



**TUALATIN CITY COUNCIL  
AND  
TUALATIN DEVELOPMENT COMMISSION**  
Monday, September 27, 2010

City Council Chambers  
18880 SW Martinazzi Avenue, Tualatin, Oregon

**WORK SESSION begins at 5:00 p.m.**

REGULAR MEETING begins at 7:00 p.m.

---

**Mayor Lou Ogden**

**Council President Chris Barhyte  
Councilor Monique Beikman  
Councilor Joelle Davis**

**Councilor Jay Harris  
Councilor Donna Maddux  
Councilor Ed Truax**

**WELCOME!** By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, the City Council has specified a time for citizen comments on its agenda – Item C, following Presentations, at which time citizens may address the Council concerning any item not on the agenda, with each speaker limited to three minutes, unless the time limit is extended by the Mayor with the consent of the Council.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the world wide web at [www.ci.tualatin.or.us](http://www.ci.tualatin.or.us), at the Library located at 18878 SW Martinazzi Avenue, and are also on file in the Office of the City Manager for public inspection. Any person who has any question concerning any agenda item may call Administration at 503.691.3011 to make an inquiry concerning the nature of the item described on the agenda.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact Administration at 503.691.3011. Notification thirty-six (36) hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

Council meetings are televised “live” on the day of the meeting on Washington County Cable Access Channel 28. The replay schedule for Council meetings can be found at [www.tvctv.org](http://www.tvctv.org).

Your City government welcomes your interest and hopes you will attend the City of Tualatin City Council meetings often.

**- SEE ATTACHED AGENDA -**

## PROCESS FOR LEGISLATIVE PUBLIC HEARINGS

A “legislative” public hearing is typically held on matters which affect the general welfare of the entire City rather than a specific piece of property.

1. The Mayor opens the public hearing and identifies the subject.
2. A staff member presents the staff report.
3. Public testimony is taken.
4. The Council then asks questions of staff, the applicant or any member of the public who testified.
5. When the Council has finished its questions, the Mayor closes the public hearing.
6. When the public hearing is closed, Council will then deliberate to a decision and a motion will be made to either approve, deny, or “continue” the public hearing.

## PROCESS FOR QUASI-JUDICIAL PUBLIC HEARINGS

A “quasi-judicial” public hearing is typically held for annexations, planning district changes, variances, conditional use permits, comprehensive plan changes, and appeals from subdivisions, partitions and architectural review.

1. The Mayor opens the public hearing and identifies the case to be considered.
2. A staff member presents the staff report to the Council.
3. Public testimony is taken:
  - a) In support of the application
  - b) In opposition or neutral
4. The Council then asks questions of staff, the applicant or any member of the public who testified.
5. When the Council has finished its questions, the Mayor closes the public hearing.
6. When the public hearing is closed, Council will then deliberate to a decision and a motion will be made to either approve, approve with conditions or deny the application, or “continue” the public hearing.

## TIME LIMITS FOR PUBLIC HEARINGS

The purpose of time limits on public hearing testimony is to provide all interested persons with an adequate opportunity to present and respond to testimony. All persons providing testimony **shall be limited to 3 minutes**, subject to the right of the Mayor to amend or waive the time limits.

## EXECUTIVE SESSION INFORMATION

Executive session is a portion of the Council meeting that is closed to the public to allow the Council to discuss certain confidential matters. No decisions are made in Executive Session. The City Council must return to the public session before taking final action.

The City Council may go into Executive Session under the following statutory provisions to consider or discuss: *ORS 192.660(2)(a)* the employment of personnel; *ORS 192.660(2)(b)* the dismissal or discipline of personnel; *ORS 192.660(2)(d)* labor relations; *ORS 192.660(2)(e)* real property transactions; *ORS 192.660(2)(f)* non-public information or records; *ORS 192.660(2)(g)* matters of commerce in which the Council is in competition with other governing bodies; *ORS 192.660(2)(h)* current and pending litigation issues; *ORS 192.660(2)(i)* employee performance; *ORS 192.660(2)(j)* investments; or *ORS 92.660(2)(m)* security issues. **All discussions within this session are confidential.** Therefore, nothing from this meeting may be disclosed by those present. News media representatives are allowed to attend this session (unless it involves labor relations), but shall not disclose any information discussed during this session.



**A. CALL TO ORDER**  
Pledge of Allegiance

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

Page No.

1. Farewell to Tualatin Valley Fire & Rescue Chief Jeff Johnson and Introduction of Chief Mike Duyck
2. Measure 34-179 Levy Renewal for Countywide Public Safety Services .....
3. Proclamation Declaring October 2010 as "National Arts & Humanities Month" .....
4. International Walk + Bike to School Day Presentation
5. New Employee Introduction – *Pauline Williams, Finance Department*

**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 (Item Nos. 1 – 3)**

Page No.

*The Consent Agenda will be enacted with one vote. The Mayor will first ask the 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 "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. Fiscal Year 2009/2010 Water System Development Charge (SDC) Report .....
2. Resolution No. **5005-10** Authorizing an Application by the City of Tualatin for a .....  
Community Development Block Grant Public Facilities  
Project Proposal to Renovate the Juanita Pohl Center
3. Resolution No. **5006-10** To Adopt an Intergovernmental Agreement between the .....  
Tigard-Tualatin School District and the City of Tualatin for  
Safe Schools and Healthy Students

**E. PUBLIC HEARINGS – Legislative or Other**

*None*

**F. PUBLIC HEARINGS – Quasi-Judicial**

*None*

**G. GENERAL BUSINESS**

**Page No.**

1. Initiative Petition for the March 8, 2011 Ballot .....
2. Ordinance No. **1311-10** Relating to Codification; Allowing the City Attorney to.....  
Correct Job Titles and Department Names; and Amending  
TMC 1-1-020

**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. COMMUNICATIONS FROM COUNCILORS**

**J. EXECUTIVE SESSION**

**K. ADJOURNMENT**



# CITY COUNCIL SIGN-UP SHEET

DATE: September 27, 2010

PLEASE COMPLETE TO GIVE TESTIMONY

LIMIT TESTIMONY TO THREE MINUTES

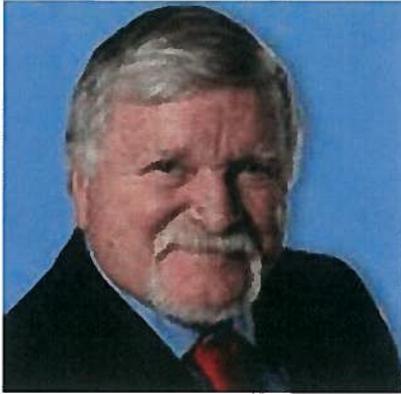
	(PLEASE PRINT CLEARLY) Name	Address	E-mail	Representing	Agenda Item(s) or Citizen Comments
1.	Linda Muthobbt	Chamber			
2.					
3.					
4.					
5.					
6.					
7.					
8.					

4-21-2010 Handout at Open Mike by Linda Monolt

# MEET YOUR POLITICAL CANDIDATES

## COME MEET THE CANDIDATES FACE-TO-FACE

Have coffee and ask questions in an informal setting



**September 23**  
**Tom Hughes**  
for Metro President



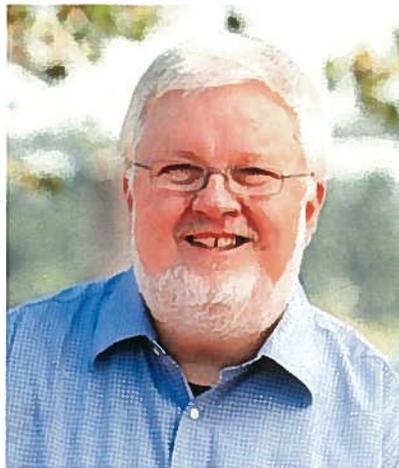
**September 28**  
**Rob Cornilles**  
for U.S. Congress



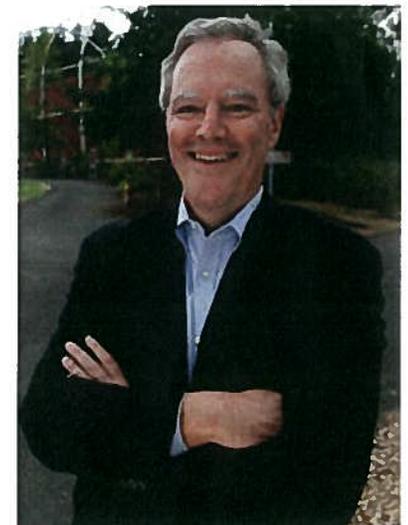
**September 30**  
**Mary Kremer**  
for Oregon Senate



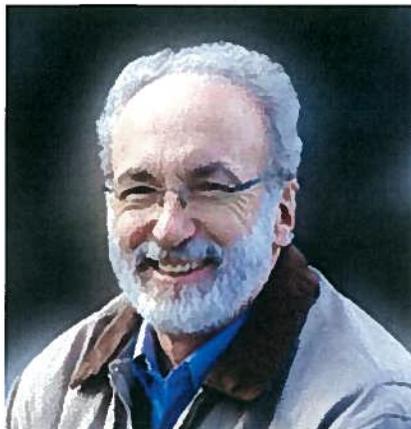
**October 5**  
**Scott Bruun**  
for U.S. Congress



**October 12**  
**Richard Devlin**  
for Oregon Senate



**October 14**  
**Bob Stacey**  
for Metro President



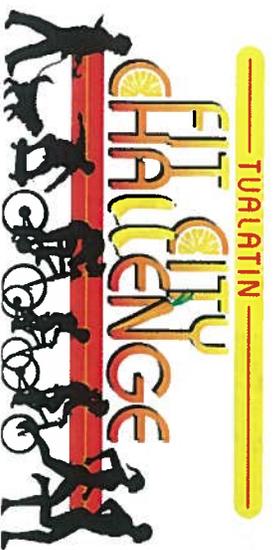
**October 19**  
**Jim Huffman**  
for U.S. Senate

*Presented by:*



**7:30 AM**  
**VFW Hall**  
**18820 SW Boones Ferry Rd**  
**Tualatin, OR 97062**

For more information call 503.692.0780  
or visit [www.tualatinchamber.com](http://www.tualatinchamber.com)



**JOIN TUALATIN'S FIT CITY CHALLENGE!**

The Tualatin Chamber has developed a very important and creative approach to the health care debate. Through our Tualatin Fit City Challenge partners we are focusing on personal responsibility for improving health and wellness.

SEE OUR WEBSITE:

[www.fitcitytualatin.com](http://www.fitcitytualatin.com)

Increasing daily activity and improving diet one day at a time. It's an obvious win for our many health care providers, but it's also a win for our total community. Healthy employees miss fewer days of work each year and help to drive down health care costs. Growing healthy kids has become a major priority with the onset of childhood obesity. This concept has been embraced by our City, Schools and Business Community. It also mirrors a campaign that is working its way across the county called Fit City and or the Mayor's Challenge (check out Oklahoma City and what their Mayor is doing).

*Creating a Healthy Community Together!*

**Special Thanks to our 2010 Sponsors!**



Tualatin High School



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Haggen Food & Pharmacy

9.21.2010 Handout at  
Open Mike by Linda  
Meholt

**Regatta Run**

**5K Run/Walk**

Benefitting the  
Corporal Matthew Lembke  
Memorial Scholarship Fund



**October 23, 2010**

8:30 am Check in  
9:00 am Race time



**About the Event:** Matthew Lembke was a happy, light-spirited, kind person. Nicknamed "Lumpe" by the football coach of Tualatin High School, A 2005 Graduate of Tualatin, he joined the Marines. This summer, serving a third tour in Afghanistan after serving two previous tours in Iraq, Matt was injured. It happened in June 2009, when an IED exploded, causing the loss of both of his legs. After 18 days fighting for his life in various hospitals, Matt succumbed to infection caused by the blast.

In honor of Matt's character and service, a scholarship has been created in his name. Each year, it will be awarded to one graduating senior. Applications will be available in the Tualatin High School Counseling Office.

The Regatta Run/Walk will be an annual event to raise funds for the scholarship. Other donations may also be made for the scholarship by mailing a check made out to the Foundation for Tigard-Tualatin Schools – Matt Lembke Scholarship.

The mailing address is

**TIGARD-TUALATIN SCHOOLS, 6960 SW Sandburg St. Tigard, OR 97223**

**ATTENTION: FOUNDATION DEPT.**

**RELEASE/WAIVER FORM: (WAIVER MUST BE READ, SIGNED AND MAILED WITH ENTRY)**

**\*\*Waiver must be signed in order to participate. No refunds or transfers.** In the consideration of the acceptance to my entry, I, intending to be legally bound, do hereby, for myself and my heirs, executors, and administrators, waive and release any all rights and claims for damages and cases of suit or action, known or unknown that I have against the Tualatin Chamber of Commerce, Road Runner Sports, Tigard-Tualatin School District 23J, The City of Tualatin, The City of Tigard, The City of Durham, Washington County, all participating race sponsors, directors, officers, employees, volunteers and agents for any and all injuries resulting from my participation in the Regatta Run held on Saturday, October 23, 2010. I attest that I am physically fit and have sufficiently trained for this event, my physical condition verified by a licensed M.D. during the last six months. I also grant permission for a doctor and/or nurse to take remedial action the case of an emergency. I attest and verify that I have full knowledge of the risks involved in a race and that I assume all expenses in the event of an accident, illness, or other incapacity, regardless of whether I have authorized such expenses. **NO REFUNDS OR TRANSFERS**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Return waiver with registration form**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Emergency Contact Name & Phone \_\_\_\_\_

**Registration Fee:**

\$25 if received by October 16,  
\$30 October 16 to Day of Race.

All participants receive t-shirt. Please indicate t-shirt size:

Adult S M L XL XXL

Youth S M L

Total enclosed: \$ \_\_\_\_\_

Visa/MC # \_\_\_\_\_

Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_

Please make checks payable and mail to:

Tualatin Chamber/Regatta Run

PO Box 701, Tualatin, OR 97062

FAX: 503-692-6955

**Parking Available:** at Haggen Food & Pharmacy in the WES lot.

**Pick up Race Packet:** at Road Runner Sports on Friday, Oct. 22<sup>nd</sup> between 10:00 am-9:00 pm and receive a 10% off in-store discount coupon. (Nyberg Woods Shopping Center, 7063 SW Nyberg Street, Tualatin, OR. 97062)

**Questions?**

Visit us online at

<http://www.fitcitytualatin.com/regatta-run>

Email: [chamber@tualatinchamber.com](mailto:chamber@tualatinchamber.com)



# Levy Renewal for Countywide PUBLIC SAFETY SERVICES



## MEASURE 34-179

Washington County provides public safety services in cities, urban unincorporated communities and rural areas.

### WHAT WOULD MEASURE 34-179 DO?

Replace the Public Safety Levy that expires in June 2011. A renewed levy would continue funding for personnel and services over five years to:

- Maintain supervision and compliance monitoring of registered sex offenders;
- Operate the jail and work release center at full capacity, minimizing the early release of offenders;
- Investigate crimes and prosecute criminals including the use of crime scene specialists and forensics experts;
- Serve all areas of the county with special enforcement teams (including the Major Crimes, SWAT, Fraud and Identity Theft, Gangs and Narcotics teams), probation and parole officers, juvenile counselors and other public safety personnel;
- Support emergency shelters for women and children who are victims of domestic violence.

### WHY IS MEASURE 34-179 ON THE BALLOT?

Renewal of this levy would continue funding to maintain the current balance in the public safety system specifically funding personnel and services for all areas of the county including:

- Supervision and compliance monitoring of registered sex offenders;
- Special enforcement teams serving all areas of county, including the Major Crimes, SWAT, Fraud and Identity Theft, Gangs and Narcotics teams;
- Criminal prosecution and investigation services, including crime scene specialists and forensics experts;
- Probation and parole, juvenile counselors and other services;
- Operating the jail and work release center at full capacity to minimize the early release of offenders;
- Emergency shelters for women and children who are victims of domestic violence.

### WHAT RATE WOULD PROPERTY OWNERS PAY?

**42¢ per \$1,000 assessed value, which would be unchanged from the current rate.**

A five-year levy would replace the expiring four-year levy. Homeowners with an average assessed value of \$215,089 (different than market value) would pay \$90 in property taxes for this levy in 2011-12. The tax due in future years would depend on change in assessed value.

### TO GET MORE INFORMATION:

Call (503) 846-8685 or visit [www.co.washington.or.us/levies](http://www.co.washington.or.us/levies)



# Proclamation

## *Proclamation Declaring the month of October 2010 as "National Arts & Humanities Month" in the City of Tualatin*

WHEREAS the month of October has been recognized as National Arts and Humanities Month by thousands of arts and cultural organizations, communities, and states across the country, as well as by the White House and Congress for more than two decades; and

WHEREAS the arts and humanities embody much of the accumulated wisdom, intellect and imagination of humankind; and

WHEREAS the arts and humanities enhance and enrich the lives of every American; and

WHEREAS the arts and humanities play a unique role in the lives of our families, our community, and our country; and

WHEREAS Tualatin residents and businesses support a variety of arts programs offered through the city, schools, and local businesses; and

WHEREAS the City of Tualatin has a vibrant and energetic Arts Advisory Committee that serves an important role in Tualatin; and

WHEREAS the nonprofit arts industry also strengthens the U.S. economy by generating \$166.2 billion in total economic activity annually and by supporting the full-time equivalent of 5.7 million jobs.

BE IT PROCLAIMED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON that:

Section 1. October 2010 be proclaimed "National Arts and Humanities Month" in the City of Tualatin.

Section 2. The citizens of Tualatin are called upon to celebrate, promote, and support the arts and culture in our city, county and nation.

INTRODUCED AND ADOPTED this 27<sup>th</sup> day of September, 2010.

CITY OF TUALATIN, OREGON

BY \_\_\_\_\_

Mayor

ATTEST:

BY \_\_\_\_\_

City Recorder



City of Tumwater

# WALK + BIKE TO SCHOOL DAY

OCTOBER 6, 2010



**WALK  
+BIKE**



City of Tempe

# WALK + BIKE TO SCHOOL DAY

OCTOBER 6, 2010

## Why walk + bike to school?

- Encourage healthy lifelong habits
- Prevent vehicle congestion and associated pollution around schools
- Promote a strengthened sense of community





# WALK + BIKE TO SCHOOL DAY

OCTOBER 6, 2010



- ◎ Last year, over 700 kids participated in International Walk + Bike to School Day
- ◎ The momentum continued with Walk + Bike to School Challenge Month in May.
- ◎ This Year, we hope to see even more kids involved!



City of Tualatin

# WALK + BIKE TO SCHOOL DAY

OCTOBER 6, 2010

## Who is involved?



- Bridgeport Elementary
- Byrom Elementary
- Tualatin High School
- Tualatin Police Department
- Tualatin Valley Fire and Rescue
- Tualatin Youth Advisory Council
- TuHS Principal Ambassadors



# Walk + Bike to School Day

October 6, 2010

## How do we participate?

- ⊙ For participating schools, contact your school coordinator
- ⊙ Don't have a school coordinator? We encourage you to walk or bike with your friends and neighbors!





# STAFF REPORT

## CITY OF TUALATIN

APPROVED BY TUALATIN CITY COUNCIL  
Date 9-27-2010  
Recording Secretary [Signature]

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager *[Signature]*

**FROM:** Michael A. McKillip, City Engineer *[Signature]*

**DATE:** September 27, 2010

**SUBJECT:** FISCAL YEAR 2009/2010 WATER SYSTEM DEVELOPMENT CHARGE (SDC) REPORT

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### ISSUE BEFORE THE COUNCIL:

In 1991, Ordinance 833-91 established the System Development Charge (SDC) for connection to the City's water system. The attached report fulfills the requirement of ORS 223.311 to give an annual accounting of the SDC and to recommend any changes to the City's water SDC ordinance.

### RECOMMENDATION:

It is recommended the Council accept the attached report. No change to methods, procedures, or fees is recommended at this time.

### EXECUTIVE SUMMARY:

- In FY 09/10, the amount of water SDCs collected was \$59,476.00.
- These funds, along with prior years SDCs, were used for water system improvements and capital projects totaling \$955,007.25.

### FINANCIAL IMPLICATIONS:

This revenue and the capital project expenses are reflected in the FY 10/11 Budget in the Water/SDC Fund #32 beginning balance.

**Attachments:** Report

FISCAL YEAR 2009/2010

**WATER SYSTEM DEVELOPMENT CHARGE (SDC) REPORT**

Introduction

In 1991, the City of Tualatin adopted Ordinance 833-91, which established a System Development Charge (SDC) for connection to the City of Tualatin water system. This SDC fee was based on projected needs of the system and the portion of the system's projected needs that were attributable to growth in the City which placed an additional demand on the water system.

Purpose

The purpose of this report is to fulfill the requirements of ORS 223.311, which requires an annual accounting of SDCs to be performed, and to recommend any changes in the water SDC as adopted by the City of Tualatin.

Revenue

During the period of this report (July 1, 2009 to June 30, 2010) the City of Tualatin collected \$59,476.00 in water SDC fees in accordance with Ordinance 833-91. Interest earned on the SDC fees was \$115.48. These fees were collected by meter sizes as shown:

<b>Meter Size</b>	<b>No. of Meters</b>	<b>Total SDC Collected</b>
3/4" x 5/8"	14	\$ 43,900.00
1"	0	\$ 0
1-1/2"	1	\$ 15,576.00
2"	0	\$ 0
3"	0	\$ 0
4"	0	\$ 0
<b>Totals</b>	<b>15</b>	<b>\$ 59,476.00</b>

Credits

No applications for credit were received towards the payment of water SDC in fiscal year 2009/2010.

Expenditures

The water SDC fees were determined by the ordinance methodology and retained in the Water/SDC Fund. Any unspent funds are available to be used on projects in the next fiscal year and will become part of the beginning fund balance.

Projects funded in fiscal year 2009/2010 by the water SDC revenues were as follows:

<b>Project</b>	<b>SDC Amount</b>
WD0401 ASR Production Well	\$ 215,780.18
WD0802 Norwood Pump Station	\$ 711,468.64
WD0901 C2 Reservoir	\$ 27,758.43
<b>Total</b>	<b>\$ 955,007.25</b>

Recommendation

It is recommended the Council accept this report and have the City Engineer continue to monitor issues that may arise and review their impact on the water SDC fees. No change to methods, procedures or fees as outlined in Ordinance 833-91 is recommended at this time.



APPROVED BY TUALATIN CITY COUNCIL

Date 9.27.2010  
Recording Secretary S. Crawford

## STAFF REPORT CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager *[Signature]*

**FROM:** Paul Hennon, Community Services Director *[Signature]*  
Carl Switzer, Parks and Recreation Manager *[Signature]*

**DATE:** September 27, 2010

**SUBJECT:** RESOLUTION AUTHORIZING AN APPLICATION BY THE CITY OF TUALATIN FOR A COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC FACILITIES PROJECT PROPOSAL TO RENOVATE THE JUANITA POHL CENTER

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### ISSUE BEFORE THE COUNCIL:

Council will consider authorizing the City to submit an application for a Community Development Block Grant (CDBG) for a second phase of renovating of the Juanita Pohl Center.

### RECOMMENDATION:

The Juanita Pohl Center Steering Committee supports the project and grant application. The Tualatin Park Advisory Committee (TPARK) and the Tualatin Arts Advisory Committee (TAAC) have both also provided input on the overall project scope.

Staff recommends that Council authorize the City to apply for a Community Development Block Grant from the Washington County Office of Community Development for a second phase of renovating of the Juanita Pohl Center.

### EXECUTIVE SUMMARY:

The Washington County Office of Community Development is accepting proposals for the Community Development Block Grant Program 2011-2012. The City of Tualatin can benefit from this grant program. If Council approves the submittal of the grant application, and the City's project is selected for funding, it would allow for the continued renovation of the Juanita Pohl Center.

Staff Report: RESOLUTION APPROVING CDBG APPLICATION

September 27, 2010

Page 2 of 2

The project involves improving access for people of all levels of mobility, enhancing health and safety conditions, reducing energy consumption and increasing recycling to save limited natural resources and operating costs, enlarging the programmable space to meet the increasing variety and numbers of users, and replacing worn and dated materials.

The Council has identified enhancing the quality of life and ensuring that people feel safe and are actively involved in the community as priorities in the City's Strategic Management Plan. The proposed improvements will help accomplish these Council goals.

Preliminary architectural programming, cost estimating, and phasing priorities have been completed for the proposed Pohl Center Addition and Renovation Project.

The tentative schedule established by the Policy Advisory Board (PAB) for the CDBG application process follows:

- Grant applications due October 8, 2010
- Sponsor presentations January 26 and 27, 2011
- PAB approves list of projects February 10, 2011
- PAB approves Draft Action Plan and Consolidated Plan April 2011
- Board of Commissioners approves Action Plan and Consolidated Plan May 2011
- **PROJECTS FUNDED** July 1, 2011
- **PROJECTS COMPLETED** June 30, 2012

**FINANCIAL IMPLICATIONS:**

Funding for preparing of a preliminary architectural program, cost estimates, and a phasing plan was included in the FY09/10 budget. Matching funds are not required but viewed favorably in the application process. At a minimum there will be matching funds in the form of in-kind staff time for project management.

**PUBLIC INVOLVEMENT:**

The project has been developed and reviewed with the Juanita Pohl Center Steering Committee, and discussed with the TPARK and the TAAC.

**Attachments:**      A. Juanita Pohl Center Addition and Renovation Feasibility Study  
                                 B. Resolution

- C:
1. Juanita Pohl Steering Committee
  2. Tualatin Park Advisory Committee
  3. Tualatin Arts Advisory Committee

**ATTACHMENT A**

**JUANITA POHL CENTER BUILDING ADDITION AND RENOVATION FEASIBILITY STUDY**

# Juanita Pohl Center Addition and Renovation

Tualatin, Oregon



Feasibility Study  
October 8th, 2009



# TABLE OF CONTENTS

1. Introduction
2. Site Plan
3. Existing Conditions - Site
4. Existing Conditions - Exterior
5. Existing Conditions - Interior
6. Existing Conditions - Interior
7. Existing Conditions - Interior
8. Floor Plan
9. Mechanical
10. Fire and Life Safety
11. Project Schedule
12. Project Budget and Phasing
13. Appendix - Detailed Project Cost



## INTRODUCTION:

The Juanita Pohl Center (JPC) opened in 1982 (as the Tualatin/Durham Senior Center) and was expanded in 1991 to meet the needs of a growing population. Both the original construction and the addition were funded largely with Community Development Block Grant funds. In 1994 improvements were made to meet the requirements of the new Americans with Disabilities Act. In 2009, the name was changed to the Juanita Pohl Center in recognition of Juanita Pohl's extraordinary and remarkable volunteerism and leadership contributions to the center and its programs and operation in its early years.

The Juanita Pohl Center has now served the Tualatin area for 27 years and is in need of an expansion and renovation to continue to meet the needs of the rapidly growing service-area population. The proposed project is for funding through the Washington County Community Development Block Grant Program 2010-2011.

### PHASING:

The full scope of work will need to be completed in phases due to limited funding. The Phase 1 scope of the project would involve improving access for people of all levels of mobility, enhancing health and safety conditions, reducing energy consumption and increasing recycling to save limited natural resources and operating costs, enlarging the programmable space to meet the increasing variety and numbers of users, and replacing worn and dated materials.

See Page 12 for the Project Budget and Phasing.

## PROJECT CRITERIA:

### Flood Plain:

This building is located in an area shown as floodplain. Chapter 70 of the Tualatin Development Code requires that substantial improvement of a non-residential structure have the lowest floor elevated at least one foot above the base flood elevation (BFE). Using the current 1929 datum the BFE for the Juanita Pohl site is 125.38 and the top of the bottom floor is 127.5 ft. Using the proposed 1988 datum, the BFE for the site is 128.9 and the top of the bottom floor is 131.02 ft. Under either datum set, the top of the lowest floor is elevated more than one foot above the base flood elevation and therefore no flood proofing is required. Areas of the land the building is located on are in the floodplain but are not part of the Phase 1 project.

### Seismic Requirements:

City code requires that a seismic upgrade be performed on any existing building receiving at least a 50% upgrade based on market value cost of the building, changing use or altering the building structure. The JPC will not be receiving upgrades falling under these categories, therefore a seismic upgrade will not be required.

### ADA:

Following the passage of the American's with Disabilities Act in 1994, the City of Tualatin implemented a transition plan to bring all current buildings up to code. An ADA upgrade of the JPC was completed in 1995, resulting in a renovated parking lot with 5 accessible parking spaces near the entry of the building. Included under the scope of the Feasibility Study is the repaving of the ADA access path centered within the parking lot, the repaving and regrading of the entry drive and South parking lot to facilitate ease of access to the center, automatic door operators for the front doors, and removal of the redundant vestibule doorway to ease wheelchair and walker access.

### Fire and Life Safety:

See page 10.



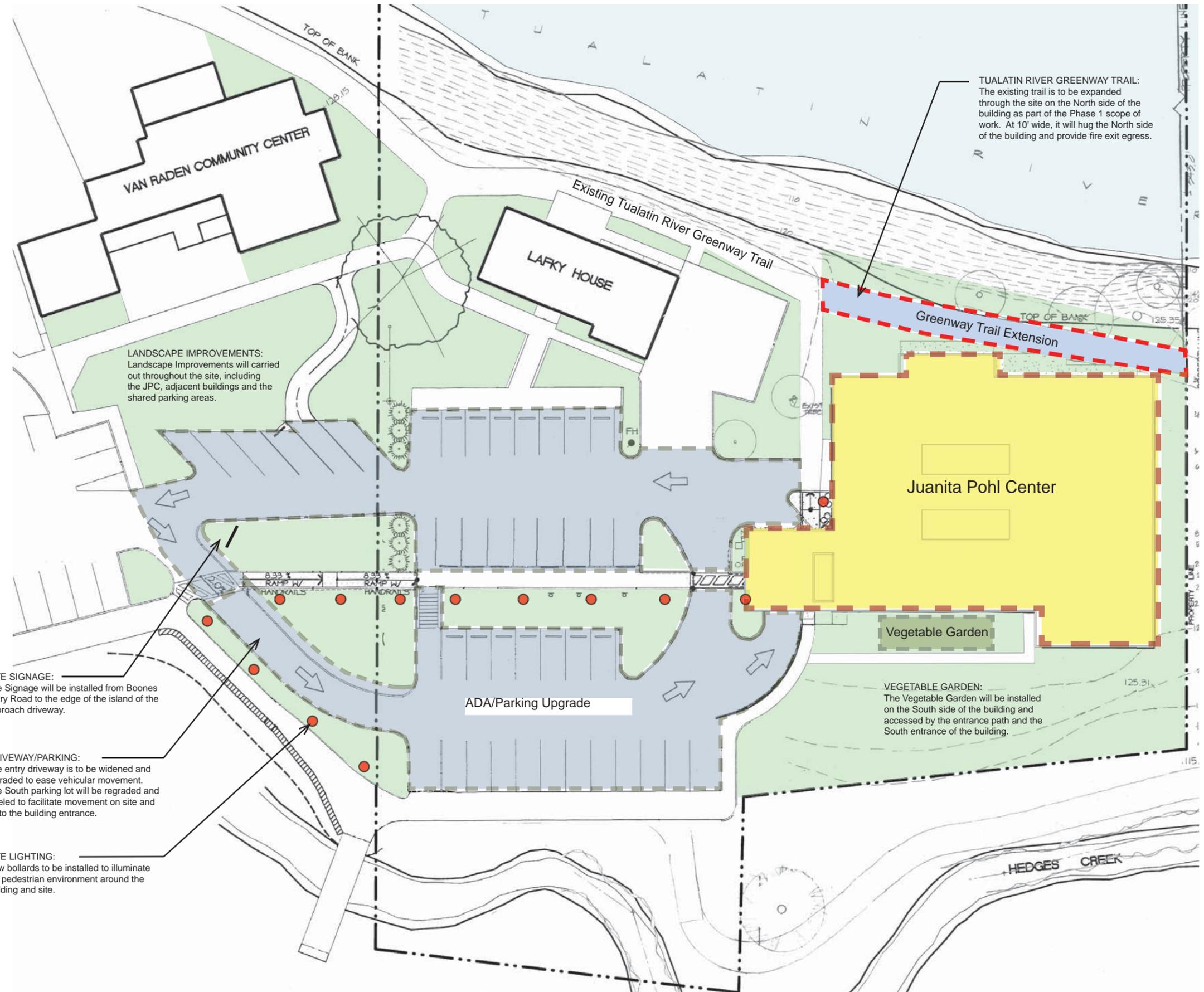
## Juanita Pohl Center (JPC)



### SITE IMPROVEMENTS:

Site improvements include repaving/regrading the existing parking lot to improve ADA access and landscape improvements throughout the site including the addition of a vegetable garden to the South of the building. The Existing Tualatin River Greenway Trail is to be extended through the site to the East property line approximately 125' long and 10' wide.

-  SURFACE UPGRADE/ REGRADING/ ADA IMPROVEMENTS - HEAVY WORK
-  LANDSCAPE IMPROVEMENTS - MEDIUM WORK
-  NEW BOLLARD LIGHTS
-  JCP BUILDING LOCATION
-  PHASE 1 SCOPE OF WORK



**SITE PHOTOS:**

The following photographs are shown to illustrate existing site, building exterior and building interior conditions. All photos shown pertain to the areas covered under the scope of work of the Feasibility Study.



Entry driveway



Building entry overhang



Parking approach and signage



ADA path between parking lots



North parking lot ADA parking stalls



West - Exterior garbage location near building entrance



North - Exterior patio to be enclosed as an extension of dining



Exterior rot and paint



South - Proposed location of Vegetable Garden



North - Proposed location of river running path on North side of building



East - Typical exterior windows to be replaced

## Existing Conditions - Exterior





Billiards Lounge furniture, lighting, and flooring



East Activity Area casework, furniture and flooring



Existing lighting



Computer room furniture and flooring



West Lounge furniture, flooring and partition



Typical partition condition

## Existing Conditions - Interior



Dining Room furniture, lighting, flooring and partition



West Dining Room casework



Dining Room North windows



West Dining Room - location of proposed service counter



North Activity Area - Line-dancing class



Typical Bathroom counter, partitions and flooring

# Existing Conditions - Interior





Retail flooring and casework



Reception casework



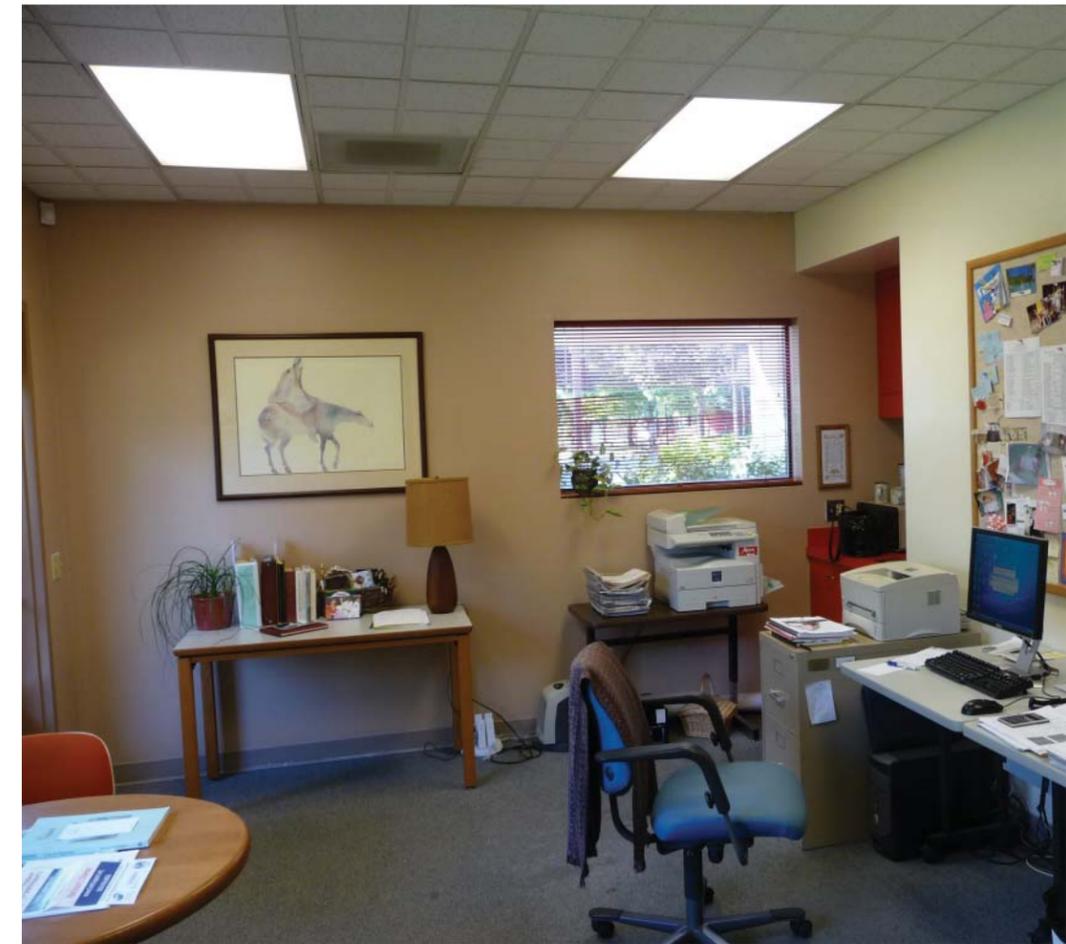
Building entry and reception casework



Multi-purpose room flooring and furniture



Storage room



Director's Office flooring, lighting, furniture and casework

## Existing Conditions - Interior

**BUILDING IMPROVEMENTS:**

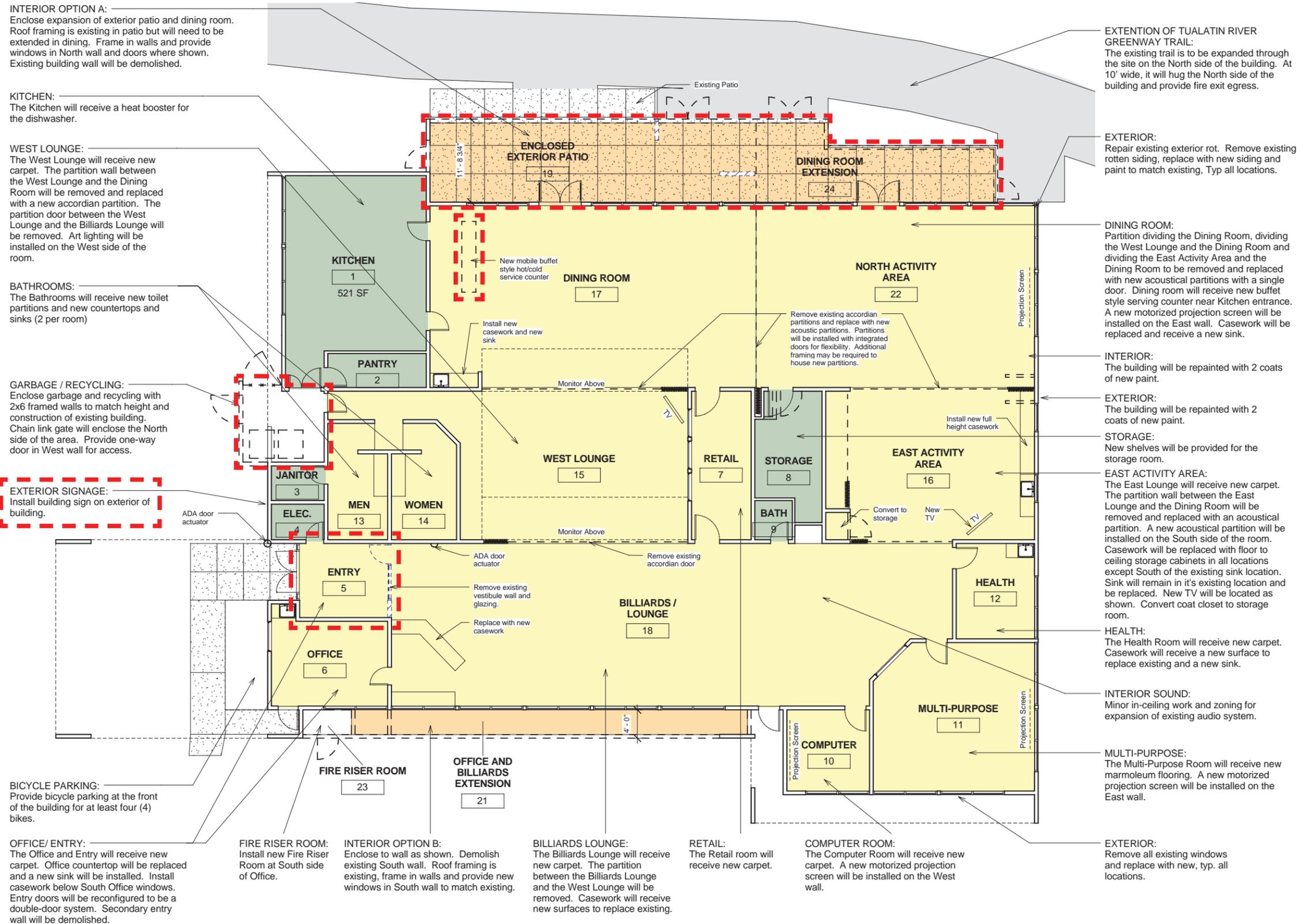
The building renovation is broken down into three categories; No or Low Renovation, Medium Renovation, and Heavy work. No or Low Renovation (Green) represents areas that will require little to no work to complete. Medium renovation (Yellow) represents areas that will undergo flooring replacement, wall demolition, counter replacement, and new furniture. Heavy work (Orange) represents areas that will require new wall construction, slab construction, new mechanical systems and/or new lighting infrastructure.

Interior renovation of the building will vary on a space by space basis and scope of work for individual rooms is identified on the plan.

Exterior renovation of the building includes rot repair, window replacement, building painting, enclosing the garbage and recycling area, and 3 options for extending the building footprint represented as Heavy Work.

**Renovation Type**

- HEAVY WORK
- MEDIUM RENOVATION
- NO or LOW RENOVATION
- PHASE 1 SCOPE



**Service** City of Tualatin  
**Location:** 8513 SW Tualatin Rd  
 Senior Center  
 CITY03 Tualatin, OR 97062

**Contacts:** (503) 880-6125  
 Clayton Reynolds

**Acct.Since:**  
**Number:** 409  
**Center:** 1

**MECHANICAL:**

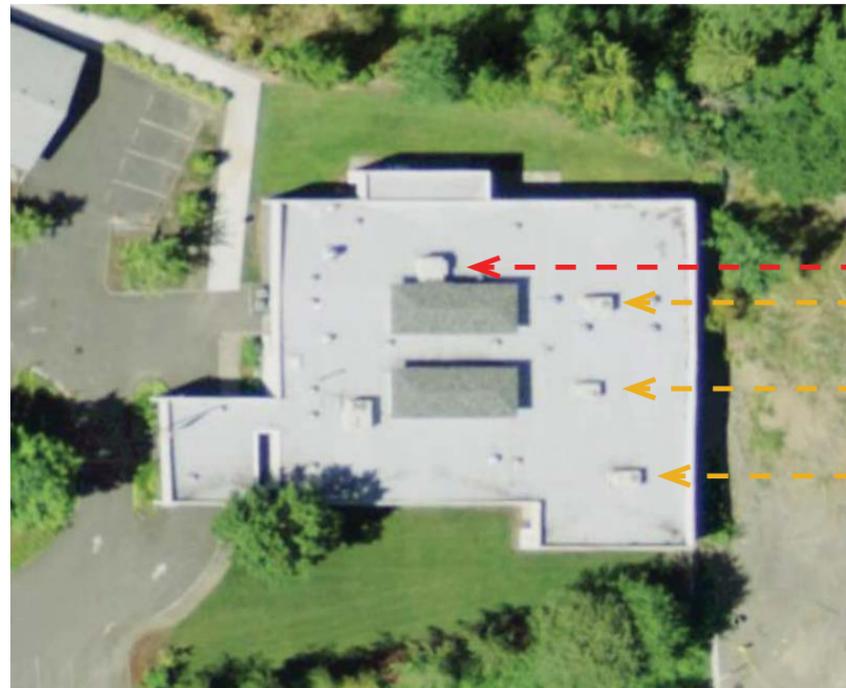
An inventory and status check was completed on the existing mechanical units located on the roof. Of the five (5) units listed, one (1) was found to be in good condition. It is recommended that one (1) unit be replaced immediately and three (3) others within a reasonable period of time. All mechanical units that are replaced will receive screens to shield them from view.

If Interior Option A is approved, mechanical infrastructure will be required to be linked in to the existing system to provide air to this new space. Interior Option B will require no additional work to the existing mechanical system.

System ID	Make / Equipment Description	Yr Mfg	Model / Serial Number	System #	Location	Parts Required Qty	Description	Warranty Info
397	Carrier Corp. Package Gas/Electric Unit	0	579CPW090250AKCT 0682G00406	RTU-1	Roof	4.00	Filter 16X25X2	
398	Carrier Corp. Package Gas/Electric Unit	0	48TMD008-A-501 3807G20698	RTU-2	Roof	4.00	Filter 16X20X2	
399	Lennox Industries Package Gas/Electric Unit	0	GCS16 513 75 1Y 5490D10286	RTU-3	Roof	1.00	Filter 18X25X1	
400	Lennox Industries Package Gas/Electric Unit	0	GCS16 413 50 3Y 5490L06149	RTU-4	Roof	1.00	Filter 14X25X1	
401	Lennox Industries Package Gas/Electric Unit	0	GCS16 513 75 1Y 5490D10274	RTU-5	Roof	1.00	Filter 18X25X1	
402	Need Make Exhaust Fan	0	N/A N/A	EF-6	Roof			
403	Loren Cook Exhaust Fan	0	135C3B 173S433583	EF-7	Roof			
404	Loren Cook Exhaust Fan	0	165VCR 0345950130	EF-8	Roof			
405	Loren Cook Exhaust Fan	0	135C3B 1735429357	EF-9	Roof			

MECHANICAL KEY PLAN

- CRITICAL REPLACEMENT - PHASE 1
- RECOMMENDED REPLACEMENT



- RTU-1 - 397
- RTU-3 - 399
- RTU-4 - 400
- RTU-5 - 401

**FIRE & LIFE SAFETY:**

Although square footage requirements and use change do not require a new sprinkler system, it is recommended that the building receive an all new sprinkler system as part of the Fire and Life Safety upgrade.

New strobes and horns will be installed throughout the building. Automatic door closers will be installed on each fire exit door, and an Automated Electronic Defibrillator (AED) will be installed on the South side of the Dining Room.

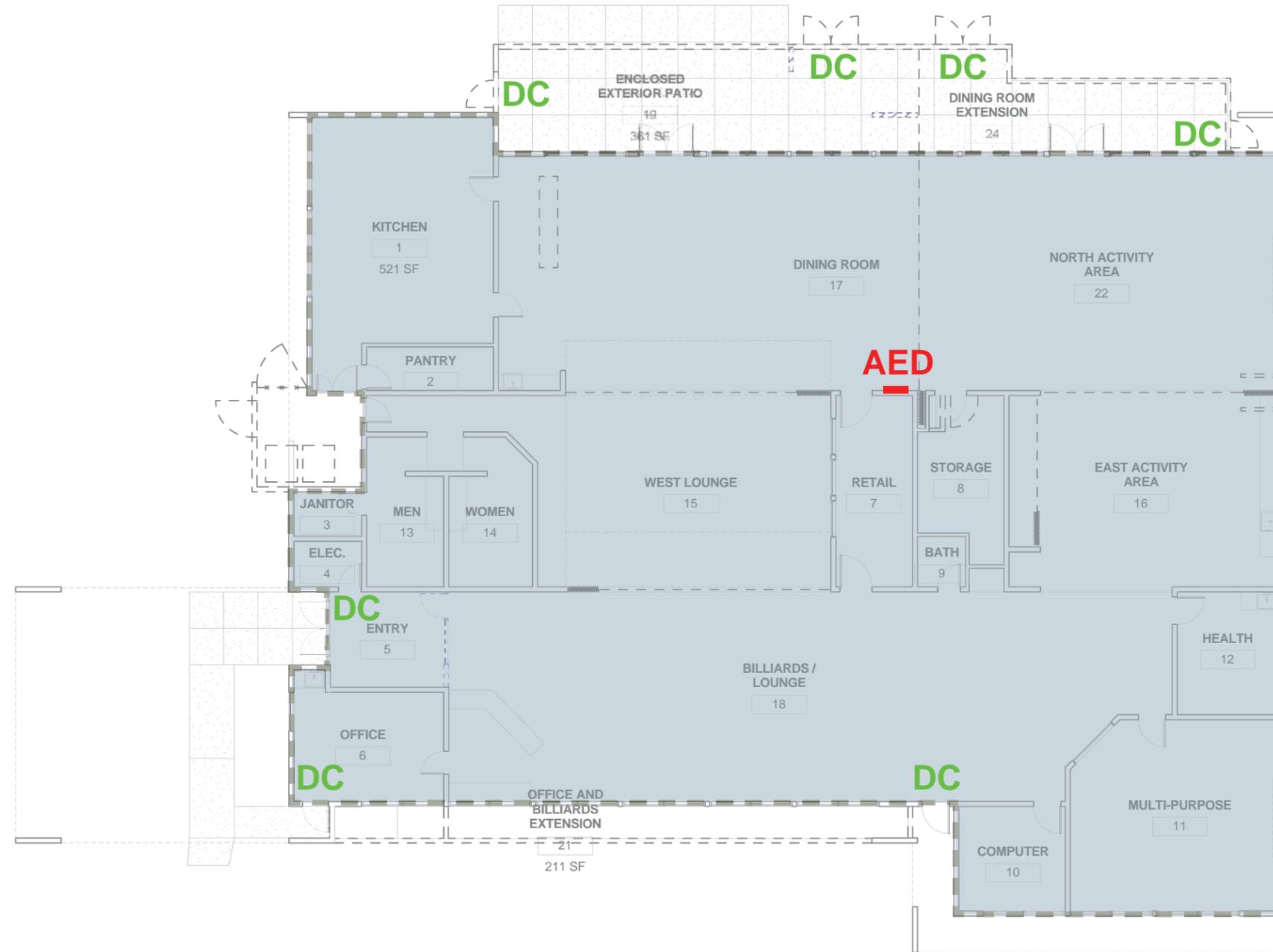
**EXITING REQUIREMENTS:**

Exiting code was reviewed and does conform to code with additional exits provided.

**AED** AUTOMATIC ELECTRONIC DEFIBRILLATOR

**DC** REQUIRED AUTOMATIC DOOR CLOSER

 EXTENT OF NEW SPRINKLER SYSTEM





# Juanita Pohl Center Addition and Renovation - Phase 1,2 & 3

## PROJECT BUDGET

8-Oct-09

### PROJECT BUDGET & PHASING:

The Project Estimate (shown right) has the scope of work identified in the Feasibility Study divided into three (3) Phases. Construction costs developed by P&C Construction are combined with Ancillary Costs and contingency to calculate Total Project Cost. Escalation is built into the Phase 1 numbers, but it not represented in Phase 2 or Phase 3.

See the appendix for the detailed construction cost estimate.

<b>FUNDING SOURCES</b>	<b>PHASE 1</b>	<b>PHASE 2</b>	<b>PHASE 3</b>
1. CDBG - Community Development Block Grant	\$ 375,000		
2. Local Tualatin Parks SDC - Pathway	\$ 55,000		
3. Local Tualatin Gen. Fund/Bldg Maintenance	\$ 15,000		
4. Local In-kind (Staff time)	\$ 10,000		
<b>TOTAL FUNDING</b>	<b>\$ 455,000</b>		
<b>PROJECT COSTS</b>			
<b>1. CONSTRUCTION</b>			
a. Construction Costs	\$ 351,025	\$469,526	\$334,876
a. Construction Contingency (5-10%)	\$ 17,551	\$ 23,476	\$ 16,744
<b>TOTAL CONSTRUCTION</b>	<b>\$ 368,576</b>	<b>\$493,002</b>	<b>\$351,620</b>
<b>2. ANCILLARY COSTS</b>			
a. City Permit/Fees	\$ 6,500	\$ 5,000	\$ 5,000
b. Geotechnical	\$ 6,000	\$ -	\$ 6,000
c. Professional Design Fees (12%)	\$ 44,229	\$ 59,160	\$ 42,194
d. Site Survey	\$ 5,000	\$ -	\$ 5,000
e. Testing	\$ 5,000	\$ 5,000	\$ 5,000
f. Structural	\$ 5,000	\$ -	\$ 5,000
g. Elevation Surveys for Flood Hazard Area Development Permit (3)	\$ 3,700	\$ -	\$ 3,700
h. Natural Resource Assessment/ Wetland Delineation (done in advance)	\$ -	\$ -	\$ -
i. Misc. Legal Notices, etc.	\$ 995	\$ 2,500	\$ 2,500
j. Local In-kind (Staff time)	\$ 10,000		
<b>TOTAL ANCILLARY COSTS</b>	<b>\$ 86,424</b>	<b>\$ 71,660</b>	<b>\$ 74,394</b>
<b>TOTAL PROJECT COST</b>	<b>\$ 455,000</b>	<b>\$ 564,663</b>	<b>\$ 426,014</b>

\*\* SEE APPENDIX FOR DETAILED CONSTRUCTION COST INFORMATION

REF	DESCRIPTION	ESTIMATED COST	ALLOCATION OF COSTS			REMARKS
			PHASE 1	PHASE 2	PHASE 3	
PROJECT SCOPE						
BUILDING:						
BD1	Relocate garbage and recycling from Kitchen vestibule to a new enclosure to match building with a flat roof, a man-door at the west side, a gate at the north side to close off the area, and lighting.	\$18,992	\$18,992			
BD2	Remove and replace all existing windows, sills, and blinds.	\$94,224		\$94,224		
BD3	Remove and replace rotten siding and repaint exterior of building.	\$17,396		\$17,396		
BD4	Not used.					
BD5	Enclose the exterior patio area and the area north of the dining room per "Interior Option A" to create an interior space. Including removal of the existing exterior wall glazing.	\$162,221	\$162,221			
BD6	Not used.					
BD7	Enclose the area south of Billiards/Lounge per "Interior Option B" to create an interior space, including removal of the existing exterior wall glazing.	\$60,686			\$60,686	
BD8	Provide new building sign and site directional signs - allowance.	\$20,700	\$10,350		\$10,350	
BD9	Meal Lounge improvements including new carpet, removal of partitions at the north and south sides, provide an acoustically rated operable partition at the north wall, and provide art lighting at the west wall.	\$25,573		\$25,573		
BD10	Provide new solid surface countertops with integral sinks, new phenolic toilet partitions and grab bars at the Men's and Women's restrooms.	\$10,930		\$10,930		
BD11	Provide new carpet, solid surface countertop and sink, new base cabinets below the windows at the south wall, and sale at the Director's Office.	\$8,038		\$8,038		
BD12	Billiards/Lounge improvements including new carpet, a new reception desk and credenza, and new display racks.	\$26,804		\$26,804		
BD13	Provide new carpet at the Computer Room.	\$1,411		\$1,411		
BD14	Provide new linoleum at the Multi-Purpose room.	\$5,227		\$5,227		
BD15	New carpet, countertop and sink, and Insta-Hot water heater in the Health	\$3,273		\$3,273		
BD16	East Activity Area improvements including new carpet, removal of the partition at the north side, new acoustically rated operable partitions at the north and south walls, new casework at the east wall, a new solid surface countertop and sink, and a door and shelving at the niche at the southwest corner.	\$50,752		\$50,752		
BD17	Dining Room improvements including removing the existing accordion door and replacing it with acoustically rated operable partition, a new buffet serving counter, and a new solid surface countertop with integral sink at the southwest corner.	\$46,016	\$13,800	\$32,216		
BD18	Repaint the entire interior of the building.	\$19,924			\$19,924	
BD19	Main Entry improvements including a new pair of exterior aluminum storefront doors with automatic door operators, demoving the interior storefront and wall, new lighting, and new flooring.	\$18,371	\$18,371			
BD20-A	Replace mechanical unit RTU-1 to comply with current code.	\$21,845	\$21,845			
BD20-B	Replace mechanical units RTU-3, RTU-4 & RTU-5 to comply with current code.	\$54,709		\$54,709		
BD21	Provide Cat. 6 cable and outlets at seven locations.	\$1,449			\$1,449	
BD22	Not used.					
BD23	Lighting upgrades including new ballasts, lamps and lenses at interior fixtures, and new exterior fixtures - allowance.	\$27,600	\$27,600			
BD24	AV upgrades including three motorized projection screens, two - 52" flat screen TVs, two portable AV racks with projectors, and audio upgrades - allowance.	\$37,280		\$37,280		
BD25	Provide a new fire protection system including a new DDCVA, fire main, fire riser room south of the Director's Office, fire sprinklers throughout the building, and a new fire alarm system.	\$115,284			\$115,284	
BD26	Door hardware upgrades including new door closers and exit devices - allowance.	\$10,350		\$10,350		
BD27	Provide new shelving at the Storage room.	\$3,278		\$3,278		
BD28	Provide new flooring at Retail.	\$1,698		\$1,698		
BD29	Provide heat booster for dishwasher in Kitchen.	\$1,863		\$1,863		
BD30	Provide roof screens at four mechanical units.	\$48,300	\$12,075	\$36,225		
SUBTOTALS - BUILDING		\$914,151	\$285,253	\$421,226	\$207,672	
SITework:						
SW1	Regrade and repave the existing south parking lot including widening the entry drive and flattening the grades.	\$108,934			\$108,934	
SW2	Landscape improvements at the perimeter of the building - allowance.	\$48,300		\$48,300		
SW3	Extend the multi-use path approximately 125' to the east property line including extending walks for access from the parking area, environmental mitigation and enhancements, a bench, and signage.	\$54,927	\$54,927			
SW4	Create a new garden area adjacent to the south side of the building including raised planting beds, gravel paths, fencing, and a hose bibb at the building for manual watering.	\$11,025			\$11,025	
SW5	Resurface existing asphalt walk between the north and south parking areas.	\$2,760	\$2,760			
SW6	Provide covered bicycle parking.	\$8,084	\$8,084			
SW7	Provide new bollard lights at the south parking lot.	\$7,245			\$7,245	
SUBTOTALS - SITEWORK		\$241,275	\$85,771	\$48,300	\$127,204	
PROJECT TOTALS - BUILDING & SITEWORK		\$1,155,426	\$351,025	\$469,526	\$334,876	

**APPENDIX**  
 PROJECT ESTIMATE:  
 The Project Estimate developed by P&C  
 Construction (shown right) was divided into  
 three (3) phases.



**PROJECT ESTIMATE:**

The Project Estimate developed by P&C  
Construction is broken down by category to  
show included scope.

Juanita Pohl Center - Budget Estimate Pricing					
Item #	Description	Quantity	Units	Unit Price	R.O.M. Cost
<b>BD1</b>	<b>Relocate garbage and recycling from Kitchen vestibule to a new enclosure to match building with a flat roof, a man-door at the west side, a gate at the north side to close off the area, and lighting.</b>				
	Site demolition/pad prep	144	S.F.	\$6.00	\$ 864
	Concrete pad	144	S.F.	\$6.50	\$ 936
	Wood stud walls	24	L.F.	\$60.00	\$ 1,440
	Wood siding	576	S.F.	\$6.00	\$ 3,456
	Door, frame and hardware	1	Ea.	\$1,400.00	\$ 1,400
	Steel gate	1	Ea.	\$1,500.00	\$ 1,500
	Roof structure	108	S.F.	\$15.00	\$ 1,620
	Roofing	108	S.F.	\$12.00	\$ 1,296
	Painting	1	L.S.	\$750.00	\$ 750
	Lighting	1	L.S.	\$500.00	\$ 500
					\$ 13,762
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$ 5,230
	<b>Item Total</b>				<b>\$ 18,992</b>
<b>BD2</b>	<b>Remove and replace all existing windows, sills, and</b>				
	Demo existing windows	1,148	S.F.	\$3.00	\$ 3,444
	New windows	1,218	S.F.	\$40.00	\$ 48,720
	Flashings	1	L.S.	\$4,500.00	\$ 4,500
	Solid surface sills	224	L.F.	\$10.00	\$ 2,240
	Wall patching	1	L.S.	\$750.00	\$ 750
	Roller shades	1,078	S.F.	\$8.00	\$ 8,624
					\$ 68,278
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$ 25,946
	<b>Item Total</b>				<b>\$ 94,224</b>
<b>BD3</b>	<b>Remove and replace rotten siding and repaint exterior of building.</b>				
	Remove and replace rotten siding	1	L.S.	\$1,500.00	\$ 1,500
	Replace siding at clerestory	184	S.F.	\$9.00	\$ 1,656
	Painting	6,300	S.F.	\$1.50	\$ 9,450
					\$ 12,606
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$ 4,790
	<b>Item Total</b>				<b>\$ 17,396</b>

<b>BD5</b>	<b>Enclose the exterior patio area and the area north of the dining room per "Interior Option A" to create an interior space, including removal of the existing exterior wall/glazing.</b>				
	Site demolition/pad prep	864	S.F.	\$6.00	\$ 5,184
	Overexcavation and backfill with structural fill	64	C.Y.	\$40.00	\$ 2,560
	Demo existing wall	720	S.F.	\$3.00	\$ 2,160
	New footings	4	Ea.	\$750.00	\$ 3,000
	Concrete slab-on-grade	864	S.F.	\$6.50	\$ 5,616
	Shore existing roof joists	80	L.F.	\$35.00	\$ 2,800
	New steel columns	4	Ea.	\$550.00	\$ 2,200
	New WF beam at demo'd wall	80	L.F.	\$100.00	\$ 8,000
	Exterior wall framing	1,000	S.F.	\$7.50	\$ 7,500
	Roof structure	288	S.F.	\$15.00	\$ 4,320
	Roofing	288	S.F.	\$12.00	\$ 3,456
	Wood siding	489	S.F.	\$9.00	\$ 4,401
	Aluminum storefront	385	S.F.	\$40.00	\$ 15,400
	Storefront doors	6	Ea.	\$2,400.00	\$ 14,400
	Gypsum board	489	S.F.	\$3.00	\$ 1,467
	Drywall patching	1	L.S.	\$1,500.00	\$ 1,500
	Acoustical ceilings	864	S.F.	\$4.50	\$ 3,888
	Wood flooring	864	S.F.	\$11.00	\$ 9,504
	Refinish wood flooring Dining Room	2,236	S.F.	\$4.50	\$ 10,062
	Painting	1	L.S.	\$1,500.00	\$ 1,500
	HVAC	864	S.F.	\$5.00	\$ 4,320
	Lighting	864	S.F.	\$5.00	\$ 4,320
					\$ 117,552
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$ 44,670
	<b>Item Total</b>				<b>\$ 162,221</b>
<b>BD7</b>	<b>Enclose the area south of Billiards/Lounge per "Interior Option B" to create an interior space, including removal of the existing exterior wall/glazing.</b>				
	Site demolition/pad prep	256	S.F.	\$6.00	\$ 1,536
	Overexcavation and backfill with structural fill	19	C.Y.	\$40.00	\$ 760
	Demo existing wall	576	S.F.	\$3.00	\$ 1,728
	New footings	3	Ea.	\$750.00	\$ 2,250
	Concrete slab-on-grade	256	S.F.	\$6.50	\$ 1,664
	Shore existing roof joists	64	L.F.	\$35.00	\$ 2,240
	New steel columns	3	Ea.	\$550.00	\$ 1,650
	New WF beam at demo'd wall	64	L.F.	\$100.00	\$ 6,400
	Exterior wall framing	590	S.F.	\$7.50	\$ 4,425
	Wood siding	266	S.F.	\$9.00	\$ 2,394
	Aluminum storefront	325	S.F.	\$40.00	\$ 12,980
	Drywall patching	1	L.S.	\$1,500.00	\$ 1,500
	Acoustical ceilings	256	S.F.	\$4.50	\$ 1,152
	Flooring	256	S.F.	\$4.00	\$ 1,024
	Painting	1	L.S.	\$1,000.00	\$ 1,000
	Lighting	256	S.F.	\$5.00	\$ 1,280
					\$ 43,975
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$ 16,711
	<b>Item Total</b>				<b>\$ 60,686</b>

<b>BD8</b>	<b>Provide new building sign and site directional signs - allowance.</b>				
	New building sign - allowance	1	L.S.	\$15,000.00	\$ 15,000
					\$ 15,000
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$ 5,700
	<b>Item Total</b>				<b>\$ 20,700</b>
<b>BD9</b>	<b>West Lounge improvements including new carpet, removal of partitions at the north and south sides, provide an acoustically rated operable partition at the north wall, and provide art lighting at the west wall.</b>				
	Demo existing flooring	776	S.F.	\$0.95	\$ 737
	Demo existing accordion doors	2	Ea.	\$500.00	\$ 1,000
	Carpet	776	S.F.	\$4.00	\$ 3,104
	Wall patching	1	L.S.	\$750.00	\$ 750
	Operable partition	232	S.F.	\$45.00	\$ 10,440
	Door at operable partition	1	Ea.	\$1,500.00	\$ 1,500
	Art lighting	1	L.S.	\$1,000.00	\$ 1,000
					\$ 18,531
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$ 7,042
	<b>Item Total</b>				<b>\$ 25,573</b>
<b>BD10</b>	<b>Provide new solid surface countertops with integral sinks, new phenolic toilet partitions and grab bars at the Men's and Women's restrooms.</b>				
	Demo existing countertops	12	L.F.	\$10.00	\$ 120
	Solid surface countertops	12	L.F.	\$125.00	\$ 1,500
	Wall patching	1	L.S.	\$250.00	\$ 250
	Toilet partitions	3	Ea.	\$1,100.00	\$ 3,300
	Urinal screen	1	Ea.	\$350.00	\$ 350
	Grab bars	4	Ea.	\$100.00	\$ 400
	Plumbing - Plumb sinks & new faucets	4	Ea.	\$500.00	\$ 2,000
					\$ 7,920
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$ 3,010
	<b>Item Total</b>				<b>\$ 10,930</b>
<b>BD11</b>	<b>Provide new carpet, solid surface countertop and sink, new base cabinets below the windows at the south wall, and safe at the Director's Office.</b>				
	Demo existing flooring	204	S.F.	\$0.95	\$ 194
	Demo existing countertops	4	L.F.	\$10.00	\$ 40
	Solid surface countertops	4	L.F.	\$125.00	\$ 500
	Base cabinets w/solid surface countertops	9	L.F.	\$225.00	\$ 2,025
	Wall patching	1	L.S.	\$250.00	\$ 250
	Carpet	204	S.F.	\$4.00	\$ 816
	Safe	1	Ea.	\$1,500.00	\$ 1,500
	Plumbing - Plumb sinks & new faucets	1	Ea.	\$500.00	\$ 500
					\$ 5,825
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$ 2,213
	<b>Item Total</b>				<b>\$ 8,038</b>



BD12	<b>Billiards/Lounge improvements including new carpet, a new reception desk and credenza, and new display racks.</b>							
	Demo existing flooring	1,838	S.F.	\$0.95	\$	1,746		
	Reception desk	12	L.F.	\$400.00	\$	4,800		
	Credenza	9	L.F.	\$225.00	\$	2,025		
	Display racks	1	L.S.	\$3,000.00	\$	3,000		
	Wall patching	1	L.S.	\$500.00	\$	500		
	Carpet	1,838	S.F.	\$4.00	\$	7,352		
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$	19,423		
	<b>Item Total</b>				\$	<b>26,804</b>		
	BD13	<b>Provide new carpet at the Computer Room.</b>						
Demo existing flooring		156	S.F.	\$0.95	\$	148		
Wall patching		1	L.S.	\$250.00	\$	250		
Carpet		156	S.F.	\$4.00	\$	624		
Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%	\$	1,022		
<b>Item Total</b>				\$	<b>1,411</b>			
BD14	<b>Provide new linoleum at the Multi-Purpose room.</b>							
	Demo existing flooring	488	S.F.	\$1.25	\$	610		
	Wall patching	1	L.S.	\$250.00	\$	250		
	Linoleum	488	S.F.	\$6.00	\$	2,928		
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$	3,788		
<b>Item Total</b>				\$	<b>5,227</b>			
BD15	<b>New carpet, countertop and sink, and Insta-Hot water heater in the Health room.</b>							
	Demo existing flooring	168	S.F.	\$0.95	\$	160		
	Demo existing countertops	4	L.F.	\$10.00	\$	40		
	Solid surface countertops	4	L.F.	\$125.00	\$	500		
	Wall patching	1	L.S.	\$250.00	\$	250		
	Carpet	168	S.F.	\$4.00	\$	672		
	Plumbing - Plumb sinks & new faucets	1	Ea.	\$500.00	\$	500		
	Plumbing - New Insta-Hot	1	Ea.	\$250.00	\$	250		
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$	2,372		
	<b>Item Total</b>				\$	<b>3,273</b>		

BD16	<b>East Activity Area improvements including new carpet, removal of the partition at the north side, new acoustically rated operable partitions at the north and south walls, new casework at the east wall, a new solid surface countertop and sink, and a door and shelving at the niche at the southwest corner.</b>							
	Demo existing flooring	660	S.F.	\$0.95	\$	627		
	Demo existing accordion doors	1	Ea.	\$500.00	\$	500		
	Demo existing countertops	18	L.F.	\$10.00	\$	180		
	Structural support for operable partition	45	L.F.	\$75.00	\$	3,375		
	Base cabinets w/solid surface countertops	18	L.F.	\$250.00	\$	4,500		
	Upper cabinets	10	L.F.	\$135.00	\$	1,350		
	Full height cabinet	3	L.F.	\$225.00	\$	675		
	Shelving	20	L.F.	\$25.00	\$	500		
	Door, frame & hardware	1	Ea.	\$1,200.00	\$	1,200		
	Interior partitions	12	L.F.	\$65.00	\$	780		
	Wall patching	1	L.S.	\$750.00	\$	750		
	Carpet	660	S.F.	\$4.00	\$	2,640		
	Operable partitions	360	S.F.	\$45.00	\$	16,200		
	Door at operable partition	2	Ea.	\$1,500.00	\$	3,000		
	Plumbing - Plumb sinks & new faucets	1	Ea.	\$500.00	\$	500		
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$	36,777		
	<b>Item Total</b>				\$	<b>50,752</b>		
	BD17	<b>Dining Room Improvements including removing the existing accordion door and replacing it with acoustically rated operable partition, a new buffet serving counter, and a new solid surface countertop with integral sink at the southwest corner.</b>						
		Demo existing accordion doors	1	Ea.	\$500.00	\$	500	
Demo existing countertops		7	L.F.	\$10.00	\$	70		
Sawcut floor slab		10	L.F.	\$25.00	\$	250		
Patch slab		10	L.F.	\$10.00	\$	100		
Structural support for operable partition		38	L.F.	\$75.00	\$	2,850		
Solid surface countertops		7	L.F.	\$125.00	\$	875		
Relocate door and frame		1	Ea.	\$500.00	\$	500		
Interior partitions		8	L.F.	\$65.00	\$	520		
Wall patching		1	L.S.	\$750.00	\$	750		
Floor patch		1	L.S.	\$500.00	\$	500		
Buffet serving counter		1	L.S.	\$10,000.00	\$	10,000		
Operable partition		304	S.F.	\$45.00	\$	13,680		
Door at operable partition		1	Ea.	\$1,500.00	\$	1,500		
Plumbing - Plumb sinks & new faucets		1	Ea.	\$500.00	\$	500		
Electrical - Power to buffet serving counter		1	L.S.	\$750.00	\$	750		
Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%	\$	33,345		
<b>Item Total</b>				\$	<b>46,016</b>			

BD18	<b>Repaint the entire interior of the building.</b>		8,250	S.F.	\$1.75	\$	14,438
	Painting					\$	14,438
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%	\$	5,486
<b>Item Total</b>					\$	<b>19,924</b>	
BD19	<b>Main Entry improvements including a new pair of exterior aluminum storefront doors with automatic</b>						
	Demo storefront/walls	160	S.F.	\$3.00	\$	480	
	Aluminum storefront	30	S.F.	\$40.00	\$	1,200	
	Storefront doors	2	Ea.	\$2,400.00	\$	4,800	
	Automatic door operators	1	Ea.	\$4,000.00	\$	4,000	
	Wall patching	1	L.S.	\$500.00	\$	500	
	Flooring	208	S.F.	\$4.00	\$	832	
	Electrical - Power to door operators	1	Ea.	\$500.00	\$	500	
	Electrical - Lighting upgrades	1	L.S.	\$1,000.00	\$	1,000	
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$	13,312	
<b>Item Total</b>				\$	<b>18,371</b>		
BD20-A	<b>Replace mechanical unit RTU-1 to comply with current code.</b>						
	Replace mechanical unit per estimate from Reitmeier	1	L.S.	\$13,765.00	\$	13,765	
	Mechanical	1	L.S.	\$2,065	\$	2,065	
	Structural/Roofing/Electrical - Allowance @ 15%				\$	15,830	
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$	6,015	
<b>Item Total</b>				\$	<b>21,845</b>		
BD20-B	<b>Replace mechanical units RTU-3, RTU-4 &amp; RTU-5 to comply with current code.</b>						
	Replace mechanical units per estimate from Reitmeier	1	L.S.	\$34,473.00	\$	34,473	
	Mechanical	1	L.S.	\$5,171	\$	5,171	
	Structural/Roofing/Electrical - Allowance @ 15%				\$	39,644	
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$	15,065	
<b>Item Total</b>				\$	<b>54,709</b>		
BD21	<b>Provide Cat. 6 cable and outlets at seven locations.</b>						
	Data/comm outlets	7	Ea.	\$150.00	\$	1,050	
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)			38.00%	\$	1,050	
	<b>Item Total</b>				\$	<b>1,449</b>	



BD23	Lighting upgrades including new ballasts, lamps and lenses at interior fixtures, and new exterior fixtures - allowance.	1	L.S.	\$20,000.00	\$ 20,000				
	Allowance								
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%				
	Item Total				\$ 27,600				
BD24	A/V upgrades including three motorized projection screens, two - 52" flat screen TV's, two portable A/V racks with projectors, and audio upgrades - allowance.	1	L.S.	\$27,000.00	\$ 27,000				
	Allowance								
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%				
	Item Total				\$ 37,260				
BD25	Provide a new fire protection system including a new DDCVA, fire main, fire riser room south of the Director's Office, fire sprinklers throughout the	1	Ea.	\$3,000.00	\$ 3,000				
	Tap existing water main				\$ 15,000				
	DDCVA				\$ 45.00				
	Fire main				\$ 500.00				
	Repair landscaping				\$ 192				
	Site demolition/pad prep				\$ 95				
	Overexcavation and backfill with structural fill				\$ 208				
	Concrete slab-on-grade				\$ 900				
	Exterior wall framing				\$ 1,080				
	Wood siding				\$ 1,200				
	Door, frame & hardware				\$ 350				
	Painting				\$ 3,000				
	Wall & ceiling patching				\$ 2,500				
	Difibrillator				\$ 35,063				
	Fire protection				\$ 6,500				
	Electrical - Wiring to DDCVA and fire riser				\$ 250				
	Electrical - Lighting				\$ 10,313				
	Electrical - New fire alarm system								
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%				
	Item Total				\$ 115,264				
	BD26				Door hardware upgrades including new door closers and exit devices - allowance.	1	L.S.	\$7,500.00	\$ 7,500
					Door hardware upgrades - allowance				
					Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%
					Item Total				\$ 10,350

BD27	Provide new shelving at the Storage room.	95	L.F.	\$25.00	\$ 2,375
	Shelving				
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%
	Item Total				\$ 3,278
BD28	Provide new flooring at Retail.	198	S.F.	\$0.95	\$ 188
	Demo existing flooring				
	Wall patching				\$ 250
	Carpet				\$ 792
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%
	Item Total				\$ 1,698
BD29	Provide heat booster for dishwasher in Kitchen.	1	Ea.	\$1,000.00	\$ 1,000
	Heat booster				
	Electrical to heat booster				\$ 350
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%
	Item Total				\$ 1,863
BD30	Provide roof screens at four mechanical units.	1	L.S.	\$10,000.00	\$ 10,000
	Structural upgrades as roof				
	Steel supports for mechanical screens				\$ 13,200
	Roof patching				\$ 7,000
	Metal panels				\$ 4,800
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%
	Item Total				\$ 48,300

SW1	Regrade and repave the existing south parking lot including widening the entry drive and flattening the grades.	6,804	S.F.	\$0.40	\$ 2,722				
	Demo existing pavement				\$ 4,412				
	Excavation and disposal				\$ 6,618				
	Rock fill				\$ 1,120				
	Fine grading				\$ 8,078				
	Base rock				\$ 1,250				
	Curb excavation				\$ 2,200				
	Replace catch basin				\$ 12,118				
	A.C. paving				\$ 2,500				
	Striping & stops				\$ 6,000				
	Stairs-on-grade				\$ 3,000				
	C.I.P. curbs				\$ 8,400				
	Retaining wall footing				\$ 15,120				
	Retaining wall				\$ 3,000				
	Landscap repair				\$ 2,400				
	Guardrails								
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%				
	Item Total				\$ 78,937				
	SW2				Landscap improvements at the perimeter of the building - allowance.	1	L.S.	\$35,000.00	\$ 35,000
					Allowance				
					Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)				38.00%
					Item Total				\$ 48,300
	SW3				Extend the multi-use path approximately 125' to the east property line including extending walks for	60	S.F.	\$2.00	\$ 120
					Demo existing pavement				\$ 451
					Clear and grub				\$ 1,110
					Dispose of spoils				\$ 469
					Fine grading				\$ 2,734
Base rock		\$ 7,810							
Concrete walks		\$ 1,200							
Retaining wall footing		\$ 2,160							
Retaining wall		\$ 750							
Bench		\$ 5,000							
Landscap improvements		\$ 15,000							
Environmental mitigation and enhancements		\$ 3,000							
Signage									
Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)		38.00%							
Item Total		\$ 54,927							

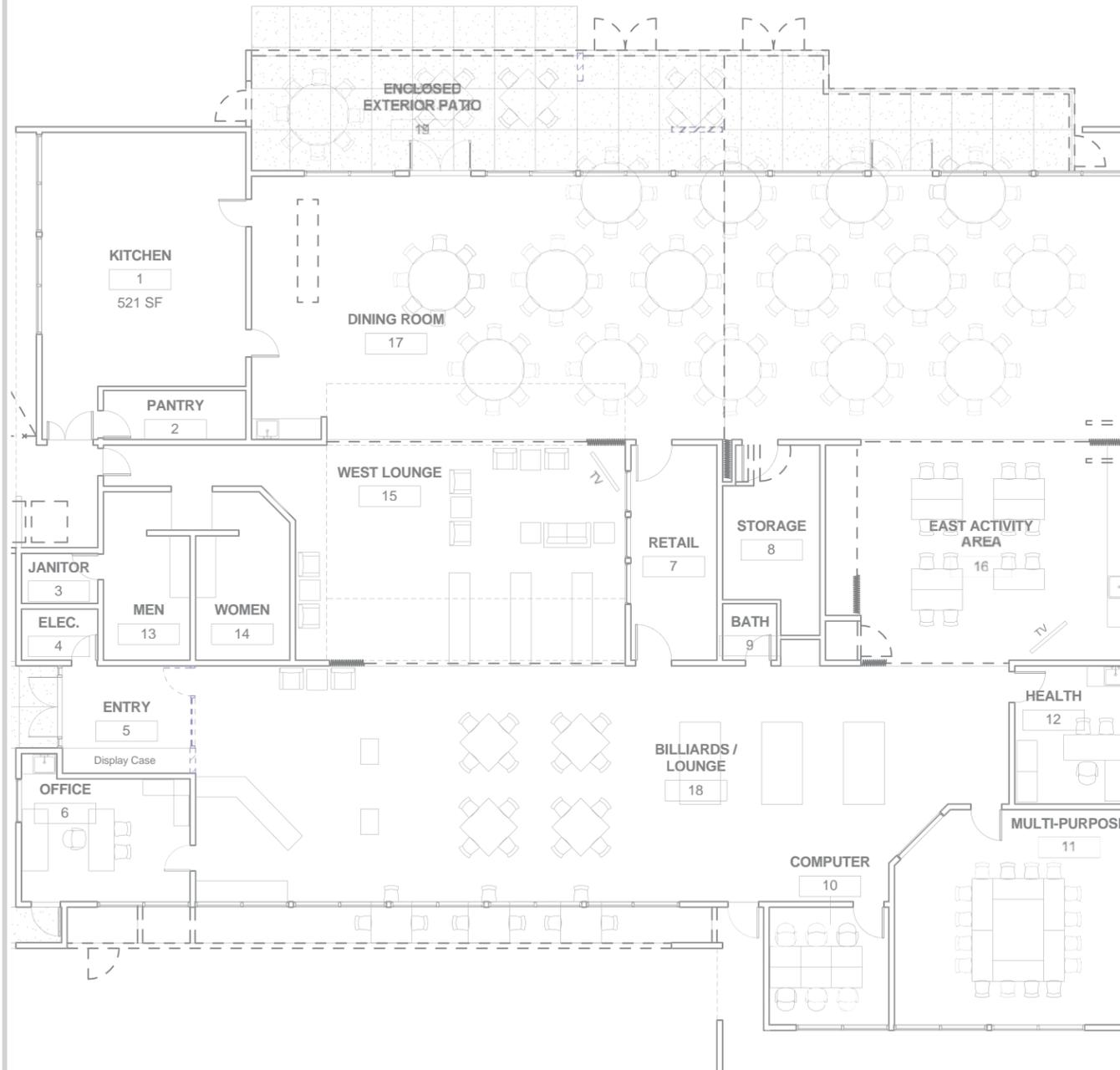


SW4	<b>Create a new garden area adjacent to the south side of the building including raised planting beds,</b>						
	Clear and grub	740	S.F.	\$0.50	\$	370	
	Dispose of spoils	36	C.Y.	\$15.00	\$	547	
	Import garden soil	13	C.Y.	\$35.00	\$	441	
	Crushed rock paths	612	S.F.	\$2.25	\$	1,377	
	Fencing	80	L.F.	\$15.00	\$	1,200	
	Gate	1	Ea.	\$500.00	\$	500	
	Landscape timbers for raised planters	192	S.F.	\$12.00	\$	2,304	
	Landscape repair	1	L.S.	\$500.00	\$	500	
	Hose bibb	1	L.S.	\$750.00	\$	750	
						\$	7,989
	Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)		38.00%		\$	3,036	
	<b>Item Total</b>				\$	<b>11,025</b>	
SW5	<b>Resurface existing asphalt walk between the north and south parking areas.</b>						
	Resurface existing asphalt walk	500	S.F.	\$4.00	\$	2,000	
						\$	2,000
		Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)		38.00%		\$	760
	<b>Item Total</b>				\$	<b>2,760</b>	
SW6	<b>Provide covered bicycle parking.</b>						
	Clear and grub	200	S.F.	\$1.50	\$	300	
	Dispose of spoils	10	C.Y.	\$15.00	\$	148	
	Fine grading	200	S.F.	\$0.30	\$	60	
	Base rock	200	S.F.	\$1.75	\$	350	
	Concrete walks	200	L.F.	\$5.00	\$	1,000	
	Bike racks	1	L.S.	\$1,000.00	\$	1,000	
	Bike shelter	1	L.S.	\$2,500.00	\$	2,500	
	Landscape repair	1	L.S.	\$500.00	\$	500	
						\$	5,858
		Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)		38.00%		\$	2,226
	<b>Item Total</b>				\$	<b>8,084</b>	
SW7	<b>Provide new bollard lights at the south parking lot.</b>						
	Bollard lights	7	Ea.	\$750.00	\$	5,250	
						\$	5,250
		Markups (GC's, Bond, Insur., OH&P, Conting., Esc.)		38.00%		\$	1,995
	<b>Item Total</b>				\$	<b>7,245</b>	

**FURNITURE:**

The furniture is not included under the scope of the grant proposal and is included for future reference.

Quantities and configuration can be seen on the plan with corresponding pricing on the spreadsheet.



PRELIMINARY FURNITURE BUDGET				
PROJECT NAME: <b>JUANITA POHL CENTER</b> Tualatin, OR	DATE: 8/26/2009	REVISED: 9/21/2009	SRG PROJECT NO.: 2926	
Location/ Description	Qty.	Unit Cost	Subtotal	Subtotal by Area Comments
<b>Entry Lobby</b>				
lounge chairs	2	\$ 1,200	\$ 2,400	
occasional table	1	\$ 600	\$ 600	
brochure rack	1	\$ 1,000	\$ 1,000	
				<b>\$ 4,000</b>
<b>Billiards/ Lounge</b>				
square tables for 4	7	\$ 1,000	\$ 7,000	flip-top, mobile
chairs	25	\$ 350	\$ 8,750	nesting
display shelving	2	\$ 1,500	\$ 3,000	
pool tables	3	\$ 3,000	\$ 9,000	
				<b>\$ 27,750</b>
<b>West Lounge</b>				
bookcases	3	\$ -	\$ -	reuse existing
2-seat sofas	2	\$ 1,500	\$ 3,000	
lounge chairs	6	\$ 1,200	\$ 7,200	
occasional tables	5	\$ 600	\$ 3,000	
				<b>\$ 13,200</b>
<b>East Activity Area</b>				
24x60 tables	7	\$ 1,000	\$ 7,000	flip-top, mobile
chairs	14	\$ 350	\$ 4,900	nesting
				<b>\$ 11,900</b>
<b>Dining East &amp; West</b>				
round tables for 8	16	\$ 1,500	\$ 24,000	60" dia., flip-top, mobile
square tables for 4	3	\$ 1,000	\$ 3,000	flip-top, mobile
chairs	140	\$ 350	\$ 49,000	nesting
				<b>\$ 76,000</b>
<b>Computer Room</b>				
computer desks	6	\$ 500	\$ 3,000	
task chairs	6	\$ 500	\$ 3,000	
				<b>\$ 6,000</b>
<b>Multi-Purpose Room</b>				
24x60 tables	6	\$ -	\$ -	already purchased
chairs	16	\$ 350	\$ 5,600	
				<b>\$ 5,600</b>
<b>Director's Office</b>				
u-shape desk & storage	1	\$ 3,000	\$ 3,000	
task chair	1	\$ 600	\$ 600	
guest chairs	2	\$ 300	\$ 600	
bookcase	2	\$ 300	\$ 600	
				<b>\$ 4,800</b>
<b>Health Office</b>				
I-shape desk & storage	1	\$ 2,000	\$ 2,000	
task chair	1	\$ 600	\$ 600	
guest chairs	2	\$ 300	\$ 600	
bookcase	2	\$ 300	\$ 600	
				<b>\$ 3,800</b>
			subtotal	<b>\$ 153,050</b>
			5% contingency	<b>\$ 7,653</b>



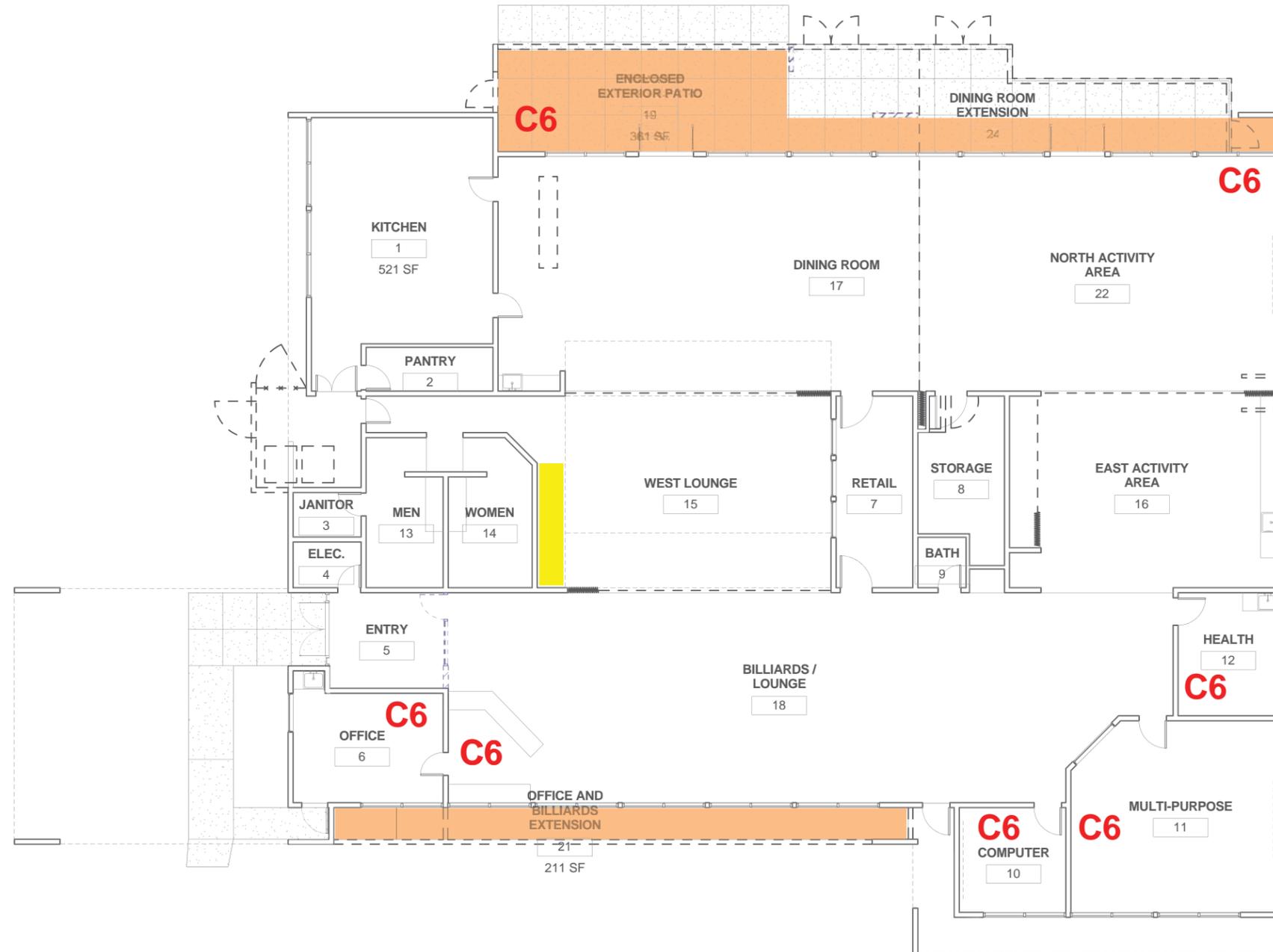
**ELECTRICAL:**

The building will receive an electrical upgrade consisting of installation of Cat. 6 cable in various locations, and wireless throughout the building.

If interior Options A, B, or C is approved, electrical infrastructure will be required to be linked in to the existing system.

All lighting within the building will be retrofitted with new ballasts, a conversion to T8 lamps and all new lenses. An Art Wall will be installed on the West side of the West Lounge and will require additional art lighting be installed.

- C6** NEW CAT-6 LOCATION
-  NEW ART WALL LIGHTING LOCATION
-  NEW ELECTRICAL INFRASTRUCTURE



RESOLUTION AUTHORIZING AN APPLICATION BY THE CITY OF TUALATIN FOR A COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC FACILITIES PROJECT PROPOSAL TO RENOVATE THE JUANITA POHL CENTER

WHEREAS the Washington County Office of Community Development is accepting proposals for the Community Development Block Grant Program 2011-2012; and

WHEREAS the City of Tualatin desires to participate in this funding program to the greatest extent possible as a means of renovating the Juanita Pohl Center for the benefit of the Tualatin area income-qualified population; and

WHEREAS the project would involve improving access for people of all levels of mobility, enhancing health and safety conditions, reducing energy consumption and increasing recycling to save limited natural resources and operating costs, enlarging the programmable space to meet the increasing variety and numbers of users, and replacing worn and dated materials; and

WHEREAS the City Council has identified enhancing the quality of life and ensuring that people feel safe and are actively involved in the community as priorities in the City's Strategic Management Plan; and

WHEREAS preliminary architectural programming, cost estimating, and phasing priorities have been completed for the proposed Juanita Pohl Center Addition and Renovation Project; and

WHEREAS the applicant hereby certifies that matching funds will be available should the project be selected for funding.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON that:

Section 1. The City of Tualatin is authorized to apply for Community Development Block Grant Program funding from the Washington County Office of Community Development for the expansion and renovation of the Juanita Pohl Center.

Section 2. The Community Services Director is authorized to execute the Community Development Block Grant application.

INTRODUCED AND ADOPTED this 27<sup>th</sup> day of September, 2010.

CITY OF TUALATIN, OREGON

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

APPROVED AS TO LEGAL FORM

  
CITY ATTORNEY

ATTEST:  
BY   
City Recorder



# STAFF REPORT

## CITY OF TUALATIN

APPROVED BY TUALATIN CITY COUNCIL

Date 9.27.2010

Recording Secretary [Signature]

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager *SL*

**FROM:** Kent W. Barker, Chief of Police

**DATE:** September 27, 2010

**SUBJECT:** A RESOLUTION TO ADOPT AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE TIGARD-TUALATIN SCHOOL DISTRICT AND THE CITY OF TUALATIN FOR SAFE SCHOOLS AND HEALTHY STUDENTS

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### ISSUE BEFORE THE COUNCIL:

The adoption of this resolution will approve an updated Intergovernmental Agreement with the School District that will allow the City of Tualatin to continue to accept grant funds for enhanced School Resource Officer services to the School District.

### RECOMMENDATION:

It is recommended that this agreement be approved to allow the police services in cooperation with the school district to continue in an effort to keep students safe and healthy.

### EXECUTIVE SUMMARY:

The Tualatin Police Department currently partners with the Tigard-Tualatin School District by providing three (3) School Resource Officers during the school year to help keep the schools safe through crime prevention activities. Our officers also provide Drug and Alcohol Resistance Education (D.A.R.E.) training and Gang Resistance Education And Training (GREAT) programs to Tualatin students.

The School District received a four-year federal grant, in which the third year has an allocation of \$1,474,947 from the United States Department of Education to continue the programs throughout the District that have been in place and further enhance and improve programs to keep students safe and healthy in the public schools of the Tigard-Tualatin School District.

This grant does not require the addition of more police officers; however, the officers who are currently assigned to the schools during the school year would actively

participate with risk assessments and provide further training and assistance to the School District to establish the goals as outlined in the attached agreement.

**FINANCIAL IMPLICATIONS:**

This grant would provide the City of Tualatin with average revenue of \$90,000 per year for a period of four (4) years.

The City of Tualatin would receive an amount not to exceed \$98,051.55 for this third year period of July 1, 2010 through June 30, 2011 to reimburse expenses for:

- One (1) Police Officer Salary
- Officer Benefits (payroll fringes and health insurance)
- Materials/Curriculum used for educational programs
- Training for Officer

**Attachments:** A. Resolution  
B. Intergovernmental Agreement

RESOLUTION NO. 5006-10

A RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT  
BETWEEN TIGARD-TUALATIN SCHOOL DISTRICT AND THE CITY OF  
TUALATIN FOR SAFE SCHOOLS AND HEALTHY STUDENTS

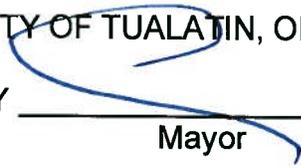
BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN,  
OREGON, that:

Section 1. The attached Intergovernmental Agreement is hereby approved and  
accepted.

Section 2. The Mayor and the City Recorder are authorized and directed to  
execute the Intergovernmental Agreement on behalf of the City of Tualatin.

INTRODUCED AND ADOPTED this 27th day of September, 2010.

CITY OF TUALATIN, OREGON

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

ATTEST:

BY  \_\_\_\_\_  
City Recorder

APPROVED AS TO LEGAL FORM

  
CITY ATTORNEY

## SAFE SCHOOLS/HEALTHY STUDENTS INTERGOVERNMENTAL AGREEMENT

The parties to this agreement ("Parties") are Tigard-Tualatin School District No. 23J, a school district of the State of Oregon ("District"), and The City of Tualatin, a political subdivision of the State of Oregon. The parties enter into this agreement pursuant to authority granted in ORS Chapter 190 (Intergovernmental Cooperation).

### RECITALS

- A. The District has received a four-year grant, in which the third year has an allocation of \$1,474,947.00, from the United States Department of Education, the Substance Abuse and Mental Health Services Administration, and the United States Health & Human Services Department for the purpose of instituting a Safe Schools/Healthy Students Program ("SS/HS Grant"), called the Tigard Tualatin Alliance for Successful Kids ("TTASK" Force). The TTASK Force is made up of the District and all our agency partners including Washington County, the Department of Human Services, and the cities of Tigard and Tualatin and their respective police departments. The Tualatin Police Department has the experience and expertise to help the District implement the program.
- B. The parties believe that partnership and collaboration are essential to the success of the Program and desire to enter into this Intergovernmental Agreement ("Agreement") to accomplish this purpose.

### AGREEMENT

#### I. PROGRAM DESCRIPTION

The District and its partners propose an integrated, comprehensive, community-wide, and community-specific plan to address the problems of school violence and alcohol and other drug abuse. This plan is focused on five elements:

- Element 1: Safe school environments and violence prevention activities.
- Element 2: Alcohol and other drug prevention activities.
- Element 3: Student behavioral, social, and emotional supports.
- Element 4: Mental health services.
- Element 5: Early childhood social and emotional learning programs.

The overarching goals of the project are to:

1. Create an inclusive, supportive, respectful school culture and secure environment, so that Tigard-Tualatin students and staff feel physically and emotionally safe.
2. Provide every child with the support and skills to resist alcohol, tobacco, and other drug use.
3. Ensure each student will have the support and skills to be healthy, productive members of the school community.
4. Provide all children with identified mental health needs access to comprehensive services.
5. Ensure children enter school with the social and behavioral skills needed to be successful learners.

**COPY**

Sent for Signatures  
By: Police, Kent B.  
8/16/2010

The TTASK Force partners are dedicated to improving outcomes for children and their families through building a dynamic community-owned coalition made up of the Tigard-Tualatin School District, the Washington County Juvenile and Conciliation Services, Washington County Commission on Children and Families, Washington County Health and Human Services, the Tigard Police Department, the Tualatin Police Department, and the Department of Human Services. The project will transform the current system by challenging the status quo and taking new and creative approaches to infrastructure development and service delivery.

## II. RESPONSIBILITIES OF THE TUALATIN P.D.

### A. Services to be performed by the Tualatin P.D.

1) Act as a partner in the development and implementation of the project; 2) provide support to the schools in the development of safe, crime free environments; 3) continue to provide youth with positive relationships with law enforcements officers; 4) continue the GREAT project during the term of this agreement; 5) hire 1.0 additional School Resource Officer to bring the total to three School Resource Officers for the Tualatin Police Department<sup>1</sup>; and, 6) assist the schools in Tualatin in the assessment of the adequacy of school safety and crisis plans and development of staff competency in implementation of such plans.

The Tualatin P.D. agrees to assign a rank of Captain or higher to participate on the *TTASK Force Coordinating Council* to ensure the project results in sustainable, effective, efficient, and flexible systems of support for children and families of our community. The Coordinating Council will meet monthly to address policy, direction, design, and coordination, and provide the Project Director with on-going support in the development, implementation, review, and on-going modification of the program.

The implementation of the project will primarily be accomplished through the *TTASK Force Workgroups*, which will meet a maximum of twice-monthly to accomplish the immediate work of the project. The Tualatin P.D. agrees to provide meaningful membership to this group. The coordination and communication of these groups will be a model for the collaboration and community wide outcomes of the TTASK Force.

The Tualatin P.D. recognizes that participation by those who will benefit from the programs is essential and endorses the inclusion of the work of the *Family Advisory Council*. In addition, quarterly *Community Forums* will be held to provide an opportunity for the sectors of the community (faith community, private schools, entities representing the diversity of the community, the business community, etc.) that participated in the project to continue to assist in the development and implementation of its components. The Tualatin P.D. agrees to participate in the monthly *Family Advisory Council* and quarterly *Community Forums*.

The Tualatin P.D. will provide reports, within 30 days of written requests, of progress towards project goals. These goals are stated in the TTASK logic model and evaluation plan.

**B. Compliance with SS/HS Grant.** The Tualatin P.D. will perform work relative to achieving goals and objectives stated in the TTASK logic model and evaluation plan.

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<sup>1</sup> Refer to School Resource Office Agreement between City of Tualatin and District dated November 9, 2009, pursuant to which the City shall provide a minimum of two (2) School Resource Officers to be assigned to serve District schools within the city limits of Tualatin.

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By: \_\_\_\_\_ 2

**C. Background Checks.** The Tualatin P.D. will meet the federal requirements of criminal background checks and compliance, and with the District's criminal history verification and fingerprinting requirements at the Tualatin P.D.'s expense for all employees who will have unsupervised contact with students as a result of the provision of services under this Agreement. The Tualatin P.D. and its contractors will ensure compliance with this requirement by each employee before that employee may begin providing services under this Agreement.

**D. Confidentiality.** The Tualatin P.D. shall require that its employees and contractors maintain the confidentiality of student information under FERPA and Oregon Student Records Regulations. The Tualatin P.D. will work collaboratively with the District to provide information and training on confidentiality to staff and contractors.

**E. Invoicing and Payment**

1. Submit invoices quarterly:
  - a. September 30 - by the 20<sup>th</sup> day of the next month
  - b. December 31 - by the 20<sup>th</sup> day of the next month
  - c. March 31 - by the 20<sup>th</sup> day of the next month
  - d. June 30 - by the 20<sup>th</sup> day of the next month
2. Summarize all hours' gross salaries and benefits by individual.
3. Summarize all expenditures by individual
4. Payment is made only for services delivered and itemized
5. Send invoices to the attention of Ray Grosenbach
6. Invoices can be transmitted via e-mail, fax, or postal mail

Fax No. (503) 431-4037

E-Mail: [rgrosenbach@ttsd.k12.or.us](mailto:rgrosenbach@ttsd.k12.or.us)

Postal mail: Larry Hibbard Administration Center  
Attention: Ray Grosenbach  
Tigard-Tualatin School District  
6960 SW Sandburg St.  
Tigard, OR 97223

7. The maximum allowed charges against this contract for the period from July 1, 2010 through June 30, 2011 shall be:
  - a) The Tualatin P.D. = \$98051.55
    - i. Includes:

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(A). salary,

(B). benefits (payroll fringes and health),

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(C). materials/curriculum (includes ALL materials and curriculum necessary to execute programs referenced in Section IIA, excluding GREAT curriculum materials), and

ii. ALL other expenditures not referenced in Sections IIIA and IIIB (including use of any subcontractor's email/technology system and limited office space utilization) are the responsibility of the Tualatin P.D., unless written approval is obtained from the Tigard-Tualatin School District.

F. **Audit.** The Tualatin P.D. agrees to comply with audit requirements of the SS/HS Grant and to provide copies of its annual report and any other reports from agency audits performed during this Agreement.

G. **Records.** The Tualatin P.D. agrees to maintain program and fiscal documentation for services rendered. Such documentation shall be maintained in accordance with applicable federal and state laws and implementing regulations. All program and fiscal documentation is subject to audit. The Tualatin P.D. assumes fiscal responsibility for preparation of program and fiscal documentation, supplies and materials.

### III. RESPONSIBILITIES OF DISTRICT

#### A. Services to be performed by The Tigard-Tualatin School District.

1) Provide leadership in the development and implementation of the project; 2) work with partners to improve aspects of the project as it progresses; 3) act as fiscal agent for the project; 4) hire a Project Director and Administrative Assistant; 5) manage and convene meetings of the project Coordinating Council, Community Forums, Family Advisory Council and Operations Work Groups; 6) coordinate the development of necessary Intergovernmental Agreements and Memorandums of Understanding; 7) oversee the evaluation of the project and provide program evaluation data to all partner agencies; 8) hire, support and supervise 3.5 Strategic Tutors; 9) hire, support and supervise 1.0 Effective Behavior and Instructional Support Coach; 10) hire, support and supervise 1.0 Intercambio Activities Coordinator; 11) expand the district's training in cultural competency; 12) assign leadership for the Youth Services Team; 13) purchase, and provide training for, adopted violence and drug/alcohol prevention curricula; 14) coordinate community-wide early childhood screening and identification activities; and, 15) ensure Tigard-Tualatin District staff are knowledgeable regarding grant-funded programs.

#### B. Provision of Space and Necessary Materials.

All equipment and materials purchased with TTASK Force grant funds are the property of the district upon termination of contract.

#### C. Payment.

1. Allow ten days after TTSD receives invoice for payment

a. The Tualatin P.D. is responsible for specifying to whom in their organization payments will be remitted.

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By: \_\_\_\_\_

#### IV. GENERAL PROVISIONS.

A. **Term.** The term shall be ~~July 1, 2010 through June 30, 2011~~. This agreement must be renewed each year, for a maximum of five years from the original grant award (July 1, 2008) by written agreement of the TTASK Force partners.

**B. Termination.**

1. Termination for Convenience. This Agreement may be terminated at any time by any party upon thirty (30) days written notice.
2. Termination for Cause; Cure. This Agreement may be terminated for cause by any party by providing thirty (30) days notice of breach of contract to the breaching party. This Agreement will not be terminated if the breaching party cures the breach prior to conclusion of the notice period.
3. Termination for Lack of Funding. This Agreement is contingent upon the availability of adequate funding.
4. Compensation at Termination. In the event of termination, District shall compensate The Tualatin P.D. for services performed up to the date of termination.

C. **Indemnification.** Subject to the conditions and limitations of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300, the Tualatin P.D. shall indemnify, defend and hold harmless the District from and against all liability, loss, and costs arising out of or resulting from the acts of the Tualatin P.D., its officers, employees and agents, including intentional or willful misconduct, in the performance of this agreement, and the District shall indemnify, defend and hold harmless the Tualatin P.D. from and against all liability, loss, and costs arising out of or resulting from the acts of the District, its officers, employees and agents, including intentional or willful misconduct, in the performance of this agreement. If any aspect of this indemnity shall be found to be illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this indemnification. The term "costs" as used in this indemnification section shall include attorney fees at arbitration, mediation, trial or on appeal.

D. **Insurance.** The Tualatin P.D. and District agree to each maintain insurance or self insurance consistent with provisions of the Oregon Tort Claims Act, ORS 30.270 and customary for public agencies of the same size and type.

E. **Adherence to Law.** Each party shall comply with all federal, state and local laws and ordinances applicable to this agreement.

F. **Non-discrimination.** Each party shall comply with all requirements of federal and state civil rights and rehabilitation statutes and local non-discrimination ordinances.

G. **Access to Records.** Each party shall have access to the books, documents and various records of the other party which are related to this agreement for the purpose of examination, copying, and audit, unless otherwise limited by law.

H. **Subcontracts and Assignment.** No party will further subcontract or assign any part of this agreement without the written consent of the other party. All TTASK Force partners that plan on subcontracting services must adhere to regulations specified in Section 80.36 in ISORAF.

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By: \_\_\_\_\_ 6

I. **This is the entire agreement.** This Agreement constitutes the entire and integrated agreement between the Parties and may be modified or amended only by the written agreement of the Parties.

TIGARD-TUALATIN SCHOOL DISTRICT NO.  
23J

DATE: \_\_\_\_\_

By: \_\_\_\_\_  
Rob Saxton  
Superintendent

DATE: 9/27/2010

CITY OF TUALATIN  
By: \_\_\_\_\_  
Mayor

DATE: 9/27/2010

Attest: [Signature]  
City Recorder

APPROVED AS TO LEGAL FORM

[Signature]  
CITY ATTORNEY

Sent for Signatures  
By: Police, Kent E

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# STAFF REPORT

## CITY OF TUALATIN

APPROVED BY TUALATIN CITY COUNCIL  
Date 9.27.2010  
Recording Secretary [Signature]

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Sherilyn Lombos, City Manager *[Signature]*

**DATE:** September 27, 2010

**SUBJECT:** CITY ELECTIONS OFFICIAL FILING OF INITIATIVE PETITION  
2010-01i WITH THE CITY COUNCIL

---

**ISSUE BEFORE THE COUNCIL:**

The City Elections Official is filing Initiative Petition 2010-01i with the Tualatin City Council.

**RECOMMENDATION:**

It is recommended that the City Council acknowledge the filing by the City Elections Official of Initiative Petition 2010-01i.

**EXECUTIVE SUMMARY:**

A Prospective Petition for Local Measure (Form SEL 370) was filed with the City Elections Official on April 23, 2010. The initiative petition calls for an amendment to the City Charter requiring voter approval of certain non-park uses on parkland. The chief petitioners of the initiative petition submitted signed petitions on August 25, 2010. Per the required procedures, the City performed due diligence in verifying petition circulator information and then the County performed due diligence in verifying signature information. The County notified the City on September 2, 2010 that the appropriate number of signatures had been verified. As required by state law, the City Elections Official is filing the initiative petition with the City Council, and will cause the measure to be placed on the March 8, 2011 ballot.

**FINANCIAL IMPLICATIONS:**

Because the measure will be voted on in the March special election, the City will be responsible for its costs of the election, which is estimated to be approximately \$20,000.

**ATTACHMENTS:**

- A. Initiative Petition
- B. Signature Verification Notification from the County

**BALLOT TITLE**  
**FOR CITY INITIATIVE 2010-01i**

**Caption**

Charter amendment requiring voter approval of non-park uses on parkland.

**Question**

Shall charter be amended requiring voter approval before parks and greenways can be used, sold, or transferred for non-park uses?

**Summary**

This proposed charter amendment's stated purpose is to prevent the transfer, sale, vacation or "major change" in use of city "parks" without a vote of Tualatin's voters. "Parks" includes in its definition recreation areas, greenways, open spaces, natural wildlife or other habitat values, and preservation of historic or cultural resources. "Major change" includes a change of use of a park or portion thereof from a recreation or preservation use to a non-park use unrelated to public recreation or preservation, such as development of roads, bridges, utility facilities, power lines, parking lots, and buildings unrelated to park uses. No vote would be required to erect temporary structures for community-based events or for locating underground utilities within the park if they do not affect or limit above-ground park uses. The amendment states it does not intend to require a vote for adopted park management and operations not constituting or causing a major change in park use. The amendment would apply to currently-owned and later acquired park property.

## **Chapter XI**

### **Protection of City Owned Parks and Open Spaces**

#### **Section 47. Purpose.**

The purpose of this Chapter XI of the Charter is to prevent the transfer, sale, vacation or major change in use of city parks without first obtaining an approving vote of the legal voters of this city; to preserve the natural beauty, ecological integrity and recreational value of the city's parks from incompatible and non-park development; to protect the public park uses and purposes for which city parks are established, acquired or dedicated, and to prevent conversion or development of parks or parts thereof to nonpark or incompatible uses.

#### **Section 48. Definitions.**

The following definitions apply to this Chapter XI:

- (a) The "city" means the City of Tualatin, its city council, city departments and city employees acting within their official capacities
- (b) A "major change" is a change in use of a park, or part thereof, from a recreation or preservation use to non-park use unrelated to public recreation or preservation. "Major change" includes the development of roads, bridges, utility facilities, parking lots and buildings in a city park that are unrelated to the park uses for which the park was established, acquired or dedicated.
- (c) "Parks" are parcels of real property owned by or dedicated to the City of Tualatin for purposes of public recreation, preservation of open space, riparian greenway, natural wildlife or other habitat values, or the preservation of historic or cultural resources. The term "park" encompasses all such properties owned by or dedicated to the city whether held in fee or as an easement.
- (d) To "vacate" park property, or a portion thereof, means to dispose of land owned by or dedicated to the city through the procedures of ORS chapter 271 or comparable procedures in city code or ordinance.

#### **Section 49. Approval by Voters.**

The city shall not do, or allow to be done by others, any of the following listed acts with regard to any city park or part thereof without first obtaining approval of the legal voters of the city:

- (a) To sell, lease or otherwise transfer city park property,

- (b) To vacate or otherwise change the ownership or legal status of any city park, or part thereof, except that the city may grant easements for underground utilities and uses that do not cause or constitute a major change in use of the park or some part thereof.
- (c) To cause, undertake or allow any development or construction in a city park that causes a major change in the use of the park or some part thereof.
- (d) To construct or allow to be constructed or expanded in a city park any street, road, parking lot or permanent above ground structure, including buildings, power lines, motor vehicle or utility bridges and power lines, other than streets, roads, parking lots or structures needed to serve primarily the purposes for which the park was established, including park maintenance and operations. In no event shall below ground structures or buried utilities be allowed in a city park without an approving vote of the legal voters if the below ground structure or buried utility affects or limits above-ground park uses. Any street, road, parking lot or above ground structures existing in a city park on the date of adoption of this Chapter that do not comply with its provisions, are excepted from its requirements, but any subsequent additions or alterations thereto must comply with this Section.

This section is not intended to prevent or require an approving vote to allow temporary structures, tents, shelters and the like to be erected in a city park for commercial or non-recreational or preservation uses so long as these temporary structures are erected and used in conjunction with a community based event or park use of the park. Furthermore, this section is not intended to control or override adopted park management and operations that do not otherwise constitute or cause a major change in the use of a park or part thereof.

**Section 50. Parks Designated.**

The following city parks, natural areas and greenways, in their current configuration and size and as may be enlarged subsequently, are city parks as defined herein and are subject to the provisions of this Chapter XI:

**Parks:**

Atfalati Park	6600 SW Sagert Street
Brown's Ferry Park	5855 SW Nyberg Lane
Ibach Park	10455 SW Ibach Street
Jurgens Park	17255 SW Jurgens Avenue
Lafky Park	9655 SW Siletz Drive
Little Woodrose Nature Park	21045 SW 90 <sup>th</sup> Avenue
Saarinen Wayside Park	20535 SW 86 <sup>th</sup> Avenue
Stoneridge Park	19489 SW 68 <sup>th</sup> Avenue
Sweek Pond Natural Area Park	8700 SW Sweek Drive
Tualatin Commons	8325 SW Nyberg Street
Tualatin Commons Park	7880 SW Nyberg Street
Tualatin Community Park	8515 SW Tualatin Road

Natural Areas:

Johnnie and William Koller Wetland  
Victoria Woods Natural Area  
Sweek Woods Natural Area  
Sequoia Ridge Natural Area  
Hedges Creek Natural Area

Greenways:

Chieftain/Dakota Greenway  
Hedges Creek Greenway  
Hi-West Estates Greenway  
Indian Meadows Greenway  
Nyberg Creek Greenway  
Nyberg Creek (South) Greenway  
Saum Creek Greenway  
Shaniko Greenway  
Tualatin River Greenway

**Section 51. Later Acquired and Expanded Parks.**

Existing parks may be expanded and additional parks may be created, acquired, dedicated or designated by the city for park purposes. Whenever any real property is designated as a city park, it shall be subject to all of the provisions of this Chapter XI, except that the city's initial acquisition of a parcel of real estate may include portions of property and improvements that are not appropriate or intended for city park purposes. Nothing in this Chapter shall prevent or require an approving vote to dispose of non-park portions of such a property that is acquired for park purposes, so long as the city disposes of the non-park portion(s) within two years of acquisition or dedication of the larger property.

**Petition Description**

Filing Officer: WASHINGTON      Group:       [Linked Petition](#)      [Group Information](#)

Petition #: 2010 - 011      District: CITTUAL - City of Tualatin

Party:       Type: Initiative- County      Scope: City

Status: Active      Title: City of Tualatin Parks Initiative

Summary: City of Tualatin Parks Initiative

Date Filed: 05/21/2010      Certified Date:       Election Date: 03/08/2011

Start Circulation: 05/21/2010      End Circulation: 08/27/2010      Req'd Signatures: 1924      Max Lines: 10

**Chief Petitioner(s)**

Name:

[New](#)   [Detail](#)   [Delete](#)

**Candidate**

Position:

Name:

[New](#)   [Detail](#)   [Delete](#)

**Submittals**

Submittal	Pages	Lines
Submittal 1	334	2589

**Sample Statistics**

Sample	Size	Accpd	Rjctd	Rmng
Submittal 1 - 1	2589	1934	310	343

[Preprocess Pages](#)   [New Sample](#)   [Process Signatures](#)

**Petition Statistics**

Description	Count
Altered	0
Blank	9
Crossed out	75
Invalid date	0
No signature	0
Accepted Lines	2589
Pages Submitted	334
Total Lines	2674

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# STAFF REPORT

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager *SL*

**FROM:** Brenda Braden, City Attorney *BB*

**DATE:** September 27, 2010

**SUBJECT:** AN ORDINANCE RELATING TO CODIFICATION; ALLOWING CITY ATTORNEY TO CORRECT JOB TITLES AND DEPARTMENT NAMES; AND AMENDING TMC 1-1-020

---

### ISSUE BEFORE THE COUNCIL:

This Ordinance adds the codification authority of the City Attorney to correct job titles and department names as changes are made to those titles by law or reorganization.

### RECOMMENDATION:

Staff recommends that Council approve the Ordinance adding the correction of a current title of an officer, department, committee or board to the responsibilities of the City Attorney and amending TMC 1-1-020.

### EXECUTIVE SUMMARY:

Over the course of time, department, division or position titles change as the City grows, or departments are restructured. When those changes occur, it becomes necessary to change those same duties in the City's code. This Ordinance allows the City Attorney to make these title changes within the City's code without having to bring each section of the code back in a separate ordinance for Council approval individually.

### ALTERNATIVES TO RECOMMENDATION:

Council may decide not to approve the Ordinance and the City Attorney would not be able to correct Job Titles and Department Names without first obtaining Council approval for each section of the City's code that requires a Title revision.

**Attachments:** Ordinance

ORDINANCE NO. 1311-10

AN ORDINANCE RELATING TO CODIFICATION; ALLOWING CITY ATTORNEY TO CORRECT JOB TITLES AND DEPARTMENT NAMES; AND AMENDING TMC 1-1-020

WHEREAS it is sometimes necessary for the City Attorney to correct a current title of an officer, department, committee or board in accordance with changes in titles or duties subsequently made by law:

THE CITY OF TUALATIN ORDAINS AS FOLLOWS:

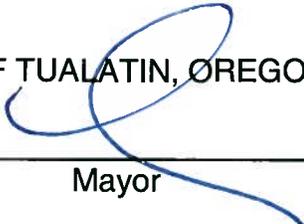
Section 1. TMC 1-1-020 is amended to read:

During the codification process, the City Attorney may change the wording of captions; rearrange sections and change reference numbers to agree with renumbered chapters, sections or other parts; substitute the proper subsection, section, chapter or other division numbers; strike out figures or words that are merely repetitious; change capitalization and style for the purpose of uniformity; substitute a current title of an officer, department, committee or board in accordance with changes in titles or duties subsequently made by law; and correct manifest clerical or typographical errors.

INTRODUCED AND ADOPTED this 27<sup>th</sup> Day of September, 2010.

CITY OF TUALATIN, OREGON

BY

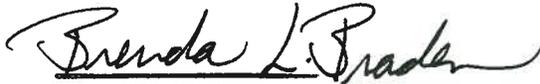
  
\_\_\_\_\_  
Mayor

ATTEST:

BY

  
\_\_\_\_\_  
City Recorder

APPROVED AS TO LEGAL FORM

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