

Public Involvement Plan: Seneca Street Extension and Council Building

- I. **Project Description:** This project will focus on the construction of Seneca Street related to the Nyberg Rivers development and the potential relocation of the Council Building. The public will provide input on a set of Council questions related to the project.
- II. **Work Product for this Project:** The work product for this project is a plan to determine timing of the Seneca Street construction and the future of the existing Council Building.
- III. **Specific Focus Areas:** The Council has expressed that the project will be informed by the input gathered through the public involvement process. The public will be provided background information and will be asked to provide input on the timing of the construction of Seneca Street, the alternatives related to the existing Council Building, and if a building is constructed, how it should be financed.
- IV. **Project Methodology:** Staff and the community will look at the existing conditions of the traffic analysis and the Council building. The feasibility study which was completed in July 2013 and the traffic analysis completed in conjunction with the Nyberg Rivers development will be considered. Input will be gathered regarding the timing of the street construction and alternatives for the construction of a replacement building.
 1. The Seneca Street extension has been discussed for many years and included in several planning documents. The Seneca Street extension was most recently included in the City's Transportation System Plan (TSP) adopted in 2012 to improve circulation and safety and to provide better access to the adjacent properties. The street extension and relocation of the Council Building is also mentioned in the Central Urban Renewal District (CURD) Plan. The recent traffic analysis completed by DKS and Kittelson includes the extension of Seneca Street to improve traffic and safety in the downtown area. While the street extension has been discussed and planned for over the years, the City Council must decide whether to construct the street now in conjunction with the development, or wait to construct the street at a later time. There are pros and cons associated with both decisions, and the Council is interested in the public's input on constructing the street now with development or postponing construction to a later time.
 2. If Seneca Street is extended, it will require the Council to make a decision about the future of the Council Building, as the realigned street would require demolition of the building. The Council has studied some alternatives for a possible relocation of the Council Building which include:
 - a. Rent Space
 - b. Temporary Relocation in Existing Buildings
 - c. Construct a Replacement Building on the Site Adjacent to the Library
 - d. Do Not Build Seneca Street

Other alternatives have been looked at, but not studied in the same detail as those listed above which include a larger building on City property adjacent to the Police Department or adding a second story to the existing Library and City Offices

Building. The Council is interested in the public's input on these alternatives and welcome input on other alternatives which might require further analysis.

3. If a building is constructed, it will require a decision on how the building should be financed. Some analysis has been conducted on existing funds available and if the City could afford a new facility. Depending on the size and cost of a new building, a vote for a General Obligation Bond may be required. The Council is interested in the public's input on how a replacement building should be financed, and if a vote should be required prior to spending any money for construction of a new building.

Based on the analysis presented by staff regarding the existing conditions, parking traffic analysis, and financial impacts, the community will identify their priorities and issues of concern. The stakeholders will consider the questions from the Council and provide input on these items related to the street, the building, and the financing of a building.

V. Level of Public Participation & Public Participation Goals: The Council is seeking public feedback on the analysis and alternatives related to this project. The public is being directly engaged to provide input on their priorities and concerns. The process should ensure that issues, aspirations and concerns are consistently understood and considered. Public information and outreach will be provided, and there will also be information relayed back to council to provide for two-way communication. The goals for the outreach include:

- Inform stakeholders about the project
- Listen to stakeholder concerns and priorities
- Work with stakeholders to ensure that their concerns and priorities are directly reflected in the alternatives considered
- Provide feedback for how public input influenced the decisions

VI. Stakeholders:

- Citizen Involvement Organizations
- City Advisory Committees
- Residents
- Business Community

VII. Schedule of Participation Activities:

CIO Meetings:

Riverpark CIO	October 10
East Tualatin CIO	TBD
Midwest CIO	October 16
Martinazzi Woods CIO	TBD
Ibach CIO	October 8
CIO 6	October 8
Commercial CIO	November 6

Advisory Committee Meetings: These meetings could be scheduled individually or together. Meeting dates TBD.

Tualatin Tomorrow Advisory Committee
Budget Advisory Committee
Planning Commission
Tualatin Parks Advisory Committee
Tualatin Library Advisory Committee
Core Area Parking Advisory Board
Tualatin Arts Advisory Committee

Publicity/Outreach Tools will include:

- Consistent staff presentations to the CIOs and Advisory Committees on the existing conditions of the building, feasibility study, traffic analysis and the financial impacts.
- Dedicated web page with links to pertinent information and a place to submit public comment
- Fact Sheet
- Electronic survey to reach others unable to attend the meetings
- Press release regarding outreach opportunities
- Assist CIOs with Neighborhood meeting notifications (mailings)
- Report from CIOs and Advisory Committees regarding their input, level of participation in meeting (attendance or electronic comments), and if a formal position was taken. Submitted to the City by November 14th in preparation for the November 25th Council Meeting.
- Notice to the community when public discussions/decisions are scheduled (website, social media, press release, FlashAlert)

VIII. The Feedback Loop: The public participation plan will ensure dissemination of public input to decision makers and back to the public at-large to demonstrate how comments and concerns have been recorded and understood and accurately communicated. It will also show the public how their input has been translated and how it influenced the outcome.

The Council has requested that feedback include how many people attended each CIO/Advisory Committee meeting, a majority/minority report from the meeting, and any other viewpoints or priorities discussed at the meeting.

IX. Evaluation: We will use evaluation as an ongoing tool to assess and improve the public participation plan as the project moves forward, including the following strategies:

- Informal feedback
- Questionnaire/surveys
- End of project evaluation to see if goals are met