



# MEMORANDUM

## CITY OF TUALATIN

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

**FROM:** Sherilyn Lombos, City Manager 

**DATE:** August 2, 2010

**SUBJECT:** WORK SESSION FOR AUGUST 9, 2010

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**5:00 p.m. (30 min) – Sustainability Update.** Staff is presenting a sustainability update that includes information about the city's Sustainability Team, a Sustainability Plan for internal city operations, and information regarding recent audits that have been conducted to establish baseline information. Attached is a memo and power point from Carina Christensen with additional information.

**Action Requested:** This item is informational only, no specific Council action is requested.

**5:30 p.m. (20 min) – Service Level Discussion Overview.** The purpose of this discussion is to lay the groundwork for a more in-depth special work session in September regarding General Fund service levels in upcoming fiscal years. Attached is a memo from Don Hudson with additional information.

**Action Requested:** Guidance to staff regarding topics to be discussed at an upcoming special work session.

**5:50 p.m. (30 min) – Southwest Concept Plan 2010 Update.** The goal of this work session is for the Council to become familiar with the updates to the plan, ask questions about the 2010 update and be familiar with the concerns and comments from the community about the Blake Street extension.

**Action Requested:** Direction on which alternative plan to bring back before the Council on August 23<sup>rd</sup> for acceptance.

**6:20 p.m. (20 min) – Tonquin Trail Master Plan Update.** The purpose of this briefing is to bring Council up to date on the Tonquin Train Master Plan process and to present the trail alignment analysis. There will be a second work session on September 13<sup>th</sup> to identify a preferred alignment. Attached is a memo from Paul Hennon with additional information.

**Action Requested:** This item is informational; no specific Council action is requested.

**6:40 p.m. (15 min) – Council / Commission Meeting Agenda Review, Communications & Roundtable.** This is the opportunity for the Council to review the agenda for the August 9<sup>th</sup> City Council and Development Commission meetings and take the opportunity to brief the rest of the Council on any issues of mutual interest.

Upcoming Council Meetings & Work Sessions: Attached is a three-month look ahead for upcoming Council meetings and work sessions. If you have any questions, please let me know.

Dates to Note: Attached is the updated community calendar for the next three months.

As always, if you need anything from your staff, please feel free to let me know.



# MEMORANDUM

## CITY OF TUALATIN

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

**THROUGH:** Sherilyn Lombos, City Manager 

**FROM:** Carina Christensen, Assistant to the City Manager 

**DATE:** August 9, 2010

**SUBJECT:** SUSTAINABILITY UPDATE

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### **ISSUE BEFORE THE COUNCIL:**

Staff is presenting a sustainability update that includes information about the new Sustainability Team, a Sustainability Plan for internal city operations, and information regarding recent city audits.

### **BACKGROUND:**

The City Council created a strategic plan in November 2008 which outlined new goals and objectives. Sustainability emerged as one of the focus areas in the new plan. Goal seven states: "Seek marked achievements and maintain established sustainability standards and criteria." The plan outlines two-year performance objectives, one of which asks the City to create an internal Sustainability Plan. A second objective asks the City to define what sustainability means for city operations.

Staff took that direction and researched how other cities set up sustainability programs. And in August 2009, the City convened a volunteer employee sustainability team consisting of at least one employee from each department. The group has worked hard this past year and is ready to present their results.

The Sustainability Plan is attached which further explains the work of the group over the past year.

### **DISCUSSION:**

No formal discussion is required of Council at this time.

### **RECOMMENDATION:**

No recommendation is given at this time.

**Attachments:** A. City of Tualatin Sustainability Plan



# City of Tualatin Sustainability Plan

August 2010

*City operations today  
do not negatively impact  
the environment, the economy  
or society and do not  
compromise the ability of  
the organization to meet its  
needs in the future.*

*Tualatin's working definition  
of sustainability*

## **ACKNOWLEDGEMENTS**

### **City Sustainability Team**

August 2009-July 2010

Chair: Carina Christensen  
Co-Chair: Aquilla Hurd-Ravich  
Bill King  
Carl Switzer  
Clay Reynolds  
Crystal Reynolds  
Dan Boss  
Jaime Thoreson  
John Stelzenmueller  
Julie Ludemann  
Kathy Kaatz  
Laura Vierkandt  
Laurie Mintz  
Linda Odermott  
Lisa Thorpe  
Paul Hennon

### **Special Thanks**

The following individuals contributed time and information to our Team. The sharing of their sustainability knowledge was much appreciated and helped Tualatin in forming its first Sustainability Team.

**Susan Millhauser: Sustainability Planner**  
*City of Lake Oswego*

**Cheryl Welch: Strategic Planning Coordinator**  
*Tualatin Valley Water District*

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## **INTRODUCTION**

Tualatin's City Council created a strategic plan in November 2008 which outlined new goals and objectives. Sustainability emerged as one of the focus areas in the new plan. Goal seven states: "Seek marked achievements and maintain established sustainability standards and criteria." The plan outlines two-year performance objectives, one of which asks the City to create an internal Sustainability Plan.

To achieve this objective, the City Manager's Office convened a volunteer Sustainability Team in August 2009. The Team was asked for a nine month commitment and ultimately produced four outcomes. The Team created a vision statement for internal city operations, defined sustainability for city employees, compiled an inventory of current city sustainability activities through the end of November 2009, and defined short term and long term goals.

This Plan explains the process that the Sustainability Team underwent to achieve these outcomes. It provides the results of three sustainability audits: energy, waste and paper. This Plan is meant to act as the beginning step in the City's sustainability process, and to this end it is meant to evolve and change. It is meant to guide the City's work, with periodic updates to show progress, allow for milestones to be refined, and for updates as needed.

This Plan concludes with recommendations on next steps for continuation of a sustainability program. This involves creation of a Steering Committee that will make policy decisions and measureable sustainability projects and goals to move the city forward. It contains regular reporting requirements to the City Council on progress.

## SUSTAINABILITY PLANNING AND PROCESS

The Sustainability Team convened in August 2009. The first step in the work plan involved providing education and training about sustainability to the Team. Many team members had very little experience with sustainability and getting to a common understanding was vital so that the team could work together on projects and inspire all city employees to get involved.

The Team read the "Sustainability Primer" from the Natural Step. This primer is used in thousands of sustainability trainings across the world. It helps to explain that sustainability is about more than protecting the environment. Sustainability is about how everything is interrelated and one thing affects another. The primer says, *"In 1987 the United Nations convened the Brundtland Commission to address growing concern about the decline of environmental systems and the consequences for economic and human development. The resulting report gave us what is now the most common and widely accepted definition of sustainable development: 'Development that meets the needs of the present without compromising the ability of future generations to meet their own needs.' ...The Brundtland Report helped achieve a global consensus that society, the economy and the environment are inextricably linked" (1-2).*

The team attended a regional sustainability training sponsored by the Partners for a Sustainable Washington County Community (PSWCC). The Natural Step (<http://www.naturalstep.org/>) presented on the basics of sustainability and ran the attendees through some exercises. The Natural Step is a world-wide non-profit that focuses on sustainability education. It was started by a Swedish doctor and cancer scientist in the late 1980s. The Natural Step's US headquarters is based in Portland, Oregon.

The team had further meetings with local sustainability practitioners. Susan Millhauser, Sustainability Planner from Lake Oswego and Cheryl Welch, Strategic Planning Coordinator from Tualatin Valley Water District, presented to the Team and answered questions. Both practitioners discussed how to form sustainability teams, how to proceed with tackling sustainability plans and goals, and how to create buy-in with the rest of the organization. It was clear that creating a sustainability program takes time, continued education, and investment.

Once the Team had completed these basic trainings it felt ready to begin. The Team needed some structure and guidance from which to work, thus defining what sustainability means to the City of Tualatin and creating a vision statement arose as tasks to accomplish first. The Team worked for a few months on these tasks. The resulting definition and vision statement can be found on page 7 of this document.

The Team also began to undergo an inventory process of the City's current sustainability efforts. The purpose of the inventory was to create a baseline of activities that the City was already doing, document those activities, and then start performance measures and new projects on a specific date. This will allow a common baseline from

which to measure changes occurring after the Sustainability Team, and a formal program, was created.

Short term and long term goals also needed to be created. The short term goals were looked at as projects that could be accomplished within a year and were considered "low-hanging fruit" or those items that are within reach for the City to accomplish. The Team broke into work groups to accomplish the short term goals. These goals can be found on page 8 of this document.

Long term goals are goals that should take anywhere between 1-5 years to accomplish. They need to have measurable results. The Sustainability Team created two long term goals which can be found on page 20 of this document.

The work groups spent time completing the short term goals and preparing reports to the City Council. Next steps were recommended to the City Manager and will be explained in the final section of this plan.

## **VISION AND DEFINITION OF SUSTAINABILITY**

To create a sustainable city vision, the Sustainability Team drew on its sustainability training, examples from other organizations, and the City's organizational philosophy. The vision statement is meant to guide the City's sustainability program and actions.

In order to move forward on policy decisions and sustainability projects and programs, the Team needed to define what sustainability means to the organization. The definition is meant to clarify sustainability and how sustainability can be applied to the City of Tualatin as an organization.

### **Sustainable City Vision**

*The City of Tualatin organization and employees will achieve sustainability through a balance of human well-being, environmental stewardship, and economic efficiency as represented by the following goals:*

- *Promote a healthy environment through operational policies.*
- *Promote carbon neutrality.*
- *Ensure a sound organizational infrastructure: stable city finances and a healthy and engaged staff with the resources to accomplish our mission.*

### **Definition of Sustainability**

*City operations today do not negatively impact the environment, the economy, or society and do not compromise the ability of the organization to meet its needs in the future.*

## **SUSTAINABILITY FOCUS AREAS AND GOALS**

The Sustainability Team underwent a process to discern in which main areas the City should focus sustainability efforts in order to get the most return on investment or highest reward value. Group members created an “ideas list” that defined many activities to be done. After sifting through the ideas, overall focus areas began to emerge which the ideas could be placed within. The following four focus areas emerged:

- Energy Use
- Waste and recycling
- Paper Use
- Employee outreach/education.

### **Short Term Goals**

The Team wanted to create a baseline from which a Sustainability Plan and measurable objectives could be created. When discussing creation of goals, the team realized that measurable goals and objectives could not be created without first defining some baseline measurements in the focus areas chosen. For example, energy projects could not be measured and defined without some baseline measurement of the city’s current energy usage. Waste reduction goals and projects would not be effective without having a measurement of current waste and recycling efforts.

Thus, the following short term goals emerged:

- Conduct an energy audit
- Conduct a waste audit
- Conduct a paper audit
- Educate city employees about sustainability; encourage employee participation in city sustainability goals through events and programs.

### **Energy Audit**

The energy audit was performed by Adapt Engineering, through the Energy Trust of Oregon. The City’s total carbon usage was done in cooperation with Portland General Electric and NW Natural Gas. Calculating total carbon usage is important but there are many different tools that measure carbon and can produce different results. Tualatin chose to use ICLEI-Local Governments for Sustainability. ICLEI is an international association of local governments, as well as national and regional local government organizations, who have made a commitment to sustainable development.

<http://www.iclei.org/>

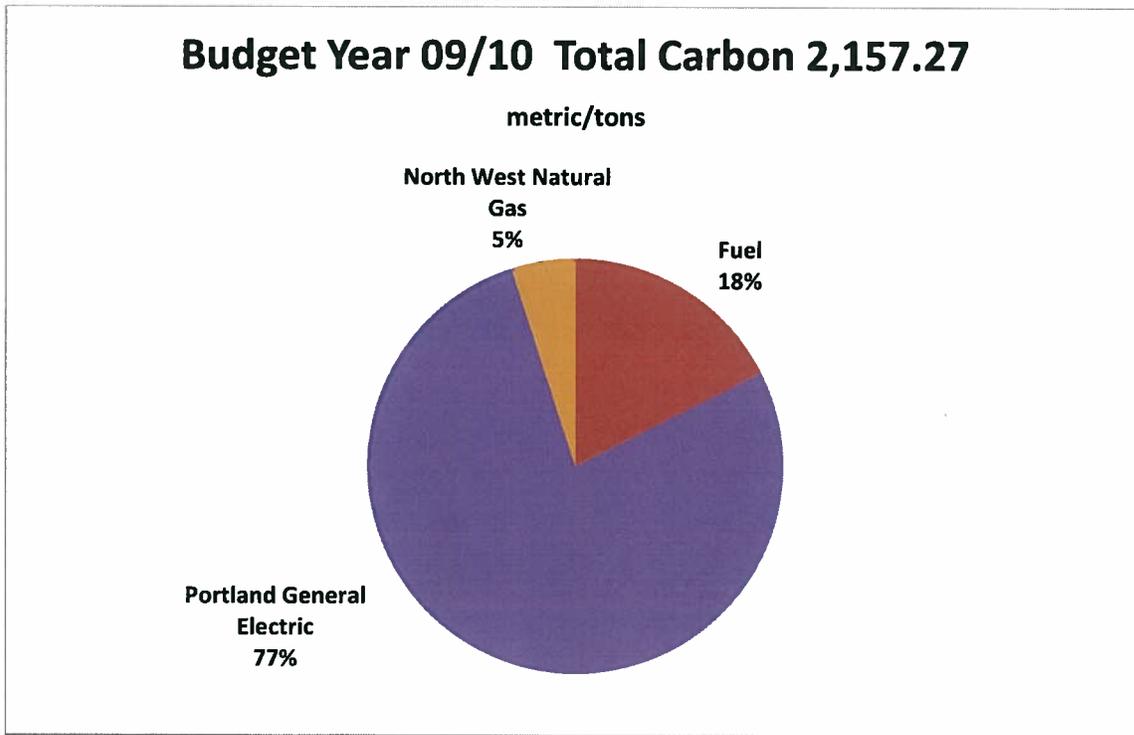
The calculation method included using three factors: Fuel (diesel & gasoline), natural gas, and electricity. The goal was to determine energy use, such as gallons of gas or kilowatts of electricity. This information was multiplied by an emissions factor to determine carbon portion of carbon dioxide, nitrous oxide and methane.

As the charts depict below, the total carbon output for the City is 2,157.27 metric/tons for a total cost to the city of \$602,842. The bulk of the cost rests with electricity usage at \$478,136 for the budget year 2009/2010.

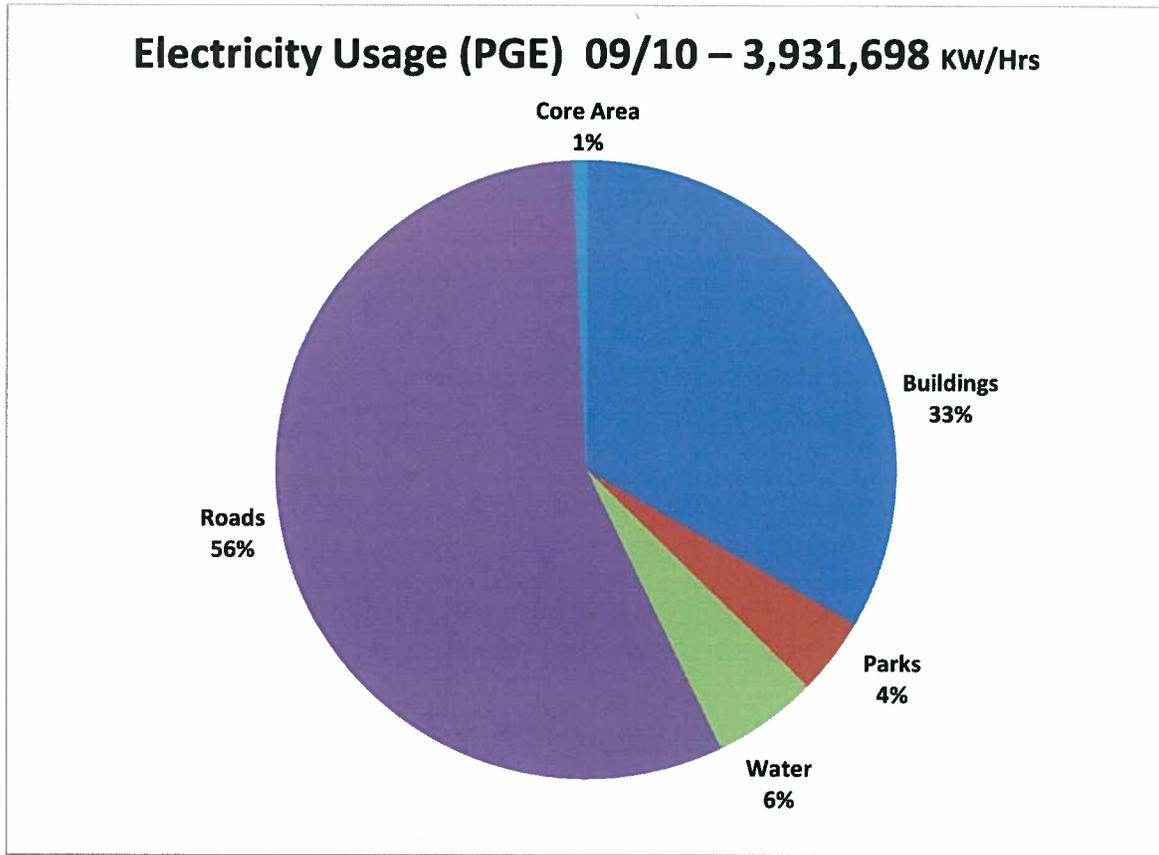
Budget Year	Carbon	Cost
2009/2010	2,157.27 metric/tons	\$602,842
2010/2011	-----	-----

Energy Type	Cost
Electricity	\$478,136
Fuel	\$101,774
Natural Gas	\$22,932

Electricity usage is currently at 77% of the total carbon usage. Fuel emerges as a distant second at 18% with gas coming in at 5%. This means that focusing on ways in which the city can reduce electricity usage may result in the highest cost savings. But before measurable goals are added to this plan the Steering Committee will need to evaluate projects to determine which one will have the highest return on investment.

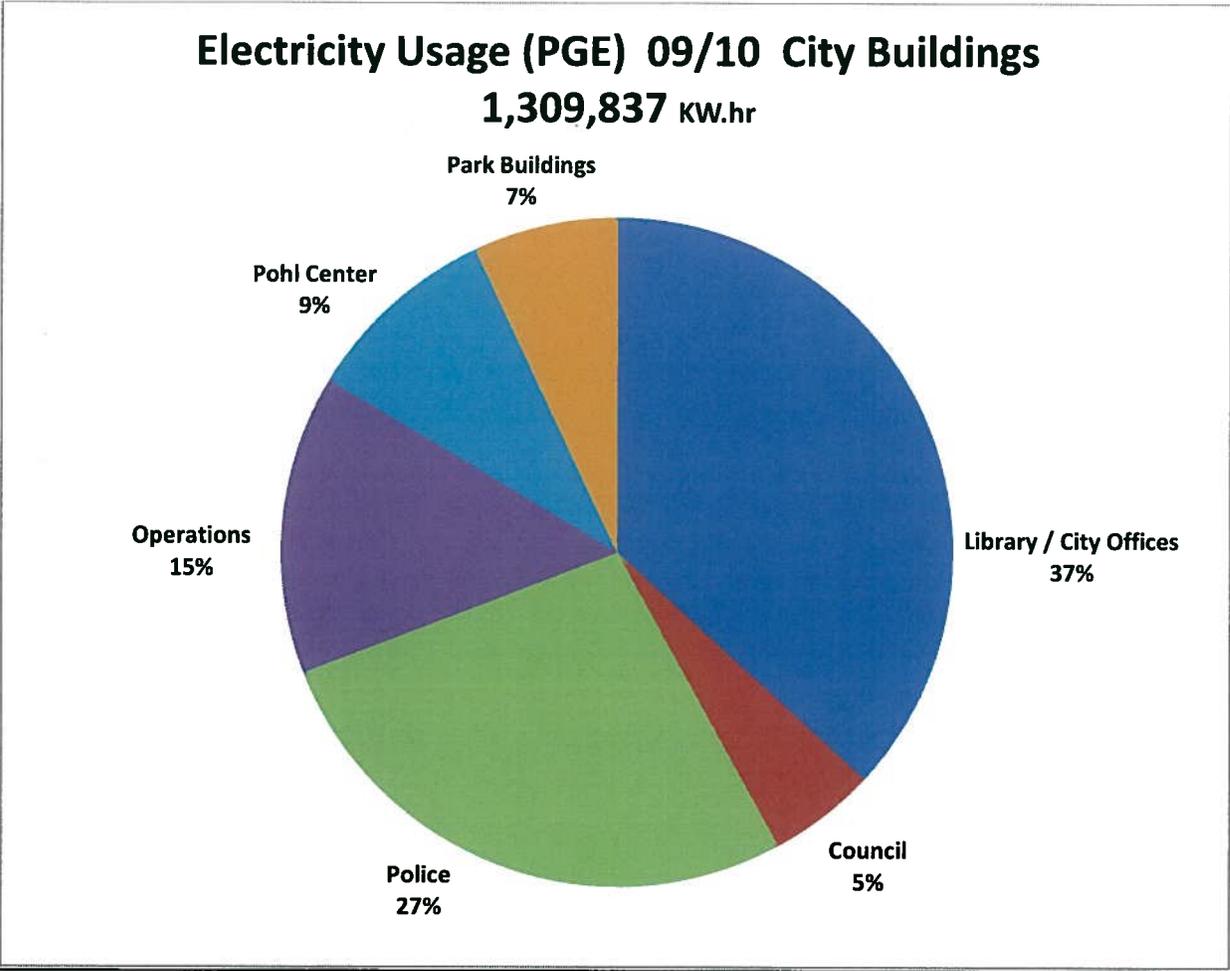


Looking closer at the city's electricity usage, two main areas emerge as the top users: roads and city buildings. Street lights and signals were combined in the roads percent below. However, street lights are the highest at 51% whereas signals are 5%. City buildings come in second at 33%.

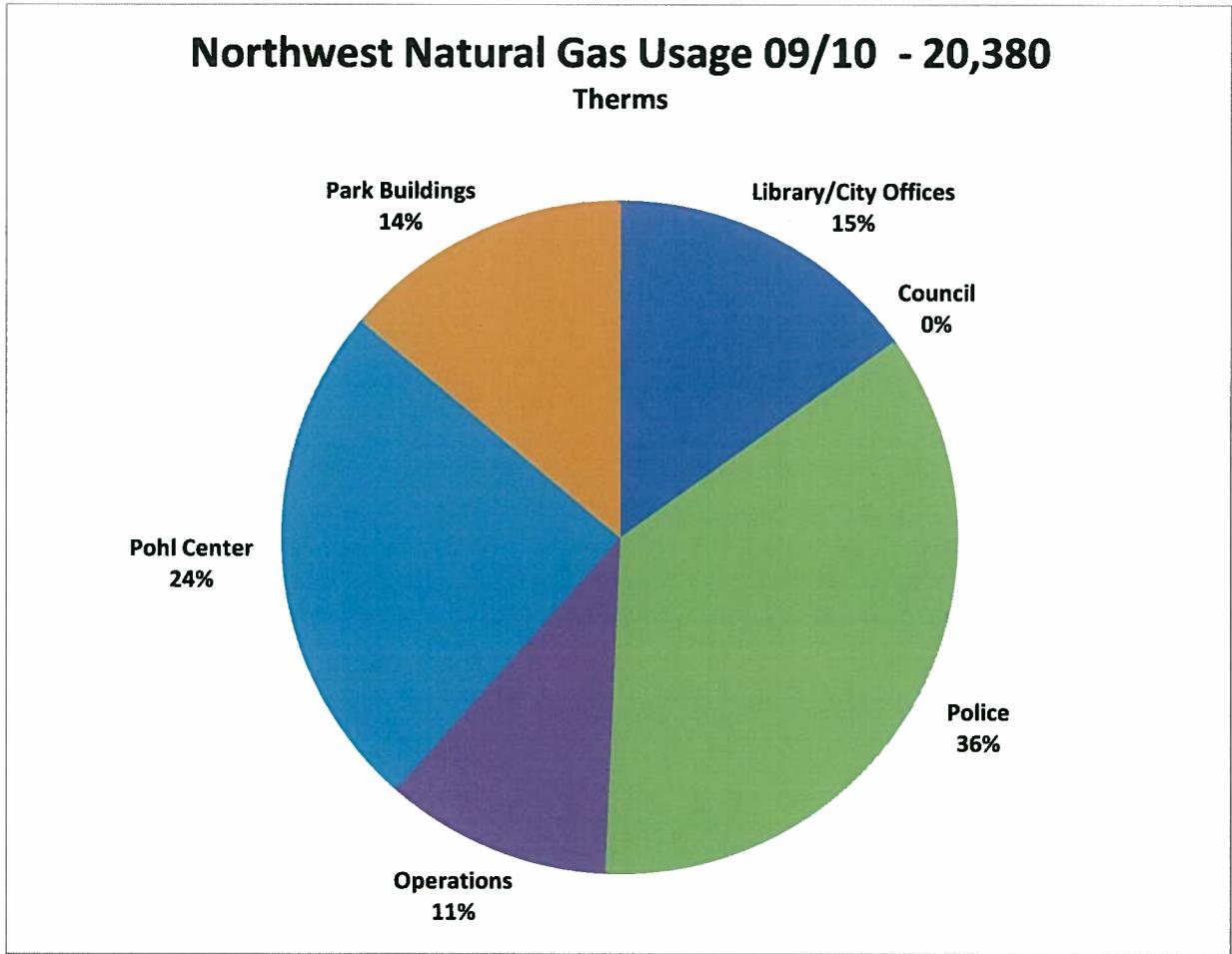


Because buildings have such a high percent of electricity usage, it brings value to sustainability goals to look into which buildings are the highest users. This will allow the city to target goals appropriately in order to get the highest return on investment with projects.

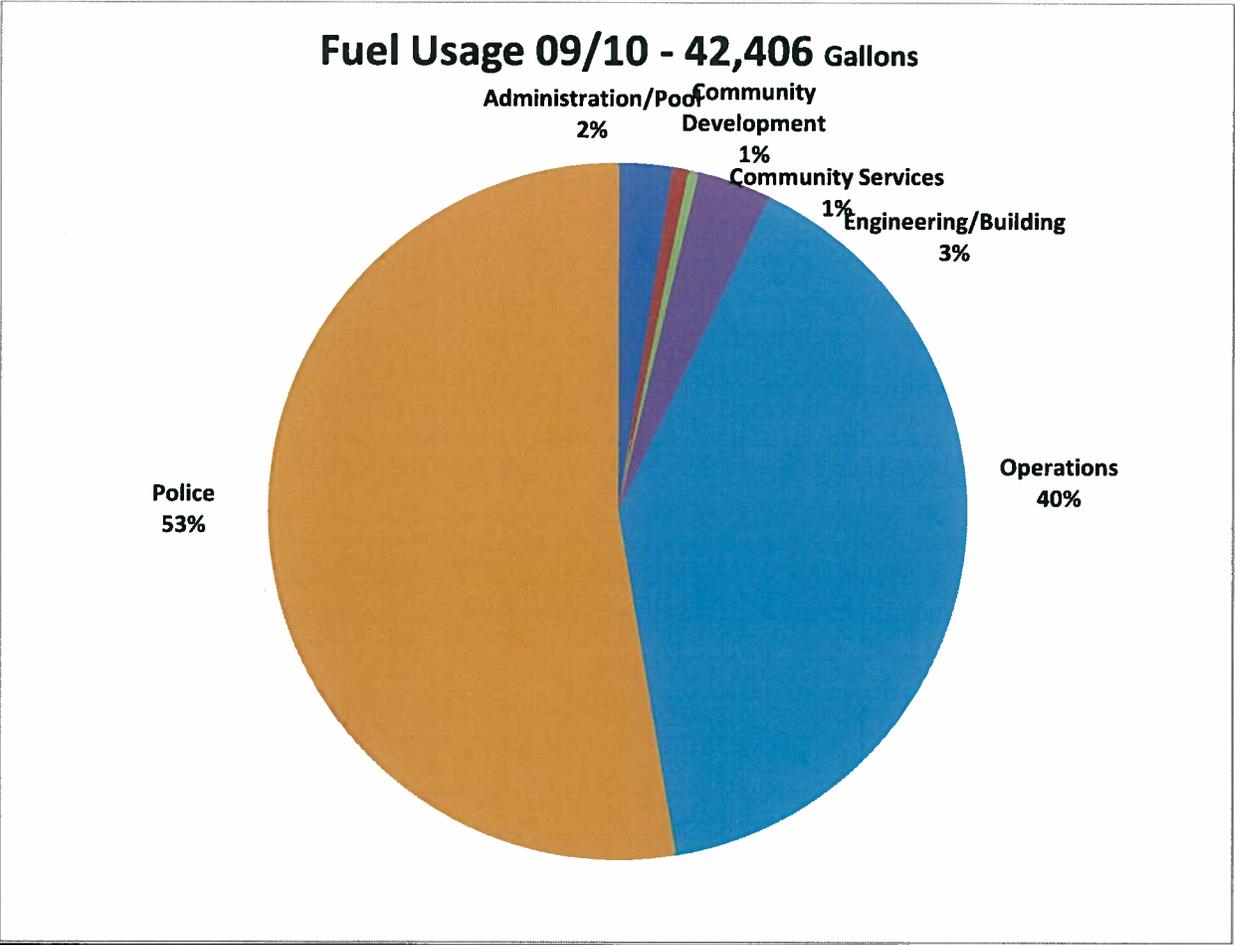
The chart below reveals that the library and connected city development services offices have the highest electricity usage at 37%. The police building is next at 27% and the operations facility comes in third at 15%.



The energy audit also looked at natural gas usage in city buildings. The results in this chart show a slightly different story than electricity. The police building brings in the highest natural gas usage with the Juanita Pohl Center, formerly the Senior Center, in second at 24%.



Regarding fuel usage, the chart below reveals the police facility to use the most fuel at 53%. This does not come as a surprise since the nature of the job requires a high level of driving. The operations facility is the second highest user of fuel at 40%. Looking at ways in which these two departments can create efficiencies around fuel use will be examined during the goal setting process with the Steering Committee.

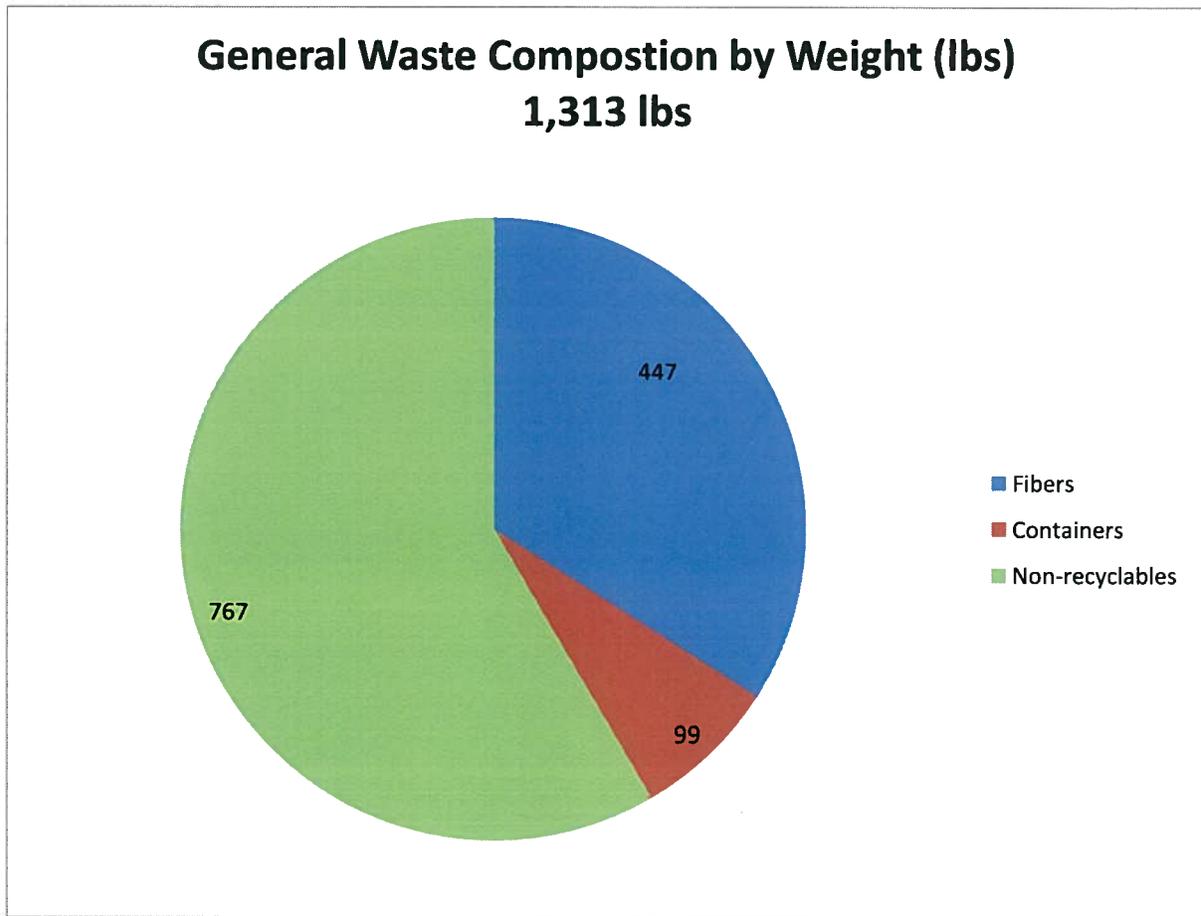


**Waste Audit**

The waste audit was performed in February 2010. It included a week's worth of solid waste from the City Center building (Library, Development Services, and City Hall), Police and Operations. Administration was not included because of its location in the commercial Seneca Building. The owner of the building would need to conduct its own audit of the entire building, which includes tenants other than the City.

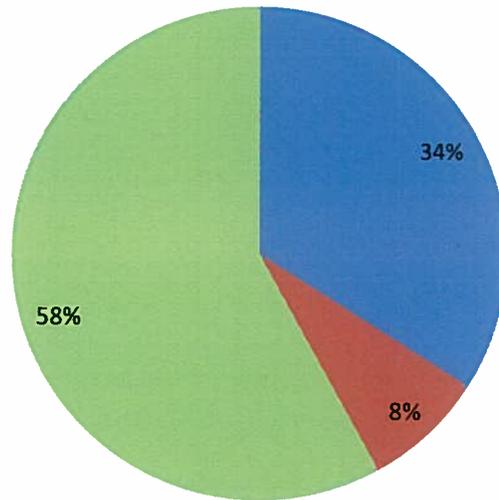
A combined total of approximately 6-12 yards of garbage, 2-4 yards of mixed recycling, and 6 yards of cardboard were collected weekly. This equates to approximately 45-50% of the buildings' waste stream being recycled.

The results of the audit showed that the city buildings generated 1,313 total pounds of waste. For the most part, our facilities are doing a good job in recycling and have moderate to low levels of contaminations.



## General Waste Composition by Percent

■ Fibers ■ Containers ■ Non-Recyclables



A large percent of the recycling material found in the containers were paper fibers. This means it could be recycled instead of thrown in the trash. Since the City Center and the Council Building are both public community space, some of this can be attributed to public disposal. The Council Building did produce a large amount of food waste and containers which appears to be due to city meetings and functions. There was also a large amount of paper towels collected, mostly due to public restrooms and general use areas.

The Steering Committee will look at the results of the audit and determine some measurable goals for the City. These goals will be added to this plan and tracked throughout the next year.

### **Paper Audit**

Conducting a paper audit was a difficult process. There is no one way to conduct a paper audit. The work group researched the City of Portland, City of Lake Oswego, City of Beaverton, and Tualatin Valley Water District (TVWD). At the time of printing this report, Beaverton was still trying to come up with a good process, and TVWD only tracks the amount of paper ordered each year. Lake Oswego changed to 100% post-consumer waste recycled content paper but is not tracking cost or usage. Portland was not able to reach its 5-year goal of reducing paper consumption by 15%. But they were able to reach their goal of increasing the use of recycled content paper through formal policies.

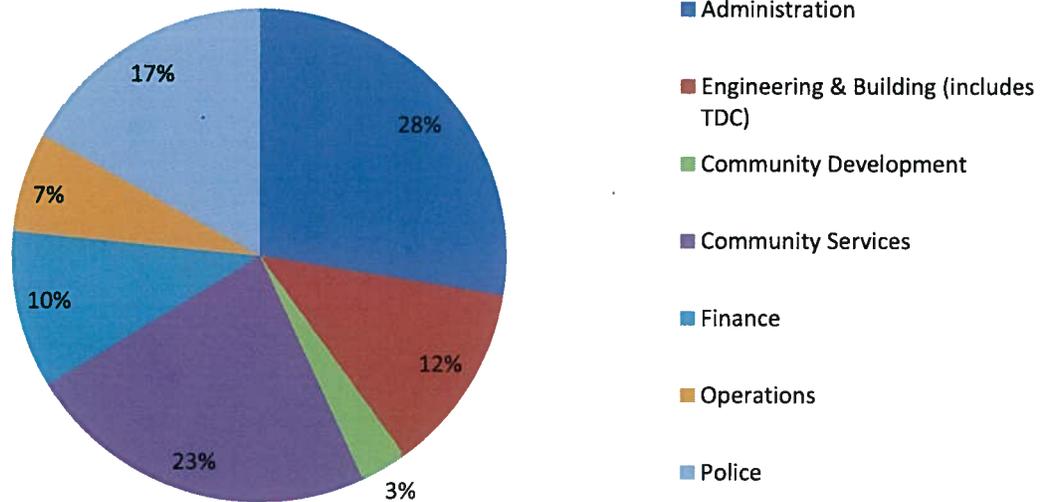
Tualatin's paper audit process was further complicated because its purchasing operations are decentralized in that each department orders their supplies separately. Staff decided to first conduct a survey of what type, and where, they ordered office paper. Office Max is working on a better reporting system in order to get the City reports for how much total paper departments have ordered through the past fiscal year.

Staff is currently using another avenue to track usage and cost. Staff is now tracking how much paper departments use in printing/copying and the associated cost. Every department has to pay for color printing and copying as well as black and white that goes over the monthly contracted amount. This allows employees to directly see cost fluctuates from changes in their copying and printing behavior.

The graphs on the next page show paper use and cost from August 2009 through April 2010. As the graphs depict, in nine months, the City has printed or copied a total of 689,657 sheets of paper for a total cost of \$16,052. This does not include the cost to originally buy that paper as well.

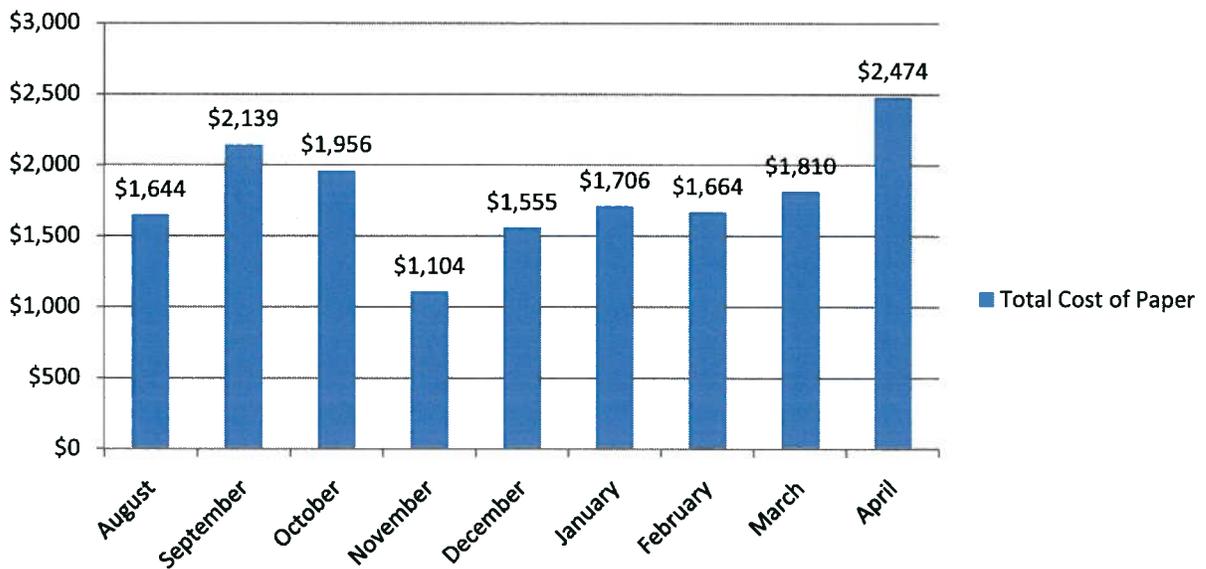
Administration has the highest use and cost with Community Services in second. The paper usage and cost for Administration is largely due to the packets produced for the council work sessions and council meetings.

## Paper Usage by Percent 689,657 Total Sheets: August 2009-April 2010



## Total Cost of Paper \$16,052

Copy/Print by Month



For specific departmental costs please see the appendix. Detailed information on the paper audit process and research can be found in the memorandum composed by the paper audit team.

Changes can be made to affect this paper usage and associated cost. The newly formed Steering Committee will be meeting in September to review the paper audit information and decide on measurable goals to add into this plan.

### **Employee Outreach & Education**

The employee outreach and education group was charged with devising outreach methods to connect with city employees regarding sustainability. A sustainability program cannot be successful without involved and educated employees. Other organizations work hard at providing competitions and games to get employees involved with reaching sustainability goals. It is important to move in the direction of these other organizations.

The working group created a quarterly sustainability newsletter that is distributed internally. One page to begin with, it provides education in a simple and easy to understand format. It talks about what the Sustainability Team is working on and provides other various types of information. The first newsletter is located in the appendix of this document.

There is a lot of work to do in this focus area and it will always be ongoing. Education is the first key to getting buy-in. Sustainability is often misunderstood and as employees come and go training programs will need to be in place to get the new employees on board.

### **Summary of Short Term Goals**

The short term goals for the first nine months of the new Sustainability Team have been completed. The Sustainability Team understands that, with the completion of these goals, more measurable objectives can be added to the Sustainability Plan within the four focus areas. A proposed Steering Committee, which is discussed later in this document, will review the audits and possible sustainability projects. The Steering Committee will then make the final decision on which projects to place in the Plan.

## **Long Term Goals**

The Sustainability Team also discussed long term goals, or those goals that will take between 1-5 years to complete. The team members recognized that many long term goals could be placed in a Sustainability Plan for the City. To tackle the issue, they stayed with two recommendations for long term goals:

- Reduce paper usage
- Develop best practices in maintenance and operations by using LEED and other tools.

The long term goals will be discussed with the Steering Committee, and with advice from the Sustainability Team, measurable objectives will be created in order to move toward completion of these goals.

## **NEXT STEPS**

The Sustainability Team was convened in order to get a sustainability program started which would work toward a sustainability plan. Because this team took time out of their already busy work days, they were only asked for a nine month commitment. At the end of that time the group and process was to be re-evaluated.

That evaluation has occurred. With further research into other organizations, it became apparent that Tualatin needed a Steering Committee that would make policy decisions regarding sustainability projects. Most other organizations have committees that act in this manner.

A Steering Committee has now been created for Tualatin. It is a high-level, cross-functional strategy group that concentrates on issues of policy and changes in procedures. The purpose of the Sustainability Steering Committee is to evaluate the current level of City sustainability policies, programs, and practices; to develop recommendations to improve those policies, goals, programs, and practices; and to establish short-term and long-term procedures to keep the City moving toward meeting its sustainability goals. The Committee will receive recommendations from the City Sustainability Team about possible policies and practices. Membership of the Steering Committee consists of the Executive Team and a variety of city employees appointed by the City Manager.

With the addition of the Steering Committee, the Sustainability Team will now focus more on employee outreach and sustainability ideas to recommend to the Steering Committee. The Sustainability Team will act as a grassroots employee effort that brings staff together to educate city employees about cost-effectively protecting the environment and benefiting society by their actions. The group will bring information and speakers to the City of Tualatin employees, and will propose and encourage policies and practices that minimize or eliminate the City's damage to the environment, and also promotes a strong economy and society. For the complete charge statements of both the Sustainability Team and Steering Committee please see the appendix to this document.

The Sustainability Team will now move into the second year of its work. It will become a slightly smaller team with 10-12 members with every department represented. With the short term goals accomplished it will look at recommending goals and related projects to the Steering Committee. This will include analysis as to the project that will hopefully bring the highest return on investment. It will spend the bulk of its time planning outreach and education efforts for city employees. The Sustainability Team and Steering Committee will provide periodic updates to the City Council.

## APPENDIX

**Tualatin**  
**City Sustainability Team Charge Statement**  
August 2010

**Purpose Statement:**

Tualatin's City Council adopted sustainability goals and objectives in its 2008-2010 Strategic Plan. In it the Plan asks staff to create an internal Sustainability Plan. While city staff have completed sustainability projects within their respective departments, there has not previously been a committee of staff from various City departments charged with creating an organized program to improve sustainability of City government.

The Sustainability Team is a grassroots employee effort that brings staff together to educate City employees about cost-effectively protecting the environment and benefiting society by their actions. The group brings information and speakers to the City of Tualatin employees, and proposes and encourages policies and practices that minimize or eliminate the City's damage to the environment, and also promotes a strong economy and society. The Sustainability Team will propose recommendations about possible policies and practices to the Steering Committee.

**Implementation Plan/Product**

The Sustainability Team will present periodic reports to the Steering Committee and to the City Manager.

**Membership**

Membership of the Sustainability Team will consist of a broad cross-section of City employees appointed by the City Manager, as follows:

- Aquilla Hurd-Ravich, Senior Planner
- Carina Christensen, Assistant to the City Manager
- Carl Switzer, Parks & Recreation Manager
- Clay Reynolds, Maintenance Services Supervisor
- Crystal Reynolds, Code Enforcement Officer
- Dan Boss, Operations Director
- Diane Alcibar, Public Library Assistant
- Kathy Kaatz, Operations Program Coordinator
- Laura Vierkandt, Engineering Technician



- Linda Odermott, Paralegal
- Lisa Thorpe, Finance Program Coordinator

### **Time Frame**

The work of the Sustainability Team will start in September 2010. Membership of the team will be re-evaluated yearly. Periodic progress reports will be made to the Steering Committee and the City Manager. An annual report will also be presented to the City Council.

### **Organization**

**Meetings:** The Sustainability Team will meet on a monthly basis, with date and time of meetings established at the first meeting or by an indication of general consensus thereafter. Additional working group meetings may be scheduled to address specific tasks, as necessary.

**Quorums and Decisions:** No quorum shall be necessary to conduct business. Decisions will be made by an indication of general consensus among the Committee members present. When this method does not serve to establish a clear direction, the chair or the chair's representative will call for a roll-call vote.



**Tualatin**  
**City Sustainability**  
**Steering Committee Charge Statement**  
August 2010

**Purpose Statement:**

Tualatin's City Council adopted sustainability goals and objectives in its 2008-2010 Strategic Plan. In it the Plan asks staff to create an internal Sustainability Plan. While city staff have completed sustainability projects within their respective departments, there has not previously been a committee of staff from various City departments charged with creating an organized program to improve sustainability of City government.

The Sustainability Steering Committee is a high-level, cross-functional strategy group that concentrates on issues of policy and changes in procedures. The purpose of the Sustainability Steering Committee is to evaluate the current level of City sustainability policies, programs, and practices; to develop recommendations to improve those policies, goals, programs, and practices; and to establish short-term and long-term procedures to keep the City moving toward meeting its sustainability goals. The Committee will receive recommendations from the City Sustainability Team about possible policies and practices.

**Implementation Plan/Product**

The Steering Committee will provide policy direction on sustainability, consistent with the above purpose statement.

**Membership**

Membership of the Steering Committee will consist of the Executive Team and a variety of City employees appointed by the City Manager, as follows:

- Brenda Braden, City Attorney
- Carina Christensen, Assistant to the City Manager
- Dan Boss, Operations Director
- Don Hudson, Finance Director
- Doug Rux, Community Development Director
- Kent Barker, Chief of Police
- Mike McKillip, Engineering & Building Director
- Nancy McDonald, Human Resources Director



- Paul Hennon, Community Services Director
- Sherilyn Lombos, City Manager
- Abigail Elder, Library Manager
- Aquilla Hurd-Ravich, Senior Planner
- Clay Reynolds, Maintenance Services Supervisor
- Lisa Thorpe, Finance Program Coordinator
- Kathy Kaatz, Operations Program Coordinator

### **Time Frame**

The work of the Steering Committee will start in September 2010. Membership of the team will be re-evaluated yearly. Periodic progress reports will be made to the City Council during the Steering Committee's work period. An annual report will also be presented to the City Council.

### **Organization**

**Meetings:** The Steering Committee will meet on a quarterly basis, with date and time of meetings established at the first meeting or by an indication of general consensus thereafter. Additional working group meetings may be scheduled to address specific tasks, as necessary.

**Quorums and Decisions:** No quorum shall be necessary to conduct business. Decisions will be made by an indication of general consensus among the Committee members present. When this method does not serve to establish a clear direction, the chair or the chair's representative will call for a roll-call vote.



## Sustainability Team Work Plan

Meeting Date	Topic/General Agenda Items	Presenter (s)	Outcome/Next Steps
Mtg. 1- 8/26/09	<p>Introduction to sustainability – team education:</p> <ul style="list-style-type: none"> <li>• Why form a team? Review council goals.</li> <li>• What will product be? Prepare an inventory of current sustainability activities within City operations, create a mission, goals and plan to guide further actions</li> </ul> <p>Review the Natural Step Primer-</p> <ul style="list-style-type: none"> <li>• What impacted team members?</li> <li>• What do you see as sustainability?</li> </ul> <p>Review Sustainable Measures Handout- Quality of Life Discussion- Show TVWD video Homework-</p> <ul style="list-style-type: none"> <li>• Read Lake Oswego's Sustainability Plan and supporting documents</li> <li>• Read TVWD's sustainability Plan</li> <li>• Write down questions to ask Cheryl and Susan</li> </ul>	Staff	<p>Provide members with materials to review prior to next meeting:</p> <ul style="list-style-type: none"> <li>- TVWD Sustainability Plan</li> <li>- LO Sustainability Plan &amp; documents</li> </ul>
Mtg. 2- 9/9/09	<p>Presentation by Cheryl Welch, TVWD – Presentation by Susan Millhauser, Lake Oswego</p>	<p><b>Cheryl Welch,</b> TVWD <b>Susan Millhauser,</b> Sustainability Planner</p>	<p>Provide members with material to review:</p> <ul style="list-style-type: none"> <li>- Tualatin's draft sustainability list</li> <li>- Think about things to add to the list</li> </ul>
Mtg. 3- 10/01/09	<p>Field Trip: Natural Step training-</p> <ul style="list-style-type: none"> <li>• Sponsored by Partners for a Sustainable Washington County Community</li> <li>• Think about things to add to current city activities</li> </ul>	Natural Step consultants	<p>- One take-away from the training</p> <ul style="list-style-type: none"> <li>- Get the business card/contact information for one sustainability professional outside the city of Tualatin</li> <li>- What is your definition of sustainability at this point/what does it mean to you?</li> </ul>

<p>Mtg. 4-10/14/09</p>	<p>Debrief the Natural Step training and share homework answers-</p> <ul style="list-style-type: none"> <li>• Write all definitions of sustainability on flip chart</li> <li>• Write all take-aways on flip chart</li> </ul> <p>Create final definition of a sustainable community for Tualatin (Sustainable Tualatin)(work group to do this during the meeting, team to review)</p> <p>Review sustainability actions that the City is already doing</p> <ul style="list-style-type: none"> <li>• Lists from members</li> <li>• Categorize into larger focus areas</li> <li>• Get work group to finalize sustainability list during meeting</li> </ul>	<p><b>Staff</b></p>	<ol style="list-style-type: none"> <li>1. Sustainable Tualatin work group to create polished type-written document by January meeting</li> <li>2. Purpose Statement work group to produce polished statement</li> <li>3. Focus Area and current activities work group updates</li> </ol>
<p>Mtg. 5-11/5/09</p>	<p>Confirm the focus areas. Break people into focus areas and review the ideas list.</p> <ul style="list-style-type: none"> <li>• Select one idea as a goal in each focus area. These can go into The Plan overall.</li> <li>• We can choose as a larger group, which goals we can focus on implementing now.</li> </ul>		<ol style="list-style-type: none"> <li>1. We should have a current sustainability activities list compiled by this meeting.</li> <li>2. We should have a draft "Ideas" list of sustainability activities.</li> </ol>
<p>Mtg. 6-12/09</p>	<p>Vision Statement Refining; Sustainability inventory complete (extended inventory date); Focus Area Work Groups confirmed</p>		
<p>Mtg. 7-1/10</p>	<p>Vision Statement Finalized; Group check in and status update.</p>		<ol style="list-style-type: none"> <li>1. Sustainability Flyer complete</li> <li>2. Date arranged for waste audit</li> <li>3. Energy audit underway</li> </ol>
<p>Mtg. 8-2/10</p>	<p>Group check -in: Audit progresses</p>		
<p>Mtg. 9-3/10</p>	<p>Waste audit update; Energy audit update; Paper audit progress</p>		<ol style="list-style-type: none"> <li>1. Paper surveys done of all departments</li> <li>2. Contacted Office Max for reports</li> <li>3. Set up system with office coordinators to track copy/print jobs and cost.</li> </ol>

Mtg. 10-4/10	Cancelled—work in progress		
Mtg. 11-5/10	Work Group Updates: Energy Audit , Paper tracking, waste reports		<ol style="list-style-type: none"> <li>1. Waste &amp; Recycling memo and reports done</li> <li>2. Adapt Engineering audit complete</li> <li>3. PGE/Gas/Fuel numbers underway</li> </ol>
	Group officially finished until August. Work groups finish up projects and prepare presentations and information to Council		

# City of Tualatin Sustainable Steps



## The City of Tualatin's Definition of Sustainability:

City operations today do not negatively impact the environment, the economy or society and do not compromise the ability of the organization to meet its needs in the future.

January 29, 2010



## What we've been up to!

Team members who were available attended the Partners for a Sustainable Washington County Community meeting January 7th, 2010 on

**"The Financial Case for Sustainability"**

We are currently executing our short term goals!

- Waste Audit
- Paper Audit
- Energy Audit
- Education & Training

## What can you do to be more sustainable?

Think ahead, buy items that have minimal packaging, recyclable materials, and recycled content. These items in general have the following added benefits:

- Local Providers, Support the Local Economy
- Fresher, Less Waste more Taste!
- Take up less space, and make fewer trips to the garbage/recycle bin

**Recycling is great, but think about the impact you can have if you never purchase the materials in the first place!**

## Did you know?

Effective January 1, 2009, electronics manufacturers are required to provide responsible recycling for computer CPUs, monitors, televisions & laptops at no cost to anyone bringing seven or fewer items to a participating collector at one time.

**Effective January 1, 2010 computers, monitors, televisions and laptops will be banned from landfill disposal in Oregon.**

**And Metro's website allows you to search for the nearest location to recycle any item on their website**

[www.metro-region.org](http://www.metro-region.org)

## Recycling at the City of Tualatin

What can be placed in the cardboard boxes located throughout our buildings

- **Paper and Cardboard**-staples, clips, spiral notebooks, tape and window envelopes are all ok!
- **Plastic Containers**- rinsed bottles and tubs
- **Metal**-rinsed cans and scrap metal

What can't be placed in the containers (or curbside)

- NO** Disposal cups and plates
- NO** Frozen food boxes-they contain a moisture barrier
- NO** Label backing sheets
- NO** Paper towels, tissues and napkins
- NO** Plastic bags or lids
- NO** Takeout containers



### Question:

Does the City recycle our batteries?

### Answer:

Yes! **Batteries** are being collected for recycling in your building. Contact your department representative for the location!

Other items from City property that are recycled include: wood, metal, tires, motor oil and even water from our line cleaning program. If you have any other questions about the City's recycling efforts please contact Kathy Kaatz.

If you have ideas or suggestions for the Sustainability Team please let your department representative know.

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>		
as of December 1, 2009		Environmental	Economic	Social
<b>ADMINISTRATION</b>				
Tualatin is using biodegradable tableware at its annual volunteer recognition BBQ ( <a href="http://www.bdfs.net">http://www.bdfs.net</a> )		X		
Tualatin currently provides its residents with the National League of Cities/Caremark prescription discount card program. (Excerpt from NLC) <i>"NLC has launched a new program for member cities to help residents cope with the high cost of prescription drugs. Now it is possible for you to offer savings on prescription drugs to your residents who are without health insurance, a traditional pharmacy benefit plan, or have prescriptions not covered by insurance."</i>				X
The City provides funds in the form of grants to organizations providing food, shelter and other needed necessities to Tualatin residents. In the past, grants have been given to the Tualatin Food Pantry, Domestic Violence Resource Center and others.			X	X
<b>CIVIC PARTICIPATION</b>				
T.E.A.M. - Together Everyone Achieves More - Volunteer Youth Program performing service in the summer around Tualatin.				X
Library Volunteers - Volunteers actively participate in many different programs run through our library.				X

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>		
as of December 1, 2009		Environmental	Economic	Social
Youth Advisory Board - Youth in Tualatin plan activities and report back to the City Council about what the youth in Tualatin want. Put on the annual Haunted House and Battle of the Bands.				X
Tree Planting - 10,000 trees this year. Volunteers in Tualatin work with Green Spaces and Clean Water Services with funds provided by Clean Water Services to plant trees to improve our environment.		X	X	X
Encourages and Promotes Senior Seminar - Requirement for High School Seniors in the Tigard/Tualatin School District requiring 1 day of service, 3 job shadows, and attending a city council meeting or other civic activity.				X
<b>COMMUNITY DEVELOPMENT</b>				
The City's Economic Development Division works to promote Tualatin as an exceptional place to do business by facilitating high quality and high value development in the City of Tualatin.			X	
The Economic Development Division also provides staff support to the Tualatin Development Commission, the urban renewal agency of the City. Under the Commission's purview are two redevelopment districts known as the Central Urban Renewal District and the Leveton Tax Increment District.			X	X

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>		
as of December 1, 2009		Environmental	Economic	Social
	The Economic Development Division partners with neighboring jurisdictions and economic development agencies throughout the Portland Metropolitan region in a concerted effort to attract and retain businesses for the benefit of the entire region.	X	X	X
	Economic Development keeps abreast of programs like the Business Energy Tax Credits (BETC) administered by the State of Oregon that are offered as incentives to qualifying businesses to minimize or reduce their ultimate carbon footprint.	X	X	
	The City has adopted ordinances for tree preservation and protection on private property to ensure that the urban forestry canopy and related environmental, economic, and social benefits grow over time and to offset the impacts of development.	X	X	X
<b>COMMUNITY SERVICES</b>				

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>		
as of December 1, 2009		Environmental	Economic	Social
<p>Tualatin's new library was built to LEED silver standards. The Tualatin Library project continues to be a leader in sustainable design through the many integrated features of the design, construction process, and site related elements. The Tualatin Library and its lighting features were featured at "Light Fair International" held in New York as a "state of the art example" of lighting energy efficiency, day lighting, and daylighting controls. This conference is an international conference for the National Association of Illumination Engineering Society of North America (NAIESNA) and the International Association of Lighting Designers (IALD) who set the lighting standards and policies within the lighting industry. The Tualatin Library was submitted for the conference by our lighting designer as a case study and was accepted/presented as a feature project and well received as a model by the industry.</p>	X	X	X	
<p>Natural areas have been acquired by the City to preserve water and air quality, protect fish and wildlife habitat, and enhance public access to nature.</p>	X	X	X	
<p>Since 1987, Tualatin has received TREE CITY USA certification from the National Arbor Day Foundation and the Oregon Department of Forestry. The Tree City USA program recognizes communities that effectively manage their public tree resources, and to encourage the implementation of community tree management based on Tree City USA standards. The City has planted thousands of street trees and trees on parklands and other public property recognizing the important role trees can play in reducing global warming by turning carbon dioxide into life-giving oxygen and by shading pavement and buildings.</p>	X	X	X	

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>		
as of December 1, 2009		Environmental	Economic	Social
<p>Since 1987, Tualatin has sponsored Arbor Week and Heritage Tree programs to promote public awareness of the environmental, economic, and social benefits trees provide and to encourage the preservation and planting of trees throughout the community.</p>	X	X		X
<p>To encourage healthy activities and keep youth active and out of trouble during times when school is out of session, the City offers an extensive recreation program including a very active teen program.</p>	X	X		X
<p>The City's GetOut! Guide outlines the extensive activities available year-round throughout the City of Tualatin. The Guide is 70% post consumer recycled content, and is available online.</p>	X			X
<p>Community Park will irrigate the north field with re-cycled water.</p>	X		X	
<p>The City is co-sponsoring the Fit City USA challenge in cooperation with the Chamber of Commerce. This challenge encourages Tualatin residents to live healthy lifestyles.</p>	X			X
<p>The City facilitated a "Safe Routes to Schools" day where 600 students and additional volunteers were involved walking and riding bikes to school on 'Walking School Busses." This is a national program that brings neighborhoods together to build stronger bodies and clear minds, increase safety, reduce traffic, and provide a cleaner environment.</p>	X		X	X
<p>Encourages recycling by providing recycling bins at all special events.</p>	X		X	X

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>		
as of December 1, 2009		Environmental	Economic	Social
Artificial turf field lighting at Tualatin High School and outdoor lighting at Tualatin Community Park are on timers, and selected exterior park building lights use motion sensors so they are only on when facilities are in use.		x	x	
Parking lots have been constructed at Jurgens Park, Community Park, and the Police Services parking lots with "pervious pavers" rather than asphalt to allow water to infiltrate into the soil for natural, biological cleansing to reduce the size of stormwater treatment facilities with all their construction and maintenance costs .				
Parks have a mix of native trees and other plantings to reduce water requirements.		x	x	x
The Pohl Center recycles food packaging materials such as cardboard, metal, and glass.		x	x	
The library reuses books, movies, and music through the Friends of the Library and encourages the public to donate materials to the library which are also reused through the Friends organization.		x	x	x
The library reuses scrap paper as note paper for use by the public.		x	x	
The library and recreation programs reuse recyclable products for crafts projects.		x	x	
The library uses recycled paper in the public and staff copiers.		x	x	

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>		
as of December 1, 2009		Environmental	Economic	Social
Staff walks and/or carpools to meetings when practical.		X	X	
Staff enjoys drinking organic coffee whenever they can ; ) (out of their own, reusable mugs)		X		
<b>ENGINEERING &amp; BUILDING</b>				
Tualatin is currently waiting for PGE to complete testing of "green streetlights" in surrounding cities. Depending on the results, the City may get green streetlights at some point in the near future.		X		
Encourage emailing attachments.		X	X	
Carpool or walk to lunch, and carpool to city functions		X	X	X
Allows warm mix asphalt, which has fewer emissions, less energy required and longer haul times possible		X	X	
Plan water quality inspections by area to reduce time and energy.		X	X	
Staff a full time technician to address water quality concerns.		X		X

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>		
as of December 1, 2009		Environmental	Economic	Social
Management encourages participation in conferences and workshops, that educate about sustainability as it relates to our field	X			
Only print in color what is necessary	x		x	
Recycle redundant paperwork	x			
Offer electronic applications by email	x		x	
Communicate by phone or email when possible, only print what is required for retention	x		x	x
Application require fewer submitted copies and reduce size of drawings when possible	x		x	
<b>FINANCE</b>				
<b>LEGAL SERVICES</b>				
Works with United States Bankruptcy Court to receive electronic Bankruptcy notifications and correspondence; routing those same documents via email.	X		X	

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>		
as of December 1, 2009		Environmental	Economic	Social
Responds to citizen complaints or requests for information through electronic media, if applicable.		X	X	X
Offers current City Code, the TMC and the TDC, in an electronic format		X	X	X
<b>OPERATIONS</b>				
Tualatin recycles wood, metal, and tires.		X		
Tualatin installed all LED lights for our holiday lights around the Lake at the Commons, a savings of at least 80% over incandescent.		X		
Tualatin's Fleet Division recycles oil and antifreeze.		X		
Tualatin's Fleet Division uses recycled oil and antifreeze.		X		
There is a large I-5 landscaping project in which Tualatin is using three irrigation controllers that are powered by (small) solar panels, no outside power needed, and all shrub beds are irrigated by drip systems.		X		
All the landscaping at Operations is low water, drought-resistant vegetation.		X		
All of Tualatin's street tree chippings are re-used at park and reservoir landscape sites, rather than being thrown away.		X	X	

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>		
as of December 1, 2009		Environmental	Economic	Social
Tualatin has a "Reverse Frontage Landscape" program where we use drip irrigation, which conserves water. The program uses low water, drought-resistant vegetation.	X	X		
The Operations Center retains all storm water on its nine-acre site.	X			
City implemented an education program to ensure that all employees have access to recycling deskside as well as centralized containers.	X			
City has offered recycling program for special plastics from Library	X			
City participates regularly with public education in providing recycling info and materials to the public	X			X
City is a member of the regional Solid Waste Cooperative and attends regular meetings on solid waste/recycling issues	X			X
City is a member of the regional Water Consortium and regularly promotes education to the public in an effort to reduce customer consumption	X			X
The Water Division recycles all brass and copper that is taken out of service when meters or valves are replaced.	X			
Operations recycles all sanitary and storm sewer water used to jet and clean system lines.	X		X	

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>		
as of December 1, 2009		Environmental	Economic	Social
<b>POLICE</b>				
DARE (Drug Abuse Resistance Education) program: The City of Tualatin funds the local DARE program which educates 5 <sup>th</sup> graders about the dangers of alcohol, tobacco and other drugs. The Police Department runs this program. (This meets societal needs which meets the social aspects of sustainability)				X
Initiated shredding service to ensure that shredded materials are being recycled		X		
<b>GENERAL/ MISC</b>				
Tualatin recycles appropriate paper, plastic, cardboard and glass items.		X		
All departments use 30% post-consumer recycled paper. We are looking into a purchasing cooperative where we can purchase 100% at a reduced rate from what we now pay: <a href="http://www.gogreencommunities.org/">http://www.gogreencommunities.org/</a> and <a href="http://www.uscommunities.org/">http://www.uscommunities.org/</a>		X		
The City has built permeable parking lots (3).		X		
All used fluorescent lights are recycled		X		
Used computers and equipment are reused or parts are recycled		X		
Used paints are recycled		X		

**Tualatin's Sustainability Activities  
by Department 12/2009**

<b>Tualatin's Sustainability Activities</b>		<b>Major Impacts</b>	
as of December 1, 2009			
	Environmental	Economic	Social

**Sustainability Team Action Ideas by Department**  
**DRAFT**  
**10/2009**

**Sustainability Ideas List**

1. Identify your Idea, Action or Suggestion under Actions	2. Action Area	3. Time Frame	4. Responsible Department
1. Identify an Action Area from the sample list or suggest your own Action Area 2. Identify the time frame for the action or how long it may take to complete the action 3. Identify the Department Responsible for implementing or carrying out action	<b>Sample Action Areas:</b> Water Conservation/ Efficiency Energy and Transportation Procurement: Purchasing & Contracting Education & Training Customers/ Public Waste Reduction and Recycling Field Operations Communications Building Water Management: Storm Water and Sanitary Sewer Pollution Prevention/ Toxics Reduction	<b>Time Frame:</b> Short Term- 1 year; Intermediate- 2 years; Long Term- Beyond 2 years (approximate time)	
Offer electronic newsletter (email) versions to those who sign/ request	Communications	Intermediate	Administration
Sustainability article in the Internal Journal to help promote and educate employees on how to become more sustainable at work and at home.	Education & Training	Short Term	Administration
Solicit ideas from our employees for ideas about sustainability.	Education & Training	Short Term	Administration
Bling award to become Green award for the employee with the most sustainable idea.	Education & Training	Short Term	Administration
Sustainability Police - Reward good deeds	Education & Training	Short Term	Sustainability Team
Policy of sustainable criteria into annual employee evaluations	Education & Training	Intermediate	HR

## Sustainability Team Action Ideas by Department

**DRAFT**

**10/2009**

1. Action	2. Action Area	3. Time Frame	4. Responsible Department
Whazzup Wednesdays used to inform and educate	Education & Training	Short Term	Administration
Implement Sustainability updates into department staff meetings	Education & Training	Short Term	City Wide
<i>(Leader in Energy and Environmental Design )</i> Future citywide policies for LEED standards?	Energy and Transportation	Long Term (2-4 years)	Community Development/ Operations/ Engineering and Building
Lighting: Put notes under all light switches to turn off lights when not in room.	Energy and Transportation	Short Term	Operations/all departments
Switch to energy efficient light bulbs in all city offices or install motion sensors that automatically turn off lights when no one is there	Energy and Transportation	Intermediate	Operations/all departments
Lighting: Get energy bills from PGE and start posting in each department to monitor usage.	Energy and Transportation	Intermediate	Operations
Turn off computers and monitors at end of the day. Have IT remotely turn computers on when updates are necessary; and change all monitor screens to black (uses less lumens).	Energy and Transportation	Short Term	Information Services
Keep the blinds closed (helps keep the room insulated), unless working by natural light.	Energy and Transportation	Short Term	City Wide
Car Pool or ride share	Energy and Transportation	Short Term	City Wide
Turn off copiers at the end of the day.	Energy and Transportation	Short Term	City Wide
Green Vehicles	Energy and Transportation; Procurement; Purchasing & Contracting	Long Term	Finance

## Sustainability Team Action Ideas by Department

**DRAFT**

**10/2009**

1. Action	2. Action Area	3. Time Frame	4. Responsible Department
Plants and grasses are selected for their drought resistance, compatibility with our local climate and color throughout the growing season.	Field Operations	Long Term (2-3 years)	Operations
Minimize or eliminate toxic pesticides and fertilizers	Pollution Prevention/ Toxics Reduction; Procurement: Purchasing & Contracting	Intermediate	Operations
Minimize or eliminate toxic cleaners or cleaning agents from all city offices - OHSU has a database of non-toxic cleaning products.	Pollution Prevention;/Toxics Reduction; Procurement: Purchasing & Contracting	Intermediate	Operations
Research 100% Post Consumer paper and make a city policy on using this paper.	Procurement: Purchasing & Contracting	Intermediate	Administration/Finance
Develop policy to purchase only Energy Star rated equipment	Procurement: Purchasing & Contracting	Intermediate	Administration/Finance
Janitorial supplies: Review the purchasing co-op through US Communities and research options with the State for purchasing green products through the local government cooperative.	Procurement: Purchasing & Contracting	Short Term	Operations
Research the USCommunities.org cooperative.	Procurement: Purchasing & Contracting	Long Term (2-3 years)	Administration
Policy that incorporates triple bottom line in purchasing guidelines	Procurement: Purchasing & Contracting	Long Term	Finance
Waste Audit	Waste Reduction and Recycling	Short Term	City Wide
Adopt a contracted Shredding Service	Waste Reduction and Recycling	Short Term	Operations
All computers are set to automatically default to double-sided, black & white printing.	Waste Reduction and Recycling	Short Term	Information Services
Reformat time sheets for people who don't need the 2nd page (save ink and/or paper)	Waste reduction and recycling	Short Term	City Wide

## Sustainability Team Action Ideas by Department

**DRAFT**

**10/2009**

1. Action	2. Action Area	3. Time Frame	4. Responsible Department
Purchase software to assign retention schedules, storage, and use in production of electronic documents. This also provides customer service by posting public documents to web immediately, reducing the amount of paper public records requests.	Waste Reduction and Recycling; Communications; Customers & Public	Long term	City Wide
Purchase Agenda/Meeting Software to eliminate the need for paper Staff Reports and Council Agenda & Meeting documents - all would be done electronically.	Waste Reduction and Recycling; Communications; Customers & Public	Long Term	City Wide
Increase Recycling by offering additional types of receptacles in all City Offices. Example: glass receptacle. Also need to train employees on what can be recycled.	Waste Reduction/Recycling	Short Term	City Wide
Remove all "disposable" water bottles and replace with water pitchers and glasses. Those areas with older pipes may need filters or testing to assuage health concerns.	Waste Reduction/Recycling	Short Term	Administration/Operations
Remove all "disposable" kitchen items from City break-rooms. Offer only washable dishes and utensils, and the tools to wash and dry them	Waste Reduction/Recycling; Education & Training	Short Term	City Wide
Use Laptops or projections to show documents at meetings - stop printing multiple copies of every document. Example; calendars can be reviewed on a screen, while employees take notes on relevant dates.	Waste Reduction/Recycling; Energy & Transportation	Short Term	City Wide

## Sustainability Team Action Ideas by Department

**DRAFT**

**10/2009**

1. Action	2. Action Area	3. Time Frame	4. Responsible Department
Eliminate paper copies of the code and updates (other than in essential "required" areas; such as, the library and planning). Current code is available online. Currently print out 35 copies of updates for City's use with average of 600 pages per copy.	Waste Reduction/Recycling; Energy & Transportation	Intermediate	Administration/Legal
Going paperless	Waste Reduction/Recycling; Energy & Transportation	Long Term	Administration/Finance
Green Building Standards	Waste Reduction/Recycling; Energy & Transportation	Long Term	Engineering & Building
"Smart Growth" Principles	Waste Reduction/Recycling; Energy & Transportation	Long Term	Planning
Roll out a one supply closet for the city - where employees review what we have prior to ordering. Recycle office furniture and supplies before ordering new.	Waste Reduction/Recycling; Procurement; Purchasing & Contracting	Intermediate	Finance
Purchase washable "city logo" mugs for City meetings to reduce/eliminate the use of paper cups	Waste Reduction and Recycling	Short term	City Wide
Install natural systems to improve Commons lake water quality (and make swimmable?)	Water Conservation/ Efficiency	Intermediate	Community Services/Operations/Community Development
Establish a program to purchase environmentally-preferable products.	Procurement: Purchasing & Contracting	Intermediate	Finance
Print double-sided to reduce paper use	Waste reduction	short term	City Wide
Evaluate opportunity to daylight downspouts in park and city buildings	Water Management: Storm Water and Sanitary Sewer	Intermediate	Operations/Community Services
Reduce the use of pesticides	Pollution prevention/toxin reduction	Intermediate	Operations
Reduce the use of chemical fertilizers		Intermediate	Operations

## Sustainability Team Action Ideas by Department

**DRAFT**  
**10/2009**

1. Action	2. Action Area	3. Time Frame	4. Responsible Department
Adopt a policy requiring the City's public buildings to be renovated to principles and standards of LEED Silver or better within a specified time frame, or at least renovations requiring the use of LEED principles	Energy and Transportation	short term	Admin
Adopt a policy requiring the City's new public buildings to be designed and constructed to principles and standards of LEED Silver or better effective immediately, and state that a new City Office building will be designed and constructed to principles and standards of LEED Gold whenever it is constructed	Energy and Transportation	short term	Admin
Recycle coffee grounds	Waste Reduction and Recycling	short term	City Wide
Implement online bill pay for all City services	Energy and Transportation	Intermediate	Finance
Capture rainwater for reuse and divert it from the stormwater system wherever possible on the City's public property	Water Conservation/ Efficiency	Intermediate	Engineering & Building/Ops/Com Services
Use reusable envelopes for all city uses requiring returned envelopes, such as the utility bill	Waste Reduction and Recycling	Intermediate	Finance
Reuse IT equipment with Pohl Center, Heritage Center, and other Tuالاتين-serving nonprofit organizations	Waste Reduction and Recycling	short term	Ops
Use copy machines that have recyclable or reusable toner cartridges	Waste Reduction and Recycling	Intermediate	Finance
Establish a goal of reducing the use of copy paper by 25% within the next year	Waste Reduction and Recycling	short term	Admin

## Sustainability Team Action Ideas by Department

**DRAFT**

**10/2009**

1. Action	2. Action Area	3. Time Frame	4. Responsible Department
Make bikes available for City employees to ride between buildings	Energy and Transportation	short term	Community Services
Evaluate opportunities to replace existing park and City building plantings with more drought tolerant plantings and less turf grass where not used for recreational purposes	Water Conservation/ Efficiency	Intermediate	Ops/Comm Services
Upgrade park irrigation systems to reduce water consumption	Water Conservation/ Efficiency	Intermediate	Ops
Establish a policy to offset employee and council travel carbon footprint by planting trees	Energy and Transportation	Intermediate	Admin
Buy wind energy	Energy and Transportation	Intermediate	Admin
Use public facilities to generate power for building uses where possible	Energy and Transportation	Intermediate	Ops
Adjust work schedules to reduce travel requirements, such as 4-day work weeks and telecommuting where possible	Energy and Transportation	Intermediate	Admin
Purchase reusable mugs, plates for staff and program uses	Water Conservation/ Efficiency	Intermediate	City Wide
Post public advisories that advise the public of Tualatin's sustainable practices, such as the use of environmentally friendly cleaning products in restrooms	Customers/ Public	short term	City Wide
Fund opportunities for staff participation in sustainability programs offered by OSU, Uof O, WA Cty extension	Education & Training	Intermediate	Admin

## Sustainability Team Action Ideas by Department

**DRAFT**  
**10/2009**

1. Action	2. Action Area	3. Time Frame	4. Responsible Department
<p>Have all departments develop an on-going list of best industry practices for their discipline and identify where the gaps are between the best practices and current practices</p> <p>Consider creating an Ad Hoc Sustainability Advisory Board when Tualatin is ready to move forward in a manner that will benefit by significant public involvement</p>	<p>Education &amp; Training</p>	<p>short term</p>	<p>City Wide</p>
<p>Consider creating an Ad Hoc Sustainability Advisory Board when Tualatin is ready to move forward in a manner that will benefit by significant public involvement</p>	<p>Customers/ Public</p>	<p>Intermediate</p>	<p>Admin</p>
<p>Raise public awareness by building on the Green Week program the YAC initiated.</p>	<p>Customers/ Public</p>	<p>short term</p>	<p>City Wide</p>
<p>Increase public awareness through the web and newsletter by regularly placing stories about Tualatin's sustainability initiatives and awards, and by inserting (truly) helpful tips</p>	<p>Customers/ Public</p>	<p>short term</p>	<p>City Wide</p>
<p>Match or exceed the state's executive order on Sustainability for the 21st Century (no. 06-02), i.e., creation of sustainability plans and environmental management systems, transitioning to alternative fuels and/or hybrid vehicles for fleet, green building policies, purchasing policies, and integrating environmental baselines in site development and public works projects.</p>	<p>Energy and Transportation</p>	<p>Intermediate</p>	<p>Admin</p>
<p>Discontinue the City purchase and use of plastic water bottles</p>	<p>Pollution Prevention/ Toxics Reduction</p>	<p>short term</p>	<p>City Wide</p>

## Sustainability Team Action Ideas by Department

**DRAFT**  
**10/2009**

1. Action	2. Action Area	3. Time Frame	4. Responsible Department
<p>Adopt a policy to fund sustainability initiatives when they demonstrate a 20% return on investment or better, even if it means not funding other proposals that realize less ROI, but are more popular for some reason</p>	<p>Management</p>	<p>short term</p>	<p>Admin</p>
<p>Offer native plant guides, rain garden implementation designs and plans; or informational links to resources on our City website</p>	<p>Communications</p>	<p>Intermediate</p>	<p>Administration</p>



# MEMORANDUM

## CITY OF TUALATIN

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

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Carina Christensen, Sustainability Chair  
Linda Odermott, Paper Audit Lead  
Crystal Reynolds, Paper Audit Team Member

**DATE:** August 9, 2010

**SUBJECT:** SUSTAINABILITY TEAM'S PAPER AUDIT PROGRESS

---

### **PAPER AUDIT**

When the Sustainability Team was created, they came up with four immediate goals or low hanging fruit. Out of these four goals, four focus teams were created. One of the goals was to create a way of tracking the City's current paper usage, costs and to come up with innovative ideas for reducing the carbon footprint associated with the City's paper-usage.)

### **BACKGROUND & RESEARCH:**

The paper audit team started the process by talking to other organizations to see what they have done, or are doing. Here is what some of those organizations said:

- Beaverton – is still trying to come up with a good process;
- TVWD – Is a leader in the Sustainability community, but in regards to paper audits, they only track the amount of paper ordered each year;
- Lake Oswego –in 2008 they changed to 100% post-consumer waste recycled content printer/copier paper. In 2006 had a staff steering committee to evaluate City policies, programs and practices, and also to make recommendations. Currently Lake Oswego has a community sustainability advisory board to lead the city's sustainability efforts within the community, as evidenced in their City of Lake Oswego Sustainability flier [attached as Exhibit A];
- Portland – In 2003, Portland's City Council established a Sustainable Paper Use Policy with a 5 year goal to reduce paper consumption by 15% and increase the percent use of recycled content papers within City Operations. The policy was successful in changing the percent of recycled paper used in the City. They were unable to reach the 15% paper use reduction goal; as evidenced in their City of Portland Sustainable Paper Use Policy 2008 Final Citywide Report, but still consider the policy a success because they changed their use.

## MEMORANDUM: SUSTAINABILITY TEAM'S PAPER AUDIT PROGRESS

June 28, 2010

Page 2 of 5

Portland had a lot of useful information that we wanted to use for our paper audit. From Portland's Paper Use Policy, we gleaned three important lessons: track only one type of paper. It is easier and more helpful than trying to track all paper used in an organization. A significant factor in Portland's success in increasing its percent use of recycled paper was the establishment of a single City copy/printer paper contract and central distribution of paper. Currently, Tualatin does not have this in place and because of this there was a lot of confusion about where, who and how each department orders paper. Consistent reminders to reduce paper use and education about how to do it proved helpful to many of Portland's bureaus/departments to incorporate reduction of paper use in decision-making, in purchasing, and in developing new programs or procedures.

The Paper Audit Team has met monthly or bi-monthly since December 2009 to brainstorm and discuss progress on each of the action items. The following goals were created:

### Short –term Goals

- Define Consumption
  - What is the process?
  - What type of paper is used?
  - Paper size?
  - What % of Post Consumer Waste Content is the paper?
  - How is the paper ordered and from which vendors?
  - Can the finance department generate reports based upon previous spending?
  - Paper Archives - Do they need to be counted and evaluated?
- Create spreadsheet for tracking purposes using data submitted monthly by office coordinators

### Intermediate Goals

- Define how data will be measured
- Revise process based upon data obtained

### Long-term Goals

- Define a % of paper reduction that can be achieved within 1-5 years
- Eliminate the use of all 0% post consumer waste recycled content paper and increase use of higher % post consumer waste recycled content paper
- Sustainable practices in purchasing; such as, leasing "Green Copiers" that use biodegradable toner; an example of which is the Xerox Color Qube 9201/9202/9203 Multifunction Printer [the information for this printer is attached as Exhibit C] and 100% post consumer waste recycled content paper.

We began the process by taking a look at our current paper use. We created a Department Paper Survey [attached as Exhibit D] for the departments to use to help address a couple of questions: What type of paper were the departments using? What percentage of post consumer waste was each of the paper being used? Where were the departments ordering the paper from? How often were the departments ordering? The results ran the gamut, but from that data, the team decided to focus on the most

## MEMORANDUM: SUSTAINABILITY TEAM'S PAPER AUDIT PROGRESS

June 28, 2010

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consumed type of paper; copier/printer paper. Most departments used a 30% post-consumer waste recycled content copy paper from Office Max; however, our police department was using a 50% post consumer waste recycled content copy paper and actually switched to 100% before the end of the audit. Incidentally, the 100% recycled paper is cheaper than the 50%, but both types are more expensive than the 30% currently being used in most departments.

### WHAT ARE WE DOING NOW?

- We are currently tracking yearly billing and invoicing using reports generated by Office Max and Office Depot, our two (2) largest paper suppliers of copy paper [attached as exhibit E]; and
- The City is tracking monthly paper usage by department using information provided by the office coordinators and the finance department. We have data from August 2009 to present [attached as exhibit F]; and
- The City became a member of the Government Purchasing Alliance offered through Office Depot– A government Purchasing Co-op designed to give buying power to government agencies who wish to purchase sustainable products; and
- The Police Department switched from 50% post consumer recycled waste product copy paper to 100% post consumer recycled waste product copy paper in January 2010; and
- The Administration Department has researched “Green Copier” options for replacement of existing copiers when the current lease expires; and
- The Administration Department is testing the 100% post consumer recycled waste product copy paper.

### THINGS WE STILL NEED TO WORK ON:

- Printer/copier projects sent to third-party vendors – The City needs to establish a viable measurement of the large projects sent to third-party vendors that includes; quantity, expense, frequency, and type of materials used within the City annually. Once this is determined, a system for categorizing and evaluating sustainability issues related to this topic can be addressed.
- Retention – The Legal Services department is currently working with IT, HR and other departments to address the issue of retention of public records as outlined by Oregon Statutes. The question is how do we practice sustainability and still maintain the retention schedules outlined by Statute?
- Sustainable purchasing policies and steering committee – By establishing a purchasing policy that puts sustainability to the forefront, the City would take the lead in becoming sustainable. A steering committee would ensure that innovative ideas continue to be the norm, not the exception, to the way the City is run.
- Reduction of Paper Use – The following items are innovative suggestions for reduction of paper usage throughout the City:

MEMORANDUM: SUSTAINABILITY TEAM'S PAPER AUDIT PROGRESS

June 28, 2010

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- ✓ **% of paper reduction** – Policy to reduce paper usage and/or type of paper used within a measurable period.
- ✓ **Agenda Software** – Posts Council Meeting Minutes and Agendas directly to the webpage; as well as, eliminates the need for paper copies for revisions and comments as it routes directly to the appropriate parties as the latest revision (including all metadata required for electronic document retention).
- ✓ **Paperless Council Meetings** – Many cities have moved to a paperless council packet. By providing all relevant documents to their council in an electronic format the amount of paper consumed is dramatically reduced. Some cities use flash drives, cds, pdf sharing, and agenda software to share council packets. This would also reduce the amount of staff time spent printing, copying, and delivering council packets. This would mean the Council Members would view the packet on a laptop or viewing screen during council meetings. Examples of cities that currently have their agenda and minutes available electronically on their webpage: Sandy, Portland, Beaverton, and Tigard are researching this option.
- ✓ **ORS 192 210 through 192.243 compliance for Public Reports-** Oregon Statutes defines a report as “any report or other publication of an issuing agency that is required by law to be submitted to the public or to a receiving agency.” ORS 192.240 goes on to say that it is the duty of the agency to: Use electronic communications whenever the agency determines that such use reduces costs and still provides public access to information; whenever it is possible, the agency should use 8 ½ x 11-inch paper printed on both sides and use recycled paper as defined by ORS 279A.010 [attached as exhibit I]; and, ORS 192.243 says that “each state agency shall make available on the Internet any report that the state agency is required by law to publish. If a statute or rule requires a state agency to issue a printed report, that requirement is satisfied if the state agency makes the report available on the Internet. A state agency may issue printed copies a report upon request.”
- ✓ **Change in policy regarding purchasing of sustainability items and paper type** – Policy direction regarding sustainable purchasing and quantity of post consumer waste recycled content of paper to be used would impact the carbon footprint of the City
- ✓ **Electronic Newsletter** – With over 14,000 newsletters being printed and mailed each month at a cost of \$28,000 for printing and \$32,000 and going up every year for postage annually, it is irresponsible not to research electronic newsletters. Many government agencies have converted to electronic newsletters with heralded success. Of course, we must address the needs of those citizens who do not have access to a computer by offering a printed version to those citizens who request it. Examples o sites that do this for a substantial savings. One example of this is Ratepoint [Ratepoint Electronic Newsletter

MEMORANDUM: SUSTAINABILITY TEAM'S PAPER AUDIT PROGRESS

June 28, 2010

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information attached as exhibit J] who offers a monthly subscription for 25,000 email addresses for \$119.95 per month. That is over a \$58,000 savings in just printing and postage saving alone; not to mention the staff time savings.

- ✓ **Website-based document repository** – By allowing a web-based repository of documents, our costs for City servers to store electronic documents would decrease costs dramatically. As many of us know, currently, the City relies on a series of servers to store our documents and many times these servers “go down” causing downtime for staff and an expense to the City. This would also create the ability for citizens to access public documents via the web or electronic document requests; creating additional transparency and better customer service for our citizens.

DRAFT

# Sustainability in the City of Tualatin



# Thank You Sustainability Team

- ❖ Carina Christensen—Chair
- ❖ Aquilla Hurd-Ravich—Co-Chair
- ❖ Bill King—Building
- ❖ Carl Switzer—Community Services
- ❖ Clay Reynolds—Operations
- ❖ Crystal Reynolds—Police
- ❖ Dan Boss—Operations
- ❖ Jaime Thoreson—Library
- ❖ John Stelzenmuller—Building Official
- ❖ Kathy Katz—Operations
- ❖ Laura Vierkandt—Engineering
- ❖ Laurie Mintz—Library
- ❖ Linda Odermott—Legal
- ❖ Lisa Thorpe—Finance
- ❖ Paul Hennon—Community Services

# Council Goals

- ❖ Seek marked achievements and maintain established green sustainability standards and criteria.
- ❖ Create a city organizational sustainability plan.
- ❖ Define what sustainability means to city operations.



Create  
a plan.

Review  
Yearly

# Set Benchmarks

“Measure what is  
measurable...

You can't manage what  
you can't measure.”

~ Galileo

# Timeline

**April-July '09:**

Research  
sustainability  
programs

**August '09:**

First  
sustainability  
team meeting

**August-October '09:**

Team education &  
research; Began  
sustainability  
inventory

# Timeline

**November '09-  
January '10:**

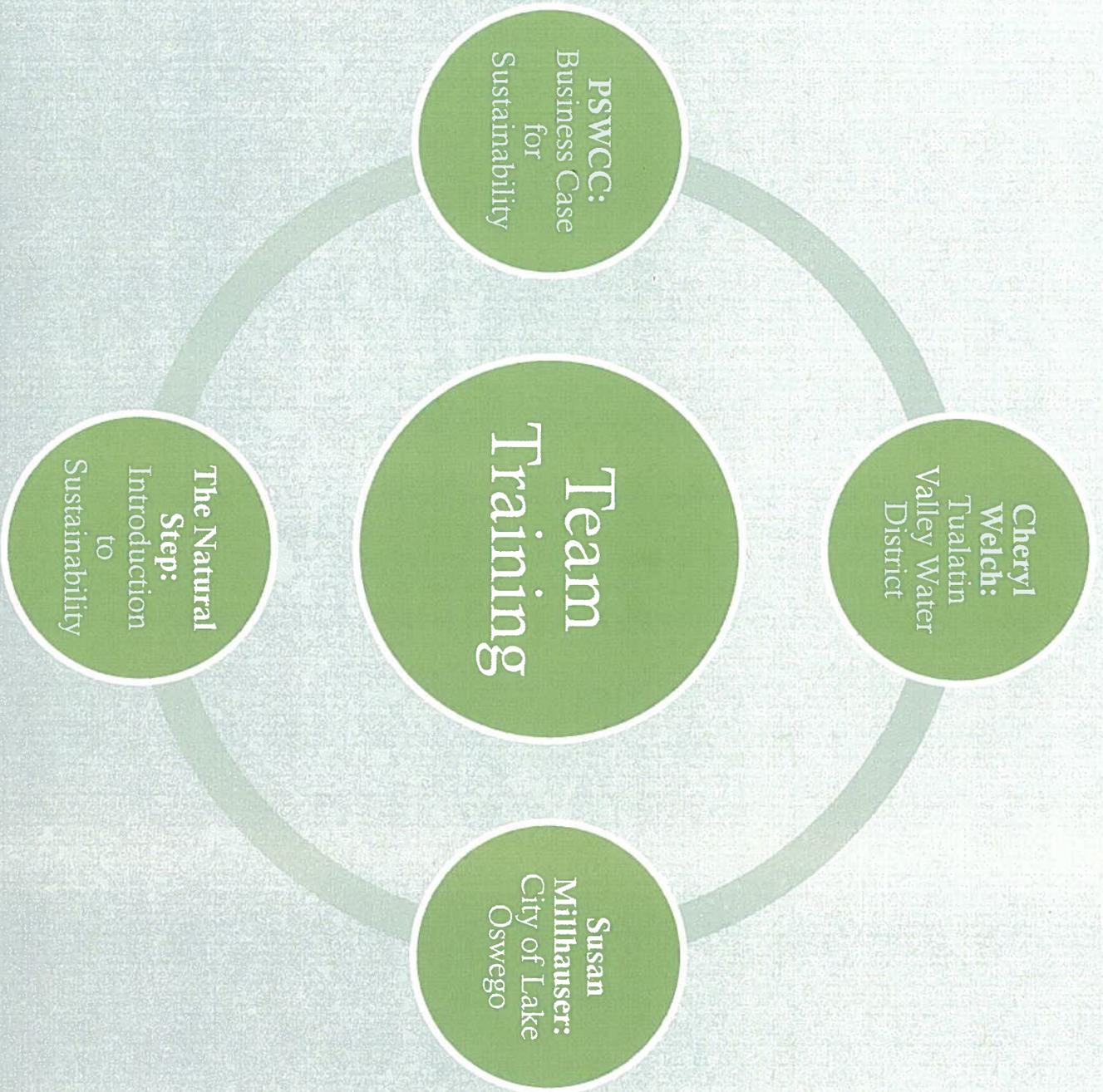
Vision statement  
& sustainability  
inventory

**January-February  
2010:**

Focus areas &  
goal development

**March-July 2010:**

Work group time-  
energy audit,  
waste & paper



# Things We Already Did

- ❖ Use recycled office paper-  
Police 50% & city 30%  
post-consumer recycled  
content
- ❖ Installed all LED lights for  
our holiday lights around  
the Commons
- ❖ Recycles oil and antifreeze
- ❖ Recycles wood, metal, and  
tires

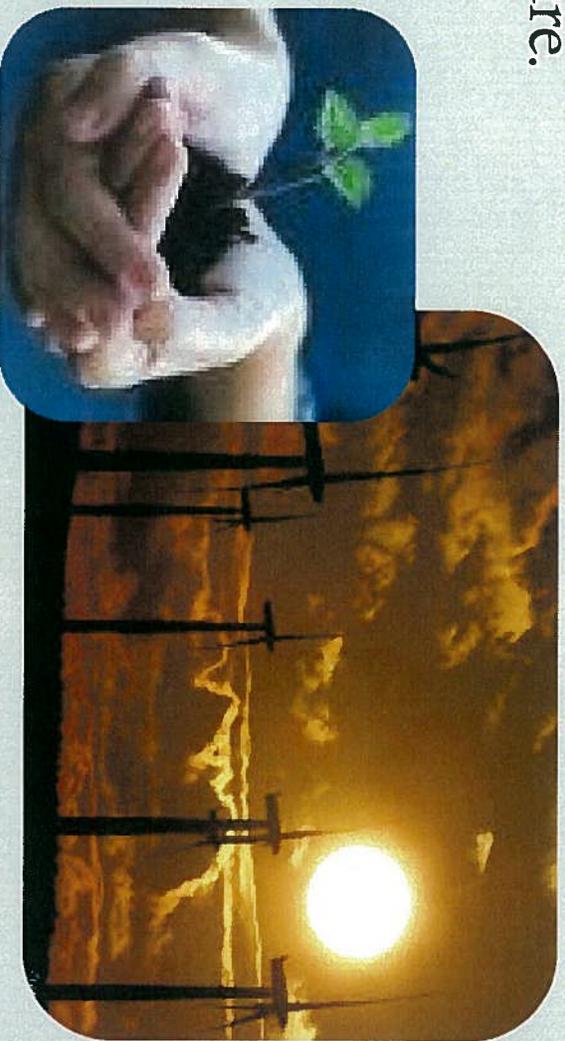
This is just a sample of the sustainability activities done before the team was initiated. See the complete inventory in the appendix of the Sustainability Plan.

# Sustainability Vision

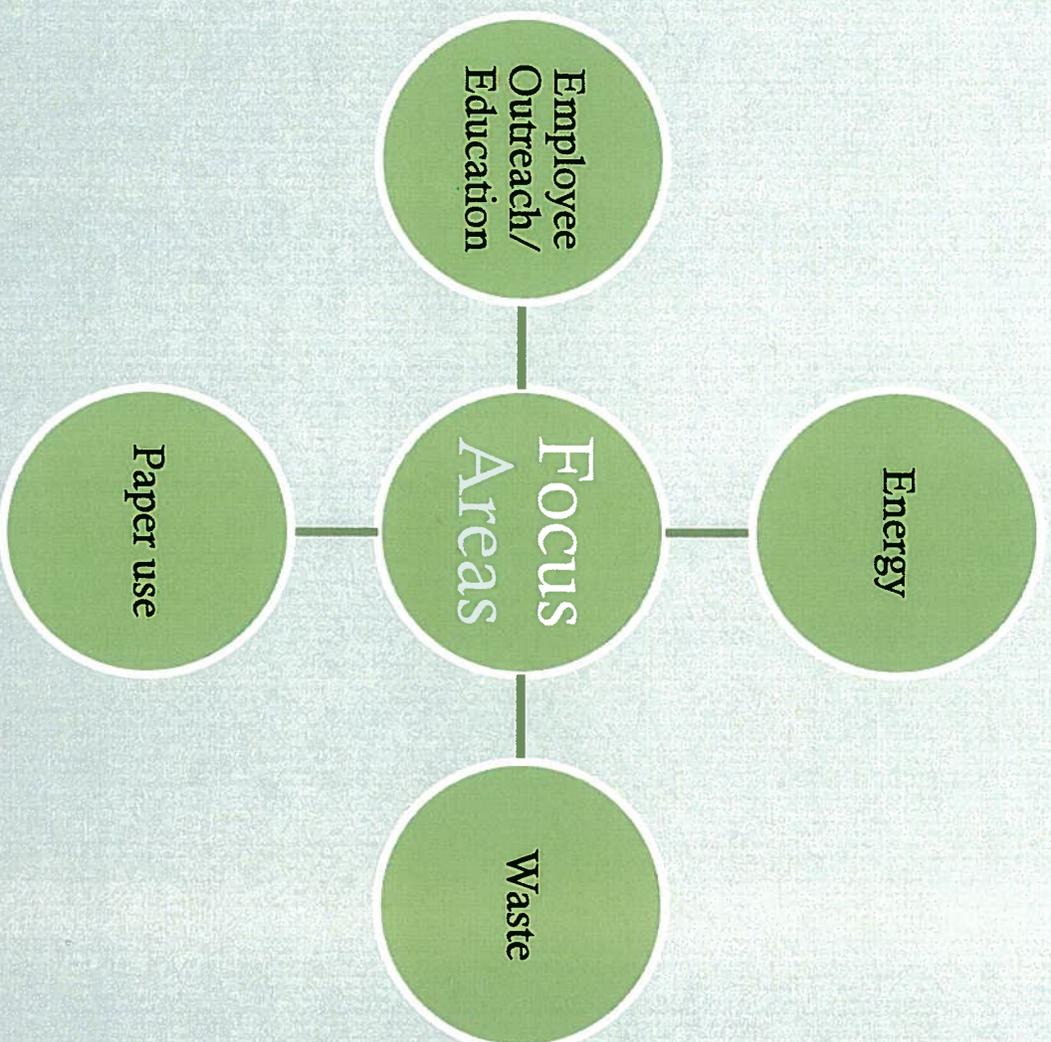
- ❖ The City of Tualatin organization and employees will achieve sustainability through a balance of human well-being, environmental stewardship, and economic efficiency as represented by the following goals:
  - ❖ Promote a healthy environment through operational policies
  - ❖ Promote carbon neutrality.
  - ❖ Ensure a sound organizational infrastructure: stable city finances and a healthy and engaged staff with the resources to accomplish our mission.

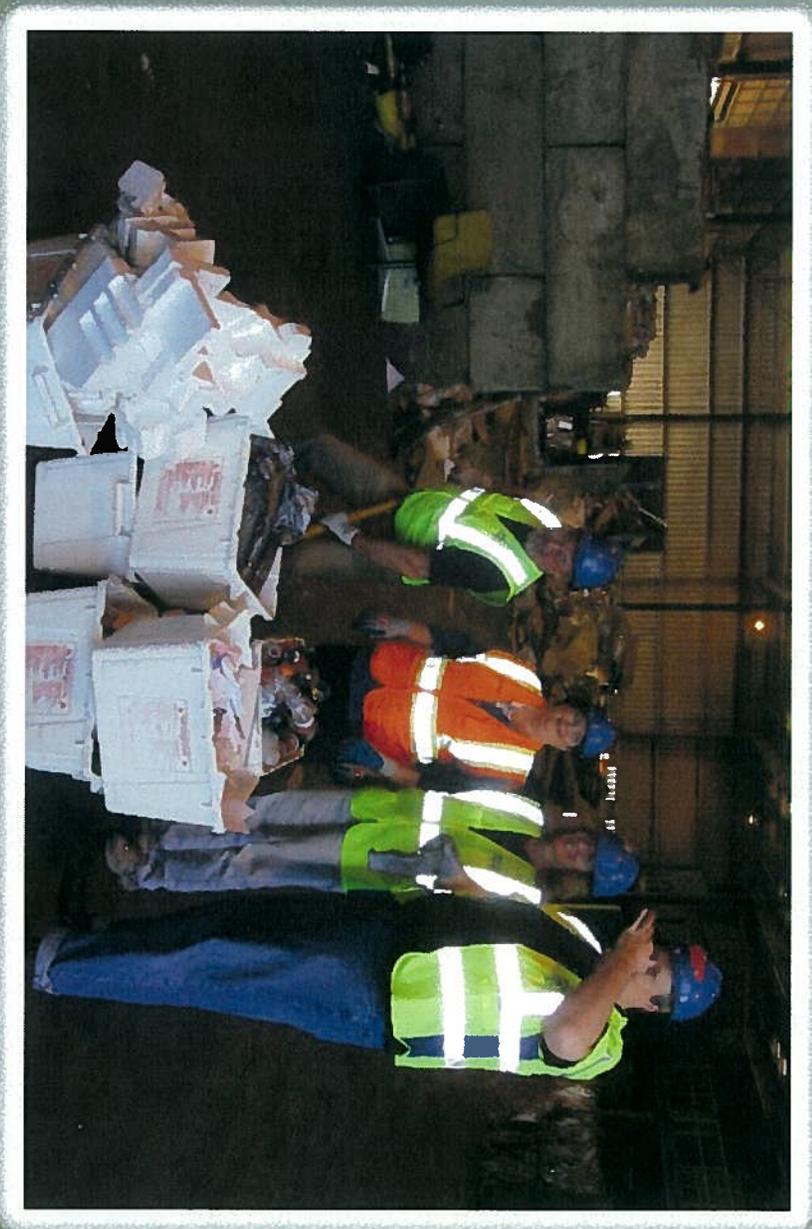
# Working Definition of Sustainability

- ❖ City operations today do not negatively impact the environment, the economy, or society and do not compromise the ability of the organization to meet its needs in the future.



# Focus Areas

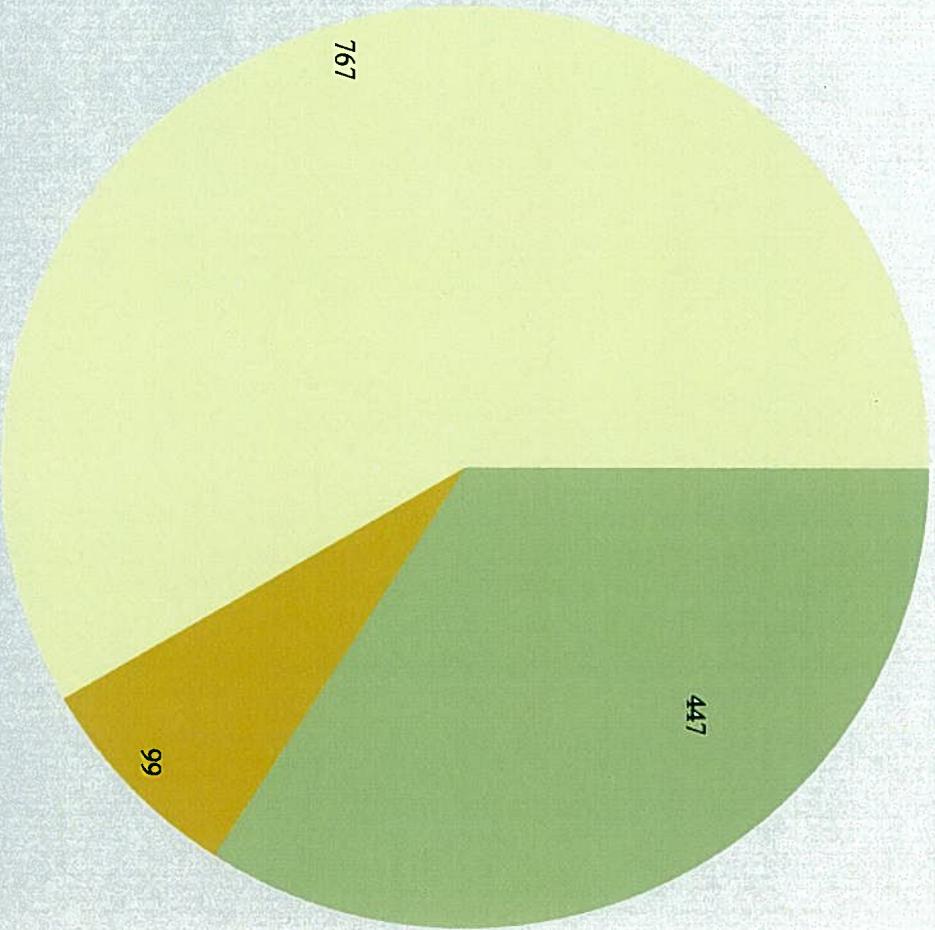




# Waste & Recycling Audit

Performed by the Sustainability Team; Waste & Recycling Focus Area Working Group:  
Kathy Kaatz, Carl Switzer, Jamie Thoreson, and John Stelzenmueller

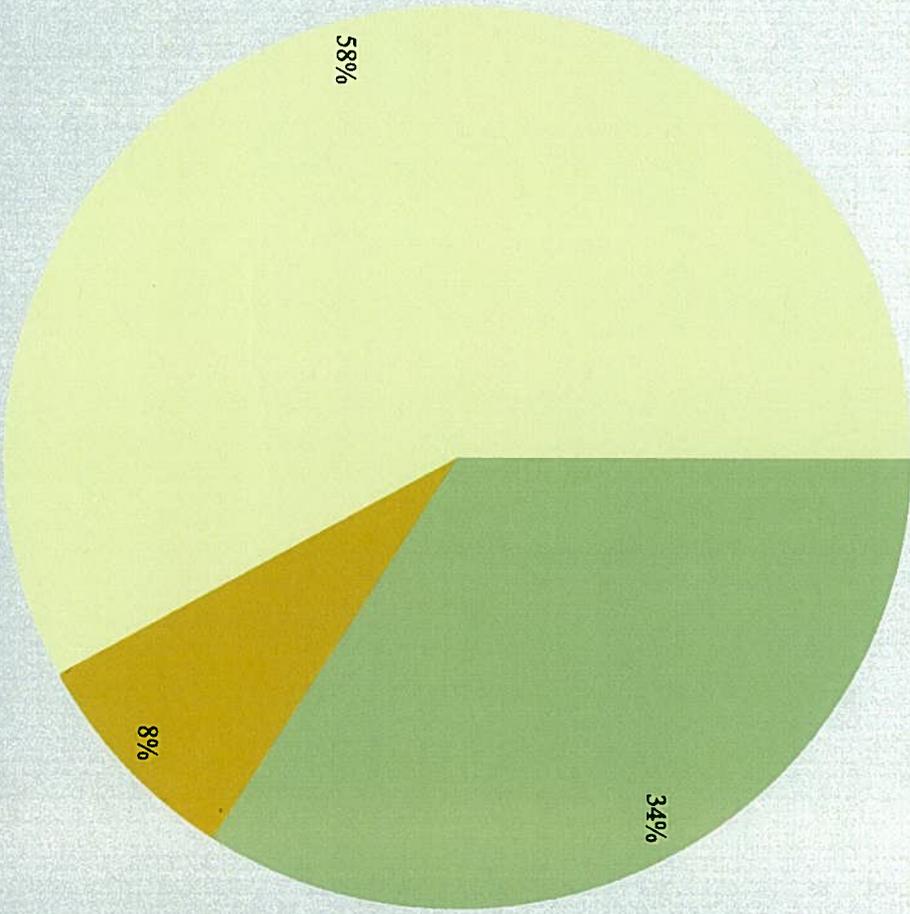
# General Waste Composition by Weight (lbs) 1,313 lbs



- Fibers
- Containers
- Non-recyclables

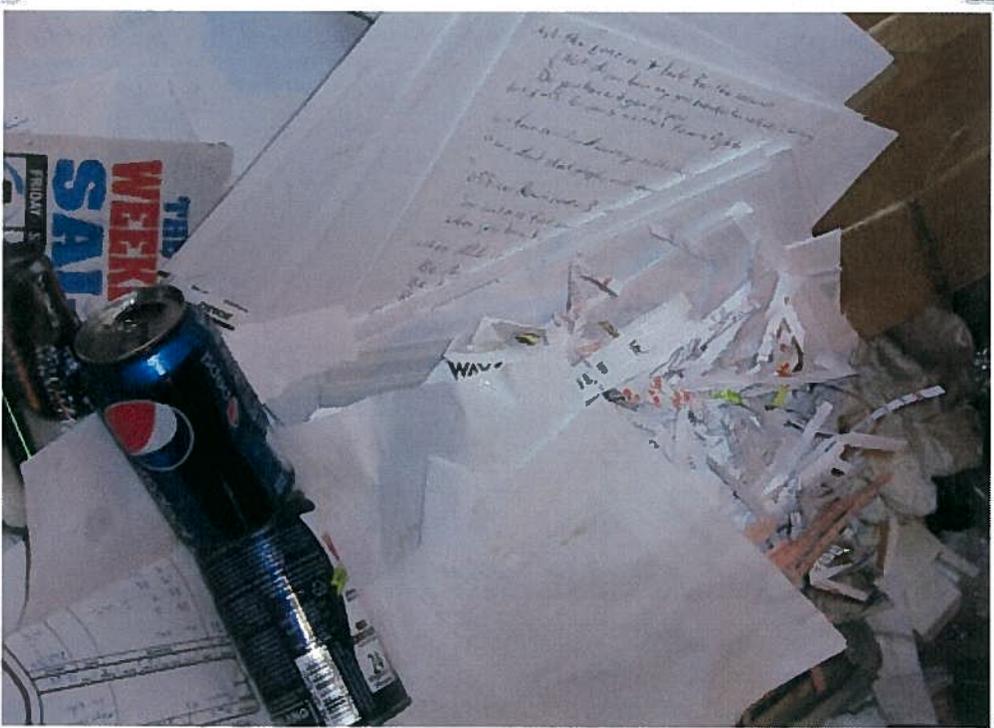
# Waste Composition by Percent

Fibers Containers Non-Recyclables



# Findings & Next Steps

- 45-50% of the City's total waste stream is currently being recycled.
- A large percent of the recycling material found in the waste were paper fibers.
- A large amount of paper towels were collected from restrooms.
- Newly formed Steering Committee will discuss the results and measurable goals for the city to focus on in the next year.



# Paper Audit

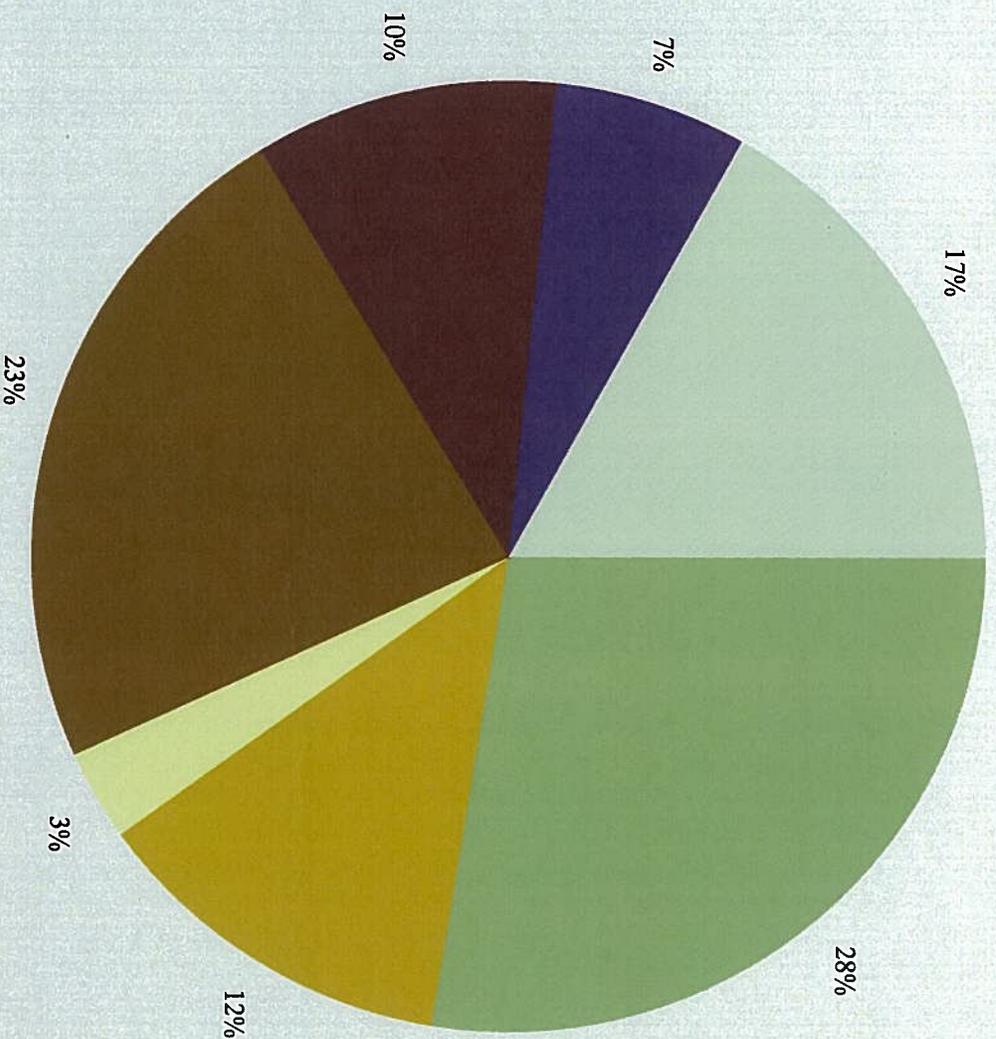
Conducted by the Paper Working Group: Carina Christensen, Linda Odermott,  
and Crystal Reynolds

# Process

- ❖ Researched other cities and organizations
- ❖ No uniform way to measure paper use and cost
- ❖ Tualatin has created a system to track how much copying and printing is done per month and the associated cost.

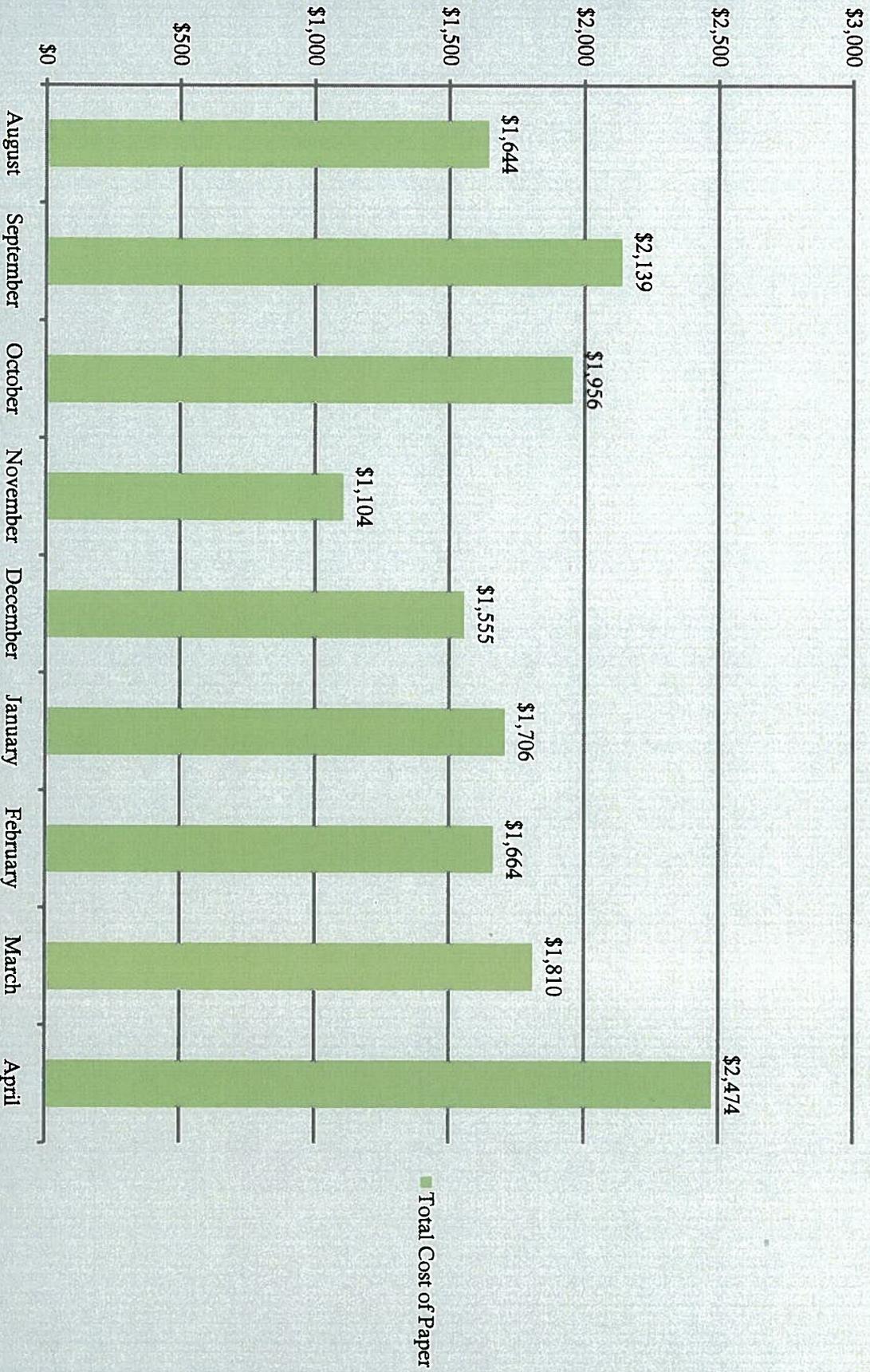


# Paper Usage by Percent 689,657 Total Sheets August 2009-April 2010



- Administration
- Engineering & Building (includes TDC)
- Community Development
- Community Services
- Finance
- Operations
- Police

## Total Cost of Paper (\$16,052) by Month August 2009-April 2010

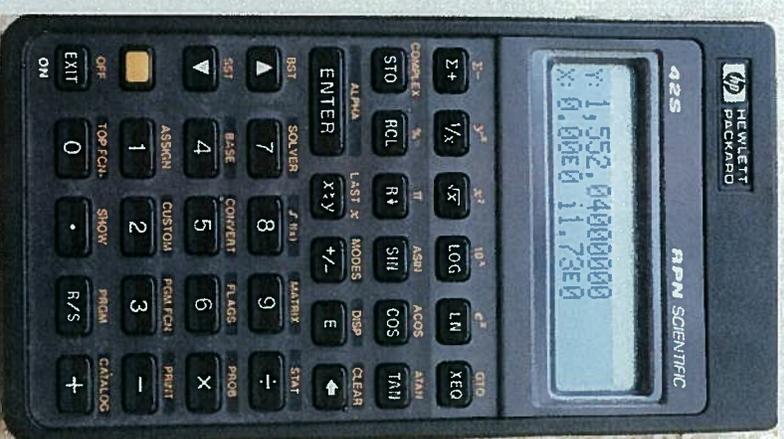


# Energy Audit And Carbon Footprint

Data compiled by Clay Reynolds, Facilities and Fleet Manager and Team Lead for the  
Energy Working Group.

# Carbon calculators are all the same

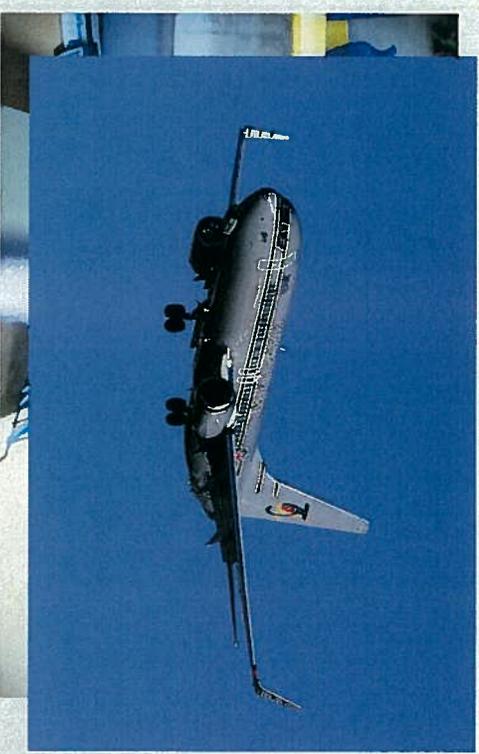
Aren't they?



# Calculations

## Different

- ❖ Assumptions
- ❖ Equations
- ❖ Emission Factors
- ❖ Activities
  - ❖ Air Travel
  - ❖ Refrigerants
  - ❖ Office Waste
  - ❖ Employee Commuting

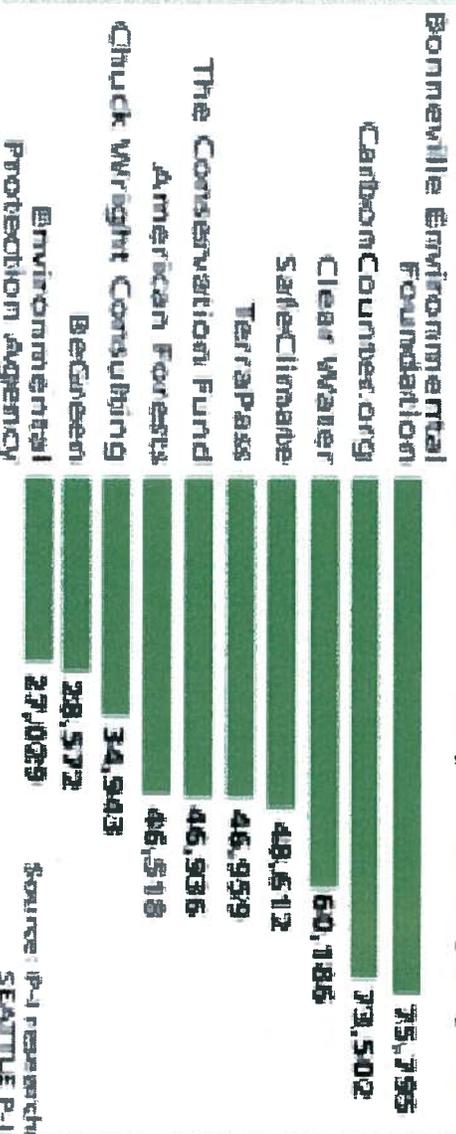


# Beware of Comparisons

## 'FOOTPRINT' SIZE VARIES

The results varied widely when P-I environmental reporter Lisa Stiffler and her husband's utility use and transportation habits were entered into 10 different online "carbon footprint" calculators. Each annual amount was calculated using the same numbers from her electricity and natural gas bills, miles driven, miles flown and other data.

### Online calculator Pounds of CO<sub>2</sub> produced per year



Source: P-I research  
SEATTLE P-I

# We Choose:

## Local Government Operations Protocol

For the quantification and reporting of greenhouse gas emissions inventories ([icleiusa.org](http://icleiusa.org))

The Protocol was developed in partnership by

- California Air Resources Board (ARB), California Climate Action Registry (CCAR)
- ICLEI – Local Governments for Sustainability (ICLEI)
- The Climate Registry

# Our Calculation

## Components

- ❖ Fuel
  - ❖ Diesel
  - ❖ Gasoline
- ❖ Natural Gas
- ❖ Electricity

## Process per activity

Determine energy use such as gallons of gas

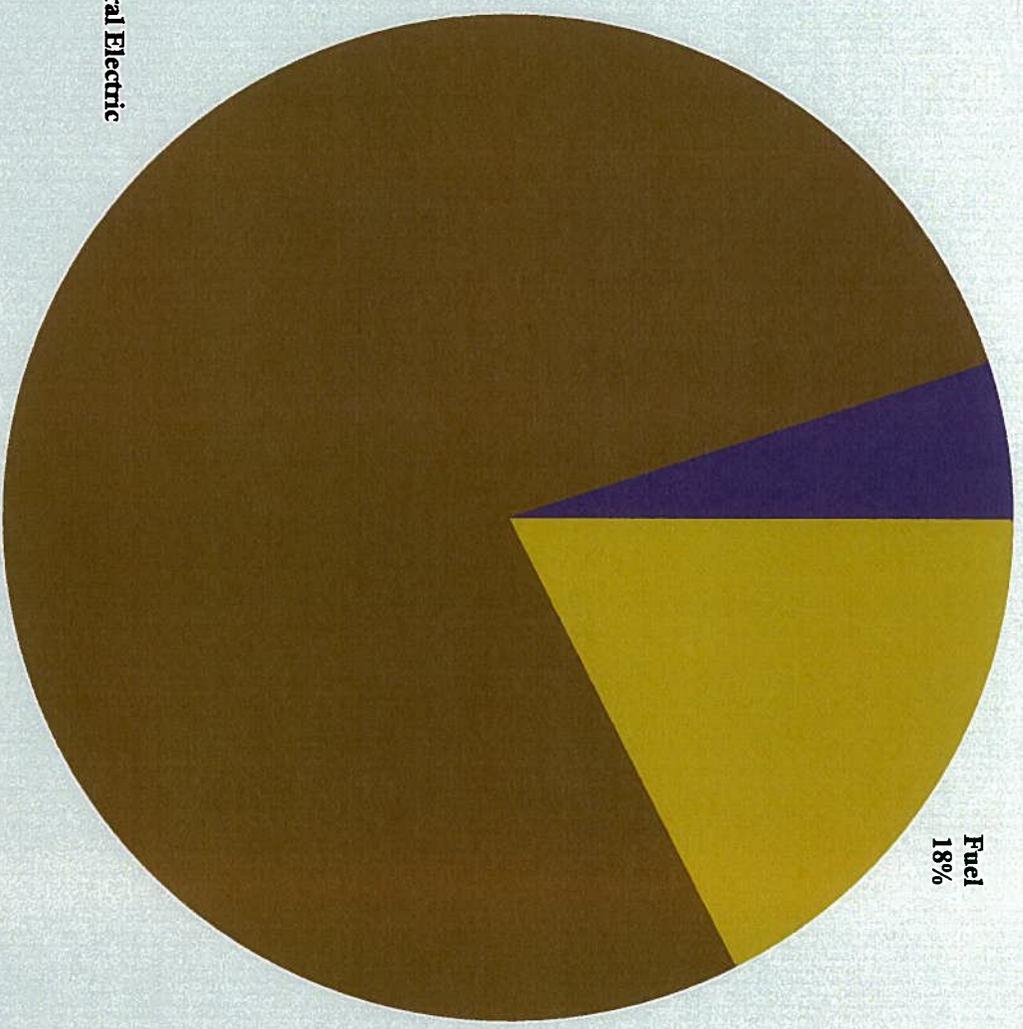
Multiply by emissions factor to determine carbon portion of carbon dioxide, nitrous oxide and methane

# Total Carbon Footprint and Cost

Budget Year	Carbon	Cost
2009/2010	2,157.27 metric/tons	\$602,842
2010/2011	-----	-----

Energy Type	Cost
Electricity	\$478,136
Fuel	\$101,774
Natural Gas	\$22,932

**Budget Year 09/10 Total Carbon**  
**2,157.27 metric/tons**

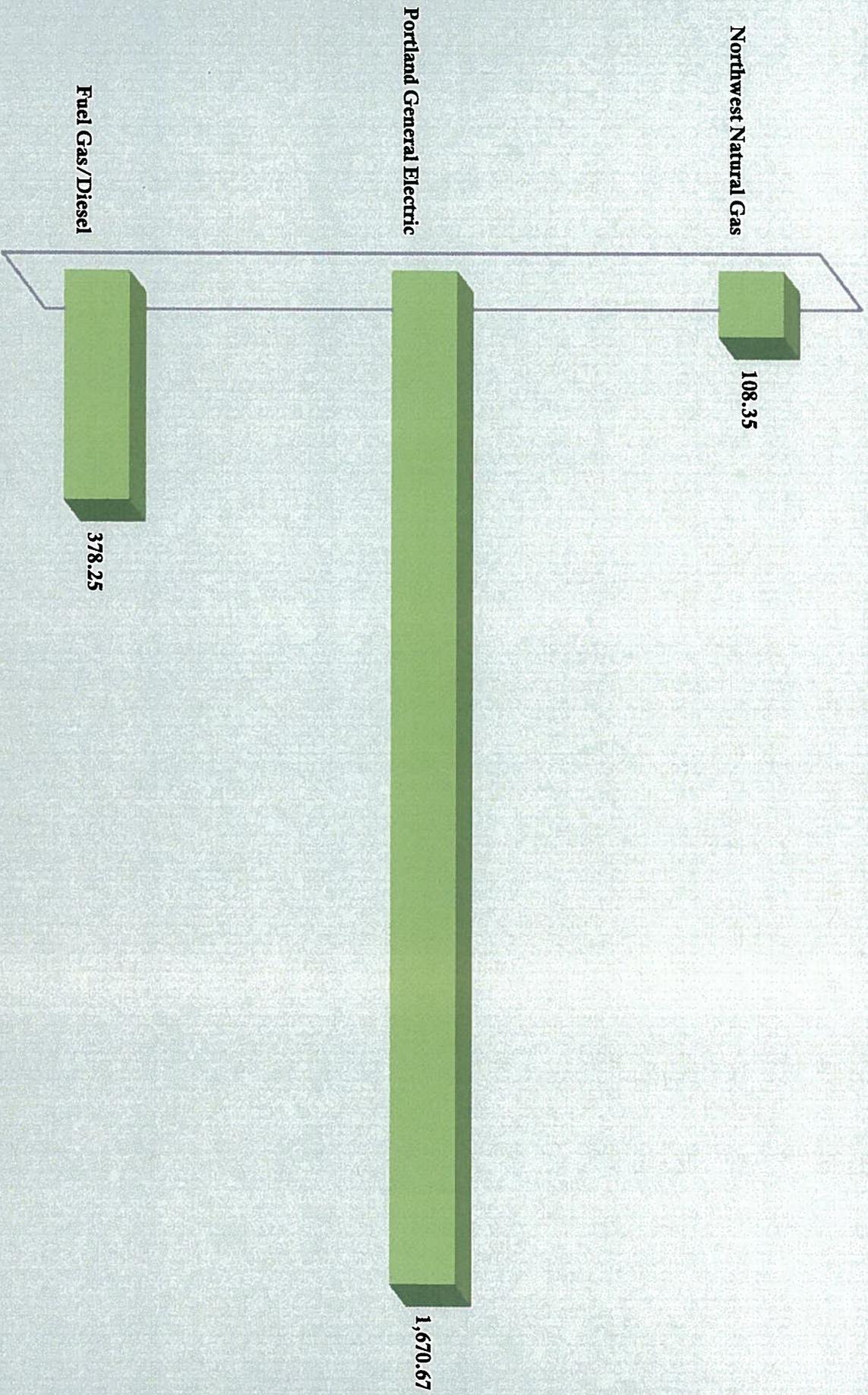


**Portland General Electric**  
**77%**

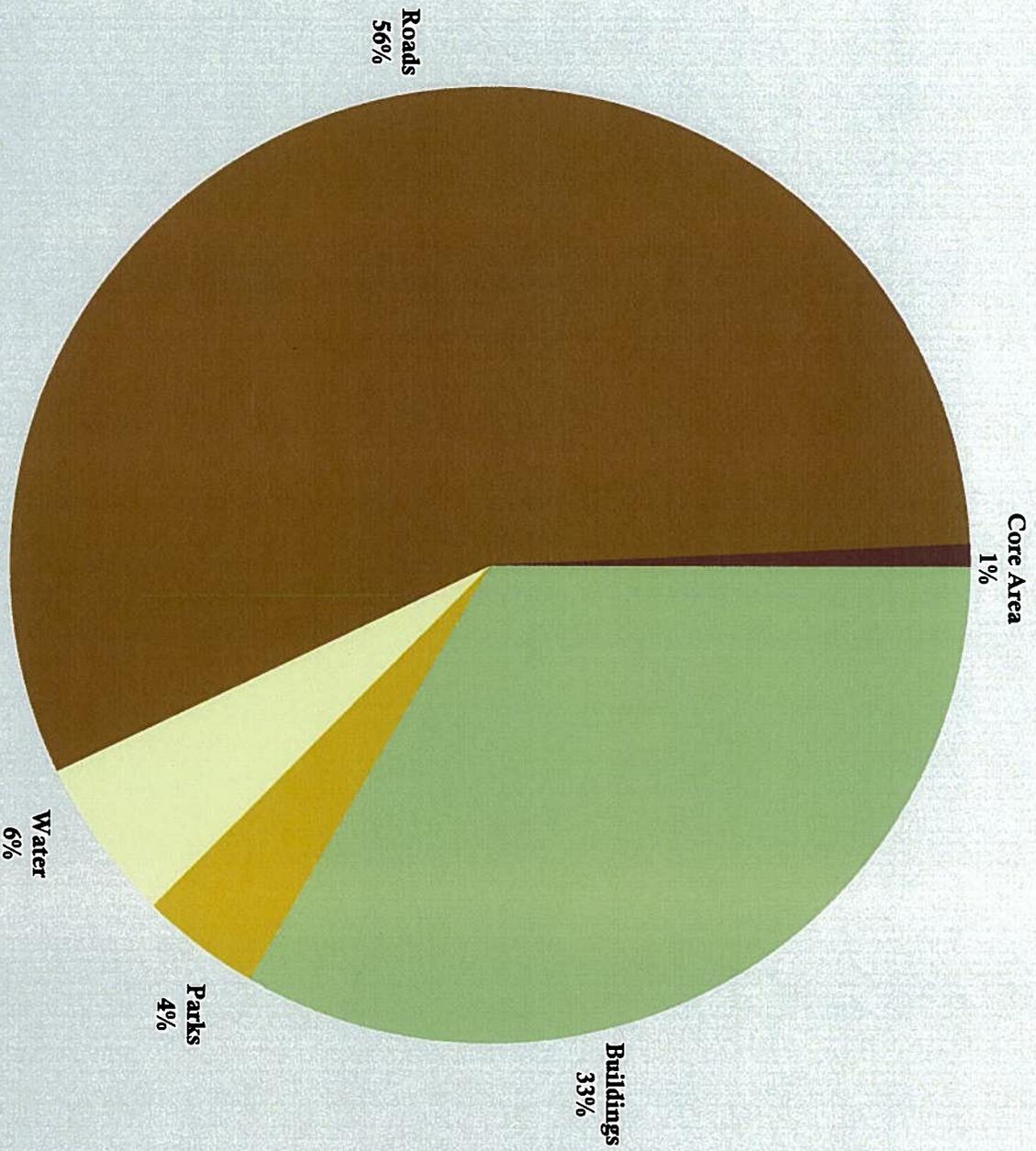
**North West Natural Gas**  
**5%**

**Fuel**  
**18%**

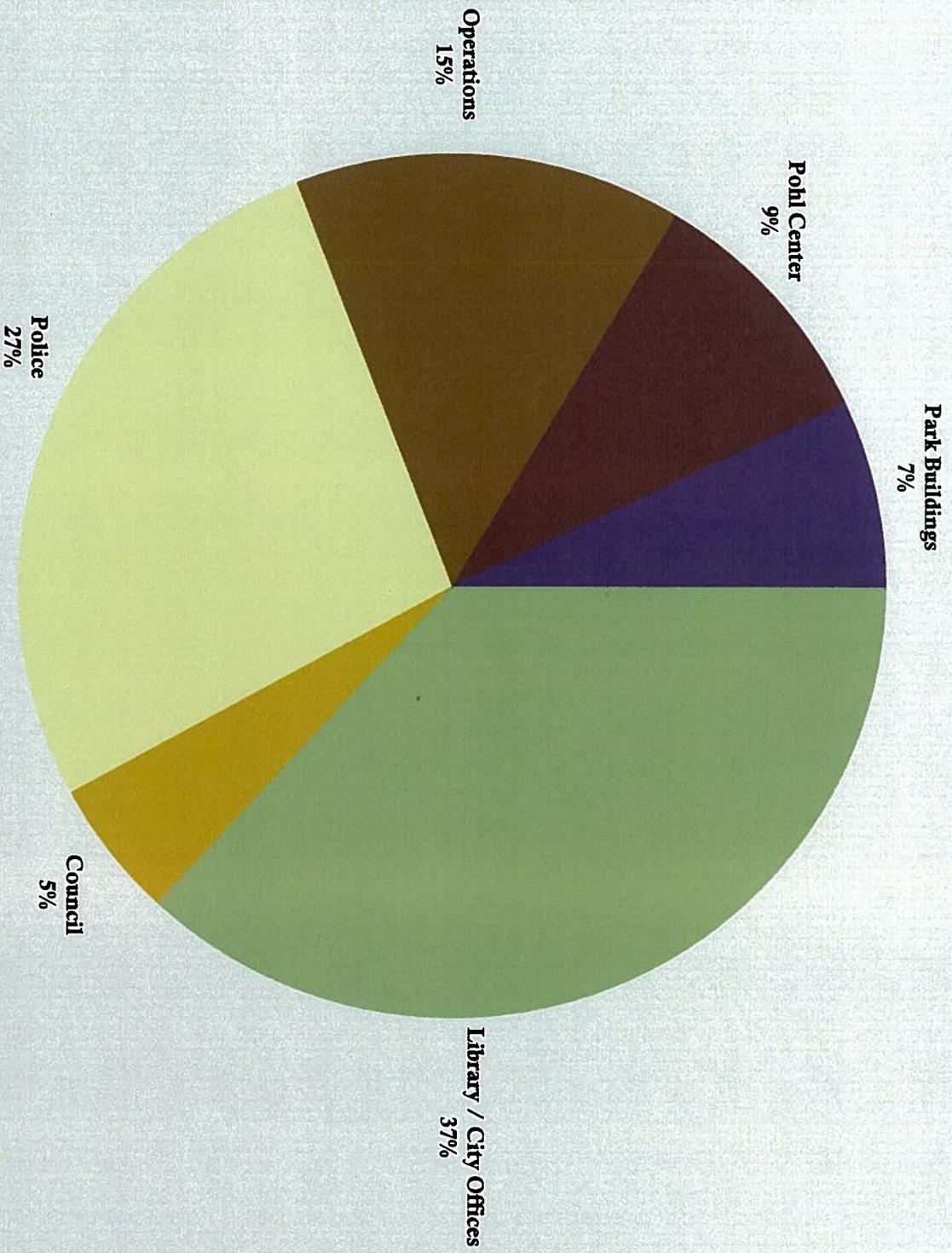
# Total Carbon Metric/Tons Per Year



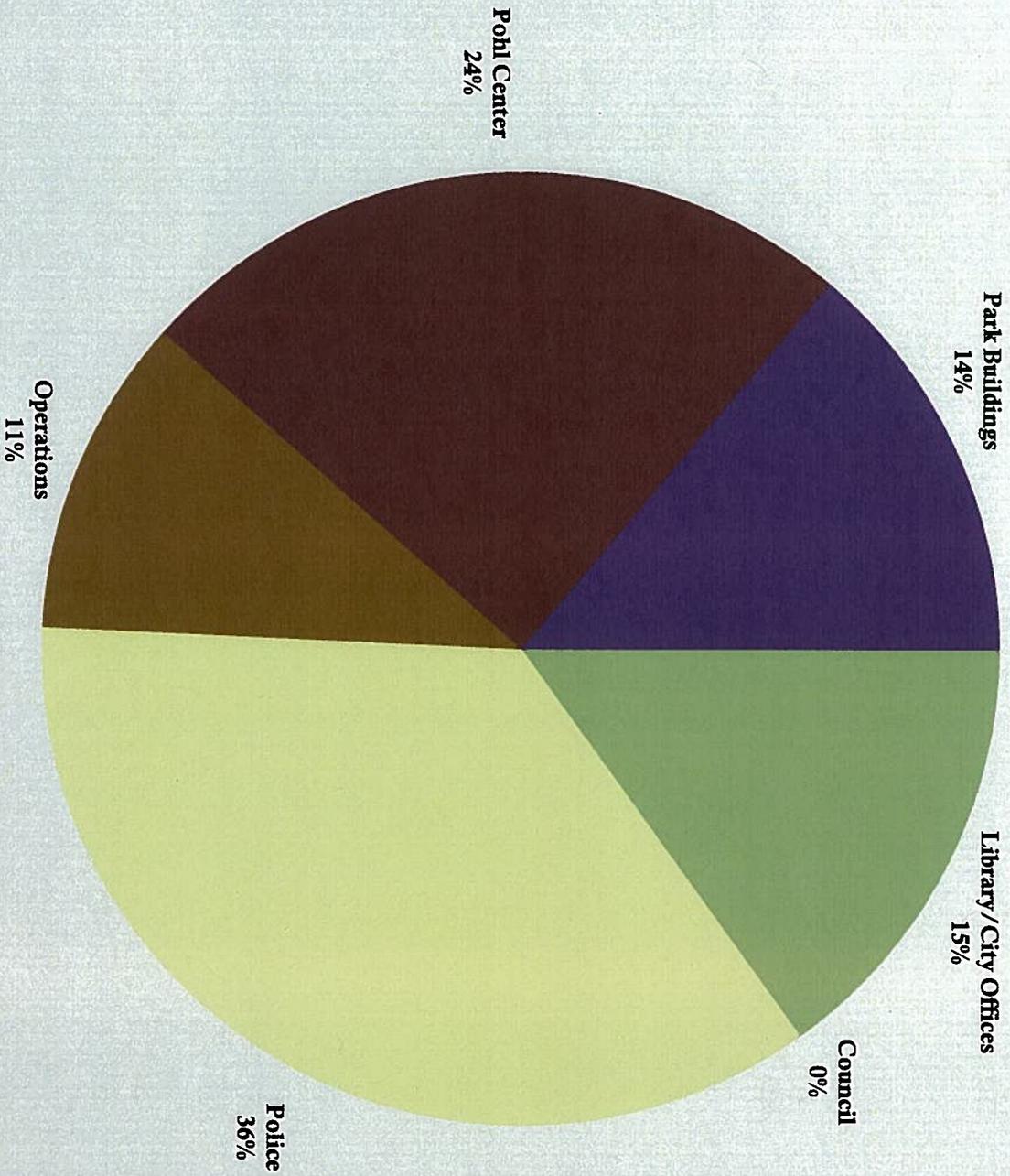
# Electricity Usage (PGE) 09/10 – 3,931,698 KW/Hrs



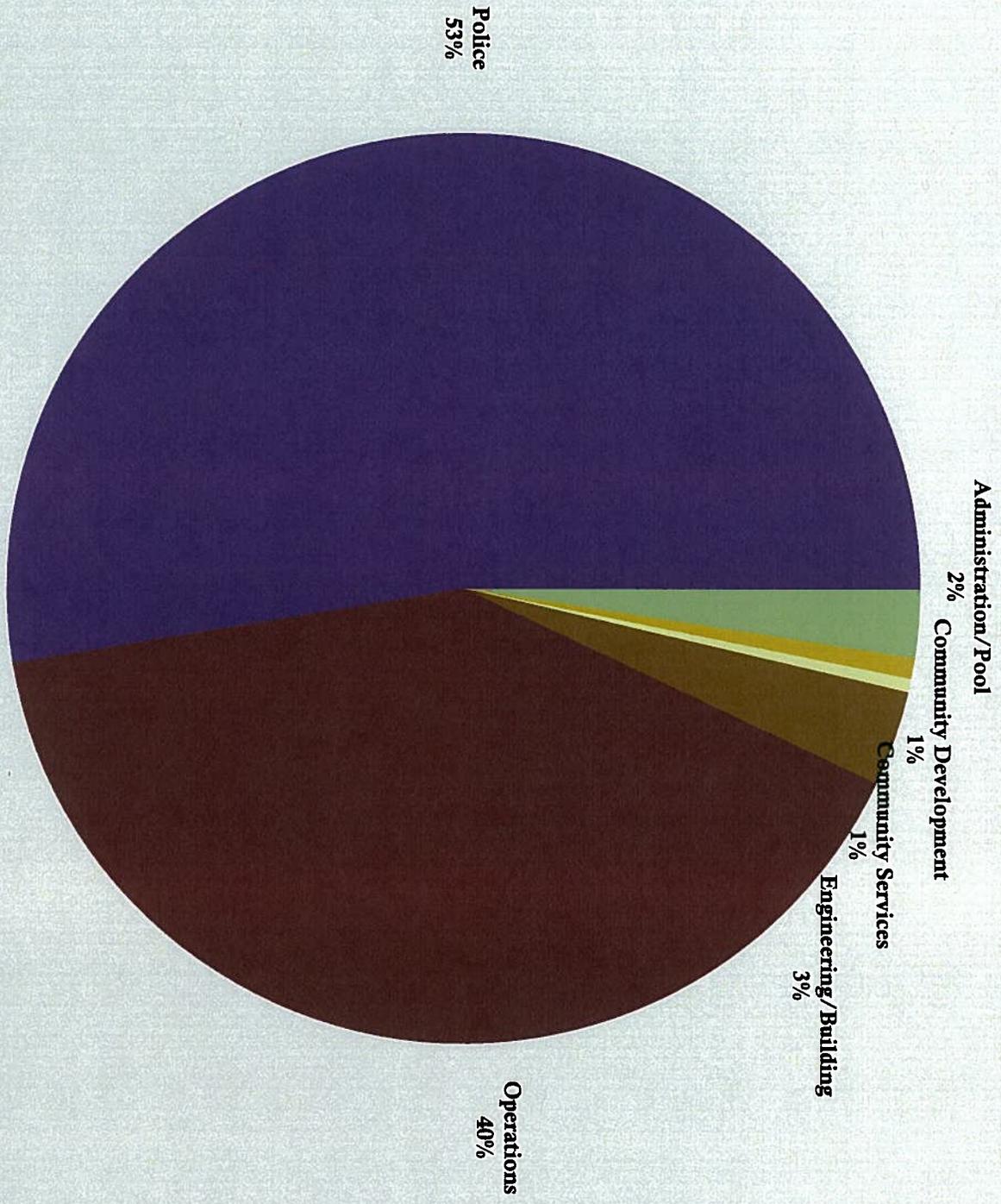
# Electricity Usage (PGE) 09/10 City Buildings 1,309,837 KW.hr



# Northwest Natural Gas Usage 09/10 - 20,380 Therms



# Fuel Usage 09/10 - 42,406 Gallons



# Recommendation

- ❖ Calculate your carbon number. You can't prove your making progress without it
- ❖ Focus on the big sources (fuel, electricity, natural gas) to keep it simple.
- ❖ Don't compare carbon numbers with other agencies.
- ❖ Adopt a policy of incremental change.
- ❖ Don't change for the sake of change – balance the social, environmental and financial benefits.
- ❖ Make sustainability part of every decision.

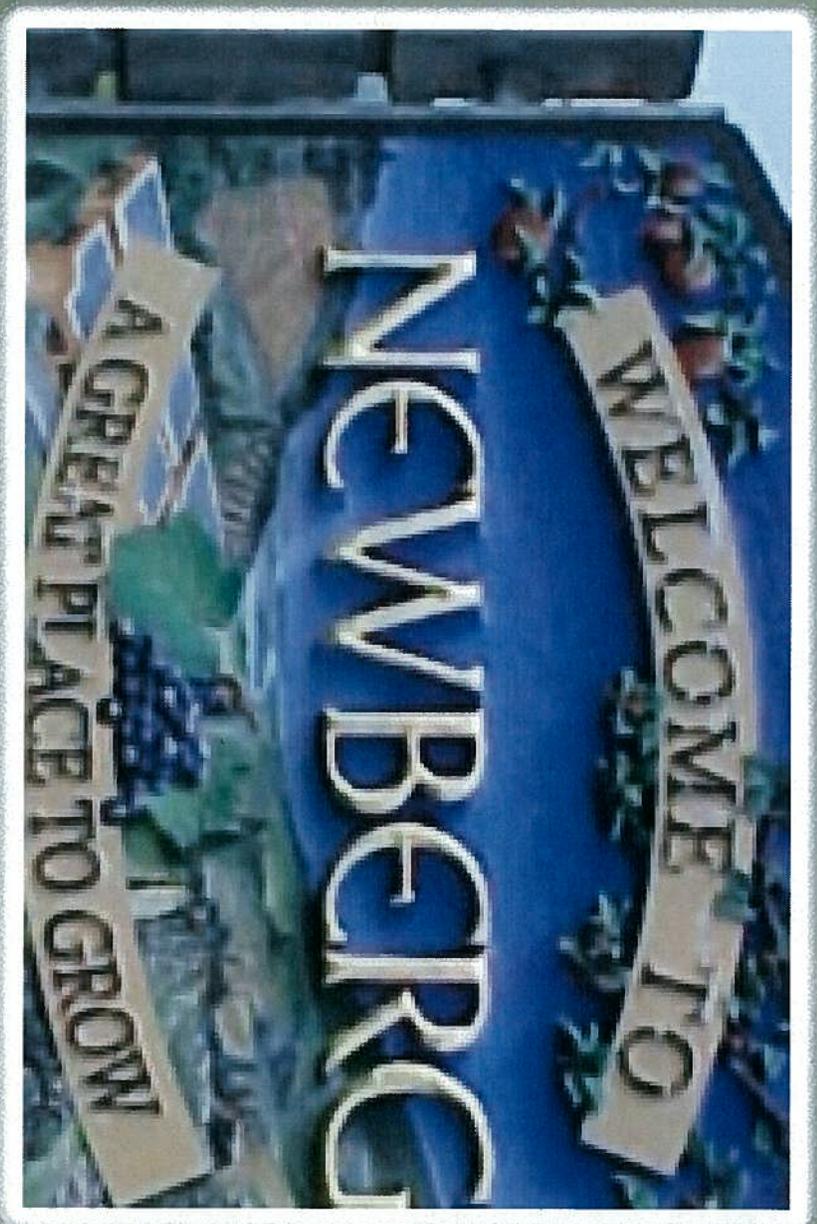
# Tualatin's Next Steps

- ❖ Steering Committee to decide on final projects and goals for the year to include in sustainability plan
- ❖ Recalculate carbon emissions annually
- ❖ Conduct annual waste audits
- ❖ Continue to track paper usage
- ❖ Don't stop looking for opportunities



**“You cannot escape  
the responsibility of  
tomorrow by evading  
it today.”**

**~ Abraham  
Lincoln**



# Thank you Newberg

For providing carbon calculation information and presentation outline



# MEMORANDUM

## CITY OF TUALATIN

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

**THROUGH:** Sherilyn Lombos, City Manager 

**FROM:** Donald A. Hudson, Finance Director 

**DATE:** August 9, 2010

**SUBJECT:** SERVICE LEVEL DISCUSSION OVERVIEW

---

### **ISSUE BEFORE THE COUNCIL:**

The purpose of this evening's discussion is to lay the groundwork for next month's special work session regarding General Fund service levels in upcoming fiscal years. Overall, staff desires direction from the Council as to a strategy for dealing with an anticipated gap between on-going revenues and on-going expenditures in upcoming fiscal years.

### **POLICY CONSIDERATIONS:**

- How policymakers want to approach future years with tightened budgets.
- What level of programmatic support is appropriate for General Fund services.
- How staff should direct limited general revenue dollars.

### **DISCUSSION:**

The City of Tualatin receives two types of revenues to provide essential city services, general revenues and program revenues. General revenues are derived from different sources and are not directly related to a particular service. Primary examples of general revenues are property taxes, franchise fees and state shared revenues. Program revenues are derived in direct correlation to a service provided (i.e. recreation user fees, Durham police contract, WCCLS revenue).

The cost to provide City services is paid for using program revenues, where appropriate, and the remaining net cost for that service is allocated to the general revenue pool of money. General revenues make up approximately 64.1% of total General Fund revenues for fiscal year 2010/11.

As part of the Fiscal Health analysis the City undertook in fiscal year 2009/10, we realized that with projected general and program revenues and the corresponding estimated expenditures, the City's general fund will continue to be healthy in the short-term. It also showed that beyond the short-term, on-going expenditures will exceed on-going revenues. Since the short-term picture looks healthy, it affords us the opportunity to take

a calculated look at the situation and make conscious strategic decisions to deal with the years when the lines are projected to cross. Generally, options available to the City are creating new or increasing current revenues, reducing the projected growth of expenditures, or a combination of both.

One of the reasons for short-term fiscal health was the closure of the two urban renewal districts. You'll recall that we programmed the Leveton dollars into one-time expenditures in the General Fund and reserved the CURD dollars so that we could properly analyze the on-going impact to the General Fund. We will be prepared to discuss these impacts in more detail at the September work session.

During the 2010/11 budget process, it was agreed to by staff and the City Council that we should have these discussions during the 2010/11 fiscal year and not make hasty decisions during the budget process. Tonight's meeting will provide a reminder of the discussions that occurred during the budget process, discuss the agenda for the Special Work Session and provide some preliminary detail regarding the services that are provided in the General Fund.

**RECOMMENDATION:**

Staff recommends that Council provide guidance to staff regarding topics to be discussed at the upcoming Special Work Session.

**Attachments:** A. General Fund Services by Division

# General Fund Services by Division

---

- Administration
  - City Manager oversight of city operations
  - Support function for the City Council
  - Maintenance of official city records
  - Lead department for city-wide sustainability and communication plans
  - Human Resources
    - Recruiting and maintaining qualified and diverse workforce
    - Salary and benefits administration
    - Risk management and safety programs
    - Volunteer Services
- Finance
  - Accounting, payroll, accounts payable/receivable, utility billing and business and rental license services
  - Reception and passport services
  - Annual budget and financial reporting
- Legal
  - Identify and address legal issues affecting City and Tualatin Development Commission
  - Draft or review legal documents (contracts, resolutions, ordinances)
  - Codification of the Municipal and Development Codes
- Municipal Court
  - Adjudicate traffic and municipal court violations
- Planning
  - Processing, review and staff reports for architectural review, conditional use permits, variances, etc. for City Council, Architectural Review Board and Tualatin Planning Advisory Committee review as required
  - Review and issuance of minor Architectural Reviews and sign permits
  - Coordination of CPRC and US Census information on population estimates and distribute general City demographic information
  - Creation of Concept Plans per Metro requirements along with submitting annual Metro required reports for Functional Plan requirements and attending MTAC, MPAC, special committees and Metro Council meetings
  - Recommends modifications directed or requested by Council TPAC and applicants to the Tualatin Community Plan
  - Participate in statewide, regional and county planning issues
- Engineering
  - Oversees construction of public improvements for residential, industrial and commercial development projects
  - Coordinates with other regional and state agencies to assure the City's interests are being considered
  - Manages the City's Geographic Information System (GIS), Internet site, and intranet.
  - Coordinates with other departments to prepare, inspect and administer construction contracts on City and TDC financed projects
  - Prepares, maintains and updates utility systems master plans

- Police
  - Administration
    - Oversees operations of the Police Department
  - Patrol
    - Responds to emergency and non-emergency calls for service
    - Proactive patrol functions
    - Traffic team to address traffic-related issues and investigate vehicle crashes
    - Code enforcement
  - Support
    - Police records and evidence administration
    - Investigations
    - School Resource Officers, including DARE and GREAT programs
- Operations
  - Information Systems
    - Administers and maintains information technology infrastructure
    - Maintains and updates computer hardware and software
  - Fleet Services
    - Maintenance of city-wide vehicle and equipment fleet
    - Centralized inventory control/warehouse operations
  - Building Maintenance
    - Maintenance of all city-owned buildings and parking lots
  - Parks Maintenance
    - Maintenance of city-owned parks, greenways, natural areas, public spaces and landscaping around public buildings, parking lots and rights-of-way
    - Administers sidewalk and street tree program
- Community Services
  - Administration
    - Provides leadership and direction for library, recreation and youth development programs, for uses of park and recreation facilities, and park and recreation facility planning, acquisition, and development
    - Manages contracts with outside service providers and partnerships with other organizations, such as for the Juanita Pohl Center and Tualatin Heritage Center
    - Serves as liaison for coordination of regional park issues
  - Library
    - Manages circulation of books, music and videos
    - Presents programs for all age groups
    - Provides free computer access to library patrons
  - Recreation
    - Coordinates recreation, youth development activities and special events for people of all ages
    - Manages public art collection and programs
    - Manages reservations of sports fields, picnic shelters and public buildings
    - Issues permits for special events and park use

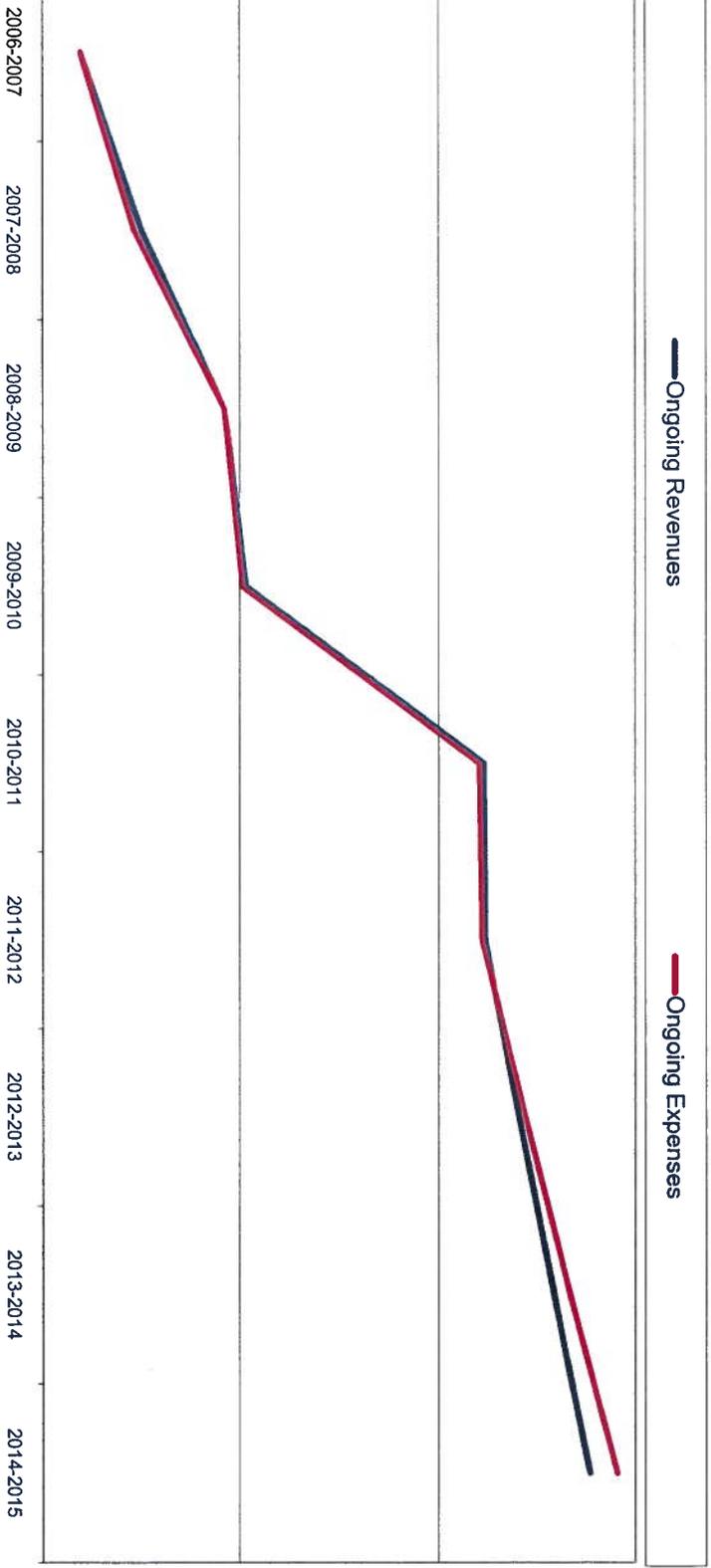
# GENERAL FUND

Monday, August 09, 2010



## Fiscal Health Diagnostic (Do we meet the objectives?)

Objectives	Status	1st Year Missed
Set Aside Reserves	Meets	-
Fund "True Cost of Business"	Meets	-
Achieve "Ongoing" Alignment	Does Not Meet	2013
Achieve "One-time" Alignment	Meets	-



# Assumptions – GF Fiscal Health Model

---

*Service Level Overview Discussion – August 9, 2010*

## Revenues:

- Property Taxes – 3.0%
- Franchise Fees – 1.5%
- WCCLS – 2.0%
- Revenues tied to Personnel Costs – 3%
  - Tri-Met, Durham Police
- Transfers – 2.0%
- Most other revenues – 0% – 2%

## Expenditures:

- Personnel Costs – 3.0%
- PERS – 6%
- General Materials & Services – 2.5%
- WCCCA Contract – 9%
- Vehicles – 3%
- Utilities – 5%
- Insurance – 5%

**City of Tualatin**  
**Fiscal Year 2010/11**  
**General Fund Revenues, By Category**

	<u>Adopted FY 10-11</u>	<u>Percent of Total</u>	<u>Risk/Volatility</u>
Property Taxes	\$ 7,257,900	44.06%	Low
Transfers & Reimbursements	\$ 2,787,769	16.92%	Low
Franchise Fees	\$ 2,350,000	14.27%	Low/Med
Intergovernmental Revenue	\$ 2,084,297	12.65%	Med/High
State Shared Revenue	\$ 613,235	3.72%	Med/High
Fees & Charges	\$ 519,810	3.16%	Low/Med
Fines & Forfeitures	\$ 409,000	2.48%	Low/Med
Charges for Service	\$ 206,163	1.25%	Low/Med
Interest	\$ 134,000	0.81%	Med/High
Other Revenue	\$ 110,185	0.67%	Low/Med
	<u>\$ 16,472,359</u>		

**By Risk/Volatility:**

Intergovernmental Revenue	\$ 2,084,297	12.65%	Med/High
State Shared Revenue	\$ 613,235	3.72%	Med/High
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	<u>\$ 16,472,359</u>		

**City of Tualatin**  
**Fiscal Year 2010/11**  
**General Fund Expenditures, By Division**

	Adopted FY 10-11	Percent of Total
Council	\$ 93,538	0.58%
Administration	\$ 771,963	4.82%
Finance	\$ 845,656	5.28%
Legal	\$ 188,082	1.17%
Court	\$ 105,863	0.66%
Planning	\$ 1,019,186	6.37%
Engineering	\$ 1,129,625	7.06%
Information Services	\$ 563,101	3.52%
Police	\$ 5,971,727	37.30%
Fleet	\$ 418,792	2.62%
Building Maintenance	\$ 734,823	4.59%
Parks Maintenance	\$ 1,236,805	7.73%
Community Services Administration	\$ 410,101	2.56%
Library	\$ 1,656,019	10.34%
Recreation	\$ 291,203	1.82%
Non-Departmental	\$ 573,837	3.58%
	<u>\$ 16,010,322</u>	

**By Percent of Total:**

Police	\$ 5,971,727	37.30%
Library	\$ 1,656,019	10.34%
Parks Maintenance	\$ 1,236,805	7.73%
Engineering	\$ 1,129,625	7.06%
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Court	\$ 105,863	0.66%
Council	\$ 93,538	0.58%
	<u>\$ 16,010,322</u>	



# MEMORANDUM

## CITY OF TUALATIN

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

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Doug Rux, Community Development Director   
Aquilla Hurd-Ravich, Senior Planner 

**DATE:** August 9, 2010

**SUBJECT:** SOUTHWEST CONCEPT PLAN 2010 UPDATE

---

### ISSUE BEFORE THE COUNCIL:

Staff is requesting that Council review the Southwest Concept Plan (SWCP) Alternative III, the plan document as prepared, and compare with Alternative IV. Based on your review and TPACs recommendation to be developed on August 3, 2010, staff requests that the Council provide direction as to which Alternative to bring back before the Council for acceptance. This item is tentatively scheduled to come before the Council on August 23, 2010 for adoption of a resolution accepting the Concept Plan. If accepted the updated plan and map will be forwarded to Metro to complete the second of four milestones.

### POLICY CONSIDERATIONS:

- The SWCP Alternative III proposes a road connecting Blake Street in the existing residential neighborhood east of the Portland & Western railroad tracks with a future collector level road in the SWCP area via a grade separated railroad crossing. This connection is currently in the Transportation System Plan (TSP) as a collector roadway. The Council should consider if this is an appropriate connection.
- The Alternative IV (see attachments C and D) as proposed eliminates the Blake Street connection in response to citizen concerns from the July open house. The Council should consider if this connection should be eliminated from the Concept Plan which will require an amendment to the TSP due to removing the Blake Street connection which is significant effect. Staff is working with Department of Land Conservation and Development and Metro to determine regulatory impacts of such a change.
- The Council should also consider the proposal to add 614 acres of industrial land that will provide approximately 4,100 jobs when completely built out sometime after the year 2030 to meet the City's 20+ year industrial land supply need. This area will require the provision of infrastructure such as roads, sewer, water and stormwater management. Upon acceptance of a plan staff will bring back related

amendments to the TSP and the Tualatin Development Code (TDC). Such amendments could include a new Planning District for a potential Business Park District in the SWCP area. Other amendments could include adding SW 124<sup>th</sup> Avenue to the TSP.

- Another policy consideration is that Metro brought this land into the urban Growth Boundary (UGB) in 2002 and 2004 and required it to be Concept Planned to meet the Urban Growth Management Functional Plan Title 11 *Planning for New Urban Areas*. When this area was brought in, it was identified as Regionally Significant Industrial Area (RSIA) and, through the ordinance that approved the addition to the UGB, the area is required to have a 100-acre parcel and a 50-acre parcel. However, 117 acres of the study area is currently outside the UGB and is a potential Urban Reserve.
- Finally, the Council should consider that the City and Metro have an Intergovernmental Agreement that established milestones to complete the concept planning process. The amended agreement has established December 1, 2010 as the date of completion when the Concept Plan will be accepted and all Comprehensive Plan, TDC and TSP amendments adopted. This agreement could be amended with City and Metro concurrence.

#### **BACKGROUND:**

A status update of the SWCP was presented to TPAC on January 14, 2010 and February 11, 2010 and to Council on January 25, 2010. Minutes from the Council work session can be seen in Attachment A. The updates included a discussion about the history and future activities, previous planning work done in 2005 and other planning work in the region that affects the SWCP.

In 2002 and 2004, Metro brought the SWCP land into the UGB through a series of decisions, and designated one portion of this area RSIA and another portion industrial land. RSIA land must have at least one parcel of 100 acres and one parcel of 50 acres. These designations were part of Metro's strategy to create large lot employment lands within the region. Initial planning work took place from October 2004 through August 2005 with input from the public, property owners, other stakeholders and a Technical Advisory Committee (TAC). In 2009, 183 acres of land was added to the area for study purposes. This area is currently outside the UGB and does not have the RSIA designation.

In August 2005, the City Council directed staff to place the SWCP work activities on hold until *Tualatin Tomorrow*, the community vision and strategic action plan, was completed. This plan was accepted by the City Council on June 25, 2007, and work on the SWCP recommenced. The previously completed analysis has been updated to reflect changed circumstances from 2005 to 2010. These changes include the rise in construction costs to build roads, sewer and water systems, consideration of transportation analysis work from the *I-5 to 99W Connector Study*, the 2035 regional transportation plan, the City of Sherwood's concept plan (Tonquin Employment Area) for an area adjacent to the SWCP area, and the expanded SWCP boundary. The City is tentatively scheduled to adopt changes to the Tualatin Development Code in November or December of 2010.

The original SWCP area of 431 acres was expanded by the TAC and the City in November 2009 to include 183 acres south of Tonquin Road and west of the railroad tracks. The Council identified these lands for industrial employment purposes and confirmed that assumptions through the Metro Local Aspirations process in 2009. Approximately 66 acres currently have rural industrial uses and were brought into the UGB in 2004. Approximately 117 acres are currently outside of the UGB and are in the process of Land Conservation Development Commission evaluation as an Urban Reserve. The balance of the area is primarily aggregate extraction operations with some natural features. The SWCP area will assist in the ongoing process to connect SW 124<sup>th</sup> Avenue to Tonquin Road.

The number of anticipated employees decreased in the 2010 update. The 2005 plan anticipated approximately 5,500 to 5,700 employees by the year 2025, but the 2010 plan anticipates 2,800 employees by the year 2030 and a possible 4,100 total employees when the area is completely developed. The decrease is a result of using different methodologies to calculate employees. The employee estimate in the 2010 update is based on Tualatin's Leveton Employment Area, a real world example of industrial development during a time of 20 years of positive economic growth.

Total capital costs increased from the 2005 plan to the 2010 update. In 2005 capital costs were anticipated to total \$58.1 million. However, in 2010 capital costs are anticipated to total \$163.5 million. Costs increased for three reasons (1) construction prices rose from 2005 to 2010, (2) land added to the study area will require infrastructure i.e. roads, water, sewer and storm systems, and (3) the costs of acquiring right-of-way were not fully captured in the 2005 cost assessment.

Other updates to the 2010 plan include a comparison to select goals and strategies in *Tualatin Tomorrow*. The transportation analysis was updated in 2010 to consider regional changes. This analysis considers the I-5 to 99W Connector Study, changes to Oregon's Transportation Planning Rule and the City of Sherwood's Tonquin Employment Area. The Natural and Cultural Resources section of the plan was updated to reflect analysis done for the I-5 to 99W Connector Study.

Similarities between the 2005 and 2010 concept plans include the proposed land uses. The proposed land uses are light industrial and high tech flex space. Such uses could be printing, material testing, and assembly of data processing equipment, flex space for technology companies and a limited amount of restaurants, shops and services for employees in the SWCP area. In 2009, the TAC reaffirmed the goals of the 2005 concept plan. Development assumptions such as parking, setbacks, impervious surface, landscaping, minimum lot size and maximum structure height did not change. Implementation of the Concept Plan would require amendments to the TSP and the Tualatin Development Code including text and mapping amendments. These amendments were identified in the 2005 plan and are consistent in the 2010 update.

The 2010 updated plan has been included for your review as Attachment B. The entire document including the plan and appendices and the work from 2005 can be viewed on

the City webpage.

<http://www.ci.tualatin.or.us/departments/communitydevelopment/planning/longrange/SWTualatinConceptPlan.cfm>

### **GOALS:**

The goal of this work session is for the Council to become familiar with the updates to the plan, ask questions about the 2010 update and become familiar with the concerns from the community about the Blake Street connection. Additionally, the Council should develop a direction for staff that indicates which alternative plan to bring back before the Council on August 23, 2010 for acceptance.

### **DISCUSSION:**

The TAC met 12 times during the planning process from 2004 to 2010. The TAC included representatives from the City of Tualatin, Oregon Department of Transportation, Washington County, Metro, Clean Water Services, TriMet, City of Sherwood, City of Wilsonville, Bonneville Power Administration, Portland General Electric, Oregon Department of Geology and Mineral Industries, Department of Corrections (Coffee Creek Correctional Facility), ODOT Rail, Tualatin Valley Fire and Rescue, Oregon Department of Land Conservation and Development, Genesee and Wyoming (Portland & Western Railroad), Tigard Sand and Gravel, and the Tonquin Industrial Group.

The public was involved through mailings, regular postings on the project's webpage, four public open houses and a neighborhood/ developer meeting. A survey was distributed at the open house in June 2005. This survey was intended to capture the public's view on alternatives I-III at the time.

At the most recent open house, on July 22, 2010, the prevailing comments staff received were in opposition to a Blake Street extension that would connect the Southwest Concept Plan to the residential area east of the Portland & Western railroad tracks (See attachments E through G). In response, staff worked with our consultants to prepare an Alternative IV concept plan map that eliminates the Blake Street connection from the railroad tracks east to SW 108<sup>th</sup> Avenue and any improvements to the curve at SW 108<sup>th</sup> to Blake Street to SW 105<sup>th</sup>. Alternative IV shows a future Blake Court as a local cul-de-sac between the proposed SW 115<sup>th</sup> Avenue and the Portland & Western Railroad tracks. The proposed Alternative IV and analysis can be seen in Attachments C and D. A public comment log is included as Attachment E. Staff is also working with the Department of Land Conservation and Development and Metro to determine if removal of the Blake Street connection conflicts with any Oregon Transportation Planning Rule or Metro Functional Plan requirements.

The table below compares transportation capital costs and right-of-way costs between Alternative III and Alternative IV. Without the Blake Street roadway between the SW 108<sup>th</sup> Avenue and the Portland & Western railroad, the grade separated railroad crossing and the improvements to the curve at SW 108<sup>th</sup>/ Blake Street/ SW 105<sup>th</sup> the transportation costs total \$121.5 million a reduction of \$10.8 million.

**Estimated Transportation Capital Costs Alternative III compared to  
 Alternative IV**

<b>System</b>	<b>Alternative III Cost</b>	<b>Alternative IV Costs</b>
SW 124th Avenue <sup>1</sup>	\$85,745,000	\$85,745,000
Arterials <sup>2</sup>	\$13,390,000	\$13,390,000
Collectors <sup>3</sup>	\$23,080,000	\$12,570,000
Pedestrian/Trails	\$1,075,000	\$1,075,000
<b>Total Capital Costs</b>	<b>\$123,290,000</b>	<b>\$112,780,000</b>
Right-of-way Costs <sup>4,5</sup>	\$9,124,000	\$8,782,452
<b>Total Costs</b>	<b>\$132,414,000</b>	<b>\$121,562,452</b>

Source of Alternative III Costs: CH2M HILL, *Southwest Tualatin Concept Plan Update* Portland, Oregon June 21, 2010. Based on Conceptual Development Alternative III and expanded boundary. All costs stated in constant year 2009 dollars at complete build out.

Source of Alternative IV Costs: CH2M Hill, *SW Tualatin Concept Plan Update- Estimate Revisions* Portland, Oregon July 27, 2010. Based on Conceptual Development Alternative IV. All costs stated in constant year 2009 dollars at complete build out.

1. Prepared by the City of Tualatin in 2007 for the Metro 2035 Regional Transportation Plan Update. This includes costs for right-of-way, agency administration and risk contingencies and all signals on SW 124<sup>th</sup> Avenue. The 2007 estimate was escalated at 2% per year by CH2M Hill to adjust from 2007 to 2009.
2. Includes the costs of two bridge/ railroad crossings and one round about.
3. Includes Blake Street extension and the cost of one signal at the intersection of SW 115<sup>th</sup> Avenue and SW Tonquin Road.
4. Right-of-way costs developed by the City of Tualatin Community Development in constant 2009 dollars. Costs range from \$8,908,000 to \$9,340,000.
5. Right-of-way costs developed by the City of Tualatin Community Development in constant 2009 dollars. Costs range from \$8,575,266 to \$8,989,638.

An additional transportation consideration is the alignment of SW 124<sup>th</sup> Avenue. Both Alternative III and Alternative IV indicate SW 124<sup>th</sup> Avenue following a straight line from Tualatin-Sherwood Road to Tonquin Road. However, a portion of this area is a proposed Urban Reserve currently being reviewed by the Department of Land Conservation and the Land Conservation Development Commission. If this area is not designated an urban reserve and brought into the UGB in December 2010, SW 124<sup>th</sup> Avenue will essentially follow the boundary of the potential Urban Reserve by turning east and then south to connect with Waldo Way and eventually Tonquin Road.

The City was awarded an implementation grant in the amount of \$30,907.00 from Metro Construction Excise Tax funds in January 2008. The grant funds are distributed when deliverables are submitted to Metro. The first deliverable or milestone was the execution of the IGA which took place in 2008 and resulted in a payment of \$1,000. The next scheduled deliverable or second milestone is an accepted Concept Plan that complies with the Urban Growth Management Functional Plan Title 11. This deliverable will result

in \$9,969.00. Our grant funding is dedicated to pay consultants for their work. A portion of the work is being completed from funds budgeted in the 2009-2010 budget.

**RECOMMENDATION:**

Staff recommends that Council provide direction to staff to bring back a concept plan that reflects either Alternative III (with a proposed Blake Street connection) or Alternative IV (no Blake Street connection) for acceptance by resolution on August 23, 2010.

- Attachments:**
- A. Council Work Session Minutes from January 25, 2010
  - B. 2010 Update Southwest Concept Plan
  - C. Alternative IV Map
  - D. Alternative IV Traffic and Infrastructure Analysis
  - E. Public Comment Log
  - F. Petition 1 Submitted at July 22, 2010 Open House
  - G. Petition 2 Submitted at July 22, 2010 Open House

he feels it should be increased to one sign per frontage and if a parcel is on a dead-end street, a sign needs to be off-site as well. It was noted that the City has not had problems with the applicant taking care of the posting of required signs. Councilor Davis commented that possibly the City could provide a standardized sign and not increase the notification requirements.

It was suggested that the City maintain an electronic template for signs and that would be given to the applicant for their sign vendor. Mr. Rux said the City could deal with sign size and colors. Council agreed that staff can decide what works best for the City – whether the City will provide the signs or require the applicant to purchase necessary signage.

Further discussion followed regarding going from 300-feet to 500-feet notification and whether that was actually enough of an increase; in some instances that doesn't make a significant difference. Councilor Davis suggested that different requirements be made for different uses (ex: residential vs industrial).

City Manager Lombos asked if applicants work with the staff when mailings are required; Mr. Rux responded that this typically does not happen. Discussion followed regarding different circumstances and the current requirement of only one. Some suggestions to get information out to the public regarding land use included a "fast alert" type email system, using the banner sign at the Commons, a more visible section of the City's website, and putting the current land use notifications in the City's newsletter. Further discussion followed.

Taking a look at the "language" of notifying neighborhoods vs strict subdivision boundaries was suggested. Also suggested was possibly creating a standard page or two notification, not the current sizeable packets, and the one or two page notification would include a link to a website that would include all the information in the "full" package.

City Manager Lombos summarized Council's ideas - possibly keep the current 300-foot boundary, but extend to a "subdivision" the one or two page (or simplified) packet that would include the link to the full packet. Mr. Rux said staff would go back and draw up a two-tier type notification (based on residential vs industrial area). It said staff should go back to TPAC before bringing back before Council. It was also noted that there is great interest in making information available electronically (webpage) or mailed out electronically.

### **SW Concept Plan**

Aquilla Hurd-Ravich, Senior Planner, gave a brief history of the process. She noted they met with the Technical Advisory Committee, property owners, and interested parties in November 2009, and hosted a SWCP open house on January 5, 2010. Staff will go back to TPAC February 11 to present the updated Concept Plan to get a recommendation; that updated plan and recommendation will come back to Council February 22 for approval. The idea from that, after the February 22 meeting, is that it can be submitted to Metro and get a payment from the CET grant. (Current work efforts, including hiring consultants, is being funded by a CET grant from Metro.) In November 2009, Metro received a schedule of deliverable work products from staff; Metro returned a schedule of funding payments, the last of which is due in July 2010.

After brief discussion, Councilor Harris asked if the City does revisions to the Transportation System Plan, Parks Master Plan, etc., after all this is adopted. Mr. Rux, Community Development Director, clarified that will occur between March and June; entire plans are not being modified, just portions. It will come in pieces, such as appendixes to other documents. Councilor Harris then asked about the zoning; Mr. Rux responded that zone designation would be applied during this process. A complete package of all comprehensive land use on this 600-acre portion of land will be distributed. Any development would be two to three years away.

Ms. Hurd-Ravich stated that one open house has already been held, the next one will be in April (specific date not yet determined).

***Council Communications & Roundtable***

None.

**D. CITIZEN COMMENTS**

None.

**E. PUBLIC HEARINGS - Legislative or Other**

Not applicable.

**F. PUBLIC HEARINGS - Quasi-Judicial**

Not applicable.

**G. GENERAL BUSINESS**

**H. ITEMS REMOVED FROM CONSENT AGENDA**

None.

**I. COMMUNICATIONS FROM COUNCILORS**

None.

**J. EXECUTIVE SESSION**

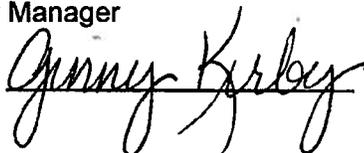
None.

**K. ADJOURNMENT**

The meeting adjourned at 6:53 p.m.

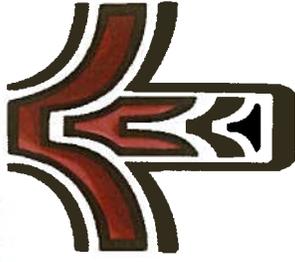
Sherilyn Lombos, City Manager

Recording Secretary



2010 Update

# Southwest Tualatin Concept Plan



*City of Tualatin*

**Prepared by the City of Tualatin**

*In Conjunction With:*

**Oregon Transportation and Growth  
Management Program**

*With Support From:*

**Metro's Construction Excise Tax  
Grant program**

*Technical Analysis provided by:*

**CH2M HILL**

**Kittelson and Associate**

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## **Appendices Part I 2010 Update**

- A. Technical Advisory Meeting Documentation
- B. Public Meetings Documentation
- C. Traffic Analysis
- D. Infrastructure Analysis
- E. Fiscal Impact Analysis
- F. Recommended Changes to the Tualatin Transportation Plan
- G. Southwest Concept Plan compared to select strategies from *Tualatin Tomorrow* Community Vision and Strategic Action Plan

## **Appendices Part II 2005 Concept Plan**

- H. Southwest Tualatin Concept Plan Draft August 2005
- I. TAC Meeting Documentation
- J. Public Open House Documentation
- K. Existing Conditions Technical Memorandum
- L. Future Alternatives Traffic Analysis
- M. Capital Cost Memorandums
- N. Fiscal Impacts Analysis Memorandum
- O. Recommended Changes to the Tualatin Transportation System Plan
- P. Historical Resource Analysis

## **Project Staff**

### **CITY OF TUALATIN**

Aquilla Hurd-Ravich, AICP Senior Planner  
Douglas Rux, AICP Community Development Director

### **CH2M HILL**

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Darren Hippenstiel

### **KITTELSON AND ASSOCIATES**

Paul Ryus  
Mark Vandehey

## **Technical Advisory Committee**

### **CITY OF TUALATIN**

Dan Boss  
Paul Hennon  
Mike McKillip  
Kaaren Hofmann  
Brad King  
Carl Switzer

### **WASHINGTON COUNTY**

Steve Kelley

### **OREGON DEPARTMENT OF TRANSPORTATION**

Marah Danielson

### **BONNEVILLE POWER ADMINISTRATION**

Neal Meisner  
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### **METRO**

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### **CLEAN WATER SERVICES**

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### **TRIMET**

Tom Mills

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### **CITY OF WILSONVILLE**

Stephan Lashbrook

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Bob Brinkmann

### **OREGON DEPARTMENT OF CORRECTIONS (COFFEE CREEK CORRECTIONAL FACILITY)**

William Hoefel

### **ODOT RAIL DIVISION**

Michael Hays  
Robert Melbo

### **TUALATIN VALLEY FIRE AND RESCUE (TVF&R)**

Karen Mohling

**OREGON DEPARTMENT OF LAND  
CONSERVATION AND DEVELOPMENT (DLCD)**

Jennifer Donnelly

**GENESEE AND WYOMING, INC.  
(PORTLAND AND WESTERN RAILROAD)**

Chuck Gilbert

**TIGARD SAND AND GRAVEL**

Roger Metcalf

Tony Urbanek

**TONQUIN INDUSTRIAL GROUP**

Nick Storie

Carl Johnson

Eric Johnson

Mark Brown

**OTHER INTERESTED PARTIES**

Iitel Family

Kenneth Iitel

Jeff Roberts

Dave Lintz

Brad Parker

Harris and Linda Thompson

Ed Christie

Henry Stukey

Ken Leahy

Slade Leahy

Matt Wellner

Mathew Oyen

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# 1 INTRODUCTION

The *Southwest Tualatin Concept Plan (SWCP)* is a guide for the industrial development of a 614-acre area currently outside the southwestern corner of the City of Tualatin (City). The Concept Plan follows the December 2002 and June 2004 decisions by the Metropolitan Service District (Metro) to bring the area inside the regional urban growth boundary (UGB), and thus set the stage for future urbanization of this area. Additionally, an urban reserve in Washington County is part of the SWCP area. Metro conditioned the land for industrial development as part of a strategy to balance the supply of land within the Portland Metropolitan region for job creation. The Concept Plan allows for flexibility in industrial development while promoting compatibility with adjacent land uses and natural resources.

## Context and Setting

The Southwest Tualatin Concept Plan area is located southwest of Tualatin (Figure 1). The project area is comprised of land brought into the UGB at different times and an urban reserve in Washington County. Approximately 50 acres of the study area were within the pre-2002 UGB and owned by Tigard Sand and Gravel (TSG). The area known as the Tonquin Industrial Group (TIG), consisting of approximately 50 acres, was added in December 2002 through Metro Ordinance 02-969B. The area known as TSG, consisting of approximately 252 acres, was added in December 2002 through Metro Ordinance 02-990A. Another portion consisting of approximately 80 acres was added in June 2004 through Metro Ordinance 04-1040B. The two areas, TSG and TIG, are designated Regionally Significant Industrial Area (RSIA) by Metro. The RSIA's are lands located throughout the Portland Metropolitan region that have been identified

as important for future regional economic growth, with close access to the region's major transportation facilities. The balance of the area (non-RSIA) is designated industrial by Metro. Through preliminary planning, and with property owners' consent, additional areas known as the "supplemental planning areas" were incorporated into the concept planning area.

## 2010 Update

Initial planning work took place from October 2004 through August 2005 with input from the public, property owners, other stakeholders and a technical advisory committee (TAC). In August 2005, the City Council directed staff to place the SWCP work activities on hold until *Tualatin Tomorrow*, the community vision and strategic action plan, was complete. The plan was accepted by the City Council on June 25, 2007, and activities on the SWCP recommenced in December 2007; however, at that time an alternative for the I-5 to 99W Connector had not been recommended so activities were again put on hold until clarity emerged from the Connector process. In February 2009 the I-5 to 99W Connector Project Steering Committee voted (6 to 2) to recommend that Metro include Alternative 7 in the Regional Transportation Plan (RTP) update. With this direction, work activities recommenced. The TAC agreed in November 2009 that land use assumptions from 2005 were still appropriate. They also agreed to add lands to the SWCP boundary and include that land in an infrastructure analysis update. The boundary was expanded to include 183 gross acres located south of the SWCP in an area commonly referred to as the Knife River Area.

The study area is bounded on the north and partially on the east by the City of Tualatin. The balance of the area on the east, south and west are bounded by unincorporated Washington County. The project area touches SW 120th Avenue to the north and extends past SW Tonquin Road to the south. Bonneville Power Administration (BPA)

and Portland General Electric (PGE) power lines traverse the area. The Portland and Western Railroad runs on the east side of the project area, providing the potential for future direct rail service. based on a conceptual development scenario as shown in Figure 3.

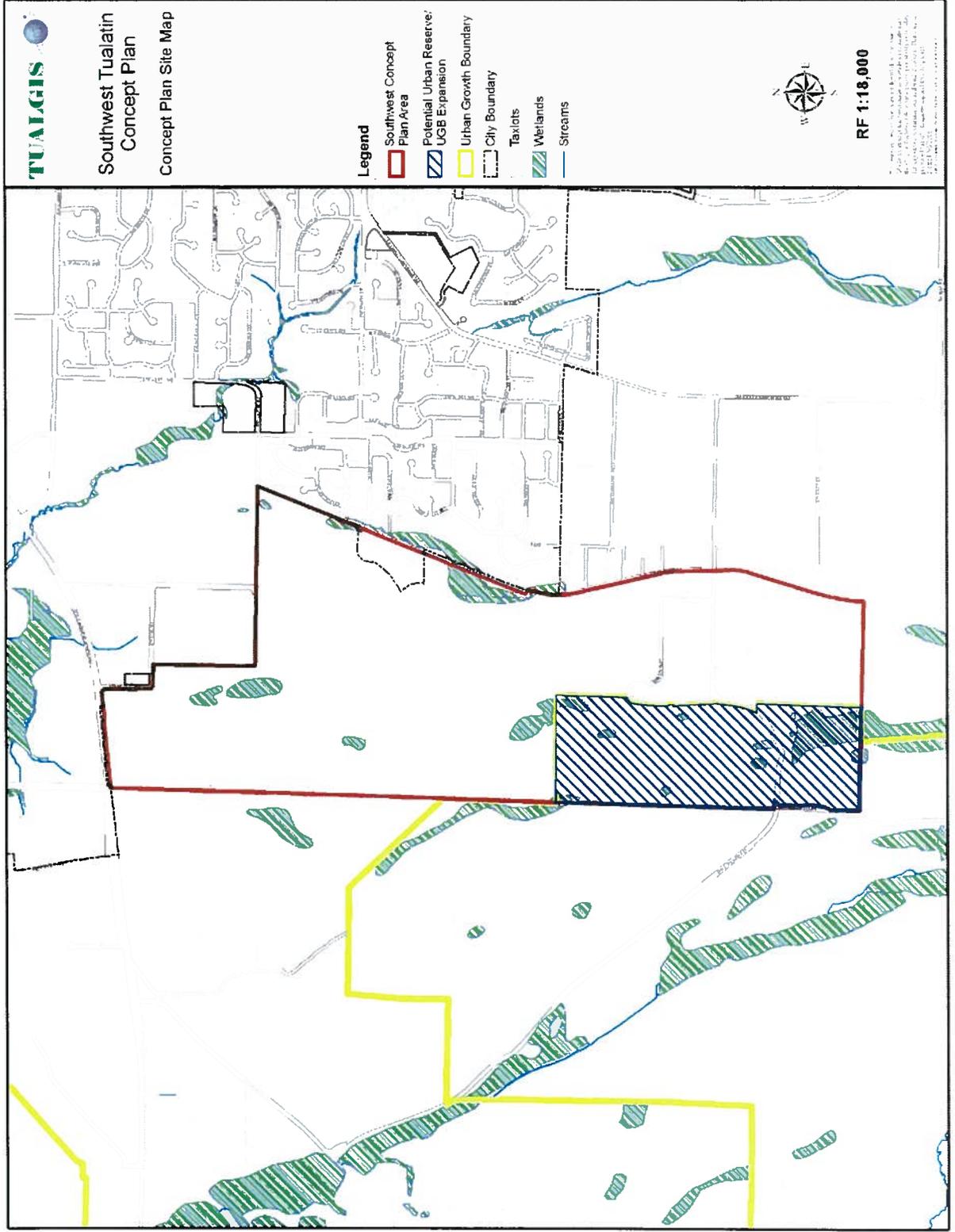
## Plan Summary

Key features of the Concept Plan are summarized in Table 1. This is

**Table 1 Concept Plan Summary**

Element	Description
Land Use and Development	Land use is proposed to be a mix of light industrial and high-tech uses in a corporate campus setting, consistent with new planning district requirements. The RSIA-designated area requires at least one 100-acre parcel and one 50-acre parcel for large industrial users. The remainder of the area is likely to include light industrial with some limited, local-serving commercial services.
Transportation	Primary access to the Southwest Tualatin Concept Plan area will be from an extended SW 124 <sup>th</sup> Avenue south of Tualatin-Sherwood Road. Secondary access is planned via SW 115 <sup>th</sup> and SW 120 <sup>th</sup> Avenues. SW 124 <sup>th</sup> Avenue is proposed to connect Tualatin-Sherwood Road ultimately with Tonquin Road. Arterial improvements are proposed to Tonquin Road from SW 124 <sup>th</sup> to the railroad tracks terminating in a proposed bridge over the railroad. SW Blake Street is proposed to extend from 124 <sup>th</sup> Avenue to the Tualatin boundary and continue as a bridge over the railroad that would connect to SW 108 <sup>th</sup> Avenue. SW 115 <sup>th</sup> Avenue is proposed to connect the Blake Street extension with an unnamed east-west collector and terminating at the Tonquin Road arterial improvements. The unnamed east-west collector will connect SW 124 <sup>th</sup> Avenue with SW 115 <sup>th</sup> Avenue. All arterials and collectors would follow Tualatin's transportation classifications in chapter 11. SW 117 <sup>th</sup> Avenue, SW 122 <sup>nd</sup> Avenue, and SW IteI Street would follow the Local Commercial Industrial (B-C1) street section. All streets would have bike lanes, sidewalks, landscaping and lighting.
Water	Proposed improvements include a new Level B storage reservoir, a 16-inch diameter water main forming a loop through the project area and connecting with the storage reservoir, and 10-inch diameter water mains along the major roads through the SWCP area.
Sewer	Due to topography in the area, wastewater from the southern portion of the SWCP area could be conveyed to two lift stations. One permanent lift station proposed on the southern most edge of the area, and one interim lift station proposed in the northerly section of the southern portion of the area. Wastewater would be pumped north from the lift station through a new force main that discharges to a gravity sewer flowing to the Bluff/ Cipole Trunk Sewer. These improvements are consistent with the Tualatin Sewer Master Plan.
Storm Drainage	The area drains to two different receiving waters: Coffee Lake Creek to the south and Hedges Creek to the north. A new on-site storm drainage system would be created with one extended dry basin designed for water quality treatment that drains to Hedges Creek. This facility should be located at a regional low point. Detention was considered unnecessary due to the capacity in this area to infiltrate flows through both the regional and low impact development facilities. Three new extended dry basins would be designed for water quality treatment and detention purposes for the area that drains south toward Coffee Lake Creek. The facilities are sized for water quality to filter out pollutants from stormwater runoff and also sized for detention due to Coffee Lake Creek's limited capacity to absorb more water.
Natural Resources	Existing regulations would minimize potential adverse effects on resources identified in the Tualatin Natural Features Map and Tualatin Basin Natural Resource Recommendations to Metro.

Figure 1 Site Map



## 2 PLANNING PROCESS

### What is a Concept Plan?

A concept plan guides how land added to the UGB will be used, provided with urban services, and developed in the context of existing adjacent communities. Concept plans, which typically focus on issues of land use, transportation, public infrastructure, and natural resources, are defined in Title 11 of Metro’s *Functional Plan* (Code Sections 3.07.1105 – 3.07.1140, “Planning for New Urban Areas”). The Concept Plan area is intended only for industrial development and supporting commercial activities. It is not large enough to be considered a complete community. As a result, not all of the concept plan parts defined in Metro’s *Functional Plan* apply to this Concept Plan<sup>1</sup>. The requirements for a concept plan are described in more detail in the Metro handbook titled *Liveable New Communities* (2002). The eleven basic parts of a concept plan are listed below, with those relevant to the *Southwest Tualatin Concept Plan* shown in *italics*.

1. *Annexation plan*
2. Residential densities of at least 10 dwelling units per net residential acre
3. Provisions for a diversity of housing stock
4. Provisions for affordable housing
5. *Provisions for commercial and industrial land suited to the area*
6. *Conceptual transportation plan*
7. *Natural resource protection and restoration plan*

<sup>1</sup> Provisions for commercial use (other than directly supportive of industrial activities), housing, and schools are not applicable because the Concept Plan area is for industrial use only.

8. *Public facilities plan*
9. Plan for schools
10. *Overall urban growth diagram*
11. *Coordination among city, county, school districts, and other districts*

Although some land was already within the UGB prior to 2002, Metro added the majority of the area addressed by the Concept Plan to the regional UGB in December 2002 and June 2004, and at that time conditioned the land for industrial use. Preparation of this Concept Plan is the next step toward future urbanization of this land and annexation into the City. Additionally, 117-acres of the revised SWCP area is an urban reserve at the time of this writing and not yet inside the UGB.

### How Was the Plan Developed?

The planning process consisted of four key components:

- Input from the Technical Advisory Committee (TAC)
- Involvement of property owners, other stakeholders, and the public
- Establishment of Concept Plan goals
- Review of existing conditions

#### INPUT FROM TECHNICAL ADVISORY COMMITTEE

Development of the Concept Plan was guided by input from a 31-member TAC that met 12 times during the planning process from 2004 to 2010. The TAC included representatives from the City of Tualatin, Oregon Department of Transportation (ODOT), Washington County, Metro, Clean Water Services (CWS), TriMet, City of Sherwood, City of Wilsonville, Bonneville Power Administration (BPA), Portland General Electric, Oregon Department of Geology and

Mineral Industries (DOGAMI), Department of Corrections (Coffee Creek Correctional Facility), ODOT Rail, Tualatin Valley Fire and Rescue (TVF&R), Oregon Department of Land Conservation and Development (DLCD), Genesee and Wyoming (Portland and Western Railroad), Tigard Sand and Gravel, and the Tonquin Industrial Group. Documentation of TAC meetings that took place in 2007 through 2010 are provided in Appendix A, and documentation from 2004 through 2005 is provided in Appendix I.

**INVOLVEMENT OF STAKEHOLDERS AND THE PUBLIC**

The broader community was involved in the Concept Plan process through mailings to interested parties, regular postings on the project’s webpage, and four public open houses. The public open houses were conducted on March 9, 2005, June 14, 2005, January 5, 2010 and July 22, 2010, to allow public review and subsequent revision of the Draft Concept Plan and to give the public a chance to comment on the 2010 update. Documentation of the 2010 public open houses is provided in Appendix B and the 2005 open houses in Appendix J. In addition, a Neighborhood meeting was held on July 26, 2005 to discuss Conceptual Development Alternative 3, and on August 4, 2005, a letter with project information was mailed to over 1,700 property owners.

**ESTABLISHMENT OF CONCEPT PLAN GOALS**

Goals for the Concept Plan were established early in the planning process. The goals, shown in Table 2, were reviewed and affirmed by the TAC at their meetings on March 30, 2005, and May 11, 2005. When the TAC reconvened, in November 2009, they reaffirmed the goals of the SWCP. The TAC met in the interim on April 23, 2008 at which time staff presented a comparison of select strategies from *Tualatin Tomorrow* a community vision and strategic action plan and the SWCP elements and goals. The purpose of this exercise was to ensure that when the SWCP area is annexed into the City, the plan elements help

achieve the goals of *Tualatin Tomorrow*. The matrix presenting this comparison is included as Appendix G.

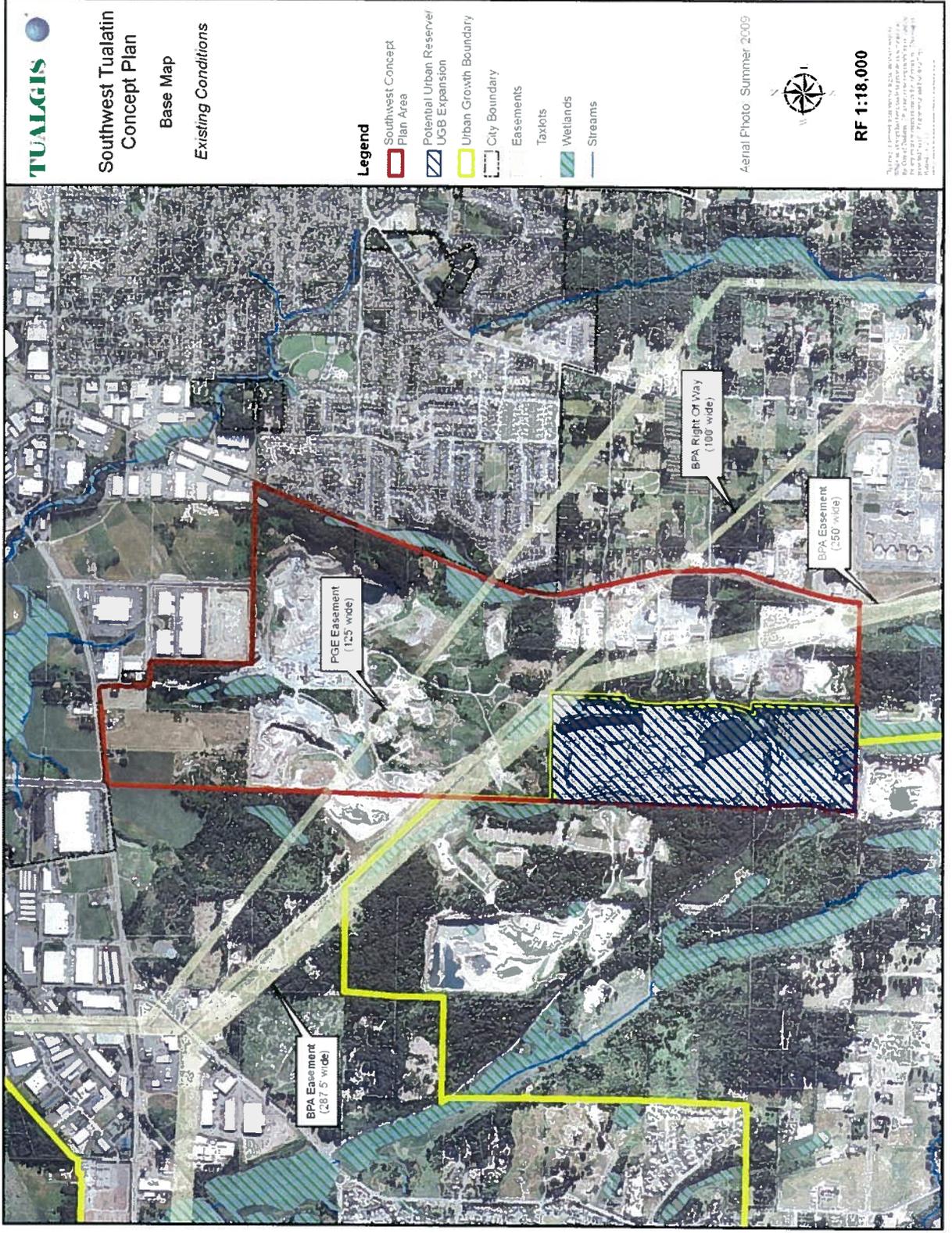
**REVIEW OF EXISTING CONDITIONS**

The first portion of the technical work for the Concept Plan focused on the review and analysis of existing conditions. This included a document review, site visit, and an analysis of transportation and infrastructure needs based on existing conditions. An existing conditions memorandum, from 2005, including a traffic impact assessment is included in Appendix K. In 2010 a traffic analysis was prepared and is included in Appendix C. A map summarizing key existing conditions is included as Figure 2.

**Table 2 Concept Plan Goals**

A.	Create a plan to guide future development of the project area.
B.	Ensure Concept Plan meets Metro Ordinances 02-990A and 04-1040B.
C.	Ensure an adequate and efficient transportation system.
D.	Coordinate the planning with the future I-5 to 99W connector.
E.	Involve broader community in planning process.
F.	Work with BPA and PGE to ensure safe development.
G.	Identify alternative methods of providing infrastructure and highlight any issues related to supply and delivery limitations for the different types of infrastructure systems.
H.	Identify the cost of infrastructure and identify alternative methods of funding for infrastructure provision.
I.	Evaluate limited commercial to serve the needs of the area’s employees.
J.	Preserve significant natural resources.

Figure 2 Existing Conditions



# 3 CONCEPT PLAN

The Concept Plan is described in the text below and illustrated in the referenced figures.

## Land Use and Development Plan

### ZONING

When the Concept Plan area was added to the UGB in 2002 and 2004, Metro conditioned the land to be used for two types of industrial purposes: Regionally Significant Industrial Area (RSIA) and Industrial. The potential urban reserve area has not been given a designation yet, but it is anticipated to receive an industrial designation if it is brought into the UGB. When land in the Concept Plan area is annexed to the City of Tualatin upon development redevelopment, the land use district would be Business Park. There are several reasons for this designation.

1. As a new district within the City of Tualatin, it allows more focused types of light industrial, high-tech and campus employment users, with strict limitations on commercial development. This, in turn, will help meet Metro's goals regarding "regionally significant industrial" and other industrial development.
2. The new designation is intended to be a good transition zone between existing residential areas and potential residential areas in the Basalt Creek Planning Area to the east and industrial areas west of the Portland and Western Railroad. The new designation requires high quality landscaping, buffering, and design standards intended to alleviate and/or mitigate potential impacts on adjacent Residential Districts, while promoting light industrial activities within a campus-like setting.

Key development assumptions associated with the Business Park planning designation are shown in Table 3.

**Table 3 Development Assumptions  
Development Assumptions for Southwest Tualatin Concept Plan  
Potential Business Park Planning District**

Minimum Parking	0.3 spaces per 1,000 square feet (warehouse) up to a range of 1.6-3.0 spaces per 1,000 square feet (manufacturing), depending on use.
Setbacks	Front: 30 - 50 feet Side/back: 0 - 100 feet* Private road: 5 feet Public road: 30-50 feet Parking areas: 20 - 25 feet
Impervious Surface	Up to 80 percent of the development area may be impervious.
Landscaping	A minimum of 20 percent of the development area is required to be landscaped.
Minimum Lot Size	20,000 square feet; except for RSIA-designated land, which shall include at least one 100-acre parcel and one 50-acre parcel.
Maximum Structure Height	65 feet to 85 feet if certain yard requirements are met. Within 100 feet of residential district, maximum height is 28 feet.

\* Within this range, setbacks will be larger if property abuts a residential area.

### DEVELOPABLE AREA

Of the approximately 614 acres in the Concept Plan area, the actual developable area is reduced by the following factors or development requirements:

- Approximately 448 acres within the Concept Plan area are considered to be net buildable acres (net of existing/planned public arterial and collector street right-of-way, wetlands, floodways, flood plains, streams, slopes greater than 25%, 50 foot buffers around sensitive areas and 35 feet from the top of the bank on slopes greater than 25%).
- Areas within BPA and PGE easements are subject to the following constraints:
  - Cannot be used for parking, buildings, or water quality facilities
  - No buildings can be constructed within 25 feet of the vertical members of the transmission line towers
  - Potentially could be used for public open space, such as a trail

It is assumed that impacts on potential floodplains and wetlands could be mitigated offsite and would not reduce developable area. Any offsite mitigation would be subject to the applicable regulations of the affected jurisdictions (e.g., Washington County or Clean Water Services).

The local resources in the Natural Resources Map would be protected, where appropriate, and enhanced as a condition for new development.

The Portland and Western Railroad right-of-way (owned by ODOT) traverses in a north-south alignment along the eastern boundary of the SWCP area. ODOT's Rail Division has indicated that no new public at-grade street or pedestrian crossings would be allowed. The 2010 transportation analysis update proposes constructing two bridges over the railroad right-of-way. One bridge would connect Blake Street in the northern end of the study area and a second bridge would connect Tonquin Road in the southern end of the study area.

### **FUTURE URBAN EXPANSION**

When the Concept Plan area is annexed into the City of Tualatin, it will form the southwestern city limits. The Concept Plan area is partially surrounded on two sides by land that is currently inside the City of Tualatin city limits. The land on the west, south and east of the Concept Plan area is currently within unincorporated Washington County. However, most of these areas will become urbanized in the future. Adjacent to the SWCP area on the northwest is the approximately 300-acre "Quarry Area," that will be annexed into the City of Sherwood as the Tonquin Employment Area. Land on the southeast, 645-acre are (approximate), known as the "Basalt Creek Area" was brought into the UGB by Metro in June 2004 for future industrial and residential development. In 2009 additional land was added to the SWCP area including 66 acres of industrial land located west of the railroad right-of-way and south of Knife River. Additionally, an urban reserve area of 117 acres currently outside the UGB and located directly south and southeast of the area was added to the SWCP.

### **Traffic Analysis**

#### **BACKGROUND**

As discussed above, in December 2002 and June 2004, Metro added land designated for future industrial development in Southwest Tualatin to the Portland regional UGB. This, together with pre-2002 UGB land, the land in the industrial land west of the railroad and the urban reserve land, make up the 614-acre Southwest Tualatin Concept Plan area. The SWCP area is located south of Tualatin-Sherwood Road and west of the current Tualatin city limits and in the future will be annexed into the City of Tualatin. Current land uses in the planning area consist of aggregate mining (the majority of the area), and a small amount of rural industrial, manufacturing uses, and Tualatin Valley Fire and Rescue training facility at the south end of the area. The *Southwest Concept Plan* identifies land use, transportation, and urban services needs for the area, once mining operations cease and the rural industrial and other

non-industrial sites redevelop. The draft preferred conceptual development plan (Alternative 3 2010 Update) is illustrated in Figure 3.

**PLANNING PROCESS**

The end result of the Concept Plan will be amendments to the Tualatin Development Code (TDC) and Transportation System Plan (TSP) that will allow the future redevelopment of the Concept Plan area from its current rural, industrial and aggregate extraction uses to more urbanized industrial uses. These future uses are assumed to be a mix of “light industrial” (e.g., printing, material testing, and assembly of data processing equipment) and “business park” uses (e.g., flex-type space for technology companies).

The 2010 transportation analysis considered the following parameters:

- The trip generation potential of the SWCP area plus an additional 183 acres north and south of Tonquin Road (areas K and L in Figure 3);
- The traffic-redistribution effects of the preferred roadway network from the I-5 to 99W Connector Study;
- Changes to Oregon’s Transportation Planning Rule (TPR) since 2005;
- A horizon year of 2030; and
- Coordination with concept planning efforts with the adjacent Tonquin Employment Area in the City of Sherwood.

TPR requirements pertaining to plan and land use regulation amendments are given in Oregon Administrative Rules section 660-012-0060. Proposed changes to land use plans must determine whether the proposed change would create a “significant effect” on the planned transportation system. The transportation system plans for the City of Tualatin, Washington County and Metro’s Regional Plan could be affected by the eventual Tualatin Development Code amendments resulting from the Concept Plan work. All three of these

adopted plans assumed future urban levels of development that are more intense than what is reasonably likely to occur. Table 4 compares the jobs assumed by Metro’s model and the jobs assumed by the SWCP analysis in the years 2020, 2030 and 2035. In the 2030 horizon year the Metro model assumes 3,516 jobs will exist in the area and the SWCP analysis assumes only 2,800 jobs will exist in the area. In the year 2030 the SWCP area could be 68% developed and when the entire area is completely developed there could be 4,100 employees. (See Appendix C Traffic Analysis for more details). Because the number of jobs assumed by the SWCP analysis is fewer than the number of jobs assumed by the Metro model, it is unlikely that changes to the TDC will create a “significant effect” on the planned transportation system.

**Table 4 Employment comparison of Metro model and SWCP land use assumptions**

Analysis Year	Total Employment
2020 (Metro model)	1,782
2020 (Concept Plan)	1,400
2030 (Metro model)	3,516
2030 (Concept Plan)	2,800
2035 (Metro model)	3,735
2035 (Concept Plan)	3,500

Tualatin’s Leveton Employment Area, established in 1985, was used as a guide for development in the SWCP area. When the Leveton Employment Area was annexed into the City it was characterized by underdevelopment and faced a variety of physical and economic obstacles including inadequate infrastructure systems to allow industrial development to occur. Sanitary sewer, water and transportation systems were generally below standard or non-existent and an abandoned sand quarry inhibited future development.<sup>2</sup>

<sup>2</sup> City of Tualatin, Economic Development Division *Leveton Tax Increment Plan-April 2002*, Tualatin, Oregon

Between the years 1985 and 2005 Tualatin saw an economic growth spurt and employment in the Leveton area grew at a high rate of 140 jobs per year. The SWCP area has similar existing conditions (see Appendix K Existing Conditions Technical Memorandum March 8, 2005), and it is reasonable to assume that similar growth patterns will occur in the area.

The transportation system in the year 2030 will not be the same as it is today. Metro's regional transportation 2030 model used for the I-5 to 99W, Alternative 7, was used for this analysis. The road network used in this model assumed the following future projects:

- Constructing the I-5 to 99W Connector as a five-lane arterial following an alignment along the south edge of the Concept Plan area, connecting I-5 north of the North Wilsonville interchange to Highway 99W south of Brookman Road.
- Widening Tualatin-Sherwood Road to 5 lanes from Tualatin to Sherwood.
- Extending SW 124<sup>th</sup> Avenue as a 5-lane arterial from Tualatin-Sherwood Road to the I-5 to 99W Connector, with right- and left-turn lanes provided at signalized intersections.
- A future transportation solution to the inadequate access and connectivity via the current bridge across the Tualatin River into the Tualatin Town Center and the industrial district will be addressed in Tualatin's next Transportation System Plan update.
- Extending Herman Road as a 3-lane arterial from Cipole Road to Highway 99W.
- Extending Blake Street through the Concept Plan area to SW 124<sup>th</sup> Avenue, and then continuing as an east-west collector street into the Tonquin Employment Area and Sherwood.

## SUMMARY OF RESULTS

The 2010 update analysis study intersections consisted of the arterial/collector and arterial/arterial intersections along the periphery of the

Concept Plan area, as well as the highest-volume collector/collector intersection within the Concept Plan. The following intersections were studied:

- SW 108th Avenue/Blake Street
- SW 115th Avenue/Tualatin-Sherwood Road
- SW 115<sup>th</sup> Avenue/Blake Street
- SW 115th Drive/East-West Collector
- SW 115th Drive/ Tonquin Road
- SW 124th Avenue/Tualatin-Sherwood Road
- SW 124th Avenue/Blake Street
- SW 124th Avenue/East-West Collector
- SW 124th Avenue/Tonquin Road and
- SW 124th Avenue/I-5 to 99W Connector

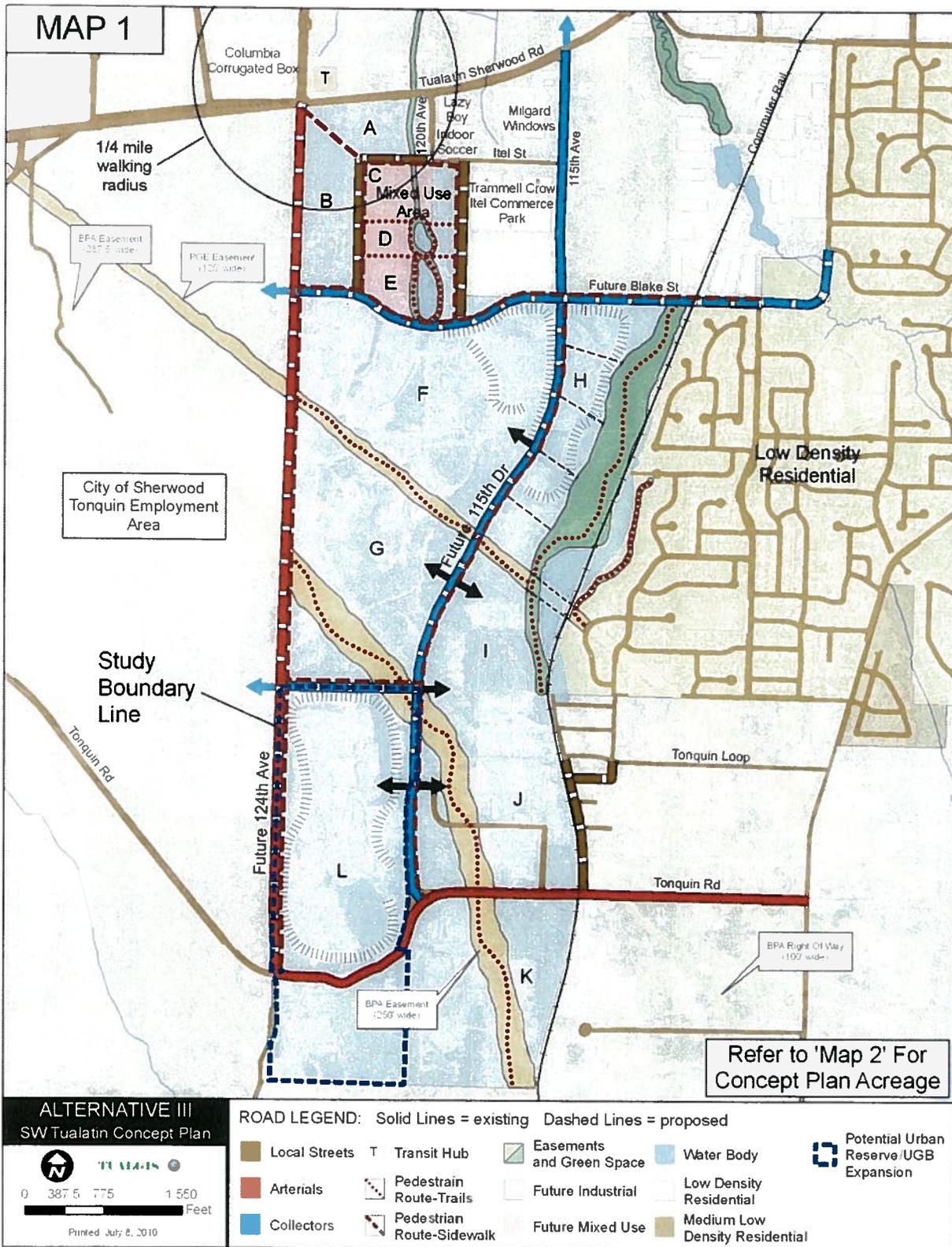
All intersections would meet City of Tualatin standards (Level of Service D or better for signalized intersections). Intersections along Tualatin-Sherwood Road would also be Washington County intersections and would meet the County's signalized intersection standard of a volume to capacity ratio of 0.99 or less. If the I-5 to 99W Connector were to become a state highway, its intersections with SW124th Avenue would also meet ODOT standards for the Portland Metro area (volume to capacity of 0.99 or less).

If the Southwest Tualatin Concept Plan area were to build out by the year 2030, all of the study intersections would (or could be made to) meet applicable City and County standards. The intersection of SW 124th Avenue with the I-5 to 99W Connector would require separate intersections with the eastbound and westbound Connector roadways, preferably located where future interchange ramps would intersect SW 124th Avenue. The SW 108th Avenue and SW Blake Street intersection would be stop controlled with a stop sign on SW 108th. The Tualatin TSP identified the need for a roundabout at SW 115th Avenue and SW Blake Street. This in combination with a narrower street width on SW Blake Street east of SW 115th could discourage truck traffic from using Blake Street to enter the residential neighborhood to the east. Additionally, the exact location

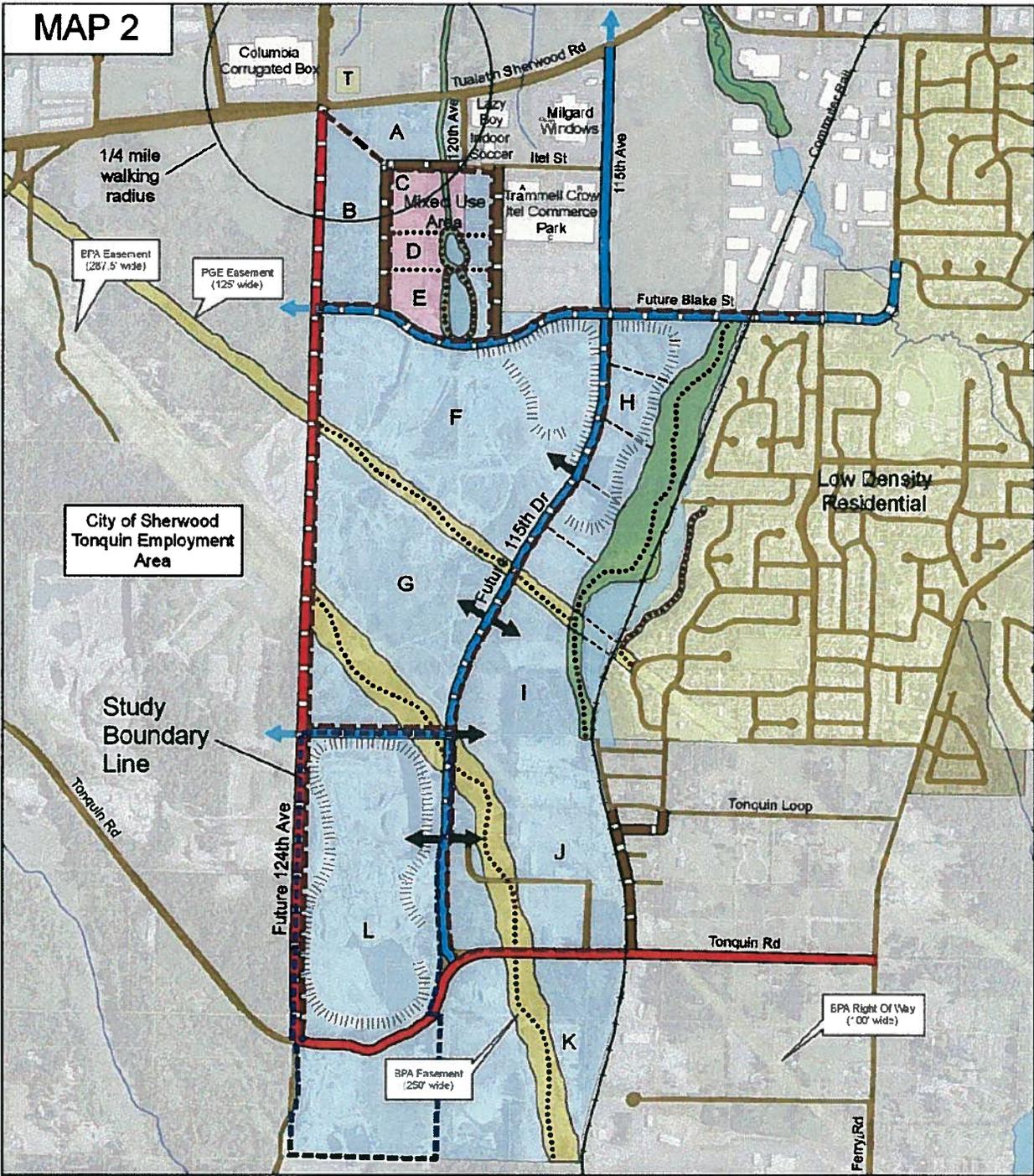
of the intersection of SW Blake Street and SW 124th will be determined through coordination between the Cities of Sherwood and Tualatin when more in-depth site analysis has been conducted.

The 2005 Concept Plan recommended that the SW 120th Avenue/Tualatin-Sherwood Road intersection be converted to a right-in, right-out configuration, due to the difficulty of making left turns at this location and the proximity of traffic signals at SW 115th and SW 124th Avenues. That recommendation still holds. For the complete traffic analysis from 2005, see Appendix L Future Alternatives Traffic Analysis May 2, 2005; Updated June 12, 2005.

Figure 3 Preferred Concept Plan



Preferred Concept Plan 'Map 2'



MAP 2

1/4 mile walking radius

EPA Easement (287.5' wide)

PGE Easement (125' wide)

City of Sherwood Tonquin Employment Area

Study Boundary Line

Low Density Residential

Tonquin Loop

Tonquin Rd

EPA Right Of Way (1'00' wide)

BPA Easement (250' wide)

ALTERNATIVE III  
SW Tualatin Concept Plan



Printed: July 8, 2010

Concept Plan ID with Net Acreage

'A' - 12 acres	'D' - 5 acres	'G' - 79 acres	'J' - 61 acres
'B' - 20 acres	'E' - 5 acres	'H' - 41 acres	'K' - 19 acres
'C' - 6 acres	'F' - 96 acres	'I' - 27 acres	'L' - 77 acres

## **Infrastructure Needs**

### **WATER SYSTEM**

There are currently no public water lines located in the Concept Plan area.

*Development Issues:* The Concept Plan area must be in the City of Tualatin prior to receiving water service.

*Infrastructure Needs:* The water master plan includes the Concept Plan area (referenced as the “Tigard Sand and Gravel Area”) in the hydraulic modeling and capital improvement project (CIP) identification tasks see Appendix K, Table ES-1 and Figure ES-1. Figure 4 illustrates the extension of the City’s water system to and within the Concept Plan area. The routing of the pipes within the plan area has been modified to follow the new roadways proposed. Once development assumptions have been specified, more specific estimates of future infrastructure needs can be made. Over time, additional water sources will need to be identified to serve Tualatin’s future growth. At this time, the city is exploring options. The 2010 update includes impacts for providing water to an expanded area. This includes the urban reserve area, the industrial area west of the railroad right-of-way and the impact of providing water to some portion of the balance of the “Basalt Creek Area” that is proposed to support residential and commercial uses. See Appendix D for 2010 updated infrastructure analysis.

### **SEWER SYSTEM**

No sanitary sewer system of adequate size currently exists within or near the Concept Plan area.

*Development Issues:* The Concept Plan area must be in the City of Tualatin prior to receiving sewer service.

*Infrastructure Needs:* The sewer master plan included the Concept Plan area in the hydraulic modeling and capital improvement project (CIP) identification tasks. Three recommended CIP projects were identified to provide sanitary sewer service to the Concept Plan area and adjacent areas in southwest Tualatin. The recommended projects are:

- Tualatin-Sherwood Extension – a new 24-inch pipeline located in Tualatin-Sherwood Road, extending from the Concept Plan area easterly to SW Avery Street;
- Bluff/Cipole Lateral – Increase existing 12-inch to 21-inch pipe to an 18-inch and 36-inch pipeline extending from near the SW Tualatin-Sherwood Road / SW Avery Street intersection to the existing Bluff/Cipole Trunk; and
- Bluff/Cipole Trunk improvements – upsize existing trunk line pipe diameters.
- The 2010 infrastructure analysis identified the need for additional 8-inch local sewers, 12-inch force main and additional lift station capacity.
- Similar needs were identified for the potential urban reserve area and the industrial area west of the railroad right-of-way.

For the purposes of allocating offsite infrastructure improvements to the SWCP area development, only the Bluff/Cipole Lateral project is included in the capital cost estimate to serve the Concept Plan area. Figure 4 illustrates the offsite sanitary sewer improvements. Appendix E provides more details on the assumptions contained in the capital cost estimates and Appendix D contains the 2010 updated infrastructure analysis.

### **STORM DRAINAGE**

No storm water system exists within the Concept Plan area. The plan area rises gradually in elevation from approximately 185 feet at the north to about 290 feet along the central east side, then drops to about 240 feet at the south. Drainage is imperfect, but is generally toward the north and south, with a break point at approximately the middle of the Concept Plan area. Drainage in the northern portion around and in the quarry infiltrates through the fragmented basalt and drains toward Hedges Creek. Drainage to the south flows toward Coffee Lake Creek, which flows to the Willamette River.

**Infrastructure Needs:** Runoff from future streets or access roads and development in the portion of the Concept Plan area will need to meet Clean Water Services (CWS) design criteria for storm water quality and quantity control. A new conveyance system will need to be installed along the roadways. Site development runoff will need to be treated and detained, if necessary, before being discharged to the public drainage systems. It should be noted that most of the Concept Plan area is outside of the current CWS service area. The CWS service area may be expanded in the future to include the Concept Plan area. If this does not occur, the City may require that new development meet CWS requirements. Four regional stormwater facilities are proposed. They are designed to meet peak flows and runoff volumes. Each facility is an extended dry basin, designed to CWS standards. Three facilities in the southern portion of the area that drain to Coffee Lake Creek are designed to provide water quality treatment and detention, while the facility that drains to Hedges Creek is designed to provide water quality treatment only.

### **OTHER UTILITIES**

The only known utility that crosses the study area is electrical; the Bonneville Power Administration (BPA) and Portland General electric (PGE) transmission lines. PGE provides electrical service in the

Concept Plan area and has the capacity to serve the needs of the study area. PGE operates an 115-kV electrical transmission line that runs diagonally across the middle of the study area. A second 115-kV electrical transmission line run by BPA (referred to as the Keeler Oregon City #2, Oregon City Stub) crosses the Concept Plan area on BPA's right-of-way or easement. This is a regional distribution line that is not used to provide electrical service to the area.

Conversations with BPA staff have indicated that in the future the corridor could be used for open space or perhaps a trail but is off limits for development or use as a water quality facility. BPA is willing to work with property owners or the City to provide road access to sites within the SWCP area. No construction could occur within 25 feet of the transmission line poles. Also, no parking, refueling, or storage of flammable materials may occur on the BPA right-of way.

Phone service and natural gas utility service will be needed to serve future development in the SWCP area. These private utilities will be funded and constructed privately at development occurs.

### **Natural and Cultural Resources**

A study of the Natural and Cultural Resources was conducted for the I-5 to 99W Connector project titled *I-5 to 99W Connector Project Alternative Analysis Report-June 2008* (Connector Study). The project area encompassed the SWCP area and a much larger geographic study area that stretched approximately from I-5 on the east to 99W on the west, Elligsen Road on the south to the Tualatin River on the north. Generally, the Connector study was consistent with the SWCP *Existing Conditions Technical Memorandum 2005* (see Appendix K) however there is some additional information from the Connector Study.

Broadly, the Connector Study area lies within the basins of the lower Willamette River and the Tualatin River. Specifically, the SWCP area

lies in the subbasins of Hedges Creek and Coffee Lake Creek also referred to in the Connector Study as Seely Ditch.

**Existing Conditions:** Natural resources in the Concept Plan area have been highly modified by historical and current land uses.

The plant community consists predominantly of scrub-shrub vegetation with remnant patches of forested habitat. Shrub vegetation is dominated by oceanspray (*Holodiscus discolor*) and poison oak (*Rhus diversiloba*). Dominant trees include madrone (*Arbutus menziesii*), Scouler's willow (*Salix scouleriana*), black cottonwood (*Populus balsamifera*), and Douglas fir (*Pseudotsuga menziesii*). With the exception of a fairly large population of madrone, no unique species or species assemblages were found. Madrone is native to western Oregon, but not particularly common in this portion of the Willamette Valley. Introduction and dispersal of weeds is prevalent, facilitated by high truck traffic and the electrical transmission rights-of-way (i.e., BPA). The Connector Study found the presence of Douglas Hawthorne (*Crataegus douglasii*), common cattail (*Typha latifolia*), soft rush (*Juncus effusus*) and slough sedge located in the Hedges Creek subbasin. The Coffee Lake Creek subbasin was observed to have a large cattail marsh (presumed to be Kolk Pond) with an open water area partially covered by duckweed (*Lemna minor*). Also, Douglas fir upland borders this area.

Wildlife activity appears sparse where vegetation is cleared and land use by people is active. Inactive land areas appear suitable for a variety of wildlife species, especially deer, coyote, small mammals, song birds, and reptiles. "From a wildlife perspective, the Rock Creek and Coffee Lake Creek subbasins function as a single system linking the Tualatin River to the Willamette River through the Tonquin

Scablands."<sup>3</sup> According to the Connector Study the Tonquin Scablands border the westerly edge of the SWCP study area.

The Washington County soil map indicates that most of the plan area is covered by Saum silt loam (38), Briedwell stony silt loam (5), Hillsboro loam (21), and Pits (76), all non-hydric soils. Wapato silty clay loam (43), a hydric soil, is present along Coffee Lake Creek and west of the old railroad station. Wetland resources tend to occur at hydric soil locations. The Connector Study indicates areas of soft soils along portions of Coffee Lake Creek in the southern portion of the SWCP area. Additionally, the study indicates the majority of the area is in shallow bedrock. Portions of the study area are characterized by steep slopes greater than 40 percent gradient and some slopes that are 15 to 40 percent gradient. These slopes are most likely due to aggregate mining in the SWCP area. Along Coffee Lake Creek, there are small areas with a high liquefaction hazard according to the Connector Study. There is an indication of possible moderate erosion hazard on the westerly portion of the SWCP area. The Connector Study used key environmental indicators to identify likely areas of archeological significance. One such indicator that can be found in the SWCP area are Mollisols or "soils that formed under grasslands and created areas that would have been rich in food resources."<sup>4</sup>

Waters and wetlands seem to occur where perched hydrology intersects with ground surfaces. A cursory search for potential waters and wetlands reveals the Kolk Ponds, shallow wetland ponds in the north east are, and wetlands associated with Coffee Lake Creek. The Connector Study indicates possible emergent and scrub-shrub wetlands in the northern portion of the SWCP study area, and it

<sup>3</sup> I-5 to 99W Connector Project Alternative Analysis Report, June 2008 retrieved from website July 6, 2010 [www.f5to99w.org](http://www.f5to99w.org)

<sup>4</sup> I-5 to 99W Connector Project Alternative Analysis Report, June 2008

indicates the presence of emergent wetlands and hydric soils along the Coffee Lake Creek stream.

Field observations indicate that wetland conditions exist at former borrow sites, where unimproved roads have altered surface drainage, at roadside ditches, and at CWS Water Quality Sensitive Areas and Vegetated Corridors. It will be challenging to determine the jurisdictional status of wetlands that occur at active and formerly active quarry operations, potentially isolated wetlands, drainage ditch wetlands, and artificial ponds.

A small resource area at the southeastern corner of the SWCP area, where a portion of an old railroad station exists, is designated a Historic and Cultural Resource according to Washington County's Rural/Natural Resource Plan (See Appendix K for the existing conditions report and Appendix P for the 2005 review of Historical Resources).

*Development Issues:* According to Washington County, the greatest resource value is for mineral and aggregate sources. Protection of waters and wetlands will constrain many land uses because regulated areas are scattered across the Concept Plan area. The initial impression is that threatened and endangered species protections do not appear to impact development. Presence of archeological resources is unknown, but unlikely at present and former borrow areas. Current stormwater and surface water patterns and management are disjoint and imperfect. Figure 5 identifies wetland areas as well as those areas with trees and vegetation.

Figure 4 Water and Wastewater Infrastructure

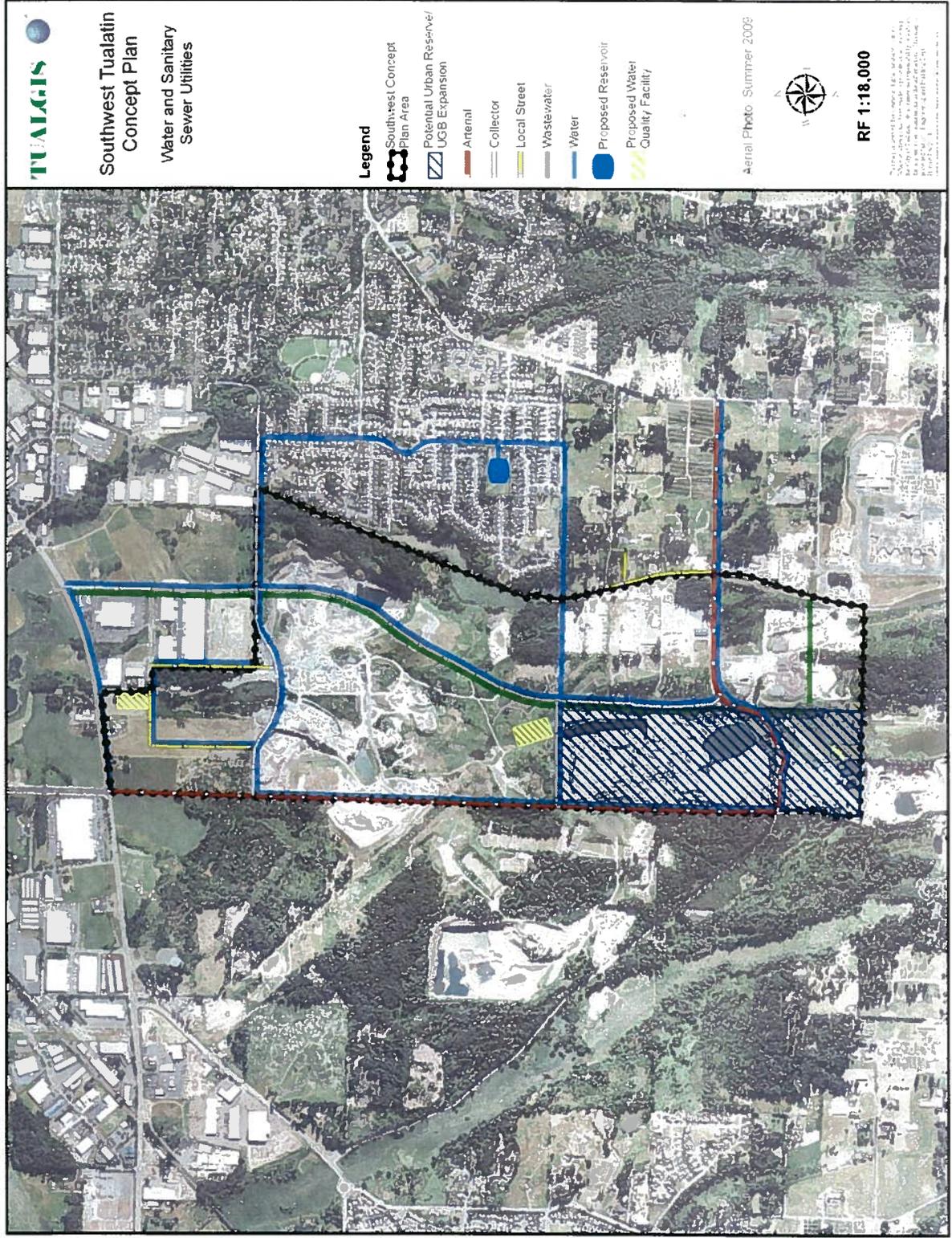
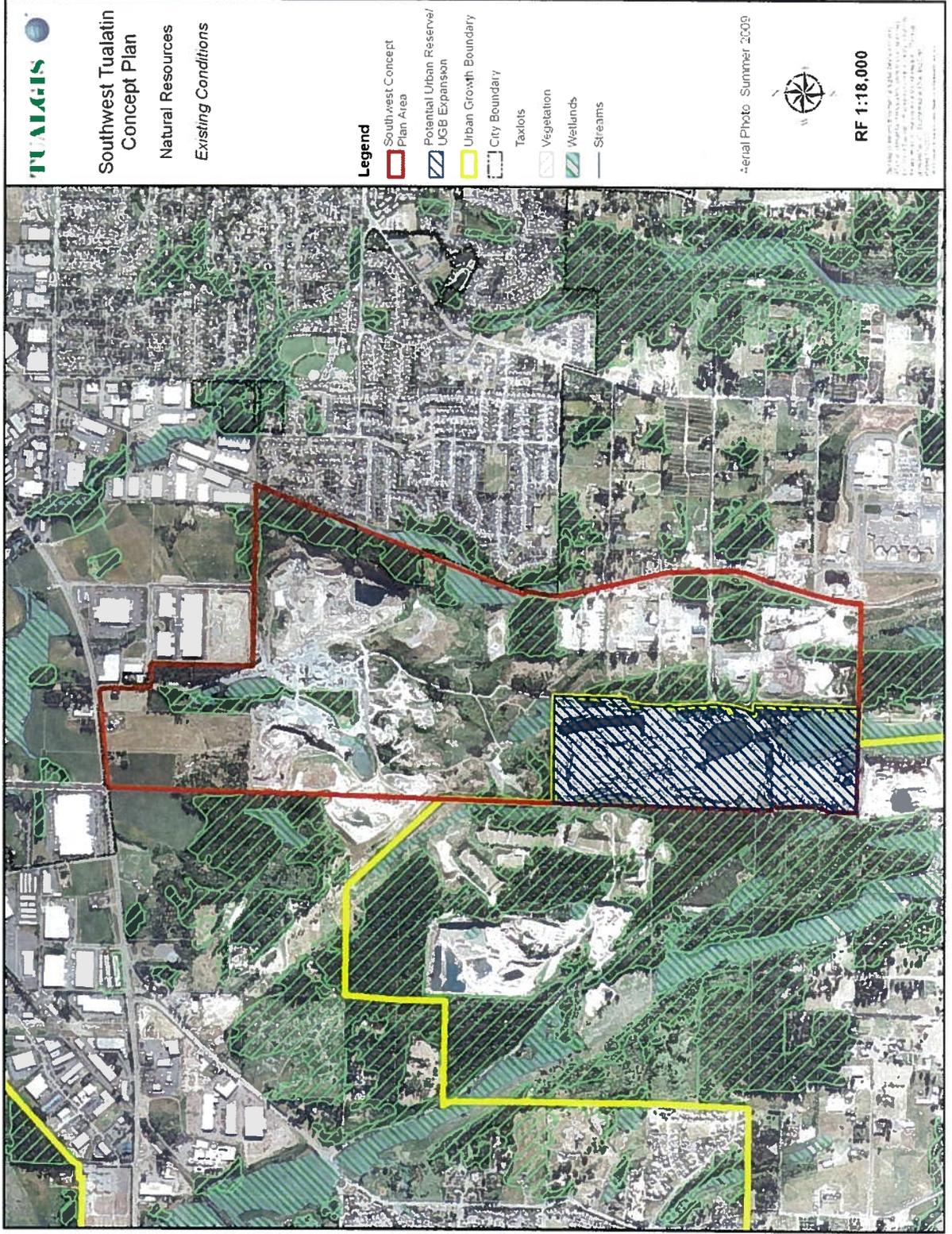


Figure 5 Natural Resources



## 4 IMPLEMENTATION

This section addresses five key considerations for Concept Plan implementation: provision of urban services, cost estimates, funding options, fiscal impacts findings, and consistency with City plans and policies.

### Provision of Urban Services

This plan assumes that the new SW 124th Avenue extension will be funded with a variety of funding sources including local sources, Washington County and the Metro Regional Transportation Improvement Plan. Other roads and utilities will likely be funded by local resources, including City and private developer contributions. Developers will be responsible for providing local streets and utility connections to trunk line systems. However, to maintain flexibility, the plan does not identify specific locations or configurations for these local connections. Assumptions are that the best configuration of development on the Concept Plan area would be determined by market opportunities and constraints at the time of development, allowed uses, and other Tualatin Development Code (TDC) requirements.

Development of the private tax lots within the Concept Plan area, either individually or in combination, would influence the sequencing of services provided. If the developable lots are developed separately, coordination is recommended so as not to preclude the provision of public infrastructure to the remaining sites through reasonable and affordable means. Such coordination would ensure that:

- Development on one parcel would not preclude the development of the remaining parcel(s).

- Connections to City utilities would not preclude connections from the remaining parcel(s).
- Pedestrian and vehicular access to one development project would not preclude pedestrian and vehicular access to the remaining parcel(s).
- Utility access to remaining development parcel(s) would be provided by initial development project(s).
- Any privately constructed infrastructure to be assumed by the City would provide capacity for full build-out of the planning area, and conform to applicable city standards and specifications.
- Surface water management for one development project would not preclude practicable and reasonable means for surface water management of the remaining parcel(s).

### Cost Estimates

Total capital costs for major roads, sewer, water, and storm water systems have been estimated for build out of the SWCP area (see Appendix D for 2010 updated analysis and Appendix M for 2005 analysis.) Unit costs were prepared based on local and regional experience with a variety of roadway and pathway projects. Table 4 below summarizes the capital costs based on 2010 analysis.

The preliminary cost estimates assume typical design sections for collector and arterial street improvements, and do not include any other cost for right of way acquisition, permitting or geotechnical soils work. Other costs may include special environmental mitigation, wetland enhancements and business or residential relocations. The 2010 update included the cost of roadway, bridges, signals and earthwork in the road segment costs. The update also analyzed road improvement needs in the expanded area.

The collector roads are assumed to be two lanes with center turn lanes, bike lanes, sidewalks, landscaping, underground utilities, and street illumination. The arterial road (SW 124th Avenue) is assumed to be four lanes with bike lanes, sidewalks, landscape strips, landscaped median, street illumination, and a center turn lane at street intersections. It is assumed that the pathways would be comprised of soft trails (pervious surface) within the power line easements, and concrete trails around the ponds. Pedestrian trails were not added to the expanded area therefore cost estimates from 2005 only increased by 10percent to reflect the inflation costs from 2005 to 2009. The Tonquin Trail master plan, a regional effort led by Metro, indicates potential trail segments traversing the SWCP area. These segments could follow the BPA right-of-way, Tonquin Road and the Portland & Western Railroad.

Table 5 Estimated Capital Costs

System	Cost
SW 124th Avenue <sup>1</sup>	\$85,745,000
Arterials <sup>2</sup>	\$13,390,000
Collectors <sup>3</sup>	\$23,080,000
Pedestrian/Trails	\$1,075,000
Water	\$11,830,000
Sanitary Sewer	\$15,330,000
Bluff/ Cipole upsized <sup>4</sup>	\$2,270,000
Stormwater Regional Facilities	\$1,657,000
<b>Total Capital Costs</b>	<b>\$154,377,000</b>
Right-of-way Costs <sup>5</sup>	\$9,124,000
<b>Total Costs</b>	<b>\$163,501,000</b>

Source: CH2M HILL, *Southwest Tualatin Concept Plan Update*

Portland, Oregon June 21, 2010. Based on Conceptual Development Alternative 3 and expanded boundary. All costs stated in constant year 2009 dollars at complete build out.

1. Prepared by the City of Tualatin in 2007 for the Metro 2035 Regional Transportation Plan Update. This includes costs for right-of-way, agency administration and risk contingencies and all signals on SW 124<sup>th</sup> Avenue. The 2007 estimate was escalated at 2% per year by CH2M Hill to adjust from 2007 to 2009.
2. Includes the costs of two bridge/ railroad crossings and one round about.
3. Includes Blake Street extension and the cost of one signal at the intersection of SW 115<sup>th</sup> Avenue and SW Tonquin Road.
4. Bluff/Cipole upsized costs for the segment D285 as per the Clean Water Services Sanitary Sewer and Master Plan.
5. Right-of-way costs developed by the City of Tualatin Community Development in constant 2009 dollars. Costs range from \$8,908,000 to \$9,340,000.

Major on-site and off-site public infrastructure items including roads, trails, water, sewer, and storm water facilities are estimated to cost approximately \$163 million. In 2010 transportation development tax revenues are anticipated to generate \$11.5 million or cover 7% of the total cost. Existing sewer/ water/ storm drain fees are anticipated to generate about \$19 million in revenues or cover 12% of the total costs.

### Funding Options

To implement the Concept Plan, funding would be required to design and construct new or improved transportation and public utility infrastructure. Related costs could include environmental and other permitting, and legal fees.

The City in conjunction with Metro, ODOT, and private property owners and developers can fund the capital projects with a combination of traditional and innovative public-private funding sources.

Potential funding sources may include federal and state transportation grants (distributed through Metro); state infrastructure loans; special public works funds; Oregon Immediate Opportunity Program; and local funding through system development charges and establishment of an urban renewal district, local improvement district, or zone of benefit district. Public-private development agreements may also be considered which results in the advanced financing of major public improvements in exchange for system development charge waivers or credits.

### Fiscal Impact Findings

It is anticipated there will be substantial direct economic benefits and costs associated with the planned light industrial development in the SWCP area. The direct fiscal costs and benefits have been forecasted based on typical growth assumptions for light industrial developments (see Appendix E). Assuming that 68% of the site could be developed by year 2030, the general conclusions that can be reached by this analysis include:

- Total assessed value of development would increase by at least \$265 million over current assessed values;
- If annexed by the City of Tualatin, total annual property tax revenues and fees would likely amount to \$665,000 of added annual revenue to the City;
- Annual governmental service costs for police, fire and planning would amount to about \$103,000 per year;
- The annual cost of maintaining and operating the road and trail system is expected to cost the City over \$153,000 per year;
- There would also be added maintenance costs for the sewer and water systems of approximately \$340,000 per year, but that would

likely be “covered” by rate collections by service providers, such as Clean Water Services.

- Significant positive economic impacts are anticipated from more than 3,700 construction jobs and 2,232 permanent jobs. The direct and indirect payroll that supports these jobs is expected to yield over \$600 million in construction expenditures, \$141 million in annual direct wages, and \$211 million in annual indirect spending.
- The added permanent income of \$141 million is expected to support over \$9.8 million in additional state income tax revenues, and over \$1.4 million in Tri-Met tax revenues.

### Consistency with City Plans and Policies

Implementation of the Concept Plan would require changes to City plans and policies, as outlined below.

#### TRANSPORTATION SYSTEM PLAN (TDC CHAPTER 11)

Tualatin’s TSP is implemented primarily by Chapter 11 of the Tualatin Development Code. The TDC would need to be amended to incorporate the following amendments. See Appendix F for a complete list of recommended changes to the TSP.

A summary of key transportation improvements includes:

#### Arterials:

- SW 124th Avenue, Tualatin-Sherwood Road to south terminus at Tonquin Road or to I-5 to 99W Connector
- SW Tonquin Road, SW 124th Avenue to planning area boundary and continuing east becoming an above grade railroad crossing.

#### Collectors:

- Blake Street, SW 108th Avenue to SW 115th Avenue and continuing to SW 124th Avenue

- SW 115th Avenue, Tualatin-Sherwood Road to a future Blake Street extension to Tonquin Road.
- Unnamed east-west connector, SW 115th Drive to SW 124th Avenue

Local Streets:

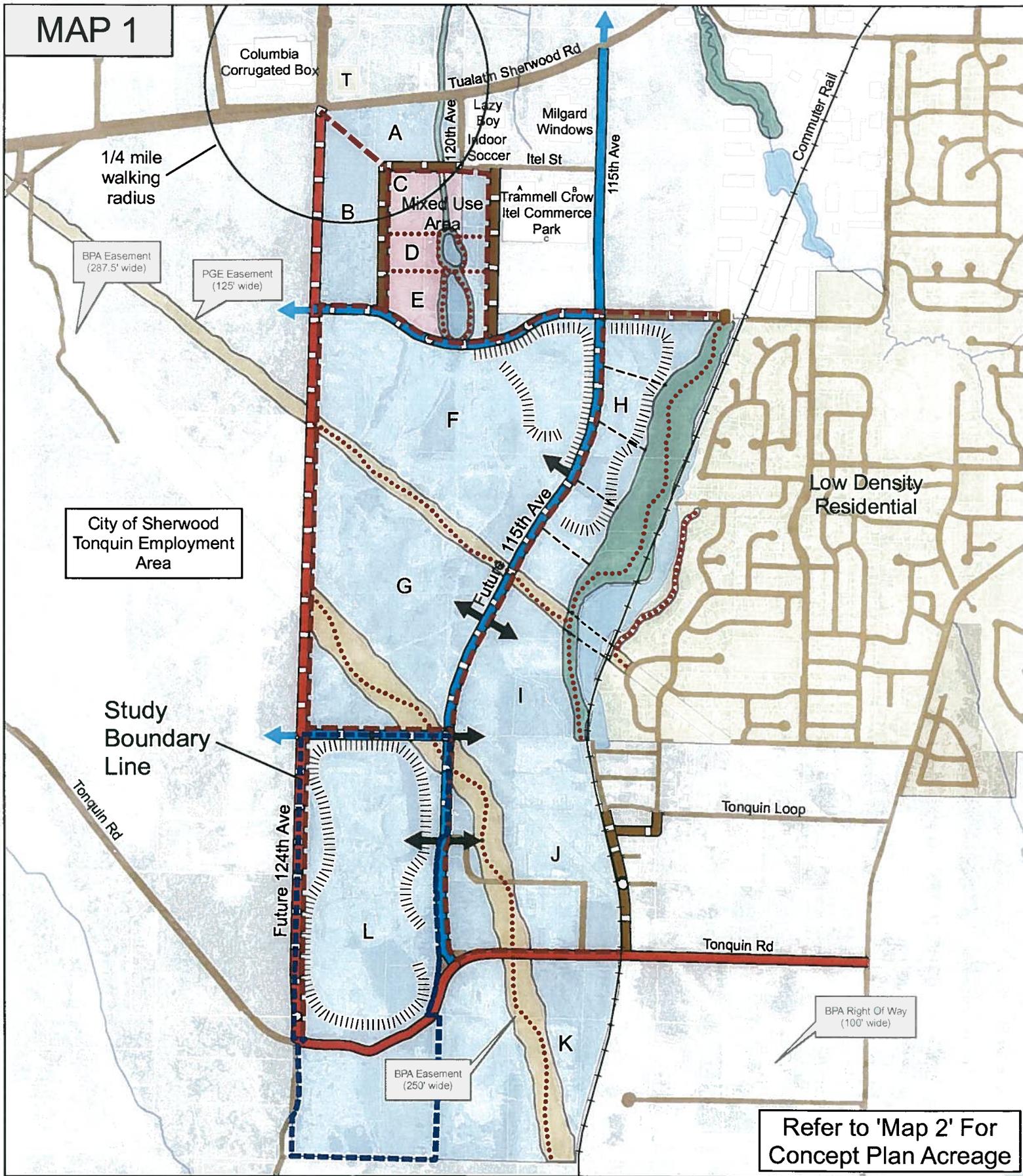
- Itel Street, SW 122nd Avenue to SW 115th Avenue.
- SW 122nd Avenue, between a future extension of SW Itel and Blake Street.
- SW 117th Avenue, Itel Street to the proposed Blake Street extension

The TSP amendments will need to be reviewed by the Tualatin Planning Advisory Committee and adopted by the City Council.

**OTHER**

To codify the Concept Plan, a number of other elements of the Tualatin Development Code (and the Comprehensive Plan incorporated therein) would need updating with map changes and additional text. These changes will be identified by City of Tualatin staff as part of the adoption process.

# MAP 1



Refer to 'Map 2' For Concept Plan Acreage

## ALTERNATIVE IV SW Tualatin Concept Plan



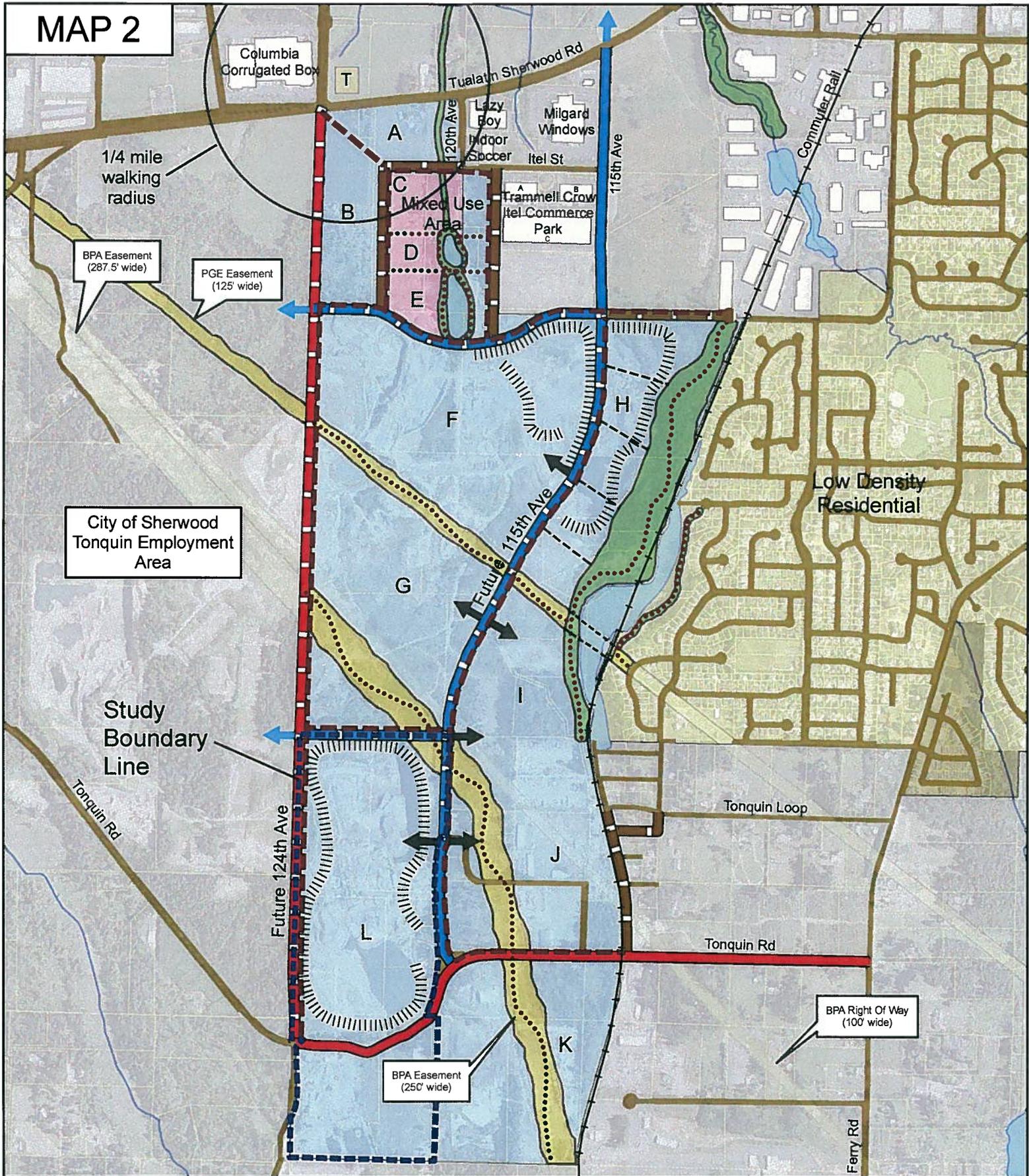
0 250 500 1,000 Feet

Printed: July 23, 2010

### ROAD LEGEND: Solid Lines = existing Dashed Lines = proposed

- |               |                           |                           |                                |                                       |
|---------------|---------------------------|---------------------------|--------------------------------|---------------------------------------|
| Local Streets | Transit Hub               | Easements and Green Space | Water Body                     | Potential Urban Reserve/UGB Expansion |
| Arterials     | Pedestrian Route-Trails   | Future Industrial         | Low Density Residential        | Attachment C<br>Alternative IV Map    |
| Collectors    | Pedestrian Route-Sidewalk | Future Mixed Use          | Medium Low Density Residential |                                       |

# MAP 2



ALTERNATIVE IV  
SW Tualatin Concept Plan

## Concept Plan ID with Net Acreage



'A' - 12 acres	'D' - 5 acres	'G' - 79 acres	'J' - 61 acres
'B' - 20 acres	'E' - 5 acres	'H' - 41 acres	'K' - 19 acres
'C' - 6 acres	'F' - 96 acres	'I' - 27 acres	'L' - 77 acres

## SW Tualatin Concept Plan Update - Estimate Revisions

PREPARED FOR: City of Tualatin  
PREPARED BY: Darren Hippenstiel/PDX  
REVIEWED BY: Dave Simmons/PDX  
DATE: July 27, 2010  
PROJECT NO.: 398395.48.01

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The objective of this memorandum is to document revised assumptions for the development of infrastructure within the area southwest of the City of Tualatin known as the SW Tualatin Area. The total revised cost estimated for the development of infrastructure in the SWTCP area is **\$141,597,000**. A summary of the revised assumptions per major infrastructure category follows:

### Transportation:

Collector 1 shown in SWTCP update memo dated 06/25/2010 is revised to end approximately 200' east of Collector 2 (SW 115th Ave.). A cul-de-sac type treatment is now assumed. This revised assumption eliminates the bridge to cross the Portland and Western Railroad line, walls assumed necessary to retain the fill from adjacent properties, embankment material, and roadway materials. These revisions reduce the estimated cost for Collector 1 from \$12,410,000 to \$3,400,000, a reduction of \$9,010,000

Additionally the reconstruction of the curve on SW Blake Street from SW 105th to SW 108th is removed from consideration. The costs update those prepared as part of the SW Tualatin Concept Plan (SWTCP) in 2005 and subsequent updates from this project. This revision reduces the total for transportation infrastructure by \$1,500,000.

The total revised cost to provide transportation infrastructure in the SW Tualatin Area is **\$69,424,000**, a total reduction of \$10,510,000.

### Stormwater Regional Facilities:

The reduction in impervious surfaces has a negligible effect on the sizing requirements for regional stormwater facilities and has no effect on the location of regional facilities. The cost for providing regional stormwater facilities for the SWTCP area is unchanged.

### Water Systems and Sanitary:

The base assumption for water systems at bridge crossings is that the piping will be bored under the crossing rather than hung from the bridge.

There are no sanitary crossings in this location assumed. Any sanitary service west of the rail crossing would flow the west and connect to the trunk line assumed on SW 115th Ave.

Given these base assumptions already used in developing the SWTCP infrastructure development estimate updates, the estimate is unchanged.



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## TECHNICAL MEMORANDUM

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**Date:** July 27, 2010 Project #: 10599  
**To:** Doug Rux and Aquilla Hurd-Ravich, City of Tualatin  
**From:** Paul Ryus, P.E.  
**Project:** Southwest Tualatin Concept Plan  
**Subject:** 2010 Concept Plan Alternative Without a Blake Street Connection

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### **INTRODUCTION**

The current Tualatin Transportation System Plan (TSP) includes a future extension of Blake Street west from SW 108<sup>th</sup> Avenue, connecting to SW 124<sup>th</sup> Avenue. The 2005 Southwest Tualatin Concept Plan transportation analysis assumed this connection, as did the 2010 Concept Plan update (described in our June 25, 2010 memo) and the Tonquin Employment Area study. However, at an open house held in mid-July, neighbors expressed concern about truck and commuter traffic passing through the neighborhood as a result of the Blake Street extension.

This memo analyzes long-term (year 2030) traffic operations at key intersections within and adjacent to the Southwest Tualatin Concept Plan area, if Blake Street was not constructed between SW 108<sup>th</sup> Avenue and the railroad tracks. The memo also discusses the amount of traffic forecast to use the Blake Street extension, if it were constructed.

### **PLANNING AREA BUILD-OUT ANALYSIS WITHOUT BLAKE STREET CONNECTION**

This analysis identifies transportation system needs in the year 2030, assuming full build-out of the Southwest Tualatin Concept Plan area without a Blake Street connection between SW 108<sup>th</sup> and the Concept Plan area. Blake Street would still be constructed within the Concept Plan area, but would only serve a local traffic function, instead of the collector function proposed by the Tualatin TSP. This is a conservative analysis, as our June 25, 2010 memo showed that the Concept Plan area is expected to be only about 68% built out by 2030, based on the City's experience with the growth of the Leveton Employment Area. As was the case in the June 25, 2010 memo, the purpose of the build-out analysis is to determine the ultimate size of the transportation infrastructure needed to serve the Concept Plan area.

All assumptions regarding land use, future road network, and trip generation remain the same as described in the June 25, 2010 memo, except that Blake Street is not assumed to be extended between SW 108<sup>th</sup> Avenue and the railroad tracks. The June 25, 2010 analysis forecast that the Blake Street connection would be used by approximately 355 vehicles during the 2030 weekday p.m. peak hour. Further, the Metro model results show that of the trips generated within the SW Tualatin Concept Plan and Tonquin Employment Area that would be using Blake Street, approximately two-thirds would be bound for the Sagert Street overcrossing of I-5 and points east. The model indicates that the remaining one-third of site-generated trips using Blake Street would be bound for the Norwood Road overcrossing of I-5 and points east. Other traffic using Blake Street would consist of traffic generated in the neighborhoods on both sides of Boones Ferry Road between Avery Street and Tonquin Road that uses Blake Street as a way to travel to and from Sherwood.

For the purposes of this analysis, site-generated traffic traveling to and from the Sagert Street overcrossing was assumed to use Tualatin-Sherwood Road and Avery Road instead. Neighborhood traffic using the Blake Street extension was also assumed to use this route. Site-generated traffic traveling to the Norwood Road overcrossing was assumed to use Tonquin Road instead. Table 1 summarizes the average delay, level of service (LOS), and volume-to-capacity (v/c) ratio for the 2030 weekday p.m. peak hour for this trip distribution pattern.

**Table 1. Year 2030 Weekday P.M. Peak Hour Study Area Intersection Operations**

<b>Intersection</b>	<b>Average Delay (sec)</b>	<b>LOS</b>	<b>v/c Ratio</b>
SW 115 <sup>th</sup> Avenue/Tualatin-Sherwood Road	14.1	B	0.57
SW 115 <sup>th</sup> Avenue/Blake Street	11.2	B	0.10
SW 115 <sup>th</sup> Drive/East-West Collector	18.1	C	0.28
SW 115 <sup>th</sup> Drive/Tonquin Road	16.0	B	0.63
SW 124 <sup>th</sup> Avenue/Tualatin-Sherwood Road	52.2	D	0.94
SW 124 <sup>th</sup> Avenue/Blake Street	47.3	D	0.74
SW 124 <sup>th</sup> Avenue/East-West Collector	24.4	C	0.67
SW 124 <sup>th</sup> Avenue/Tonquin Road	35.5	D	0.83
SW 124 <sup>th</sup> Avenue/Westbound I-5-99W Connector	34.0	C	0.86
SW 124 <sup>th</sup> Avenue/Eastbound I-5-99W Connector	32.1	C	0.72

Comparing the results shown in Table 1 to the results in Table 2 of the June 25, 2010 memo, most intersections would experience increased traffic and relatively small increases in delay. However, all intersections would continue to meet City of Tualatin standards (LOS D or better for signalized intersections). Intersections along Tualatin-Sherwood Road would also be Washington County intersections and would meet the County's signalized intersection standard of a v/c ratio of 0.99 or less. If the I-5/99W Connector were to become a state highway, its intersections with SW 124<sup>th</sup> Avenue would also meet ODOT standards for the Portland Metro area (v/c ratio of 0.99 or less).

## **BLAKE STREET USE WITH A CONNECTION**

The June 25, 2010 analysis forecast that the Blake Street connection would be used by approximately 355 vehicles during the weekday p.m. peak hour in 2030. Of these, about 215 vehicles would be generated by the Concept Plan area, while the remainder would be generated by the Tonquin Employment Area and/or by the neighborhoods east of the Concept Plan Area. About three-quarters of the traffic exiting the Concept Plan area during the 2030 weekday p.m. peak hour are forecast to turn south on SW 108<sup>th</sup> Avenue.

Truck traffic volume on Blake Street would be expected to be minimal for several reasons:

- SW 115<sup>th</sup> Avenue would provide a shorter, more direct truck route to Tualatin-Sherwood Road and I-5 north than Blake Street and SW 105<sup>th</sup> Avenue, which involves going up and down a hill and around sharp curves.
- SW 124<sup>th</sup> Avenue would provide a faster, easier truck route to I-5 south (via the I-5/99W Connector) than would a route through the neighborhood.
- Truck traffic to and from the east would be expected to be going to and from I-5, rather than over it. The Metro model indicates that site-generated traffic using the Blake Street connection would be headed to overpasses leading over I-5, rather than onto it.
- The 2005 Concept Plan proposed several treatments to further discourage use of Blake Street by trucks; these included:
  - A narrower (“Cb”) minor collector cross-section for Blake Street between SW 108<sup>th</sup> and SW 115<sup>th</sup> Avenues, as compared to a major collector cross-section west of SW 115<sup>th</sup> Avenue.
  - A “gateway treatment” for Blake Street to indicate the transition from the employment area to the residential area; this could consist of a roundabout at the Blake Street/SW 115<sup>th</sup> Avenue intersection or a median island in Blake Street to further narrow the perceived street width.

## **CONCLUSIONS**

Intersections within and adjacent to the Southwest Tualatin Concept Plan area would operate within their respective jurisdictions’ standards in 2030, if the Concept Plan area was fully built out at that time and if a Blake Street connection between SW 108<sup>th</sup> and SW 115<sup>th</sup> Avenues was not constructed.

About 60% of the traffic using the Blake Street connection during the 2030 weekday p.m. peak hour would be generated by the Concept Plan area, and about three-quarters of this traffic would pass through the neighborhood via SW 108<sup>th</sup> Avenue. The remaining traffic would be generated either by the Tonquin Employment Area and/or by the neighborhoods east of the Concept Plan area. Truck traffic would not be expected to use Blake Street, as it provides a slower route to Tualatin-Sherwood Road than SW 115<sup>th</sup> Avenue, no truck destinations are readily accessed through the neighborhoods, and planned street design features would further discourage any possible truck use.

**Southwest Concept Plan Public Comment Log as of 7/27/10**

	<b>Date</b>	<b>Name</b>	<b>Comment</b>
1.	July 9, 2010	Jeffery S. Nighbert	<p>I have reviewed the map that was sent in the mail outlining the proposed actions associated with the Southwest Tualatin Concept Plan.</p> <p>I have a major concern about the "Future Blake Street" as it is shown in the plan:</p> <p>I feel that extending Blake street to the Industrial area would increase traffic and congestion too much in our quiet neighborhood. After so much effort was spent making SW 108th Street pedestrian and family friendly with bike trails, cross walks and vegetation, it seem inconsistent to cut a road over to the the industrial area through our neighborhood that would open our neighborhood up to heavy truck and commuter traffic associated with the industrial area.</p> <p>Don't think for a minute that cars and trucks would not take a shortcut out of the industrial zone and clog that tiny road. As it stands now Blake street has a very tight curve near the stream it crosses just down from the Garden Corner business. There is practically no room for bikes and pedestrians now, think of it a rush hour or when big trucks decide they need to take a shortcut to avoid the traffic on Tualatin-Sherwood Road. Traffic would also probably spill onto 108th street and lback road and that would be the end of pedestrian and family friendly.</p> <p>The solution is to NOT extend Blake road over to the industrial area from 108th street. That way industrial park traffic and congestion would be forced to use Tualatin-Sherwood road, Tonkin road, 124th, and 115th street. Lets maintain our great neighborhoods for families and pedestrians. Lets isolate heavy truck and rush hour traffic away from residential areas.</p> <p>I am serious about this issue. If you would like to discuss these concerns with me, please call at 503-482-5812.</p>
2.	July 17, 2010	Scott and Marty Campbell via Mayor Lou Ogden	<p>Scott mentioned to me a concern about a via duct type RR crossing of Blake street going west into the area. I was unaware of the grade separated crossing but, of course, from a traffic standpoint, grade separation is a good thing. I think his concern is the noise of trucks climbing up over the RR, etc and also the truck traffic from 105<sup>th</sup> or 108<sup>th</sup> into the area in conflict with neighborhood traffic in that section of Tualatin. I have not looked at it in enough detail to know how likely his concerns are to come to fruition.</p> <p>Thanks,</p> <p>Lou Ogden</p>
3.	July 19, 2010	Stephen & Maxine Jones	<p>The Southwest Tualatin Concept Plan has suggested the extension of Blake Street from 108th to 115th. This has got to be the worst possible use of our tax payer money. The road will have no access until it reaches 115th. The corner of Blake St and SW 105th is a hairpin curve that will be a high accident area. There is no reason to increase in traffic (where</p>

			<p>trucks currently are limited) on this neighborhood street where 115th can handle it.</p> <p>With this street will decrease property values for the homeowners who current pay alot of taxes to this city and Increase noise pollution</p> <p>This would be a waste of taxpayer money and would only help the person or persons who own the land that has to be purchased to make this extension on Blake. This feels like a very political and profitable advantage for some people and a good "Date Line" topic if it goes through.</p>
4.	July 21, 2010	Jerry Markey Milgard Manufacturing	<p>I am writing on behalf of Milgard Manufacturing, a subsidiary of Masco Corporation regarding the SWCP open house scheduled for July 22. Milgard Manufacturing would like to submit the following comments for consideration.</p> <p>Milgard Manufacturing understands the purpose of annexing the 614 acre site into the City of Tualatin for future industrial development. However, Milgard Manufacturing contends the transportation infrastructure required to support current industrial development does not exist. Milgard Manufacturing cannot support further industrial expansion without immediate improvements to the road system for truck traffic. During the past four years, there has been extensive industrial growth adjacent to the Milgard Manufacturing facility with minimal road improvements to accommodate the industrial growth in the area. The Blake Street expansion has been discussed for several years with no action taken. The Blake Street expansion should be completed prior to the annexation. The 115<sup>th</sup> Avenue and the 124<sup>th</sup> Avenue expansion should be a mandatory requirement that occur simultaneously in conjunction with the annexation.</p> <p>Thank you for allowing Milgard Manufacturing to comment on the Southwest Tualatin Concept Plan.</p> <p>Respectfully submitted,</p> <p>Jerry Markey, Sr. Property Appraiser</p>
5.	July 21, 2010	Heather Austin City of Sherwood	<p>I am headed out of town tomorrow morning, so I won't be able to make your open house or your TAC on Friday. I have reviewed the concept plan online and don't have any comments at this time. I am very curious about the Business Park zone and how that develops so if you are going to have any additional information on that at either of the meetings this week, I would be interested to see it. Thanks and good luck with your meetings!</p>
6.	July 22, 2010	Ray Valone Metro	<p>As you know, I'm filling in for Sherry while she is out of the office. I will not be able to attend tomorrow's meeting, so I am writing to inform you of my review of some of the material posted on the City's web site.</p> <p>I read the SWTCP 2010 Update, the transportation analysis from Kittelson and the estimate summary for infrastructure costs. Based on these documents, I do not see anything that would not be in compliance with Title 11 or the conditions of addition of the ordinances that brought the land into the UGB. The three concept plan documents do not, of course, address the requirements in the Metro code in the way of findings. We look forward to such findings when the City adopts implementing language for the concept plan later this year. You should work with Sherry for</p>

			<p>guidance as these findings are developed.</p> <p>Please let me know the outcome of tomorrow's meeting.</p>
7.	July 22, 2010	Jennifer Hughes	<p>There's a rumor rampant in my neighborhood that Walmart wants to build the Blake Street extension from 108th to 115th in order to run its trucks that way in conjunction with a new warehouse/distribution facility. After looking at your website, the closest I could come was the McLane Foodservice AR decision. I've contacted Engineering for the Public Facilities Decision, but I didn't see anything in the AR materials that suggested the applicant was interested in building Blake, though it appears they will dedicate ROW and eventually have an access point for truck circulation through the site. I'd appreciate anything you can tell me about future plans this applicant may have for use of Blake to 108th. I am aware of the Concept Plan in the area and the issues regarding Blake in that context. Thank you.</p>
8.	July 22, 2010	Gordon Russell	<p>I am responding to you due to I will be unable to attend this evenings meeting for the SW Tualatin Concept Plan Open House.</p> <p><b>I am OPPOSED to the Future Blake Road Street that connects the proposed developement to the Low Density Residential.</b></p> <p>I live at XXX XXX for over last 10 years. During this time a forest has been removed, and Public Train (WES) is now operating, and now a proposed street going into our neighborhood. These ALL have had a negative impact on our wildlife, noise, property values, and community.</p> <p>Wildlife</p> <ul style="list-style-type: none"> <li>- Still deer crossing located in the area where development is to happen. Deer were there just last week. New Road dramatically effects their habitat.</li> <li>- Current easement where Blake Street to happen, deer and other wildlife use/habitat.</li> <li>- We continue to press on the limited green space this community apparently use to pride itself on, not continue to reduce and eliminate it.</li> </ul> <p>Business</p> <ul style="list-style-type: none"> <li>- There is so much commercial realestate vacant, thus seems odd that such a commercial project makes sense at this point.</li> <li>- Where are funds coming from to do this developement and why is it a priority, and why is the Blake Street Addition part of it. Shouldnt Government money should be used on positive projects, not ones the decline our communities value. Shouldnt they have <b>Real Value</b> for the residents of Tualatin.</li> </ul> <p>Neighborhood</p> <ul style="list-style-type: none"> <li>- Since WES has been operating, my property value has declined dramatically. This project will again subject me to a Tualatin Decision that will effect the value of the home I purchased.</li> <li>- It already takes 10 minutes to get through NON TUALATIN Resident traffic to get to I-5. Additional Traffic will increase with this, potentially significantly.</li> <li>- 108th has BECOME a busy street, with Resident and Non Resident cars and trucks using. It has become a short cut already to get from Tualatin Sherwood Road to I-5 South. Adding Blake STreet is now another way to reduce time to get to destinations for NON RESIDENTS of Tualatin.</li> </ul>

			<p>- Noise. WES has me up at 6am in the morning. The additional traffic will be adding additional noise to at one time was a quiet peaceful area to live.</p> <p>As a Resident of this community I continue to see decisions that negatively impact our neighborhood and property values. Again, another one is being proposed. The City needs to see it from the Residents view point. Its our families and our investments. I thought our City Government is to look after our welfare??</p> <p>I am a Volunteer Head Coach for Tualatin Baseball and have a State Playoff Baseball Game this evening, same time. Thus the email due to I will not be able to attend.</p> <p>Any feedback is appreciated.</p>
9.	July 22, 2010	Laura Russell	<p>I am responding to you due to I will be unable to attend this evenings meeting for the SW Tualatin Concept Plan Open House.</p> <p><b>I am OPPOSED to the Future Blake Road Street that connects the proposed development to the Low Density Residential.</b></p> <p>I live at XXX XXX for over last 10 years. During this time a forest has been removed, and Public Train (WES) is now operating, and now a proposed street going into our neighborhood. These ALL have had a negative impact on our wildlife, noise, property values, and community.</p> <p><b>Wildlife</b></p> <ul style="list-style-type: none"> <li>- Still deer crossing located in the area where development is to happen. Deer were there just last week. New Road dramatically effects their habitat.</li> <li>- Current easement where Blake Street to happen, deer and other wildlife use/habitat.</li> <li>- We continue to press on the limited green space this community apparently use to pride itself on, not continue to reduce and eliminate it.</li> </ul> <p><b>Business</b></p> <ul style="list-style-type: none"> <li>- There is so much commercial realestate vacant, thus seems odd that such a commercial project makes sense at this point.</li> <li>- Where are funds coming from to do this developement and why is it a priority, and why is the Blake Street Addition part of it. Shouldnt Goverment money should be used on positive projects, not ones the decline our communities value. Shouldnt they have <b>Real Value</b> for the residents of Tualatin.</li> </ul> <p><b>Neighborhood</b></p> <ul style="list-style-type: none"> <li>- Since WES has been operating, my property value has declined dramatically. This project will again subject me to a Tualatin Decision that will effect the value of the home I purchased.</li> <li>- It already takes 10 minutes to get through NON TUALATIN Resident traffic to get to I-5. Additional Traffic will increase with this, potentially significantly.</li> <li>- 108th has BECOME a busy street, with Resident and Non Resident cars and trucks using. It has become a short cut already to get from Tualatin Sherwood Road to I-5 South. Adding Blake STreet is now another way to reduce time to get to destinations for NON RESIDENTS of Tualatin.</li> <li>- Noise. WES has me up at 6am in the morning. The additional traffic will</li> </ul>

			<p>be adding additional noise to at one time was a quiet peaceful area to live.</p> <p>As a Resident of this community I continue to see decisions that negatively impact our neighborhood and property values. Again, another one is being proposed. The City needs to see it from the Residents view point. Its our families and our investments. I thought our City Government is to look after our welfare??</p>
10.	July 22, 2010 (Open House)	Greg Perez	We are concerned about the expansion or setup on Blake Street. A bridge over the rail road tracks would destroy the current buffer to our neighborhood with large truck traffic. We understand McLane Foods is a distributor for Walmart and other large volume stores. The present bugger to the industrial park and the rail, are just right; truck access to Blake would be counter to rail
11.	July 22, 2010 (Open House)	Susan Gudmunds on	Absolutely opposed to the Blake Street access. Do not build a bridge over the railroad. There are other solutions that will not impact the residential community.
12.	July 22, 2010 (Open House)	Robert Jensen	My home is in Hedges Park. I strongly feel the proposed road development (Blake St) and elevated overpass bridge crossing the railroad tracks would significantly and adversely impact my quality of life and property values. I would support a one lane access road to the service the railroad tracks, but nothing more substantial.
13.	July 22, 2010 (Open House)	Mike Loftin	Don't allow access along "future Blake" road and across the RR tracks. Keep any and all industrial traffic access off Blake, 105 <sup>th</sup> and 108 <sup>th</sup> . Preserve all trees along RR and preserve all lakes and streams. Compensate all residential property owners within ¼ miles of Blake to reflect significant impact to property values.
14.	July 22, 2010 (Open House)	Ann Loftin	It is a bad idea to extend Blake Street across the railroad tracks. This would only bring traffic (trucks...) through residential neighborhoods. It would be much more effective to funnel these onto Tualatin-Sherwood. Property values would be greatly reduced.
15.	July 22, 2010 (Open House)	Peter Gall	I'm opposed to future Blake Street proposal.
16.	July 22, 2010 (Open House)	Name not legible	The bridge is such a bad idea. None of you obviously live near a road with trucks.
17.	July 22, 2010 (Open House)	Karen Gall	I'm opposed to the Blake St. proposal.
18.	July 22, 2010 (Open House)	Linda Onheiber	Oppose future construction of Blake Street.
19.	July 22, 2010 (Open House)	David Onheiber	I oppose the future construction of Blake Street that will allow car and truck traffic access from/to the industrial and mixed use areas. There is already too much noise and traffic in this area, especially on 105 <sup>th</sup> .
20.	July 22, 2010 (Open	Rita Perez	I am vehemently opposed to the part of the Concept Plan that includes extending Blake Street west to 105 <sup>th</sup> . This extension would require an overpass directly adjacent to my property (XXXX Byrom Terr) which would

	House)		literally be above our house and in our backyard. An alternative would be to construct a road from Avery through the Industrial Park (Tri-City) to 115 <sup>th</sup> . This plan would not only alleviate traffic on 105 <sup>th</sup> but would not impact our home values, quality of life and our existing neighborhood. Please don't destroy our neighborhood and our financial investment.
21.	July 22, 2010 (Open House)	Scott Campbell	I am strongly opposed to extending Blake Street from 115 <sup>th</sup> to 108 <sup>th</sup> . I would like to see an alternative investigated to run a road through the industrial park off of Ite. The first step would be to stop at the industrial park. Then in the future, extend through the park to 105 <sup>th</sup> .  The big issue with Blake is it requires an overpass, which destroys home values which today are \$750 k and up.
22.	July 22, 2010 (Open House)	Scott Campbell	I am very much against the extension of Blake from 108 <sup>th</sup> to 115 <sup>th</sup> over the railroad tracks. This creates a huge hardship for the homes in the surrounding area. In my case, my backyard would look directly at an overpass and the value of my home would be devastated. I am also concerned about the truck traffic and overall traffic which would funnel into the neighborhood. Commercial and residential need to maintain a buffer and extending Blake in this manner destroys that buffer. Please consider alternatives to extending Blake, especially since it must go over or under the tracks.
23.	July 22, 2010 (Open House)	Dondal J Defler	Potential Urban Reserve: my primary concern is the extension of Blake St. This future site change is unnecessary and provides an access for far too few people to be cost worthy. It would feed too many cars onto an already plugged road system. Also, building a bridge as explained is simply a pipe dream with no cash for development.
24.	July 22, 2010 (Open House)	Rosalie Defler	Blake St. Access Not Needed; Do not want access road t Blake St. into Industrial District. People in Indian Woods were not send recent info; Our info came by word of mouth from Hedges area neighbors. We live on corner 105 <sup>th</sup> and Paulina "Bad Corner" large vehicles shake house when hit bottom of road at corner.
25.	July 22, 2010 (Open House)	Judy Elli	Do not extend Blake from 105 <sup>th</sup> . We have enough noise from WES and freight trains at night, gun club, Tigard Sand and Gravel blasting. We do not need our home values decreased by additional traffic and noise.
26.	July 22, 2010 (Open House)	Tom Oberg	I live on 109 <sup>th</sup> Terrace but the back of my house is on 108 <sup>th</sup> . Right now, when big trucks come down 108 <sup>th</sup> our house shakes! Other concerns: <ol style="list-style-type: none"> <li>1) Too many trucks now- this will bring more!</li> <li>2) Reduced home values</li> <li>3) Safety concerns from additional traffic</li> </ol> Please contact me
27.	July 22, 2010 (Open House)	Carol Beaulieu	We are opposed to any access via Blake Street. There are several alternatives routes that would be much less expensive to develop and would not impact residential neighborhoods.
28.	July 22, 2010 (Open House)	Phil Beaulieu	There is no need to access Blake St. with a 24' high bridge when there is already a railroad crossing in the Tri County Industrial Park. It does not make sense to spend the additional monies when there are many other options available that would minimally impact existing industrial areas with affecting one of Tualatin's premier neighborhoods.
29.	July 22, 2010 (Open House)	Tricia Windhorn	No future Blake St.! Create a future industrial Way, Industry is who the road is for. Leave residential areas out of the plan.

30.	July 22, 2010 (Open House)	Kristi Johnson James	I oppose the extension of Blake St.
31.	July 22, 2010 (Open House)	Eric Pitt	I am critically opposed to the extension of Blake St across the railroad tracks. So far any 'proposed' plan would have a significantly negative impact on our neighborhood as well as surrounding neighborhoods. I am writing to formally document my opposition to this proposal and to ask for alternative. (1) Eliminate Blake Street off the map (2) find another non-impactful route. Please hear our voices and help us maintain the neighborhood and the significant investment we have made into our homes. I am always available at the email address below.
32.	July 22, 2010 (Open House)	Betty Helenius	I oppose the Blake Street extension. The street is too narrow, and it borders on a sharp 90 degree curve. Too much traffic already.
33.	July 22, 2010 (Open House)	Donna Kreitzberg	I oppose the extension of Blake to 115 <sup>th</sup> ; keep industrial traffic out of the residential neighborhoods; don't let SW Tualatin-Sherwood Rd traffic cut through to 108 <sup>th</sup> ; waste of government money.
34.	July 22, 2010 (Open House)	Scott Trumbo	Blake St. Connector is a bad plan. Costly prime real estate, high density housing and greenway development make this a bad choice.
35.	July 22, 2010 (Open House)	Alan Fernstein	Please put any bridges, connector roads, etc that have to cross the railroad tracks through the commercial area instead of near residential areas.
36.	July 22, 2010 (Open House)	Marty Campbell	The extension of 108 <sup>th</sup> /105 <sup>th</sup> to Blake is very concerning. Industrial and residential traffic will be extensive through the greater Ibach community. The "conceptual" bridge that would possibly be built in my backyard is unacceptable and will also bring my home value down. I want to live in Tualatin and I want to stay here. If you build this I may possibly leave this community. I oppose Blake!
37.	July 22, 2010 (Open House)	Steve Windhorn	Suggest the city re-look at the Blake Street extension and rout the street thru the existing industrial park.
38.	July 22, 2010 (Open House)	Kathy Newcomb	There are mature trees to be protected? Good (green area) We (in N. Tualatin) had a very bad experience and felt under attack as a neighborhood. It was a great surprise to read in a letter to Metro that the Councils' policy is to protect neighborhoods!! This should be an active policy. Blake St. could be badly damaged.
39.	July 22, 2010 (Open House)	Jennifer Pitt	The extension of Blake St. past the railroad tracks is a ridiculous idea. There is not enough room to build a road and if you did my fence would be looking at the road. If elevated, due to the railroad tracks, I would see it from my deck. There are many other options (i.e. Itel industrial, etc) I have attached 32 signatures strongly opposed to this idea. <i>(List of signatures included as Public Comment Attachment1)</i>
40.	July 22, 2010	Marty Campbell	Hi,  I wanted to thank you for hosting the open house you had tonight regarding the Southwest Tualatin Concept area. As I mentioned tonight at the open house, my objection to the Blake expansion through to 105 <sup>th</sup> /108 <sup>th</sup> is based on how it will negatively impact the greater Ibach

			<p>neighborhoods and overall Southwest Tualatin residential neighborhoods. Not only will the industrial traffic be large but the surrounding areas such as Sherwood and Bull Mountain will see this as an easy cut through. The traffic, noise and congestion impact it will have on 108<sup>th</sup> and surrounding streets, will be astounding and the quality of life will be drastically diminished in this residential area.</p> <p>I happen to live alongside the easement in which the Blake Road could be possibly placed. The thought of a 140 span bridge that is 30-40 feet tall and 60-80 feet wide, with bright lighting seems unimaginable. This easement is a place in which wild life is active. We need to think about how much disruption is acceptable in our environment as well. I purchased my home here in Tualatin with the thoughts of a peaceful neighborhood within which I could raise my two children and let them attend an amazing HS. Now the possibility of a major road (BRIDGE) behind my beautiful home makes me feel absolutely sick. The time, energy, money and love that has gone into my Hedges Park home is very high.</p> <p>I planned on living here a very long time because I have an investment in being here and love this area. Now, it makes me question the investment the city and county has in me, a tax paying resident. In fact we are one of the highest in the Tualatin area. I am a supportive individual of progression but there is a delicate balance in having commercial/industrial roads mix too closely with residential developments. Please feel free to contact me via email or phone at any time. I invite you to see our area and how beautiful it is without the Blake expansion disrupting our neighborhood. I think you will agree that the area is just not fit for such a project and that the impact it will have on your Tualatin residents will be devastating to their home values and quality of life. Thank you so much for listening to why I object to the Blake Road expansion and I look forward to you visiting.</p> <p>Sincerely,</p> <p>Marty Campbell</p>
41.	July 23, 2010	Robert J Jensen Jr., Patricia J Jensen, Robert J Jensen III	<p>Ms. Hurd-Ravich,</p> <p>I attended the open house last night to learn more about and express my opinion on the proposed Blake Street extension. The three of us living in our family home (all voters) are united in feeling that this project, particularly the inclusion of a bridge over the railroad tracks, would drastically and adversely impact our quality of life and the value of our property. We would support a one-lane access road extension of Blake Street to enable servicing of the railroad tracks, but nothing more substantial. It is incredible to us that such a massive road/bridge project could even be envisioned just outside the back property lines of our development.</p> <p>Please convey our feelings and concerns to the appropriate officials involved with this project. Thank you.</p> <p>Sincerely,</p>

			Robert J. Jensen Jr. Patricia J. Jensen Robert J. Jensen III
42.	July 23, 2010	Rita Perez	<p>Dear Aquilla,</p> <p>Thank you for hosting the SW Tualatin Concept Plan Open House last night. My husband, Greg, and I really appreciated meeting and talking to you about the Concept Plan. You were very informative and patient in hearing our concerns.</p> <p>As we explained our objection to the plan is not in the development of a commercial/industrial park, but the Blake expansion west of the railroad connecting to 105th St.</p> <p>We live directly abutting the easement. The proposed expansion would require that a required overpass be constructed on that portion of the road due to the railroad crossing. Having an expansion bridge 30-40 feet tall and 60-80 feet wide essentially in our backyard is devastating. The easement is the only buffer between our Hedges Park neighborhood and the already existing industrial park. This expansion would eliminate that buffer, create a high noise level, pollution, safety issues and significantly devalue our property. Our quality of life would most certainly be adversely impacted.</p> <p>It has always been our understanding that the City of Tualatin values a homogeneous melding of residential and commercial living and working together. This plan certainly is not taking the establish residential community into consideration.</p> <p>The Hedges Park/Hedges Creek and Ibach neighborhoods are one of the most expensive in the City of Tualatin. We have all invested vast sums of money, time and love into our neighborhood. We are an asset to the City of Tualatin and take great pride in our homes. I ask the city to permanently shelve that part of the Concept Plan that would extend Blake Street and drastically change our established quality of life.</p> <p>Please contact me anytime and come see first hand my home and those along the easement. It would give you a good perspective of the issues I have raised.</p> <p>Thank you again for listening to me last night and for reading this letter of objection.</p> <p>Sincerely, Rita Perez</p>
43.	July 23, 2010	Jennifer Hughes	<p>Hi Doug,</p> <p>Thanks for the thorough reply. I stopped by the open house last night and was able to ask several questions. I have to admit I'm torn on this one. As a planner (and driver!) myself, I'm sensitive to the need for a street grid, and I've known since before I purchased my home on Willow Street that the Blake Street right-of-way existed and the TSP called for straightening the curves on 108th/105th. However, as a resident and property owner, I'm concerned about traffic volumes on 108th and related safety and</p>

			<p>livability issues.</p> <p>I understand that the traffic analysis for the Concept Plan used modeling done for the RTP and the I-5/99W connector. Did that modeling (or additional modeling) evaluate what the Blake Street extension would do to traffic volumes on 105th/108th? Diverting existing 108th traffic to Blake instead of Avery/T-S Road is one thing, but increasing volumes on 108th due to the use of Blake as an alternative east/west route causes me more heartburn!</p> <p>I am sympathetic to the concerns of property owners immediately south of the Blake ROW regarding noise and exhaust, plus the aesthetic impact of the railroad bridge. Also, I wonder whether any traffic flow benefits of the extension are worth the monetary cost of construction, especially with a railroad bridge. Finally, I'm concerned about environmental impacts to wetlands, trees, etc.</p> <p>I haven't walked down to the Blake Street ROW but I plan to. Based on driving by, I wonder whether topography is a significant constraint to it's eventual development. There's quite a grade change between the residences on the south and the existing industrial park to the north.</p> <p>I plan to put my concerns in a letter to the City Council, and would appreciate your response to the question on the traffic modeling.</p> <p>It's been many years ago now, but I served a term on TPAC and remember you from those days.</p> <p>Thanks,</p> <p>Jennifer</p>
44.	July 23, 2010	RoeAnn and Tom Oberg	<p>Our sentiments exactly. Thank you for writing this well-thought out letter and thank you to the city for giving us a chance to express our concerns. We hope that you seriously consider the negative implications of a Blake St. extention.</p> <p>RoeAnn and Tom Oberg</p> <p>Jul 23, 2010 01:30:25 PM, wrote:</p> <p>&gt;Dear Aquilla,</p> <p>&gt;</p> <p>&gt;Thank you for hosting the SW Tualatin Concept Plan Open House last night. My husband, Greg, and I really appreciated meeting and talking to you about the Concept Plan. You were very informative and patient in hearing our concerns.</p> <p>&gt;</p> <p>&gt;As we explained our objection to the plan is not in the development of a commercial/industrial park, but the Blake expansion west of the railroad connecting to 105th St.</p> <p>&gt;</p> <p>&gt;We live directly abutting the easement. The proposed expansion would require that a required overpass be constructed on that portion of the road due to the railroad crossing. Having an expansion bridge 30-40 feet tall and 60-80 feet wide essentially in our backyard is devastating. The easement is the only buffer between our Hedges Park neighborhood and</p>

			<p>the already existing industrial park. This expansion would eliminate that buffer, create a high noise level, pollution, safety issues and significantly devalue our property. Our quality of life would most certainly be adversely impacted.</p> <p>&gt;</p> <p>&gt;It has always been our understanding that the City of Tualatin values a homogeneous melding of residential and commercial living and working together. This plan certainly is not taking the establish residential community into consideration.</p> <p>&gt;</p> <p>&gt;The Hedges Park/Hedges Creek and Ibach neighborhoods are one of the most expensive in the City of Tualatin. We have all invested vast sums of money, time and love into our neighborhood. We are an asset to the City of Tualatin and take great pride in our homes. I ask the city to permanently shelve that part of the Concept Plan that would extend Blake Street and drastically change our established quality of life.</p> <p>&gt;Please contact me anytime and come see first hand my home and those along the easement. It would give you a good perspective of the issues I have raised.</p> <p>Thank you again for listening to me last night and for reading this letter of objection.</p> <p>&gt;Sincerely, &gt;Rita Perez</p>
45.	July 25, 2010	Scott Campbell	<p>Hi Aquilla,</p> <p>Thank you for listening and coming up with an alternative plan for the Southwest Concept that betters serves the residential neighborhoods bordering the new concept plan area. Clearly, I am strongly in favor of alternative IV as I believe it serves the industrial traffic requirements without significant impact to our community. It also greatly reduces the overall cost of the project by eliminating a very expensive overpass and road.</p>
46.	July 26, 2010	Patricia Huntting	<p><b>Kaaren and committee:</b></p> <p><b>Please do not develop the Blake Street extension, it makes no sense to us.</b></p> <p><b>It is directly across the back of my home and I am the closest to the railroad tracks.</b></p> <p><b>It would completely disrupt the whole neighborhood and take the house values further down.</b></p> <p><b>I do not want to lay in bed and watch the semi trucks going by up in the air. Dirt, exhaust, noise, etc. would be present.</b></p> <p><b>Any manner of privacy would be completely gone. No one in our neighborhood is in favor of this change.</b></p> <p><b>See you tonight.</b></p>

			PLEASE - PLEASE - DO NOT DO THIS!!
47.	July 26, 2010	Eric and Jennifer Pitt	<p>Dear Councilors and city officials,</p> <p>I am a concerned citizen that lives next to the existing SW Blake &amp; 108th. My fellow neighbors and I have spent numerous hours researching the potential for the Blake St. extension to come through our neighborhood.</p> <p>I wanted to write and express my family's opposition to any extension of SW Blake west to 115th. I am sure my fellow neighbors have written as well to express their opinions and objections to this proposed expansion. However, I am not sure anyone associated with this project has a keen understanding of how it would impact those homes (mine included) that border the proposed Blake St. expansion.</p> <p>We have heard and seen those we made direct contact with shaking their heads in understanding, but in order to truly understand the significance of the impact it would be ideal, if not preferred, to have someone come out and see it from our perspective. It would certainly resonate with those who could come out and perhaps offer some realism to our opposition.</p> <p>The impact to our greater surrounding neighborhood would be very large as well. From a substantial increase to road traffic, noise, pollution, litter, vagrants, foot traffic to a massive structure and overpass that will engulf the neighborhood, to a removal of over 25 evergreen trees (some of which are greater than 50ft tall), to the destruction of a deer habitat and finally to an increased risk to families and pedestrians walking the neighborhood and making their way to Ibach park.</p> <p>Finally, the funding for this proposed connection is going to be millions of dollars. I am sure there are other initiatives that would serve the community of Tualatin much better if diverted elsewhere.</p> <p>The impact of extending Blake St. would be far greater than the benefit. We ask that you consider alternate roads for an extension, and leave Blake as is or not make it a connecting road across the RR tracks. Please help to keep industrial traffic in the industrial development and not bring that traffic into our safe neighborhoods where a large number of children reside and play.</p> <p>Thank you for taking the time to consider my family and our thoughts.</p>
48.	July 26, 2010	Patricia H. Huntting	Please do not develop Blake St. I am the closest to the road and the tracks. Please!!
49.	July 23, 2010	Email correspondence between Aquilla Hurd-Ravich, Senior Planner City of	At the Open House we heard from residents concerns over Blake Street connecting between 108th Avenue and 115th Avenue, specifically any connection of this roadway from the railroad tracks to 108th. In response to the input I directed our consultants today to evaluate and prepare memorandums analyzing the impacts of eliminating Blake Street between the railroad track and 108th from the Concept Plan. This includes transportation impacts to the SW Concept Plan and cost reductions if Blake Street is not constructed between the railroad tracks and 108th. In addition I directed that the improvements identified in Option III to the curves between 105th and 108th be removed from the cost estimate in the

		<p>Tualatin, Cathy Holland, Citizen and Doug Rux, Community Development Director City of Tualatin</p>	<p>evaluation because if there is no Blake Street connection to 108th there is no direct link to funding options because of no direct connection to the SW Concept Plan. We have coined this new information as Alternative IV</p> <p>The project web site has new information which is Alternative IV showing a map the shows Blake Street as a cul-de-sac terminating on the west side of the railroad track and shows no transportation improvements east of the railroad tracks. The consultants are doing the analysis of the impacts based on the above paragraph. I do not have the web site address at hand but I believe you were on the email list communication distributed earlier today that has that link showing a graphic of Alternative IV.</p> <p>With the new information it will be able to compare Alternatives III and IV. That information will be given to TPAC. The information should be available on July 28 as Aquilla indicated and we will post. The info to the web and send a notification to those who attended the Open House and have us email addresses that the information is available.</p> <p>In response to inquiry about language contained in the Sherwood Tonquin Plan I have forwarded your email to their staff. As we did not write that text I want to get a response from Sherwood on what they think they were saying.</p> <p>Hope this helps. If you have further questions please direct them to me.</p> <p>Have a good weekend.</p> <p><i>(Doug Rux)</i></p> <hr/> <p><b>From:</b> c.holland73@comcast.net &lt;c.holland73@comcast.net&gt;  <b>To:</b> AQUILLA HURD-RAVICH  <b>Cc:</b> Doug Rux  <b>Sent:</b> Fri Jul 23 20:25:51 2010  <b>Subject:</b> Re: Southwest Tualatin Concept Plan- No Blake Street Connection  Aquilla -</p> <p>I am having a hard time seeing it.</p> <p>Your earlier email indicated that after receiving input about the Southwest Concept Plan Alternative III, it was clear that a Blake Street extension is not viewed favorably by the residents of the neighborhood abutting the plan area. In response, staff is working with our consultants to prepare an Alternative IV concept plan map that eliminates the Blake Street connection from the railroad tracks east to SW 108<sup>th</sup> Avenue and any improvements to the curve at SW 108<sup>th</sup> to Blake Street to SW 105<sup>th</sup>.</p> <p>If Alternative IV does not proposed to eliminate the future portion of Blake Street, how does that work if it eliminates the Blake Street connection from the railroad tracks east to SW 108th Avenue and any improvements to the curve at SW 108th to Blake Street to SW 105th?</p> <p>Is there a map or chart I can look at? It could help us understand how the words fit the street map.</p> <p>Thanks,</p>
--	--	---	---

Cathy

----- Original Message -----

From: "AQUILLA HURD-RAVICH" <AHURD-RAVICH@ci.tualatin.or.us>

To: "c holland73" <c.holland73@comcast.net>

Cc: "Doug Rux" <druX@ci.tualatin.or.us>

Sent: Friday, July 23, 2010 5:04:32 PM

Subject: RE: Southwest Tualatin Concept Plan- No Blake Street Connection

Cathy-

To clarify, Alternative IV does not propose to eliminate the future portion of Blake Street in the Southwest Concept Plan Area. Alternative IV only proposes to eliminate the connection from the existing Blake Street in the residential neighborhood to the Southwest Concept Plan Area and thereby eliminating the need for a required grade separated crossing. Therefore the collector level roadway referred to in the Tonquin Employment Area could connect with a future roadway in the Southwest Concept Plan area. However, such a roadway would not connect to the residential neighborhood to the east. Does that make sense?

**Aquilla Hurd-Ravich**

Senior Planner| Community Development Department

**From:** c.holland73@comcast.net [mailto:c.holland73@comcast.net]

**Sent:** Friday, July 23, 2010 4:40 PM

**To:** AQUILLA HURD-RAVICH

**Cc:** Doug Rux

**Subject:** Re: Southwest Tualatin Concept Plan- No Blake Street Connection

Aquilla - Here is what we pulled off - it looks a little different than your email. Does this clarify my question? Is this incorrect? Cathy

Sherwood's Concept Plan Report on page 21 shows Blake Rd Extension and the their "Internal Connector" to the west of it.

See page 14 of the their document:

"The transportation analysis performed as part of the second phase concluded that development in the Tonquin Employment Area will require an east-west connection from SW 124th Avenue to SW Oregon Street through the site. This collector-level roadway is a vital component of future development because it would help to facilitate east-west mobility through the area and would serve as a parallel route to SW Tualatin-Sherwood Road by connecting to SW Blake Street in the Southwest Tualatin Concept Plan area. Beyond the internal circulation function it provides, this collector is shown to provide an overall benefit to the existing transportation system, in particular by reducing future traffic demand on SW Tualatin-Sherwood Road. All three of the Preliminary Concept Alternatives included this necessary east-west collector. The conceptual alignment for this roadway

is shown on Figure IV-1."

Sherwood's page...

<http://www.sherwoodoregon.gov/tea-concept-plan-pa-09-03>

----- Original Message -----

From: "AQUILLA HURD-RAVICH" <AHURD-RAVICH@ci.tualatin.or.us>

To: "c holland73" <c.holland73@comcast.net>

Cc: "Doug Rux" <druX@ci.tualatin.or.us>

Sent: Friday, July 23, 2010 4:32:53 PM

Subject: RE: Southwest Tualatin Concept Plan- No Blake Street Connection

Cathy-

Sherwood's Tonquin Employment Area shows a collector street from SW 124<sup>th</sup> to Oregon Street. This collector is to serve their 300 acre area. We have just shared this information with Sherwood today. Once the analysis is complete we will discuss this alternative and the analysis with the City of Sherwood.

Thank you,

**Aquilla Hurd-Ravich**

Senior Planner| Community Development Department

**From:** c.holland73@comcast.net [mailto:c.holland73@comcast.net]

**Sent:** Friday, July 23, 2010 4:24 PM

**To:** AQUILLA HURD-RAVICH

**Subject:** Re: Southwest Tualatin Concept Plan- No Blake Street Connection

Aquilla - How will this change work with the Sherwood Concept Plan? They have Blake as a major street. Thanks, Cathy Holland

----- Original Message -----

From: "AQUILLA HURD-RAVICH" <AHURD-RAVICH@ci.tualatin.or.us>

Sent: Friday, July 23, 2010 4:11:44 PM

Subject: Southwest Tualatin Concept Plan- No Blake Street Connection

Thank you for attending the Southwest Concept Plan Open House meeting last night. A crucial part of the concept planning process is receiving feedback from the residents who will be affected the most by this plan. The comments we received last night and throughout this process are welcomed and will be shared with the Tualatin Planning Advisory Committee (TPAC) and the City Council.

After receiving input about the Southwest Concept Plan Alternative III, it is clear that a Blake Street extension is not viewed favorably by the residents of the neighborhood abutting the plan area. In response, staff is working with our consultants to prepare an Alternative IV concept plan map that eliminates the Blake Street connection from the railroad tracks east to SW

			<p>108<sup>th</sup> Avenue and any improvements to the curve at SW 108<sup>th</sup> to Blake Street to SW 105<sup>th</sup>. Alternative IV shows a future Blake Court as a local cul-de-sac between the proposed SW 115<sup>th</sup> Avenue and the Portland &amp; Western Railroad tracks.</p> <p>Alternative IV and the accompanying technical analysis are being developed to compare against Alternative III. A discussion of both options will be reviewed by the Southwest Concept Plan Technical Advisory Committee (TAC) and TPAC. The technical analysis, traffic analysis and capital costs, reflecting these changes will be available for review by July 28, 2010 via the City website. The TAC will reconvene on July 30, 2010 at 10 am in the Council Chambers to discuss the analysis and the comparison. TPAC will review the material and make a recommendation to the City Council on August 3, 2010 at 7pm in the Council Chambers.</p> <p>Please visit the Southwest Concept Plan webpage to review a draft map of Alternative IV.</p> <p><a href="http://www.ci.tualatin.or.us/departments/communitydevelopment/planning/ongrange/SWTualatinConceptPlan.cfm">http://www.ci.tualatin.or.us/departments/communitydevelopment/planning/ongrange/SWTualatinConceptPlan.cfm</a></p> <p>Thank you,</p> <p><b>Aquilla Hurd-Ravich</b></p> <p>Senior Planner</p> <p>City of Tualatin   Community Development Department</p> <p>503.691.3028   <a href="http://www.ci.tualatin.or.us">www.ci.tualatin.or.us</a></p> <p>Please consider the environment before printing this email.</p> <p>DISCLAIMER: This email is a public record of the City of Tualatin and is subject to public disclosure unless exempt from disclosure under Oregon Public Records Law. This email is subject to the State Retention Schedule.</p>
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The following people are opposed to the extension of Blake Avenue between 108<sup>th</sup> and 115<sup>th</sup> street in Tualatin, OR as part of the Southwest Concept Plan. Extending Blake creates a hardship for the residential neighborhood and diminishes the quality of life for the residents. It also destroys any buffer between commercial and residential areas and encourages commercial traffic to be mixed with residential traffic. We find this an unacceptable solution. We believe there are alternative solutions that more appropriate for our community.

ericjd@aol.com

#	Name	Address	Phone #	eMail	Signature
1	Jennifer Pitt	10915 SW Byrom Ter	885-7928	ericjedi@aol.com	Jennifer Pitt
2	Maxine Jones	21530 SW 109 <sup>th</sup>	885-1628	tshores@juno.com	Maxine Jones
3	Stephen Jones	21530 SW 109 <sup>th</sup>	885-1628	TSHORS@JUNO.COM	Stephen Jones
4	Tricia Windhorn	10920 SW Byrom Ter	503-702-6587	triciawindhorn@aol.com	Tricia Windhorn
5	Steve Windhorn	10920 SW BYROM TR	503-702-8600	SWINDHORN@aol.com	Steve Windhorn
6	Sonnet Blanchat	10970 SW Byrom	503-367-0000	Sonnetb@gmail.com	Sonnet Blanchat
7	Jeanne Pelate	11000 SW Byron	692-5901	jeffellat@aol.com	Jeanne Pelate
8	Joy Jim Boryska	21540 SW 110 <sup>th</sup> Pl	486-5537	joyboryska@gmail.com	Joy Jim Boryska
9	Wendy Pattison	21875 SW Fuller	692-0166	whpattison@comcast.net	Wendy Pattison
10	Scott Trumbo	10280 SW Willow	885-9182	trumbol@comcast.net	Scott Trumbo
11	Kay Branch	11785 SW Willow	656-6633	kay.branch@tison.com	Kay Branch
12	Roman Makarandj	10775 SW Willow	612-0929	Roman.Makarandj@comcast.net	Roman Makarandj
13	Joe McMillen	10755 SW Willow	885-912107		Joe McMillen
14	JOE McMILLEN	10725 Willow St	503-691-1280	vjmemillen@msn.com	Joe McMillen
15	Amy Pate	10715 SW Willow	503-691-1848	amyp@bnci.devs.com	Amy Pate
16	John Ferguson	21760 SW 106 <sup>th</sup>	503-692-4748	johnferguson@verizon.net	John Ferguson
17	Pat Crowell	10730 SW Willow			Pat Crowell
18	PATRICK Crowell	10730 SW Willow	503-692-0539	patrick.crowell@comcast.net	Patrick Crowell
19	SUSAN Crowell	10730 SW Willow	503-692-0539	comcast.net	Susan Crowell
20	Kelly Anderson	10750 SW Willow	503-691-6648	labhairamari@hotmail.com	Kelly Anderson
21	Carol Beaulieu	21735 SW 109 <sup>th</sup> Ter	(503) 612-9700		Carol Beaulieu
22	Doc Gudmundson	21665 SW 109 <sup>th</sup> Ter	(503) 691-2330	sloux88@aol.com	Doc Gudmundson
23	Micky Stewart	10735 SW Willow	503-691-1419	mickystew@comcast.net	Micky Stewart
24	Cheryl Stewart	10735 SW Willow	503-691-1419	same	Cheryl Stewart
25	Andrew Qin	21560 SW 109 <sup>th</sup>	503-358-8	qin@onid.orst.edu	Andrew Qin

503-692-1628

The following people are opposed to the extension of Blake Avenue between 108<sup>th</sup> and 115<sup>th</sup> street in Tualatin, OR as part of the Southwest Concept Plan. Extending Blake creates a hardship for the residential neighborhood and diminishes the quality of life for the residents. It also destroys any buffer between commercial and residential areas and encourages commercial traffic to be mixed with residential traffic. We find this an unacceptable solution. We believe there are alternative solutions that more appropriate for our community.

#	Name	Address	Phone #	eMail	Signature
26	Meg Lewis-Price	21850 SW 109 <sup>th</sup> Terrace	503-612-0800	meglewisprice@hotmail.com	Meg Lewis-Price
27	Marty Campbell	10925 SW Byron	503 6911408	marty.campbell@comcast.net	Marty Campbell
28	Jasmine Miller	21676 SW Dakota	(503) 885-8821		Jasmine Miller
29	Jazzy Suyematsu	9817 SW Coquille	503/691 5999		Jazzy Suyematsu
30	Gabrielle Loren	4378 SW Ochee Ct	(503) 691-9290		Gaby Loren
31	Kelly Skoglund	10619 SW Bannock ct	503 706 7698		Kelly Skoglund
32	Christy Drael	14730 SW 139 <sup>th</sup>	503 579 559		Christy Drael
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# HOW ARE WE DOING?

18880 SW Martinazzi Avenue, Tualatin OR 503.692.2000 [www.ci.tualatin.or.us](http://www.ci.tualatin.or.us)

Your Comments are Important!

Neighbors oppose extending Blake to 115<sup>th</sup>  
Also - so do these neighbors - 82 signatures

## TELL US ABOUT YOUR VISIT:

Date: \_\_\_\_\_ Location of Your Visit: \_\_\_\_\_  
Who helped you? \_\_\_\_\_  
Did you get what you needed?  Yes  No  
How would you rate our service?  
 Excellent  Satisfactory  Needs Improvement

## MAY WE CONTACT YOU?

Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Best time to reach you? \_\_\_\_\_

July 21, 2010

# Neighbors OPPOSE the extension of Blake Avenue to 115<sup>th</sup> Street

We, the undersigned, strongly oppose the extension of SW Blake Avenue to 115<sup>th</sup> Street for the following simple reasons:

1. There is no need for this extension of SW Blake to 115<sup>th</sup>; the development can be served off Tualatin-Sherwood via 115<sup>th</sup> or 124<sup>th</sup>;
2. The extension will create a glaring eye-sore and cause horrendous traffic noise in Hedges Park residential neighborhood;
3. The extension will destroy the existing grass pathway that serves as the required buffer between commercial and residential areas; and
4. The extension will cause the values of the homes in Hedges Park to drop significantly

#	Name	Address	Signature
1	Chris Shell	11040 SW Byron Terrace	
2	Dana Shell	11040 SW Byron Terrace	
3	Lauren Russell	11075 SW Byron Terrace	
4	Jaime Beckler	11080 SW Byron Terrace	
5	Michael Beckler	11080 SW Byron Ter	
6	Lauren Russell	11075 SW Byron Ter.	
7	Nick M. Spring	21820 SW Fuller Dr.	
8	Patricia Thomas	21810 SW Fuller Dr.	
9	Patricia Thomas	21810 SW Fuller Dr.	
10	Mark Molau	21788 SW Fuller Dr. TUALATIN OR 97062	
11	Elena Molau	21788 SW Fuller Dr. TUALATIN	
12	Tom Leiseman	21777 SW Fuller Dr. TUALATIN OR 97062	
13	Janice & Michael Wilcox	21783 S.W. Fuller Dr.	
14	Amber Washburn	21783 SW Fuller Dr.	
15	Tony Carlson	21743 SW Aspen Pl.	
16	Carmon Colby	21717 SW Aspen Pl.	
17	Kyle Beckman	21653 SW Aspen Pl.	
18	Brandi Beckman	21653 SW Aspen Pl.	
19	Brook Mattila	21601 SW Aspen Pl.	
20	Sara K. Richmond	21699 SW Aspen Pl.	
21	John Richmond	21699 SW Aspen Pl.	
22	Darryl Arthur	11039 SW Kaller St	
23	at Jensen	11055 SW Byron Ter	
24	Robert J. Jensen	11055 SW BYRON TER	
25	John Kretzberg	10180 3242 Tualatin 97062	

# Neighbors OPPOSE the extension of Blake Avenue to 115<sup>th</sup> Street

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2. The extension will create a glaring eye-sore and cause horrendous traffic noise in Hedges Park residential neighborhood;
3. The extension will destroy the existing grass pathway that serves as the required buffer between commercial and residential areas; and
4. The extension will cause the values of the homes in Hedges Park to drop significantly

#	Name	Address	Signature
26	Annelle Brewer	11035 SW Byron Ter	Annelle Brewer
27	BOB BREWER	11035 SW Byron Ter	Bob Brewer
28	Patricia Nuszbaum	21585 SW 110th Place	Patricia Nuszbaum
29	Serry Nuszbaum	21585 SW 110th Place	Serry Nuszbaum
30	Pat Schmitt	21320 SW 110 <sup>th</sup> Pl	Pat Schmitt
31	HAROLD PETERSON	11020 SW BYRON	Harold Peterson
32	Ann Loftis	11015 SW Byron	Ann Loftis
33	Mike Loftis	11015 SW Byron	Mike Loftis
34	Lynn Hunt	PO BOX 384	Lynn Hunt
35	Chin March	18495 Rose Ct	Chin March
36	Jeanne E. Kelly	11000 SW Byron Ter.	Jeanne E. Kelly
37	Diane M. Geyer	11060 SW Byron Ter.	Diane M. Geyer
38	Jeffrey Gay	11060 SW Byron terr	Jeffrey Gay
39	Mary Pattison	21875 SW Fuller	Mary Pattison
40	William Pattison	21875 SW Fuller	William Pattison
41	KAREN ZIMEZ	21840 SW FULLER	Karen Zimez
42	Tammy Tillema	21880 SW Fuller	Tammy Tillema
43	Amy Lynett	21900 SW Fuller	Amy Lynett
44	PANIEL HOWD	10985 SW EVANS CT	Paniel Howd
45	Jonya Quiner	10980 SW EVANS CT	Jonya Quiner
46	Laura Russell	22026 SW Fuller Dr	Laura Russell
47	Patricia Markensen	22017 SW FULLER DRIVE	Patricia Markensen
48	Don Kozlowski	10960 SW Koller St	Don Kozlowski
49	Pat Koller	10960 SW Koller St	Pat Koller
50	Evan Esau	10942 SW Koller St	Evan Esau
51	Michelle Esau	10942 SW Koller St	Michelle Esau

# Neighbors OPPOSE the extension of Blake Avenue to 115<sup>th</sup> Street

We, the undersigned, strongly oppose the extension of SW Blake Avenue to 115<sup>th</sup> Street for the following simple reasons:

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4. The extension will cause the values of the homes in Hedges Park to drop significantly

#	Name	Address	Signature
52	Jana Hudson	20695 SW 98 <sup>th</sup> Ave	Jana Hudson
53	<del>MATTHEW GARLAND</del> MATTHEW GARLAND	<del>21250 SW 108<sup>th</sup> St</del>	<del>MATTHEW GARLAND</del>
54	Jim Carr	21160 SW 108 <sup>th</sup> Ave	Jim Carr
55	Richard Robinson	10376 SW Susquehanna Dr	Richard Robinson
56	Ellie Robinson	10336 SW Susquehanna Dr	Ellie Robinson
57	RUTH ROBINSON	10336 SW Susquehanna Dr	Ruth Robinson
58	Herb Book	10440 SW Susquehanna	Herb Book
59	Kathleen Young	10488 SW Susquehanna	Kathleen Young
60	Sandra Whitton	10499 SW Susquehanna	Sandra Whitton
61	Jim Nyhauber	20909 SW 104 <sup>th</sup>	Jim Nyhauber
62	Ronald Peterson	20916 SW 104 <sup>th</sup>	Ronald Peterson
63	Randy Rest	20869 SW 104 <sup>th</sup> Ave.	Randy Rest
64	Paul Luvaa	20888 SW 104 <sup>th</sup> Ave	Paul Luvaa
65	Maia Luvaa	20888 SW 104 <sup>th</sup> Ave	Maia Luvaa
66	CRIG SIMPSON	20916 SW 104 <sup>th</sup> AVE	CRIG SIMPSON
67	Kari Johnson	10413 SW Moratoc Dr.	Kari Johnson
68	LARRY SHERWOOD	10432 SW MORATOC	LARRY SHERWOOD
69	John Watson	21215 SW 105	John Watson
70	Mark Hill	10480 SW Paulina Dr	Mark Hill
71	Don Deffen	10485 SW Paulina DR	Don Deffen
72	Rosalie Deffen	10485 SW Paulina DR	Rosalie Deffen
73	LINDA ONNEFIER	10465 SW PAULINA DR.	LINDA ONNEFIER
74	Heather Peterson	10312 SW Moratoc Dr.	Heather Peterson
75	Todd Peterson	10312 SW Moratoc Dr.	Todd Peterson
76	Justin Ahrenfeldt	21755 SW 109 <sup>th</sup> Terr	Justin Ahrenfeldt

# Neighbors OPPOSE the extension of Blake Avenue to 115<sup>th</sup> Street

We, the undersigned, strongly oppose the extension of SW Blake Avenue to 115<sup>th</sup> Street for the following simple reasons:

1. There is no need for this extension of SW Blake to 115<sup>th</sup>; the development can be served off Tualatin-Sherwood via 115<sup>th</sup> or 124<sup>th</sup>;
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#	Name	Address	Signature
77	Karen O'Haller	10770 SW WYBURN ST.	Karen O'Haller
78	Julia Makarowsky	10775 SW WYBURN ST.	Julia Makarowsky
79	Jennifer Hughes	10755 SW WILLOW ST.	Jennifer Hughes
80	Marty Campbell	10925 SW BYRON TER.	Marty Campbell
81	Drew Campbell	10925 SW BYRON TER.	Drew Campbell
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# MEMORANDUM

## CITY OF TUALATIN

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

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Paul Hennon, Community Services Director *Paul Hennon*  
Carl Switzer, Parks and Recreation Manager *Carl Switzer*

**DATE:** August 9, 2010

**SUBJECT:** TONQUIN TRAIL MASTER PLAN UPDATE

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### ISSUE BEFORE THE COUNCIL:

The purpose of this briefing is to bring Council up to date on the Tonquin Trail Master Plan process and to present the trail alignment analysis.

### DISCUSSION:

The Tonquin Trail Master Plan process builds on the Tonquin Trail Feasibility Study completed in 2004. The Tonquin Trail will be a regional trail connecting the Willamette River and Tualatin River with safe pedestrian and bicycle-friendly connections between Wilsonville, Sherwood and Tualatin. The Tonquin Trail will serve commuter and recreational users. Throughout the process, Metro and project partners have and will continue to gather community and stakeholders' input and consider environmental and land use information to determine the preferred trail alignment.

The Tonquin Trail Master Plan is being developed with involvement of the cities of Tualatin, Wilsonville, and Sherwood, Washington and Clackamas counties, the Oregon Department of Transportation, and other stakeholders. Tualatin is contributing \$13,000 to assist in funding the Tonquin Trail Master Plan.

The Tonquin Trail Master Plan process is at the critical phase of evaluating alternative trail alignments. The preferred alignments will have numerous implications for acquisition; constructability; cost, accessibility; directness of route; intermodal connections; use for commuter and recreational purposes; and connection to recreation facilities and open spaces, schools, and commercial/employment areas.

The Tonquin Trail Master Plan will influence and be influenced by other Tualatin planning projects such as the Transportation System Plan, Southwest Concept Plan, Town Center Plan, and the Basalt Creek Concept Plan.

MEMORANDUM: TONQUIN TRAIL MASTER PLAN UPDATE

August 9, 2010

Page 2 of 2

The next steps include:

- August 10 TPARK briefing and comments
- August 14 Metro Public Involvement opportunity at the Crawfish Festival
- **September 13 Council Work Session – discussion of preferred alignment**
- September Project Steering Committee Meeting (final recommendation for preferred alignment – Date to be announced.)

Please see the attachments to this memorandum for information about the project schedule, evaluation goals and criteria, and alternative alignment analysis. Additional information on the Tonquin Trail Feasibility Study and Tonquin Trail Master Plan process is available at the Metro web site: [www.oregonmetro.gov](http://www.oregonmetro.gov), then enter Tonquin Trail Master Plan in the Search box.

- Attachments:**
- A. Schedule
  - B. Trail Segments Evaluation Framework: Goals, Criteria and Measures
  - C. Segment Evaluation and Preferred Alignment Selection Process
  - D. Segment Options Evaluation
  - E. Segment Options Evaluation Matrix
  - F. Segment and Tile Maps

C: Members of TPARK  
Members of TPAC

Tonquin Trail Master Plan Study	2009												2010												2011			
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.						
Prepared by Alta Planning + Design. (May 14, 2010)																												
<b>Tasks Description</b>																												
<b>Task 1: Project Management</b>																												
1.1 Project Management and Coordination																												
1.2 Kick-Off Meeting		◆																										
1.3 Site Visit																												
1.4 Agency Meetings and Coordination																												
<b>Task 2: Update Existing Conditions/Fatal Flaw Analysis</b>																												
2.1 Collect and Review Existing Plans																												
2.2 Fatal Flaw Environmental and Land Use Analysis																												
<b>Task 3: Public Involvement and Outreach</b>																												
3.1 Prepare Public Involvement Plan (PIP)																												
3.2 Tonquin Trail Project Steering Committee (PSC) Meetings																												
3.3 Public Information Content																												
3.4 Community Events																												
3.5 Agency Contacts and Meetings																												
3.6 Stakeholder Contacts (Comm. Groups/Property Owners)																												
3.7 Final Presentations																												
<b>Task 4: Develop Evaluation Criteria and Measures</b>																												
4.1 Develop Evaluation Criteria and Measures																												
4.2 Review Draft Criteria and Measures																												
<b>Task 5: Alternative Alignments Analysis</b>																												
5.1 Develop Alignment Alternatives																												
5.2 Evaluate and Select Trail Alignments																												
5.3 Analysis Review																												
5.4 Recommend Preferred Alignments																												
<b>Task 6: Trail Design - Preliminary Recommendations</b>																												
6.1 Analysis of Key Design Elements and Uses																												
6.2 Phasing Plan																												
6.3 Cost Estimates																												
6.4 Preliminary Review of Land Use Approvals and Reg. Requirements																												
6.5 Reconnaissance-Level Environmental Baseline Report																												
6.6 Funding Strategies																												
6.7 Maintenance, Management and Operations																												
<b>Task 7: Tonquin Trail Master Plan Document</b>																												
7.1 In-House, Staff Review Draft Master Plan																												
7.2 Draft Master Plan for Public Review																												
7.3 Final Master Plan																												

- Major Deliverable (draft)
- Major Deliverable (final)
- ◆ Project Team Meeting
- ◇ PSC meeting
- Community Outreach Event

## Tonquin Trail Master Plan - Trail Segments Evaluation Framework: Goals, Criteria and Measures (final draft)

February 17, 2010

The purpose of this memorandum is to outline a proposed framework and set of goals, criteria and measures to evaluate potential trail segments for the Tonquin Trail Master Plan. The goals, criteria and measures will help the project team and Project Steering Committee in their work to recommend trail segments for the overall preferred alignment.

The evaluation framework is based on the criteria used in the Tonquin Trail Feasibility Study and has been augmented by the project team. The evaluation criteria and measures will be used to evaluate the performance of each potential segment. The ratings for each trail segment will not result in a total "score" that will indicate the correct segment to advance, rather the ratings will provide qualitative guidance to inform a discussion of trade-offs by the Project Steering Committee, community members and elected officials.

The general evaluation rating method is shown in the table below. During the trail segments evaluation, the project team will develop more specific definitions for each measure.

Rating	
+	The segment addresses the criterion and/or makes substantial improvements in the criteria category
✓	The segment partially addresses the criterion and/or makes some improvements in the criteria category
0	The segment neither meets nor does not meet intent of criterion. Alternative has no effect, or criterion does not apply
-	The segment does not support the intent of and/or negatively impacts the criteria category

The proposed goals and criteria are listed below in no particular order. Some criteria may not apply to a particular trail segment; in those cases, a "0" will be awarded consistent with the rating scale above.

**Goal 1. Develop a trail that addresses crime prevention through design to provide safety for trail users and security for adjacent property owners.**

Criteria	Measures
Segment provides for safe, sensible, multi-modal roadway crossings	<p>Number of at-grade crossings of roadways classified as arterial or higher</p> <p>Number of at-grade crossings of roadways classified as collector or lower</p>
Segment provides a safe experience for trail users	<p>Qualitative assessment of user safety or perception of safety (e.g., feeling of isolation, connections to surrounding land uses)</p> <p>Qualitative assessment of opportunities for eyes on the trail (e.g., location within proximity of neighbors who “watch the trail”)</p>
Segment provides safety and security for adjacent property owners	Qualitative assessment of the amount of surrounding open space or right-of-way to provide separation from private properties (e.g., fencing) to deter theft, vandalism, etc.

**Goal 2. Develop a trail that avoids or minimizes impacts to natural and cultural resources.**

Criteria	Measures
Segment avoids or minimizes impacts to natural resources	<p>Assessment of the extent to which the segment passes through designated wildlife habitat</p> <p>Assessment of the extent to which the segment passes through designated wetlands</p> <p>Assessment of the extent to which the segment passes through designated riparian areas</p> <p>Qualitative assessment of difficulty of mitigating impacts to natural resources</p>
Segment avoids or minimizes impacts to cultural resources	<p>Qualitative assessment of likely impacts to known archeological resources</p> <p>Qualitative assessment of likely impacts to</p>

	known historic resources
Segment provides an opportunity for resource enhancement	Qualitative assessment of restoration opportunity

**Goal 3. Develop a trail that is convenient, pleasant and accessible to a range of users regardless of ability or mode.**

Criteria	Measures
Segment provides a positive user experience with respect to views, scenic quality, wildlife viewing, noise and grades	Qualitative assessment of opportunities for views, scenic experiences, wildlife viewing  Percent of trail segment adjacent to or on roadways classified as collectors or higher
Segment can be used by a variety of users of different abilities (e.g., bicyclists, joggers, walkers, in-line skaters, motorized and non-motorized wheelchair users)	Qualitative assessment of grade changes
Segment provides opportunities for interpretive and environmental education and access to unique natural features	Qualitative assessment of opportunity to provide opportunities for environmental interpretation along various features associated with the Tonquin Geologic Area, Tualatin River National Wildlife Refuge, the Willamette River, and the Tualatin River
Segment provides for a direct route between Wilsonville and Tualatin and Wilsonville and Sherwood	Qualitative assessment of directness of route
Segment meets regional trail standards	Qualitative assessment of the degree to which the segment could be developed according to established regional trail standards
Segment minimizes trail user conflicts	Qualitative assessment of physical space available for trail to allow separation of uses  Qualitative assessment of established uses adjacent to the trail that may pose a conflict

**Goal 4. Develop a trail that can be implemented.**

Criteria	Measures
Segment is consistent with local plans	Qualitative assessment of the compatibility/conflict of the proposed segment with local, regional and state transportation and bikeway plans and policies

<p>Segment can be developed with a reasonable cost and minimizes expensive elements</p>	<p>Qualitative assessment of a segment's potential need for higher-cost elements (e.g., bridges, major crossing improvements, fencing, trailheads, retaining walls, boardwalks)</p>
<p>Segment reduces private property impacts by 1) minimizing land acquisition needs, and 2) working with willing sellers where acquisition is needed.</p>	<p>Percent of trail segment already in public ownership, within a public easement, or could be dedicated through planning process</p> <p>Qualitative assessment of the degree to which the segment could be developed in conjunction with future public or private development</p> <p>Qualitative assessment of private property owners' support for trail</p> <p>Qualitative assessment of stakeholder support</p>
<p>Segment can meet regulatory requirements</p>	<p>Qualitative assessment of regulatory fatal flaws or difficult to obtain permits</p>

**Goal 5. Develop a trail that encourages and enhances bicycle and pedestrian connectivity throughout the region.**

<p><b>Criteria</b></p>	<p><b>Measures</b></p>
<p>Segment provides linkages to other trails, parks and natural areas</p>	<p>Number of parks within ½ mile of trail segment</p> <p>Number of direct connections to existing local and regional trails</p> <p>Number of direct connections to planned local and regional trails</p>
<p>Segment provides seamless connections between residential areas, schools, employment areas, shopping, and transit facilities, and other designated bikeways and walkways (e.g., trails, bike lanes, bicycle boulevards, etc.)</p>	<p>Number of active transportation corridor resources (e.g., other trails, bikeways, schools, park-and-ride lots, transit stops, transit centers, town centers,) within ½ mile of trail segment</p>

<p>Segment provides a vital link without which connection opportunities are greatly compromised</p>	<p>Qualitative assessment of value of segment to provide connectivity</p>
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**Goal 6. Develop a trail that is supported by the community and local jurisdictions and is informed by input from the public, elected officials and jurisdiction staff. (*There are not criteria or measures associated with this goal*)**

## Segment Evaluation and Preferred Alignment Selection Process

**TO:** Tonquin Project Steering Committee

**COPIES:** George Hudson, Alta  
Rory Renfro, Alta  
Leslie Howell, Howell consulting

**FROM:** Kristin Hull, CH2M HILL  
Jane Hart, Metro

**DATE:** June 12, 2010

This memo describes the process of evaluating the potential trail segments and selecting a preferred alignment and how Steering Committee members will be asked to participate in this process.

The key steps to identifying a preferred alignment are:

- Screening: Narrow and combine identified segments to no more than 20 segment options for full evaluation.
- Evaluation: Evaluate screened segment options according to the agreed-upon evaluation framework described in February 17, 2010 Tech Memo.
- Recommendation: Discuss the evaluation results and select the preferred trail alignment.

### Screening

As of the March 9, 2010 project steering committee meeting about 60 possible trail segments had been identified. You had the opportunity to review most of those segments at that time. Since then, a few segments have been added based on your input, and further property research. On March 29th the Metro staff and consultant team held a technical workshop to conduct an initial screening of the segments on the table. To accomplish this we reviewed the 60 + segments in the context of the project goals and what we knew about existing conditions and project constraints. During the workshop segments were removed that:

- are alternatives to segments that are already constructed or funded,
- are trail spurs and not part of the project's primary spine (Note: these segments will be highlighted as key trail connections in the Master Plan document),
- are located on property that Metro does not expect to be able to acquire from willing sellers.

In addition, we created a list of segments that are either already constructed or funded

and are assumed to be segments of the Tonquin Trail. We will not evaluate these segments, but will consider them part of the preferred alignment.

Finally, we combined segments that were interdependent so that we could compare segments that really were alternatives to one another holistically. These combined segments are now being referred to as segment options.

## **Evaluation**

On June 8, Metro staff and the consultant team evaluated the segment options based on the previously agreed-upon evaluation criteria and measures described in the Feb. 17, 2010 tech memo. Instead of using the +, √, 0, - ratings proposed in the tech memo, we assigned ratings of high, medium and low to each measure. We made this minor change to the ratings to allow for a more realistic comparison of segment options. The consultants are currently preparing meeting materials related to the evaluation process and results and these will be sent to you well in advance of the July 29 PSC meeting. These materials will include a set of maps depicting the segment options (these will replace earlier segment maps), definitions for each measure, a completed evaluation matrix and other background as well.

We will review the evaluation process and results with the PSC in July (**meeting #5**) and discuss the findings. We will revise ratings based on PSC input if a major issue was overlooked in the initial evaluation. Because we're not using a total score or weighted score to dictate the outcome, individual ratings will not be the focus of the group's discussion. We hope to end the meeting with a narrowed set of segment options for public review.

## **Selection of Preferred Trail Alignment**

In August we will share the results of the segment evaluation with the public in a variety of community venues. We are in the process of identifying existing events that we can piggy-back with to seek input from a variety of audiences.

At **meeting #6** to be held in September, the PSC will review public comment and weigh the trade-offs between the segment options and discuss which ones should comprise the preferred trail alignment. This will be a discussion where the evaluation informs the decision, but the scores (or a total score) will not dictate the preferred alignment. Our hope is the PSC is able to arrive at a preferred alignment at the conclusion of this meeting.

## **Tonquin Trail Master Plan – Segment Options Evaluation**

June 30, 2010

### **INTRODUCTION**

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This memorandum describes the Tonquin Trail segment options and preliminary options evaluation results. The memo begins with a description of each segment option and its function relative to other potential trail segments. The text then describes the segment evaluation process, including ratings methodology, list of segments for which the evaluation was focused, and preliminary results.

The purpose of this memo is to help members of the Tonquin Trail Project Steering Committee (PSC) prepare for the July 29 committee meeting, where you will be asked to provide feedback regarding the trail segment options evaluation and preliminary results. This document does not draw conclusions from the evaluation findings, nor is a preferred trail alignment recommended at this time.

Two sets of maps were prepared to graphically illustrate the segment options. These maps are being sent to you in the mail, and are also available on Alta's FTP site. To access Alta's FTP site you can click on the direct link below. This will open the FTP folder for your account in your default internet browser. You can then click the files to open or download them.

Direct Link: <ftp://TTMP:20bikes@ftp.altaplanning.com>

The maps are described in more detail below. The segment naming protocol used in the 2004 Tonquin Trail Feasibility Study has been "retired," and we are using a new naming format to reduce confusion. A completed evaluation matrix summarizing the preliminary evaluation results will also be sent to you (as well as electronically when you receive this memo).

### **TONQUIN TRAIL SEGMENT OPTIONS**

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Based on field visits, background documents and data research, property ownership research, stakeholder outreach, and input from the Project Steering Committee, the Project Team (consultant team and Metro staff) developed 12 potential Tonquin Trail "segment options." These segments are named "A" through "L" and incorporate a variety of routing options for linking Wilsonville with Sherwood and Tualatin. A set of 12 segment option maps depict each segment (in hot pink color) within context of the remaining segments (shown in dark gray). A set of seven aerial photo "tile" maps (and a tile key map) replace earlier versions of maps presented at the March 2010 PSC meeting. The scale and geographic boundaries of the tile maps are the same as the previous maps, but now show the updated segment options as they travel through the study area, while also showing

which portions are proposed as “on-street” versus “off-street.” On-street facilities may consist of roadway shoulders, striped bike lanes, or signed shared roadways; while off-street facilities may include shared use paths or boardwalks. It should be noted that numerous segments overlap in several locations. The overlapping of segments enabled the Project Team to combine trail routing portions that are interdependent, thus enabling a broader, holistic comparison of segment options against one another.

It should be noted that in developing trail segment options, the Project Team focused its efforts on un-built segments serving as part of the Tonquin Trail’s main spine. This was accomplished by:

- Removing alternatives to trail segments that are built, under construction or funded
- Removing segments passing through private properties where Metro does not expect to be able to acquire from willing sellers
- Removing segments passing through private properties where known regulatory issues or policies would preclude trail development
- Removing segments that would serve as trail “spurs” rather than the main “spine” (note: these segments will be highlighted as key trail connections in the Master Plan document)

The sections below describe the 12 trail segment options in greater detail. Please note that to minimize visual “clutter,” the tile maps do not show all street names. Given your familiarity with the project area and the fact that the segments are easy to follow on the related tile maps, we hope this does not pose an inconvenience.

### **Segment A (see “tile” maps 1 and 2)**

This segment would travel between Wilsonville's proposed French Prairie Bridge and SW Grahams Ferry Road near Metro's Coffee Lake Creek Wetlands Open Space. From its southern terminus, the segment would follow an on-street alignment along SW Boones Ferry Road and on a portion of SW 5th Street in Southern Wilsonville. The segment would then follow an off-street alignment across Coffee Lake Creek and link with an existing shared use path along Arrowhead Creek Lane near the Wilsonville Water Treatment Plant. The segment would transition to an existing shared use path traversing Morey's Landing Open Space, and follow an off-street alignment along the east side of SW Willamette Way East. The trail segment would then follow a short off-street alignment along SW Wilsonville Road's north side before connecting with a shared use path (under construction) passing through Graham Oaks Natural Area. In Villebois, the segment would split into two off-street alignments (one circumventing Villebois's west side, and the second following Villebois's east side). The two alignments would reconnect near the intersection of SW Boeckman Road and SW 110th Avenue, where the trail would follow an existing shared use path on SW Boeckman Road's south side. This segment would then turn north and follow a powerline corridor as an off-street alignment, and pass through Metro's Coffee Lake Creek Wetlands Open Space. The segment within this open space would also consist of an off-street alignment (boardwalk) and follow the open space's far eastern edge near the Portland

& Western Railroad. This segment would terminate at SW Grahams Ferry Road immediately north of the Coffee Lake Creek Wetlands Open Space.

## **Connections to Sherwood**

### **Segment B (see “tile” maps 2, 3 and 4)**

This segment would travel between the northern extent of Metro’s Coffee Lake Creek Wetlands Open Space and Downtown Sherwood. From its southern terminus at SW Grahams Ferry Road, the segment would follow an off-street alignment in a northwesterly direction through several properties near Coffee Lake before crossing the lake via an existing causeway. The segment would travel west on SW Morgan Road and north on SW Baker Road toward Sherwood as on-street alignments, then transition to an off-street alignment along SW Sunset Boulevard's south side. The final connection to Downtown Sherwood would include an off-street alignment following an existing shared use path through Snyder Park, and on-street alignments via SW Division and SW Pine streets. This segment would serve as an alternative to Segments C, D, E and F.

### **Segment C (see “tile” maps 2, 3 and 4)**

This segment would travel between the northern extent of Metro’s Coffee Lake Creek Wetlands Open Space and Downtown Sherwood. From its southern terminus at SW Grahams Ferry Road, the segment would follow an off-street alignment in a northwesterly direction through several properties near Coffee Lake before crossing the lake via an existing causeway. The segment would travel north on SW Morgan Road as an on-street alignment, and west along SW Tonquin Road's south side as an off-street alignment. The segment would then depart from SW Tonquin Road (near the Tri-County Gun Club entrance) and follow an off-street alignment through a property linking with SW Murdock Road in Sherwood. The segment would follow a short off-street alignment on SW Murdock Road's east side, before connecting with on-street alignments leading to Downtown Sherwood via SW Willamette and SW Pine streets. This segment would serve as an alternative to Segments B, D, E and F.

### **Segment D (see “tile” maps 2, 3 and 4)**

This segment would travel between the northern extent of Metro’s Coffee Lake Creek Wetlands Open Space and Downtown Sherwood. From its southern terminus at SW Grahams Ferry Road, the segment would follow an off-street alignment in a northwesterly direction through several properties near Coffee Lake before crossing the lake via an existing causeway. The segment would travel north on SW Morgan Road as an on-street alignment, and west along SW Tonquin Road's south side as an off-street alignment. The segment would then travel west on SW Oregon Street (as an off-street alignment on the road's north side) to Downtown Sherwood's northern edge. The segment's final leg would follow the existing shared use path between SW Ash and SW Pine streets in Downtown Sherwood. This segment would serve as an alternative to Segments B, C, E and F.

### **Segment E (see “tile” maps 2, 3 and 4)**

This segment would travel between the northern extent of Metro’s Coffee Lake Creek Wetlands Open Space and Downtown Sherwood. From its southern terminus, the segment would follow an off-street alignment northward along the west side of SW Grahams Ferry Road. The segment would then travel west on SW Tonquin Road as an off-street alignment

(along the roadway's south side). The segment would then depart from SW Tonquin Road (near the Tri-County Gun Club entrance) and follow an off-street alignment through a property linking with SW Murdock Road in Sherwood. The segment would follow a short off-street alignment on SW Murdock Road's east side, before connecting with on-street alignments leading to Downtown Sherwood via SW Willamette and SW Pine streets. This segment would serve as an alternative to Segments B, C, D and F.

### **Segment F (see "tile" maps 2, 3 and 4)**

This segment would travel between the northern extent of Metro's Coffee Lake Creek Wetlands Open Space and Downtown Sherwood. From its southern terminus, the segment would travel northward as an off-street alignment along the west side of SW Grahams Ferry Road, then travel west on SW Tonquin Road as an off-street alignment (along the roadway's south side). The segment would then travel west on SW Oregon Street (as an off-street alignment on the road's north side) to Downtown Sherwood's northern edge. The segment's final leg would follow the existing shared use path between SW Ash and SW Pine streets in Downtown Sherwood. This segment would serve as an alternative to Segments B, C, D and E.

### **Segment G (see "tile" maps 4 and 5)**

This segment would travel between Downtown Sherwood and the Tualatin River National Wildlife Refuge trailhead near SW Roy Rogers Road. From its southern terminus, this segment would follow an off-street alignment via existing alleys in Downtown Sherwood between SW Pine and NW Park streets. The segment would follow short on-street alignments via NW Park Street and SW Villa Road, before transitioning to the existing Cedar Creek Trail in Stella Olsen Park. From the existing Cedar Creek Trail's northern terminus at NW Washington Street, this segment would continue north along a proposed Cedar Creek Trail extension to SW Roy Rogers Road near St. Paul Lutheran Cemetery. The segment's final leg would follow an off-street alignment along the east side of SW Roy Rogers Road to the Tualatin River National Wildlife Refuge trailhead.

### **Segment H (see "tile" maps 4 and 5)**

This segment would travel between the SW Tonquin Road/SW Oregon Street intersection and a Metro-owned open space adjacent to the Tualatin River. From its southern terminus, the segment would follow an on-street alignment on SW Oregon Street between SW Tonquin Road and SW Tualatin-Sherwood Road. The segment would then follow an off-street alignment on SW Tualatin-Sherwood Road's north side before connecting with off-street alignments along SW Cipole Road. The SW Cipole Road portion of this segment would include a path on the roadway's west side between SW Tualatin-Sherwood Road and SW Herman Road, transitioning to a path on the roadway's east side between SW Herman Road and SW Pacific Drive (near Oregon 99W). The segment's final leg would consist of an off-street alignment following a powerline corridor through a Metro-owned open space, cross the Willamette River over a future bicycle/pedestrian bridge, and connect with the proposed Westside Trail.

## Connections to Tualatin

### Segment I (see “tile” maps 2, 3, 6 and 7)

This segment would travel between the northern extent of Metro’s Coffee Lake Creek Wetlands Open Space and Tualatin Community Park. From its southern terminus at SW Grahams Ferry Road, the segment would follow an off-street alignment through several properties near Coffee Lake before crossing the lake via an existing causeway. The segment would travel north on SW Morgan Road as an on-street alignment, and east along SW Tonquin Road's south side as an off-street alignment. The segment would follow the west side of SW Tonquin Loop as an off-street alignment, and transition to on-street alignments via SW 112th Avenue, SW Brown Street, SW 108th/105th avenues and SW Avery Street. The segment would follow an off-street alignment along the west side of SW 95th Place, and short off-street alignments along SW Tualatin-Sherwood Road and SW 90th Avenue near the Kaiser Permanente campus. The segment would then travel east along the south side of Hedge's Creek Marsh (mostly as an off-street alignment) before connecting with existing shared use paths leading to SW Tualatin Road near the Tualatin Heritage Center. The segment would follow a short on-street alignment on SW Tualatin Road before connecting with an existing path in Tualatin Community Park leading to the Tualatin River bicycle/pedestrian bridge. This segment would serve as an alternative to Segments J, K and L.

### Segment J (see “tile” maps 2, 3, 6 and 7)

This segment would travel between the northern extent of Metro’s Coffee Lake Creek Wetlands Open Space and Tualatin Community Park. From its southern terminus, the segment would travel northward as an off-street alignment along the west side of SW Grahams Ferry Road. The segment would then travel west on SW Tonquin Road as an off-street alignment (along the roadway's south side). The segment would follow the west side of SW Tonquin Loop as an off-street alignment, and transition to on-street alignments via SW 112th Avenue, SW Brown Street, SW 108th/105th avenues and SW Avery Street. The segment would follow an off-street alignment along the west side of SW 95th Place, and short off-street alignments along SW Tualatin-Sherwood Road and SW 90th Avenue near the Kaiser Permanente campus. The segment would then travel east along the south side of Hedge's Creek Marsh (mostly as an off-street alignment) before connecting with existing shared use paths leading to SW Tualatin Road near the Tualatin Heritage Center. The segment would follow a short on-street alignment on SW Tualatin Road before connecting with an existing path in Tualatin Community Park leading to the Tualatin River bicycle/pedestrian bridge. This segment would serve as an alternative to Segments I, K and L.

### Segment K (see “tile” maps 2, 3, 6 and 7)

This segment would travel between the northern extent of Metro’s Coffee Lake Creek Wetlands Open Space and Tualatin Community Park. From its southern terminus, the segment would travel northward as an off-street alignment along SW Grahams Ferry Road's west side between the Portland & Western Railroad and SW Tonquin Road. The segment would continue northward as an on-street alignment before transitioning to SW 103rd Avenue and SW Ibach Street (also on-street alignments). The segment would follow existing

shared use paths through Ibach Park before connecting with SW Alsea Court via an off-street alignment (on an existing soft surface trail which would be upgraded). The segment would travel east along the existing Indian Meadows Greenway, then on SW Boones Ferry Road as an on-street alignment through Tualatin. The on-street portion would terminate at an existing shared use path in Tualatin Community Park leading to the Tualatin River bicycle/pedestrian bridge. This segment would serve as an alternative to Segments I, J and L.

### **Segment L (see “tile” maps 2, 3, 6 and 7)**

This segment would travel between Metro’s Coffee Lake Creek Wetlands Open Space and Tualatin Community Park. From its southern terminus at the open space’s south end, the segment would cross the Portland & Western Railroad (via a grade-separated crossing) and travel directly north via an off-street alignment along an existing powerline corridor. The segment would travel east on SW Day Road as an on-street alignment, then north along SW Boones Ferry Road (as an off-street alignment on the roadway’s west side). The segment would proceed east on SW Norwood Road as an off-street alignment on the roadway’s north side, then transition to an on-street alignment on SW 84th Avenue immediately west of I-5. From SW 84th Avenue’s northern terminus, the segment would continue northward as an off-street alignment adjacent to I-5 to the SW Nyberg Street interchange. The segment would pass through the interchange via grade-separated crossings of SW Nyberg Street and the I-5 on-/off-ramps. The segment would continue north adjacent to I-5 (as an off-street alignment) before turning west along the Tualatin River. Between I-5 and Tualatin Community Park, the segment would pass through several properties along the Tualatin River’s south side, and cross SW Boones Ferry Road via a grade-separated crossing. The segment would connect with existing shared use paths in Tualatin Community Park leading to the Tualatin River bicycle/pedestrian bridge. This segment would serve as an alternative to Segments I, J and K.

## **SEGMENTS EVALUATION PROCESS**

The previously agreed-upon evaluation measures (falling within the project’s six goals and 19 criteria) served as the basis for the trail segment options evaluation. The Project Team reviewed the roughly 30 evaluation measures to determine whether a reasonably accurate assessment could be achieved at this level of analysis, and determined that most measures are applicable at this stage. While the majority of the evaluation measures are qualitative in nature, some measures were quantitative in nature. For the quantitative measures, Metro’s Data Resource Center performed the analysis using Metro’s Regional Land Information System (RLIS) GIS data.

The Project Team assessed each trail segment option to the extent to which it meets each evaluation measure, and assigned a corresponding “low,” “medium,” or “high” rating. The following table describes the rating scale in greater detail. This ratings scale replaces the +, √, 0 and - ratings previously described in the February 2010 Final Draft Evaluation Framework memo, but the definitions generally remain the same.

Rating	Description
High Rating	The segment addresses the criterion and/or makes substantial improvements in the criteria category
Medium Rating	The segment partially addresses the criterion and/or makes some improvements in the criteria category
Low Rating	The segment does not support the intent of and/or negatively impacts the criteria category
Segment not Evaluated	The segment was not evaluated (see next section for description of these segments)

### Segments Not Evaluated

Of the 12 Tonquin Trail segments described above, it was determined that three segments would ultimately serve as part of the preferred alignment regardless of the evaluation outcome for other potential segments. This is due in part to local planning efforts which have solidified portions of the Tonquin Trail route since completion of the 2004 Feasibility Study, portions of the trail that have been built (or are currently under construction), and areas where one feasible alignment option exists for a key segment. Informally referred to as “given” or “assumed” segments, the three trail segments not taken through the detailed evaluation process include:

- Segment A - Wilsonville/Graham Oaks/Villebois
- Segment G - Cedar Creek/Roy Rogers Road
- Segment H - Oregon Street/Cipole Road

### Preliminary Evaluation Results

The evaluation matrix presents the preliminary Tonquin Trail segment options evaluation results. Stated earlier, the evaluation’s intent is to assess potential trail segments against one another. Viewing the study area from a broader perspective indicates that selection of two preferred segment options is necessary: One segment linking Wilsonville with Sherwood, and another segment linking Wilsonville with Tualatin. With this in mind, the evaluation process measured the following segments against one another:

- Wilsonville-to-Sherwood segments: Segments B, C, D, E and F
- Wilsonville-to-Tualatin segments: Segments I, J, K and L

In addition to the “assumed” segments described earlier, the preferred Tonquin Trail alignment will ultimately incorporate a segment from each of the two groups listed above.

The Project Team will review the trail segments evaluation with the Project Steering Committee and discuss the preliminary findings. The Team will revise ratings based on PSC input if a major issue was overlooked in the initial evaluation. Because the evaluation is not using a total score or weighted score to dictate the outcome, individual ratings will not be

the focus of the meeting discussion. Rather we will use the ratings to inform a discussion on trade-offs between the segment options in hopes of narrowing down the number of segment options to bring to the public for their input.

The evaluation matrix is printed on two 11x17-sized pages. For review purposes, you may want to tape the two pages together end-to-end, so that you can view an entire segment at a glance. For reference, the overall goal belonging with a specific evaluation measure is noted above the measure on the matrix, and the goal definitions can be found at the lower right corner of the page. When reviewing the matrix, it would be helpful to have the February 17, 2010 Evaluation Framework memo handy so you can review the associated criteria for each evaluation measure.

**TONQUIN TRAIL MASTER PLAN - SEGMENT OPTIONS EVALUATION MATRIX**

SEGMENT #	SEGMENT NAME	GOAL 1							GOAL 2							
		Number of at-grade crossings of roadways or at-grade highway	Qualitative assessment of user safety or perception of safety (e.g., feeling of isolation, connectivity, crossing time)	Qualitative assessment of trail (e.g., location within protected area, "reach the trail")	Qualitative assessment of the amount of available space or rights-of-way to provide separation from private properties (e.g., fencing to deter theft, vandalism, etc.)	Assessment of the extent to which the segment passes through Class I road or riparian areas (not impacted)	Assessment of the extent to which the segment passes through Class I road or riparian areas (not impacted)	Number of crossings of Class I and II riparian areas	Acres of Class I and II riparian areas impacted	Assessment of the extent to which the segment cause led/not impacts to the function of a wildlife corridor (linear feet)						
A	Willowville/Graham Oaks/Villebois	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	
B	Coffee Lake Creek/Morgan Road/Baker Road/Snyder Park															
C	Coffee Lake Creek/Morgan Road/Tonquin Road/Snyder Property/Willamette Street															
D	Coffee Lake Creek/Morgan Road/Tonquin Road/Oregon Street															
E	Graham's Ferry Road/Tonquin Road/Snyder Property/Willamette Street															
F	Graham's Ferry Road/Tonquin Road/Oregon Street															
G	Cedar Creek/New Rogers Road	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated
H	Oregon Street/Capele Road	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated
I	Coffee Lake/Morgan Road/Tonquin Road/108th Avenue/Avery St./Hedges Creek Marsh															
J	Graham's Ferry Road/Tonquin Road/Boones Meadow/Hedges Creek Marsh															
K	Graham's Ferry Road/Back Park/Indian Meadows Greenway/Boones Ferry Road															
L	Powerline corridor/Day Road/Boones Ferry Road/Nowood Road/Interstate 5															
	<b>RATING NOTES</b>	High: 1-2 crossings Medium: 3-5 crossings Low: more than 5 crossings	High: few off-street segments and relatively minimal isolation Medium: some off-street isolation Low: mostly off-street with relatively higher isolation	High: few off-street segments and relatively minimal isolation Medium: some off-street isolation Low: mostly off-street with relatively higher isolation	High: low off-street segments and relatively minimal isolation Medium: some off-street isolation Low: mostly off-street with relatively higher isolation	High: for off-street segments in narrow public right-of-way, few locations where trail is adjacent to (or crosses) streets and rural residences Medium: moderate length of off-street segment is adjacent to private properties Low: off-street segment is predominantly adjacent to private properties	High: fewer than 4 acres Medium: 4 to 5.5 acres Low: over 5.5 acres	High: 0 acres Medium: greater than zero to 0.5 acres Low: greater than 0.5 acres	High: 5 or fewer crossings Medium: 6-7 crossings Low: greater than 7 crossings	High: fewer than 2 acres Medium: 2-3 acres Low: greater than 3 acres	High: less than 3,043 feet Medium: 3,043 to 6,084 feet Low: more than 6,084 feet					

■ HIGH - Segment addresses criterion and/or makes substantial improvements in the criteria category.  
■ MEDIUM - Segment partially addresses criterion and/or makes some improvement in the criteria category.  
■ LOW - Segment does not support the intent of and/or negatively impacts criteria category.

**GOAL 1** - Trail addresses crime prevention through design.  
**GOAL 2** - Trail avoids or minimizes impacts to natural and cultural resource

TONQUIN TRAIL MASTER PLAN - SEGMENT OPTIONS EVALUATION MATRIX

SEGMENT #	SEGMENT NAME	GOAL 3					GOAL 4					GOAL 5		
		Qualitative assessment of opportunities for views, scenic experiences, wildlife viewing	Percent of trail segment adjacent to roadways classified as collectors or higher	Qualitative assessment of grade changes	Qualitative assessment of opportunity to provide environmental interpretation along vertical features associated with Tonquin Geologic Area, Wildlife Refuges, Wetlands, River and Trout-in-River	Qualitative assessment of directness of route	Qualitative assessment of established uses adjacent to the trail that may pose a conflict	Qualitative assessment of the proposed segment with local, regional and state transportation and delivery plans and policies	Qualitative assessment of segment's potential need for higher-cost elements (i.e., bridges, water crossings, retaining walls, benches)	Qualitative assessment of segment's potential for development with future public or private development	Qualitative assessment of private property owner support for the trail	Qualitative assessment of regulatory trail flows or difficult to obtain permits	Number of parks within 1/2 mile of trail segment	Assessment of direct connections to existing local and regional trails (if direct connections)
A	Wilberville/Graham Oaks/Villebois	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated
B	Coffee Lake Creek/Morgan Road/Baker Road/Snyder Park													
C	Coffee Lake Creek/Morgan Road/Tonquin Road/Snyder Property/Willamette Street													
D	Coffee Lake Creek/Morgan Road/Tonquin Road/Oregon Street													
E	Graham's Ferry Road/Tonquin Road/Snyder Property/Willamette Street													
F	Graham's Ferry Road/Tonquin Road/Oregon Street													
G	Cedar Creek/Boy Rogers Road	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated
H	Oregon Street/Circle Road	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated	Segment not evaluated
I	Coffee Lake/Morgan Road/Tonquin Road/108th Avenue/Avery St./Hedges Creek Marsh													
J	Tonquin Ferry Road/Tonquin Ferry 108th Avenue/Avery Street/Hedges Creek Marsh													
K	Graham's Ferry Road/Beach Park/Indian Meadows Greenway/Boones Ferry Road													
L	Powerline corridor/Day Road/Boones Ferry Road/Norwood Road/Interstate 5													
	<b>RATING NOTES</b>	High: most segment portions provide scenic/viewing opportunities Medium: some segment portions provide scenic/viewing opportunities Low: few segment portions provide scenic/viewing opportunities	High: less than 70% Medium: 70-90% Low: greater than 90%	High: relatively flat with few steep slopes Medium: some steep slopes Low: several steep slopes	High: provides direct access to Coffee Lake area and several other educational opportunities Medium: provides direct access to Coffee Lake area and few or no other educational opportunities Low: rating does not provide access to Coffee Lake area or other educational opportunities	High: segment follows a direct route Medium: segment follows a moderately direct route Low: segment follows circuitous routing	High: segment adjacent to minimal or no industrial/similar land uses that may generate other non-trail conflicts for trail users Medium: segment adjacent to some industrial/similar land uses Low: segment adjacent to several industrial/similar land uses	High: segment (or portion of segment) is in the planning or design stage, or has been identified as a high local/regional plan Medium: segment is shown or listed in a local/regional plan, but not explicitly identified as a high priority project Low: segment is not explicitly identified as a high priority project	High: segment would require few or no higher cost elements Medium: segment would require some higher cost elements Low: segment would require numerous higher cost elements	High: segment is primarily located on public lands or within public right-of-way Medium: segment is on public lands or private properties Low: segment is on private property	High: likely support among nearby private property owners Medium: potential support among nearby private property owners Low: potential opposition among nearby property owners Note: ratings based on property ownership research and stakeholder contacts conducted by Metro	High: 10 or more parks within 1/2 mile Medium: 5-9 parks within 1/2 mile Low: 1 or fewer parks within 1/2 mile	High: 10 or more direct connections Medium: 5-9 direct connections Low: 1 direct connection	High: 10 or more resources Medium: 2-5 resources Low: 20 or fewer resources

■ HIGH - Segment addresses criterion and/or makes substantial improvements in the criteria category.

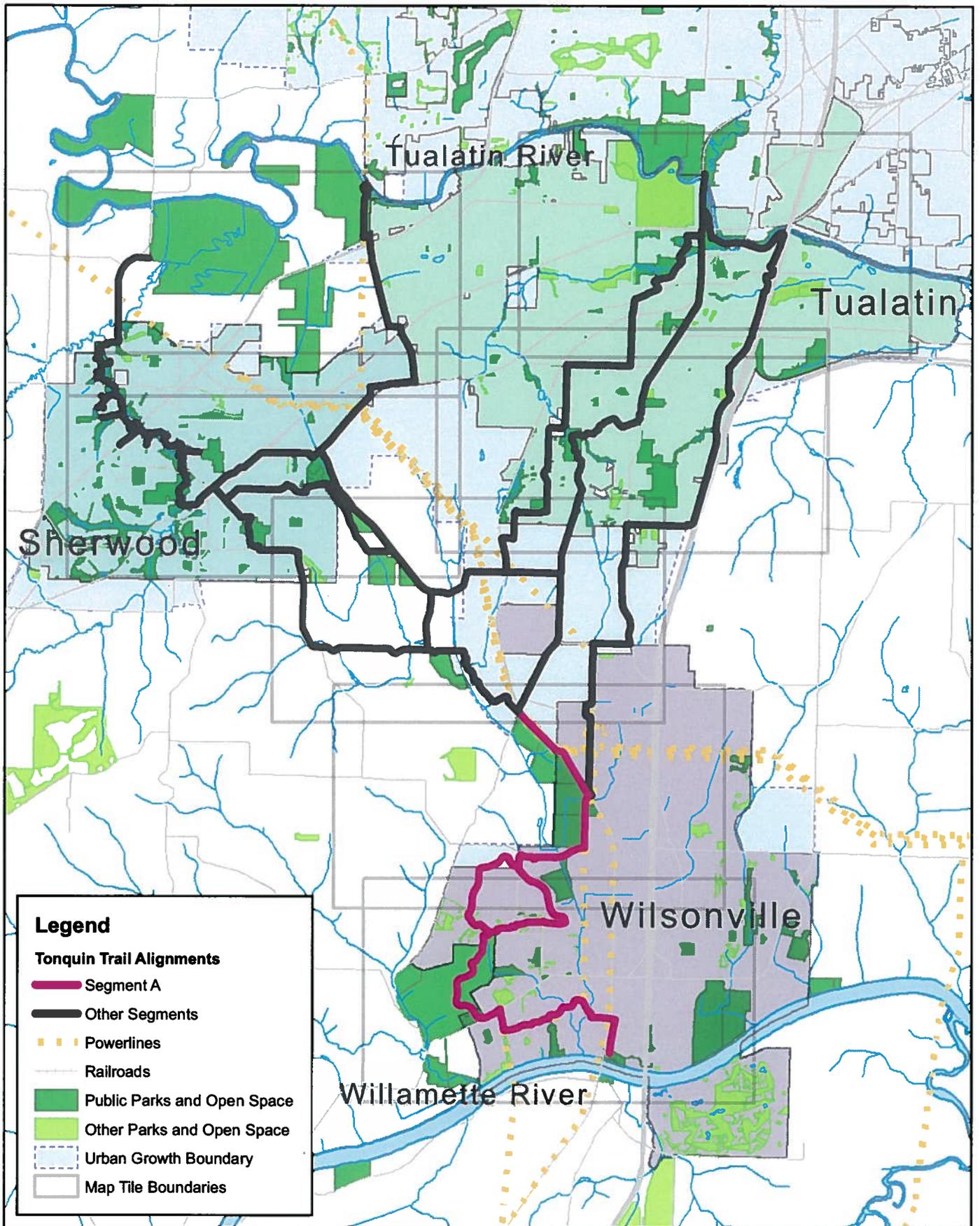
■ MEDIUM - Segment partially addresses criterion and/or makes some improvement in the criteria category.

■ LOW - Segment does not support the intent of and/or negatively impacts criteria category.

GOAL 3 - Trail is convenient, pleasant and accessible to a range of users.

GOAL 4 - Trail can be implemented.

GOAL 5 - Trail encourages and enhances bicycle and pedestrian connectivity in region.



**Legend**

**Tonquin Trail Alignments**

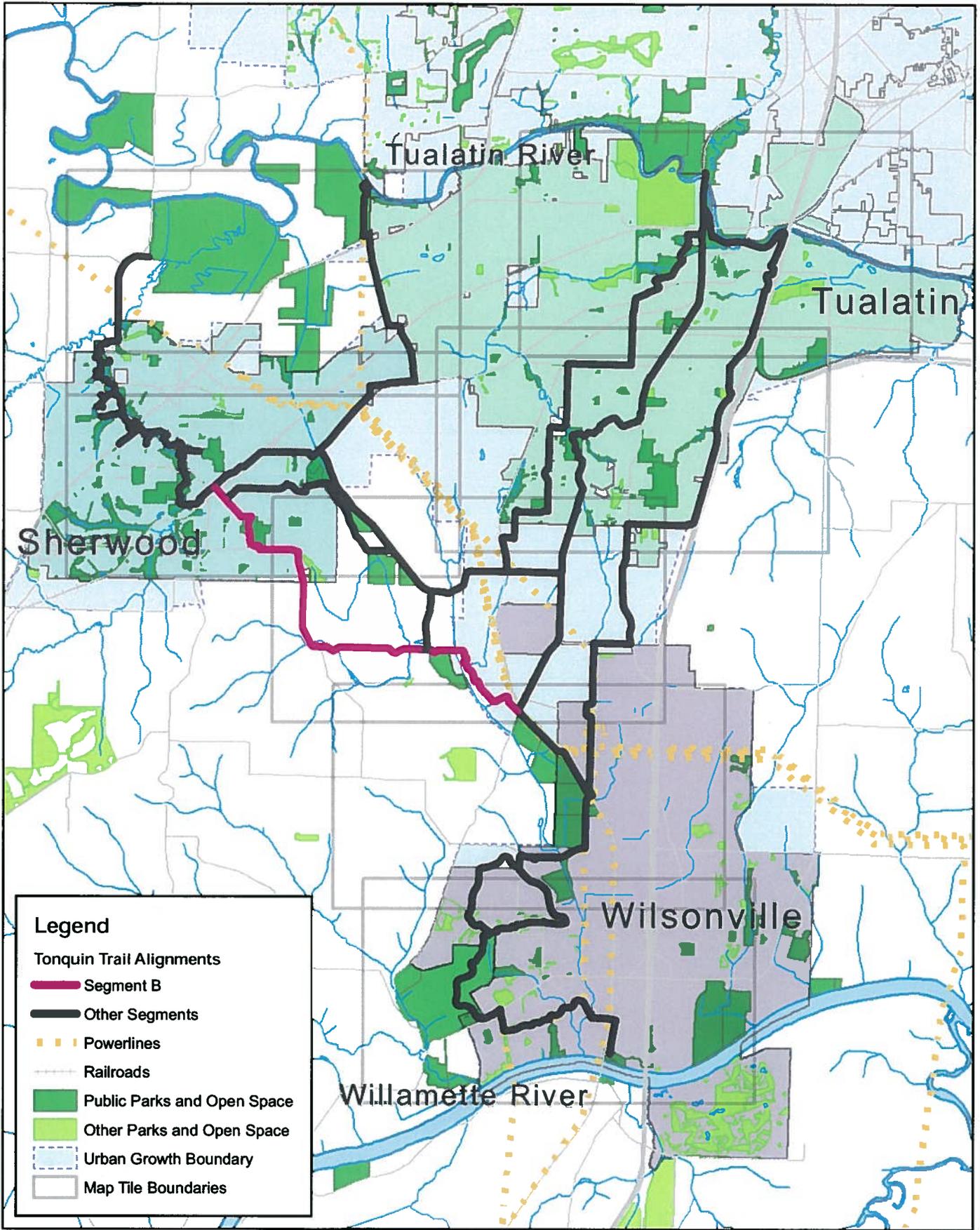
- Segment A
- Other Segments
- - - Powerlines
- - - Railroads
- Public Parks and Open Space
- Other Parks and Open Space
- - - Urban Growth Boundary
- Map Tile Boundaries

## Segment A

### Tonquin Trail Master Plan Alignment Alternatives

Source: Metro Data Resource Center  
 Author: EAS  
 Date: May 2010





## Segment B

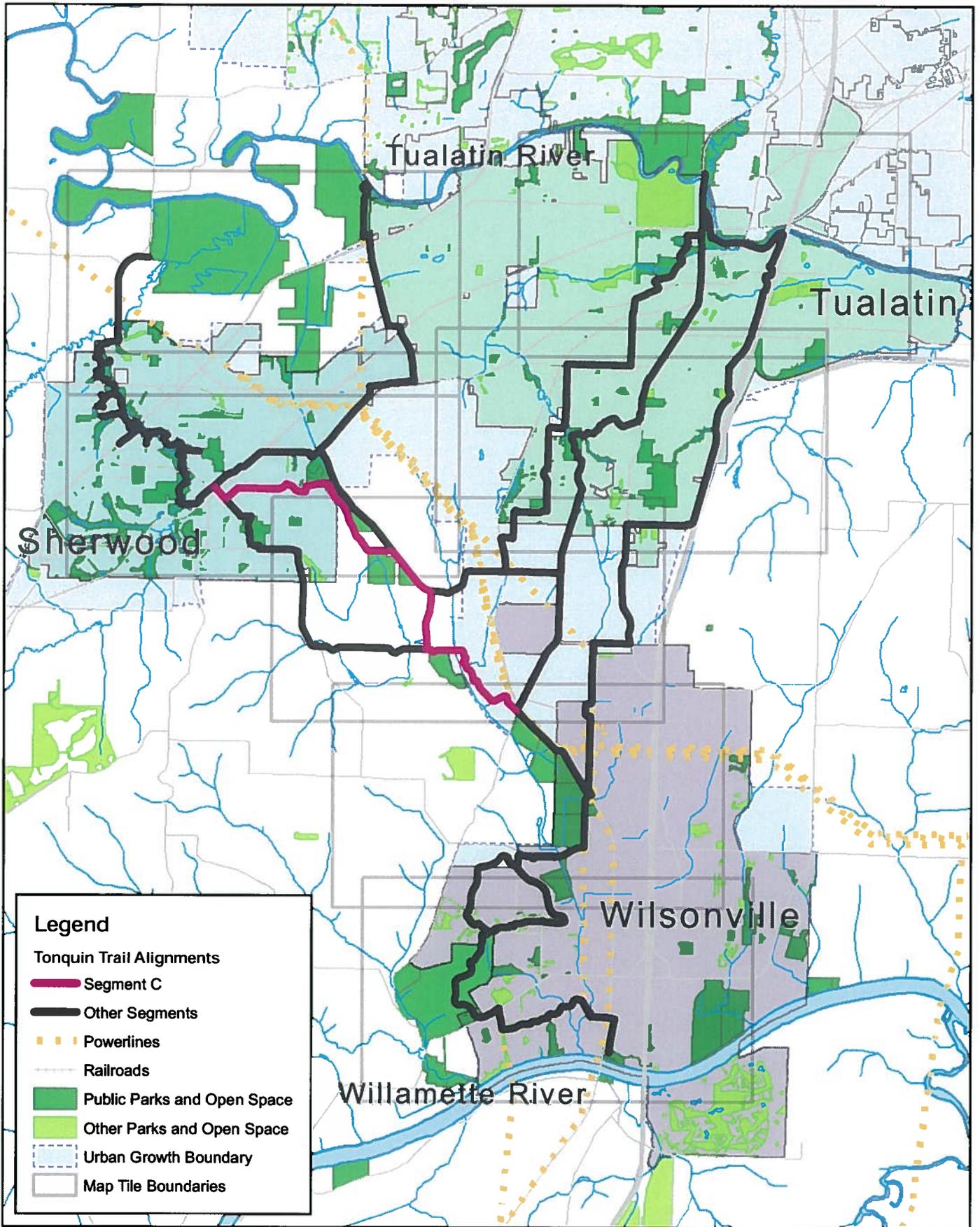
### Tonquin Trail Master Plan Alignment Alternatives

Source: Metro Data Resource Center  
 Author: EAS  
 Date: May 2010



0 0.5 1 Miles





**Legend**

**Tonquin Trail Alignments**

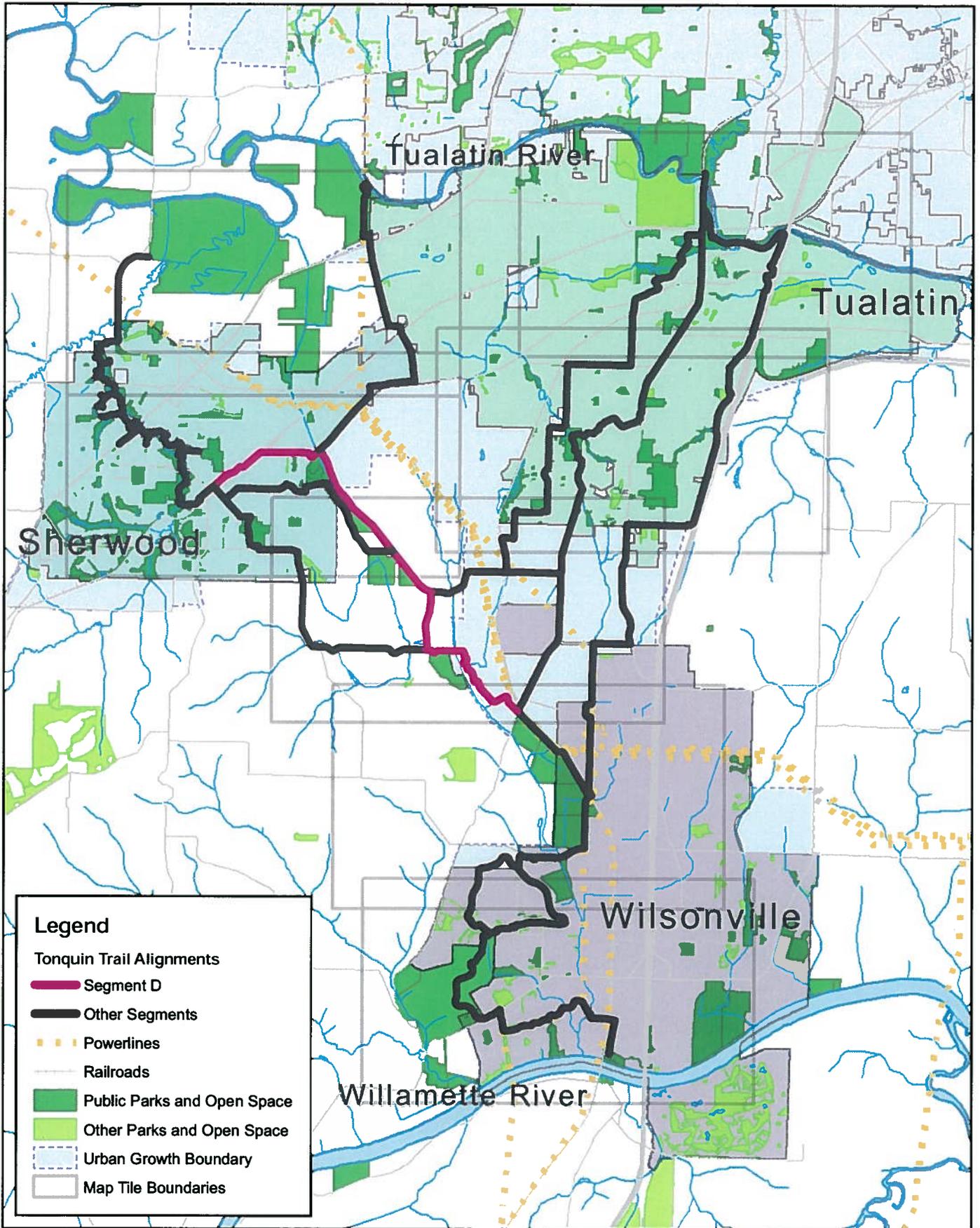
- Segment C
- Other Segments
- ⋯ Powerlines
- - - Railroads
- Public Parks and Open Space
- Other Parks and Open Space
- - - Urban Growth Boundary
- Map Tile Boundaries

## Segment C

### Tonquin Trail Master Plan Alignment Alternatives

Source: Metro Data Resource Center  
 Author: EAS  
 Date: May 2010





**Legend**

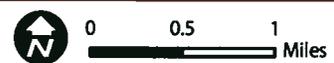
**Tonquin Trail Alignments**

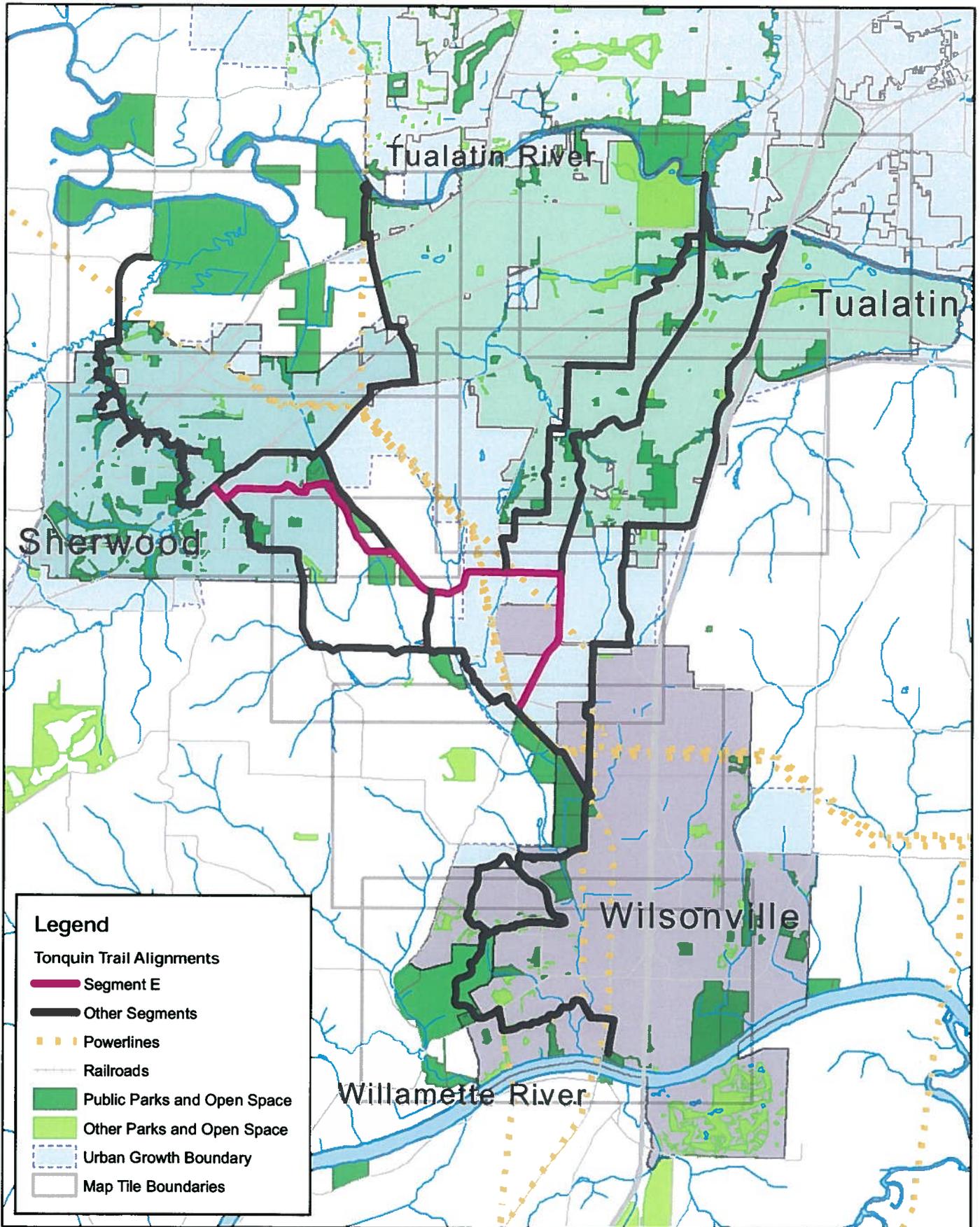
- Segment D
- Other Segments
- Powerlines
- Railroads
- Public Parks and Open Space
- Other Parks and Open Space
- Urban Growth Boundary
- Map Tile Boundaries

## Segment D

### Tonquin Trail Master Plan Alignment Alternatives

Source: Metro Data Resource Center  
 Author: EAS  
 Date: May 2010





## Segment E

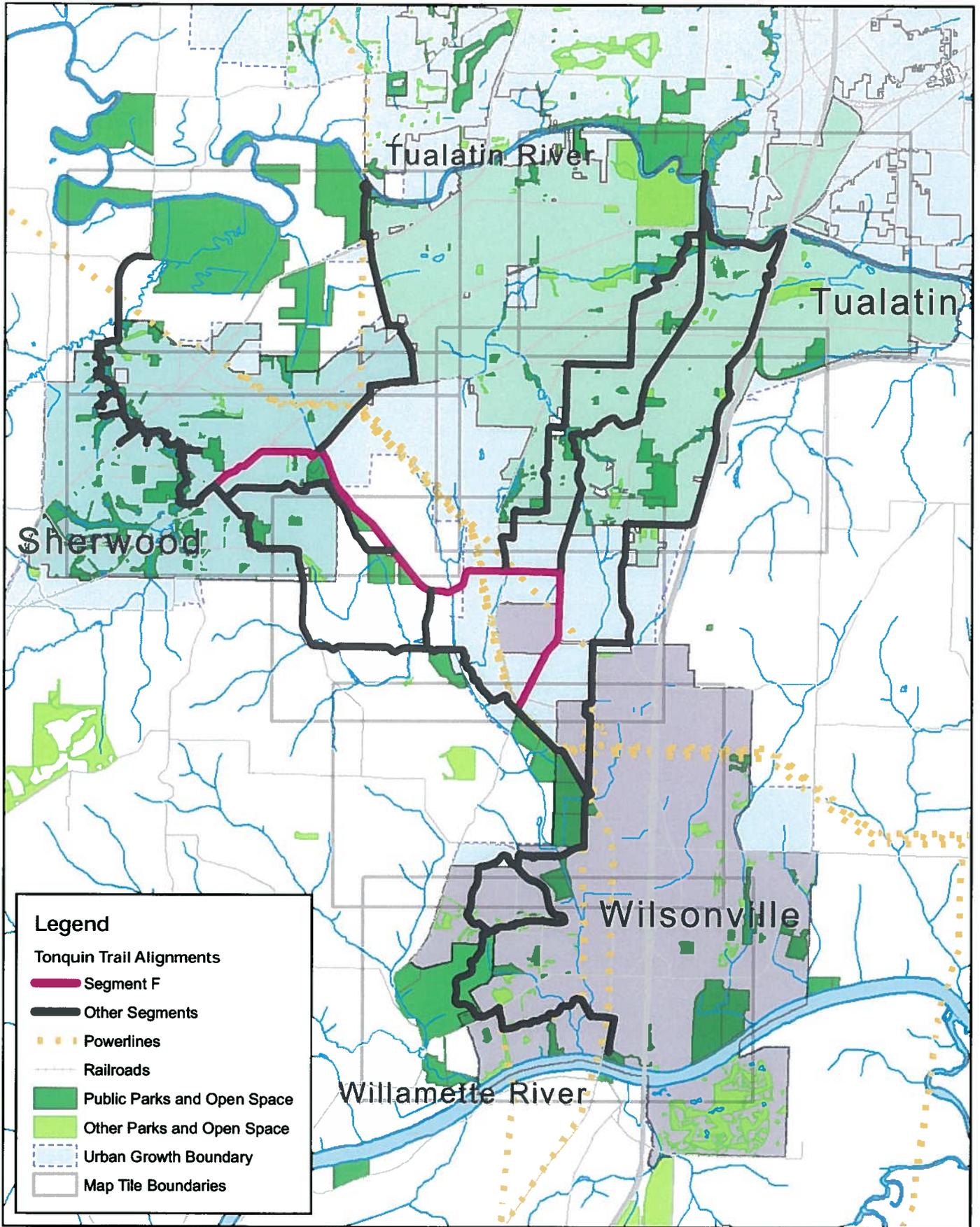
### Tonquin Trail Master Plan Alignment Alternatives

Source: Metro Data Resource Center  
 Author: EAS  
 Date: May 2010



0 0.5 1 Miles





## Segment F

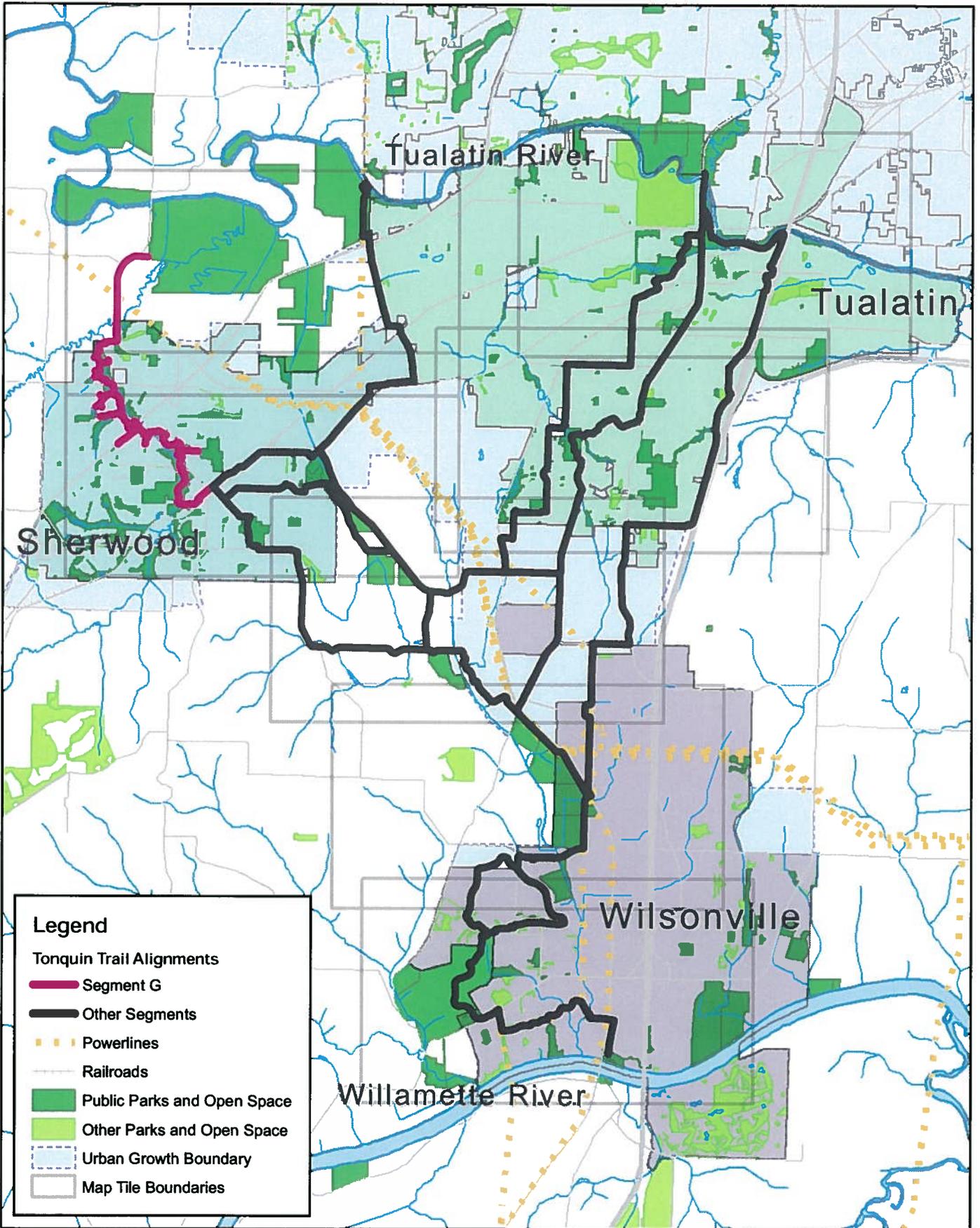
### Tonquin Trail Master Plan Alignment Alternatives

Source: Metro Data Resource Center  
 Author: EAS  
 Date: May 2010



0 0.5 1 Miles





**Legend**

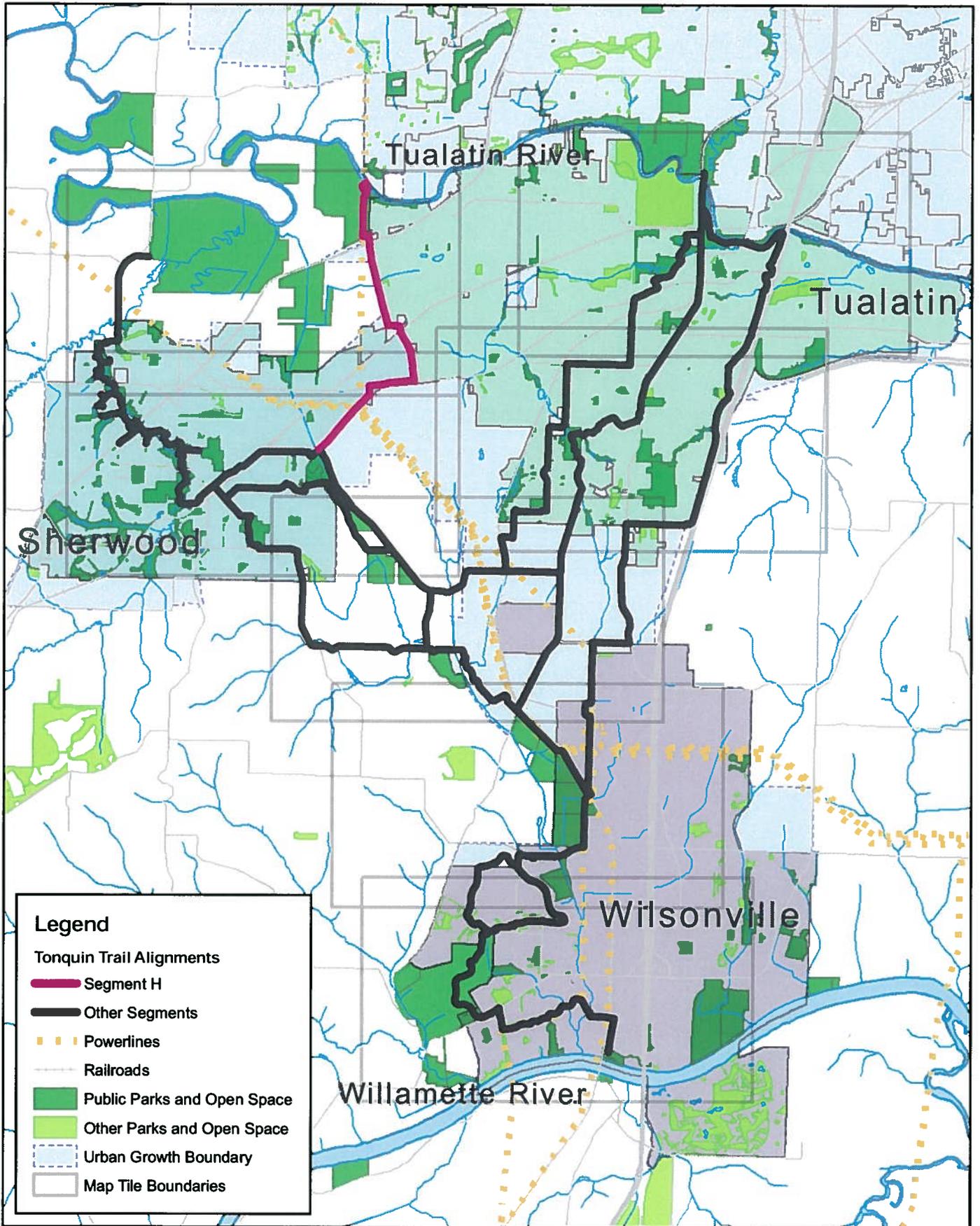
**Tonquin Trail Alignments**

- Segment G
- Other Segments
- Powerlines
- Railroads
- Public Parks and Open Space
- Other Parks and Open Space
- Urban Growth Boundary
- Map Tile Boundaries

**Segment G**

**Tonquin Trail Master Plan**  
**Alignment Alternatives**  
 Source: Metro Data Resource Center  
 Author: EAS  
 Date: May 2010

0 0.5 1 Miles



## Segment H

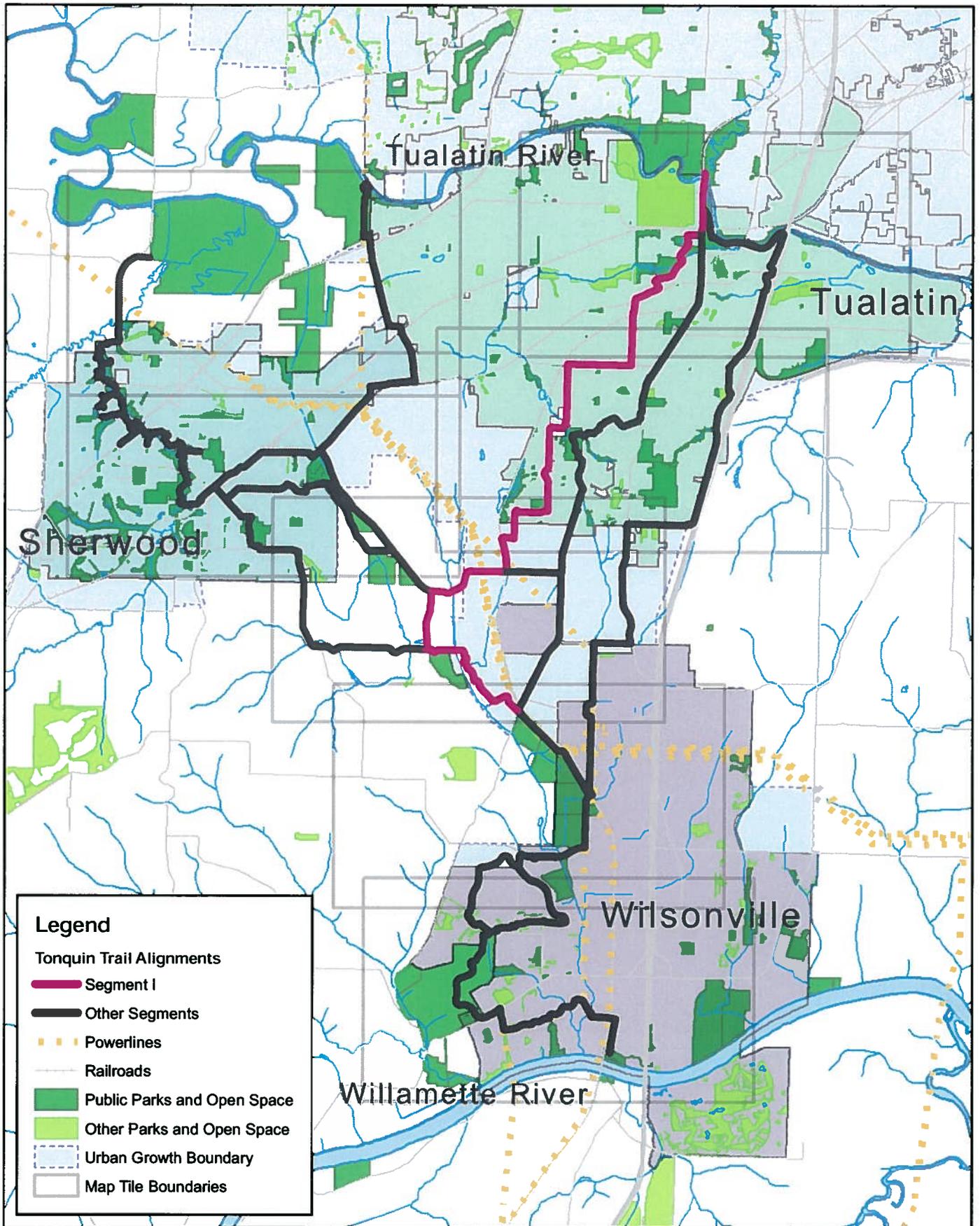
### Tonquin Trail Master Plan Alignment Alternatives

Source: Metro Data Resource Center  
Author: EAS  
Date: May 2010



0 0.5 1 Miles





## Segment I

### Tonquin Trail Master Plan

### Alignment Alternatives

Source: Metro Data Resource Center

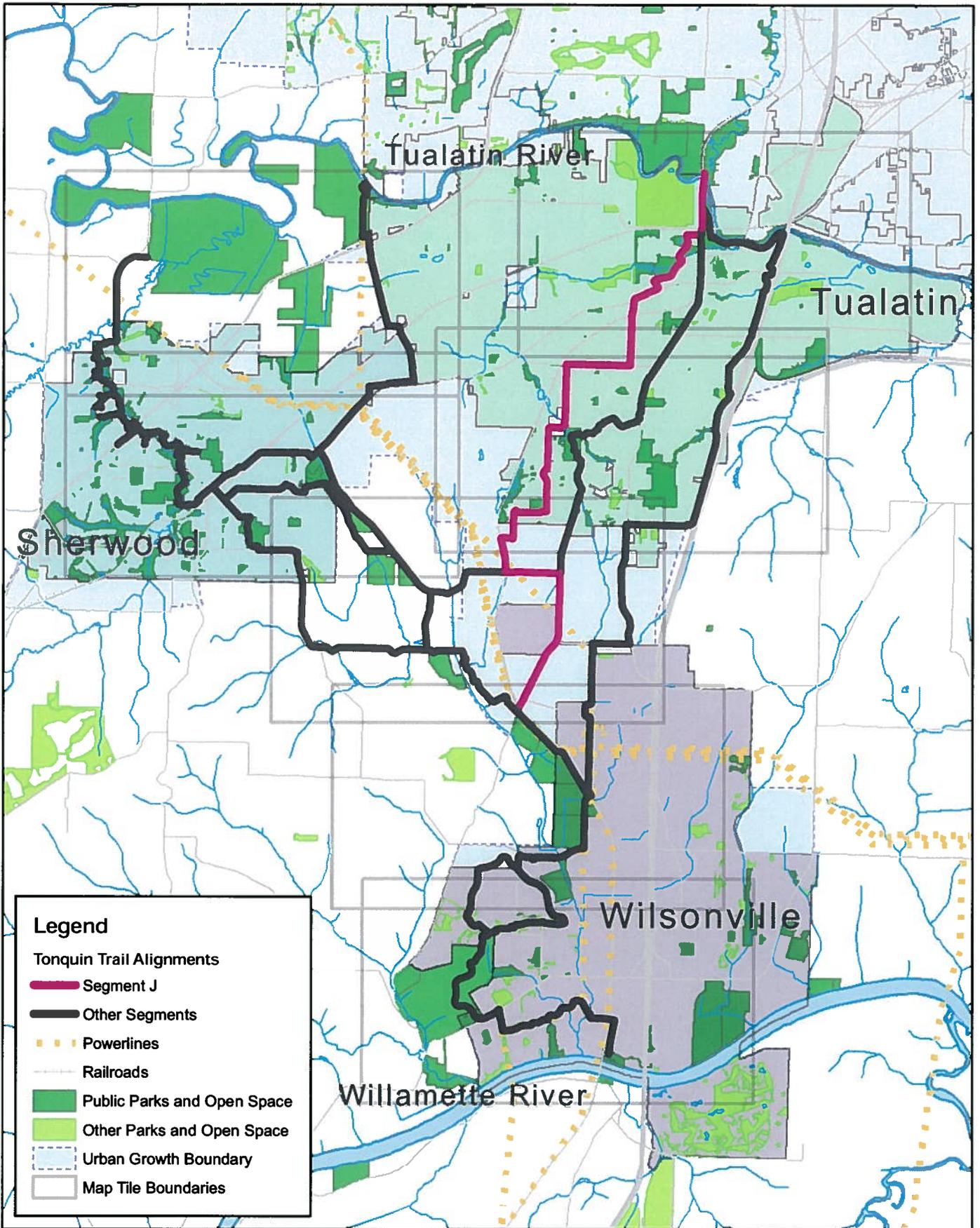
Author: EAS

Date: May 2010



0 0.5 1 Miles





## Segment J

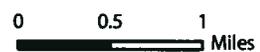
### Tonquin Trail Master Plan

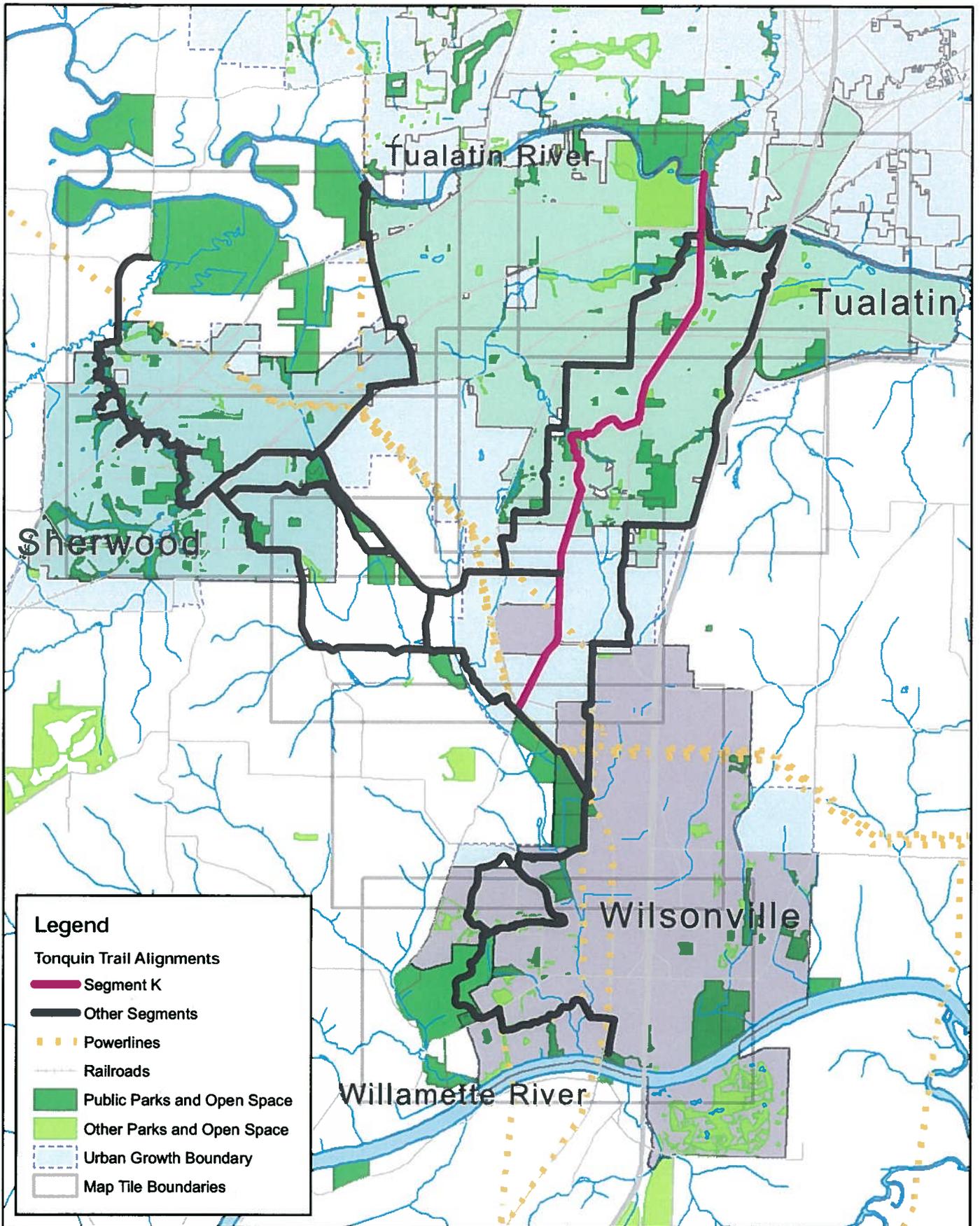
### Alignment Alternatives

Source: Metro Data Resource Center

Author: EAS

Date: May 2010





**Legend**

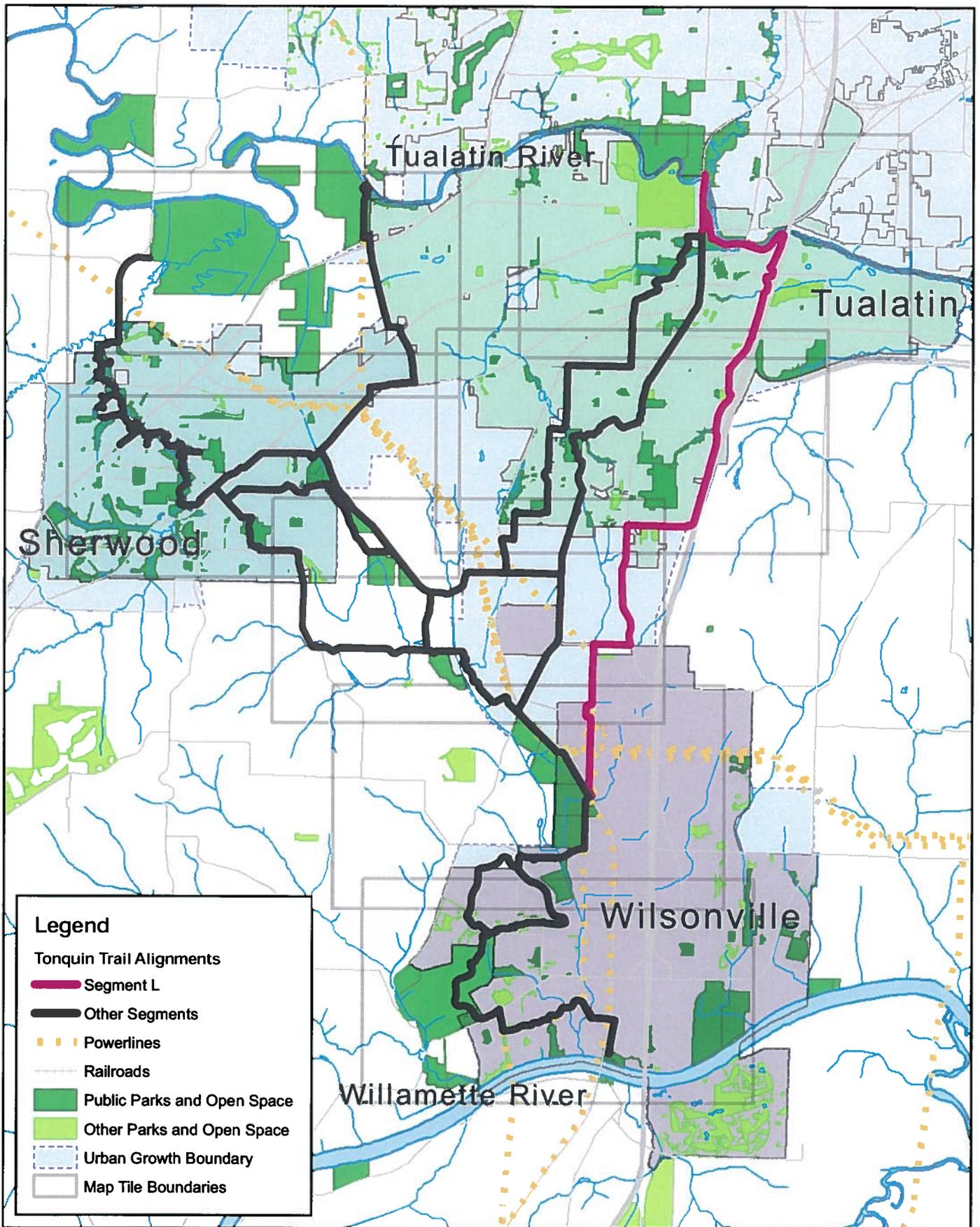
**Tonquin Trail Alignments**

- Segment K
- Other Segments
- - - Powerlines
- Railroads
- Public Parks and Open Space
- Other Parks and Open Space
- Urban Growth Boundary
- Map Tile Boundaries

## Segment K

**Tonquin Trail Master Plan**  
**Alignment Alternatives**  
 Source: Metro Data Resource Center  
 Author: EAS  
 Date: May 2010


0
0.5
1
Miles

## Segment L

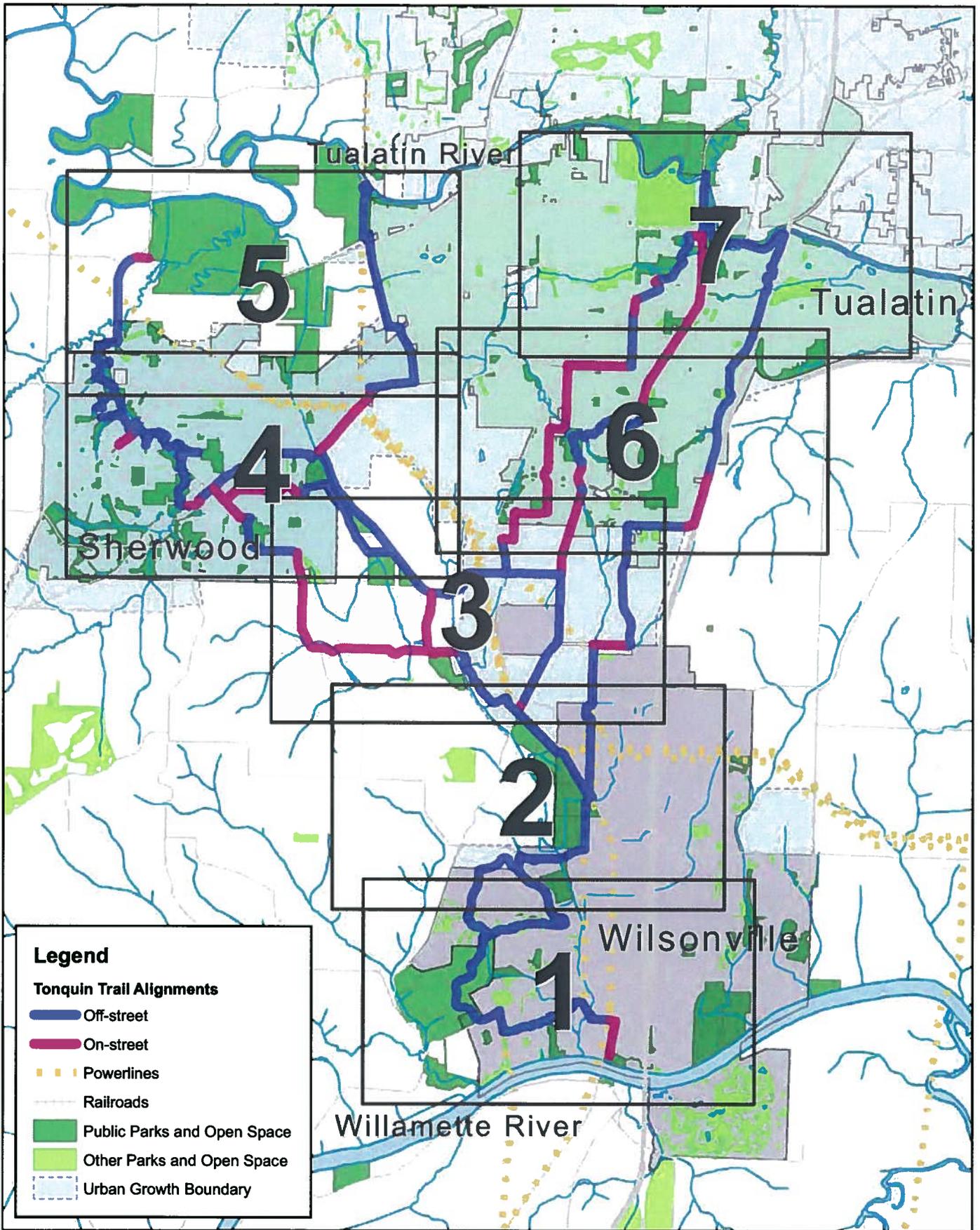
### Tonquin Trail Master Plan Alignment Alternatives

Source: Metro Data Resource Center  
Author: EAS  
Date: May 2010



0 0.5 1 Miles



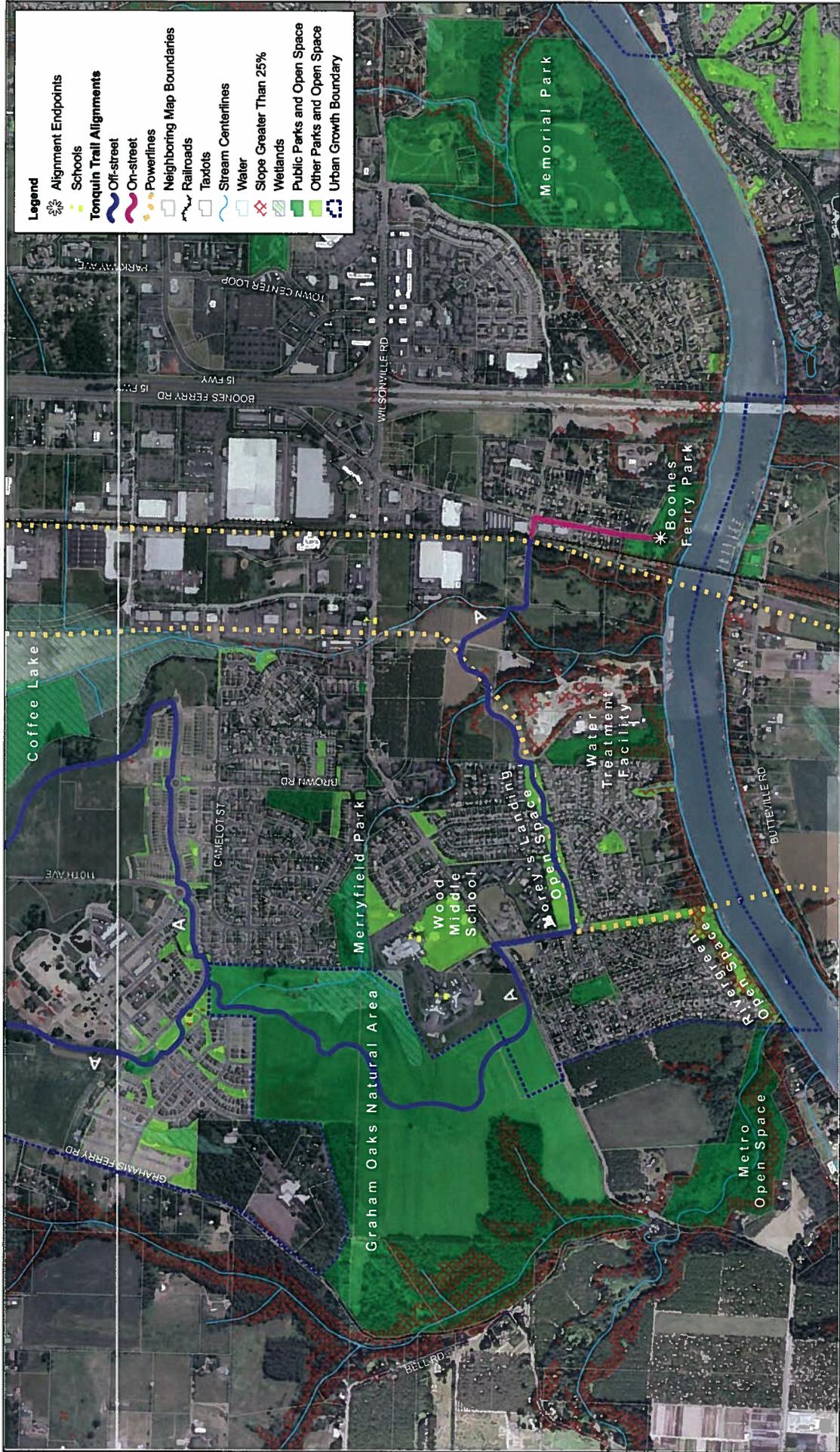


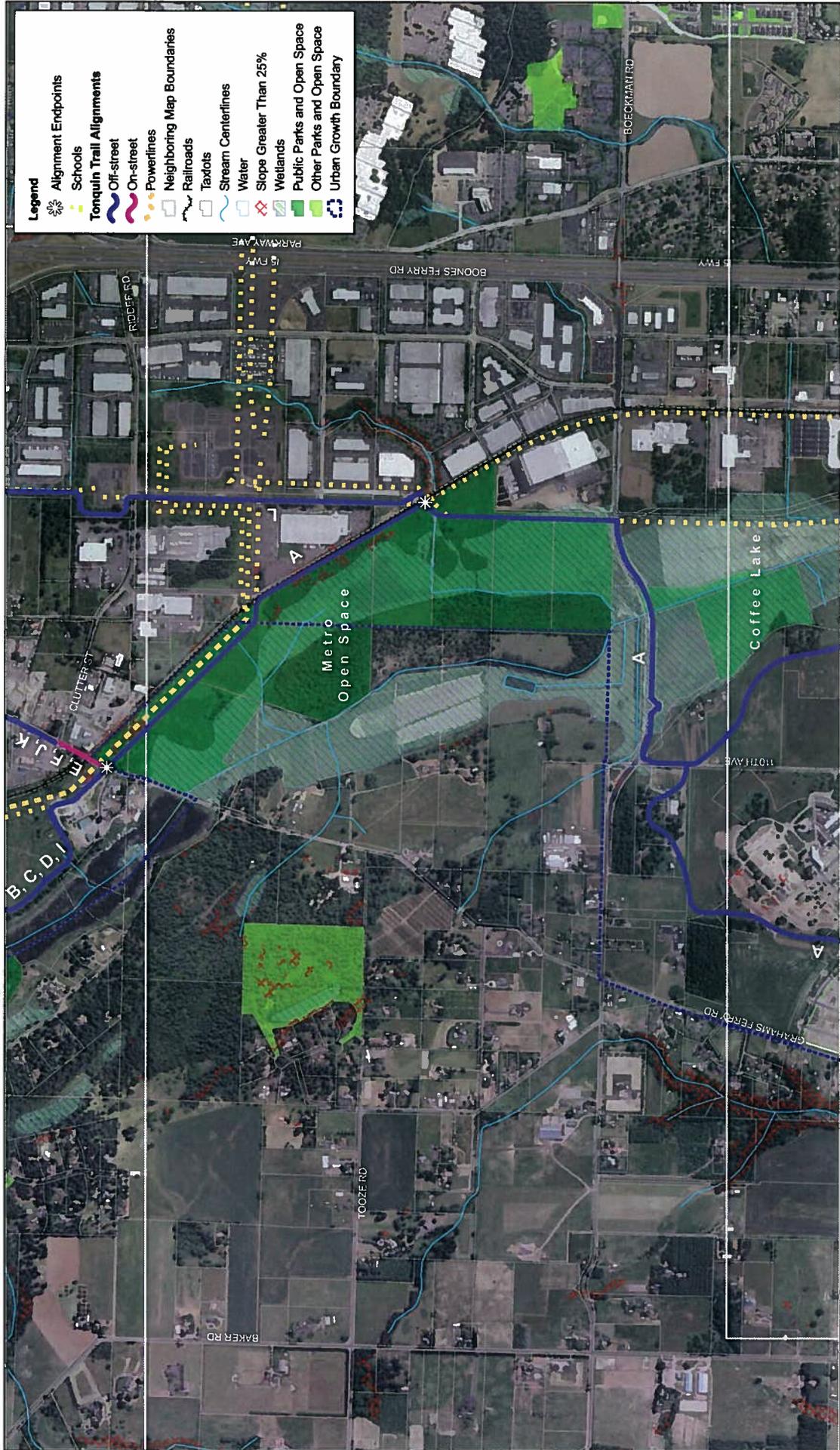
### Tile Key Map

### Tonquin Trail Master Plan Alignment Alternatives

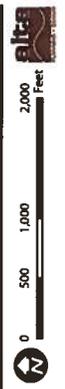
Source: Metro Data Resource Center  
Author: EAS  
Date: May 2010

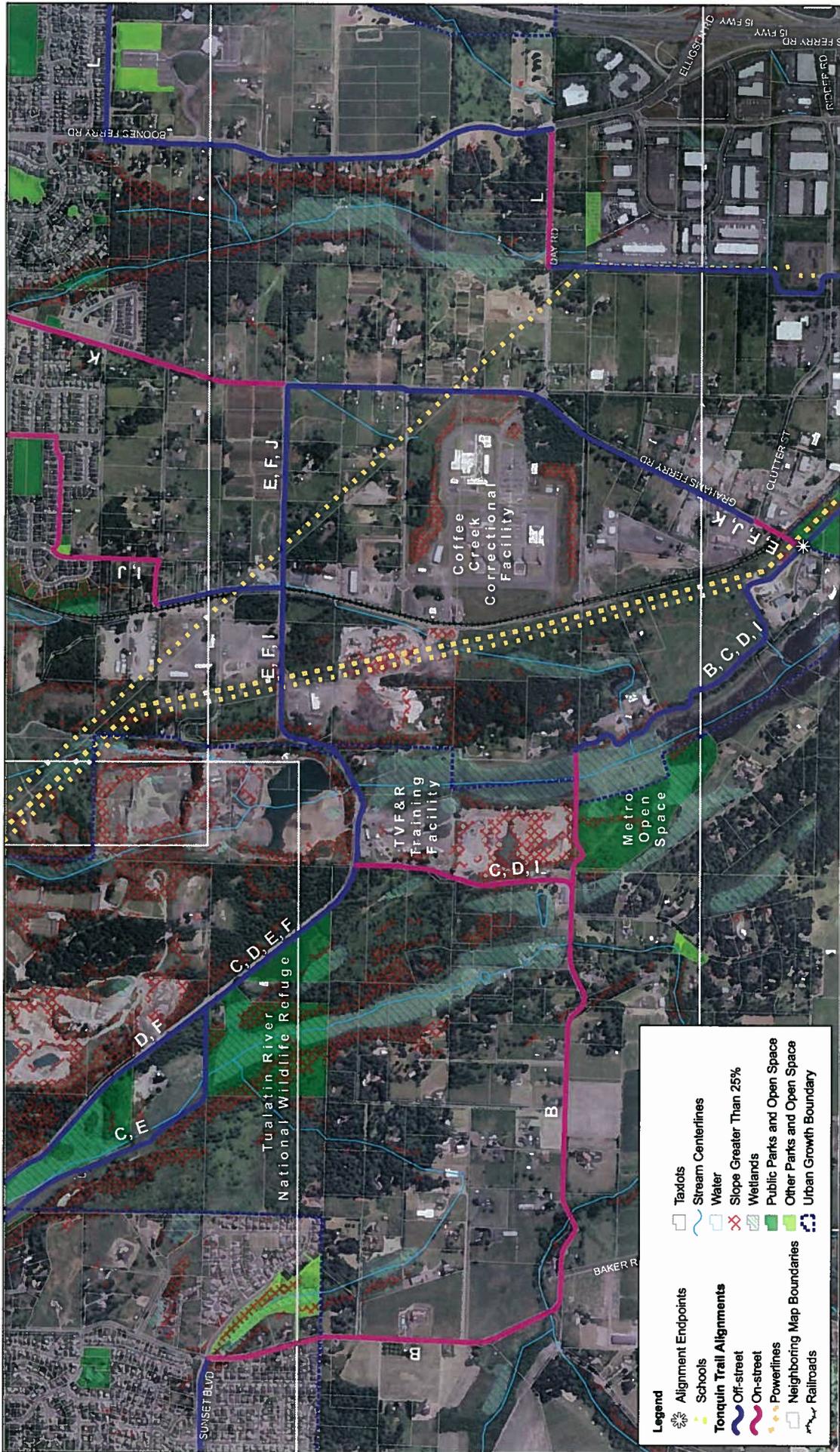






- Legend**
- Alignment Endpoints
  - Schools
  - Tonquin Trail Alignments
  - Off-street
  - On-street
  - Powerlines
  - Neighboring Map Boundaries
  - Railroads
  - Taxlots
  - Stream Centerlines
  - Water
  - Slope Greater Than 25%
  - Wetlands
  - Public Parks and Open Space
  - Other Parks and Open Space
  - Urban Growth Boundary



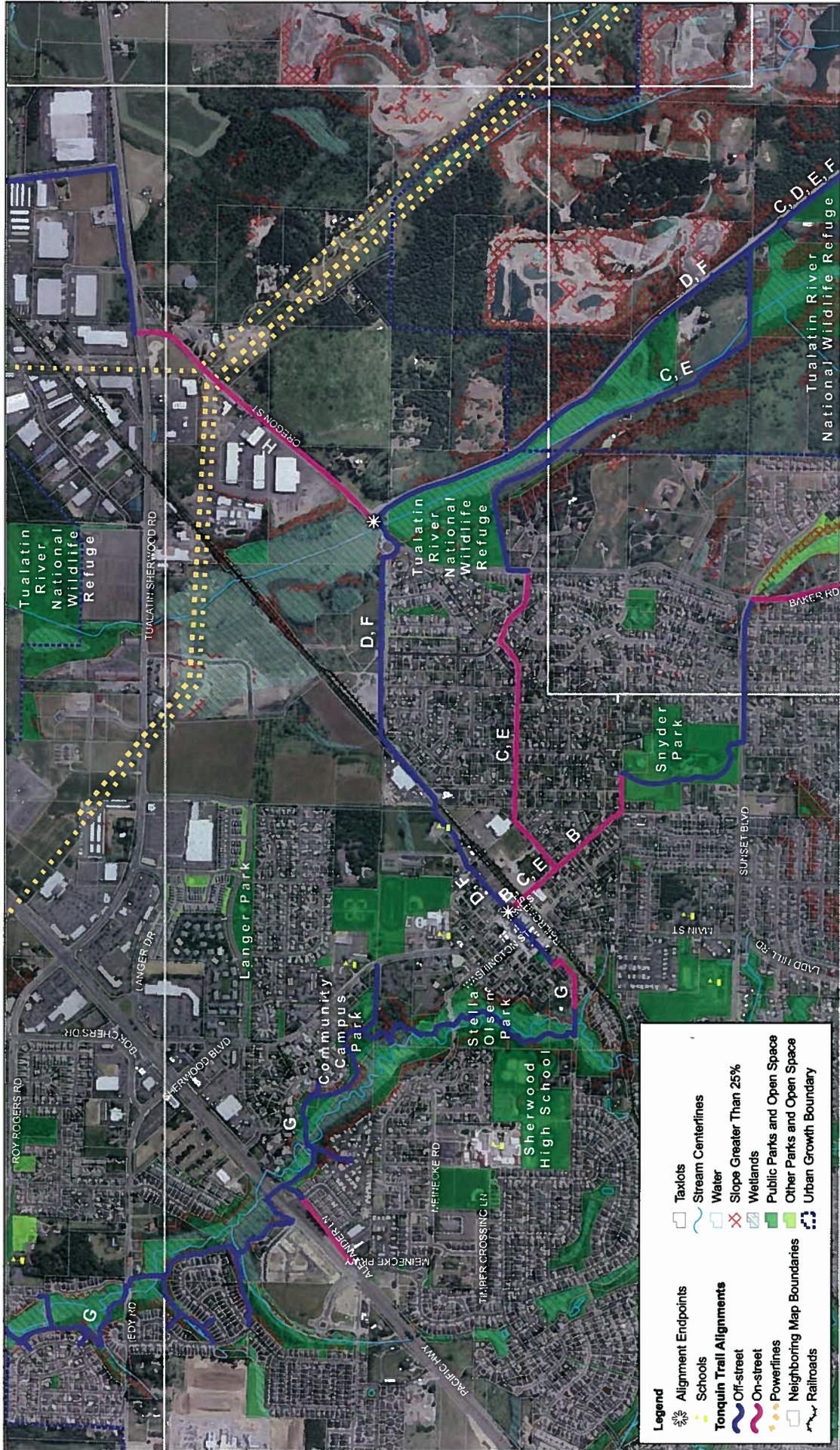


**Title 3**

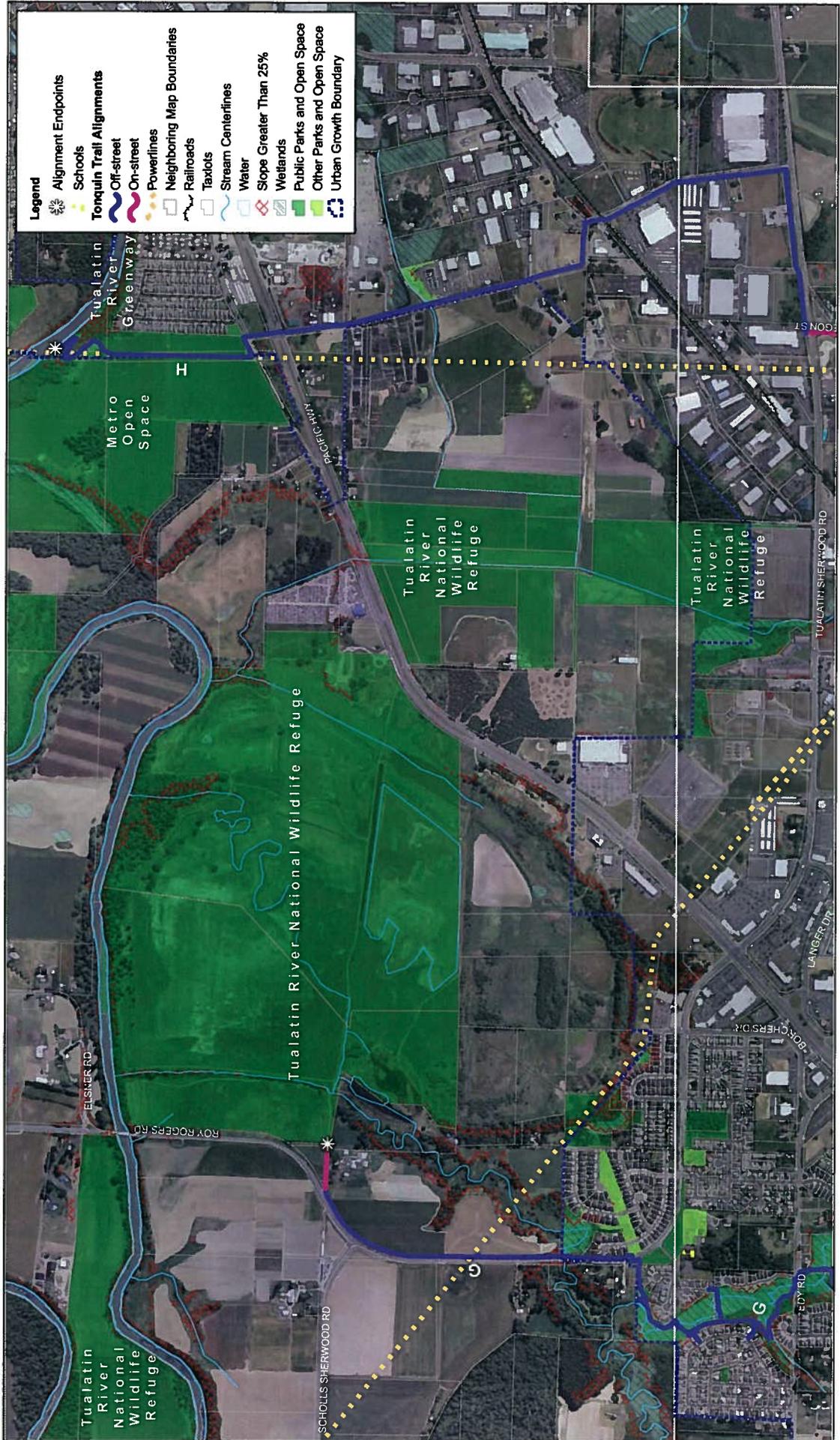
**Tonquin Trail Master Plan  
Alignment Alternatives**

Portland Area Urban Growth Boundary  
Adopted EAS  
Date: May 2010





- Legend**
- Alignment Endpoints
  - Schools
  - Tonquin Trail Alignments
    - Off-street
    - On-street
  - Powerlines
  - Neighboring Map Boundaries
  - Railroads
  - Taxlots
  - Stream Centerlines
  - Water
  - Slope Greater Than 25%
  - Wetlands
  - Public Parks and Open Space
  - Other Parks and Open Space
  - Urban Growth Boundary

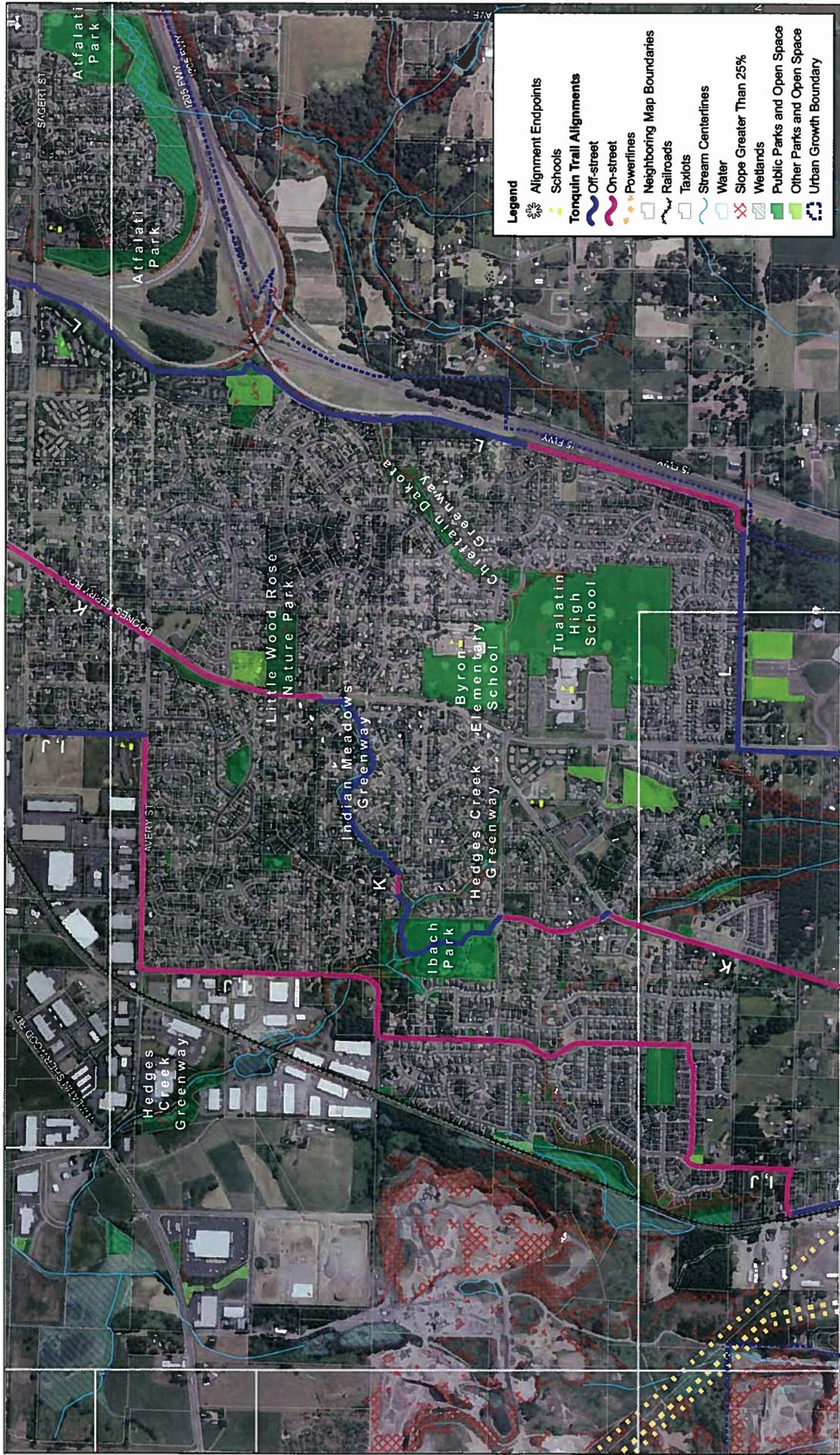


**Tile 5**

**Tonquin Trail Master Plan  
Alignment Alternatives**

Source: Metro Data Resource Center  
Date: May 2010





**Legend**

- Alignment Endpoints
- Schools
- Tonquin Trail Alignments**
  - Off-street
  - On-street
- Powerlines
- Neighboring Map Boundaries
- Railroads
- Taxlots
- Stream Centerlines
- Water
- Slope Greater Than 25%
- Wetlands
- Public Parks and Open Space
- Other Parks and Open Space
- Urban Growth Boundary

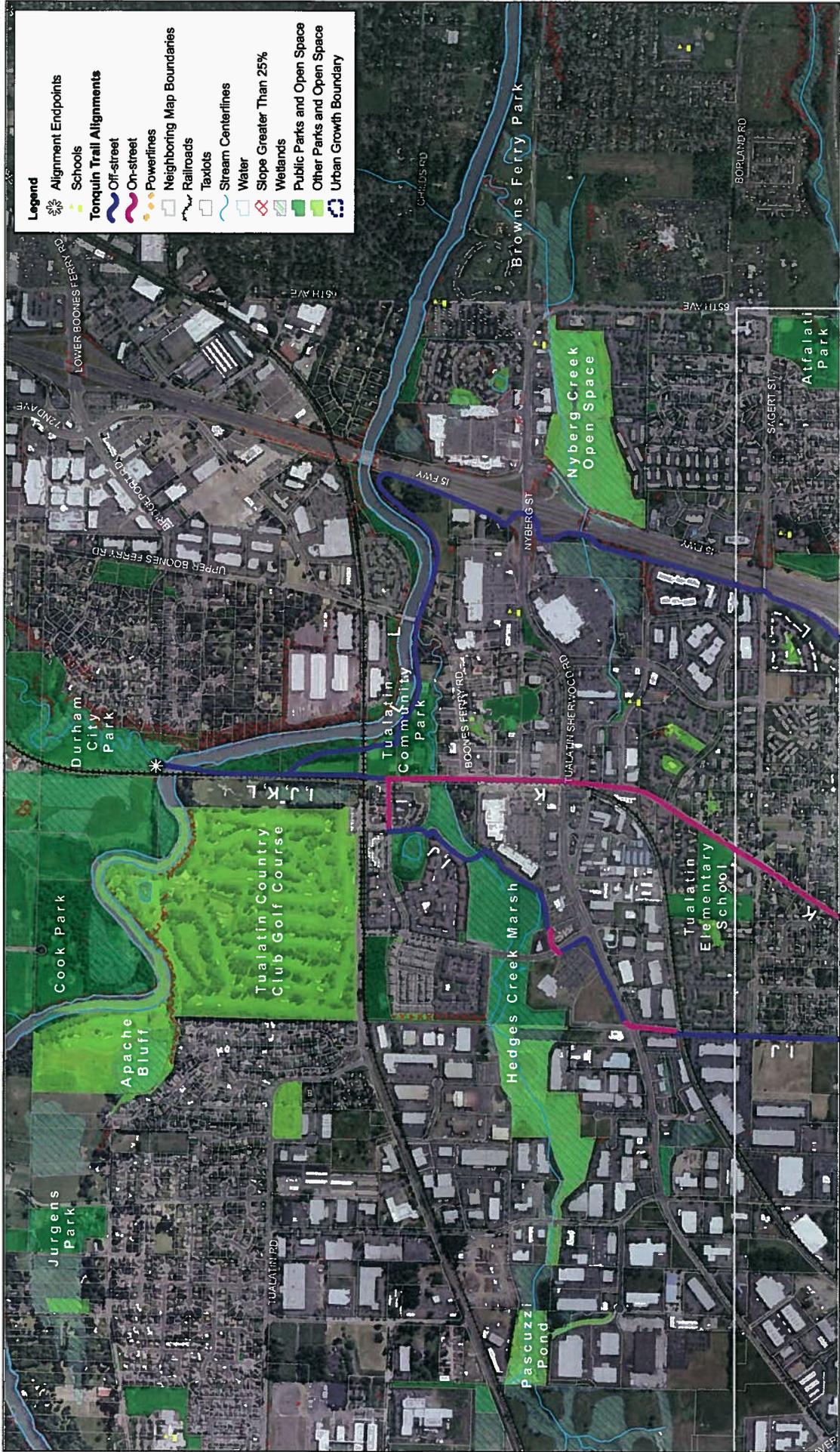
0 500 1,000 2,000 Feet

alra

**Tile 6**

**Tonquin Trail Master Plan Alignment Alternatives**

Source: Metro Data Resource Center  
 Date: May, 2010



**Tile 7**

**Tonquin Trail Master Plan  
Alignment Alternatives**

Author: Jeffery Data Resource Center  
 Approval: PAC  
 Date: May 2010



**WORK SESSION ITEMS**

*PowerPoint?*

1. CUP list of use in residential – 60 minutes
2. Poultry ordinance discussion
3. TPAC recommendation on a TSP committee selection process
- 4.
- 5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

*PowerPoint?*

1. Tualatin Tomorrow – Parks, Recreation & Natural Areas (Connie Ledbetter)
- 2.
- 3.

**CONSENT CALENDAR ITEMS**

1. Meeting Minutes
2. Award of contract for Library coffee service
- 3.
- 4.

**PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other**

*PowerPoint?*

1. PMA-10-01 Marquis RL to RML (*Quasi*) (Comm. Dev.)
2. PTA-10-02 Marquis Access Management (*Quasi*) (Comm. Dev.)
- 3.

**GENERAL BUSINESS ITEMS (not consent)**

*PowerPoint?*

1. Reso - Accepting Southwest Concept Plan (Comm Dev)
2. Resolution Approving Development Agreement Marquis (Comm. Dev.)
- 3.
- 4.
- 5.

**EXECUTIVE SESSION ITEMS**

- 1.

**WORK SESSION ITEMS**

**PowerPoint?**

1. Tonquin Trail Alignment Discussion

2.

3.

4.

5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Commuter Rail Update

2. YAC Update

3. Community Enhancement Award Presentation

**CONSENT CALENDAR ITEMS**

1. Meeting Minutes

2. Reso – MOU re Basalt Creek between Wilsonville & WashCo (Comm Dev) *(tentative)*

3. Resolution IGA Metro CET Grant Basalt Creek (Comm. Dev.) *(tentative)*

4.

**PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other**

**PowerPoint?**

1. PTA-09-08 Mitigation Impacts – Sewer, Water, Storm *(Legislative)* (Comm. Dev.) *(tentative)*

2. PMA-09-03 Zone Change from RL to MC *[cont'd from July 12, 2010]*

3.

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1. Ordinance – TMC re Poultry *(tentative)*

2. Development Agreement for Legacy Health Systems *[cont'd from July 12, 2010]*

3.

4.

5.

**EXECUTIVE SESSION ITEMS**

1.

**WORK SESSION ITEMS**

*PowerPoint?*

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

*PowerPoint?*

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**CONSENT CALENDAR ITEMS**

1. Meeting Minutes \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other**

*PowerPoint?*

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**GENERAL BUSINESS ITEMS (not consent)**

*PowerPoint?*

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**EXECUTIVE SESSION ITEMS**

1. \_\_\_\_\_

**WORK SESSION ITEMS**

**PowerPoint?**

1. PTA-09-03 Historic Reg's (Comm. Dev.) *(tentative)*

2.

3.

4.

5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Commuter Rail Update

2.

3.

**CONSENT CALENDAR ITEMS**

1. Meeting Minutes

2.

3.

4.

**PUBLIC HEARINGS – Legislative, Quasi-Judicial or Other**

**PowerPoint?**

1. PTA-09-09 CUP List of Uses Residential (**Legislative**) (Comm. Dev.) *(tentative)*

2.

3.

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1.

2.

3.

4.

5.

**EXECUTIVE SESSION ITEMS**

1.

# August

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
	5p Special Work Session (Ops)	5:30p National Night Out - Police (LO, DM, ET, CB?, MB?) 6:00p TLAC @ Lib Comm Rm 7:00p TPAC Meeting, Council Chambers		6:45p ClackCo C-4 Mtg @County Dev Svcs Bldg.	Willowbrook Camp Ends 6:30p Concerts on the Commons-Norman Sylvester 4:00-8:00p Farmers' Market, Tualatin Commons	9:00p Movies on the Commons - Cloudy With a Chance of Meatballs
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
7:00a-10:00a TTSD Fund Run - TCP	12p WCCC 5:00p Work Session 7:00p Council/TDC Mtg	6:00p TPARK @ Council Chambers			4:00-8:00p Farmers' Market @ Tualatin Commons 6:30p Concerts on the Commons-Hit Machine (LO) 6p-9p TualaFest - TCP	<b>Crawfish Festival - Community Park and Tualatin Commons</b> 8 am Crawfish Crawl 9:00p Movies on the Commons - The Goonies
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
Crawfish Festival - Car Show @ Haggen's 6:30a -10:30a Lancerette Memorial Ride - Starts at Bridgeport Elementary		6:00p TAAC @ Council Chambers	12:00p Core Area Parking District Board, Council Chambers	11:00-1:30p Retirement Open House for TVF& R Chief Johnson (Tualatin Station)	Police Recruit Graduation 6:30p Concerts on the Commons-Intervision 4:00-8:00p Farmers' Market, Tualatin Commons	9:00p Movies on the Commons - Up
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
	5:00p Work Session 7:00p Council/TDC Mtg	6:30p Tualatin Tomorrow VIC Steering Committee @ Council Chambers		11:30a Chamber Luncheon	4:00-8:00p Farmers' Market, Tualatin Commons 6:30p Concerts on the Commons-Aquaniel	8a-5p American Kennel Club Obedience Trial (TCP) 9:00p - Movie at Brown's Ferry Park - Pirates of the Caribbean
<b>29</b>	<b>30</b>	<b>31</b>				

# September

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1	2	3	4
				6:45p ClackCo C-4 Mtg @County Dev Svcs Bldg.	4:00-8:00p Farmers' Market @ Tualatin Commons 6:30p Concerts on the Commons - Jacob Merlín	
5	6 Labor Day Holiday <b>CITY OFFICES CLOSED</b>	7 6:00p TLAC @ Lib Comm Rim 7:00p TPAC Meeting, Council Chambers	8	9	10 4:00-8:00p Farmers' Market @ Tualatin Commons	11 1p-2:30p "2nd Saturday" @ Haggens' Food Court
	6:00p CIC Meeting					
12	13 12p WCCC	14 6:00p TPARK @ Council Chambers	15 5p Special Work Session	16 C-4 Retreat (L.O., JH)	17 4:00-8:00p Farmers' Market @ Tualatin Commons	18
	5:00p Work Session 7:00p Council/TDC Mtg					
19	20	21	22	23 LOC CONF 11:30a Chamber Luncheon	24 LOC CONF 4:00-8:00p Farmers' Market @ Tualatin Commons	25 LOC CONF
		6:00p TAAC @ Council Chambers				
26	27	28 6:30p Tualatin Tomorrow Vision Implementation Committee @ Library Community Room	29	30		
	5:00p Work Session 7:00p Council/TDC Mtg					

# 2010

# October

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2
3	4	5 6:00p TLAC @ Lib Comm Rm 7:00p TPAC Meeting, Council Chambers	6	7 6:45p ClackCo C-4 Mtg @County Dev Svcs Bldg.	8	9
10	11 12p WCCC	12 6:00p TPARK @ Council Chambers	13	14	15	16
17	18 5:00p Work Session 7:00p Council/TDC Mtg	19 6:00p TAAC @ Council Chambers	20	21 7:00p Urban Renewal Advisory Committee Council Chambers 18880 SW Martinazzi Avenue	22	23 8a-5p - 7 <sup>th</sup> Annual Giant Pumpkin Regatta and Regatta Run, Tualatin Commons
24	25	26 6:30p Tualatin Tomorrow VIC Steering Committee @ Council Chambers	27	28 11:30a Chamber Luncheon	29	30
31	5:00p Work Session 7:00p Council/TDC Mtg					

# 2010