

**OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR MAY 9, 2011**

Present: Mayor Lou Ogden, Council President Chris Barhyte, Councilor Monique Beikman, Councilor Joelle Davis, Councilor Wade Brooksby (arrived at 5:51 p.m.), Councilor Frank Bubenik, Councilor Ed Truax

Staff Present: City Manager Sherilyn Lombos, City Attorney Brenda Braden, City Engineer Mike McKillip, Police Chief Kent Barker, Operations Director Dan Boss, Community Services Director Paul Hennon, Finance Director Don Hudson, Planning Manager Aquilla Hurd-Ravich, Community Development Director Alice Rouyer, Senior Planner William Harper, Program Coordinator Kathy Kaatz, Maintenance Services Division Manager Clayton Reynolds, Assistant to the City Manager Sara Singer, Management Intern Ben Bryant, Executive Assistant Maureen Smith

1. CALL TO ORDER

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

2. ITEMS FOR DISCUSSION**a. iPad Training**

IT Technician John Dubuque provided a brief training to Council for their iPad applications, allowing for access to Council meeting materials electronically.

b. Allied Rate Increase Request

City Manager Lombos introduced the presentation. Operations Director Dan Boss and Program Coordinator Kathy Kaatz were present, along with representatives from Allied Waste.

Region General Manager Carol Dion spoke on Allied's request of a rate increase that would take effect on June 1, 2011. Ms. Dion noted they are seeing their rate of return erode over the past few years, primarily due to a significant price increase from Metro of per ton charges. Operating costs are projected to increase around 8.5%. The average rate increase a residential customer will see is 0.45 per month.

It was asked and explained in further detail by Ms. Dion about the increases over the last few years. As a semi-regulated utility, Allied is committed to timeliness of services. They replace equipment on a regular basis, and have done rerouting and other efficiencies, but their flexibility is limited. The significant increases in Metro's excise tax has primarily been the factor, and Ms Dion explained the tax is not only for solid waste, but for the rest of what is managed by Metro.

Brief discussion followed.

c. Transportation System Plan Public Involvement Strategy Update

City Manager Sherilyn Lombos began discussion on the Transportation System Plan (TSP) strategy update. At the January 24, 2011 meeting, the City Council authorized a Personal Services Agreement with JLA Public Involvement, Inc. for Phase I of the TSP.

City Manager Lombos presented a PowerPoint reviewing four phases of public involvement, explaining what each phase will entail: establish infrastructure, frame the conversation, deliberation and discussion, and options and recommendation. The next phase would start immediately and staff will bring back a contract with JLA. Also, a Request for Proposals (RFP) will go out for technical consultants, modeling, engineers, etc. that will help throughout this project.

It was asked about specific methods that haven't been used in the past that will involve the public, etc. and City Manager Lombos explained JLA is excellent at what they do, and reviewed their strategy of engaging the public, which could include workshops, an online discussion group, online interactive maps allowing for the public to express their needs without leaving their home, etc.

City Manager Lombos said the next few months there will be a plan put together on public outreach, etc. and recognize it is a challenge to be able to reach people. It was suggested when the City's website redesign is done that it be more interactive. Timelines and task force formation, etc. were reviewed.

Discussion followed. Consensus of all Council present was to proceed forward as presented by staff.

d. Televising City Council Work Sessions

Assistant to the City Manager Sara Singer presented information on the direction of Council on the televising of Council work sessions. The contract the City has with Tualatin Valley Community Television (TVCTV) does not account for work sessions and would cost about \$6,900 a year. It was asked about having audio only, and costs associated with publishing audio online. Ms. Singer said she would research the costs of live streaming audio only, and audio after the fact, to be on the website. Discussion followed and Council decided not to televise work sessions but to look at information staff will provide on streaming video.

e. Format of May 23rd Council Work Session

City Manager Lombos said as a follow-up to citizen involvement, in lieu of the regular work session/meeting of May 23, 2011, an extended work session is proposed to continue with discussions on community involvement. The next step identified is to review the proposed Citizen Involvement Organization Program (CIOP) bylaws, etc., giving the group an opportunity to go through the proposal thoroughly and know what the issues and concerns are. It was suggested that

breaking into small work groups could be beneficial.

Discussion continued on how to structure the work session and who should be involved at what level of the discussion. It was mentioned addressing the 14 issues identified by Council could be addressed before breaking into working groups.

Ad hoc member Jan Giunta commented any ad hoc committee members present at the special work session would not have the authority to make any changes without review and voting of the full ad hoc committee. Council discussed the difficulty of coordinating schedules that will work for everyone and suggested, if possible, the ad hoc committee review what's been discussed before the special work session.

Discussion followed and it was agreed by Council that all the members listed in the ad hoc committee's CIOP proposal, including past members, be invited to attend the work session. Council consensus of all present was to conduct the meeting similar to the April 26, 2011 special work session.

3. COMMUNICATIONS FROM COUNCILORS

None.

4. EXECUTIVE SESSION

None.

5. ADJOURNMENT

The work session adjourned at 7:05 p.m.

Sherilyn Lombos, City Manager



Maureen Smith, Maureen Smith, Recording Secretary



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Staff Present: City Manager Sherilyn Lombos, City Attorney Brenda Braden, City Engineer Mike McKillip, Police Chief Kent Barker, Community Development Director Alice Rouyer, Community Services Director Paul Hennon, Finance Director Don Hudson, Planning Manager Aquilla Hurd-Ravich, Assistant to the City Manager Sara Singer, Senior Planner William Harper, Assistant Planner Colin Cortes, Program Coordinator Kathy Kaatz, Maintenance Services Division Manager Clayton Reynolds, Management Intern Ben Bryant, Executive Assistant Maureen Smith

A. CALL TO ORDER

Mayor Ogden called the meeting to order at 7:08 p.m.

The Pledge of Allegiance was led by Councilor Brooksby.

B. ANNOUNCEMENTS

1. *New Employee Introductions*

Community Services Director Paul Hennon introduced new Library employee Hannah Haymond.

2. *Proclamation Declaring the Week of May 15 - 21, 2011 as Emergency Medical Services Week in the City of Tualatin*

Council President Barhyte read the proclamation.

3. *Proclamation Declaring the Week of May 15 - 21, 2011 as National Police Week in the City of Tualatin*

Councilor Truax gave a brief introduction on police memorial week, and read the proclamation.

4. *Proclamation Declaring May 15 - 21, 2011 Public Works Week in the City of Tualatin*

Councilor Beikman gave a brief background on the work that goes on behind the scenes of the City's public works department and read the proclamation.

5. *Tualatin Youth Advisory Council Presentation*

Members of the Youth Advisory Council presented a PowerPoint on upcoming events and activities.

C. CITIZEN COMMENTS

This section of the agenda allows citizens to address the Council 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.

Kathy Newcomb, 17515 SW Cheyenne Way, Tualatin, OR noted her interest in the public involvement planning that's happening with the City's Transportation System Plan (TSP), and how the City's advisory committees, particularly the Tualatin Planning Advisory Committee (TPAC) should be part of the citizen involvement process. Ms. Newcomb thanked everyone for the work that's been done to date.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will first ask staff, the public and Councilors 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, H) Items Removed from the Consent Agenda. The entire Consent Agenda, with the exception of items removed from the Consent Agenda to be discussed, is then voted upon by roll call under one motion.

Jan Giunta, 17655 SW Shawnee Trail, Tualatin, OR , requested under D. Consent Agenda , Item D-4 , the minutes of the Special Work Session of April 26, 2011 be removed from the Consent Agenda.

MOTION by Councilor Ed Truax, SECONDED by Council President Chris Barhyte to approve the Consent Agenda as read and amended (removal of the Special Work Session Minutes of April 26, 2011).

Vote: 7 - 0 CARRIED.

1. Resolution Awarding the Bid for the SW Apache Drive Waterline Replacement
2. Resolution for a Conditional Use Permit for Tualatin Heated Storage, a Dwelling Unit for Watchman and Family in the General Manufacturing (MG) Planning District at 19800 SW Cipole Road (Tax Map 2S1 21DC, Tax Lot 1000) (CUP-11-01)

3. Community Involvement Committee Appointments
4. Approval of the Minutes for the Work Session and Meeting of April 25, 2011

E. SPECIAL REPORTS

None.

F. PUBLIC HEARINGS – *Legislative or Other*

1. An Ordinance Amending the Extension of the Approval Periods of Certain Architectural Review Decisions Amending TDC 73.056 (PTA-11-03)
-

Mayor Ogden opened the legislative public hearing.

Assistant Planner Colin Cortes presented the staff report and entered the entire staff report into the record. The proposed plan text amendment is requesting a change to a Council decision made about two years ago to accommodate projects that were affected by the recession. There were additional projects that were not included as they were just outside the date range, and staff is requesting the time period be changed to include those other projects. Assistant Planner Cortes added staff will be bringing another amendment to Council to address this issue in general.

PROPOSERS/OPPONENTS - None.

COUNCIL DISCUSSION - None.

Mayor Ogden closed the oral testimony of the hearing.

COUNCIL DELIBERATION

MOTION by Councilor Ed Truax, SECONDED by Councilor Monique Beikman to direct staff to prepare an ordinance granting PTA-11-03.

Vote: 7 - 0 CARRIED.

G. PUBLIC HEARINGS – *Quasi-Judicial*
None.

H. GENERAL BUSINESS

1. Allied Waste Services Rate Increase Request
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Operations Program Coordinator Kathy Kaatz presented information on Allied Waste's request for a rate increase. Also present was Allied Waste Region General Manager Carol Dion. This issue was also discussed at the preceding Council Work Session.

General Manager Carol Dion gave a brief explanation of what the increases will entail with residential services, as outlined in the staff report. The average residential increase per month will be 0.45. Ms. Dion also mentioned by fully utilize recycling and yard debris, customers would see a reduction in the amount of trash that goes out in their cart.

Discussion followed. Ms. Dion explained Allied has seen an erosion in their rate of return in the last few years, primarily due to Metro's excise tax, which has increased substantially over the past two years, necessitating the rate increase request from Allied Waste. Metro's tax also funds non-solid waste activities, other than solid waste.

Discussion followed with review of the increased disposal costs, and the significant increases that have been applied by Metro.

MOTION by Council President Chris Barhyte, SECONDED by Councilor Monique Beikman to direct staff to prepare a resolution to approve Allied Waste Services rate increase, effective June 1, 2011.

Vote: 7 - 0 CARRIED.

2. Ordinance Amending the Sign Regulations to Allow an Electronic Message Display for a High School Campus in the RL Planning District; Amending TDC 31.060, 38.100 & 38.130-140 (PTA-11-02)
-

MOTION by Councilor Truax, SECONDED by Councilor Beikman for a first reading by title only. MOTION by Councilor Truax, SECONDED by Councilor Barhyte for a second reading by title only. MOTION CARRIED. The poll was unanimous. MOTION by Councilor Truax, SECONDED by Councilor Davis to adopt the ordinance. MOTION CARRIED.

I. 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.

D-4 Special Work Session Minutes of April 26, 2011

Jan Giunta, 17655 SW Shawnee Trail, Tualatin, OR , noted her request to remove the Special Work Session minutes of April 26, 2011, to ask that additional dialogue be added to the discussion, and to add some ad hoc committee members that were present in the audience. Ms. Giunta did not have the additional information available at this meeting, but said she will forward it to the City Manager in the next few days.

J. COMMUNICATIONS FROM COUNCILORS

Councilor Beikman noted her attendance at the recent Washington County Coordinating Committee (WCCC) meeting.

K. EXECUTIVE SESSION

None.

L. ADJOURNMENT

MOTION by Councilor Ed Truax, SECONDED by Councilor Joelle Davis to adjourn the meeting at 7:56 p.m.

Vote: 7 - 0 CARRIED

Sherilyn Lombos, City Manager



Maureen Smith / Recording Secretary