



MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

FROM: Sherilyn Lombos, City Manager 

DATE: December 6, 2010

SUBJECT: WORK SESSION FOR DECEMBER 13, 2010

5:00 p.m. (20 min) – Storm Water Maintenance Program Audit Update. In June 2010 you received an update on an audit we completed of the storm water maintenance program. There were a number of customers who saw impacts to their utility bill based on the results of the audit. Mike McKillip will give you an update on the status of the implementation of the audit. Attached are the minutes from the June 14 work session.

Action Requested: No specific action is requested.

5:20 p.m. (30 min) – Private Water Quality Facility Management Program. Mike McKillip and Laura Vierkandt from Engineering will give an update of the City of Tualatin's private water quality facility management program, which we are required to have in place per Clean Water Services rules. Attached is a powerpoint that will be used.

Action Requested: No specific action is requested.

5:50 p.m. (30 min) – Basalt Creek Planning Update. Ben Bryant, the management intern who is working for both Tualatin and Wilsonville will give an update on what is happening behind the scenes with the Basalt Creek planning area. The first joint meeting between the two cities is scheduled for January 11, 2011 at 6pm to discuss some of these same issues.

Action Requested: No specific action is requested.

6:20 p.m. (20 min) – Tonquin Trail Alignment. On August 9th and September 27th you discussed the Tonquin Trail project that Metro is leading with Tualatin, Sherwood & Wilsonville (see attached minutes). In addition, on September 17th several of you went on a driving tour of the alignments to physically see some of the issues associated with the alternatives. Metro is at a point in the process where they need agreement about a final alignment. Carl Switzer and Paul Hennon will walk through the potential alignments and ask for direction to give Metro.

Action Requested: Feedback on the Tonquin Trail alignment alternatives.

6:40 p.m. (10 min) – Council Meeting Agenda Review, Communications & Roundtable. This is the opportunity for the Council to review the agenda for the December 13th City Council meetings and take the opportunity to brief the rest of the Council on any issues of mutual interest.

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

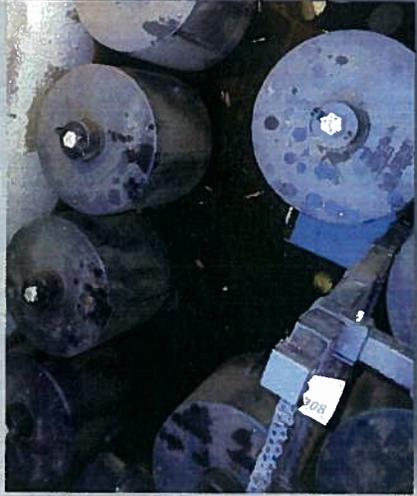
Dates to Note: Attached is the updated community calendar for the next three months.

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

City of Tualatin



Private Water Quality Facility Management Program



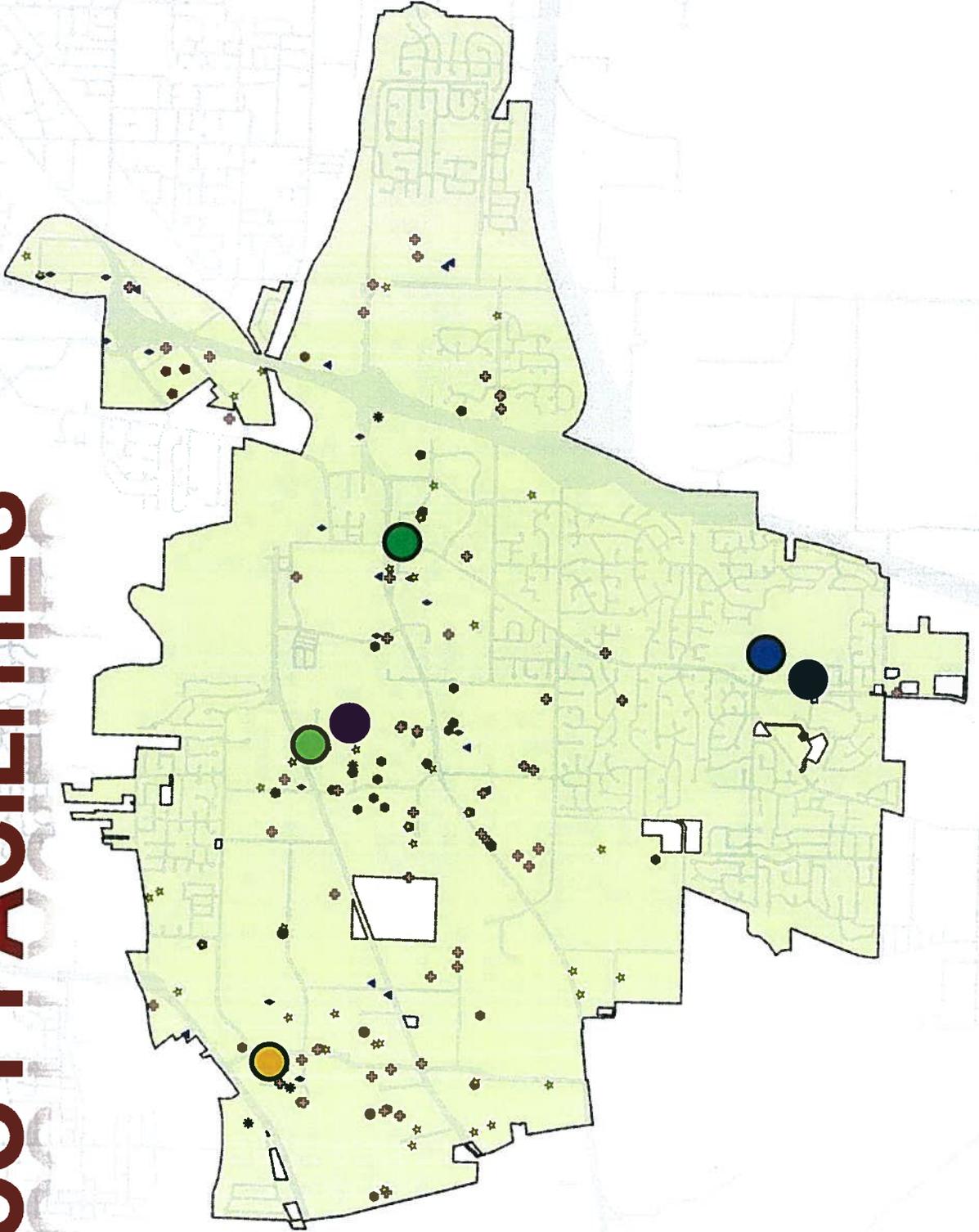
Mechanical



Vegetated



COT FACILITIES



MAJOR GOALS

Year 1 FY '09 - '10
Complete Inventory and Mapping
Create Education and Outreach Materials
Provide Annual Notice to Owners
Inspect 25% of Sites

Year 2 FY '10 - '11
5 Year Plan for Success
Provide Annual Notice to Owners
Inspect 25% of Sites

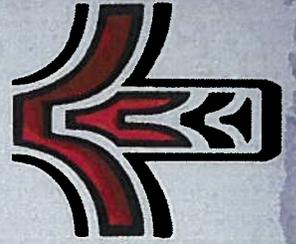
Year 3 FY '11 - '12
Provide Annual Notice to Owners
Inspect 25% of Sites

Year 4 FY '12 - '13
All Sites Inspected and Underway with Remediation

Year 5 FY '13 - '14
100% of Facilities Achieve a Fair or Better Condition



Where We Are Now



EDUCATION AND OUTREACH MATERIALS CONT...



CITY OF TUALATIN
PRIVATE WATER QUALITY FACILITY
MANAGEMENT PROGRAM

What You Need to Know about Water Quality Compliance

- **What can you expect?**
 - The City of Tualatin is seeking out a private water quality facility to provide water quality services for the City of Tualatin.
 - The City of Tualatin is seeking out a private water quality facility to provide water quality services for the City of Tualatin.

Why is it important to establish a private water quality facility?

Your system was designed by a professional engineer to meet certain water quality standards. Over time, however, the system may become outdated or inefficient. A private water quality facility can provide the expertise and resources needed to maintain and improve your water quality. This facility will be designed and constructed to meet the specific needs of your system and the City of Tualatin.

- **What are the benefits?**
 - A private water quality facility can provide the expertise and resources needed to maintain and improve your water quality.
 - A private water quality facility can provide the expertise and resources needed to maintain and improve your water quality.



City of Tualatin
Private Water Quality Facility Management Program
18880 SW Multnomah Ave
Tualatin, OR 97062
61522010

1701 NW 14th, LLC
3030 NW 28th Ave
Portland, OR 97210
Re: Operation and Maintenance of the Water Quality Facility at 10848 SW Tualatin-Sherwood Rd

Dear 1701 NW 14th, LLC:

The City of Tualatin is initiating a program to regularly inspect and support maintenance of private water quality facilities.

These facilities were constructed by the original developer as a condition of receiving a permit to develop a property. The City of Tualatin is responsible for ensuring that these facilities remain in compliance with the original permit conditions. The facility is designed to remove pollution from stormwater runoff and protect the Tualatin River, as required by Oregon Department of Environmental Quality and Clean Water Services' Municipal Separate Storm Sewer System (MS4) permit. The City of Tualatin also holds the permit for this facility.



City of Tualatin
Private Water Quality Facility Management Program
18880 SW Multnomah Ave
Tualatin, OR 97062
61522010

Request for Permission to Enter Private Property
(Insert Date)
(Insert Name of Private Landowner)
(Insert Address of Private Landowner)

RE: Private Water Quality Facility Located at (Site Address)

Dear (Insert Name of Private Landowner):

The inspection of private water quality facilities is required by the Oregon Department of Environmental Quality as a provision of the Municipal Separate Storm Sewer System (MS4) permit held by the City of Tualatin. The City of Tualatin is responsible for ensuring that these facilities remain in compliance with the original permit conditions. The facility is designed to remove pollution from stormwater runoff and protect the Tualatin River, as required by Oregon Department of Environmental Quality and Clean Water Services' Municipal Separate Storm Sewer System (MS4) permit. The City of Tualatin also holds the permit for this facility.

The City of Tualatin requires employees to obtain written permission from landowners to enter certain private water quality facilities. Consequently, we are humbly requesting your assistance for the purpose of inspecting the condition of your water quality facility. A written inspection report will be provided following the onsite inspection, including a description of any required maintenance.

Additional information you should know:

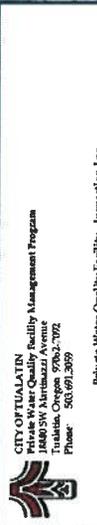
1. The inspection will occur at your convenience.
2. You, or your agent, are encouraged to be present.
3. The inspection will cover the terms on the inspection form (attached).
4. A written report will be provided to you and an authorized representative to grant permission to enter on your behalf.
5. You may grant permission to enter on an ongoing basis, revocable by notice to the City of Tualatin at any time.

If you have any questions about the private water quality facility management program, you may contact Laura Vekard at the following telephone number: 503.691.3605. If you consent to this request, please sign below and return to the City of Tualatin. You are not required to designate an agent, nor are you required to grant ongoing permission to enter. Thank you for your cooperation.

Sincerely,
Laura S. Vekard, E.I.T., City of Tualatin
Engineering Technician, City of Tualatin

Authorized Representative
(Name or Position)

Permission to enter granted until withdrawn: _____ (initial) (optional)
Approve: _____ Landowner Signature
Date: _____



City of Tualatin
Private Water Quality Facility Management Program
18880 SW Multnomah Ave
Tualatin, Oregon 97062-7072
Phone: 503.691.3609

Private Water Quality Facility - Inspection Log

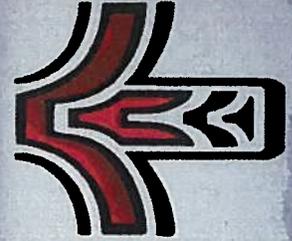
Attention:
This inspection log is to be submitted to the City of Tualatin's PWQFAP on or before January 1st of every year. Please follow the Maintenance Checklist provided in your PWQFAP packet. Please include photos. If submitting electronically please send to: WaterQuality@tualatin.or.us. For mailings please submit to the address above.

Property Description: _____

Site address: _____

Inspection Date: _____ Inspected by: _____

Comments: _____



INSPECTION REPORT SAMPLE!

Inspection Report
August 30, 2010
Page 2 of 2

Photos



To schedule an inspection of completed items or for more information, please contact Laura Vierkandt at (503) 691-3059

If you are unable to complete the corrections as required, the City of Tualatin will pursue all remedies available under the law including fines, reimbursement from the property owner for repairs conducted by the City, a property lien, or lawsuit.

Thank you for your prompt attention.

Laura Vierkandt
Engineering Technician, City of Tualatin

City of Tualatin
www.ci.tualatin.or.us



Water Quality Facility Inspection Results and Maintenance Punch List

Property Information		Owner Information	
Tax Lot ID:	2S123DA01800	Name:	JC Motors of Tualatin, LLC
ID #:	115	Company:	JC Motors
Site Address:	19401 SW Mojave Ct Tualatin, OR 97062	Address:	19401 SW Mojave Ct Tualatin, OR 97062

The water quality facility above was inspected by the City of Tualatin. The facility was given a rating of **POOR**.



The Maintenance Punch List indicates any deficiencies that must be corrected by October 1st, 2010. A plan for remediation may be submitted for approval in lieu of immediate corrections when necessary improvements are financially or logistically prohibitive within the timeframe provided.

Maintenance Punch List

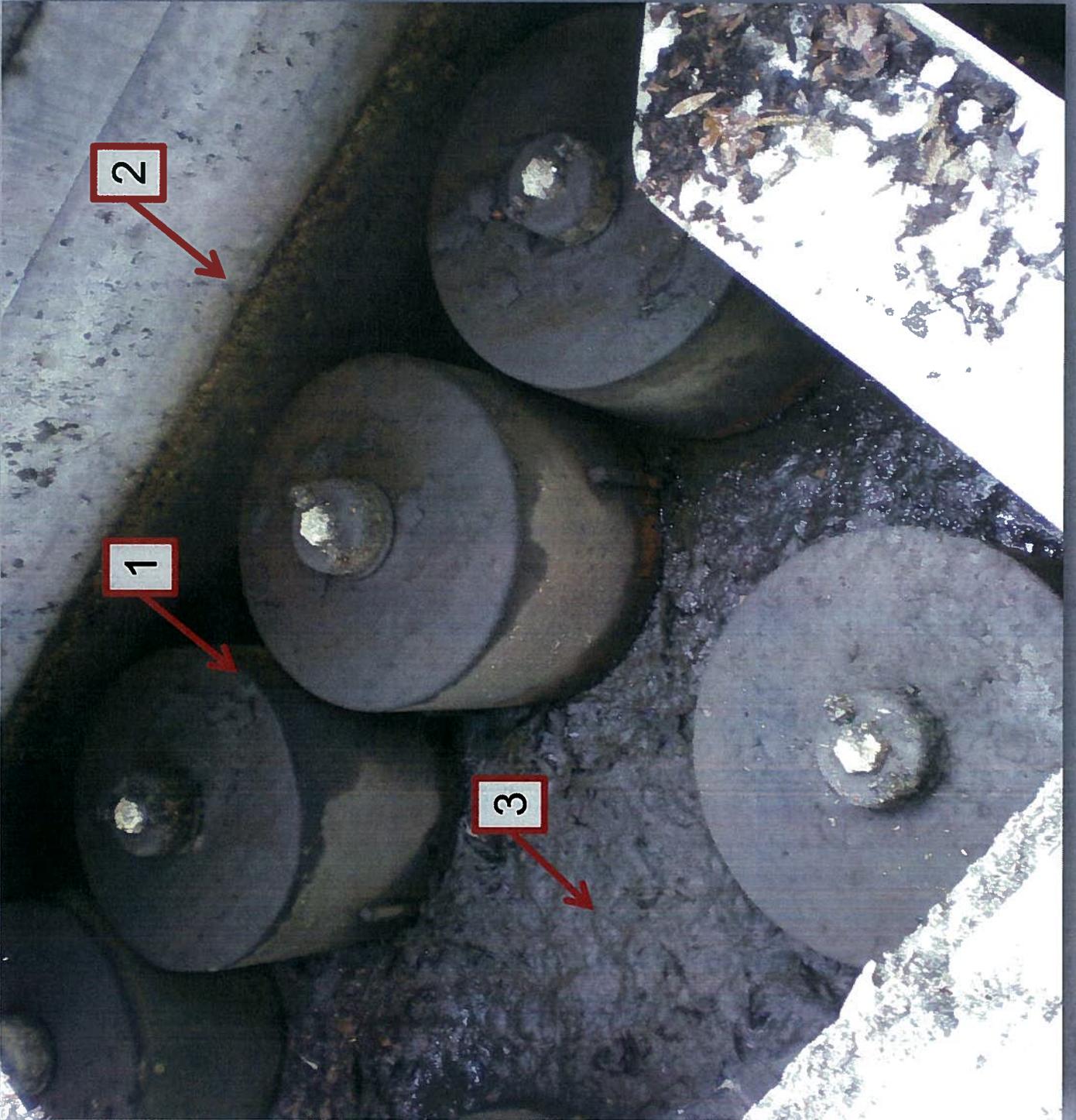
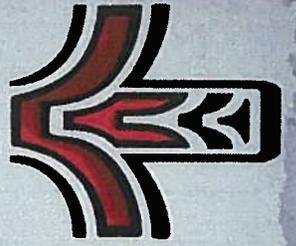
1. Revegetate Facility Connection Item
 - a. Sedges and Rushes in the treatment area (see photo below)
 - i. Spreading rush (Juncus patens)
 - ii. Small-fruited bulrush (Scirpus microcarpus)
 - iii. Slough sedge (Carex obnuptia)
 - iv. Toad rush (Juncus bufonius)
 - v. Rossi Sedge (Carex rossii)
 - b. Approved grass mix in the freeboard area (see photo below)
 - *Density required: 6 plugs/sq ft
 - Approved freeboard area seed mix:
 - i. Dwarf tall fescue 40%
 - ii. Dwarf perennial rye 30%
 - iii. Creeping red fescue 25%
 - iv. Colonial Bent Grass 5%
 - *Application Rate 120#/acre

PRIVATE WATER QUALITY FACILITIES IN THE CITY OF TUVALATIN

Mechanical Facilities

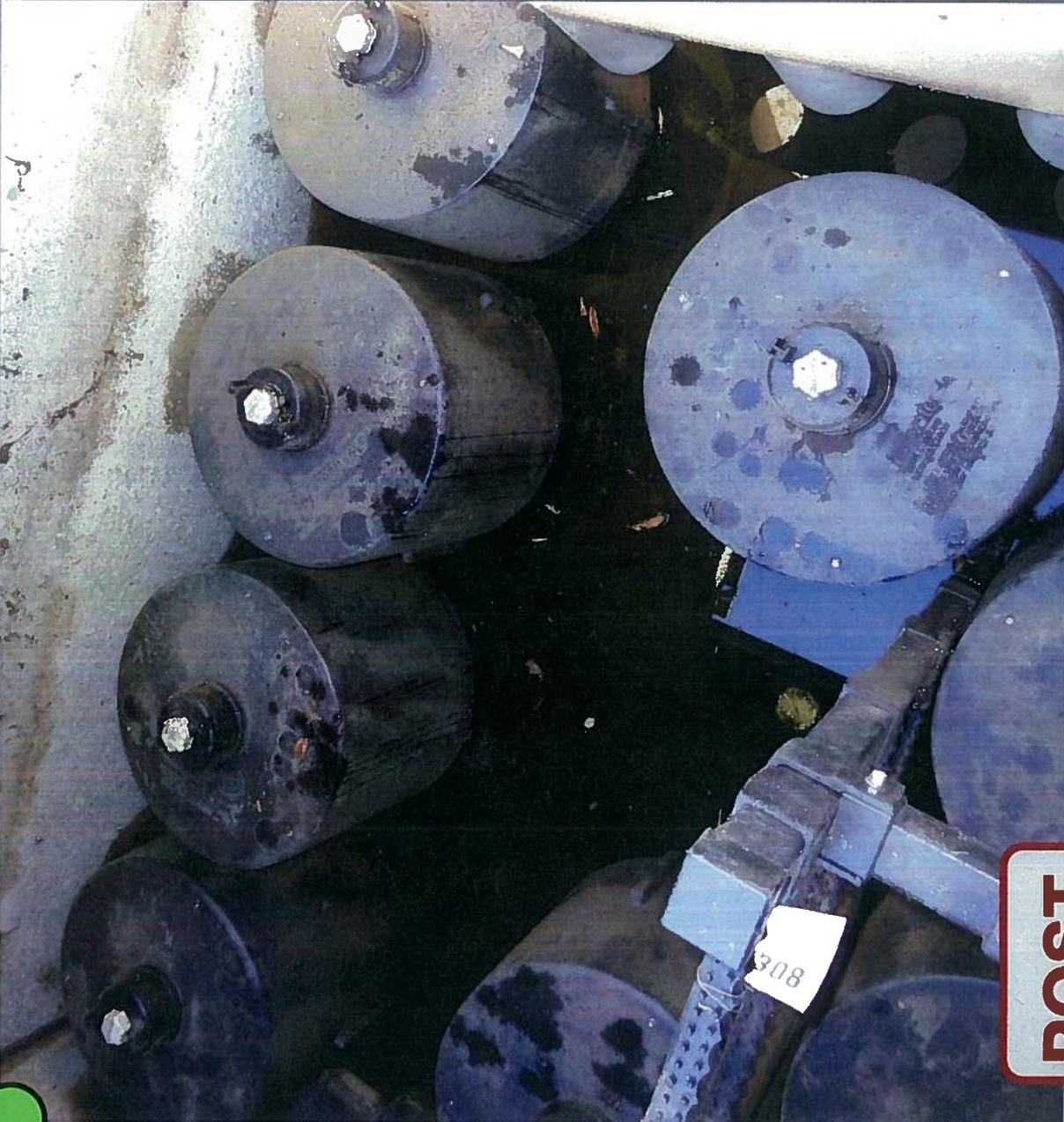








PRE



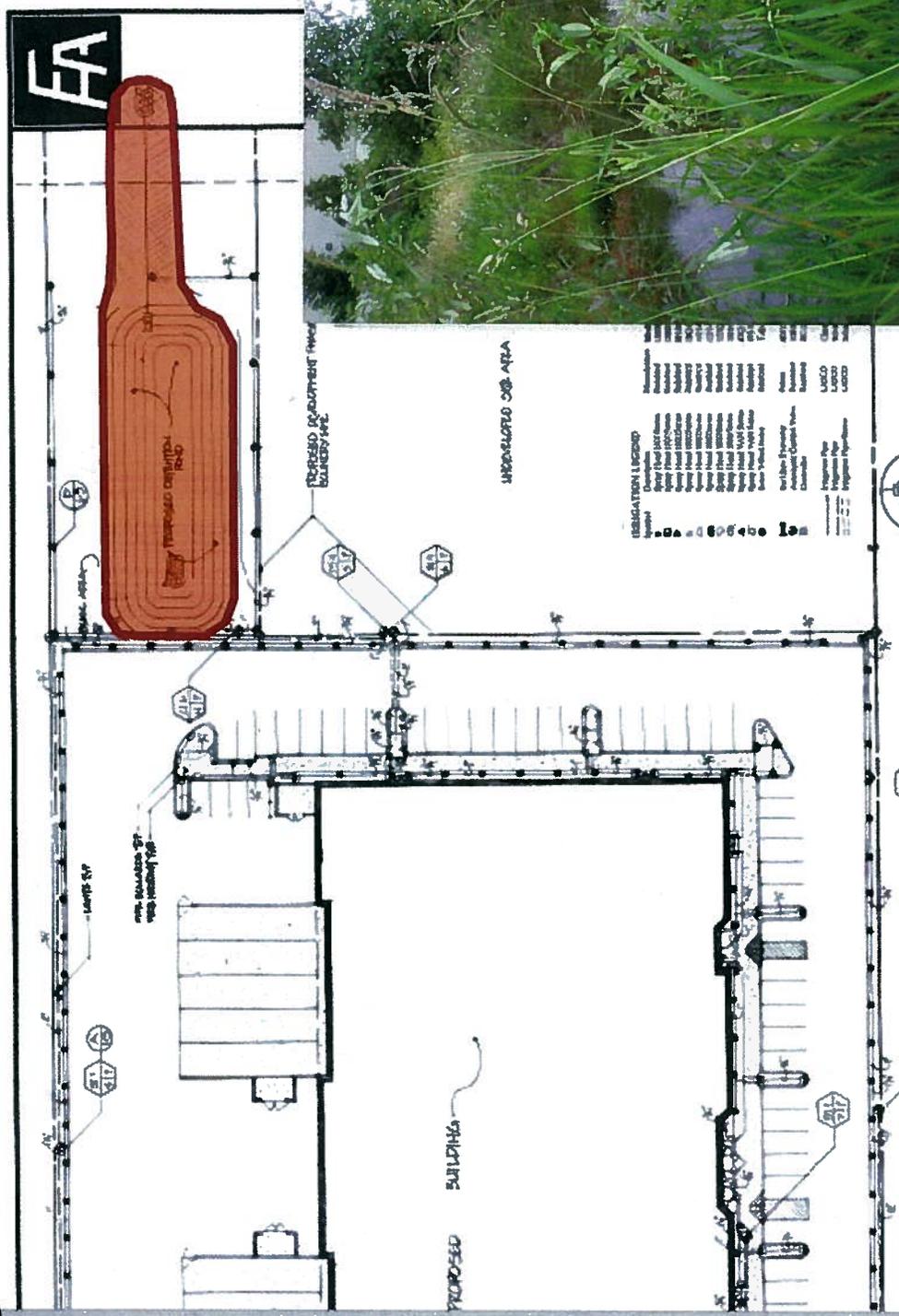
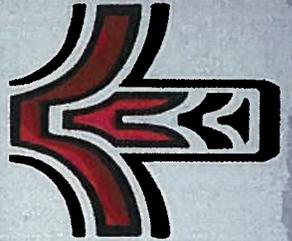
POST



PRIVATE WATER QUALITY FACILITIES IN THE CITY OF TUALATIN

Vegetated Facilities





LOCATION:
100 HAWK RD
TIDWATER, VA

DATE: 10/24/17

PROJECT NO: 17-001

12

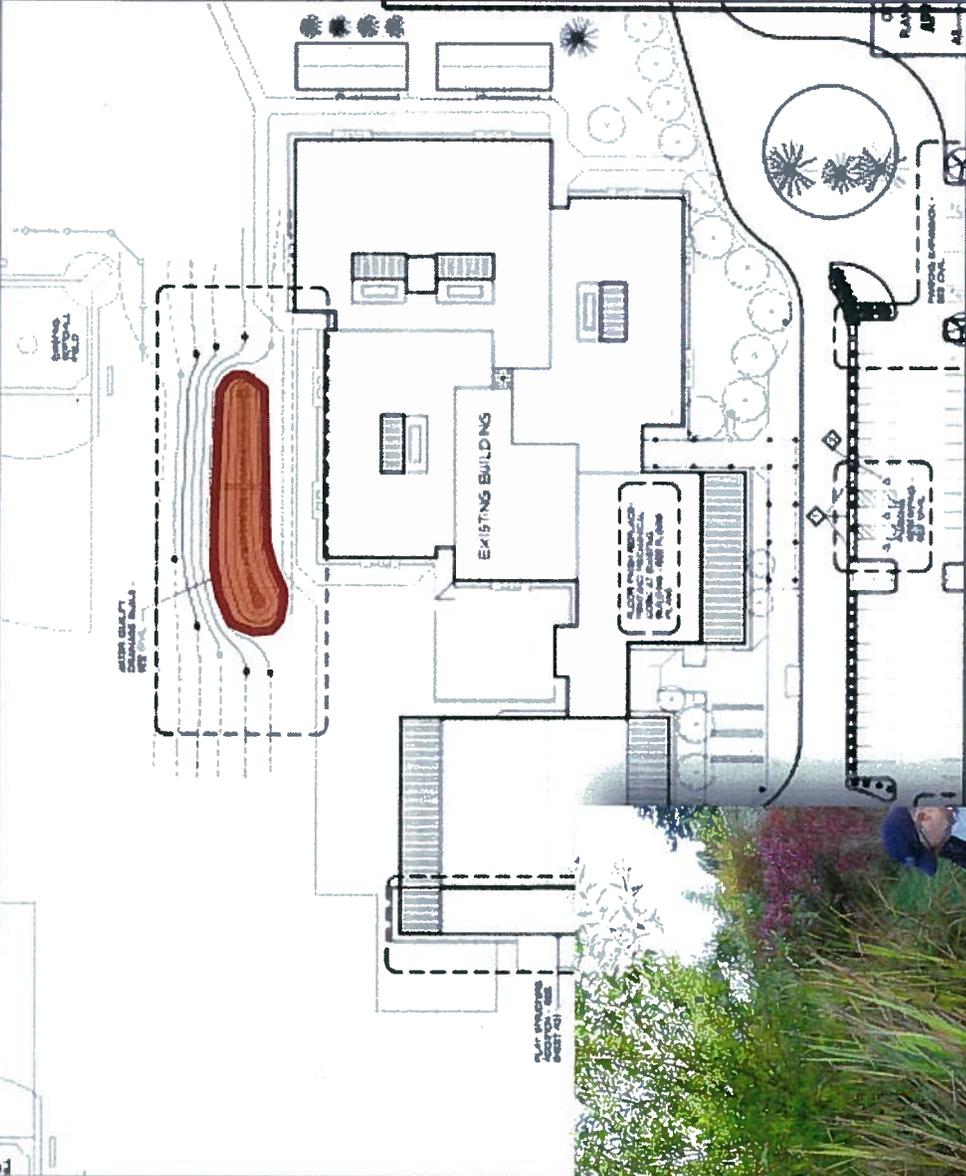
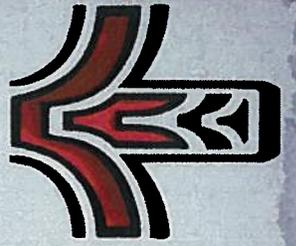
PRELIMINARY
NOT FOR CONSTRUCTION

Greenscape Architects, L.L.C.
1405 Old Ironsides Road, Suite 200
Pittsburgh, PA 15203-1404
Tel: 412/259-6338 Fax: 412/259-6343



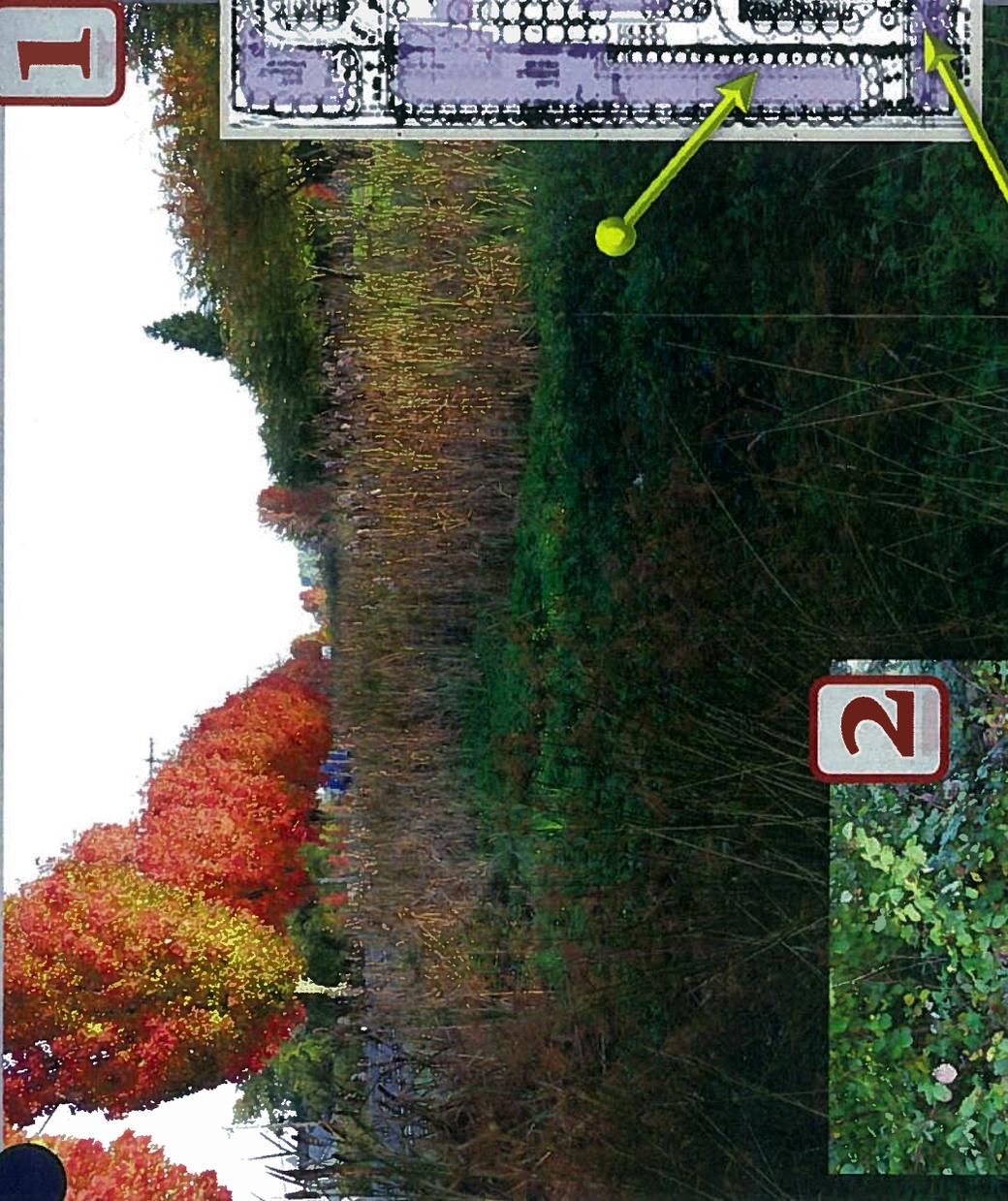
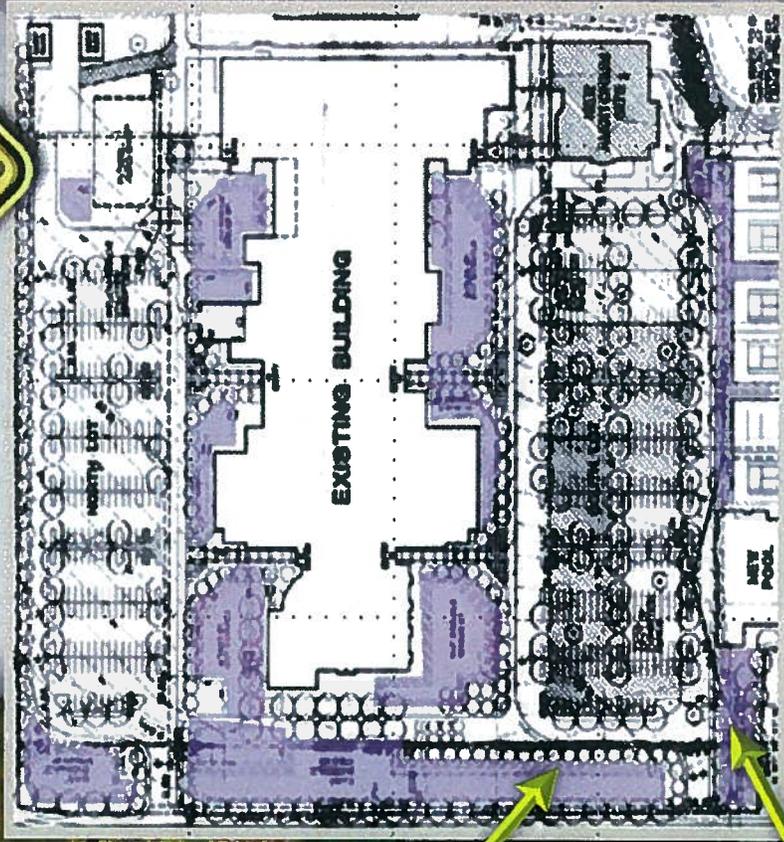
SCALE: 1" = 20' 0"

PHASE I / EXISTING AND NEW

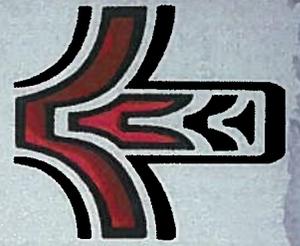




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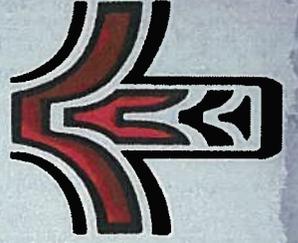


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PRE



POST



This Concludes the Presentation



Any Questions?



MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager 

FROM: Aquilla Hurd-Ravich, Acting Planning Manager
Colin Cortes, Assistant Planner
Ben Bryant, Management Intern

DATE: December 13, 2010

SUBJECT: Basalt Creek/West Railroad Planning Area Update

ISSUE BEFORE THE COUNCIL:

The purpose of this memorandum is to provide Tualatin City Council with an overview and status update on the concept plan process for the Basalt Creek/West Railroad Planning Area.

RECOMMENDATION:

This memorandum is for informational purposes; there is no recommendation from staff at this point.

BACKGROUND:

In 2004, Metro added an area located generally between the Cities of Tualatin and Wilsonville to the Urban Growth Boundary (UGB) for residential and industrial uses. The land encompasses 775 acres split into two noncontiguous areas known as the Basalt Creek and West Railroad Planning Areas (map attached). The Cities of Tualatin and Wilsonville have agreed to work collaboratively to plan this area.

Scope:

- Metro conditions attached to the land when added to the UGB
- Future city limit lines between the Cities of Tualatin and Wilsonville
- Transportation network and system of connections (both internally and to the existing transportation network)
- Infrastructure (water, sanitary sewer, and storm water sewer) provision plan
- Sewer capacity for future intended uses
- Water source for the area
- Land uses including parks, trails, and greenways
- Zoning designations for the project area

Schedule:

To properly address the scope, staff anticipates the following schedule of tasks:

Task	Due Date
Task 1: Distribute RFP, Select Consultant, Develop Public Involvement Plan (PIP)	Months 1-2
Task 2: Establish Project Advisory Committee (PAC) & Develop Project Vision	Months 1-2
Task 3: Inventory Existing Conditions and Draft Report	Month 3
Task 4: Establish Evaluative Criteria	Month 3
Task 5: Develop Alternative Concepts	Months 4-6
Task 6: Analyze Transportation and Infrastructure	Month 7
Task 7: Analyze Annexation Fiscal Impact	Month 7
Task 8: Evaluate Alternative Concepts	Month 8
Task 9: Recommend Possible Jurisdictional Boundaries	Month 9
Task 10: Draft, Finalize, & Adopt Concept Plan	Months 10-11
Task 11: Enable Comprehensive Plan Amendments	Months 11-14

Consultant Services:

In general, the consultant will be responsible for completing Task 3 through 10 outlined above. The consultant will incorporate input from the Councils, Wilsonville Planning Commission, TPAC, staff, and members of the public into technical analyses and reports. All reports will be reviewed by various stakeholders and the consultant will refine those work products based on suggested comments. Given the expected schedule, the Concept Plan will be completed before the end of 2011 with Comprehensive Plan Amendments to be made in the beginning months of 2012.

Public Involvement:

In response to the community's desire to be more involved in land use planning, we are aiming to engage the public more effectively throughout the concept planning process. In the Request for Proposals, we asked for prospective consultants to submit preliminary ideas for a Public Involvement Plan (PIP). In addition, rather than relying on a Technical Advisory Committee, we will create a Project Advisory Committee. This committee will include individuals from key agencies as well as property owners in the subject area and other community members.

Relationship Building:

While we are still in the beginning stages of the scope and schedule, the work that has been completed thus far has been a result of work sharing and collaboration between the two cities. Wilsonville staff has taken the lead on creating maps, setting up the project website, and preparing the informational video. In addition, they have offered to host the first joint Council Meeting on January 11, 2010 at 6:00 p.m. At the same time, Tualatin staff is working on additional transportation analyses of roads in the Basalt Creek Planning Area that will be impacted by potential growth of the Southwest Concept Plan Area. Further, both city staffs are working collaboratively to review and select a land use consultant for this project.

As a result of recent collaboration, our growing relationship has extended beyond Basalt Creek and lead to Wilsonville Council support of the 117-acre Urban Growth Boundary expansion in the Southwest Concept Plan. In addition, staff has been able to focus on items of agreement such as transportation improvements to SW Boones Ferry, Day, Grahams Ferry Road, and Tonquin Roads. Through continual collaboration, the Cities of Tualatin and Wilsonville will become good neighbors.

Staff Defined Outcomes:

In order to foster future collaboration and to ensure that the cities work towards a common purpose, staff in both cities developed a list of proposed goals. These goals were developed based on inter-city staff discussions and after review of the various visioning documents.

City of Tualatin

1. A positive working relationship will be established between the two Councils.
2. Provide a sustainable transportation network.
3. Maintain the character of existing residential neighborhoods and continue it in new neighborhoods.
4. Provide a range of parks, and protect natural areas such as Basalt Creek, other conservation areas, and open space.
5. Transition areas make residential and industrial development compatible.

City of Wilsonville

1. A positive working relationship will be established between the two Councils.
2. The Concept Plan will *not* include an I-5/99W Connector.
3. A strategy will be identified to maintain and preserve natural resources for future generations.
4. The proposed storm drainage system will accommodate storm water from the planning area and will control the quality of storm runoff.
5. The Concept Plan will be approved prior to June 30, 2011.

STATUS UPDATE:

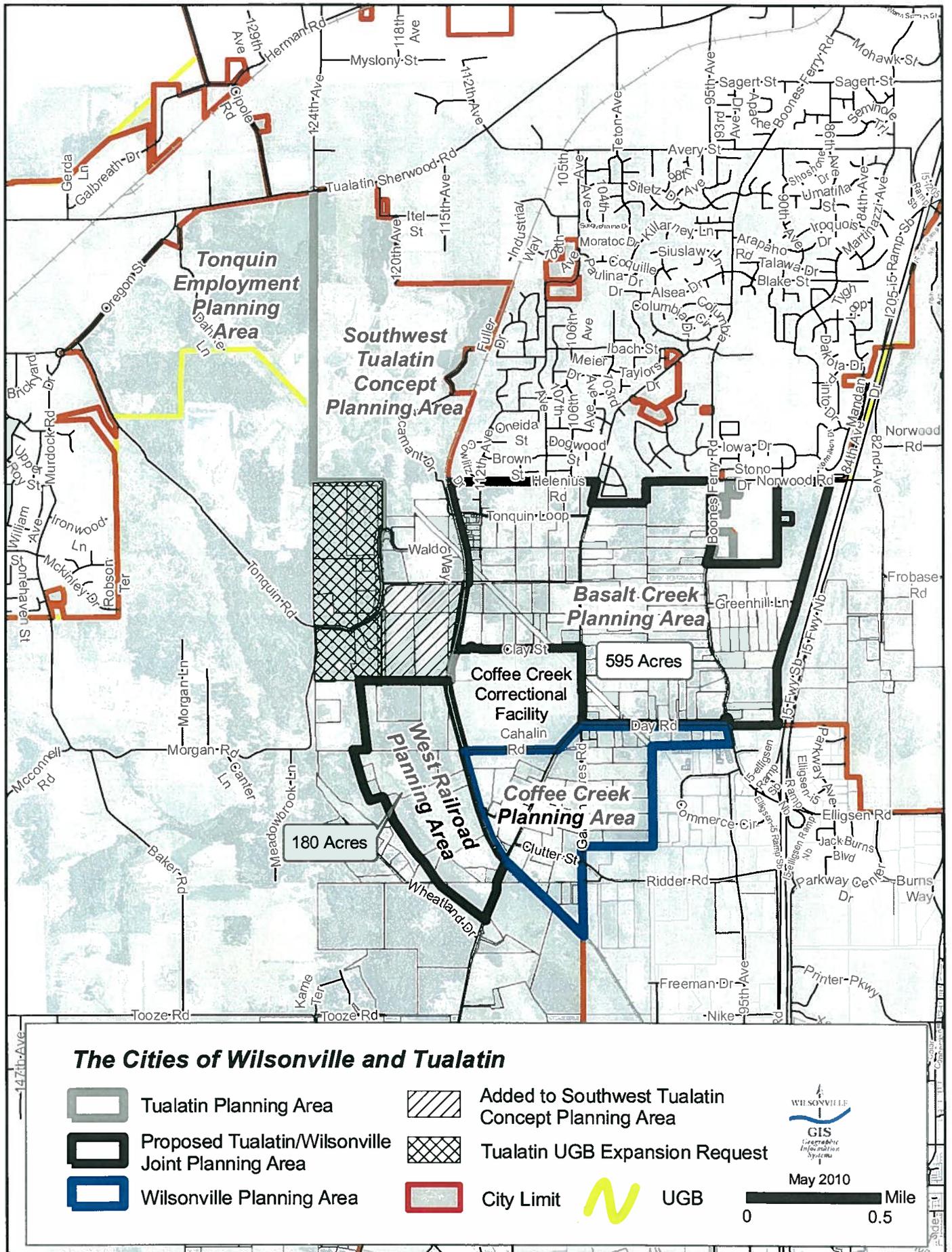
New Items:

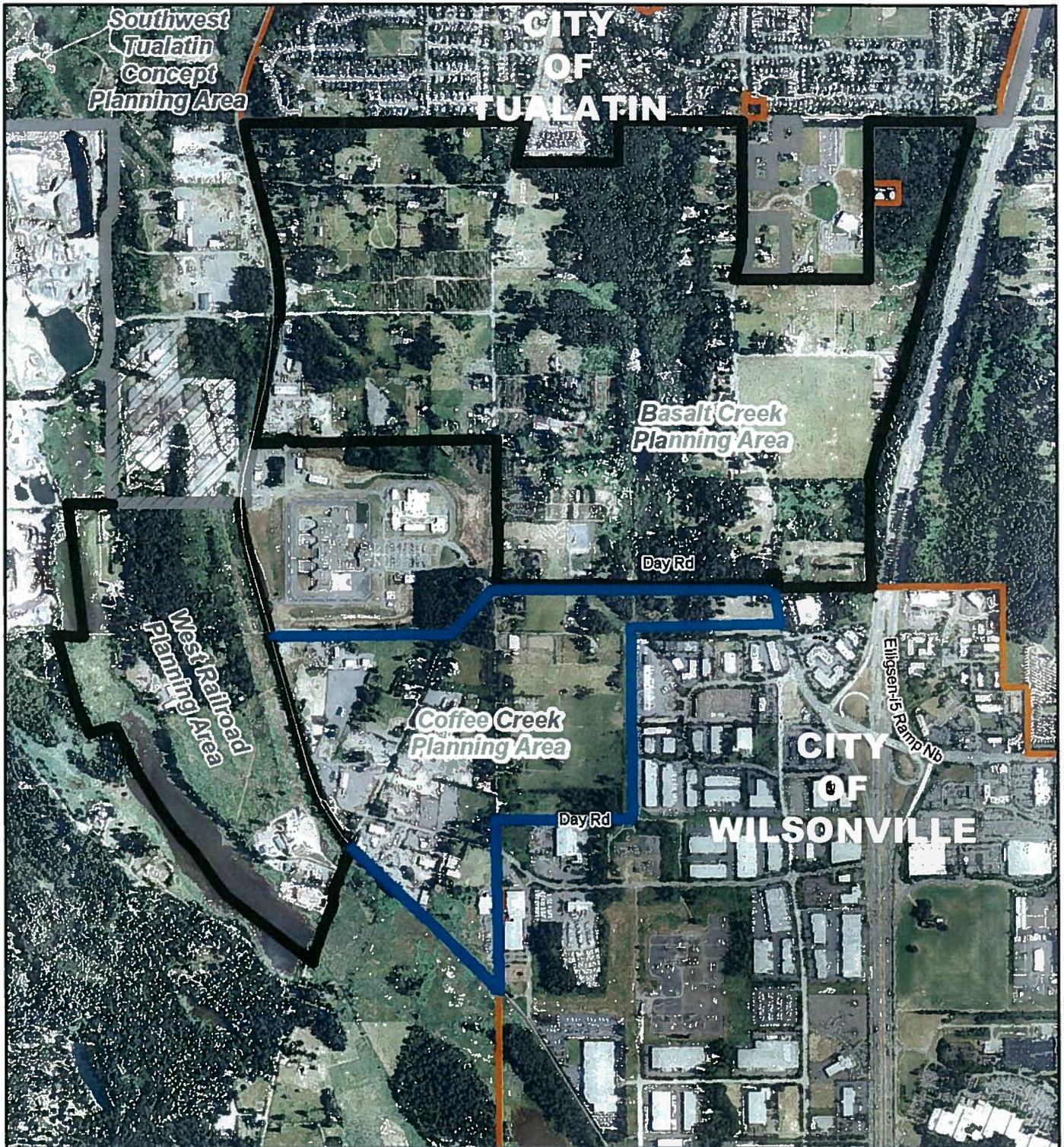
- *Consultant Services RFP* — Statements of Proposals were due December 10, 2010. A team of staff from both cities will begin reviewing the proposals this week. Selection of a consultant team is scheduled for mid January.
- *Basalt Creek Website* — www.basaltcreek.com is available to the public.

Old Items:

- *Cities MOU* — On July 12, 2010, the City Council approved a resolution authorizing the Mayor to sign a Memorandum of Understanding (MOU) with the City of Wilsonville for concept planning of the Basalt Creek and West Railroad planning areas. On June 21, the Wilsonville City Council took a similar action.
- *County MOU* — On November 8, 2010, the Tualatin City Council passed a resolution authorizing the Mayor to sign a MOU with Washington County. This MOU detailed a shared desire among all parties to coordinate concept planning and communicate throughout the process. In addition, the language requires the Cities to establish governance boundaries so that future urbanized areas will be under one of the Cities respective jurisdictions'.
- *Metro IGA* — On November 8, 2010, the Tualatin City Council passed a resolution authorizing the Mayor to sign an intergovernmental agreement (IGA) with Metro that will allow the release of Construction Excise Tax (CET) grant funding.

Attachments: A. Basalt Creek/West Railroad Maps





The City of Wilsonville

-  Tualatin Planning Area
-  Proposed Tualatin/Wilsonville Joint Planning Area
-  Wilsonville Planning Area
-  added to Southwest Tualatin Concept Planning Area
-  City Limit
-  UGB



May 2010



Operations Facilities Manager Clay Reynolds gave a brief explanation about sustainability efforts at Operations. It was asked and answered about opportunities for solar-type grants that could be available. Discussion followed on the use of solar energy, and it was asked and answered about working with PGE on the use of wind energy, etc.

Council thanked staff for all the work that has been done to date.

A break was taken from 5:37 p.m. to 5:50 p.m.

2. *Southwest Concept Plan 2010 Update*

Community Development Director Doug Rux and Senior Planner Aquilla Hurd Ravich presented information and gave a brief background on the Southwest Concept Plan to date. It was first presented to Council in 2005, and was accepted, and then put on hold to discuss the community visioning program "Tualatin Tomorrow." The area is again being reviewed due to Metro wanting the land as part of the urban growth boundary (UGB). Community Development Director Rux added if it is not addressed other jurisdictions could plan the area instead of Tualatin.

Senior Planner Hurd-Ravich presented a PowerPoint and went through highlights of the 2005 plan and the 2010 updates. Part of the plan that didn't change is the "mixed use." Also the development assumptions did not change, and mentioned was the Blake Street extension issue.

Discussion followed on traffic flow through Blake Street versus Tualatin-Sherwood Road, and how routing of traffic would work. Continued discussion on intersections and levels of service, and it was noted there are new intersections that would be developed. The alternatives were discussed with Alternative 4 proposing to eliminate the Blake Street connection in response to citizen concerns.

Discussion followed on the plan and Council refocused on whether to proceed with Alternative 3 or 4. It was asked about the "road" that is in the map, and explained that it is actually right-of-way (ROW). Council suggested having the area adequately marked on the map to not mistake that it is actually ROW. Senior Planner Hurd-Ravich continued with public comments made on suggestions of where a connection could be placed, other than Blake Street.

The general consensus of all Council present was to proceed with Alternative 4. Also suggested was to shorten up the cul-de-sac, and to make certain to protect as many trees as possible, addressing the Blake Street ROW, and to also research preservation of it as a permanent green space.

Community Development Director Rux explained how the process will proceed, and staff will make a recommendation at the August 23, 2010 meeting to formalize Alternative 4. It was also suggested having further discussion at the work session on September 13, 2010.

Councilor Maddux left the meeting at 8:15 p.m.

The work session reopened at 8:20 p.m.

3. *Tonquin Trail Master Plan Update*

Community Services Director Paul Hennon and Parks and Recreation Manager Carl Switzer presented a PowerPoint on the Tonquin Trail Master Plan.

Parks and Recreation Manager Switzer presented a brief PowerPoint and gave some background information on the scope of the Tonquin Trail Master Plan. Goals and measures were developed early in the master plan process..

Information will be presented at the next Tualatin Parks and Recreation Committee (TPARK) meeting. The draft trail alignments were reviewed, and it was asked and staff will forward the Tonquin Trail maps to Council electronically.

Discussion followed with Council discussing the various proposed trails and the viability of their locations. Parks and Recreation Manager Switzer reviewed the analysis matrix and Indicated it is not prioritized in any way.

Councilor Harris left the meeting at 8:53 p.m.

It was asked and explained the timing of the planning portion and the funding would happen at whatever point in the future. Parks and Recreation Manager Switzer said there is Metro funds specifically identified for the Tonquin Trail and other trail projects. The possibility that Metro could begin working on land acquisition is possible. To construct the trail is another thing entirely as construction and maintenance would be under local jurisdictions.

Further discussion on how to adequately address any issues that arise. Parks and Recreation Manager Switzer reviewed the tile maps that indicate which trails locations are shown off-road and on-road. It was suggested to take Council onsite to some of the proposed trail areas so as to better able to address the issues associated with the locations. Staff will arrange on-site tours per Council's request.

~~4. *Service Level Discussion Overview*~~

~~Finance Director Don Hudson began discussion on the upcoming service level discussion with Council on September 15, 2010, addressing a strategy for dealing with an anticipated gap between ongoing revenues and ongoing expenditures in upcoming fiscal years.~~

~~Finance Director Hudson reviewed the assumptions that went into the fiscal health model. He then briefly reviewed the services that are provided. Not knowing if the Washington County Cooperative Library Services (WCCLS) levy passes will change the projections. Finance Director Hudson continued with review of the various funding source levels. City Manager Lombos said there basically not any options to being able to raise additional revenues. Also mentioned was the closures of the urban renewal districts and the remaining funds. Discussion followed and it was explained what will be discussed at the September 15, 2010 special work session.~~

~~Discussion concluded and Council asked to provide information both with and without the funding assumptions of WCCLS levy, urban renewal funds, etc. It was also asked for staff to provide the breakdown of staff with regards to the urban renewal staff.~~

C. CITIZEN COMMENTS

N/A

2. *Tonquin Trail Alignment*

City Manager Lombos noted previous discussion with Council and a driving tour that was done with Council of the alignments to be able to see some of the issues associated with the alternatives. The Tonquin Trail will be a regional trail connecting the Willamette River and Tualatin River with safe pedestrian and bicycle-friendly connections between Wilsonville, Sherwood and Tualatin, and will serve commuter and recreational users. The Tonquin Trail Master Plan is being developed with the cities of Tualatin, Wilsonville, and Sherwood, Washington and Clackamas counties, the Oregon Department of Transportation (ODOT) and other stakeholders. Tualatin is contributing funds to assist in the master planning.

Considerable discussion followed. Not having the trails go through neighborhoods and be located on streets was discussed. Serving the needs of the City currently was also discussed.

Council asked staff to bring back a preferred plan that has no trails going through any neighborhoods and no on-street trails.

~~3. *Pedestrian Bridge to Lake Oswego*~~

~~City Manager Lombos said this bridge is in the Council's Strategic Management Goals. Lake Oswego has been the lead on this project, but work has stalled for a number of reasons. This discussion is generated from at least one councilor request to take a proactive, lead role in this project.~~

~~Considerable discussion followed. Whether Tualatin should take the lead on this project was discussed, and if so, what staff should be involved and would Lake Oswego continue to be involved. It was mentioned about a new grant for studies like this project and the information will be passed on to Community Services.~~

4. *Barbur Light Rail to Sherwood Alignment*

City Engineer Mike McKillip gave a PowerPoint presentation on the Southwest Corridor Refinement Plan. It is an update on the process and no decisions are needed at this time. The project is to bring light rail down Barbur to Sherwood. The alignment most frequently discussed is down Highway 99W.

Council discussed the proposed alignment and the importance of having a discussion as a community as anything that happens on 99W in Tigard does affect Tualatin. Also mentioned was connecting WES with light rail in Tigard might be the answer. The importance of staying connected as to what is happening with this project was mentioned. Discussion followed.

C. **CITIZEN COMMENTS**

N/A

D. **CONSENT AGENDA**

Council reviewed the Consent Agenda at the beginning of the work session with no changes.

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

N/A

Councilor Davis asked how TPAC intended to identify additional members; Mr. Riley said that had not specifically been decided. Community Development Director Rux noted that some of the discussion had centered on how they would get more people to serve, that potentially they could draw upon people serving on existing committees. Mr. Riley commented that one of the big things they want to do differently is include those stakeholders. Councilor Truax said he felt the "average neighborhood citizen" needs to be involved from the beginning; it won't work if they are dropped into the process midway. We have to go into this being very conscious about what it takes to get through this process. You don't want to establish a transportation committee that is doubling up on existing work being done by others.

City Manager Lombos commented that the Council is, ultimately, the steering committee for this process. Mayor Ogden wanted to know how we can involve enough people with a high concern for the entire process; not just at the very beginning or at the very end. There needs to be specific "touch back" points along the way, not just at the end. Discussion followed.

Councilor Barhyte suggested that not every member would need to be at each and every meeting; but you need to make sure the appropriate members are in attendance. Councilor Maddux reiterated that TPAC would be the "core" that handles the TSP through a transportation/technical committee. That information would then get to the citizen involvement committee to disseminate to the public, then gather opinions/ideas and bring that information back to TPAC. Mayor Ogden asked how TPAC would constitute that group; it was noted that TPAC will discuss and come back to Council with that information. Community Development Director Rux stated that there would be a presentation for Council on August 9.

Storm Water Management (SWM) Audit

City Engineer Mike McKillip gave a PowerPoint presentation that covered the SWM history, status, rule changes, etc. He stated there are a few issues that have come up; staff is looking for concurrence from Council. We have gone through our billing system for SWM fees (monthly fee) and updated all impervious surface accounts (non residential). The City has not taken a comprehensive look at the SWM information in the utility data base since this program was started in 1990. At that time, a number of people came back and disputed the areas the City had calculated; the City would review on a case-by-case basis and correct if necessary. Since that time, people have not been coming in with disputes. This was chosen as the time to make reviews because the Engineering and Building Department is updating storm drain data so that the Storm Water Master Plan can be updated; water quality is an important piece of the Master Plan. Also, the City is now setting its own rates on the local portion of the monthly SWM fee, and Clean Water Services (CWS) is currently reviewing the SWM program (rates, methodology, etc.).

Over the years, CWS made changes to the rules. This is the first time the City has revisited the data base to implement the changes. There are approximately 700 accounts with impervious surface. Categories were established: \$0-\$2.99 change/month, \$3-\$99.99/month increase, Over \$100/month increase, and \$3-over \$100/month decrease.

City Engineer recommendation \$0-\$2.99 change/month:

- Leave everything in the past alone,
- Notify the customers of the changes by letter, and
- Change account information for the next bill.

City Engineer recommendation \$3-\$99.99/month increase is to leave everything in the past alone and set a new start date for the changes to take effect:

- Send a letter to each customers explaining the audit,
- Explain current billing amount and the new billing amount,
- Let them know changes will take effect in 60 days, and
- Work with customers to phase-in increases if they request it.

City Engineer recommendation Over \$100/month increase is to leave everything in the past alone and set a new start date for the changes to take effect:

- Make personal contact with the customers explaining the audit and findings for their property,
- Explain the current billing amount and the new billing amount,
- Work with the customers to phase-in increases if they request it, and
- Set a date 6 months in the future for increases to be complete.

City Engineer recommendation \$3-over \$100 month decrease is to leave everything in the past alone and set a new start date for the changes to take effect:

- Send a letter to each customer explaining audit,
- Explain the current billing amount and the new billing amount, and
- Tell them changes will take effect on the next billing.

City Engineer McKillip stated we have instituted a process wherein new water quality permit applications are submitted and these will provide impervious surface area information that can be used.

The next steps in the process are:

- Get Council endorsement of methods for notifying customers of changes and handling credits/refunds/back bills,
- Send notices to affected customers,
- Establish an internal process to handle customer questions,
- Train staff that would be receiving phone calls about the billing changes,
- Continue system audits:
 - SWM – single family residential properties for ESU and billing accuracy
 - Road UtilityFee – for building square footage and ITE code accuracy
 - Water – for meter sizes and fire service line sizes

Council / Commission Meeting Agenda Review, Communications & Roundtable

Councilor Truax asked about one of the ordinances and its reference to property downtown; do the rules going away change how the real estate is zoned or affected. Community Development Director Rux said urban renewal projects are still in existence; when projects are completed there will have to be some discussion.

City Manager Lombos noted that D.10 had been added to the Consent Agenda and D.9 had been moved from Public Hearings to the Consent Agenda.

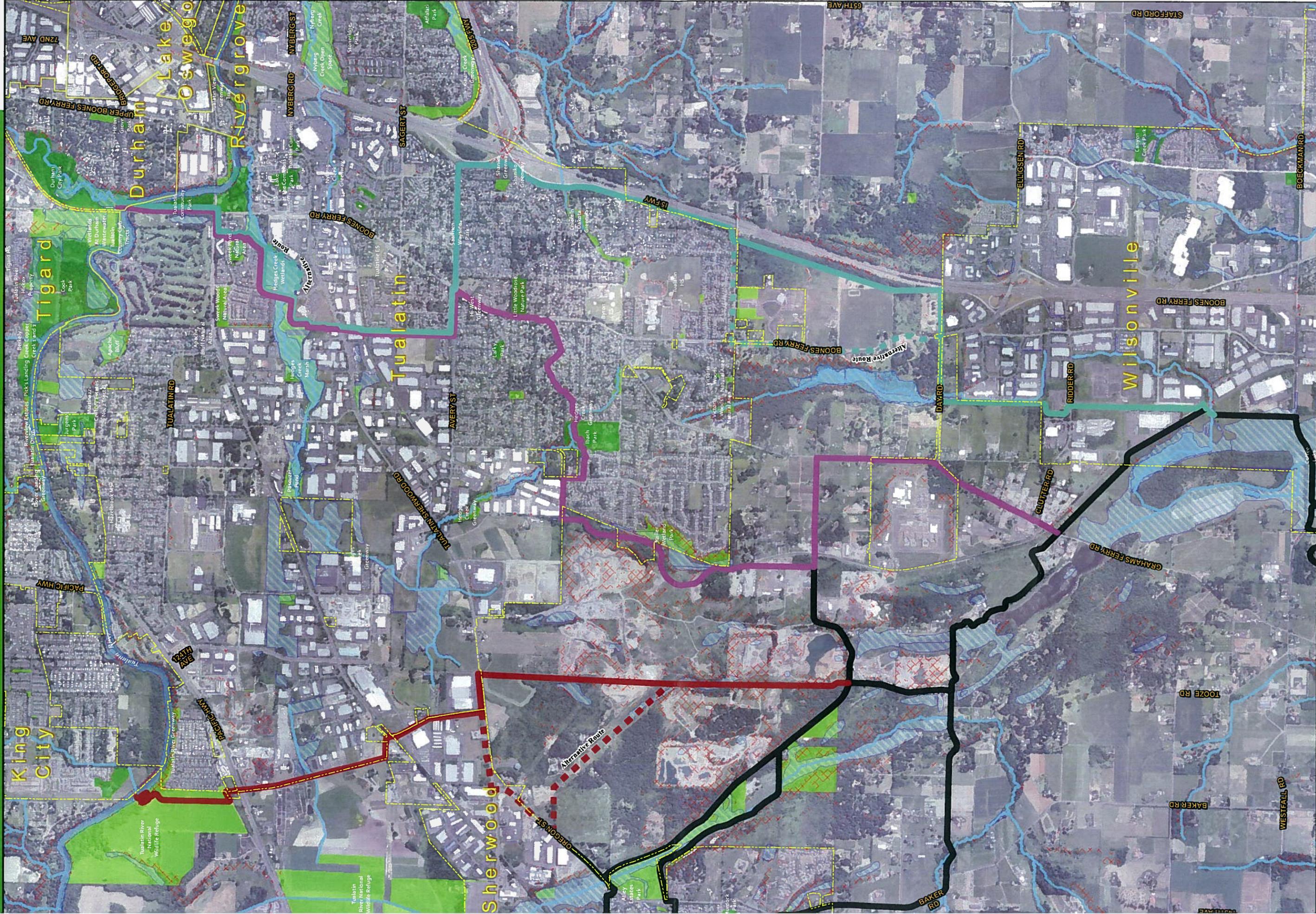
D. CITIZEN COMMENTS

None.

E. PUBLIC HEARINGS - Legislative or Other

Not applicable.

Tonquin Trail Alignment Alternatives



Tonquin Trail Alignments & Other Relevant Data

*Dashed line indicates alternative route

- - - 24th Ave Alignment
- SW Concept Plan/Ibach Park Alignment
- I-5 Alignment
- City Boundaries
- Park
- Water Bodies
- Wetlands
- Open space
- Slopes > 25%
- City Boundaries



Scale: RF 1:24,000

This map is derived from various digital database sources. While an attempt has been made to provide an accurate map, for any errors or omissions in the information, this map is provided "as is". - Engineering and Building Dept. Plotted 12/8/2010

WORK SESSION ITEMS

-
1. **Council Photographs Taken**
-

******Meeting Sequence of Events******

Council Meeting opens at 7:00 p.m.

- 1) **Police Honor Guard Pledge**
- 2) **Existing Council approve previous Council meeting minutes**
- 3) **Recognition of outgoing Councilors Jay Harris and Donna Maddux**
- 4) **Swearing-in Mayor-elect Ogden, and Councilors-elect Barhyte, Brooksby, Bubenik**
- 5) **Newly elected Councilors Brooksby and Bubenik take their seats at dais**
- 6) **Council President nominations – selection**
- 7) **Continue with Presentations/Announcements portion of meeting and remaining Consent Agenda items – Council meeting portion ends**
- 8) **Tualatin Development Commission Portion of Meeting Opens**
- 9) **Swear-in Chairman-elect Ogden, and Commissioners-elect Barhyte, Brooksby, Bubenik (Commissioners stand at dais – SL to swear in all four simultaneously)**
- 10) **Continue with remainder of meeting, then close.**

NOTE: Reception in Library Community Room (after meeting)

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

-
1. Quiet Zone Presentation (TriMet)
-

CONSENT CALENDAR ITEMS

-
1. Meeting Minutes
-
2. Resolution – Establishing regular meetings of Council and Advisory Committees
-
3. Liquor License Application – Change of Ownership – Claim Jumpers Restaurant
-

PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other

PowerPoint?

-
1. 

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

-
1. 

EXECUTIVE SESSION ITEMS

-
1. 

WORK SESSION ITEMS

PowerPoint?

1. Council Committee Assignments

2.

3.

4.

5.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1.

2.

3.

CONSENT CALENDAR ITEMS

1. Meeting Minutes

2. TDC Annual Report - TDC

3.

4.

PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other

PowerPoint?

1.

2. Meridian Park Rezoning [cont'd from 11/8/10]

3. Establishing Recovery Agreement – 124th/Myslony (Other) (Eng.)

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. Meridian Park development agreement

2.

3.

4.

5.

EXECUTIVE SESSION ITEMS

1.

WORK SESSION ITEMS

PowerPoint?

1. SW Concept Plan – Plan Amendments

2.

3.

4.

5.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. YAC Update

2. High Speed Rail Update

3.

CONSENT CALENDAR ITEMS

1. Meeting Minutes

2.

3.

4.

PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other

PowerPoint?

1. Public Hearing – Sign Variance Legacy Clinic on McEwan (*Quasi-Judicial*)

2.

3.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. Ordinance – Meridian Park (?)

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. SW Concept Plan – Plan Amendments PMA/PTA (Legislative)

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. YAC Update
- 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. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

EXECUTIVE SESSION ITEMS

- 1. _____

December

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1	2	3 7:30 – 10:00a Holiday Chamber Mixer @ Wilsonville Costco 5:30pm – 8:30 Stary Nights and Holiday Lights	4
5	6 6:00p CIC Meeting	7 11:00a Chamber Holiday Luncheon and Auction @ Country Club 7:00p TPAC Meeting, Council Chambers	8	9	10 7:30a Chamber Networking @ Umpqua Bank, 18757 SW Martinazzi Avenue	11
12	13 5:00p Work Session 7:00p Council/TDC Mtg	14	15 6:30p Tualatin Tomorrow VIC Meeting, Library Community Room	16 12p WCCC	17 7:30a – 9:30a Employee Appreciation Breakfast 7:30a Chamber Network at Garden Corner, 21550 SW 108th Ave	18
19	20	21	22	23	24 Christmas Holiday CITY OFFICES CLOSED/LIBRARY OPEN	25 LIBRARY CLOSED
26	27	28	29	30	31 New Year's Day Holiday CITY OFFICES CLOSED/LIBRARY OPEN	LIBRARY CLOSED

2010

January

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 LIBRARY CLOSED
2	3	4	5	6	7	8
	6:00p CIC Meeting	6:00p TLAC@Lib Com Rm 7:00p TPAC Meeting, Council Chambers				
9	10	11	12	13	14	15
	12p WCCC 5:00p Work Session 7:00p Council/TDC Mtg Council Reception following meeting	Special Work Session w/Tualatin & Wilsonville Councils @ Wilsonville 6:00p TPARK @ Council Chambers				
16	17	18	19	20	21	22
	MLK Day Holiday CITY OFFICES CLOSED/LIBRARY OPEN 10a-6p	6:00p TAAC @ Council Chambers				
23	24	25	26	27	28	29
	5:00p Work Session 7:00p Council/TDC Mtg					
30	31					

2011

February

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1 6:00p TLAC @ Lib Comm Rm. 7:00p TPAC Meeting, Council Chambers	2	3	4	5
6	7	8	9	10	11	12
		6:00p TPARK @ Council Chambers	16	17	18	19
13	14 12p WCCC 5:00p Work Session 7:00p Council/TDC Mtg	15 6:00p TAAC @ Council Chambers	23	24	25	26
20	21 Presidents' Day Holiday CITY OFFICES CLOSED/LIBRARY OPEN 10a-6p	22				
27	28 5:00p Work Session 7:00p Council/TDC Mtg					

2011