



# MEMORANDUM

## CITY OF TUALATIN

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

**FROM:** Sherilyn Lombos, City Manager

**DATE:** June 17, 2011

**SUBJECT:** Work Session for June 27, 2011

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- 1) **5:00 p.m. (30 min) – Transportation System Plan “On the Road” Presentation .**  
The first phase of the update of the Transportation System Plan is to establish an infrastructure for sharing information (creating ways for folks to be able to track progress and get involved). Tonight we will share the work that has been done and then talk about the second phase which is taking the Transportation System Plan “on the road” to talk about what a Transportation System Plan is and why participation is important.
- 2) **5:30 p.m. (30 min) – High Capacity Transit Study Update .**  
Council will be updated on the status of the High Capacity Transit Study funded by the Metro construction excise tax and then asked to review and comment on the draft project scope of work. Attached is a memo from Community Development with additional information.
- 3) **6:00 p.m. (20 min) – Update on Road Projects.**  
There are several road projects that Tualatin has a vital interest in that have seen progress recently and we would like to update the Council on that progress. The projects include the extension of 124th and Boones Ferry Road (between Norwood and Day).
- 4) **6:20 p.m. (20 min) – Citizen Involvement Program Code Development Update .**  
At the June 13th work session a Council subcommittee was appointed to work with the Citizen Involvement Ad Hoc Committee on drafting code language. The subcommittee will update the Council on the progress of that work.
- 5) **6:40 p.m. (10min) Council Meeting Agenda Review, Communications & Roundtable .** This is opportunity for the Council to review the agenda for the June 27, 2011 City Council meetings and take the opportunity to brief rest of the Council on any issues of mutual interest.



# MEMORANDUM

## CITY OF TUALATIN

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

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Cindy Hahn, Associate Planner  
Alice Rouyer, Community Development Director

**DATE:** 06/27/2011

**SUBJECT:** High Capacity Transit Study Scope of Work

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### ISSUE BEFORE THE COUNCIL:

Council will be updated on the status of the High Capacity Transit Study funded by Metro Construction Excise Tax. Council will be asked to review and comment on the draft project scope of work.

### EXECUTIVE SUMMARY:

At the April 25, 2011 Work Session, Council received an update on the status of the two Metro Construction Excise Tax Grants the City received in 2010:

1. High Capacity Transit Study in the Highway 99W Corridor, and
2. Urban renewal district and a development phasing plan for the Southwest Tualatin Concept Plan area.

At that Work Session, Council approved combining the \$181,000 funded in the High Capacity Transit Study with the \$70,000 funded in the Southwest Concept Plan grant to allocate \$251,000 in total funding to the High Capacity Transit Study, which would be expanded to include a much larger study area.

Staff is in discussions with Metro and would like to continue to explore pursuing both grant projects. We will seek to complete the High Capacity Transit Study within the original \$181,000 grant award. Staff took into account that Tualatin will concurrently be conducting its Transportation System Plan update, which will contribute a substantial amount of relevant background and future forecast information to the study, and that Metro has extensive data available in their geographic information system, particularly related to existing conditions, which they will provide to the City to assist in the study.

### DISCUSSION:

The High Capacity Transit Study is an opportunity for the City to use limited regional funding to plan land use and transportation in Tualatin that will support future transit opportunities for City employment areas. It helps Tualatin better serve existing and future employment areas with transit, particularly in the central City and western industrial areas, thus responding to needs expressed by the Tualatin Chamber of Commerce for better transit options. The High Capacity Transit Study also helps the City to better inform and influence Metro regional decisions about transportation within the Southwest Corridor Area. Metro is conducting a Corridor Study within the next two years. The City Council will be participating in this regional project as it progresses concurrent with this local High Capacity Transit Study.

The draft scope of work for the High Capacity Transit Study uses two related and relevant scopes for reference:

- Request for Proposals for Barbur Corridor Concept Plan, City of Portland, 2011; and
- City of Tigard High Capacity Transit Land Use Plan, Transportation Growth Management Agreement Scope of Work, 2010.

It envisions expanding the study area of the project to include the entire City of Tualatin as was done in the City of Tigard study, as well as following a similar methodology to that of the Tigard study. **Key project milestones are:**

1. City Council review and approval of Intergovernmental Agreement with Metro for High Capacity Transit Study grant.
2. City Council work session to review final project work plan and public outreach plan.
3. City Council work session to review and discuss:
  - a. Project goals and objectives
  - b. Existing conditions report; and
  - c. Transit station selection criteria.
4. City Council work session to discuss High Capacity Transit alternatives.
5. City Council work session to review draft High Capacity Transit Land Use Plan.
6. City Council ordinance to adopt High Capacity Transit Land Use Plan.

Total Project Duration: 18-24 months

**NEXT STEPS:**

July	City Council Resolution to Execute the Intergovernmental Agreement for High Capacity Transit Study grant
August	Detailed Work Program, Schedule and Budget
September-October	Request for Proposals and Consultant Scope of Work
November-December	Consultant Contract and Project Kick-off

**RECOMMENDATION:**

Staff recommends Council discuss the draft scope of work and give direction.

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**Attachments:**