



# MEMORANDUM

## CITY OF TUALATIN

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

**FROM:** Sherilyn Lombos, City Manager 

**DATE:** May 9, 2008

**SUBJECT:** Work Session for May 12, 2008

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**EXECUTIVE SESSION will begin at 4:00 p.m.**  
(ORS 192.660(2)(e) real property transactions  
**Work Session will begin at 4:30 p.m.**

There are four items to be discussed at this work session:

**1) 4:30 p.m. (45 min) – Photo Red Light Enforcement.** Late last year, the Police Chief briefed the Council on recent legislative changes that allow the City to utilize photo red light enforcement. The Council gave direction to move forward with a test on intersections throughout town. Tonight, the Police Chief will give a brief overview of the technology and then introduce the consultant from Red Flex who conducted the test. The consultant will discuss the intersections tested, the results of the test along with his recommendation for intersections that qualify for photo red light enforcement and the options for purchasing and maintaining the equipment.

**Action requested:** Direction from the Council regarding next steps.

**2) 5:15 p.m. (45 min) – Bond Measure 08 Update.** Results from the 2<sup>nd</sup> telephone survey are in. Tonight Su Midghall from Davis Hibbitts & Midghall will present the results and her analysis. There will also be discussion about the final program, bond size, tax rate and park maintenance fee in preparation for the May 15<sup>th</sup> final ad hoc committee meeting.

**Action requested:** Direction from the Council for the upcoming May 15<sup>th</sup> meeting.

**3) 6:00 p.m. (45 min) – FY 08/09 Budget & Priorities Discussion.** Staff has been working towards the creation of the FY 08/09 budget for presentation to the budget committee on May 27<sup>th</sup>. There are a number of items that have not yet been included in the budget that staff would like some feedback on Council's priorities. Attached is a list of items that have not yet been added to the FY 08/09 budget. Staff has already taken a stab at categorizing them into high/medium/low categories.

Once Council gives some direction on priorities, staff will finalize the budget, including as many of the priorities as possible, for presentation on the 27<sup>th</sup>.

**Action requested:** Feedback from the Council regarding priorities on items that are not yet included in the FY 08/09 budget.

**4) 6:45 p.m. (10 min) – Council agenda review & Council communications.**

**Action requested:** Council review the agenda for the May 12<sup>th</sup> City Council and Development Commission meetings.

Other items of interest:

Food for Monday night: We will be enjoying salad and pasta from California Pizza Kitchen.

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. There are several key dates to note:

- *May 10 (Saturday), 10am - 2pm – Bulky Waste Day – Allied Waste*
- *May 15 (Thursday) 6:30pm - Bond Measure Ad Hoc Committee Meeting – Senior Center*
- *May 17 (Saturday), 10am – 2pm – Yard Debris Drop Off – Grimm's*
- *May 20 (Tuesday), 1:15 – 3:40pm - Public Works Week Fair – Hazelbrook Middle School*
- *May 22 (Thursday), 12 – 1pm - Public Works Week BBQ – Community Park*
- *May 26 (Monday), Memorial Day Holiday – Offices Closed*
- *May 27 (Tuesday), 1st Budget Committee Meeting (in place of Work Session – regular Council meeting follows)*
- *May 31 (Saturday), 10am – 2pm – Spring Fling Event – Commons*
- *June 2 (Monday), 6:30pm – Budget Committee Meeting – Council Chambers*
- *September 18 (Thursday), 5:00 pm – Volunteer Recognition BBQ – Community Park*

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

Attachments:

- A. FY 08/09 Budget One-Time & Add Packages
- B. Upcoming meeting and work session items (May – July)
- C. Tualatin Calendar of Events (May – July)

**City of Tualatin**  
**Fiscal Year 2008 - 2009 Budget**  
**One-Time and Add Packages**

<u>Description</u>	<u>Amount</u>	<u>Priority</u>
Commons Lake Wave Rail Painting - Phase II	\$ 15,000	High
Replace Aging Detective Vehicle	\$ 20,000	High
Replace Aging Service Truck	\$ 25,500	High
Replace Aging Shop Truck	\$ 49,500	High
Seneca Building Lease and Move	\$ 50,000	High
SW Concept Plan	\$ 69,000	High
Teen Program Van	\$ 23,000	High
Tualatin Tomorrow	\$ 31,000	High
Carpet - Browns Ferry Upstairs	\$ 5,400	Med
Dog Park	\$ 85,000	Med
Gateways	\$ 35,000	Med
Library Endowment Payback	\$ 55,000	Med
Tennis Court Resurfacing (Ibach)	\$ 10,000	Med
Train Noise Mitigation	\$ 250,000	Med
Urban/Rural Reserves	\$ 100,000	Med
Carpet - Community Services Admin	\$ 5,850	Low
Carpet - Heritage Center	\$ 7,200	Low
Carpet - Police Building	\$ 13,500	Low
Library Strategic Plan Study	\$ 15,000	Low
Paint Council Building	\$ 10,000	Low
RecTrac Program	\$ 29,500	Low
Senior Center HVAC	\$ 20,600	Low
	<u>\$ 925,050</u>	

**WORK SESSION ITEMS**

**PowerPoint?**

1. Budget Committee – overview of 07/08 (*1<sup>st</sup> meeting held during work session*) (5-6p)
2. Briefing Freeway Oriented Sign Regulations (*Comm. Dev.*) (6:15-6:45p)
- 3.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Chamber of Commerce Update
2. Presentation on Public Art (*TAAC Annual Report, Youth Visual Chronicle, Donated Art, and WES Station art*)
3. New Employee – Danny Smith Jr., Senior Library Assistant (*Comm. Services*)

**CONSENT CALENDAR ITEMS**

1. LibCo Change Order No. 3 (*Comm Servs*)
2. Resolution to Amend IGA w/Washington County – UASI Grant
3. Resolution Award of Bid SW 124<sup>th</sup> Avenue (TDC) (*Comm. Dev.*)
4. Resolution Du Jour Bond CURD (TDC)
5. Resolution Du Jour Bond LTIP (TDC)
6. Resolution – Fee Schedule Single-Family Design Standards
7. 2007 Annual Report of the Tualatin Arts Advisory Committee

**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial**

**PowerPoint?**

1. PTA-08-01 Freeway Oriented Sign Regulations Phase 1 (*Legislative*) (*Comm. Dev.*)
2. PMA-08-02 Institutional B Level Reservoir Site Norwood Road (**Quasi**) (*Comm. Dev.*)

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1. Consideration of Recommendation of Bond Measure Ad Hoc Committee
- 2.
3. Development Agreement City of Tualatin/Trammell Crow Residential - *tentative* (*Comm. Dev.*)
- 4.
5. Resolution 108<sup>th</sup> / Tualatin Road – Discretionary (*may put on Consent*)

**EXECUTIVE SESSION ITEMS**

- 1.

**MEETING DATE: Monday, June 9, 2008**

**WORK SESSION ITEMS**

**PowerPoint?**

1. Transportation Policy / Funding Discussion - *tentative*
2. Demolition Criteria – Historic Regs
3. CWS Agreement / IGA (Eng)
- 4.
- 5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Tualatin Youth Advisory Council - Council Recognition
- 2.
- 3.

**CONSENT CALENDAR ITEMS**

1. Authorization to adjust management compensation plan (Admin)
2. 108<sup>th</sup> Avenue: Blake / Marilyn Bid Award (Eng)
3. Resolution Certifying Municipal Services
4. Resolution Award of Bid Killarney Lane Sewer (Eng)
5. Resolution – Transfer of Appropriations – *tentative* (Finance)
6. Resolution – IGA w/TriMet on Shelter Maintenance (Comm. Dev.)

**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial**

**PowerPoint?**

1. PTA-08-03 Historic Regulations (**Legislative**) (Comm. Dev.)
2. Public Hearing - Consider a Resolution Declaring City's Election to Receive State Revenue Sharing Funds During Fiscal Year 2008-09 (**Other**)
- 3.

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1. Core Area Parking District Policy Update (Comm. Dev.) - *tentative*
2. Ordinance (**or Resolution?**) – Bancroft Bonding – Killarney Lane - *tentative*
3. Update on I-5/99W Connector – Open Houses June 10, 11, 12
- 4.

**EXECUTIVE SESSION ITEMS**

- 1.

**WORK SESSION ITEMS**

**PowerPoint?**

1. Municipal Court

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2.

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3.

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4.

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5.

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**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Chamber of Commerce Update

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2.

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3.

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**CONSENT CALENDAR ITEMS**

1.

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2.

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**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial**

**PowerPoint?**

1. Public Hearing to Accept 08/09 Budget (*Other*)

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2.

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3.

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**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1. Ordinance – Rental Housing Standards - *tentative (Legal)*

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2. I-5 / 99W Connector Update (?)

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3.

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4.

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**EXECUTIVE SESSION ITEMS**

1. City Manager's Annual Performance Evaluation

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**WORK SESSION ITEMS**

**PowerPoint?**

1. Bond Measure Update
2. Briefing Flood Plain Regulations ((Engineering/Planning))
- 3.
- 4.
- 5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Youth Advisory Council Update
- 2.
- 3.

**CONSENT CALENDAR ITEMS**

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

**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial**

**PowerPoint?**

1. PTA-08-02 Floodplain Regulations (**Legislative**) (Engineering/Planning)
- 2.
- 3.

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1. Tualatin Tomorrow VIC Annual Report (Comm. Development)
- 2.
- 3.
- 4.

**EXECUTIVE SESSION ITEMS**

- 1.

**WORK SESSION ITEMS**

**PowerPoint?**

1. \_\_\_\_\_
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**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Chamber of Commerce Update
2. \_\_\_\_\_
3. \_\_\_\_\_

**CONSENT CALENDAR ITEMS**

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**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial**

**PowerPoint?**

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**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

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**EXECUTIVE SESSION ITEMS**

1. \_\_\_\_\_

# May

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				<b>1</b>	<b>2</b> 7:30a Chamber Networking AM, Comfort Inn, 7640 SW Warm Springs Road	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> 9:30a - 12:30p Washington County Youth Summit Grant Culmination Event @ Bvln Four Square Church 1:15p Tualatin Historical Soc 5:30p Alive After Five @ Lile Moving, 860 SW Pfaffle, Tigard 7:00p TPAC	<b>8</b> 5:30p Tualatin Tomorrow Community Event - The Vision Continues, Education Building, Meridian Park Hospital	<b>9</b> 7:30a Chamber Networking AM, Pacific West Roofing @ Heritage Center	<b>10</b> 10-2:00 Bulky Waste Day @ Allied Waste
<b>11</b>	<b>12</b> 5:00p Work Session 7:00p Council/TDC Mtg	<b>13</b> 1-2:45 Public Works Week Shadow Day @ OPS	<b>14</b> 5:30 - 7:30p YAC Annual Recognition Dinner 6:30p Tualatin Tomorrow VIC Steering Comm Mtg, Chambers 7:30p Vision Implementation Committee	<b>15</b> 9:30a Chamber Ambassador's Meeting, Location TBA 12pm Friends of Library Mtg. @ Heritage Center 6:30p GO 08 Ad Hoc Committee Mtg @ Sr Ctr	<b>16</b> 7:30a Chamber Networking AM, Cascadia Eye Care, 17777 SW Boones Ferry Lake Oswego	<b>17</b> 10-2:00 Yard Debris drop off @ Grimm's 10-2:00 Used Book Sale @ Library
<b>18</b>	<b>19</b> Crowdaddy Open Golf Tournament, Tualatin Country Club	<b>20</b> 1:15-3:40 Public Works Week Fair @ Hazelbrook Middle	<b>21</b> 12:00p Core Area Parking District Board, Chambers 5:30p Chamber Alive After Five @ Pacific Cont. Bank, 71111 SW Nyberg St. 7:00p ARB (if necessary)	<b>22</b> 11:30a Chamber Luncheon @ Country Club 12-1:00 Public Works Picnic @ Community Park	<b>23</b> 7:30a Chamber Networking AM, Artistique Photographie, 7002 SW Nyberg Road	<b>24</b>
<b>25</b>	<b>26</b> Memorial Day Holiday Observed CITY OFFICES CLOSED LIBRARY CLOSED	<b>27</b> Note Council meeting date change 5:00-6:00p 1st Budget Comm Mtg / 6:15-6:45p Work Session 7:00p Council/TDC Mtg	<b>28</b> 6:30-8:30 Ready or not? Emergency Preparedness @ MPH 7:00p ARB (if necessary)	<b>29</b>	<b>30</b>	<b>31</b> 10a - 2p Spring Fling Event on Tualatin Commons

2008

# June

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
<b>1</b> Summer Reading Begins!	<b>2</b>  6:30p – Budget Committee Meeting	<b>3</b>	<b>4</b> 9:00 Seismic Slam 08 – Emergency Exer @ OPS 1:15p Tualatin Historical Soc 6:30pm – Budget Committee (if necessary) 7:00p ARB (if necessary)	<b>5</b> Eng/Bldg & Comm Dev Move back to City Ctr OFFICES CLOSED	<b>6</b> Eng/Bldg & Comm Dev Move back to City Ctr OFFICES CLOSED	<b>7</b>
<b>8</b>	<b>9</b>  5:00p Work Session 7:00p Council/TDC Mtg	<b>10</b>	<b>11</b> 6:30p Tualatin Tomorrow VIC Steering Committee Meeting, Council Chambers 7:30p Vision Implementation Committee	<b>12</b>  7:00p TPAC	<b>13</b>	<b>14</b>
<b>15</b>	<b>16</b>	<b>17</b> 7pm Summer Reading Event on the Commons "Recess Monkey Music for Kids"	<b>18</b>  7:00p ARB (if necessary)	<b>19</b>	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b>  5:00p Work Session 7:00p Council/TDC Mtg	<b>24</b> 7:30pm Summer Reading Event on the Commons "Border Collies" Time & Place TBD: 1-5 to 99W Connector Open House	<b>25</b> Time & Place TBD: 1-5 to 99W Connector Open House 7:00p ARB (if necessary)	<b>26</b> Time & Place TBD: 1-5 to 99W Connector Open House 11:30a Chamber Luncheon @ Country Club	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b>					

2008

# July

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		<b>1</b> 7pm Summer Reading Event on the Commons "Tater A. Peel the Clown"	<b>2</b> 1:15p Tualatin Historical Soc	<b>3</b>	<b>4</b> Independence Day Holiday CITY OFFICES CLOSED	<b>5</b>
<b>6</b>	<b>7</b>	<b>8</b> 7pm Summer Reading Event on the Commons "Penny's Puppet Show"	<b>9</b> 7:00p ARB (if necessary)	<b>10</b>	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b> 5:00p Work Session 7:00p Council/TDC Mtg	<b>15</b> 7pm Summer Reading Event on the Commons "Victor Johnson Music for Kids"	<b>16</b> 7:00p ARB (if necessary)	<b>17</b>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b>	<b>22</b> 7pm Summer Reading Event on the Commons "Omar Vargas"	<b>23</b> 7:00p ARB (if necessary)	<b>24</b> 7:00p Urban Renewal Advisory Committee Meeting 11:30a Chamber Luncheon @ Country Club	<b>25</b>	<b>26</b>
<b>27</b> 10am-3pm pm Summer Reading Event on the Commons "Chalk it Up" with Artist Daniel Wood	<b>28</b> 5:00p Work Session 7:00p Council/TDC Mtg	<b>29</b> 7pm Summer Reading Event on the Commons "Magic Show by Jay Fraser"	<b>30</b> 7:00p ARB (if necessary)	<b>31</b> 10am-3pm pm Summer Reading Event @ Heritage Ctr "Hay Caramba"		

2008