



**OFFICIAL AGENDA FOR TUALATIN DEVELOPMENT COMMISSION  
MEETING**

**January 24, 2011**

**A. CALL TO ORDER**

**B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS**

1. Swearing-in of Chairman-elect Ogden, and Commissioners-elect Barhyte, Brooksby and Bubenik

**C. CITIZEN COMMENTS**

*This section of the agenda allows citizens to address the Commission regarding any issue not on the 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.*

**D. CONSENT AGENDA**

*The Consent Agenda will be enacted with one vote. The Chairman will first ask the staff, the public and Commissioners if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under "Items Removed from the Consent Agenda." The entire Consent Agenda, with the exception of items removed to be discussed under "Items Removed from the Consent Agenda," is then voted upon by roll call under one motion.*

1. Resolution No. **591-11** Establishing Regular Meetings of the Tualatin Development Commission - the Urban Renewal Agency of the City of Tualatin.
2. Approval of the Minutes for the Meeting of December 13, 2010.

**E. PUBLIC HEARINGS**

**F. GENERAL BUSINESS**

**G. ITEMS REMOVED FROM CONSENT AGENDA**

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

**H. COMMUNICATIONS FROM COMMISSIONERS**

**I. EXECUTIVE SESSION**

**J. ADJOURNMENT**



# STAFF REPORT

## TUALATIN DEVELOPMENT COMMISSION

APPROVED BY TUALATIN DEVELOPMENT

COMMISSION

Date 1-24-11

Recording Secretary Maureen Smith

**TDC Meeting**

Item #: D. 1.

**Date:** 01/24/2011

**Through:** Sherilyn Lombos

**From:** Maureen Smith, Executive Assistant

**Department:** Administration

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### Information

**SUBJECT:**

Resolution Establishing Regular Meetings of the Tualatin Development Commission - the Urban Renewal Agency of the City of Tualatin.

**ISSUE BEFORE THE COMMISSION:**

The issue before the Commission is whether to adopt a resolution establishing regular meeting dates for the Tualatin Development Commission.

**RECOMMENDATION:**

Staff recommends that the Commission adopt the attached resolution establishing regular meetings of the Tualatin Development Commission.

**EXECUTIVE SUMMARY:**

During the 2011 calendar year, the regular meetings of the Tualatin Development Commission, the Urban Renewal Agency of the City of Tualatin, will be held *as needed*, at 7:00 p.m. on the second and fourth Monday of each month, excluding the fourth Monday of December, with appropriate notice given for any other meetings that are cancelled as determined by the Development Commission. A work session of the Commission will be held *as needed*, from 5:00 p.m. to 7:00 p.m. on the second and fourth Monday of each month, excluding the fourth Monday of December.

**FINANCIAL IMPLICATIONS:**

None.

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### Attachments

A. Resolution

RESOLUTION NO. 591-11

RESOLUTION ESTABLISHING REGULAR MEETINGS OF  
THE TUALATIN DEVELOPMENT COMMISSION – THE  
URBAN RENEWAL AGENCY OF THE CITY OF TUALATIN

BE IT RESOLVED BY THE TUALATIN DEVELOPMENT COMMISSION – THE  
URBAN RENEWAL AGENCY OF THE CITY OF TUALATIN, that:

Section 1. During the calendar year 2011, the regular meetings of the Tualatin Development Commission – the Urban Renewal Agency of the City of Tualatin, will be held *as needed*, at 7:00 p.m. on the second and fourth Monday of each and every month, excluding the fourth Monday of December. A work session of the Commission will be held, *as needed*, from 5:00 p.m. to 7:00 p.m. on the second and fourth Monday of each and every month, excluding the fourth Monday of December.

Section 2. The Administrator be, and hereby is, instructed to post copies of this Resolution in four (4) conspicuous public places within the area of the Tualatin Development Commission – the Urban Renewal Agency of the City of Tualatin.

INTRODUCED AND ADOPTED this 24<sup>th</sup> day of January, 2011.

TUALATIN DEVELOPMENT COMMISSION  
the Urban Renewal Agency of the City of  
Tualatin, Oregon

BY  \_\_\_\_\_  
Chairman

ATTEST:  
BY  \_\_\_\_\_  
Administrator

APPROVED AS TO LEGAL FORM

  
\_\_\_\_\_  
CITY ATTORNEY



# STAFF REPORT

## TUALATIN DEVELOPMENT COMMISSION

APPROVED BY TUALATIN DEVELOPMENT  
COMMISSION  
Date 1-24-11  
Recording Secretary MSM

**TDC Meeting**

Item #: D. 2.

**Date:** 01/24/2011

**Through:** Sherilyn Lombos

**From:** Maureen Smith, Executive Assistant

**Department:** Administration

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**Information**

**SUBJECT:**

Approval of the Minutes for the Meeting of December 13, 2010.

**ISSUE BEFORE THE COMMISSION:**

The issue before the Commission is to approve the minutes of Meeting of December 13, 2010.

**RECOMMENDATION:**

Staff respectfully recommends that the Commission adopt the attached minutes.

**FINANCIAL IMPLICATIONS:**

There are no financial impacts associated with this item.

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**Attachments**

A. Minutes

# TUALATIN DEVELOPMENT COMMISSION

18880 S.W. MARTINAZZI AVENUE  
TUALATIN, OR 97062-7092

503 / 692-2000



APPROVED BY TUALATIN DEVELOPMENT  
COMMISSION  
Date 1-24-11  
Recording Secretary M. Smith

## TUALATIN DEVELOPMENT COMMISSION MEETING MINUTES OF DECEMBER 13, 2010

**PRESENT:** Chairman Lou Ogden; Commissioners Chris Barhyte, Monique Beikman, Joelle Davis, Jay Harris, Donna Maddux, and Ed Truax; Sherilyn Lombos, Administrator; Brenda Braden, City Attorney; Mike McKillip, City Engineer; Maureen Smith, Recording Secretary

**ABSENT:** None.

### **A. CALL TO ORDER**

Chairman Ogden called the meeting to order at 8:12 p.m.

### **B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS**

*None.*

### **C. CITIZEN COMMENTS**

*None.*

### **D. CONSENT AGENDA**

*None.*

### **E-F. PUBLIC HEARINGS**

*None.*

### **G. GENERAL BUSINESS**

1. Consideration of a Resolution Authorizing the City Manager to Execute a Contract for Final Design and Construction of the Tualatin-Sherwood Road Gateway Feature and Monument Sign Project

Development Manager Eric Underwood presented a PowerPoint on the process of selecting the design for the Tualatin-Sherwood Road Gateway and Monument project. Councilors Maddux, Davis and Harris were part of the selection process.

Development Manager Underwood gave a brief history of the project. A Call for Artist was done late summer with a total of 24 proposals received. A selection committee was formed to review the proposals, and the proposal presented in the staff report was ultimately selected. The committee is recommending accepting the proposal as proposed. If approved, expected completion is December, 2011.

Staff is requesting the Development Commission adopt the resolution and enter into a contract with Kaufmann, LLC.

*Linda Moholt, Tualatin Chamber of Commerce*, said while the proposal is very good, there was an opportunity to view the ice age concept – Missoula flood trail system. She suggested if part of the rock for the project could be “granite.” Ms. Moholt said the City needs to think long term, and this could be a piece that puts it in line for something larger down the road.

Councilor Maddux commented how the “ice age” played into the concept of the gateway feature. It was discussed by the committee, and the ultimate choice and overwhelming support was for this particular design. When the project manager was interviewed she noted that she was aware of the ice age piece, but this concept rang “true” with the citizenry. Councilor Maddux also noted the rock was specifically chosen for the design, in response to Ms. Moholt’s suggestion of “granite” being used.

*Cathy Holland, 10740 SW Lucas Drive, Tualatin, OR*, commented it is the first time she has seen the model and that it is a great design. Ms. Holland said there are other “gateways” in the City and encouraged planning for future gateways and addressing signage.

*Connie Ledbetter, 17650 SW Cheyenne Way, Tualatin, OR*, said as a member of the committee, by and large, this design was the clear winner.

Councilor Davis noted she also served on the committee and that the “ice age” was discussed, and there are plans for additional ice age installations in other parts of the city.

Councilor Harris added this is just the first of entry monuments into the City.

MOTION by Councilor Harris, SECONDED by Councilor Beikman, to adopt the Resolution authorizing the City Manager to execute a contract for final design and construction of the Tualatin-Sherwood Road Gateway Feature. MOTION CARRIED. [Vote: 7-0]

#### **H. ITEMS REMOVED FROM CONSENT AGENDA**

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

#### **I. COMMUNICATIONS FROM COMMISSIONERS**

Commissioner Maddux noted this is her last meeting as a councilor/commissioner, and said she is looking forward to participating in different ways with the City in the next few years.

#### **J. EXECUTIVE SESSION**

*None.*

**K. ADJOURNMENT**

MOTION by Commissioner Barhyte SECONDED by Commissioner Beikman to adjourn the meeting at 8:31 p.m. MOTION CARRIED.

Sherilyn Lombos, Administrator

Recording Secretary / Maureen Smith

A handwritten signature in cursive script, appearing to read "Maureen Smith", is written over a horizontal line.