



City of Tualatin

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APPROVED BY TUALATIN CITY COUNCIL

Date June 14, 2010

Recording Secretary J. Kerby

TUALATIN CITY COUNCIL WORK SESSION MINUTES OF MAY 24, 2010

PRESENT: Mayor Lou Ogden; Councilors Chris Barhyte, Monique Beikman, Joelle Davis, Jay Harris; Sherilyn Lombos, City Manager; Brenda Braden, City Attorney; Doug Rux, Community Development Director; Mike McKillip, City Engineer; Don Hudson, Finance Director; Paul Hennon, Community Services Director; Kent Barker, Police Chief; Dan Boss, Operations Director; Carina Christensen, Assistant to the City Manager; Eric Underwood, Development Coordinator; and Maureen Smith, Recording Secretary

ABSENT: Councilors Maddux* and Truax* [** denotes excused*]

A. CALL TO ORDER

Mayor Ogden called the work session to order at 5:05 p.m. and Council went into executive session pursuant to ORS 192.660(2)(d) to discuss labor relations.

Council continued with the regular portion of the work session at 5:45 p.m.

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

1. Council Meet & Greet Program

Assistant to the City Manager Carina Christensen began discussion on a meet and greet program, part of the Council's Strategic Plan. Staff is ready to implement the program but is seeking some feedback beforehand from Council.

Council discussed the program and ways to structure how it might work. One suggestion was sit in the library and "wait" for people to come in. Attending neighborhood association meetings was also mentioned as a way to reach out to neighborhoods, but was determined to have a more informal way to meet with citizens. It was mentioned that the Tigard Council holds an informal chat in their library. Discussion followed on the logistics of how to adequately reach citizens.

City Manager Lombos said from a staff perspective having something structured is preferable. It was suggested having something like "Second Saturday" set up on a regular basis.

City Manager Lombos summarized and suggested trying a "Second Saturday" for the summer and keep it informal but with some structure. Have the first be a "chat session" and hold it around event happening in the library.

Also mentioned is during the "Citizen Comment" portion of a Council meeting when citizens speak on an issue if there is a way to get back to Council about what happened.

2. *Historic Regulations Update*

Assistant Planner Colin Cortes presented an update on historic regulations. Staff is looking to seek more information from Council and to provide direction.

Discussion followed. Having some type of tax abatement and whether it would sufficient enough was mentioned, also having maintenance standards. Not having the funds to be able to save structures and whether to have something in the statute to save part of the structure was discussed. Moving a structure was also mentioned, as was done with the church that is now the Heritage Center. It was suggested having different levels of criteria for decision-making to arrive at a acceptable solution. It was asked what might happen if a landowner buys a property with a structure and the liability of the landowner if the structure deteriorates.

[Mayor Ogden was absent from the meeting from 6:21 p.m. to 6:36 p.m.]

Tualatin Historical Society (THS) president Yvonne Addington was present and said there are a few properties now that could be acquired by the City. Affirmative maintenance was mentioned as done in another city. Ms Addington said they are discouraged about trying to save any buildings in Tualatin and see problems with the ordinance. Discussion followed on how to structure an adequate tax abatement for a property owner to keep up the structure.

It was mentioned about Tigard's regulations and if other cities are doing the same. Community Development Director Rux said a way to distill the information down is the issue on priority and rankings, and to look at the 15 additional buildings the THS has designated. If it is determined to add the 15 buildings, then take a look at the designation criteria, and whether to use what we already have or something else. Discussion followed.

City Manager Lombos said staff can get together some bullet points and come back with more information on tax abatement, and some proposed language for the Development Code.

3. *Land Use Notification*

Discussion on this item will be held at the regular meeting.

C. CITIZEN COMMENTS – N/A

D. CONSENT AGENDA

Council reviewed the Consent Agenda with no changes.

E. PUBLIC HEARINGS – *Legislative or Other*

N/A

F. PUBLIC HEARINGS – *Quasi-Judicial*

N/A

G. GENERAL BUSINESS

N/A

H. ITEMS REMOVED FROM CONSENT AGENDA

N/A

I. COMMUNICATIONS FROM COUNCILORS

None.

J. EXECUTIVE SESSION

Mayor Ogden noted an executive session pursuant to ORS 192.660(2)(d) to discuss labor relations was held at the beginning of the work session.

K. ADJOURNMENT

The work session adjourned at 7:04 p.m.

Sherilyn Lombos, City Manager

Recording Secretary / Maureen Smith

A handwritten signature in cursive script that reads "Maureen Smith". The signature is written in black ink and is positioned above a horizontal line.



TUALATIN CITY COUNCIL MEETING MINUTES OF MAY 24, 2010

PRESENT: Mayor Lou Ogden, Councilors Chris Barhyte, Monique Beikman, Joelle Davis, and Jay Harris; Sherilyn Lombos, City Manager; Brenda Braden, City Attorney; Mike McKillip, City Engineer; Doug Rux, Community Development Director; Paul Hennon, Community Services Director; Kent Barker, Police Chief; Kathy Kaatz, Acting Operations Director; Carina Christensen, Assistant to the City Manager, Maureen Smith, Recording Secretary

ABSENT: Councilors Maddux* and Truax* [* denotes excused]

A. CALL TO ORDER

Mayor Ogden called the meeting to order at 7:07 p.m.
The Pledge of Allegiance was led by Councilor Davis.

Mayor Ogden acknowledged Boy Scouts in the audience and welcomed them to present the flag salute at a future meeting.

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

1. *Science and Technology Scholarship Recipients Presentation*
Councilor Monique Beikman introduced scholarship recipients Emily Doherty and Peter Oliver. Councilor Beikman noted the members of the selection team and said it was a difficult process to choose from all the worthy applicants.

2. *Report on Volunteer Appreciation Week Activities and Awards*
Volunteer Coordinator Victoria Eggleston presented a PowerPoint on recognizing City volunteers during National Volunteer Appreciation Week. Ms. Eggleston noted various events and activities that took place and awards given during the volunteer appreciation dinner.

Councilor Davis attended the Volunteer Luncheon and said it was fantastic and thanked all City volunteers. Councilor Barhyte also mentioned another upcoming volunteer event, the ArtSplash 2010 at the Commons.

3. *Upcoming Summer Youth and Recreation Activities*
Parks and Recreation Coordinator Carl Switzer began with information about upcoming summer youth and recreation activities.

Volunteer Coordinator Victoria Eggleston spoke on TEAM Tualatin. They are excited about this year's program and it is a great opportunity for kids and their parents.

Tualatin Police School Resource Officer Brian Struckmeier spoke about the G.R.E.A.T. program, Tualatin's premiere middle school program. All student entering middle school are eligible and sessions start June 28, 2010.

Library Manager Abigail Elder spoke about the Library summer reading program. This year's theme is "Make a *Splash*." There is also teen programs, and an adult summer reading program this year.

Parks Program Coordinator Becky Savino spoke on the arts program. It is the 16th season of the "Concerts on the Commons" program. Also this summer will be the 15th annual ArtSplash show and sell, and 55 artists are participating this year.

Parks and Recreation Coordinator Carl Switzer presented information on the upcoming summer recreation programs. There are a number of activities for kids, teens and adults, and older adults are invited to have lunch at the Juanita Pohl Center. He also mentioned there are over 100 new programs this year and encouraged everyone to check out the *Get Out program guide* and the City's website at www.ci.tualatin.or.us for more information.

Council thanked staff and everyone in the organization for the work that has gone into the programming and it was asked and answered that there is financial assistance available for those that are unable to pay.

4. *Proclamation Declaring May 2010 as National Bike Month in the City of Tualatin*
Hal Ballard, representing the Washington County Bicycle Transportation Coalition, said May is National Bicycle Month and on Sunday May 23, 2010 Tualatin celebrated with an inaugural event "Pedaling in the Park." Mr. Ballard said the response was excellent and is looking forward to Tualatin's second annual "Pedaling in the Park" event.

Councilor Beikman noted a bike and walk challenge was held this month with schools, and at Byrom Elementary alone, students have logged over 900 walk or bike trips to school.

Councilor Beikman read the proclamation declaring May 2010 as *National Bike Month* in the City of Tualatin.

C. CITIZEN COMMENTS

Linda Moholt, Chamber of Commerce, 18791 SW Martinazzi Avenue, Tualatin, OR spoke on Fit City programs and mentioned a 5K run was held in the fall and donations collected to award scholarships to Tualatin High School students. Ms. Moholt also mentioned this fall had a run, and will be awarding scholarships to Tualatin High School students, and proud that this community was able to provide three \$2,500 scholarships.

Ms. Moholt said the annual "Crawfish Festival" is just three months away This year's theme is "Crawfish Fiesta" celebrating its 60th year, and the Parade Grand Marshals are representatives from the VFW, the original creators of the festival.

Ms. Moholt also encouraged all to attend open houses held by ODOT on "high speed rail." It is something we should be very open to and could be a tremendous opportunity for Tualatin.

D. CONSENT CALENDAR

MOTION by Councilor Barhyte, SECONDED by Councilor Beikman to adopt the Consent Agenda as read:

1. Approval of 2010 Liquor License Renewal Late Submittal – World in a Glass Wine
2. Resolution No. 4974-10 Authorizing an Intergovernmental Agreement between Washington County and the City of Tualatin for Towing Coordination Services

MOTION CARRIED.

E. PUBLIC HEARINGS – *Legislative or Other*

1. Public Hearing to Consider an Ordinance Increasing Land Use Public Notification Requirements; and Amending Tualatin Development Code (TDC) 1.031, 31.063, 31.067, 31.071, 31.072, 31.074, 31.076, 31.077, 32.060, 33.010, 33.024, 33.030, 34.013, 34.185, 34.186, 34.200, 34.210, 34.260, 34.310, 36.120, 36.140, 36.220, 36.230, 36.340, 37.020, 68.020, 68.050, 68.080, 68.090; and Adding TDC 31.064 (PTA-09-07)

Mayor Ogden opened the public hearing and noted it is a legislative hearing.

Assistant Planner Cortes presented the staff report and entered the entire staff report into the record. This is regarding notifications and other notices created to get information out and how better to notify the public about upcoming land use applications. Assistant Planner Cortes explained the process that has been redone to address notification to residents, and goes along with an amendment to the Tualatin Development Code (TDC). Among other ways to disburse information, sending postcards is proposed that will have information on where to get additional information, such as the City's website, etc. Assistant Planner Cortes said there will continue to be print copies available for those that require them. Also the actual amendment is increasing notification from 300 feet to 500 feet, and an addition for any instance where there is a buffer will include the adjoining subdivision.

PROPOSERS/OPPONENTS – None.

COUNCIL DISCUSSION

Council discussed the subdivision part of the ordinance and how the notification would work. The design of the land use notice signage and what type of information should be included was discussed. Providing information in "layman's terms" was suggested.

Council continued discussion on the 500 foot notification and whether it would be adequate. Costs associated with sending postcards to all residents was mentioned with the cost borne by the developer.

Staff noted there is information now on Facebook, Twitter, etc. and looking to also have residents sign up for information on a particular project. City Manager Lombos explained staff is looking at a subscription service that would be able to accomplish this.

Council discussion continued about increasing the notification to 1,000 feet in the hopes of notifying as many people as possible.

Mayor Ogden closed the testimony part of the public hearing.

COUNCIL DELIBERATIONS

Councilor Barhyte in favor of changing to 1,000 foot notification and keeping the subdivision language in the ordinance. Councilor Harris could be in favor of the language, and why he is in favor of the 1,000 foot notification. Councilor Davis said she is okay with keeping the 500 foot notification and subdivision language. Councilor Barhyte said his concern is still do not adequately notify. Councilor Beikman said she can agree to the 1,000 foot notification and believes it would be adequate, but is not certain about the subdivision language.

MOTION by Councilor Barhyte, SECONDED by Councilor Harris to adopt an ordinance with the change from 500 foot to 1,000 foot notification, change the land use requirements and leave subdivision language in the Tualatin Development Code. MOTION CARRIED.
[Vote: 5-0-2; Maddux, Truax absent]

Staff noted an ordinance will come back before Council at the next meeting.

The meeting recessed from 8:45 p.m. 8:58 p.m.

This item has been moved from Quasi-Judicial Hearing to Legislative Hearings on the Agenda.

2. Public Hearing to Consider an Ordinance Amending the General Commercial (CG) Planning District to allow "Doggie Day Care" and Amending TDC 54.020 and 54.030 (PTA-10-01)
-

Mayor Ogden reopened the public hearing and staff noted the applicant has requested the public hearing be continued to June 14, 2010.

MOTION by Councilor Beikman, SECONDED by Councilor Harris to continue the hearing to June 14, 2010. MOTION CARRIED.

F. PUBLIC HEARINGS – Quasi-Judicial

1. Public Hearing to Consider a Resolution for a Conditional Use Permit for a Bus Maintenance and Storage Facility for Sherwood School District in the General Manufacturing (MG) Planning District at 20250 SW Cipole Road (Tax Lot 2S1 28A 103); (CUP-10-03)
-

Mayor Ogden read language required by legislation before a comprehensive plan or land-use regulation [ORS 197.763(5) and (6)] and opened the public hearing. No bias or ex parte contact noted.

Assistant Planner Colin Cortes presented the staff report and entered the entire staff report into the record. Assistant Planner Cortes briefly gave a summary on the conditional use permit.

PROPONENT

Keith Jones, Harper Houf Peterson Reghellis, 205 SE Spokane Street, Portland OR 97202, representing the owner and applicant, Sherwood School District was present and said the scope of project is limited as stated by staff. They agree with everything presented in the staff report.

OPPONENTS

None.

COUNCIL DISCUSSION

None.

Mayor Ogden closed the public hearing.

COUNCIL DELIBERATION

MOTION by Councilor Barhyte, SECONDED by Council Harris to approve the staff report and supporting attachments with no conditions, and adopt the resolution granting CUP-10-03. MOTION CARRIED. [Vote: 5-0-2; Maddux, Truax absent]

2. Public Hearing to Consider a Resolution for a Conditional Use Permit for General Auto Repair in the Light Manufacturing (ML) Planning District at 7335 SW Childs Road (Tax Map 2S1 13DC 2100) (CUP-10-04)
-

Mayor Ogden read language required by legislation before a comprehensive plan or land-use regulation [ORS 197.763(5) and (6)] and opened the public hearing. No bias or ex parte contact noted.

Associate Planner Will Harper presented the staff report and entered the entire staff report into the record. Associate Planner Harper said the application is for a small mechanical repair facility specializing in high end autos. The staff report lists the criteria and finds it suitable for this use. The Engineering Division reviewed the project and finds there is adequate facilities and the traffic impact will be minimal. Associate Planner Harper said the location is basically an area of mixed uses. Given its position of the property next to the church, staff looked at the compatibility of the auto use to church activities and recommended they keep all their work inside the facility.

Staff recommends Council consider the staff report and supporting documents and provide direction. If Council chooses to adopt a resolution, staff recommends one condition as stated in the staff report.

PROPONENTS

Michael Noble, 15644 SW 82nd Avenue, Tigard, OR 97224, applicant, said he appreciated the time given to review the application. The business would fit well and compliment the area. Mr. Noble said he did not have a problem with the condition recommended by staff.

Leann Bennett, 16840 SW Parrett Lane, Sherwood, OR, representing property owners John and Loretta Blaser, said she was part of the original property negotiations, and recommended Council approve the conditional use permit.

OPPONENTS – None.

COUNCIL DISCUSSION

Discussion by Council on the assurance of having adequate parking when taking into consideration the surrounding businesses. It was also asked and answered by Mr. Noble about the number of stalls that will be provided and the expectation of four to five clients a day. The sheet metal shop does not have a huge employee base and they have a spoken with the church and worked out a cooperative arrangement.

It was asked and indicated where the adjacent properties that are in Light Manufacturing (ML) Planning District as opposed to General Commercial (CG) are located and the reassurance there is no impacts to the underlying uses

Mayor Ogden closed the testimony portion of the public hearing.

COUNCIL DELIBERATION

MOTION by Councilor Barhyte, SECONDED by Councilor Harris to approve the staff report and supporting attachments with one condition as noted in the staff report, and adopt a resolution granting CUP-10-04. MOTION CARRIED. [Vote: 5-0-2; Maddux, Truax absent]

G. GENERAL BUSINESS

1. Resolution No. 4977-10 Authorizing a New Picnic Shelter in Tualatin Community Park to be Named Trestle Shelter

Community Services Director Paul Hennon presented information on adopting the name of the new shelter in Community Park that was construction by Clean Water Services as part of the pump station project. Community Services Director Hennon noted there is a "naming policy" in place, and proposals were invited and 29 suggestions were received. The recommendation by the Tualatin Park Advisory Committee (TPARK) is "Trestle Shelter."

Discussion followed. Councilors Beikman and Davis said they were not in favor of the proposed name.

MOTION by Councilor Barhyte, SECONDED by Councilor Harris to name the new shelter in Community Park *Trestle Shelter*. MOTION CARRIED. [Vote: 3-2-2; Beikman, Davis abstain; Maddux, Truax absent]

2. Ordinance No. 1302-10 Relating to Sign Design Standards for Freestanding Signs in Commercial Planning Districts; and Amending TDC 20.030; 31.071; 35.200; and 38.220; and Adding a New Section 38.075, to the TDC. (PTA-08-06)

MOTION by Councilor Harris, SECONDED by Councilor Beikman for a first reading by title only. MOTION by Councilor Harris, SECONDED by Councilor Beikman for a second reading by title only. MOTION CARRIED. The poll was unanimous. [Maddux, Truax absent.] MOTION by Councilor Harris SECONDED by Councilor Beikman to adopt the ordinance. MOTION CARRIED.

H. 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.

I. EXECUTIVE SESSION

Mayor Ogden noted an executive session pursuant to ORS 192.660(2)(d) to discuss labor relations was held at the beginning of the work session.

J. COMMUNICATIONS FROM COUNCILORS

Councilor Beikman noted it is Bike + Walk Month and Byrom Elementary is at 500+ kids participating in walking/biking to school. Councilor Barhyte also mentioned Bridgeport Elementary is also doing well. Mayor Ogden said 300 elementary students spent the day at the Tualatin Youth Advisory Council's Project F.R.I.E.N.D.S. event.

K. ADJOURNMENT

MOTION by Councilor Harris, SECONDED by Councilor Beikman to adjourn the meeting at 9:36 p.m. MOTION CARRIED.

Sherilyn Lombos, City Manager

Recording Secretary / Maureen Smith

Maureen Smith