



STAFF REPORT

CITY OF TUALATIN

APPROVED BY TUALATIN CITY COUNCIL
Date 1/11/16
Recording Secretary N. Morris

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 01/11/2016

SUBJECT: Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of December 14, 2015

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the City Council Work Session and Regular Meeting of December 14, 2015.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes of December 14, 2015
City Council Meeting Minutes of December 14, 2015



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 Sean Brady; Police Chief Kent Barker; Finance Director Don Hudson; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Assistant City Manager Alice Cannon; Library Manager Jerianne Thompson; Management Analyst II Kelsey Lewis; Parks and Recreation Manager Rich Mueller; Management Analyst II Zoe Monahan; City Engineer Jeff Fuchs

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:16 p.m.

Pedestrian Safety Improvement Projects Update.

City Engineer Jeff Fuchs and Project Engineer Dominique Huffman presented an update on pedestrian safety improvement projects. Engineer Huffman outlined the Traffic Safety Coordination Team including members, the evaluation process, and communication approach. The team also coordinates with the Citizen Involvement Organizations (CIO). Project tracking and prioritization along with typical project costs were described. Engineer Fuchs summarized the six current projects.

Councilor Bubenik asked how costs are estimated for projects. Engineer Fuchs stated the estimates reflect capital construction costs.

Mayor Ogden asked about the ranking process for the projects and how the dollars are allocated. Engineer Fuchs stated the coordination team prioritizes the projects by discussing the concerns holistically. Engineer Fuchs added alternative funding sources including grant opportunities are being explored for future projects.

Councilor Beikman expressed concerns with the Martinazzi Avenue project.

Mayor Ogden expressed concerns with closing of the crosswalk at Alabama Street.

City Facilities Study Update.

Consultant Sara Singer, J Robertson and Company, presented the Tualatin Facilities Study Phase II Update. Ms. Singer provided a brief recap of Phase I. An update on each alternative was given. The ONA (Aspen Place) Building has gone into escrow and is no longer a viable alternative and has been removed from the scope. Block C is partially owned by the Tualatin Development Commission while three parcels are owned by private parties. The owners of the three parcels have been contacted and did not express interest in selling at this time. The Police Department site was included in the traffic analysis. The Commons site was included in the traffic analysis as the property owners did express interest in selling. It was noted the building does currently have tenants.

Consultant Singer gave a brief overview on the Library Space analysis and cost estimate. She stated SRG Partnership is developing cost estimates for a Library renovation and expansion into the existing City offices which will be available in late January.

Consultant Peter Coffey, DKS Associates, presented the preliminary traffic analysis findings. He prefaced the findings by stating all study intersections meet City minimum mobility standards and are expected to continue to meet standards through 2019. He added no off-site transportation mitigations would be required for any of the potential site options. Each site option was reviewed including the Police Department, Block C, and the Tualatin Commons. Intersection traffic operations for each site remained relatively similar and met City standards.

Councilor Bubenik expressed concerns regarding traffic at the Tualatin Commons site. He is concerned adding extra traffic to the area will have a large impact. He stated potentially the timing of the lights would need to be fixed. City Engineer Fuchs stated the City works with Washington County on timing lights on an ongoing basis to help with traffic flow.

Councilor Truax asked about net new trips to the area as the City Offices are already located in downtown. Consultant Coffey stated the net new trips were estimated conservatively.

Councilor Grimes asked if traffic for the court was factored into the analysis. Consultant Coffey stated that type of activity is included in the national data for municipal offices they used in the analysis. Councilor Grimes followed up by asking if crossing grades were analyzed. Consultant Coffey stated only signals were analyzed.

Consultant Singer stated the next steps for the project include the Library analysis being complete in February. In the meantime City Hall locations need to be narrowed to one to two alternatives to proceed with cost estimates. Once cost estimates are complete a financial analysis will be conducted and a bond package prepared for Council consideration.

Mayor Ogden asked about the feasibility of Block C being purchased. City Manager Lombos stated that at this time Block C is not a viable option.

Council President Beikman stated she would like to pursue further analysis on both the Police Department and Tualatin Commons sites. Once the analysis is complete she would like to see the information presented to the citizens to see which site is

the most favored.

Council consensus was reached to proceed with preparing cost estimates on the Police Department and Tualatin Commons sites.

Southwest Corridor Plan Update.

Assistant City Manager Alice Cannon and Management Analyst Zoe Monahan presented an update on the Southwest Corridor Plan. The Steering Committee will meet on January 11 to reach a decision including the removal of downtown Tualatin as a terminus alternative and removal of the commercial and downtown loop in Tigard. Additional decisions to be made in January and February include further study for serving Portland Community College- Sylvania.

Mayor Ogden stated many items are up in the air and the committee continues to narrow the possibilities so the federal study process can begin. From his perspective there is a lot more information that needs to be gathered regarding ridership and cost benefits before proceeding with the study.

Manager Cannon stated the committee is hoping to have a final decision made by April to move into the study phase.

Policy for Proclamations & Agenda Item Additions.

City Manager Sherilyn Lombos presented a policy for proclamations and agenda item additions. Manager Lombos stated the policy ensures there is a process, support, flexibility, and an atmosphere in which proclamations are special and valued. She noted four tiers for approval of agenda additions have been established.

Mayor Ogden asked for clarification on citizen comment requests. Manager Lombos stated Council could make the decision to handle the request at that time or send them through the process at a work session.

Council Meeting Agenda Review, Communications & Roundtable.

None.

ADJOURNMENT

The work session adjourned at 6:40 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Lou Ogden, Mayor