



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR DECEMBER 12, 2011

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

Absent: Councilor Wade Brooksby

Staff Present: City Manager Sherilyn Lombos; City Attorney Brenda Braden; Police Chief Kent Barker; Operations Director Dan Boss; Community Services Director Paul Hennon; Finance Director Don Hudson; Assistant to the City Manager Sara Singer; Management Analyst Ben Bryant; Executive Assistant Maureen Smith

1. CALL TO ORDER

Mayor Ogden called the Work Session to order at 6:02 p.m.

2. Implementation of Parks Charter Amendment

City Attorney Brenda Braden began the discussion on the implementation of the amendment to the City Charter. In March 2011, the voters passed an amendment to the Charter to require a vote of the electorate before certain actions may be taken by the City with regard to parkland. City Attorney Braden reviewed the various options that could be done to address the implementation, recommending Option 3 as the best alternative.

Portland General Electric representative Fryburg and Protect Tualatin Parks Member Cathy Holland were present to answer any questions, if needed.

City Attorney Braden went on to explain the options presented and how the legal ramifications of implementing the ordinance could play out regardless of what is stated in an ordinance. Discussion followed with Council in agreement of Option 3 as presented.

3. Washington County Transportation Development Tax Update

Management Analyst Ben Bryant presented information on the proposed changes to the Transportation Development Tax (TDT) that was approved in 2008 by a countywide vote to replace the Transportation Impact Fee (TIF). To address the downturn in the economy, a discount was given to help businesses which is due to expire soon. Washington County is looking to continue with the discount and change in uses.

The County has proposed an ordinance that would freeze the current TDT rates through June 30, 2013. In April 2013, a required public hearing will be held to determine if this discounted rate shall be continued after June 30, 2013. First reading of the ordinance was held on December 6, 2011 and the second reading (public hearing) is scheduled for January 3, 2012.

Discussion followed. Clarification was given on the voter approved ordinance and its intent. Council discussed various scenarios and City Attorney Braden cautioned that whatever the County decides it has to be done as a whole to address the intent of the vote. It was explained the proposed ordinance changes will only address whether to continue the discount.

In addition to the continuation of the discounted rate, the City of Hillsboro requested that change in uses which generate a higher TDT be exempt from paying any resulting increase in the TDT. Council President Beikman explained the issue was discussed at the last Washington County Coordinating Committee and members have not had the opportunity to review with their respective City Councils. The issue will be reviewed with other cities and then take a look at the results before the next Washington County Coordinating Committee meeting.

4. Council Meeting Agenda Review, Communications & Roundtable

Council reviewed the Consent Agenda with no changes.

COMMUNICATIONS - None.

5. **ADJOURNMENT**

Mayor Ogden adjourned the Work Session at 6:47 p.m.

Sherilyn Lombos, City Manager



Maureen Smith, Recording Secretary



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DECEMBER 12, 2011**

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; Community Services Director Paul Hennon; Finance Director Don Hudson; Planning Manager Aquilla Hurd-Ravich; Assistant to the City Manager Sara Singer; Teen Program Specialist Julie Ludemann; Maintenance Services Division Manager Clayton Reynolds; Management Analyst Ben Bryant; Executive Assistant Maureen Smith

A. CALL TO ORDER

Mayor Ogden called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was led by Council President Beikman.

B. ANNOUNCEMENTS

1. Tualatin Youth Advisory Council Update for December 2011

Members of the Tualatin Youth Advisory Council (YAC) were present and gave an update on activities from the past month. The primary event was the attendance of several YAC members at the recent National League of Cities Congress of Cities conference, participating in youth delegate sessions and workshops and networking with other youth. The YAC also received a "mini-grant" from Washington County Youth Summit focusing on violence prevention/anti-bullying, and will be bringing back Project F.R.I.E.N.D.S program, geared to the elementary school students in the district, and participated in the recent "Starry Nights and Holiday Lights" event held on the Commons.

2. Presentation of Checks to Agency Recipients of the Tualatin Employee Donate-A-Dollar Program

Human Resources Analyst Debra Bullard presented information on how the City's employees have given back to the Tualatin community in years past, and said noted the "Donate-A-Dollar" program of participating employees. Four agencies will receive funds of \$1,168 each and representatives from each were present. Operations employee Clay Reynolds presented a check to Kelly Irish for the Domestic Violence Resource Center, Administration employee Margie Bradley presented a check to Catherine West for the Tigard-Tualatin Family Resource Center, Finance employee Craig Anderson presented a check to Linda Moholt for the Tualatin Schoolhouse Food Pantry, and Library employee Annie Lewis, presented a check to Jack Schwab for the Good Neighbor Center shelter.

Council thanked the Tualatin City Employees for their generosity and donations to these agencies.

3. Government Finance Officers Association Certificate of Excellence in Financial Reporting Presentation

Finance Director Don Hudson presented information on the Government Finance Officers Association (GFOA) and the financial reporting program given to local and state governments. For the 20th consecutive year, the City of Tualatin has received the GFOA Certificate of Excellence in Financial Reporting. Director Hudson introduced and acknowledged Finance Supervisor Craig Anderson and Accountant Nora Madarang most responsible for the City's financial business, as well as the rest of the Finance Department.

C. CITIZEN COMMENTS

Wendie Kellington, attorney, Lake Oswego, OR, was present and represents the Tonquin Industrial Group (TIG), a group of businesses in the southwest area of the City, and gave a quick update of what the TIG has been working on. Ms. Kellington said they look to get feedback from staff and wanted to let Council know they appreciate staff's efforts and the Council's support.

Linda Moholt, Chamber of Commerce CEO, Tualatin, OR, gave a quick review of the Chamber over the past year. It has been a busy year with record numbers in membership, and the Chamber continues to work together, connecting with businesses, to keep people employed and help businesses thrive. The Chamber is grateful to work with the City and is looking forward to the coming year.

D. CONSENT AGENDA

MOTION by Councilor Joelle Davis, SECONDED by Council President Monique Beikman to approve the Consent Agenda as read.

Vote: 7 - 0 MOTION CARRIED

1. Approval of the Minutes for the Work Session and Meeting of November 28, 2011.

2. Approval of a Change of Ownership Liquor License Application for Celia's Mexican Restaurant
3. Council Committee on Advisory Appointments Recommendations for Appointments to City Advisory Committees

E. SPECIAL REPORTS

F. PUBLIC HEARINGS – Legislative or Other

G. PUBLIC HEARINGS – Quasi-Judicial

H. GENERAL BUSINESS

1. Resolution No. **5077-11** Authorizing a Personal Services Agreement with Angelo Planning Group for Professional Services for the Linking Tualatin Project
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Associate Planner Cindy Hahn presented information on the "Linking Tualatin" project, noting at the November 14, 2011 Council meeting a discussion was held on the Southwest Corridor Project, which included the Linking Tualatin study for land use employment and transit in Tualatin. The study is about providing connections and looking for ways to reduce car use and other transit options. Tualatin is focusing on the employment piece as well as reducing congestion.

Associate Planner Hahn is the project manager with assistance from Planning Manager Aquilla Hurd-Ravich. The project is funded by Metro Construction Excise Tax (CET) grant with the City providing in-kind funds. Angelo Planning Group is the prime consultant on the project and was chosen from among six proposals.

Staff recommends Council accept the scope and budget and direct the City Manager to enter into a contract with Angelo Planning Group for Professional Services for the Linking Tualatin project. Brief discussion followed.

MOTION by Councilor Joelle Davis, SECONDED by Council President Monique Beikman to approve the resolution to enter into a Personal Services Agreement with Angelo Planning Group for professional services for the Linking Tualatin project.

Vote: 7 - 0 MOTION CARRIED

2. Resolution No. **5078-11** Recognizing the Formation of Citizen Involvement Organization Five

Resolution No. **5079-11** Recognizing the Formation of Citizen Involvement Organization Two

Agenda Items H-2 and H-3 were heard together.

Assistant to the City Manager Sara Singer presented a PowerPoint overview on the formation of Citizen Involvement Organizations (CIO) 2 and 5, and gave a brief background on the program. There are six residential CIOs, with CIO 1 formed and recognized by the City. CIOs 2 and 5 have met all the requirements necessary for formation and are ready to be recognized. Representatives from each CIO were present; Robert Kellogg, president of CIO 5, Eric Barbur, vice president and secretary Julie Makarowski of CIO 5. They are looking forward to having invigorating discussions with neighbors and will be a great sounding board for the community.

Council President Beikman noted a formation meeting for CIO 6 was held, and encouraged all to attend on December 18, 7:00 p.m. at Tualatin High School to elect officers.

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman to adopt the resolution forming Citizen Involvement Organization (CIO) 2.

Vote: 7 - 0 MOTION CARRIED

MOTION by Council President Monique Beikman, SECONDED by Councilor Ed Truax to adopt the resolution to forming Citizen Involvement Organization (CIO) 5.

Vote: 7 - 0 MOTION CARRIED

I. ITEMS REMOVED FROM CONSENT AGENDA

J. COMMUNICATIONS FROM COUNCILORS

Councilor Brooksby mentioned a meeting he attended with Engineering Manager Kaaren Hofmann and Washington County officials regarding traffic on Tualatin-Sherwood Road South, from Teton into Sherwood, to see if there are any intermediate solutions to improve traffic flow. He will report back at the next Council meeting with more information.

K. EXECUTIVE SESSION

L. ADJOURNMENT

MOTION by Council President Monique Beikman, SECONDED by Councilor Frank Bubenik to adjourn the meeting at 7:50 p.m.

Vote: 7 - 0 MOTION CARRIED

Sherilyn Lombos, City Manager



Maureen Smith / Recording Secretary