

#### TUALATIN CITY COUNCIL MEETING

**MONDAY, APRIL 27, 2020** 

#### JUANITA POHL CENTER 8513 SW TUALATIN ROAD TUALATIN, OR 97062

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

#### Special Announcement Regarding April 27, 2020 City Council Meeting

The Tualatin City Council meeting scheduled for Monday, April 27 will proceed at this time with several modifications:

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 <u>Deputy City</u> <u>Recorder Nicole Morris</u> up until 4:30 pm on Monday, April 27. 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. As always, public comment is limited to three minutes per person.

Phone: +1 669 900 6833

Meeting ID: 966 8235 6181

Link: https://zoom.us/j/96682356181

Questions? Please contact Assistant to the City Manager Megan George.

#### 6:30 PM WORK SESSION

**<u>1.</u> Tualatin 2040 Work Plan.** Staff will present the Tualatin 2040 work plan for fiscal year 2020-2021.

#### 7:00 P.M. CITY COUNCIL MEETING

Call to Order

#### Announcements

- 1. Proclamation Declaring May 10-16, 2020 as National Police Week in the City of Tualatin
- Proclamation Declaring the Week of May 3 May 9, 2020 as Public Service Recognition Week

#### **Public Comment**

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

#### **Consent Agenda**

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

1. Consideration of Approval of the Regular Meeting Minutes of April 27, 2020

#### Public Hearings - Quasi-Judicial

 Consideration of Ordinance No. 1432-20 Requesting the Annexation of Approximately 1.2 acres of Public Right-of-Way Identified as SW 120th Ave on Tax Map 2S127C into the City of Tualatin; Withdrawing the Territory from the Washington County Enhanced Sheriff Patrol District; and Annexing Territory into the Boundary of Clean Water Services (File No. ANN 20-0001)

#### **Council Communications**

#### Adjournment

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

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 <u>www.tvctv.org/tualatin</u>.

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:	Aquilla Hurd-Ravich, AICP, Community Development Director Steve Koper, AICP, Planning Manager
DATE:	April 27, 2020

#### SUBJECT:

Tualatin | 2040 Work Plan (FY 2020-21)

#### **EXECUTIVE SUMMARY:**

Staff is pleased to present to the City Council the Tualatin | 2040 Work Plan for Fiscal Year 2020-21.

#### What We've Accomplished:

To date, both a Housing Needs Analysis, Economic Opportunities Analysis, and Policy Priorities document have been completed.

#### FY 2020-21 Work Plan Overview:

The Tualatin | 2040 Work Plan for FY 2020-21 includes two primary components: (1) a Comprehensive Plan Update, and (2) a Development Code Update.

The Comprehensive Plan Update would consist of the following:

- Separating the Plan text (also known as the Community Plan) from the Development Code, as identified during the Tualatin | 2040 project. The Plan text is currently Development Code Chapters 1-30.
- Updates to the text of the Introduction of the Plan, and adding pictures and graphics, to make the Plan more approachable and its purpose understandable to the general public.
- Updates to the Housing Element of the Plan to incorporate goals and policies identified in the 2019 Housing Needs Assessment, including policies that would promote a greater diversity of housing types in Tualatin.

The Comprehensive Plan Update work would begin in Spring/Summer of 2020, with community engagement during Summer/Fall of 2020, and adoption of the updates in Spring/Summer 2021.

The Development Code Updates would consist of the following:

- Code updates to implement Policy Priorities that were identified as "high" in the Tualatin | 2040 project aimed at allowing a greater diversity of housing types.
- Code updates needed to comply with the "missing middle" provisions of HB 2001.

The Development Code Update work would begin in early 2021. As of March 2020, Tualatin has applied for technical assistance from the Oregon Department of Land Conservation and Development (DLCD), recipients of which would be identified in November 2020. Community

engagement during Summer/Fall of 2021, and adoption of the code amendments by June 2022, which is the state mandated deadline to comply with HB 2001.

Community Engagement for the work to implement Tualatin | 2040 would:

- Involve the community by working with the public so that concerns and aspirations are considered and understood.
- Provide updates to the Planning Commission, City Council, and interested parties.
- Establish a web presence to provide updates and documents: tualatinoregon.gov/planning/tualatin-2040-work-plan.
- Go to where the people are by engaging the public at community events, CIO meetings, advisory committee meetings, and the Diversity Task Force.
- Commit to diversity, equity, and inclusion by offering translation services at public meetings, and translation of key documents.

#### FINANCIAL IMPLICATIONS:

The Tualatin | 2040 Work Plan is budgeted for in the FY 2019-20 and FY 2020-21 Planning budgets. Tualatin has requested technical assistance from the DLCD, which would be in the form of a DLCD-supplied consultant. If awarded, this assistance would reduce, though not eliminate the budgeted assumptions.

#### ATTACHMENTS:

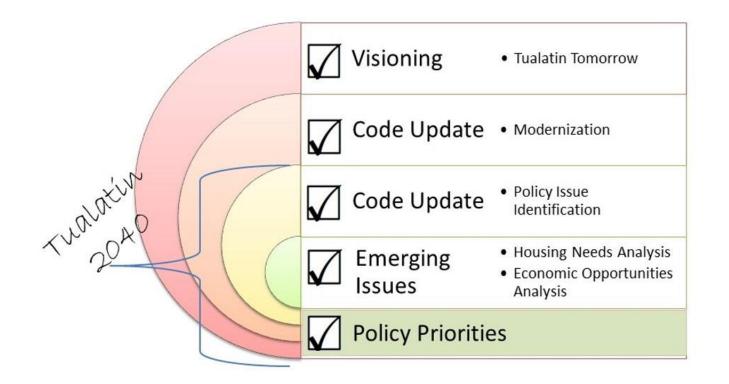
-FY 2020-21 Tualatin | 2040 Work Plan Presentation

Tualatin | 2040 2020-21 Work Plan City Council Meeting April 27, 2020



- What We've Accomplished
  - Housing Needs and Economic Opportunities Analyses; Policy Priorities
- FY 2020-21 Work Plan Overview
  - Comprehensive Plan Update
    - Separate plan from development code and update graphics
    - Update housing policies from Housing Needs Assessment
  - Development Code Updates "High" Policy Priorities and diversity of housing types
  - Community Engagement Plan
- Next Steps/Questions

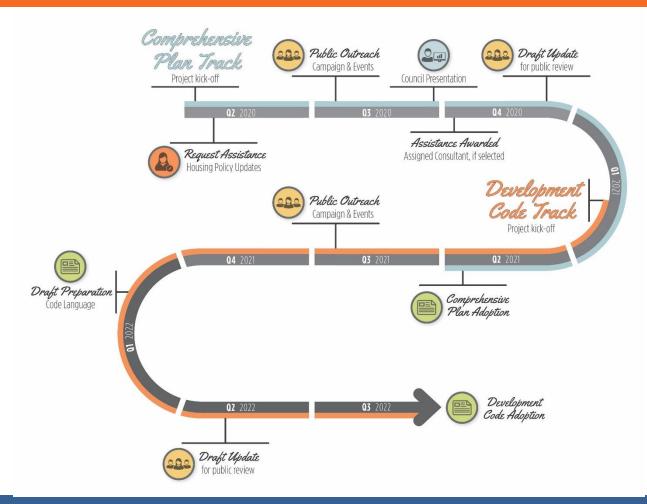




2020-21



### 2020-21 Work Plan Overview



Tualatin | 2040 Work Plan

2020-21



## **Comprehensive Plan Update**

- <u>Goals</u>:
- (1) Separate the Comprehensive Plan from the Development Code, as identified in the Tualatin | 2040 project.
- (2) Add photos and graphics and update the Introduction to make the Plan more relatable and usable.





# **Comp Plan Housing Policy Adoption**

- <u>Goal Cont'd</u>: (3) Update the Plan's Comp Plan's housing element to incorporate "high" Policy Priorities and to add policies identified in the HNA to encourage a diversity of housing types in Tualatin.
- <u>Timeline:</u>
  - Team creation and kick-off (Spring/Summer 2020)
  - Public outreach (Summer/Fall 2020)
  - Updates Plan Adoption (Spring/Summer 2021)



### **Development Code Updates**

- <u>Goal</u>: update the Development Code consistent with Plan update to housing element, encourage a diversity of housing types in Tualatin, and comply with HB 2001.
- <u>Timeline:</u>
  - DLCD identifies recipients for technical assistance (November 2020)
  - Team creation and kick-off (Early 2021)
  - Public outreach (Summer/Fall 2021)
  - Code Adoption (June 2022)

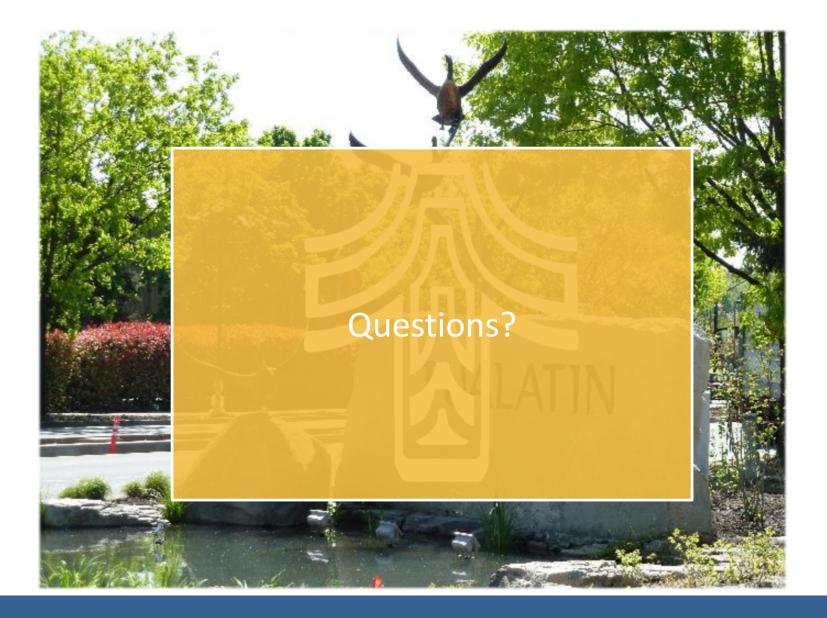
2020-21



- Involve the community by working with the public so that concerns and aspirations are considered and understood.
- **Provide updates** to the Planning Commission, City Council, and interested parties.
- Establish a web presence to provide updates and documents: <u>tualatinoregon.gov/planning/tualatin-2040-work-plan</u>.
- **Go to where the people are** by engaging the public at community events, CIO meetings, advisory committee meetings, and the Diversity Task Force.
- **Commit to diversity, equity, and inclusion** by offering translation services at public meetings, and translation of key documents.



- Comprehensive Plan Update (Separation/Housing)
  - Team creation and kick-off (Spring/Summer 2020)
- Development Code Updates (Housing/HB 2001)
  - Request for assistance submitted by Tualatin (March 2020)
    - DLCD identifies approved requests for assistance (November 2020)
- Next check-in with Council
  - July 2020



Tualatin | 2040 Work Plan

2020-21

### Proclamation

### Proclamation Declaring the Week of May 10 – 16, 2020 as National Police Week in the City of Tualatin

WHEREAS the Congress of the United States of America has designated the week of May 10 - 16, 2020 to be dedicated as *"National Police Week"* and May 15 of each year to be *"Police Memorial Day"* in honor of the Federal, State and Municipal Officers who have been killed or disabled in the line of duty; and

WHEREAS it is known that on average, one law enforcement officer is killed in the line of duty somewhere in the United States every 58 hours. Since the first known line-of-duty death in 1791, more than 21,000 U.S. law enforcement officers have made the ultimate sacrifice; and

WHEREAS law enforcement officers, including Tualatin Police Officers are our guardians of life and property and defenders of the individual rights of freedom; and

WHEREAS the City of Tualatin is proud of our law enforcement officers and wish to recognize their commitment to the public safety profession; and

WHEREAS the Tualatin Police Department and officers provide the highest quality services and are committed to the highest professional standards, working in partnership with our community, to meet the challenges of reducing crime, creating a safe environment, and improving our quality of life.

NOW, THEREFORE BE IT PROCLAIMED that the City of Tualatin designates the week of May 10-16, 2020 as "Police Memorial Week" in the City of Tualatin to call attention to Tualatin Police Officers for the outstanding service they provided to our community. The City Council also calls upon our residents and businesses to express their thanks to the men and women who make it possible for us to leave our homes and family in safety each day and return to our homes knowing they are protected by men and women willing to sacrifice their lives if necessary, to guard our loved ones, property, and government against all who would violate the law.

INTRODUCED AND ADOPTED this 27th day of April 2020.

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:	Stacy Ruthrauff, Human Resources Director
DATE:	April 27, 2020

#### SUBJECT:

Proclamation Declaring the Week of May 3 – May 9, 2020 as "Public Service Recognition Week."

#### **RECOMMENDATION:**

In honor of the hard work performed by the dedicated employees of the City of Tualatin, adopt the Proclamation recognizing May 3 – 9 2020 as Public Service Recognition Week.

#### FINANCIAL IMPLICATIONS:

none

#### ATTACHMENTS:

-Public Service Recognition Week Proclamation 2020

### Proclamation

Declaring the Week of May 3 - May 9, 2020 as "Public Service Recognition Week"

In Honor of the Public Employees of the City of Tualatin

WHEREAS, public service is an honorable calling that involves a wide variety of challenging and rewarding professions, including providing recreational services, maintaining public safety, improving transportation, protecting our environment, and performing administrative and management activities which are essential to efficient and effective operation of government; and

WHEREAS, Tualatin's city employees contribute significantly to the quality of life for the Tualatin community, with their commitment to excellence, high ethical standards, and diversity of skills; and

WHEREAS, excellence in the delivery of public service helps keep Tualatin strong, prosperous, and a wonderful place in which to live, work, play and volunteer; and

WHEREAS, this commemoration provides an opportunity to express our appreciation for the many contributions public employees make to our daily lives.

NOW, THEREFORE, IT IS PROCLAIMED by the Tualatin City Council that the week of May 3-9, 2020 be Public Service Recognition Week in the City of Tualatin and the Council encourages all citizens to recognize the accomplishments and contributions of public employees.

INTRODUCED AND ADOPTED this 27nd day of April, 2020.

CITY OF TUALATIN, OREGON

|--|

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 27, 2020

#### **SUBJECT:** Consideration of Approval of the Regular Meeting Minutes of April 27, 2020

#### **RECOMMENDATION:**

Staff respectfully recommends the Council adopt the attached minutes.

#### **ATTACHMENTS:**

-City Council Regular Meeting Minutes of April 27, 2020



Present: Mayor Bubenik, Council President Nancy Grimes, Councilor Morrison, Councilor Pratt, Councilor Brooks, Councilor Reyes, Councilor Kellogg

#### 7:00 P.M. CITY COUNCIL MEETING

#### Call to Order

Mayor Bubenik called the meeting to order at 7:07 p.m.

Mayor Bubenik addressed citizens in relation to the Stay at Home Order in Oregon. He thanked citizens for closely following the order. He encouraged citizens to support local businesses as much as possible.

Chief Steele reassured the public that the Police Department is still out serving the community.

#### Announcements

1. Proclamation Declaring the Week of April 19 – April 25, 2020 as Volunteer Appreciation Week in the City of Tualatin

Councilor Morrison read the proclamation declaring the week of April 19-25, 2020 as Volunteer Appreciation Week in the City of Tualatin.

#### **Public Comment**

None.

#### Consent Agenda

Motion to adopt the consent agenda made by Councilor Kellogg, Seconded by Councilor Brooks. 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 April 13, 2020
- 2. Consideration of Approval of a New Liquor License Application for Claim Jumper Restaurant
- 3. Consideration of Approval of a New Liquor License Application for El Juan Colorado
- 4. Consideration of Approval of a New Liquor License Application for Bridge City Spirits

#### **Special Reports**

1. Economic Stabilization Program Report

Economic Development Manager Jonathan Taylor presented a report on the Economic Stabilization Program. He recapped the application process and promotion that was conducted. Manager Taylor stated the city received 146 applications. He recapped the award and criteria ranking noting 62 applications made it through the initial process. An internal staff committee then ranked the applications using a non-biased numerical ranking system. From that process 54 applications where awarded funding. A total of \$252,000 was award, he noted the additional \$2,000 was a contribution from NW Natural Gas.

Councilor Brooks commended the city for coming together to issue these grants to help a variety of impacted business owners so quickly.

Council President Grimes thanked city staff for helping find a way to support our local businesses. She asked of the 54 recipients how many employees will the grant be helping. Manager Taylor stated he would need to further research the answer.

Mayor Bubenik thanked city staff for putting this program together so quickly. He thanked NW Natural Gas for their contribution.

Manager Taylor stated grant notifications will be sent out via email tomorrow.

Councilor Pratt asked how many people where part of the internal staff committee. Manager Taylor stated there were three individuals on the committee.

#### **General Business**

1. Consideration of <u>Ordinance No. 1433-20</u> Relating to Public Meetings; and Amending Tualatin Municipal Code Chapter 1-04

Mayor Bubenik stated this ordinance is being brought back from the last meeting for consideration.

City Attorney Sean Brady noted there is a section in the language to put this into effect immediately, if not unanimous it would go into effect in 30 days.

Councilor Morrison stated he believes 48 hours is enough time for notification for an emergency meeting, which is why he is opposed to the change.

Motion for third reading by title only made by Councilor Brooks, Seconded by Councilor Pratt. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Reyes, Councilor Pratt, Councilor Morrison Absent: Councilor Kellogg MOTION PASSED

Motion to adopt Ordinance No. 1433-20 relating to public meetings; and amending Tualatin Municipal Code Chapter 1-04 made by Councilor Brooks, Seconded by Council President Grimes.

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

Voting Nay: Councilor Morrison Absent: Councilor Kellogg MOTION PASSED

2. Consideration of Resolution No. 5486-20 Amending Rule 2 of the Council Rules

City Attorney Brady stated this resolution updates the council rules to match the ordinance that was adopted.

Motion to adopt Resolution No. 5486-20 amending rule two of the Council Rules made by Council President Grimes, Seconded by Councilor Brooks. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Reyes, Councilor Pratt Voting Nay: Councilor Morrison Absent: Councilor Kellogg MOTION PASSED

 Consideration of <u>Ordinance No. 1434-20</u> Relating to Mobile Food Units and Amending Tualatin Municipal Code Chapter 9-10 to allow Mobile Food Units to Operate in the General Commercial Zones Abutting 99W

Community Development Director Aquilla Hurd-Ravich stated this ordinance will allow a portion of the general commercial zone along Hwy 99W to allow food carts and mobile food units. This will provide more options for the west side of Tualatin. She stated staff's recommendation is approval of the ordinance.

Mayor Bubenik stated both the Chamber of Commerce and Commercial CIO are in favor of the ordinance. He stated this still protects the downtown core restaurants.

Motion for first reading by title only made by Council President Grimes, Seconded by Councilor Brooks.

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

Motion for second reading by title only made by Council President Grimes, Seconded by Councilor Brooks. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Morrison, Councilor Reyes, Councilor Pratt Absent: Councilor Kellogg MOTION PASSED

Motion to adopt Ordinance No. 1434-20 relating to mobile food units and amending Tualatin Municipal Code Chapter 9-10 to allow mobile food units to operate in the General Commercial Zones abutting 99W made by Council President Grimes, Seconded by Councilor Brooks. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Morrison, Councilor Reyes, Councilor Pratt Absent: Councilor Kellogg MOTION PASSED 4. Consideration of <u>Ordinance No. 1435-20</u> Relating to the Public Works Construction Code; Amending Tualatin Municipal Code Chapter 2-03: and Creating New Provisions

City Attorney Brady presented an ordinance with updates to the Public Works Construction Code. He stated the Public Works Construction Code is how the city implements its designs standards for public improvements. Attorney Brady noted under the current code the rules come to council for consideration and adoption. He stated this has caused a delay in changes. Attorney Brady stated the proposed ordinance would allow staff to draft revisions and publicly notice the proposed administrative rules. He noted noticing would include notification to all interested parties and made available on the cities website. Public comment would be accepted for fifteen days. Attorney Brady stated the changes would allow for a more efficient and timely update process.

Councilor Pratt expressed concerns with items that are visible to the community such as street lights and the ability for public comment. She asked if public facing items would have an additional process. City Engineer Kim McMillan stated it would be the same process and city staff can add Council to the interested parties list so Council can comment on any changes.

Motion for first reading by title only made by Councilor Morrison, Seconded by Councilor Pratt. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Morrison, Councilor Reyes, Councilor Pratt Absent: Councilor Kellogg MOTION PASSED

Motion for second reading by title only made by Council President Grimes, Seconded by Councilor Morrison. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Morrison, Councilor Reyes, Councilor Pratt Voting Abstaining: Councilor Kellogg MOTION PASSED

Motion to adopt Ordinance No. 1435-20 relating to the Public Works Construction Code; amending Tualatin Municipal Code Chapter 2-03: and creating new provisions made by Council President Grimes, Seconded by Councilor Morrison. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Morrison, Councilor Reyes, Councilor Pratt Absent: Councilor Kellogg MOTION PASSED

5. Consideration of <u>Ordinance No. 1436-20</u> Amending Tualatin Municipal Code, Chapter 1-06 Relating to New Provisions of the Personnel Rules

City Attorney Brady presented provisions to the new personnel rules. He stated current rules are adopt by Council. This ordinance modifies the current practice to allow the City and Human Resources to amend rules as needed, especially in times of change.

Councilor Pratt asked how Council could amend a future rule if needed. Attorney Brady stated Council can change any rule via the resolution process.

Councilor Brooks asked about communications regarding rule changes. Attorney Brady stated the ordinance states the employment rules will be published on the cities website and a notification list will be maintained.

Councilor Morrison asked about the word "shall" being changed to "must" in the ordinance. Attorney Brady explained different interpretations of shall and noted "must" adds better clarification.

Motion for first reading by title only made by Council President Grimes, Seconded by Councilor Brooks.

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

Motion for second reading by title only made by Council President Grimes, Seconded by Councilor Brooks. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Morrison, Councilor Reyes, Councilor Pratt Absent: Councilor Kellogg MOTION PASSED

Motion to adopt Ordinance No. 1436-20 amending Tualatin Municipal Code, Chapter 1-06 relating to new provisions of the personnel rules made by Council President Grimes, Seconded by Councilor Pratt. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Morrison, Councilor Reyes, Councilor Pratt Absent: Councilor Kellogg MOTION PASSED

 Consideration of <u>Resolution No. 5489-20</u> Ratifying the Mayor's Order Declaring a Moratorium on Residential and Commercial Evictions within the City of Tualatin During the COVID- 19 State of Emergency

Mayor Bubenik stated he issued this emergency order last week to prevent evictions for residential and commercial units.

Council President Grimes asked what relief is available to landlords. Mayor Bubenik stated this isn't a waiver this is a deferral of rent. His hope is that aide will begin being distributed shortly to help tenants make payments.

Councilor Morrison stated everyone involved understands the situation. He is in favor of the resolution.

Councilor Reyes stated she is favor of the resolution. She expressed concern for landlords and the potential for a negative ripple effect. Attorney Brady stated the order just prevents the landlord from evicting the tenant not from collecting rent. Landlords can evict at the end of the period if necessary.

Councilor Brooks noted banks are currently offering deferrals and there are small business relief programs available.

Council President Grimes asked how we leave the state of emergency and when that is expected to happen. Mayor Bubenik stated he has heard this will continue into May.

Councilor Kellogg rejoined the meeting at 8:47 p.m.

Councilor Pratt expressed concern for landlords.

Motion to adopt <u>Resolution No. 5489-20</u> Ratifying the Mayor's Order Declaring a Moratorium on Residential and Commercial Evictions within the City of Tualatin During the COVID- 19 State of Emergency made by Councilor Brooks, Seconded by Councilor Pratt. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Pratt Voting Nay: Councilor Reyes MOTION PASSED

#### **Council Communications**

Councilor Pratt stated she has been impressed with social distancing in the community. She thanked city staff for their great communication. Councilor Pratt stated she was glad to see the Gift Card for Good program in action.

Councilor Brooks thanked the community for doing the "Stay Safe, Stay Home" order so effectively. She stated she attended a virtual Policy Advisory Board meeting and provided a recap of the meeting.

Councilor Reyes stated she is very proud of all of the community support in the city.

Councilor Morrison stated he virtually attended the Washington County Coordinating Committee. He stated the Packed with Pride program that is part of the school district in in desperate need of funds. The group is working with US Bank to secure a grant.

Councilor Kellogg stated somberly that he is afraid the virus may last through the fall and we need to be prepared to move forward in the same manner we currently are operating in. He wants to focus preparations on a longer enduring containment period.

Council President Grimes praised city staff for how well the city has been functioning and the level of service they are still able to provide to residents.

Mayor Bubenik encourage citizens to complete their census. He stated he virtually attended the Washington County Coordinating Committee. Mayor Bubenik thanked the residents of Tualatin for heeding the Stay at Home order.

#### Adjournment

Mayor Bubenik adjourned the meeting at 9:15 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:	Tabitha Boschetti, AICP, Assistant Planner Steve Koper, AICP, Planning Manager
DATE:	April 27, 2020

#### SUBJECT:

Consideration of Ordinance No. 1432-20, requesting the annexation of approximately 1.2 acres of public right-of-way identified as SW 120<sup>th</sup> Ave on Tax Map 2S127C into the City of Tualatin; withdrawing the territory from the Washington County Enhanced Sheriff Patrol District; and annexing territory into the boundary of Clean Water Services (File No. ANN 20-0001). No development is proposed as part of this request.

#### **RECOMMENDATION:**

Staff recommends that Council adopt Ordinance No. 1432-20.

#### **EXECUTIVE SUMMARY:**

This matter is a quasi-judicial public hearing.

The applicant, City of Tualatin, represented by Casey Fergeson Project Engineer with the Engineering Division, with consent from Washington County which currently owns the public right-of-way, requests approval to annex approximately 1.2 acres of public right-of-way (ROW) into the City of Tualatin. This action will facilitate the transfer of jurisdiction over a new roadway segment from Washington County to the City of Tualatin. The territory is currently being developed as a public roadway, though the development is under the review of a separate permit and not under consideration as part of this application.

The territory is comprised of approximately 1.2 acres of ROW designated as SW 120<sup>th</sup> Ave. on Tax Map 2S127C, running from the southern extent of SW Itel Street and to the southern extent of the undeveloped SW Blake Street ROW, as shown in Exhibit 2. The land is contiguous to the existing Tualatin city limits, currently located within unincorporated Washington County and the City of Tualatin Urban Planning Area.

If approved, in conjunction with approval of the proposed annexation, the subject properties would be withdrawn from the Washington County Enhanced Sheriff Patrol District (ESPD). Upon annexation, the land use designation of Manufacturing Business Park (MBP) would be applied consistent with Community Plan Map 9-1, as shown in Exhibit 3.

Before granting the proposed annexation, the City Council must find that the annexation conforms to the applicable criteria of TDC Section 31.010, Metro Code Section 3.09, and ORS 222. The Analysis and Findings (Exhibit 3) examines the application in respect to the requirements for granting an annexation. Staff finds that the annexation meets the applicable criteria.

#### **OUTCOMES OF RECOMMENDATION:**

Approval of the annexation request and adoption of Ordinance No. 1432-20 will result in the following:

- Annexation of the property to the City of Tualatin.
- Designation of the property with the Manufacturing Business Park (MBP) planning districts.
- Concurrent annexation of the property into the Clean Water Services District boundary.
- Concurrent withdrawal of the property from the Washington County Enhanced Sheriff Patrol District.

#### ALTERNATIVES TO RECOMMENDATION:

The alternatives to the staff recommendation include:

- Continuation of the hearing to a date certain in the future; or
- Denial of the annexation request.

#### FINANCIAL IMPLICATIONS:

N/A

#### ATTACHMENTS:

Ord 1432-20 SW 120<sup>th</sup> Ave ROW Exhibit 1. Legal Description Exhibit 2. Map Exhibit 3. Analysis, Findings, and Exhibits Exhibit 4. Washington County letter Exhibit 5. Southwest Concept Plan Map Attachment A. Council Presentation

#### ORDINANCE NO. <u>1432-20</u>

# AN ORDINANCE ANNEXING PORTIONS OF SW 120<sup>TH</sup> AVE; WITHDRAWING THE TERRITORY FROM THE WASHINGTON COUNTY ENHANCED SHERIFF PATROL DISTRICT; AND ANNEXING TERRITORY INTO THE BOUNDARY OF CLEAN WATER SERVICES (ANN 20-0001)

WHEREAS, the City of Tualatin, represented by Casey Fergeson Project Engineer with the Engineering Division, with consent from Washington County, submitted a petition for annexation of approximately 1.2 acres of public right-of-way identified as SW 120<sup>th</sup> Ave on Tax Map 2S127C, running from the southern extent of SW Itel Street and to the southern extent of the undeveloped SW Blake Street ROW, hereafter called the "Property," into the City of Tualatin;

WHEREAS, the City of Tualatin is authorized to annex territory under ORS Chapter 222 and Metro Code Chapter 3.09;

WHEREAS, the annexation of the Property has been requested by 100 percent of the property owners, 100 percent of the electors, and qualifies for annexation under ORS 222.125;

WHEREAS, Washington County has not opposed the annexation in accordance with the Urban Growth Management Agreement between the County and the City;

WHEREAS, Metro does not oppose the annexation;

WHEREAS, under ORS 199.510(2)(c), when a city receives services from a district and is part of that district, any territory annexed to the city is to be included in the boundaries of the district and subject to all liabilities of the district in the same manner and to the same extent as other territory included in the district;

WHEREAS, the City receives sewer, storm, and surface water management services from Clean Water Services and is part of the Clean Water Services district, as referenced ORS 199.510(2)(c);

WHEREAS, the Property is in the Washington County Enhanced Sheriff Patrol District;

WHEREAS, ORS 222.520(1) authorizes cities to withdraw territory from districts concurrent with the annexation decision;

WHEREAS, notice of public hearing on the annexation petition was given as required by Tualatin Development Code 32.260;

WHEREAS, the Council conducted a public hearing relating to the annexation on April 27, 2020, where Council heard and considered the testimony and evidence presented by the City staff, the applicant, and those appearing at the public hearing; and

WHEREAS, after the conclusion of the public hearing Council determined the annexation is consistent with all applicable legal requirements of state law, Metro code, and

Ordinance No. <u>1432 -20</u>

City ordinances related to annexing property and voted to approve the application by unanimous vote.

THE CITY OF TUALATIN ORDAINS AS FOLLOWS:

Section 1. The Property identified in the legal description attached as Exhibit 1 and as more fully depicted in the map in Exhibit 2, which are both incorporated by reference, is hereby annexed to and made a part of the City of Tualatin.

**Section 2.** The findings attached as Exhibit 3, which are incorporated herein by reference, are hereby adopted.

**Section 3.** The City Recorder is directed to forward copies of this Ordinance to the Oregon Department of Revenue.

**Section 4.** Within five days of receipt of the required information from the Oregon State Department of Revenue, the City Recorder is directed to send copies of this Ordinance and the approval from the Oregon Department of Revenue to Metro for filing with the Oregon Secretary of State.

**Section 5.** The annexation of the Property is effective from the date the annexation is filed with the Oregon Secretary of State, as provided in ORS 222.180.

**Section 6.** On the effective date of the annexation, the Property is withdrawn from the Washington County Enhanced Sheriff Patrol District.

Section 7. On the effective date of the annexation, under ORS 199.510(2)(c), the property is also being annexed into the boundaries of Clean Water Services for the provision of sanitary sewer, storm, and surface water management.

**Section 8.** The City Recorder is directed to forward copies of this Ordinance and all other required materials to all public utilities and telecommunications utilities operating within the City in accordance with ORS 222.005.

Adopted by the City Council this day of , 2020.

CITY OF TUALATIN,	OREGON
-------------------	--------

BY \_\_\_\_\_ Mayor

APPROVED AS TO FORM

ATTEST:

BY \_\_\_\_\_

BY \_\_\_\_\_ City Attorney

City Recorder

Exhibit 1 to Ordinance No. 1432-20

#### **DESCRIPTION FOR ANNEXATION**

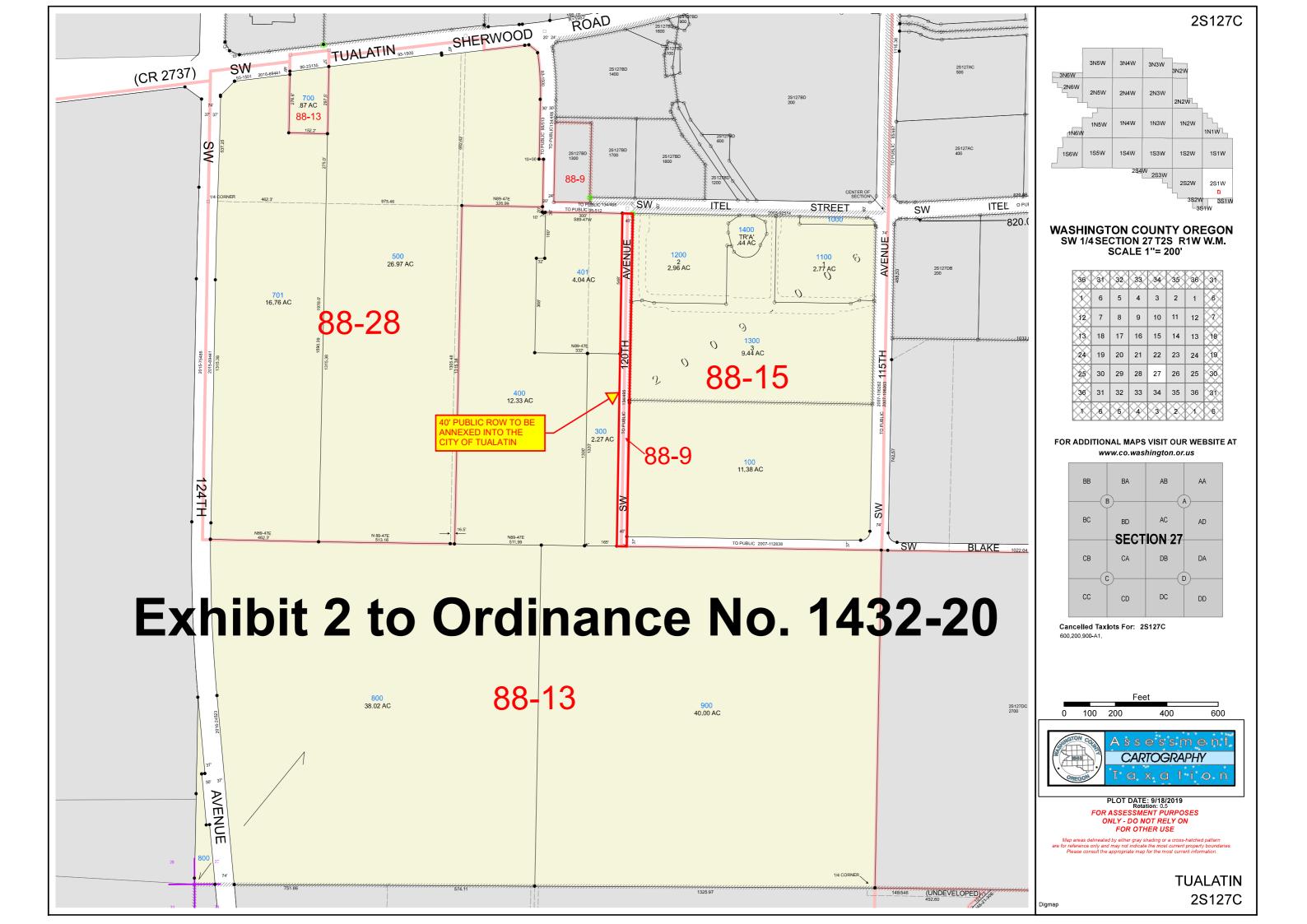
All of SW 120<sup>th</sup> Avenue lying South of SW Itel Street in the Southwest quarter of Section 27, Township 2 South, Range 1 West, Washington County Oregon.

#### **ANNEXATION CERTIFIED**

BY\_\_\_\_F

FEB 2 6 2020

WASHINGTON COUNTY A & T CARTOGRAPHY



#### ANN20-0001 Annexation Analysis and Findings

Case #:	ANN 20-0001
Project:	SW 120 <sup>th</sup> (SW 119 <sup>th</sup> ) Right-of-Way Annexation
Location:	Public ROW designated as SW 120 <sup>th</sup> on Tax Map 2S127C south of SW Itel Street
Owner: Applicant:	Washington County City of Tualatin, represented by Casey Fergeson

#### Introduction

#### A. Applicable Criteria

Annexations are reviewed under Tualatin Development Code (TDC) Chapter 33.010, *Annexations*. This code refers to Metro Code 3.09, *Local Government Boundary Changes*, and the applicable provisions of ORS Chapter 222, which also govern annexations.

#### **B.** Project Description

The City of Tualatin intends to develop a portion of right-of-way (ROW) and assume jurisdiction over newly constructed roadway within said ROW. The land is currently within unincorporated Washington County. This annexation is proposed in order to facilitate City jurisdiction over the ROW; the transfer of jurisdiction is a separate action, but enabled by annexation.

Development of the right-of-way is ongoing while the land remains in Washington County, though not considered as part of this annexation application. The City of Tualatin intends to refer to the developed street as SW 119<sup>th</sup> Ave, reflecting its position east of other ROW segments labeled as SW 120<sup>th</sup> Ave. Both names may be used in the supporting documentation.

In conjunction with approval of the proposed annexation, the subject property are withdrawn from the Washington County Enhanced Sheriff Patrol District (ESPD) and Washington County Urban Road Maintenance District. The territory is also to be annexed into the Clean Water Services District.

#### C. Site Description

The annexation would include an area of ROW designated as SW 120<sup>th</sup> on Tax Map 2S127C, south of SW Itel Street and extending to the southern extent of the SW Blake Street ROW, as shown in Exhibit A. No private property is included with this annexation petition.

The east side of the ROW is industrial land within the City of Tualatin, including a recently developed warehouse and distribution facility that will be served by the new roadway. To the west of the ROW, land is owned by Tigard Sand and Gravel as part of their quarry operation.

The ROW segment connects to SW Itel Street at the north extent, and to an undeveloped portion of the SW Blake Street ROW at the southern extent.

#### **D.** Attachments

- A. Application
- B. Community Plan Map 9-1

#### TDC Chapter 33, Applications and Approval Criteria

#### Section 33.010 Annexations

To grant an annexation application, the Council must find:

#### (a) The territory to be annexed is within the Metro Urban Growth Boundary;

#### Finding:

As shown in Exhibit B, the subject property is within the Metro Urban Growth Boundary and within Tualatin's Urban Planning Area. This standard is met.

#### (b) The owners of the territory to be annexed have petitioned to be annexed;

#### Finding:

The subject territory is public ROW under jurisdiction of Washington County. Washington County has expressed their consent and cooperation for the City of Tualatin representative to pursue annexation of this ROW on their behalf as documented in Exhibit 4. This standard is met.

#### (c) The application conforms to the applicable criteria in Metro Code 3.09; and

#### Chapter 3.09 Local Government Boundary Changes

#### <u>Chapter 3.09.050 Hearing and Decision Requirements for Decisions Other Than</u> <u>Expedited Decisions</u>

[...]

B. Not later than 15 days prior to the date set for a hearing the reviewing entity shall make available to the public a report that addresses the criteria identified in subsection (D) and includes the following information:

1. The extent to which urban services are available to serve the affected territory, including any extra territorial extensions of service;

Finding:

This annexation supports development of a public roadway as designated by the City's Functional Classification and Traffic Signal Plan, TDC Figure 11-1, enhancing the supply of urban services. The ROW would not host new private development requiring additional urban services such as sewer, school services, or water. Services necessary for a roadway, such as emergency services are available to areas throughout the City of Tualatin. This standard is met.

2. Whether the proposed boundary change will result in the withdrawal of the affected territory from the legal boundary of any necessary party; and

#### Finding:

The proposed boundary change will withdraw the property from the Washington County Enhanced Sheriff Patrol District and the Washington County Urban Road Maintenance District. This standard is met.

3. The proposed effective date of the boundary change. [...]

#### Finding:

The annexation of the subject territory is effective from the date the annexation is filed with the Oregon Secretary of State, as provided in ORS 222.180. This standard is met.

D. To approve a boundary change, the reviewing entity shall apply the criteria and consider the factors set forth in subsections (D) and (E) of section 3.09.045.

#### Finding:

These standards are addressed below.

#### 3.09.045 Expedited Decisions

D. To approve a boundary change through an expedited process, the city shall:

1. Find that the change is consistent with expressly applicable provisions in: a. Any applicable urban service agreement adopted pursuant to ORS 195.065;

#### Finding:

The Urban Planning Area Agreement between Washington County and the City of Tualatin acknowledges this property as part of the City of Tualatin's Urban Planning Area. As such, this agreement stipulates that urban services will generally be provided by the City upon annexation, except where the City holds intergovernmental agreements (IGAs) with other service providers. The subject territory will also be annexed into the Clean Water Services district.

The subject territory is already within, and would remain within, the, Tualatin Valley Fire and Rescue, TriMet, and the Sherwood School District. The annexation would prompt withdrawal from the Washington County Enhanced Sheriff Patrol District and the Washington County Urban Road Maintenance District. The annexation would not create any inconsistencies with any urban service agreements. This standard is met.

#### b. Any applicable annexation plan adopted pursuant to ORS 195.205;

#### Finding:

No applicable annexation plan exists for this area. This standard is not applicable.

### c. Any applicable cooperative planning agreement adopted pursuant to ORS 195.020(2) between the affected entity and a necessary party;

#### Finding:

No applicable cooperative planning agreement exists for this area. This standard is not applicable.

d. Any applicable public facility plan adopted pursuant to a statewide planning goal on public facilities and services;

#### Finding:

The City's Transportation System Plan (2014) and public facilities plans contained within Tualatin's Comprehensive Plan reflect the Urban Planning Area that contains the extent of this territory and plans for eventual annexation. This standard is met.

#### e. Any applicable comprehensive plan;

#### Finding:

The City of Tualatin's Comprehensive Plan contains the Community Plan Map 9-1, (Exhibit B) showing this territory as part of the Urban Planning Area. The future street is Manufacturing Business Park (MBP).

The provisions of the Comprehensive Plan that relate to annexations, found in TDC Chapter 4, Community Growth, are fully reflected in the criteria presented in

the implementing sections of the TDC Chapter 33.010, Annexations, and Chapter 32.260, Annexation Procedures. This standard is met.

#### f. Any applicable concept plan; and

#### Finding:

This territory is included in the Southwest Tualatin Concept Plan (2010) as shown in Exhibit 5. This plan anticipated the annexation of this territory, and concepts for a local street in this area. This standard is met.

#### 2. Consider whether the boundary change would:

a. Promote the timely, orderly and economic provision of public facilities and services;

b. Affect the quality and quantity of urban services; and

c. Eliminate or avoid unnecessary duplication of facilities or services.

#### Finding:

The boundary change supports the creation of a local street under the jurisdiction of the City of Tualatin, supporting nearby industrial development in a manner that improves the quality and quantity of urban services. The territory is adjacent to existing services including utilities in SW Itel Street; needed services for public infrastructure are typically minimal and new services would not be necessitated by the annexation.

Standards A through C are met.

E. A city may not annex territory that lies outside the UGB, except it may annex a lot or parcel that lies partially within and partially outside the UGB.

#### Finding:

The subject territory is wholly within the UGB. This standard is met.

#### (d) The application is consistent with applicable provisions of ORS Chapter 222.

<u>ORS 222.111(1)</u> When a proposal containing the terms of annexation is approved in the manner provided by the charter of the annexing city or by ORS 222.111 to 222.180 or 222.840 to 222.915, the boundaries of any city may be extended by the annexation of territory that is not within a city and that is contiguous to the city or separated from it only by a public right of way or a stream, bay, lake or other body of water. Such territory may lie either wholly or partially within or without the same county in which the city lies."

#### Finding:

As shown on the Community Plan Map 9-1 (Exhibit B), the subject property is not within a city and is contiguous to the City of Tualatin. This standard is met.

<u>ORS 222.520(1)</u> Whenever a part less than the entire area of a district named in ORS 222.510 becomes incorporated as or annexed to a city in accordance with law, the city may cause that part to be withdrawn from the district in the manner set forth in ORS 222.120 or at any time after such incorporation or annexation in the manner set forth in ORS 222.524. Until so withdrawn, the part of such a district incorporated or annexed into a city shall continue to be a part of the district.

#### Finding:

The subject properties are in the Washington County Enhanced Sheriff Patrol District and the Washington County Urban Road Maintenance District. As part of this annexation, the subject properties will be withdrawn from the Enhanced Sheriff Patrol District and the Urban Road Maintenance District. Police services will be provided by the City of Tualatin. Because the proposed boundary change is consistent with state and local law, this standard is met.

#### **Conclusion and Recommendation:**

Based on the application and the above analysis and findings, the proposed annexation complies with applicable Oregon Revised Statutes, Metro Code, and TDC. Accordingly, staff recommends City Council approval of File No. ANN 20-0001 and adoption of corresponding Ord. No. 1432-20.

	Attachment A to Exhibit 3 to
	CITY OF TUALATIN Ordinance No. 1432-20
	Community Development Department-Planning Division
	Land Use Application—Type IV
PROPOSAL NAME	5W 119TH ROW ANNEXATTON
PROPOSAL SUMM	MARY (Brief description)
PROPOSI	AL TO ANNEX SW IZOTH AVE ROW INTO THE CITY RATIN FROM WASHINGTON COUNTY.
OF TVA	RATIN FROM WASHINGTON COUNTY.
PROPERTY INFOR	
Location (address if	Favailable): SW 120TH AVE, SOUTH OF ITEL STREET s): T2SR1W27C Planning District: MG
Tax Map & Lot #(s	s): T25 R1W 27C Planning District: MG
Total site size:	1.20AC
ADDUCANT/CONT	
	TACT INFORMATION
Applicant or Prima	18880 SW MARTINAZZI AVE
Mailing Address:	10000 SW MARTINAEL AVE
City/State: 0	ALATINOR Zip: 97062
Phone: 503-	Email: <u>Cfergeson@tualatin.gov</u>
Applicant's Signat	ure: <u>Careyfurgeson</u> Email: <u>Cfergeson@tualatin.gov</u> Date: <u>3/10/2020</u>
information provided	e that I have read this application and understand the requirements for approving and denying the application, that the is correct, that I am the owner or authorized agent of the owner, and that plans submitted are in compliance with the City of t (TDC) and Municipal (TMC) Codes.

### PROPERTY OWNER/DEED HOLDER INFORMATION

Name:	
Mailing Address:	
City/State:	
Property Owner Signature: Power of attorney or letter of authorization required if application not signed by the property of	
LAND USE APPLICATION TYPE    Annexation (ANN)  Plan Map Amendment (PMA)    Conditional Use Permit (CUP)  Plan Text Amendment (PTA)    Central Urban Renewal Master  Other    Historic Landmark Designation or Removal of Designation (HIST)	FOR STAFF USE ONLY    Case No.:

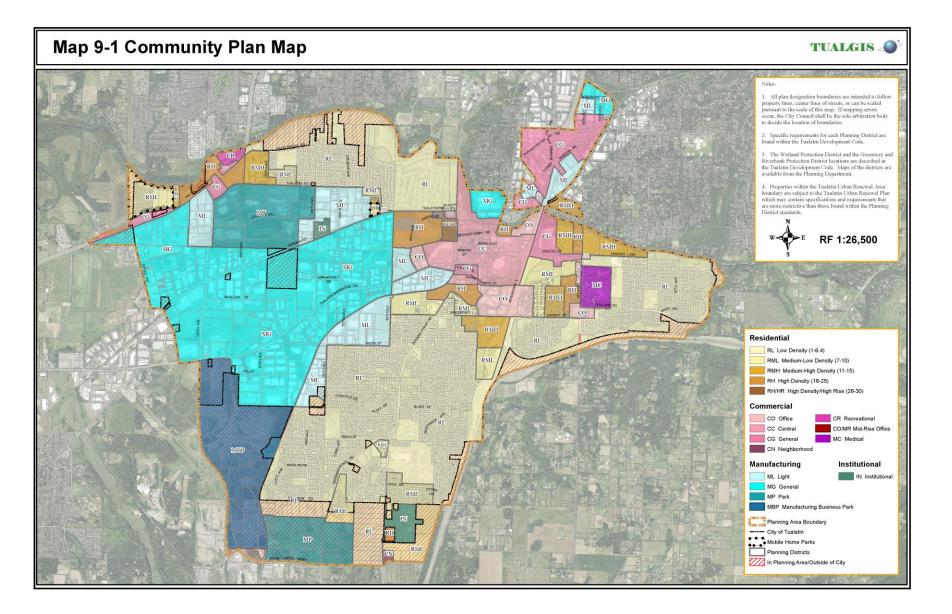
### **ANNEXATION PROPERTY INFORMATION SHEET**

EXISTING CONDITIONS IN AREA TO BE ANNEXED:
Land area, in acres: 1.20 AC (EXISTING SW 120TH ROW)
General description of territory (Include topographic features such as slopes, vegetation, drainage basins, and floodplain areas which are pertinent to this proposal): THE SITE IS GENERALLY FLAT W/SOME LARGE THEES ON THE EASTERN BOUNDARY.
Describe land uses on surrounding parcels (Use tax lots as reference points) North: <u>Sい ITEL STREET</u>
South: TIGARD SAND & GRAVEL
East: WESTERN PRECISION PRODUCTS (251W27C001200) INNOVATIVE BAKERY RESOURCES (251W27C001300) AMAZON (251W27C000100)
West: VACANT LAND [TIGARD SAND & GRAVEL] (ZS1WZ7C000300) ASHWOOD CONSTRUCTION INC. (ZS1WZ7C000401)
EXISTING LAND USE:
Number of existing units/structures:
Single-family: Multi-family: Commercial: Industrial: Describe existing units/structures: STRUCTURES
What is the current use(s) of the land proposed to be annexed: $RIGHT - oF - WAY$

Annexation Application Community Development Department - Planning Division

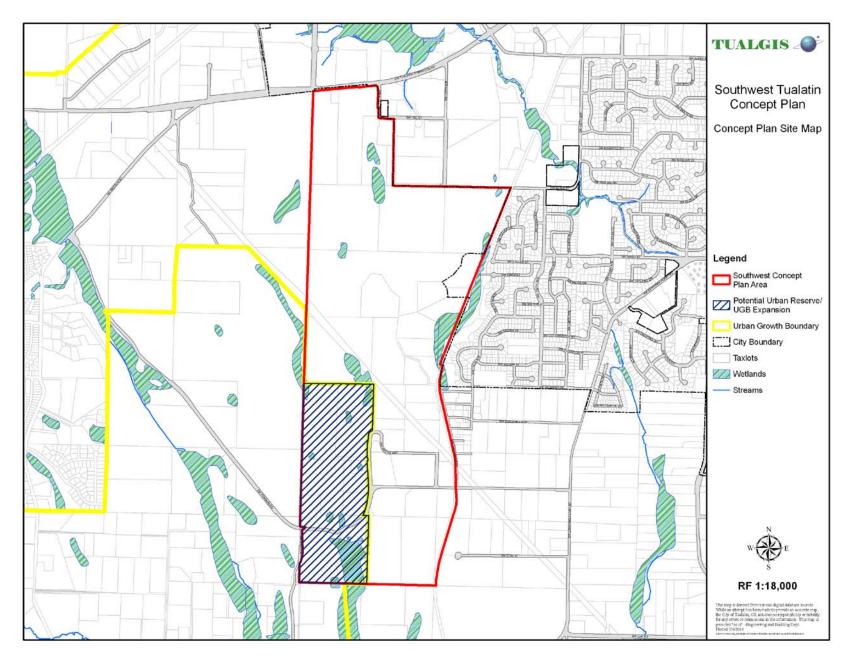
Public facilities or other uses: N/A
Total current year assessed valuation – Land \$: Structures \$:
Total existing population:
Is the territory contiguous to the City limits:No
Is the subject territory inside or outside of the Metro Regional Urban Growth Boundary:ろいしを
<b>URBAN SERVICE PROVIDERS:</b> If the territory described in the proposal is presently included within the boundaries of any of the following type of governmental units, please indicate so by stating the name or names of the governmental units involved.
County: WASHINGTON COUNTY Highway Lighting District: N/A
Highway Lighting District: N/A Fire District: TUALATIN VALLEY FIRE & RESCUE
Sanitary District: CLEAN WATER SERVICES
Water District: CITY OF TUALATIN
Grade School District: TIGARD - TUALATIN SCHOOL DISTRICT
High School District: TIGARD - TUALATIN SCHOOL DISTRICT
Library District: CITY OF TVALATIN
Drainage District: CLEAN WATER SERVICES
Parks & Recreation District: CITY OF TVALATIN
Other:
Is the territory served by any of the providers listed above (describe existing connections to public services): $NoNE$

### Attachment B to Exhibit 3 to Ordinance No. 1432-20



### Attachment C to Exhibit 3 to Ordinance No. 1432-20

#### Figure 1 Site Map



Attachment D to Exhibit 3 to Ordinance No. 1432-20



### WASHINGTON COUNTY OREGON

February 19, 2020

Sean Brady, City Attorney City of Tualatin 18880 SW Martinazzi Ave Tualatin, OR 97062

Dear Mr. Brady,

Washington County staff have reviewed the materials provided for the City of Tualatin's proposed annexation of the right-of-way of 120th Avenue and a portion of Itel Street into the city of Tualatin.

The proposed annexation is entirely within the area referenced in Washington County's Urban Planning Area Agreement (UPAA) with the City of Tualatin. That agreement contains the following clause:

*G.* The COUNTY shall not oppose annexations to the CITY within the CITY's Urban Planning Area.

The County consents to this annexation. Both 120th and Itel are local roads, therefore annexation will automatically transfer roadway jurisdiction and maintenance authority to the City.

County staff look forward to further coordination with the City of Tualatin.

Sincerely,

Stephen Roberts, Director of Land Use & Transportation

cc: Andy Back, Planning and Development Services Manager Erin Wardell, Principal Transportation Planner Theresa Cherniak, Principal Community Planner

> Department of Land Use & Transportation · Office of the Director 155 N First Avenue, Ste. 350 · Hillsboro, OR 97124-3072 Phone: 503-846-6737 · Fax: 503-846-3588 Website: <u>www.co.washington.or.us/lut</u>

ANN 20-0001 Right of Way Annexation SW 120<sup>th</sup> Ave. (SW 119<sup>th</sup>)

## Tualatin City Council April 27, 2020



## Proposal

- Annex public ROW at SW 120<sup>th</sup> Ave.
- Owned by Washington County
- Jurisdiction to transfer to Tualatin; road to be called SW 119<sup>th</sup> Ave











# Criteria

- TDC 33.010 Annexations
  - Within Urban Growth Boundary
  - Owner has petitioned to be annexed
  - Meets Metro Code 3.09
  - Meets ORS Chapter 222
- Roadway development is separate from this review



# Staff Recommendation

The proposed annexation complies with applicable Oregon Revised Statutes, Metro Code, and TDC. Staff recommends City Council approval of the File

No. ANN 20-0001 with Ordinance 1432-20



## Questions and Discussion



