



TUALATIN CITY COUNCIL WORK SESSION MINUTES OF MARCH 24, 2008

PRESENT: Mayor Lou Ogden; Councilors Monique Beikman, Bob Boryska [arrived at 5:02 p.m.], Chris Barhyte, Donna Maddux, and Ed Truax; Sherilyn Lombos, City Manager; Brenda Braden, City Attorney; Mike McKillip, City Engineer; Doug Rux, Community Development Director; Nancy McDonald, HR Director; Paul Hennon, Community Services Director; Kent Barker, Police Chief; Dan Boss, Operations Director; Don Hudson, Finance Director; Eric Underwood, Development Coordinator; Kaaren Hofmann, Civil Engineer; Dayna Johnson, Project Engineer; Carina Christensen, Assistant to the City Manager; Debra Senger, HR Program Coordinator; Clayton Reynolds, Maintenance Supervisor; and Maureen Smith, Recording Secretary

ABSENT: Councilor Jay Harris* [* denotes excused]

[Unless otherwise noted, MOTION CARRIED indicates all in favor.]

A. CALL TO ORDER

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

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

1. *Tualatin Tomorrow Vision Implementation Committee Proposed Goals & 08/09 Budget*
City Manager Lombos introduced the discussion on the Tualatin Tomorrow Community Vision and Strategic Action Plan structure which includes a Vision Implementation Committee (VIC) and Vision Implementation Steering Committee (VISC). The VIC and VISC have developed a proposed budget and goals for FY 2008-09.

Frank Bubenik and Candice Kelly, committee co-chairs, were present and briefly reviewed the VIC goals for the coming year. A major goal for the year is to expand the reach into the community and increase reaching out to businesses in Tualatin. Also mentioned was methods to use on how to achieve those goals. Mr. Bubenik said they are also looking to hire a part-time (20 hours/week) person to manage the day-to-day program. It would be a contract position and would likely have a Request for Proposals (RFP) done. Also distributed to Council was information on the next upcoming big event.

Mayor Ogden asked if it had been considered whether there are benefits to the part-time position being a city staffer and not contracted. He wanted to be certain that the City staff and the VIC have discussed the logistics of the position and what was arrived at. Ms. Kelly commented that it could work either way, but noted the position name is "Tualatin Tomorrow Champion" and that person's true focus would be on the project. It would represent the "community" more than "city", but Ms. Kelly said she believes either way would work. It was asked and answered that this proposal will be part of the coming fiscal year budget.

Councilor Truax commented that when this program started, he did not think the city involvement would be at the level it is at, and he would like to see more involvement with the "lead partners". Mr. Bubenik explained the City of Hillsboro, which has had a visioning program for a number of years, pays for the project itself but has corporate sponsors for events. They have a full-time staffer for their program. Mayor Ogden said he looking to get corporate sponsorship, and agreed with Councilor Truax that he did not fully comprehend the level of involvement and funding that was to be committed to this project, or rather that it actually ended up at the level it is now at. Councilor Truax says he wants to keep the momentum going, but to charge the group to fund this project from a community level.

Councilor Maddux asked and it was explained how the percentage of the first two Committee Goals was arrived at – "Tualatin Tomorrow" will touch (raise awareness) the community, and the outreach that is needed to reach the community to get engaged and "remember" the project, and reach businesses and organizations with outreach efforts to establish awareness and enlist their support of the plan and program.

2. *Council Retreat Follow-up on Tualatin Tomorrow Action Items*

City Manager Lombos gave a brief introduction. The Council has discussed various action items identified in the Tualatin Tomorrow Community Vision and Action Plan, associated with the City of Tualatin as a Lead Partner. Council conducted two separate meetings about categorizing the action items that the City is responsible for as lead partners. The discussions were held in small groups and facilitated by staff covering six topic areas. To assist the Council, staff conducted a preliminary evaluation listing action items in three categories: *In Progress*, *To Do*, and *Parking Lot*.

Staff compiled results of the Council discussions with details for each action items listed in the matrix. The Council's policy consideration is to reconcile where consensus was not achieved at the group sessions. Community Development Director Doug Rux said there are fourteen items to reconcile. There were six items under *Growth, Housing and Town Center*; three under *Parks, Recreation and Natural Areas*; one under *Health, Safety and Social Services*; and two under *Governance, Leadership and Community Engagement*.

Council reviewed the items with staff and there was consensus by all present on which category, *In Process*, *To Do*, and *Parking Lot*, the actions identified as conflicting should be placed

3. *Celebrate Tualatin*

City Manager Sherilyn Lombos said the upcoming "Celebrate Tualatin" event is on Thursday, April 17, 2008, sponsored by the Tualatin Chamber of Commerce, to be held at the Tualatin Country Club. Ms. Lombos said the City has sponsored 40 seats, inviting 20 nominees, along with their guest.

Council reviewed the nominations that were submitted. Mayor Ogden said in the breakdown of the nominations, if the businesses and Boy Scout nominations are set aside, it then gets to the remaining nominations of approximately 40. Mayor Ogden suggested rather than being able to only invite 20 nominees, with guest, to invite all of the 40 nominees. Discussion followed.

It was suggested to send one or two youth from the Tualatin Youth Advisory Council. It was also suggested to add "Tualatin Tomorrow" co-chair Candice Kelly to the list. Council reviewed the nominations and selection of the "volunteer of the year". After discussion, Helen Cain was nominated by Council as "Volunteer of the Year."

4. *Train Noise Update*

City Engineer Mike McKillip, and Project Engineer Dayna Johnson gave a PowerPoint update on the Commuter Rail Train Horn Noise Mitigation, and what staff has learned since the last discussion with Council in January, 2008. Staff presented a draft report, which includes what other jurisdictions are doing, and the current options at each of the City's crossings.

Based on information available at the time and the consultant Railroad Controls Ltd. (RCL) Report, it appeared quiet zones would be difficult and wayside horns the preferred route. Staff further researched and found what some other cities are doing or will be doing on establishment of "quiet zones." There may be opportunities for quiet zones that do not involve driveway closures and four quadrant gates at railroad crossings. Discussion followed. It was asked whether an analysis should be done on the crossing that doesn't meet the Quiet Zone Risk Index (QZRI). Wayside horns costs are approximately \$100,000 per crossing, actual total costs would likely be a bit more. It was asked and staff explained that the process could take eight months on up to two years. Ms. Johnson explained the detailed process that needs to be done to work towards wayside horn installation or quiet zones. Discussed was the current train horn noise that happens in Tualatin.

City Manager Lombos said staff has devoted a substantial amount of time on this issue to continue with Council direction, but hard costs will need to be determined and where the funding will come from. There are other issues that are taking a backseat. It was asked if there are any steps staff can do now, or wait for the Federal Railroad Administration's (FRA) QZRI update on the numbers, or at the very least if the application process could move forward, and whether it is practical to do so. Mr. McKillip said it is more of a notice of intent and it could be done now. Also the "draft" report is essentially the bulk of the work that would be needed for an application.

Areas where the wayside horns would be heard through town were discussed. It was suggested that the Tualatin-Sherwood Road crossing would likely need to be a wayside horn, and the rest could be quiet zones. Also discussed was where the funding would come from. Potential funding options were briefly discussed.

Ms. Lombos said while waiting for the FRA update, staff can move forward on everything that can be done without requiring funds. A brief discussion was held with an audience member on decibel levels, etc. Also mentioned that the closest wayside horn is located in Tacoma, Washington and staff may take a field trip to check it out.

C. **CITIZEN COMMENTS**

None.

D. **CONSENT AGENDA**

The Consent Agenda was reviewed by the Council. Item D-4 was removed from the Consent Agenda and will be discussed at the meeting.

Councilor Maddux noted a correction to page 6 of the March 10, 2008 Council meeting minutes that do not reflect the MOTION to accept the staff report and recommend to OLCC to deny the liquor license of Wichita Pub was made by **Councilor Maddux**.

E. PUBLIC HEARINGS – *Legislative or Other*

N/A

F. PUBLIC HEARINGS – *Quasi-Judicial*

N/A

G. GENERAL BUSINESS

N/A

H. ITEMS REMOVED FROM CONSENT AGENDA

N/A

I. COMMUNICATIONS FROM COUNCILORS

None.

J. EXECUTIVE SESSION

None.

K. ADJOURNMENT

The work session adjourned at 7:00 p.m.

Sherilyn Lombos, City Manager

Recording Secretary





City of Tualatin

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Approved By Tualatin City Council
Date 4-14-08
Recording Secretary M. Smith

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PRESENT: Mayor Lou Ogden; Councilors Chris Barhyte, Monique Beikman, Bob Boryska, Donna Maddux, and Ed Truax; Sherilyn Lombos, City Manager; Brenda Braden, City Attorney; Doug Rux, Community Development Director; Mike McKillip, City Engineer; Paul Hennon, Community Services Director; and Maureen Smith, Recording Secretary

ABSENT: Councilor Jay Harris* [** denotes excused*]

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

[Unless otherwise noted, MOTION CARRIED indicates all in favor.]

A. CALL TO ORDER

Tom Gilkey, Tualatin Boy Scout Troop 35, was presented and led the pledge of allegiance.

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

1. *Passport Photo Presentation*

City Manager Sherilyn Lombos briefly presented information on the passport photo program the City will start, beginning on April 1, 2008.

2. *Tree City USA and Growth Award Presentation*

DJ DeAustria, Tualatin Park Advisory Committee (TPARK) member, and Tualatin Parks and Recreation Manager Carl Switzer were present to review upcoming Arbor Week celebration and events. It was noted it is the first time Tualatin has entered the Arbor Day poster contest. There were many submissions, and two winners were present and given framed picture of their submittal. The first place winner will go on to the State event.

Dan Postrel, Oregon Department of Forestry, Salem, OR, was present, and noted this is the 21st year the City of Tualatin has been awarded Tree City USA status. He noted Tualatin is one of the longest designations to date. This award is important and a symbol to the City's commitment to quality of life and role of trees in the community, and acknowledging that trees make the city a better place. Mr. Postrel said on behalf of the National Arbor Day foundation, he is pleased to present the award, including Tualatin receiving a Tree City USA "Growth" award". Mr. Postrel congratulated Council on receiving the award. Mayor Ogden asked and Mr. Postrel explained what it takes to make the city to qualify to be a Tree City recipient.

Carl Switzer, Parks and Recreation Manager, said one of the reasons Tualatin received the growth award was the City's improved tree ordinance that was passed last year. Points are given by having certified arborists on staff, Tualatin also has a Heritage Tree program, and a number of other programs for the protection of trees. Mr. Postrel presented the City with a Tree City USA flag.

3. *Proclamation Declaring April 6 – 12, 2008 "Arbor Week" in the City of Tualatin*
Councilor Barhyte read the proclamation.

C. CITIZEN COMMENTS

None.

D. CONSENT CALENDAR

Item D-4 was removed from the Consent Agenda by the Council. Councilor Maddux noted page 6 of the March 10, 2008 Council meeting minutes was amended at work session. MOTION by Councilor Boryska, SECONDED by Councilor Barhyte to adopt the Consent Agenda as amended and read:

1. Approval of Minutes for the Meeting of March 10, 2008
2. 2007 Annual Report of the Tualatin Planning Advisory Committee
3. Resolution No. 4764-08 Accepting Deed of Dedication and Easements Associated with the SW Herman Road Improvement Project (Lightspeed)
5. Resolution No. 4765-08 Updating Core Area Parking District Maps in TMC Chapter 8-3 Schedule C, Time Zones; Rescinding Resolution No. 4642-07
6. Resolution No. 4766-08 Adopting the March 2008 Update to the Public Works Construction Code
7. Resolution No. 4767-08 Accepting Public Improvements for Riverhouse at Bridgeport
8. Resolution No. 4768-08 Accepting Public Improvements for Columbia Roofing Sheet Metal
9. Resolution No. 4769-08 Accepting Public Improvements for the LPKF Building
10. Resolution No. 4770-08 Awarding Direct Purchase and Commissions of Public Art for the New Library
11. Approval of 2008 Liquor License Renewals – Late Submittals

MOTION CARRIED.

E. PUBLIC HEARINGS – Legislative or Other

None.

F. PUBLIC HEARINGS – Quasi-Judicial

None.

G. GENERAL BUSINESS

1. *Washington County Fairgrounds Revitalization Master Plan Presentation*
Ruthie Reinhart, CEO, Washington Fairgrounds Revitalization Task Force and Philip Bransford, Washington County Administrators Office, were present and gave a brief PowerPoint presentation on the Washington County fairgrounds revitalization task force. An overview of the task force and the various phases were reviewed by Ms. Reinhart and Mr. Bransford.

Phase I would be a \$55 million proposal, with a general obligation bond to the voters, with some contribution from the City of Hillsboro. Phase I would cost \$0.6 per \$1000 assessed value, decreasing each year. Their goal is to present as much information as possible to the various communities in the county. For more information, their website is www.FairgroundsRevitalization.com. The first phase may possibly be on the ballot for November 2008. There are a few steps that would need to be done before doing so. It was asked and answered that there is someone on the task force from this part of Washington County.

Ms. Reinhart expressed what they have heard of the need for meeting space in the county. Mayor Ogden said it would be difficult for this side of the county to make use of the fairgrounds, and said he was curious to see what the economic impact would be to this part of the county. Also asked was whether the Chambers of Commerce are involved in this, as it is the first that the Tualatin Chamber has heard of this. Mr. Bransford noted they will be scheduling a presentation with the Tualatin Chamber. Mayor Ogden also asked, since the County owns the land, what actually might be the best use of the present site. Ms. Reinhart said she has heard some of those same arguments.

Council thanked Ms. Reinhart and Mr. Bransford for their presentation, and said they appreciated the outreach about this issue to this side of Washington County.

2. Ordinance No. 1254-08 Adopting the 2008 Editions of the Oregon Residential Specialty Code and the 2008 Oregon Plumbing Code

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

A scrivener's error was noted in Section 7 of the Ordinance. It should read "2002 edition....", not 2202.

3. Ordinance No. 1255-08 Relating to Parking; Regulating Parking at City Center, Library, and Council Building; and Amending TMC 8-1-240 and 8-3 Schedule C

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

4. Ordinance No. 1256-08 Adopting Core Area Parking District Tax Rate and Credit – Fiscal Year 2008/09

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

H. ITEMS REMOVED FROM CONSENT AGENDA

Item D-4 was removed from the Consent Agenda by the City Council for discussion.

4. Resolution No. _____ Approving the Core Area Parking District Policies Adding a New Policy #15 and Rescinding Resolution No. 4641-07

Community Development Director Doug Rux gave a brief report on the increased use of the Core Area Parking District (CAPD) public lots and whether the Council should adopt a resolution adding a new Policy #15 to have a temporary parking provision to utilize core area parking spaces within the District during new building construction. The idea would be to have a developer, and in turn the construction companies pay their share of the use of the downtown parking lots.

The existing core area parking methodology model was taken to the Core Area Parking District (CAPD) Board. An alternative was also presented using a "flat fee" methodology. The Board concluded the current methodology would be better than the "per stall" charge. The City experienced a similar issue with the temporary Library relocation. In March 2007, the CAPD policies developed in 2003, were modified to add Policy #14 pertaining to the Tualatin Public Library parking in the CAPD, and calculated the cost at the current methodology.

With the area within the CAPD increasingly being developed, available land to park construction workers is difficult to locate, along with parking patrons of the various downtown core businesses. An issue has arisen with the redevelopment of the former Robinson Store and associated "Mashita Restaurant" building. There will likely also be a similar issue between the Green and Blue lots with development happening in the future. Staff developed a program that would allow use of the lots with issuance of a Revocable Permit, and payment of compensation for use of the lots. A project would have to receive Architectural Review approval and building permit issuance to be eligible for temporary use of the lots.

It was noted a letter was received this afternoon from the Robison Store property owner regarding his dismay over the proposed fees a developer/project would have to pay to utilize the lots. Staff noted discussions had been held with the property owner to arrive at a mutually satisfactory solution.

Councilor Truax asked and Mr. Rux explained how the rates are calculated dependant on the usage of the business. The question is how close is it to the ultimate usage versus "construction" usage. It was also explained how the policy is used in the downtown core area. Mr. Rux said it boils down to construction workers are utilizing the lots for various projects and are not required to pay for use of the public lots. Council asked if tenant improvements (TI) could be included in addition to new construction. Also mentioned is whether it would be reasonable to consider a "construction use" for the core area, such as one rate, but different uses that are calculated. Mr. Rux said that could be done, staff time would be involved to figure out methodology however.

MOTION by Councilor Barhyte, SECONDED by Councilor Truax to table the issue.
MOTION CARRIED.

[Vote: 5-1-1; Yes – Ogden, Barhyte, Boryska, Maddux, Truax; No – Beikman; Harris absent]

MOTION by Councilor Barhyte, SECONDED by Councilor Maddux to bring the issue back from the table. MOTION CARRIED.

Council continued with discussion on this issue. Mayor Ogden suggested considering looking at a fourth use on how to handle construction and use of the lots. Councilor Barhyte commented that with what the City is trying to accomplish in the downtown district, this would be taking money from a project that would add value to the district. He said a possible solution is to divert construction traffic to the lesser used parking lots. Mr. Rux said there is some capacity in other lots now, but that will change as usage has increased, and with City employees being parked in core area lots in the next few months.

Councilor Beikman said as Council liaison on the CAPD Board, she believes there will be ongoing problems with parking and agreed with the recommendation by the CAPD Board on this issue. Councilor Maddux recommended sending this issue back to staff for further review and bring back to Council at a future work session. Councilor Boryska said while realizing parking is running out, he did not want to have people penalized for use of the parking lots to have development take place in the downtown core area. Discussion followed.

City Manager Lombos summarized that Council direction is to look at the methodology of construction parking in public lots, bring the issue back to the CAPD Board, and then bring back to Council at a work session.

I. EXECUTIVE SESSION

None.

J. COMMUNICATIONS FROM COUNCILORS

None.

K. ADJOURNMENT

The meeting adjourned at 8:36 p.m.

Sherilyn Lombos, City Manager

Recording Secretary


