



**OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION  
FOR NOVEMBER 14, 2011**

APPROVED BY TUALATIN CITY COUNCIL  
Date 11-28-11  
Recording Secretary M. Smith

Present: Mayor Lou Ogden; Council President Monique Beikman; Councilor Wade Brooksby (arrived at 6:04 p.m.); Councilor Frank Bubenik; Councilor Joelle Davis; Councilor Nancy Grimes; Councilor Ed Truax

Staff Present: City Manager Sherilyn Lombos; City Attorney Brenda Braden; Police Chief Kent Barker; Operations Director Dan Boss; Community Development Director Alice Rouyer; Community Services Director Paul Hennon; Finance Director Don Hudson; Assistant to the City Manager Sara Singer; Senior Planner William Harper; Associate Planner Cindy Hahn; Project Engineer Dayna Webb; Management Analyst Ben Bryant; Executive Assistant Maureen Smith

**1. CALL TO ORDER**

Mayor Ogden called the meeting to order at 5:32 p.m.

**2. Discussion of Issues Regarding Dog Owners Who Don't Clean Up After Their Dogs**

City Attorney Brenda Braden presented follow-up information on an issue that was raised by a citizen Under "Citizen Comments" at the October 24, 2011 Council meeting. The particular concern was of dog owners not cleaning up waste after their dog on private property and related health issues. City Attorney Braden said Tualatin currently does not have an ordinance requiring owners to clean up after their pet except in City parks. In her survey of other cities, there are many that do not have an ordinance but address the issue in some other fashion. Among the cities that do have an ordinance in place, Monmouth's is clear and straightforward.

Brief discussion followed. If the Council is interested in an ordinance, City Attorney Braden suggested following one of the other cities and have it fold into the City's park rules. A small fine of \$50 will also be imposed as suggested by Council. All Council present agreed to move forward with an ordinance similar to City of Monmouth. Staff will bring back an ordinance at the next Council meeting.

**3. Update on the Transportation Task Force**

Community Development Director Alice Rouyer gave a brief update on the Transportation Task Force and "Linking Tualatin" project. The Transportation Task Force is now in place, with the large/small employers and citizen representatives interviewed by the Community Involvement Committee (CIC), which is a subcommittee of the Council. The Task Force is comprised of community partners and agency advisors. The Task Force will provide advice and guidance on three priority projects - the Tualatin Transportation System Plan Update, Linking Tualatin (Capacity Transit Study), and joint planning with Wilsonville and Washington County to support a new transportation system in the Southwest Concept Plan and Basalt Creek Concept Plan areas. The Task Force will hold its first meeting during the week

of November 28, 2011.

Discussion followed. It was asked and explained by Council President Beikman why the CIC chose to have alternates participate on a regular basis at the Task Force meetings was to ensure continuity at Task Force meetings. Development Director Rouyer said they are starting to lay out the year with the meetings. Brief discussion followed. Staff will have an update on the Task Force happenings on the Work Session agenda on a regular basis.

4. Briefing on Southwest Corridor Chartering Agreement and Linking Tualatin Project

Community Development Director Alice Rouyer and Associate Planner Cindy Hahn presented information and PowerPoint on the Southwest Corridor Chartering Agreement and Linking Tualatin project.

Development Director Rouyer reviewed the Southwest Corridor profile of population and employees and existing major transit facilities. This project is a collaborative effort of 13 partners/agencies. It is an integrated approach with a wide range of alternatives. The timeline was reviewed and an explanation of the Chartering Agreement was given. The structure of coverage by the City on the Corridor project was also reviewed. Staff will be coming back before Council for approval of the chartering agreement.

Development Director Rouyer provided a brief update on the "Linking Tualatin" project, a study of land use and transit in Tualatin.

5. **Council Meeting Agenda Review, Communications & Roundtable**

**CONSENT AGENDA REVIEW**

Council reviewed the Consent Agenda with no questions or changes.

**H. GENERAL BUSINESS**

**Item H-2** Ordinance No. 1335-11 Amending the Sign Code and Amending TDC 31.060, 38.110 & 38.220 (PTA-11-08)

MOTION by Councilor Truax, SECONDED by Council President Beikman for a first reading by title only. MOTION by Councilor Truax, SECONDED by Council President Beikman for a second reading by title only. MOTION CARRIED. The poll was unanimous. MOTION by Councilor Truax, SECONDED by Council President Beikman to place adoption of the ordinance on the Consent Agenda. MOTION CARRIED.

**ROUNDTABLE DISCUSSION**

Mayor Ogden brought up the suggestion of revisiting and reviewing what came out of the last Council retreat at an upcoming Work Session. Discussion followed with the remainder of Council noting their satisfaction of how the Council priorities and related projects are proceeding and saw no need for a work session discussion at this point.

Councilor Grimes and Truax gave an update on their attendance at the first of three Clackamas County Stafford Hamlet-sponsored forums on future urbanization issues

of the Stafford area, which is now designated as an "urban reserve." Each forum has a particular area of discussion, and the first forum was on development, capacity and density. Councilors Truax and Grimes said the discussion was more centered on the history of the area and the "big picture." It was mentioned in every presentation on leaving the door open for a "City of Stafford." Density and density transfers came up briefly by consultant Dave Leland, and also conceptual ideas for the Borland area.

Brief discussion followed and it was suggested by Councilor Truax to perhaps invite consultant Dave Leland to give a presentation. Discussion followed on the practicalities of proceeding with structure/infrastructure costs that are estimated at \$2.7 billion. Development Director Rouyer said Clackamas County has two additional forums scheduled, and suggested Council could take a "wait and see" approach at this point. It was suggested by Council to continue to represent Tualatin at the remaining forums, and continue monitoring the progress until such time until the need arises with this issue.

#### **COMMUNICATIONS FROM COUNCILORS**

Council President Beikman mentioned at the recent National League of Cities she came across a software program that allows "citizen" involvement through an electronic platform. Assistant to the City Manager Sara Singer said there is currently a Request for Proposals (RFP) for the redesign of the City's website redesign and something similar to this type of program could be part of the redesign.

Councilor Bubenik mentioned the latest rounds of budget cuts the Washington County Commission on Children and Families is experiencing, noting the Governor has asked for a 10% cut across the board.

Mayor Ogden reported on the idea of holding "regional mayors" meetings and the purpose being to enable broadbased, aspiration-type discussions about what is important to their respective community. It is free-form constructed at this point and is looking to get into more "city-focused" agendas versus Metro's Policy Advisory Committee (MPAC) agendas. They will be starting out meeting once a month to see where it goes, and will eventually include more than regional mayors.

#### **6. ADJOURNMENT**

Mayor Ogden adjourned the Work Session at 6:53 p.m.

Sherilyn Lombos, City Manager



Maureen Smith Maureen Smith, Recording Secretary



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR  
NOVEMBER 14, 2011

---

Present: Mayor Lou Ogden; Council President Monique Beikman; Councilor Wade Brooksby; Councilor Frank Bubenik; Councilor Joelle Davis; Councilor Nancy Grimes; Councilor Ed Truax

Staff Present: City Manager Sherilyn Lombos; City Attorney Brenda Braden; Police Chief Kent Barker; Community Development Director Alice Rouyer; Community Services Director Paul Hennon; Human Resources Director Nancy McDonald; Finance Director Don Hudson; Assistant to the City Manager Sara Singer; Senior Planner William Harper; Project Engineer Dayna Webb; Program Coordinator Becky Savino; Teen Program Specialist Julie Ludemann; Maintenance Services Division Manager Clayton Reynolds; Management Analyst Ben Bryant; Executive Assistant Maureen Smith

**A. CALL TO ORDER**

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

Pledge of Allegiance was led by Councilor Davis.

**B. ANNOUNCEMENTS**

**1. Youth Advisory Council Update for November, 2011**

Tualatin Youth Advisory Council representatives were present and gave a brief PowerPoint presentation on recent activities. Some members also attended the recent National League of Cities conference and thanked PGE, Northwest Natural, Allied Waste, and Comcast for their sponsorship of the members attending the conference.

**2. Employee Introductions - *Molly Schwartz and Mary Shroll, Finance Department  
Ben Bryant and Damon Sims, Community Development***

---

Finance Director Don Hudson introduced Court Clerks Mary Shroll and Molly Schwartz and gave a brief background on each. Council welcomed Mary and Molly to the City.

Community Development Director Alice Rouyer introduced Permit Technician Damon Sims noting he has been on staff since spring on a temporary basis and is now permanent. Development Director Rouyer also introduced Management Analyst Ben Bryant, who has been an intern with the City, starting today in his permanent role in the Community Development Department. Council welcomed Damon and Ben to the City.

3. Proclamation Declaring Friday, November 18, 2011 as "Nancy McDonald Day" in the City of Tualatin

Mayor Ogden spoke on the pending retirement of Human Resource Director Nancy McDonald. He noted Ms. McDonald's tenure and elaborated on her good work over the past 27 years. Councilor Davis spoke about her appreciation of Ms. McDonald, her professionalism and grace, and the care and concern in her work she has shown over the years. City Manager Sherilyn Lombos said it was her pleasure to be before Council acknowledging Nancy McDonald and spoke on her years of hard work and dedicated service with the City.

Mayor Ogden read the proclamation declaring Friday, November 18, 2011 as "Nancy McDonald Day" in the City of Tualatin.

Retired City Engineer Mike McKillip was present and spoke on his appreciation of the work Nancy McDonald has done over the years for the organization and employees and wanted to personally thank her, and on behalf of the Engineering and Building Department, now merged with Community Development.

**C. CITIZEN COMMENTS - None.**

**D. CONSENT AGENDA**

Item H-2 Ordinance No. 1335-11, had first and second readings in Work Session and was placed on the Consent Agenda.

MOTION by Council President Monique Beikman, SECONDED by Councilor Joelle Davis to approve the Consent Agenda as read and amended.

**Vote: 7 - 0 MOTION CARRIED**

1. Approval of the Minutes for the Work Session and Meeting of October 24, 2011.
2. Community Involvement Committee Recommendations for Appointments to City Advisory Committees

3. Resolution No **5074-11** Approving an Amendment to the Intergovernmental Agreement Between Washington County and the City of Tualatin for the Coordination of Activities Related to the U.S. Department of Homeland Security's Urban Areas Security Initiative (UASI) Grant Program
4. Approval of a New Liquor License Application for El Sol Latino
5. Approval of a New Liquor License Application for Silverado Portland
6. Ordinance No. **1335-11** Amending the Sign Code and Amending TDC 31.060, 38.110 & 38.220 (PTA-11-08)

**E. SPECIAL REPORTS**

1. Community Enhancement Award Presentation

Arts Advisory Committee Chair Buck Braden and Member Richard Hager presented a PowerPoint on the background of the Arts Advisory Committee and its recognition and promotion of arts in Tualatin. The Community Enhancement Award was created to recognize individuals or organizations whose contributions have impacted arts-related experiences for local residents, and the Committee identifies recipients and makes recommendations to the Council.

Chair Braden explained the impetus behind the nomination and presented this year's recipient of the Community Enhancement Award. Don Armstrong, owner of the Tualatin McDonald's franchise on Boones Ferry Road and Tualatin-Sherwood Road was the third recipient for the "Grand Coulee Kings" fish sculpture and water feature.

Mr. Armstrong said he appreciated the recognition and is proud of the project. The restaurant has been in the community for 30 years and he had the opportunity to upgrade his restaurant. The idea for the sculpture came together in a great way and he wanted to do something special. He noted that behind every McDonald's is an individual franchise owner that lives and works in their community, and he is looking forward to another 30 years in Tualatin.

Mayor Ogden recognized the contribution of the sculpture to the community, and the presence of the restaurant in Tualatin for the past 30 years. And more than anything Mr. Armstrong did not have to install a sculpture/water feature at his restaurant, and it has now raised the bar for other businesses in the community. Mayor Ogden thanked Mr. Armstrong and presented him with a plaque.

2. Quarterly Financial Update

Finance Director Don Hudson presented a PowerPoint update on the first quarter financial activities. The quarterly reports will provide updates on Council Priorities, information on what has been accomplished during the reporting quarter, as well as what is happening in the current fiscal quarter. He reviewed and gave an update of Council priorities and first quarter accomplishments, which included capital projects. Finance Director Hudson continued with an overall review of the General Fund and Building Funds revenues, operating expenditures, and fiscal health update of ongoing revenues and expenditures. He noted the gap between revenues and expenditures, historically based on conservative projections and expects as expenditures are monitored, the gap will close.

The question was asked about the closing gap between assessed value and real market value and Finance Director Hudson said there has been some impact and staff will continue to monitor the issue and should have more information available at the next quarterly report.

F. PUBLIC HEARINGS – Legislative or Other

G. PUBLIC HEARINGS – Quasi-Judicial

H. GENERAL BUSINESS

1. Resolution No. 5075-11 Recognizing the Formation of Citizen Involvement Organization One
- 

Assistant to the City Manager Sara Singer gave a brief overview of the first established Citizen Involvement Organization (CIO). Officers of CIO 1 were present and introduced - President Jan Giunta, Vice-President Jeanne Raikoglo, Secretary Toni Anderson, and Land Use Officer Carla Thayer.

Ms. Singer presented a brief PowerPoint on the formation of CIO 1 and reviewed the background and requirements for establishment. President Giunta briefly spoke about the newly formed CIO, and thanked everyone for their support and they look forward to the challenges ahead.

MOTION by Councilor Frank Bubenik, SECONDED by Councilor Joelle Davis to adopt the resolution recognizing the formation of Citizen Involvement Organization 1.

**Vote: 7 - 0 MOTION CARRIED**

I. ITEMS REMOVED FROM CONSENT AGENDA

J. COMMUNICATIONS FROM COUNCILORS

K. EXECUTIVE SESSION - *None.*

L. ADJOURNMENT

MOTION by Council President Monique Beikman, SECONDED by Councilor Joelle Davis to adjourn the meeting at 8:09 p.m.

**Vote: 7 - 0 MOTION CARRIED**

Sherilyn Lombos, City Manager



Maureen Smith / Recording Secretary