1. Project Update: Kira Hein shared the Project Update presentation that will be presented to City Council on October 27<sup>th</sup>.
  - 1 Parks & Trails Bond: Kira Hein shared updates on Nyberg Creek Trail, the Riverfront Park, and the athletic field improvement study.
  - 2 ARPA (American Rescue Plan Act): Kira Hein gave an update on Las Casitas Park and Basalt Creek Linear Park.
    - i. Beth Dittman asked if it would be possible to have QR codes linked to surveys at the linear park, to notify people that it is only stage one of design. Kira agreed on the idea.

#### 2. [Committee Goals](#)

- 1 2025 Goals: No committee goals were changed this month.
3. New Member Orientation
  - 1 Committee Assignment Description: Kira Hein shared the volunteer assignment description with the committee and gave a brief overview of the description.
  - 2 City Charter & Municipal Code: Kira Hein gave a brief overview of the municipal code and pointed the committee to the meeting packet for further reading.

- 3 Advisory Committee Handbook: Kira Hein shared the advisory committee handbook and gave a brief overview.
- 4 League of Oregon Cities Handbook: Kira gave a brief overview of the handbook and referred the committee to the meeting packet for further reading.
  - i. Beth Dittman added a reminder that current committee members will have to re-apply and re-interview when their terms are up.
  - ii. Emma Gray reminded the group that her term as chair of the committee will be up soon, and she invited all committee members to apply.
  - iii. Emma Gray suggested that committee members save a copy of this meeting's packet somewhere for future reference of the training items.
4. Core Area Reinvestment Area Update
  - 1 Tualatin Downtown Revitalization Project Timeline: Beth Dittman shared a visual graphic timeline for the CORA project. She spoke about her experience working with the committee so far, specifically with the new planning & engagement consultant.
    - i. Taylor Sarman asked if the consultant's recommendations were posted on the CORA website yet. Beth said no, but she offered to share them with the group as soon as they're ready to be made public.

#### **E. New Business**

1. Park Utility Fee Projects: Dustin Schull informed the committee that the utility fee project list will be smaller this year due to limited staff bandwidth in the near future. He added that a shortened list of potential projects will be brought to the committee at the November meeting.
2. Updates
  - a. Programs: Bella DePhillipo gave an update on the upcoming Pumpkin Regatta, and Dustin Schull shared the continuing success of the JPC meal program.
  - b. Projects: All project updates were shared in Old Business.
  - c. Operations: Dustin Schull updated the committee on the current parks maintenance project to replace the benches on the splashpad side of Lake of the Commons.
  - d. Volunteers: No updates.

**F. Upcoming Dates & Calendar Review:** The calendar was absent from this meeting's packet, but it will be included in the next one. Emma Gray reminded the committee members about the Council presentation on the 27<sup>th</sup>.

**G. Committee Member Communications:** Emma Gray reminded members to log their volunteer hours in Volgistics.

**H. Adjournment:** Emma Gray adjourned the meeting at 6:54 pm.

# Tualatin Downtown Revitalization

## PROJECT

## TIMELINE

### Goal:

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

### Phase 1

Summer - Fall 2025



#### Identity / Placemaking - CIVILIS Urban Strategist

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

### Phase 2

Fall 2025 - Spring 2026



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

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

#### Sept. - Dec. 2025

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

#### Q1 / Q2 2026

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

### Phase 3

Summer 2026 - Winter 2027



#### Code Amendments / Design Standards

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

### Implementation



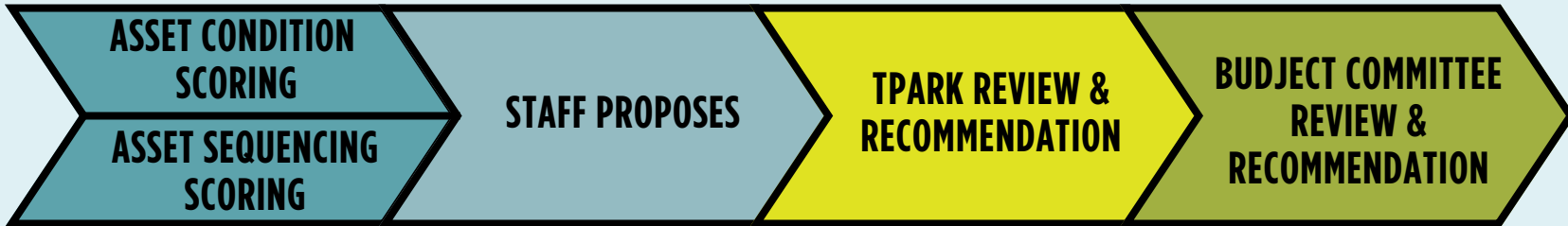
- Review / Construct CORA Projects
- Actively Promote Development Opportunities:





# UTILITY FEE

## PROJECT SELECTION PROCESS



- System Balance
- Urgency
- Implementation
- Synergistic
- Sustainability
- Scale of Benefit



**CITY COUNCIL CONSIDERATION  
OF APPROVAL**

# Park & Recreation Utility Fee Prioritized Assets Condition 5's

NEAR TERM
MID TERM
LONG TERM

(20-24 points)		(10-19 points)		Asset Condition 4's	
Location	Name	Location	Name	Location	Name
Atfalati	Restrooms - 22	Atfalati	Sport Field (lower) - 15		
Atfalati	Basketball Surface - 21	TCP	Boat Launch/Ramp - 18		
Atfalati	Parking Lot (curb/landscape) - 23	TCP	Rustic Shelter -14		
Ibach	Bleachers - 20	I Meadows	Fence - 17		
Ibach	Restrooms - 22	Saum Creek	Trail (Venetia - 17		
Jurgens	Court Surface - 21	Saum Creek	Stairs (trail) - 15		
Jurgens	Restrooms - 22	Little Woodrose	Fence - 19		
Commons	Landscape/Irrigate (west side) - 23	Brown Ferry	Overlook Deck -10		
Commons	Surface (west side) - 23	Commons Park	Landscape - 13		
Commons	Electrical & Lighting - 24	Commons Park	Path Surface - 10		
Commons	Trash Cans - 22	Sweek Pond	Fence - 12		
Commons	Planters - 21	Harvin Grove	Electrical - 13		
TCP	Play Area - 21	Shaniko	Trail (asphalt) - 10		
TCP	Irrigation - 21				
TCP	Trestle Park Lot - 21				
Sweek Pond	Boardwalk (Hedges Wetland) - 22				
HS Stadium Field	Renovation - 21				

## 2025/26 Park & Recreation Utility Fee Projects

Location	Name	Priority			Note
Atfalati Park	Restrooms	4			design & construction
Atfalati Park	Basketball Surface				design
Atfalati Park	Parking Lot (curb/landscape)				maintenance
Ibach Park	Bleachers	1			safety replacement
Ibach Park	Restrooms	4			design & construction
Jurgens Park	Court Surface				maintenance
Jurgens Park	Restrooms	4			design & construction
Commons Plaza	Landscape/Irrigate (west side)				maintenance
Commons Plaza	Surface (west side)				design & construction
Commons Plaza	Electrical & Lighting				design & construction
Commons Plaza	Trash Cans				maintenance
Commons Plaza	Planters				maintenance
Community Park	Play Area	3			equip & surface replace
Community Park	Irrigation				design
Community Park	Trestle Park Lot				maintenance
Sweek Pond	Boardwalk (Hedges Wetland)				maintenance
HS Stadium Field	Renovation	2			agreement with school district

12/12/2024



# Board & Committee Summit



## Proposal:

Host a 2-hour event for all appointed members of city boards and committees and the City Council prior to the City Council Advance. To keep logistics manageable, invitations would be limited to appointed members and would not include ad hoc committees or other volunteer groups.

## Purpose and Goals:

The Summit would be structured in a way to accomplish the following goals:

- Provide the City Council information and data directly from board and committee members who are charged with advising the City Council on matters of city interest. This information and data will be useful as the City Council reviews their 2030 Vision and sets their 2026 Priorities.
- Connect board and committee members to the City Council's 2030 Vision.
- Provide an opportunity for board and committee members to interact with each other and the City Council.
- Show appreciation for board and committee members and enhance the positive sense of community and service in Tualatin.

## Agenda:

- Welcome and Introductions
- Review the important role of the boards and committees and their relationship with the organization and the City Council
- Review the 2030 Vision Statements and their relevance to the community
- Working in small table groups (and potentially whole group work), engage in activities designed to solicit information about:
  - o Community strengths
  - o Community challenges and concerns
  - o Community opportunities
  - o Community priorities

## Logistics:

- December 10, Wednesday
- 6p – 8p
- Juanita Pohl Center
- Dinner provided
- Supported by members of the Executive Team and Board/Committee Staff Liaisons



# Board & Committee Summit



## Invited Boards & Committees:

- Architectural Review Board (6 + 3 alternates)
- Budget Committee (7 + student)
- Core Area Parking District Board (6)
- IDEA Committee (12 + student)
- Arts Committee (6 + student)
- Library Committee (6 + student)
- Parks Committee (6 + student)
- Planning Commission (7)

11

# NOVEMBER

2025

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4 6:00 pm TPARK Meeting	5	6	7	8
9	10 5:00 pm City Council Meeting	11 Veterans Day	12	13 6:30 pm Riverpark CIO Annual Meeting	14	15
16	17	18	19	20	21	22
23	24 5:00 pm City Council Meeting	25	26	27 Thanksgiving Day	28	29
30						

# 12

# DECEMBER

# 2025

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5 6:00 pm North Light Parade	6 6:00 pm South Light Parade
7 6:00 pm East Light Parade	8 5:00 pm City Council Meeting	9 6:00 pm TPARK Meeting	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24 Christmas Eve	25 Christmas Day	26	27
28	29	30	31 New Year's Eve			