



**OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR APRIL  
9, 2012**

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Present: Mayor Lou Ogden; Council President Monique Beikman; Councilor Wade Brooksby; Councilor Frank Bubenik; Councilor Joelle Davis; Councilor Nancy Grimes; Councilor Ed Truax

Staff Present: City Manager Sherilyn Lombos; City Attorney Brenda Braden; Police Chief Kent Barker; Operations Director Dan Boss; Community Development Director Alice Rouyer; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Management Analyst Ben Bryant

**1. CALL TO ORDER**

The Work Session for the Development Commission opened at 5:00 p.m. and the Commission immediately went into executive session pursuant to ORS 192.660(2)(e) to discuss real property transactions.

**2. Tualatin Development Commission**

An executive session pursuant to ORS 192.660(2)(e) to discuss Real Property Transactions was held at the beginning of the Development Commission Work Session.

**City Council**

The Work Session for the City Council opened at 5:40 p.m.

**3. Selection of the 2012 Outstanding Volunteers**

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Volunteer Coordinator Victoria Eggleston presented information on the nominees and the various categories for nominations. Discussion followed. Mayor Ogden suggested going forward with staff's recommendations with the Volunteer of the Year with the exception of the Volunteer Lifetime Achievement Award. The nominee for this category was placed in the Youth category. There was a tie for the youth category and the Council decided to move forward with awarding both awards for youth.

**4. Update on the Tualatin Website Redesign Project**

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Deputy City Manager Sara Singer gave a presentation regarding the City's Website Redesign process. Councilor Bubenik said that it will be important for the public to have a chance to test the City's new website and provide public input on how the site is laid out. Councilor Beikman said that the City logo was not featured in the new design. Councilor Davis explained that the members of the public who participated in the design workshop recommended not featuring the logo on the new site. Deputy City Manager Singer responded that in some of the designs evaluated not all City logos were featured on the sites. Councilor Bubenik suggested including a graphic with the City's logo as part of the rotation of the non-static image on the homepage.

## **5. Council Operations**

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Council began the discussion on what the current travel policy is for employees that Council can use as an example and can look to what other cities have. It was mentioned it would be helpful to have a handbook for Council that includes ethics requirements, attendance handbooks, travel policies, etc., much like an employee handbook. It was suggested to include the Council assignments on various committees both local and regional, involvement with the National League of Cities (NLC) and League of Oregon Cities (LOC), attendance at conferences, mileage reimbursement information and form, etc. A staff directory with photos would be helpful, and the handbook can be distributed electronically or could be available on the website. Council requested that a primer on what can be researched, and the roles and responsibilities, be provided by early August due to filing deadline of Council candidates at the November General Election.

## **6. Council Meeting Agenda Review, Communications & Roundtable**

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### **CONSENT AGENDA REVIEW**

Council reviewed the Consent Agenda with no comments or changes.

### **H. GENERAL BUSINESS**

**Item H-2** Ordinance No. **1342-12** Relating to Public Contracting; Adding New Sections for Qualifications Based Selection Process for Certain Professionals; and Adding New Sections to TMC Chapter 1.21

MOTION by Council President Beikman, **SECONDED** by Councilor Grimes for a first reading by title only. MOTION by Council President Beikman, **SECONDED** by Councilor Bubenik for a second reading by title only. MOTION CARRIED. The poll was unanimous. MOTION by Council President Beikman, **SECONDED** by Councilor Grimes to place adoption of the ordinance on the Consent Agenda. MOTION CARRIED.

**Item H-3** Ordinance No. **1343-12** Relating to Initiative and Referendum Petitions; Authorizing the City to Submit Explanatory Statements for County Voters Pamphlets; Declaring an Emergency; and Adding a New Section, 1-23-010 to the Tualatin Municipal Code

MOTION by Council President Beikman, SECONDED by Councilor Bubenik for a first reading by title only. MOTION by Council President Beikman, SECONDED by Councilor Grimes for a second reading by title only. MOTION CARRIED. The poll was unanimous. MOTION by Council President Beikman, SECONDED by Councilor Grimes to place adoption of the ordinance on the Consent Agenda. MOTION CARRIED.

## **COMMUNICATIONS AND ROUNDTABLE**

Council President Beikman commented on her meeting at TriMet and passed on that Tualatin residents feel under-served by TriMet.

Councilor Davis noted she attended the Washington County Consolidated Communications Agency (WCCCA) meeting, where a discussion was held on the previously expected 7% budget increase, ends up to only be a minimal increase.

Mayor Ogden mentioned he is a non-voting member of the League of Oregon Cities (LOC) Board and City Manager Lombos also sits on the Board, giving Tualatin two voices on the Board. Mayor Ogden gave a brief update on the Climate Smart Communities issue. Metro is moving forward to develop scenarios by July.

Council President Beikman mentioned she had received a complaint about someone getting towed after only ten minutes of being parked. She asked that some research be done and brought back to Council on the issue of "predatory towing."

Councilor Grimes noted an excellent Arbor Day event this past Saturday, with over 150 people attending to plant trees.

Council noted the Urban Renewal Report discussion will be held after the Council meeting.

## **7. ADJOURNMENT**

The Work Session recessed at 6:55 p.m.

Sherilyn Lombos, City Manager



Maureen Smith, Recording Secretary