



MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council
FROM: Sherilyn Lombos, City Manager
DATE: September 4, 2009
SUBJECT: Work Session for September 14, 2009

Work Session will begin at 6:00 p.m.

6:00 p.m. (5 min) – Council / Commission Meeting Agenda Review.

Action requested: Council review the agenda for the September 14th City Council and Development Commission meetings.

6:05 p.m. (15 min) – High Efficiency Toilet Rebate Program. Staff has put together information regarding a potential rebate program for purchasing high efficiency toilets.

Action requested: Direction from the City Council regarding implementing a toilet rebate program.

6:20 p.m. (15 min) – Land Acquisition Update. A piece of property has become available next to Jurgen's Park that staff would like to brief you on and get your direction about proceeding.

Action requested: Direction from the Council regarding a potential land acquisition.

6:35 p.m. (10 min) – FEMA Flood Plain Update. FEMA is in the process of making adjustments to flood plain maps. Staff would like to update Council on the latest maps and the impacts to Tualatin.

Action requested: This item is informational only.

6:45 p.m. (10 min) – Council Communications & Roundtable. This time is the Council's opportunity to brief the rest of the Council on committee meetings, follow-up on items, and any other general Council information that needs to be discussed.

Action requested: This is an open Council discussion.

Upcoming Council Meetings & Work Sessions: Attached is a three-month look ahead for upcoming Council meetings and work sessions. If you have any questions, please let me know.

Dates to Note: Attached is the updated community calendar for the next three months.

As always, if you need anything from your staff, please feel free to let me know.



MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Michael A. McKillip, City Engineer *McKillip*

DATE: September 14, 2009

**SUBJECT: Water Management & Conservation Plan:
Rebate Program**

At the June 8, 2009 work session Council asked staff to return with a rebate program. (The rate study that Council requested will be accomplished during the Water Master Plan update budgeted in FY 09/10.)

After contacting several member agencies of the Regional Water Providers Consortium (RWPC) and hearing about their existing rebate programs we learned the following:

- Start the rebate program slowly and expand it carefully only after evaluation of each component.
- The program is time-consuming for staff. The rebate application must be processed, the proof of purchase verified, a rebate amount determined, a check written and mailed or a credit given on the applicant's utility bill, and the rebates must be tracked so that households only receive the approved number of rebates.
- For high efficiency toilet rebates there is a limit of two rebates per account and rebates are either
 - \$100 for the 1.3 gallons or less per flush High Efficiency toilets (HET)
 - \$75 for the 1.6 gallons per flush water efficient toilets

Older toilets use between 3.5 and 7 gpf while new standard water efficient toilets use only 1.6 gpf. In 1980 the Plumbing Code changed the toilets available for sale from 7 gpf to 3.5 gpf. In 1992 the standard was changed to 1.6 gpf or less.

A High Efficiency Toilet (HET) uses 1.3 gpf or less. This is more than a 50% to 75% savings in water per toilet! For example, replacing a 3.5 gpf toilet with a 1.28 gpf

WaterSense toilet could save as much as 4,000* gallons of water per person per year. For a family of four, the new toilet could pay for itself in just over a year!

**Based on the national estimate of five flushes per person per day.*

The proposal for Tualatin:

- Start with toilet rebates: \$75 for water efficient (1.6 gallons per flush [gpf]) toilets, \$100 for a High Efficiency (1.3 gpf or less) toilets
- To not move one environmental problem to another, the customer must show proof that the old toilet has been recycled for another use. (This supports Council Goal #7: Seek marked achievements and maintain established green sustainability standards and criteria.)
 - The customer will take the toilet to a recycling center (two are located in Portland).
 - The applicant must provide proof of recycling
- The rebate program will not cover toilets purchased prior to the start date of the program.
- There will be a limit of two rebates per account for the life of the structure.
- Spot checks by City staff will be conducted to verify that the new toilets are being installed.
- To apply for a toilet rebate a customer will:
 - Complete and submit the City of Tualatin application form
 - Attach the original receipt for the new toilet purchase (for a standard water efficient toilet at 1.6 gpf or for a high efficiency toilet at 1.3 gpf or less)
 - Attach proof that the old toilet has been taken to a recycling center
- When a toilet rebate application is received the City will:
 - Verify the application is complete and the applicant qualifies for a rebate
 - Verify the proof of purchase and the proof of recycling and conduct spot checks to verify proof of installation

- o Submit a request for rebate to the Finance Department. A credit will be applied to the customer's utility account and will show up on the customer's next bill. Accounts that have monthly bills of less than \$75 or \$100 will see the credit amount reduced each month until the complete rebate amount is used up.

Costs of program:

Staff estimates that initiating a residential toilet rebate program in Tualatin would cost approximately \$3,500/year and would be a Water Operating Fund expense. This figure is based upon similar programs in other jurisdictions and does not include any staff time for managing the program.

Implementation schedule:

If Council approves the toilet rebate program the following schedule is proposed:

September – November 2009	- Have Council adopt program - Determine final implementation process
December 2009	- Provide information about the new rebate program to the public in the City newsletter and on the City Web site
January 1, 2010	- Begin toilet rebate program on replacement toilets purchased and installed on and after the start date



MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Michael McKillip, City Engineer
Dayna Webb, Project Engineer *DN*

DATE: September 14, 2009

SUBJECT: Update on the revised FEMA Flood Insurance Study and Digital Flood Insurance Rate Maps

BACKGROUND:

Our current Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) became effective on February 19, 1987.

In June 2005 FEMA awarded Clean Water Services a grant to update water resource models and floodplain maps in the urban portions of the Tualatin River Watershed. Clean Water Services has worked with the Federal Emergency Management Services, Washington County and the Cities within Washington County to conduct a re-study of the floodplain in Washington County. The original information was submitted to FEMA on March 3, 2006.

On September 29, 2007 FEMA issued the Preliminary Digital Flood Insurance Rate Map (DFIRM) for review. We returned our comments to FEMA on October 26, 2007.

On August 25, 2009 staff received a revised preliminary Flood Insurance Study (FIS) and a response to our October 26, 2007 comments. The Revised Preliminary FIS and DFIRM provides a formal 30-day comment period, which ends on September 24, 2009.

Although the Flood Insurance Study is for Washington County, the City of Tualatin is included in its entirety.

EXECUTIVE SUMMARY:

As part of the remapping efforts in Washington County, the maps are being converted from National Geodetic Vertical Datum of 1929 (NGVD29) to North American Vertical Datum of 1988 (NAVD88). As a part of the Flood Insurance Study it was determined that a single, countywide conversion factor was acceptable to use in performing the datum conversion. The average datum conversion factor for Washington County is calculated to be +3.52 feet. The final NAVD88 elevations were computed by adding the calculated value to the existing NGVD29 data.

As part of the August 25, 2009 information received there was a list of properties that have previously received a letter of map change which removed the lot from the floodplain. Staff has notified these property owners who have previously been issued a Letter of Map Change (LOMC). There are 11 LOMC properties who will be reevaluated free of charge one day after the revised DFIRM becomes effective. There are 10 LOMC properties that have not been reflected on the Preliminary copies of the FIRM panels because they are being superseded by new detailed flood hazard information or the information available was not sufficient to make a determination. These LOMCs will no longer be in effect when the revised DFIRM becomes effective.

NEXT STEPS:

The maps become official for flood insurance purposes as soon as FEMA publishes them. As members of the National Flood Insurance Program, we are authorized to provide citizens with floodplain information. Preliminary copies of the updated floodplain maps are available for review and anyone with questions about floodplain maps and water surface elevations should contact the Engineering Division.

Staff is receiving and compiling comments for the September 24, 2009 deadline. We have notified those on the LOMC list and the citizens through a Flash Update. We will be notified when FEMA has established the final effective date for our FIS & DFIRM. At this time, no timeline has been identified for the final effective date for the FIS & DFIRM.

As the Floodplain Manager for the City, staff has determined that for public health and safety these elevations are the best available data and will be used per the Tualatin Development Code for all development that does not already have a Building Permit issued.

WORK SESSION ITEMS

PowerPoint?

1. PTA-08-06 Sign Design Standards CC/CG (Comm. Dev.) – 30m
2. PTA-09-03 Historic Regulations Holistic Review Follow-up (Comm. Dev.) – 45m
3. Clackamas County Library District (might handle through off-line update) – 20m
- 4.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. Proclamation Declaring October 7th as International "Walk to School Day"
2. NLC Prescription Drug Discount Program Roll-out
- 3.

CONSENT CALENDAR ITEMS

1. Meeting Minutes
2. Resolution WACO Urban Planning Area Agreement SW Concept Plan (Comm.Dev.)
3. Resolution Adopting Toilet Rebate Program (City Engineer)
4. Resolution for IGA with Portland Police Transit Police Division (Police)

PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other

PowerPoint?

1. PMA-09-02 Waterman Property – Nyberg Lane (*Quasi-Judicial*) (Comm. Dev.)
2. Resolution PTA-09-05 CURD Amendment (*Other*) (TDC) (Comm.Dev.)
3. INT-09-01 Sposito Appeal (*Quasi-Judicial*) (Comm. Dev.)
- 4.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. Tualatin Tomorrow – Action Plan Update
2. Ordinance – Time Allocations Changes in the Blue and White Lots
3. Ordinance – Modify TMC8-1-220 - Regarding moving vehicles in city lots
4. Tonquin Trail Update
5. Reso Authorizing CDBG Application for Pohl Center (Comm. Svcs)

EXECUTIVE SESSION ITEMS

- 1.

SPECIAL WORK SESSION ITEMS

PowerPoint?

1. Making the Greatest Places (RTP, Urban Growth Report, UR/RR, etc.)

2. Transportation Bill Update

3. Strategic Management Plan Update

4.

5.

WORK SESSION ITEMS

PowerPoint?

1. South Tualatin (Comm. Dev) _____
2. Urban Growth Report (Comm. Dev./Eng) _____
3. Allocation of Funds to Outside Agencies (Admin.) _____
4. _____
5. _____

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. YAC Update _____
2. Commuter Rail Update _____
3. _____

CONSENT CALENDAR ITEMS

1. Meeting Minutes _____
2. _____
3. _____
4. _____

PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other

PowerPoint?

1. PTA-09-05 CURD Amendment (*Legislative*) (Comm. Dev.) _____
2. SVAR -09-01 – Dick’s Sporting Goods (*Quasi-Judicial*) (Comm.Dev.) _____
3. _____

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. _____
2. _____
3. _____
4. _____
5. _____

EXECUTIVE SESSION ITEMS

1. _____

WORK SESSION ITEMS

PowerPoint?

1. CUP Criteria and List of Uses (Comm. Dev.)
2. 300-Ft Notification Discussion (Comm. Dev.)
3. CURD Maximum Indebtedness Financial Analysis TDC – (Comm. Dev.) (*Tentative*)
4. For Sale/Lease Signs (Comm. Dev.)
- 5.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. YAC Update
2. Commuter Rail Update
3. Tualatin Tomorrow HSS

CONSENT CALENDAR ITEMS

1. Meeting Minutes
- 2.
- 3.
- 4.

PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other

PowerPoint?

1. PTA-09-06 Land Use Approval Time Limits (*Legislative*) (Comm. Dev.)
2. PTA-08-06 Sign Design Standards (*Legislative*) (Comm. Dev.)
- 3.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

- 1.
- 2.
- 3.
- 4.
- 5.

EXECUTIVE SESSION ITEMS

- 1.

WORK SESSION ITEMS

PowerPoint?

1. Municipal Court Update and Peer Court Discussion
2. PGE Franchise Discussion
3. Ordinance regarding filming in city limits (Comm.Dev.)
- 4.
- 5.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

- 1.
- 2.
- 3.

CONSENT CALENDAR ITEMS

1. Meeting Minutes
- 2.
- 3.
- 4.

PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other

PowerPoint?

1. PMA 09-03 Meridian Park Hospital (*Quasi-Judicial*) (Comm.Dev.)
- 2.
- 3.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

- 1.
- 2.
- 3.
- 4.
- 5.

EXECUTIVE SESSION ITEMS

- 1.

WORK SESSION ITEMS

PowerPoint?

1. _____
2. _____
3. _____
4. _____
5. _____

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. _____
2. _____
3. _____

CONSENT CALENDAR ITEMS

1. Meeting Minutes _____
2. _____
3. _____
4. _____

PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other

PowerPoint?

1. _____
2. _____
3. _____

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. Ord regarding filming in city limits (Comm.Dev.) _____
2. _____
3. _____
4. _____
5. _____

EXECUTIVE SESSION ITEMS

1. _____

September

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	31	1	2	3	4	5
	<p>6:30p TLAC</p> <p>Paul out</p> <p>Mike out</p> <p>Sherilyn out</p>	<p>12p-7p Alder Creek Kayak Wed-Fri rentals through Sept 4 - BFCC</p>	<p>6:45p Clackamas County C-4 Meeting @County Develop. Services Building</p>	<p>12p-7p Alder Creek Kayak final day of weekend rentals at BFCC</p>	<p>10a-7p Alder Creek Kayak Rental Sat&Suns thru 9/13 BFCC</p> <p>6:00p-9:00p Portland Model Power Boat Association at Lake at Tualatin Commons</p>	
6	7	8	9	10	11	12
	<p>Labor Day Holiday CITY OFFICES AND LIBRARY CLOSED</p>	<p>11:30a Multi-Chamber Lunch @ Holiday Inn, Wilsonville</p> <p>6:00p TPARK</p> <p>Mike out</p> <p>Paul out</p>	<p>5:00p Metro Policy Advisory Committee</p> <p>6:30p Tualatin Tomorrow VIC Meeting Library Community Room</p>	<p>7:00p TPAC Meeting, Council Chambers</p>	<p>4p Day of Service event @ Library plaza</p> <p>Sherilyn out</p> <p>Doug out</p> <p>Dan-out</p> <p>Kent out</p>	
13	14	15	16	17	18	19
<p>10a-7p Alder Creek Kayak final day for season rentals-BFCC</p>	<p>5:00p Work Session</p> <p>7:00p Council/TDC Mtg</p> <p>Sherilyn out</p> <p>Carina out</p> <p>Doug out</p> <p>Dan out</p> <p>Kent out</p>	<p>Maureen out</p>				
20	21	22	23	24	25	26
<p>Kent- Alexandria, VA</p>	<p>2p-4p RTP Open House @ Hillisboro Civil Center</p> <p>Doug out</p>	<p>5p-7:45p RTP Open House @ Mult Co Library, 512 N Killingsworth St, Pld</p>	<p>5:00p Metro Policy Advisory Committee</p>	<p>11:30a Chamber Luncheon @ Country Club</p> <p>4p RTP Open House / 5p RTP Public Hearing @ Byrtn City Hall</p> <p>5:30p Tualatin-Sherwood Road Landscaping Project Open House, Council Chambers</p>	<p>6p THS Silent Auction Fundraiser</p>	
27	28	29	30			
<p>7:30a-3:00p Aquatics District Splash and Dash at TuHS Field</p>						

2009

October

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 LOC Conference - PDX 4p RTP Open House/ 5:15p RTP Public Hearing @ Gresham Conf Center 6:45p Clackamas County C-4 Meeting @County Develop. Services Bldg	2	3 6:00p-9:00p Portland Model Power Boat Association at Lake at Tualatin Commons
4	5	6 6:30p TLAC	7 International Walk & Bike to School Day	8 4p RTP Open House/ 5:15p RTP Public Hearing @ Happy Valley City Hall 7:00p TPAC Meeting, Council Chambers	9 Paul out	10
Kent Out-IACP Conf.						
11	12 5:00p Work Session 7:00p Council/TDC Mtg Paul out	13 4p RTP Open House/ 5:15p RTP Public Hearing @ Clack Co Public Serv Bldg, 4th flr hearing room 6:00p TPARK	14 5:00p Metro Policy Advisory Committee 6:30p Tualatin Tomorrow VIC Steering Committee Meeting, Council Chambers	15 4p RTP Open House / 5:15p RTP Public Hearing @ Metro Regional Ctr - Council Chamber 7:00p Urban Renewal Advisory Committee, City Offices, 18876 SW Martinazzi Avenue	16	17 8:30a-4:00p Portland Model Power Boat Association at Lake at Tualatin Commons
18	19 Brenda out	20 6:30p TAAC	21	22 11:30a Chamber Luncheon @ Country Club	23 7:00p - 10:00p YAC Haunted House @ Van Raden	24 7:00p - 10:00p YAC Haunted House @ Van Raden
25	26 5:00p Work Session 7:00p Council/TDC Mtg	27	28 4pm Whazzup Wednesday 5:00p Metro Policy Advisory Committee	29	30 7:00p - 10:00p YAC Haunted House @ Van Raden	31 6th Annual West Coast Giant Pumpkin Regatta 7:00p - 10:00p YAC Haunted House @ Van Raden

2009

November

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2	3 6:30p TLAC	4 6:30p Tualatin Tomorrow VIC Steering Committee, Council Chambers	5 6:45p Clackamas County C-4 Meeting @County Develop. Services Building	6	7 10-2:00 Bulky Waste Day @ Allied in Wilsonville
8	9 5:00p Work Session 7:00p Council/TDC Mtg Nancy out	10 6:00p TPARK NLC Conference - San Antonio	11 Veterans Day Holiday CITY OFFICES CLOSED LIBRARY OPEN	12 7:00p TPAC Meeting, Council Chambers	13	14
15	16 5:00p Work Session 7:00p Council/TDC Mtg Nancy out	17 6:30p TAAC	18 12:00p Core Area Parking District Board, Council Chambers 5:00p Metro Policy Advisory Committee	19	20	21
22	23 5:00p Work Session 7:00p Council/TDC Mtg	24	25	26 Thanksgiving Day Holiday CITY OFFICES AND CHAMBER CLOSED	27 Thanksgiving Holiday CITY OFFICES AND CHAMBER CLOSED LIBRARY OPEN 10a-6p	28
29	30					

2010