



## MEMORANDUM CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Sherilyn Lombos, City Manager *SL*  
**DATE:** March 2, 2009  
**SUBJECT:** Work Session for March 9, 2009

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**Work Session will begin at 5:00 p.m.**  
**There WILL be an executive session: ORS 192.660(2)(d)**  
**Councilor Truax will be absent**

The following items are up for consideration at work session:

***5:00 p.m. (5 min) – Council / Commission Meeting Agenda Review.***

***Action requested:*** Council review the agenda for the March 9<sup>th</sup> City Council and Development Commission meetings.

***5:05 p.m. (45 min) – Urban /Rural Reserves Local Aspirations – Residential Land and South Tualatin Analysis.*** On February 9<sup>th</sup> you had a broad discussion about local aspirations and the urban/rural reserve process. Staff presented information related to the Town Center, industrial area, commercial area, medical center area, residential land, Southwest Concept Plan, South Tualatin and our sphere of influence. These topic areas will be presented in greater detail in separate work sessions, with a final report back to you on April 13<sup>th</sup> in preparation for presenting the information at the Tualatin Tomorrow community event on April 30<sup>th</sup>. Tonight, staff is presenting an analysis of residential land in the City and South Tualatin. The attached memo from Doug and Aquilla details the discussion for work session.

***Action requested:*** Discussion from Council regarding how much growth we should plan for into the future and what density requirements should apply to residential land in South Tualatin.

**5:50 p.m. (20 min) – Fence Standards – Phase II Follow-up.** At your January 26<sup>th</sup> work session, you asked that additional analysis be brought back regarding extending the current fence standards that apply along arterials and collectors to freeways. The attached memo outlines the issue and the presentation for work session.

**Action requested:** Direction to staff regarding additional applications of the fence standards.

**6:10 p.m. (20 min) – Policies & Fees for Use of Library Rooms.** Since opening the new Library, there has been high demand for the meeting room space. Staff has been working on policies for their use and tonight, seeks Council's feedback and direction prior to final implementation of the policies. The attached memo from Paul and Abigail details the issues that will be discussed in work session.

**Action requested:** Direction regarding Library room policies.

**6:30 p.m. (15 min) – Council Communications & Roundtable.** This time is the Council's opportunity to brief the rest of the Council on committee meetings, follow-up on items, and any other general Council information that needs to be discussed.

**Action requested:** This is an open Council discussion.

**6:45 p.m. (10 min) – EXECUTIVE SESSION – Labor Relations (Contract negotiations with the Tualatin Employees Association – contract expires June 30, 2009).**

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. Some dates you may want to note:

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 *SL*

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

**DATE:** March 9, 2009

**SUBJECT:** Urban and Rural Reserves Local Aspirations-Residential Land and South Tualatin Analysis

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### **BACKGROUND**

On February 4, 2009, staff brought before Council a presentation titled Urban and Rural Reserves Local Aspirations. In this presentation, we reviewed building trends inside the Planning Area, discussed residential and employment capacity inside the planning area and reviewed potential capacity outside the planning area. At the end of the discussion Council identified two potential urban reserve candidates located on our southwesterly boundary and located on our southeasterly boundaries. In that presentation staff presented information related to the Town Center, industrial area, commercial area, medical center area, residential land, Southwest Concept Plan, South Tualatin, and our Sphere of Influence. These topic areas will be presented in greater detail in separate work sessions. Tonight, staff is presenting an analysis of residential land in the City and in South Tualatin. The remaining topic areas will be grouped together and presented at a work session around the end of March or beginning of April. Residential land analysis previously presented focused on vacant land, with some redevelopable land, and infill of low density parcels. The analysis in tonight's presentation is based on a refined process of identifying vacant, infill and redevelopable land.

Staff intends to bring back a final report of Local Aspirations to a work session on April 13<sup>th</sup> in preparation for presenting the information at the Tualatin Tomorrow Community Event on April 30<sup>th</sup>.

### **POLICY CONSIDERATIONS**

- Residential Land in the Planning Area: Based on this analysis, how much growth should we plan for in 20 years and 50 years?
- South Tualatin: What density requirements should apply to residential land in South Tualatin and how much growth should we plan for in the next 20 and 50 years?

## **Residential Land in the Planning Area**

### Vacant Land

Vacant land acres were determined by comparing net acres in the City of Tualatin to Metro's vacant land data. Staff developed a definition of net developable acres that is essentially constraints on land that do not allow development to occur. Metro's vacant land layer was then compared to our definition to determine developable vacant lands. Net developable vacant acres were calculated by the City's GIS staff using an intersect overlay to determine where net developable acres and vacant lands were spatially coincident. The air photo used for this analysis is from July 2007. Additionally, the planning staff analyzed the results for "ground truth" which led to removing parcels we knew to no longer be vacant, adding parcels that are vacant and making alterations to specific parcels. This process resulted in 99 net acres of vacant residential land.

### Infill Lands

Metro defines infill land as those that are less than 0.5 acres and classified as vacant by Metro's definition. Metro vacant land is on their undeveloped land layer and appears unimproved on aerial photography without regard to developability or accessibility.

To determine infill land in the City, GIS ran a query to find any residential land that was equal to or greater than twice the minimum lot size: 13,000 square feet in low density residential (RL) - minimum lot size 6,500 square feet; 20,000 square feet in multifamily districts- minimum lot size 10,000 square feet. The result was compared to the net developable layer to eliminate any environmental constraints. Then, that result was compared to net vacant land to ensure acres were not double counted.

Planning staff then analyzed the results for "ground truth" by looking at an aerial photograph and making a determination about each tax lot. Only those lots that appeared to provide enough land for a second lot without demolishing the original structure were considered true infill. This process resulted in 25 net acres of infill residential land only in the RL District.

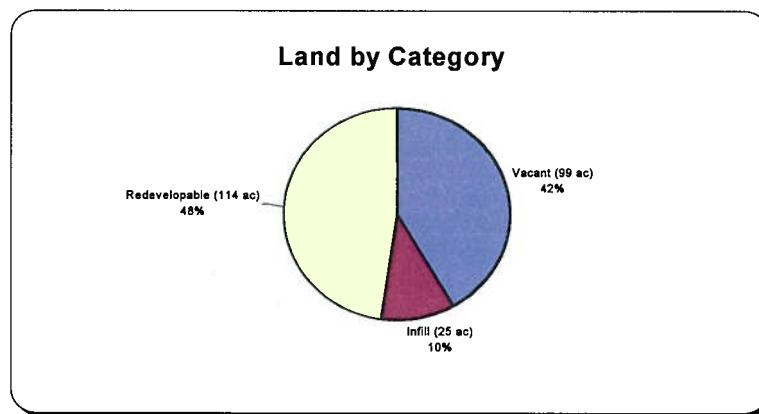
### Redevelopable

Staff has not found an acceptable redevelopable definition at the present time. The Metro definition is an improvement to land ratio that does not reflect the market place. Washington County is developing a definition but was not available at the time this memo was prepared. For this reason, lands that did not get classified as infill through the "ground truth" process described under Infill Lands were determined to be redevelopable. These sites include tax lots such as: those on which a historical structure is located the land around the historical structure is considered redevelopable; those that are larger than 0.5 acres but were not considered in the vacant land category usually because there is a structure on site and there wasn't enough remaining land to equal 0.5 acres; finally those lots on which a structure has to be removed in order to redevelop; for example a single family lot that is at least 13,000 square feet but can not be subdivided and a new

structure built unless the existing structure is removed. This analysis resulted in 114 net acres of redevelopable residential land.

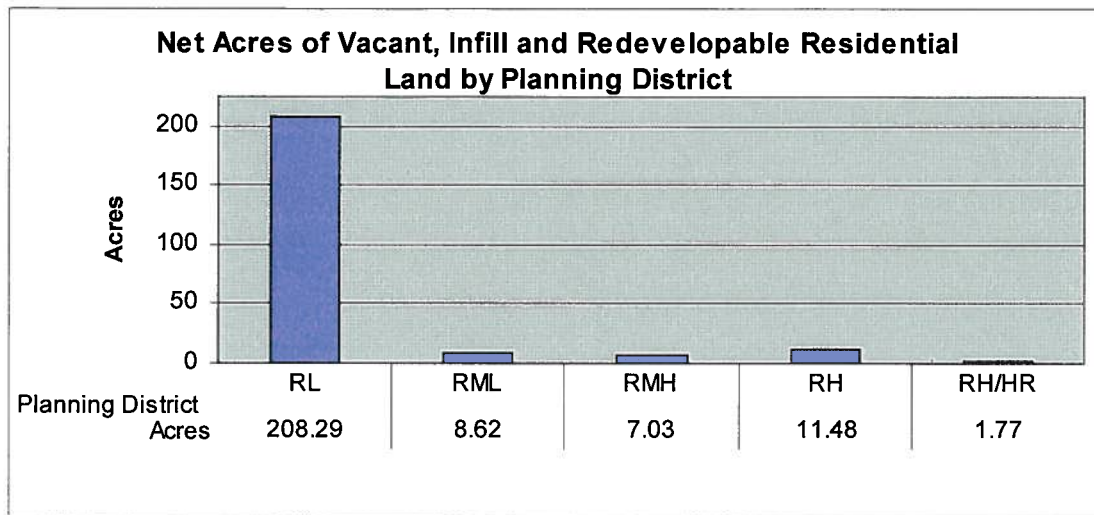
Other tax lots were removed during this analysis process. Such as residentially designated lots with conditional uses like churches or day cares. Other lots were removed because they were in the Bonneville Power easement, some lots were removed because they were part of natural areas, and finally other lots were removed because they are not buildable due to their shape or they belong to a homeowner's association as a private tract. By ORS definition a tract is not developable.

In total there are 237 net acres of vacant, infill and redevelopable lands. A map of these lands is included as attachment "A".



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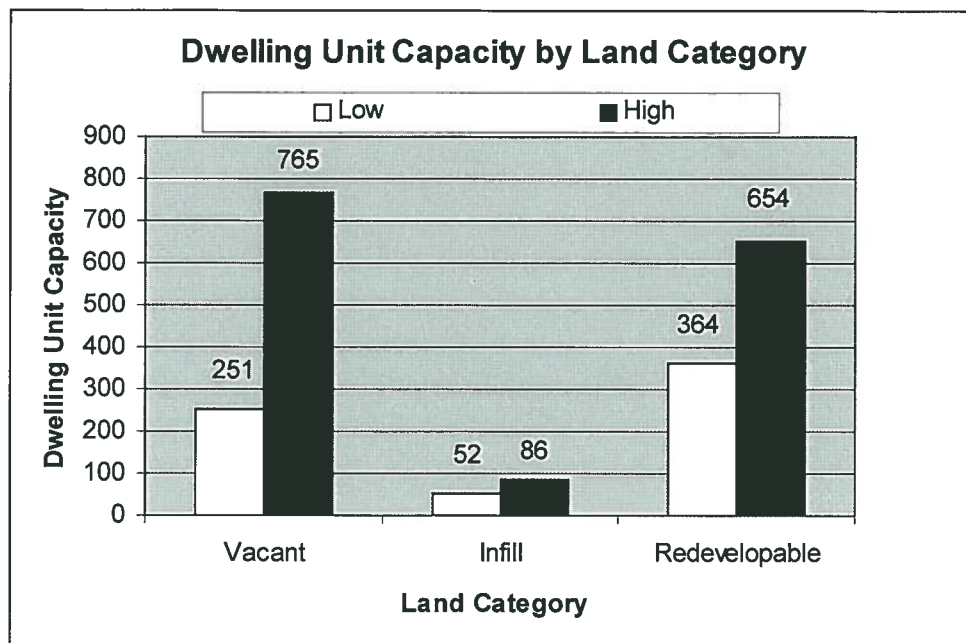
Of the 237 net acres of vacant, infill, and redevelopable land, the majority of that land is in the RL District. All land categorized as Infill is located in the RL District and a majority (86%) of land categorized as Redevelopable is located in the RL District. Infill lands are based on an assumption that existing houses on large lots will some day subdivide their lots for the provision of a new house. Redevelopable land in RL assumes the houses on these lots may be demolished one day in order to subdivide the lot and construct an additional house.



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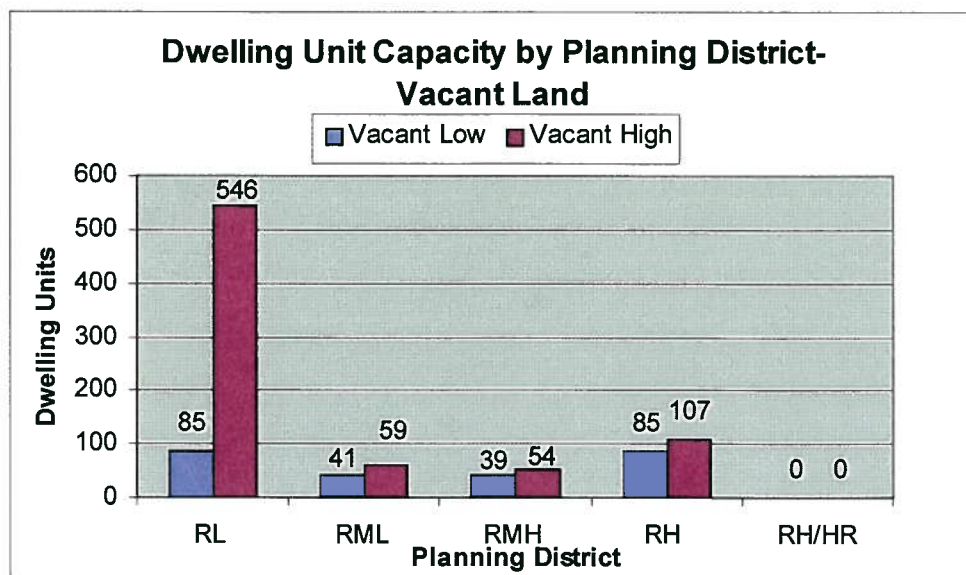
#### Dwelling Unit Capacity

Dwelling unit capacity on vacant land was determined by comparing net vacant acres to density ranges for each residential planning district. The low end, 251 units, and high end, 765 units, presented in the graph below reflects adopted density ranges. Dwelling unit capacity on net acres of infill land is based on staff's assumption that tax lots identified as infill could subdivide and add at least one dwelling unit, and some infill lots could actually subdivide into multiple lots. Given this range of at least one additional unit per lot 52 dwellings units could be added at the low end of the range and 86 dwelling units could be added on the high end of the range. Likewise, similar assumptions were made for RL redevelopable land. However, a slightly different process was used to determine dwelling unit capacity on redevelopable land in multifamily districts. In these districts, staff subtracted the equivalent of one lot, based on minimum lot size requirements, and evaluated the remaining land using adopted density ranges. This process resulted in a total of 364 dwelling units on the low end, combining RL and multiple family results, and 654 dwelling units on the high end of the range. Vacant land can accommodate the greatest number of additional units on the high end of the range and redevelopable land can accommodate the greatest number of units on the low end of the range.



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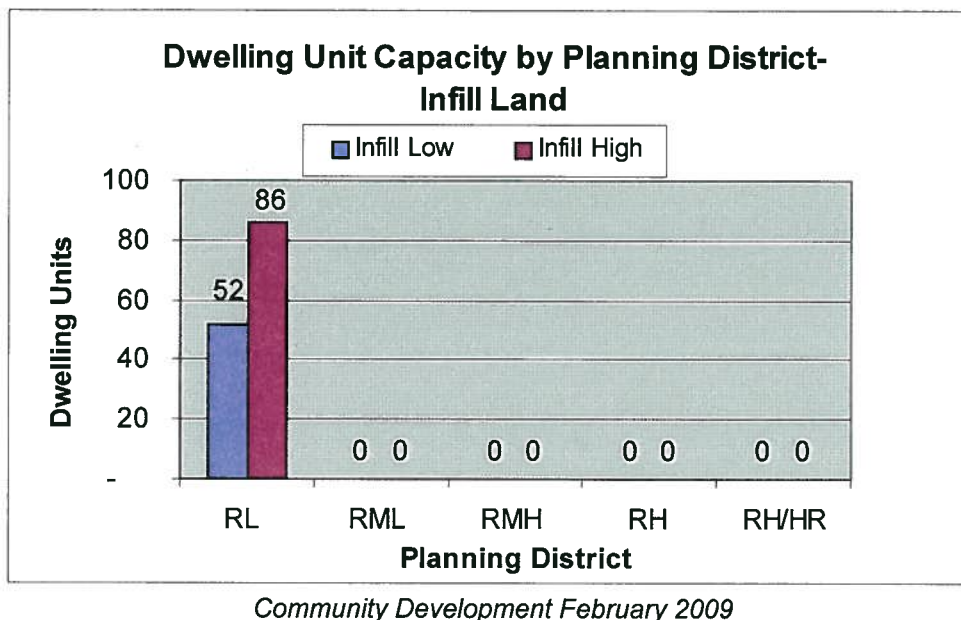
Vacant land can support a total of 251 –765 dwelling units. Broken out by planning district net vacant land in the RL district supports the greatest amount of additional dwelling units followed by net vacant land in High Density (RH) district.



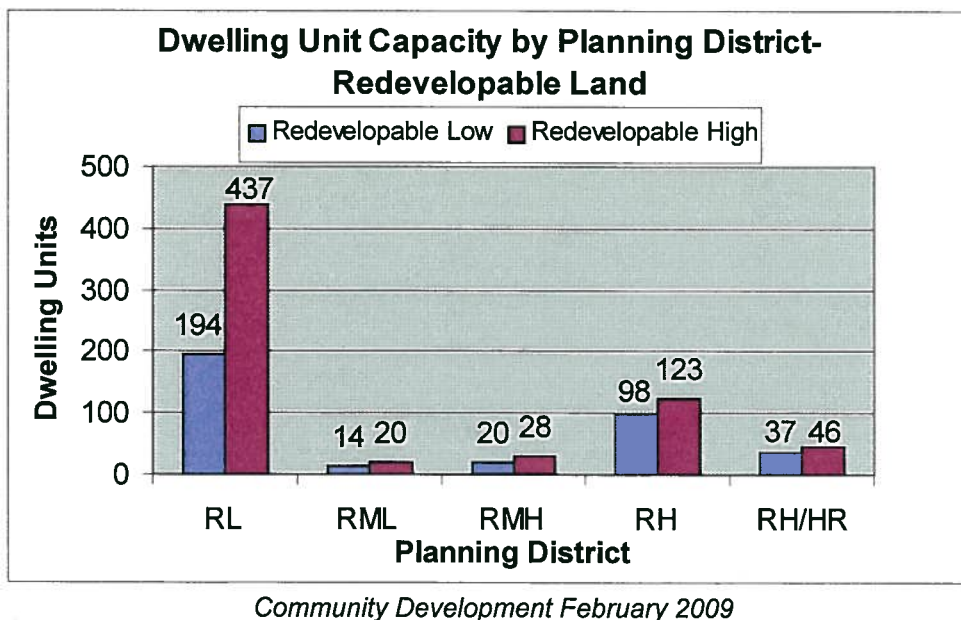
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All infill land capacity is located in the RL district. Dwelling unit capacity ranges from 52 units on the low end to 86 units on the high end.

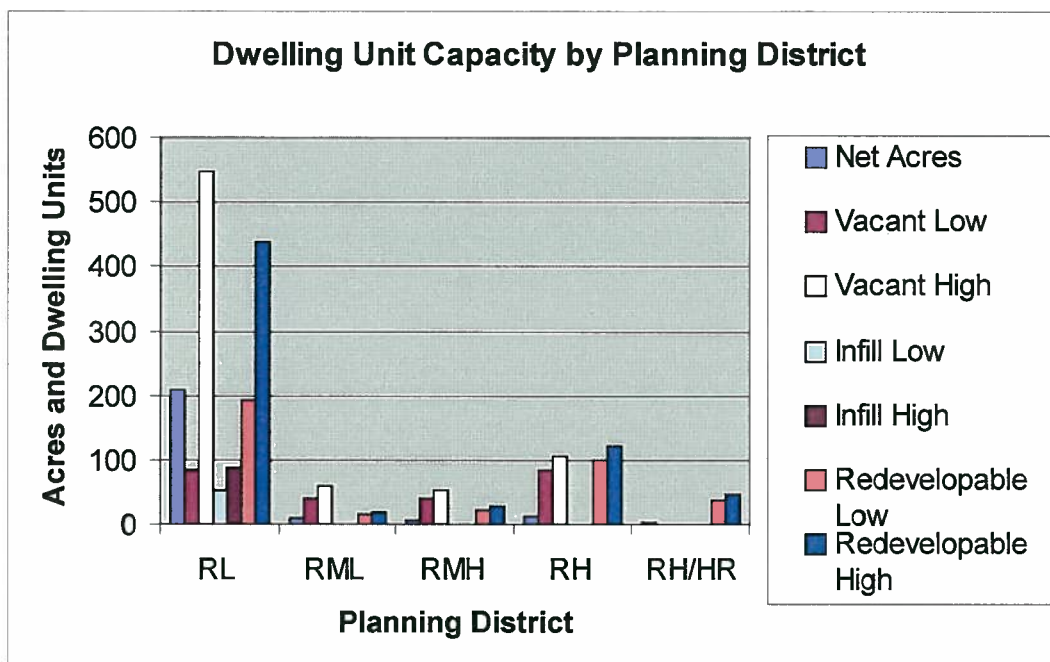


All redevelopable land can support a total of 364-654 additional dwelling units. Broken out by planning district, RL land can support the greatest amount of redevelopable capacity followed by RH land.





The following graph compares net acres and all categories of land by planning district. Land in RL has the greatest amount of available net acres based on the previously made assumptions about infill and redevelopment followed by land in the RH district.



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Dwelling Unit Capacities in ranges broken out by land category and planning district:

Planning District	Net Acres	Vacant : Dwelling Units		Infill: Dwelling Units		Redevelopable: Dwelling Units	
		Vacant Low	Vacant High	Infill Low	Infill High	Redevelopable Low	Redevelopable High
<b>RL</b> (1-6.4 du/ acre)	208	85	546	52	86	194	437
<b>RML</b> (7-10 du/ acre)	9	41	59	0	0	14	20
<b>RMH</b> (11-15 du/ acre)	7	39	54	0	0	20	28
<b>RH</b> (20-25 du/ acre)	11	85	107	0	0	98	123
<b>RH/HR</b> (24-30 du/ acre)	2	0	0	0	0	37	46
<b>Total</b>		<b>251</b>	<b>765</b>	<b>52</b>	<b>86</b>	<b>364</b>	<b>654</b>

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Based on the above capacity analysis it is possible to increase the City's population by 7-15% at total build out. Additional dwelling units and estimated population growth are based on residentially designated land only. Therefore, no dwelling units or population estimates are included from land in the Town Center of the Mixed Use Commercial Overlay District.

Dwelling Units Capacity in Terms of Population Growth			
Estimated Population of Tualatin as of July 2008	26,040		
US 2000 Census 2.62 persons per household	2.62		
	<b>Range</b>	<b>low</b>	<b>high</b>
Dwelling Units Capacity		667	1,505
Population of Dwelling Unit Capacity		1,747	3,944
Population Increase		7%	15%
Total Population at build out:		27,787	29,984

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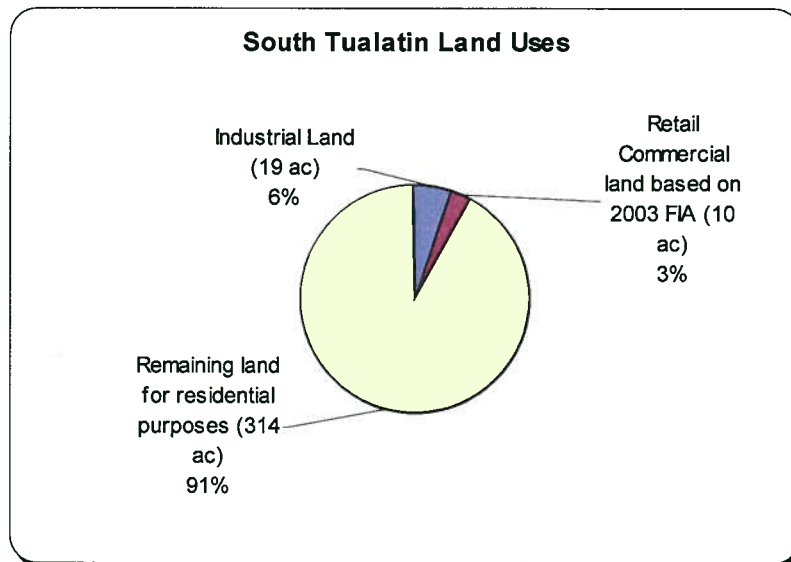
The policy consideration for the above analysis is how much growth can be expected in the next 20 and 50 years within the existing planning area. The 20-year estimate is critical for the Metro Urban Growth Report covering a 20-year period. In ten years, between 1997 and 2007, 2,517 dwelling units were added or 252 units per year. This rate of growth will likely slow down over the next ten years given today's economic climate and the declining supply of vacant land, which is more likely to develop prior to infill or redevelopable lots. Given the rate at which dwelling units were added from 1997-2007 and the likely slowed building rate, it is possible that 667-1,505 units will be added over the next 20 years. Over the next 50 years growth within today's planning area is more likely to occur in the form of increased density in the Town Center and other multiple-family designated areas. A conservative estimate of growth over the next 50 years is simply to assume that another 667-1,505 dwelling units will be added.

### **South Tualatin**

South Tualatin is generally located between the cities of Tualatin and Wilsonville abutting residential lands to the north in Tualatin and industrial lands and the Coffee Creek Correctional Facility to the south in Wilsonville. The area is also the potential site of an arterial that is part of the I-5/99W Connector discussion. The previous analysis presented on February 4, 2009 used data from a Fiscal Impact Analysis conducted in 2003. More recently, Planning Division and GIS staff identified boundaries that modify the area discussed in the Fiscal Impact Report. The old and new maps are included as attachments "B" and "C". Net vacant land in this area was determined the same way as described previously in the vacant land section by comparing net developable acres to Metro's vacant land data. This process resulted in 342 net vacant acres in the modified area. Approximately 19 acres are identified for industrial development based on existing uses and another 10 acres are identified in the 2003 Fiscal Impact Analysis for

commercial development. The remaining 314 acres are identified for residential development.

Commercial land could support approximately 420 employees based on 42 employees per acre<sup>1</sup>. Industrial land could support approximately 361 jobs based on 19 jobs per acre<sup>2</sup>.

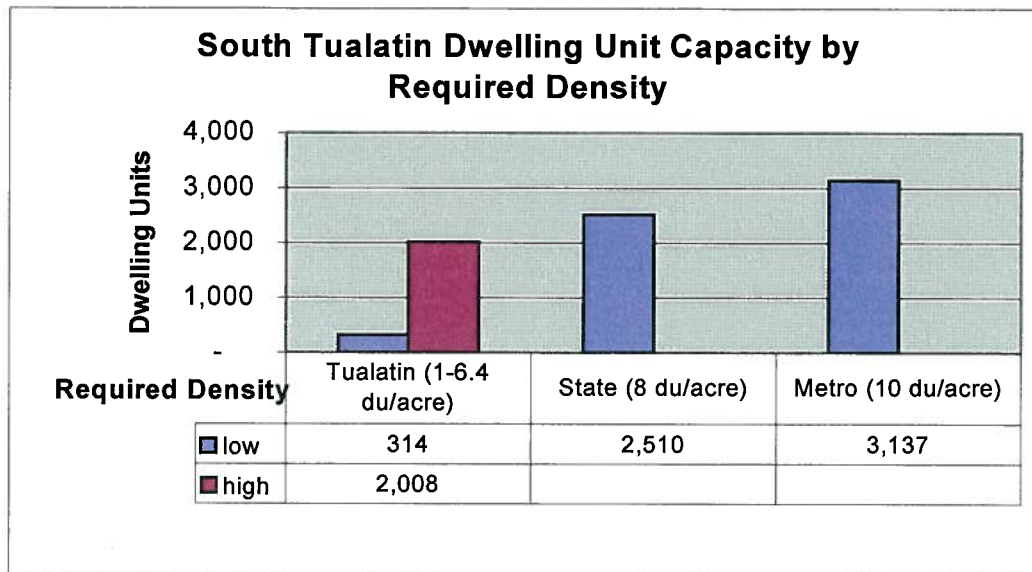


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Residential land in South Tualatin can be analyzed by three different density requirements. The first requirement is the City's of 1-6.4 dwelling units per acre. The second one is the State of Oregon's metropolitan housing rule of 8 dwelling units per acre for the entire Tualatin Planning Area. Without South Tualatin we are currently at 8.17 dwelling units per acre. Finally, there is Metro's requirement of 10 dwelling units per net acre. The results vary greatly in residential densities. Based on the City's range there could be anywhere from 314 to 2,008 single-family homes. Based on the State's requirement we must plan for at least 2,510 dwelling units and Metro requires that we provide at least 3,137 dwelling units as described in Title 11 of the Metro *Urban Growth Functional Plan*.

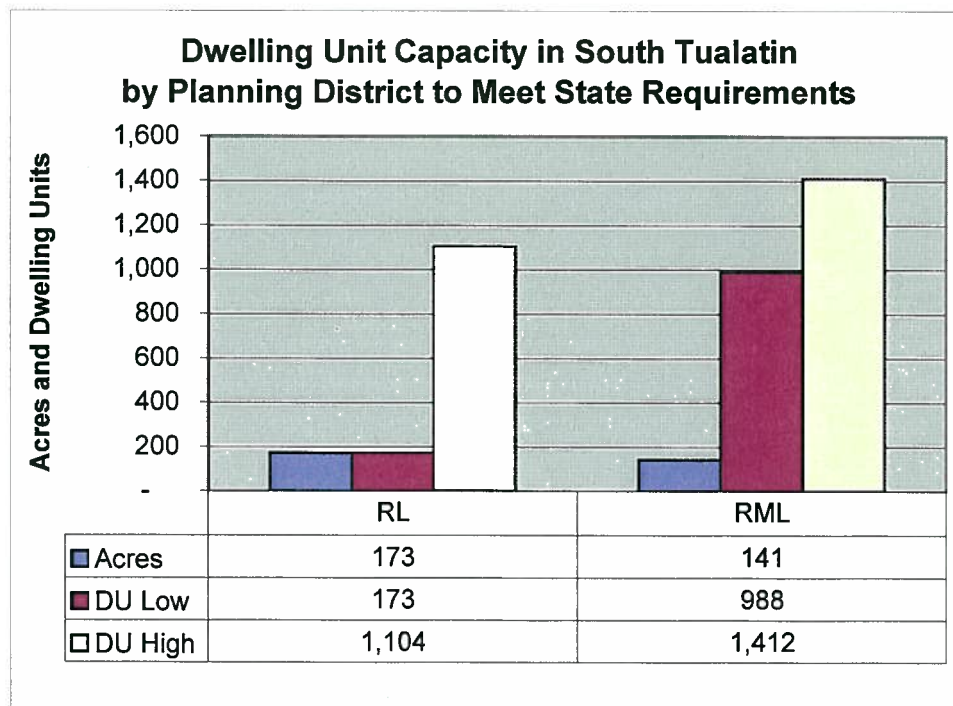
<sup>1</sup> Staff used tax lot 21E18BC01104 where Safeway is located as an example to determine employees per acre. This lot is 3.27 acres in size, it has a total of 158 employees in several types of business including a grocery store, a site down restaurant, two fast food restaurants with seating and a dry cleaners. This mix of business is a good example of what may locate in the Stafford Basin. The number of employees was derived from individual business licenses, which typically undercount the number of employees.

<sup>2</sup> The employee per acre number came from a total of 1,840 jobs and 96 acres of employment land reported in the 2003 South Tualatin Fiscal Impact Analysis. These allocations result in 19 jobs per acre.



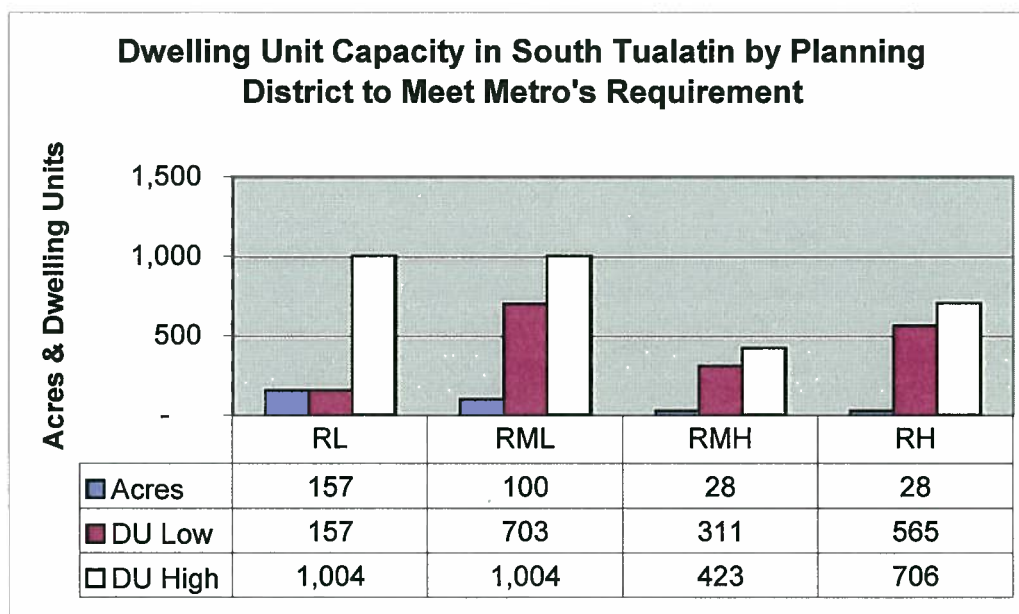
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The City must plan for 8 dwelling units per acre to meet State requirements. In order to meet this requirement some land must be designated for a higher residential density like medium-low (RML). Staff assigned percentages of land to RL and RML to find a mix that equals the State's required density. The final result produced a range that meets the State's requirement of 2,510 dwelling units. Net vacant residential land is broken into 55% RL and 45% RML which produces a range of 1,161-2,516 dwelling units.



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However, a mix of RL and RML does meet Metro's density requirement of 10 dwelling units per net acre or a total of 3,137 dwelling units. In order to meet Metro's requirement land was distributed as follows: 50% RL, 32% RML, 9% RMH and 9% RH. This mix results in a range of 1,735- 3,137 dwelling units.



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If South Tualatin were developed using the City's density requirement, the population would range from 823 to 5,261 and would increase our current population by 3-20%. Developing South Tualatin to meet state density requirements would result in a population of 6,592 to 4,546 and increase the population by 12-25%. Finally, if Metro density requirements are met the population of South Tualatin would be 4,546 to 8,219 and increase by 17-32%. The densities in South Tualatin may be lowered depending on what kind of housing and density requirement are added to the Town Center. The State housing density rule is that the entire community must be planned for 8 dwelling units per acre; therefore, staff believes densities in the Town Center can offset lower densities in South Tualatin. Staff intends to bring forward a presentation for discussion purposes about the Town Center in a work session at the end of March or early April.

<b>Comparison of Estimated Population Based on Density Requirements:</b>						
Estimated Population of Tualatin as of July 2008			26,040			
US 2000 Census 2.62 persons per household			2.62			
	<b>Low Density (1-6.4du/acre)</b>		<b>State Density (8du/acre)</b>		<b>Metro Density (10du/acre)</b>	
<b>Range</b>	<b>low</b>	<b>high</b>	<b>low</b>	<b>high</b>	<b>low</b>	<b>high</b>
Dwelling Units Capacity	314	2,008	1,161	2,516	1,735	3,137
Population of Dwelling Unit Capacity	823	5,261	3,042	6,592	4,546	8,219
Population Increase	3%	20%	12%	25%	17%	32%
Total Population at build out:	26,863	31,301	29,082	32,632	30,586	34,259

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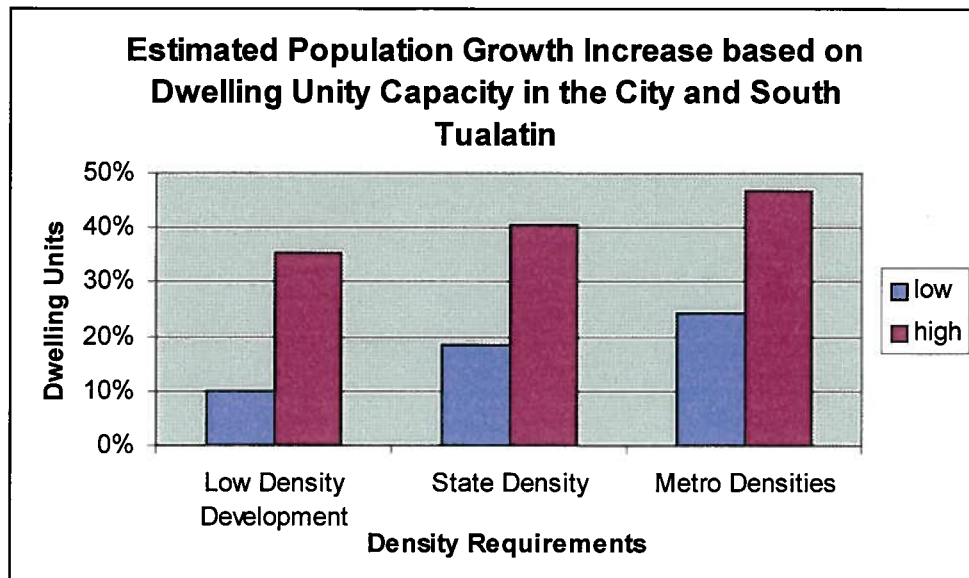
The policy considerations for the above analysis is what density requirement to use and how much growth to allocate for the 20-year horizon and the 50-year horizon.

#### Summary

At total build out of both the City and South Tualatin, could vary depending on which density scenario is applied. Using a low density scenario in South Tualatin results in a total population range of 28,610 to 35,245. Applying the State housing density results in a range of 30,829 to 36,576 and finally applying a Metro density could result in 32,333 to 38,203 people.

<b>Estimated Population Growth based on Dwelling Unit Capacity in the City and South Tualatin</b>		
Estimated Population of Tualatin as of July 2008	26,040	
US 2000 Census 2.62 persons per household	2.62	
<b>Range</b>	<b>low</b>	<b>high</b>
Combined Growth of City and low density development	28,610	35,245
Combined Growth of City and State densities	30,829	36,576
Combined Growth of City and Metro densities	32,333	38,203

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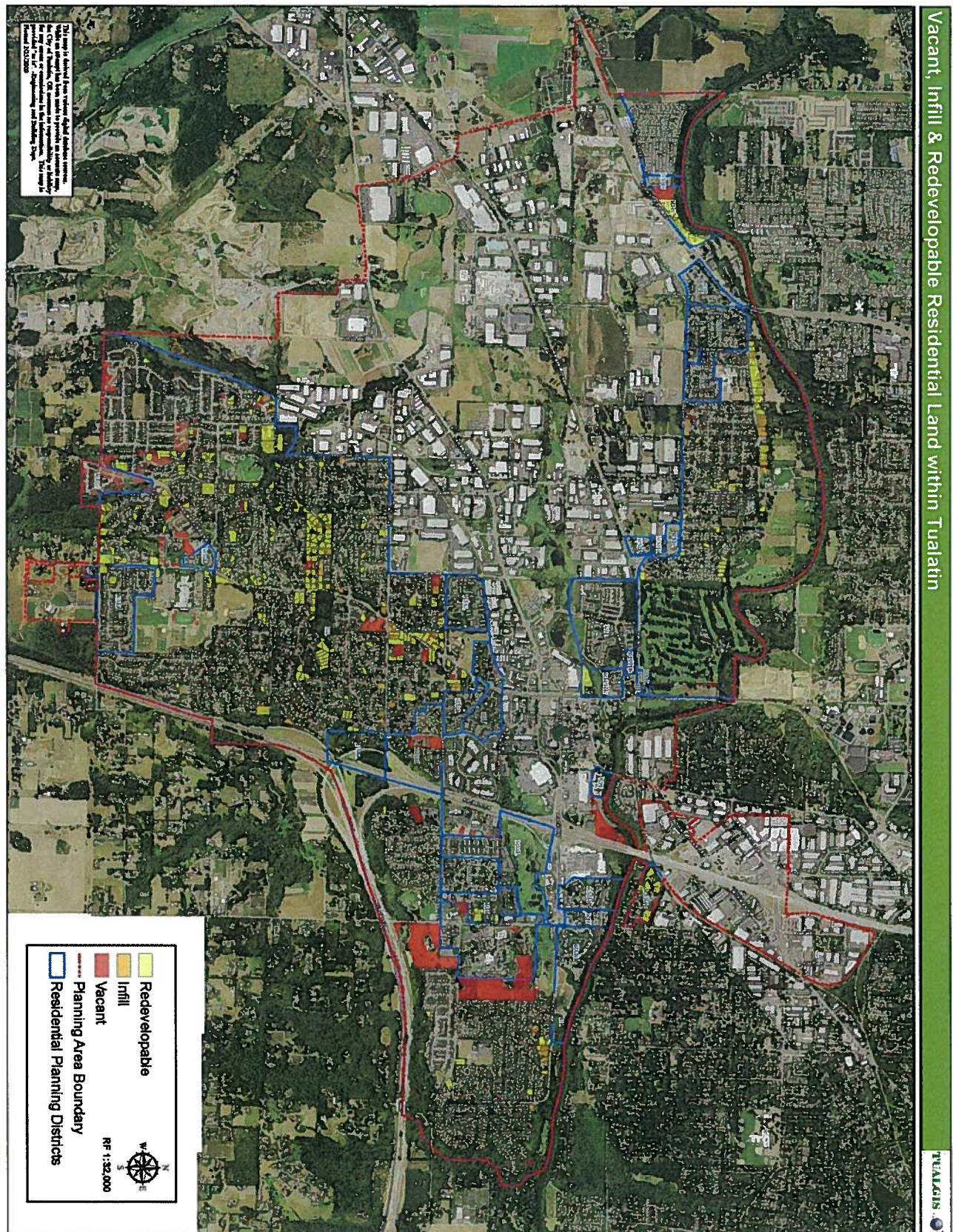


MEMORANDUM: Urban Rural Reserves Local Aspirations- Residential Land and South  
Tualatin Analysis  
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**Attachments:**      A. Map of Vacant, Redevelopable and Infill Residential Land  
                             B. Map of South Tualatin Modified Boundaries  
                             C. Map of South Tualatin 2003 Fiscal Impact Analysis Boundaries

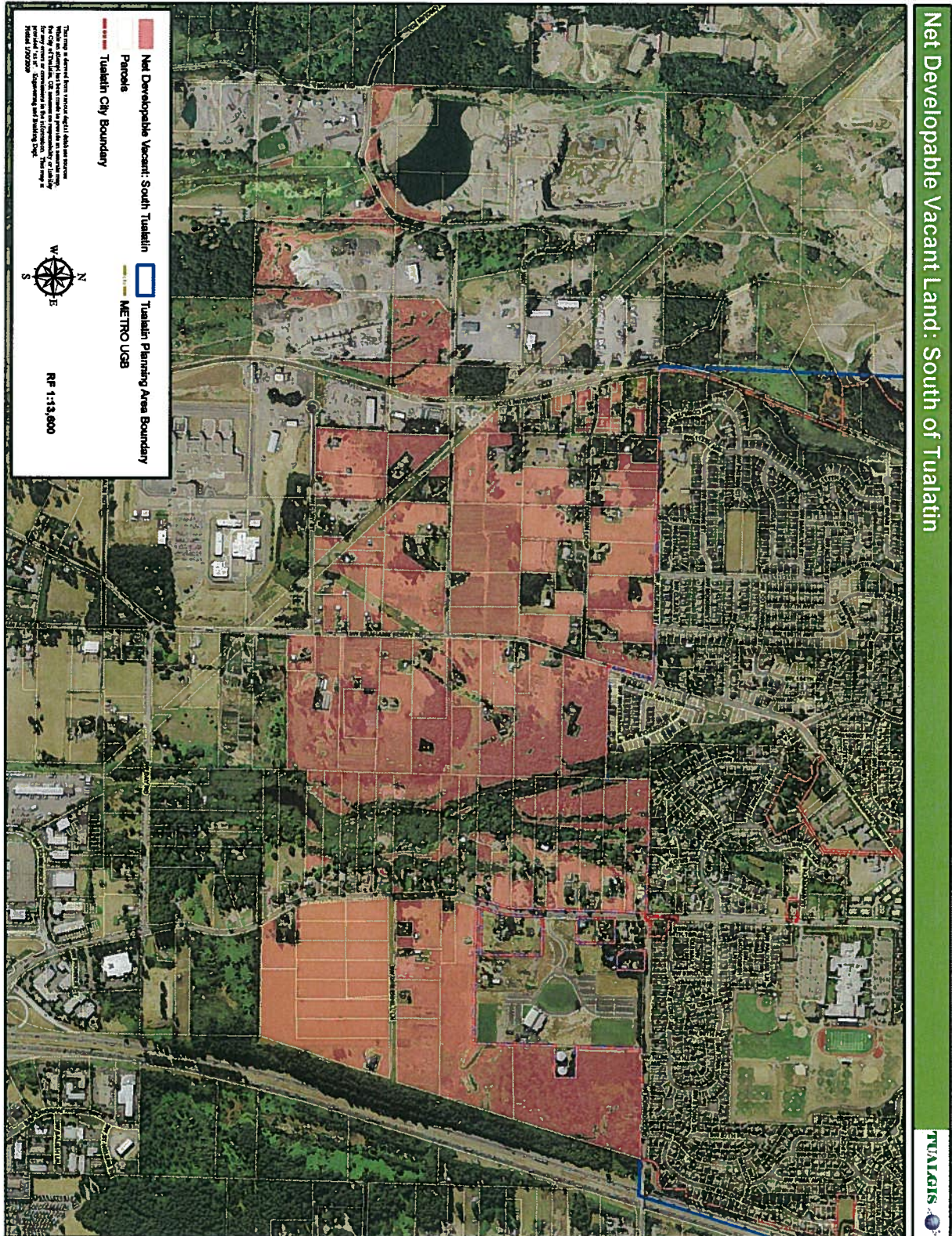


Attachment A:



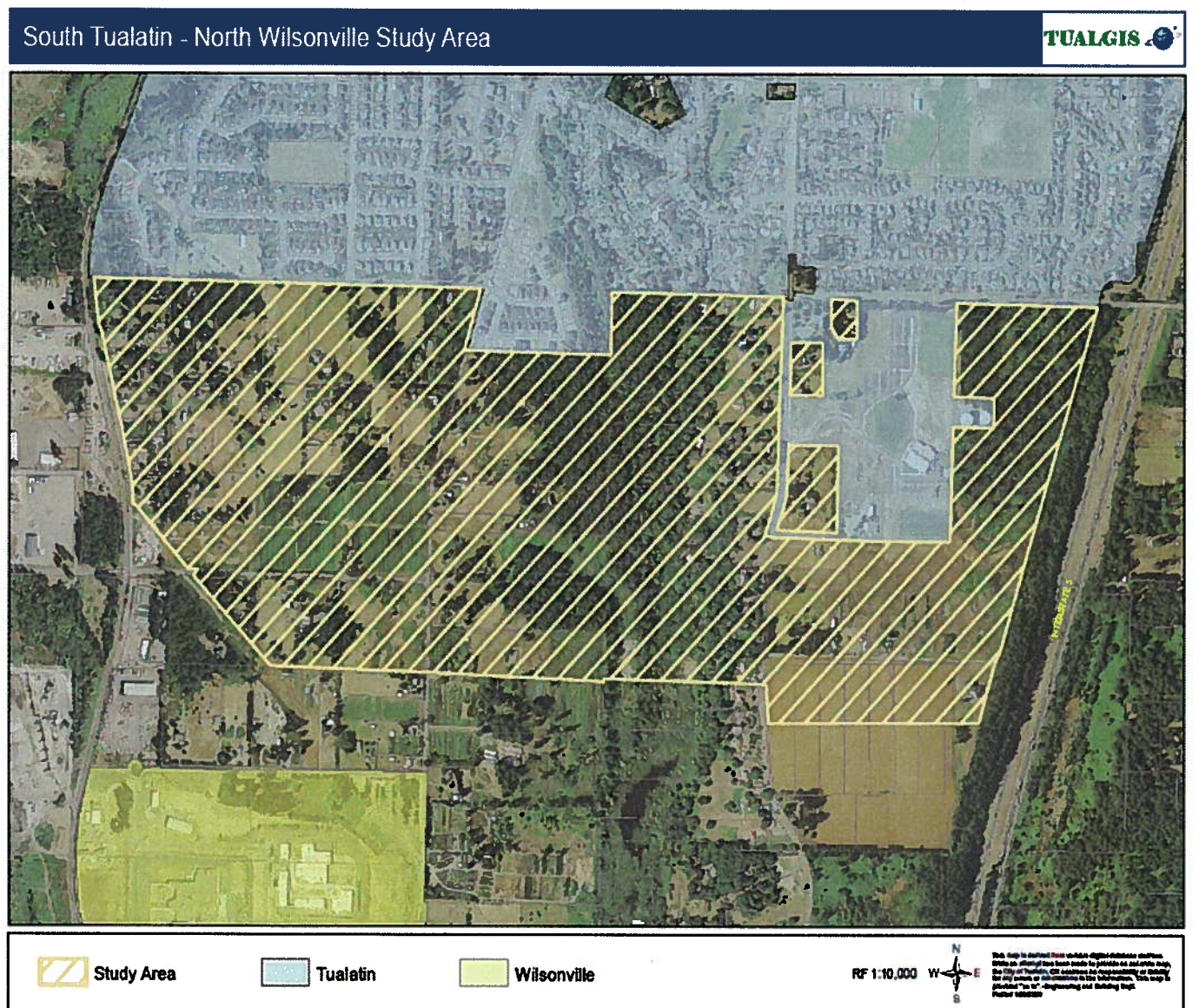


Attachment B:





Attachment C:





## City Council Work Session

### Urban/Rural Reserves - Local Aspirations

Residential Land & South Tualatin  
Analysis

March 9, 2009



## Recap

- Work session on February 4, 2009:
  - Reviewed building trends in Planning Area
  - Capacity inside and outside the Planning Area
  - Council identified two potential candidates for urban reserves







## Recap Cont.

- Work Session February 4, 2009:
  - Town Center
  - Industrial area
  - Commercial area
  - Residential land
  - Medical Center area
  - Southwest Concept Plan
  - South Tualatin
  - Sphere of Influence Area



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City of Tualatin

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## Policy Considerations

- Residential Land in the Planning Area
  - How much growth should we plan for in the next 20 and 50 years?
- South Tualatin
  - What density requirement should apply to residential land in South Tualatin and how much growth should we plan for in the next 20 to 50 years?



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## Residential Land

- Vacant land: 99 acres
- Infill land: 25 acres
- Redevelopable land: 114 acres



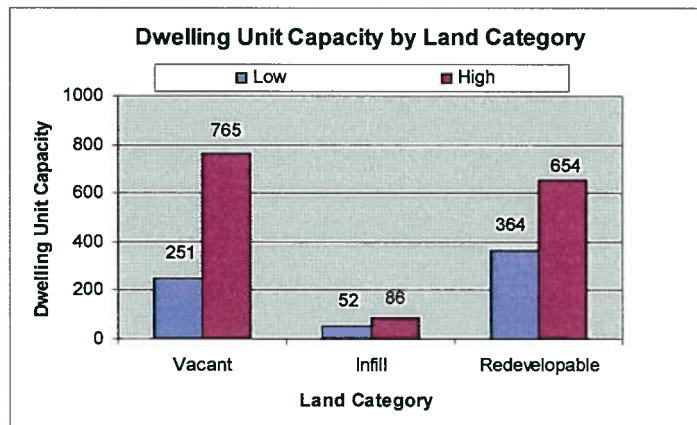
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## Residential Land



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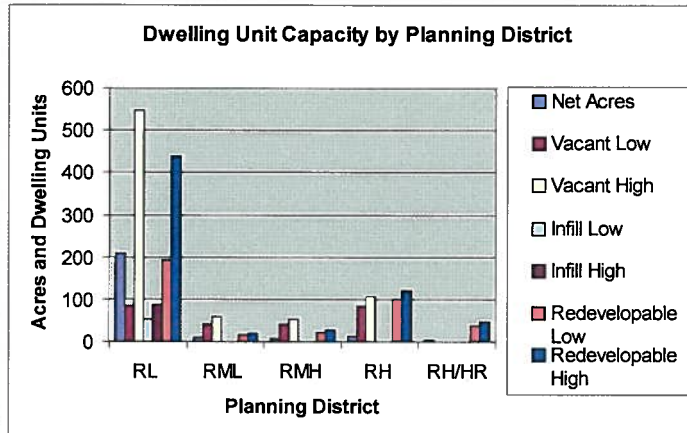
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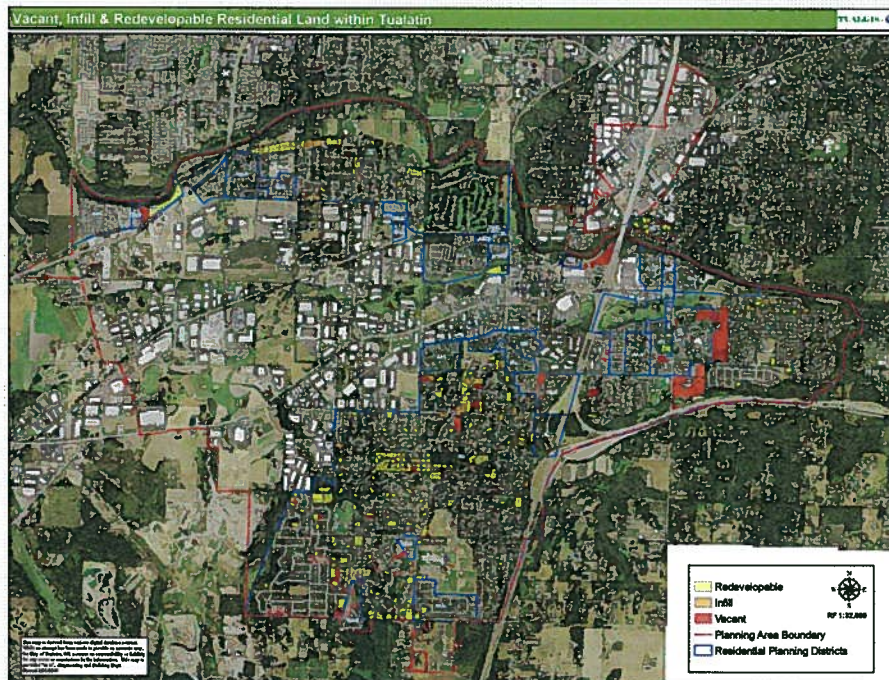
# Residential Land



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## South Tualatin

### ● Net Vacant Acres Allocation:

- Residential 314 acres
- Industrial 19 acres
- Commercial/ Retail 10 acres



3/9/2009

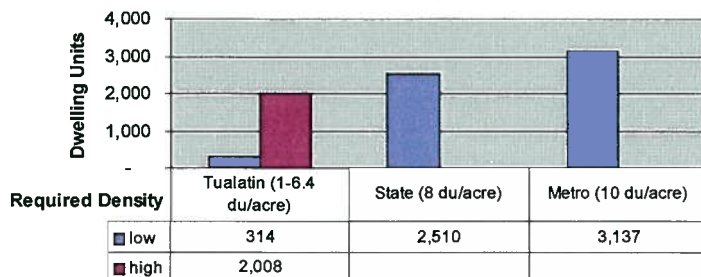
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## South Tualatin

**South Tualatin Dwelling Unit Capacity by  
Required Density**



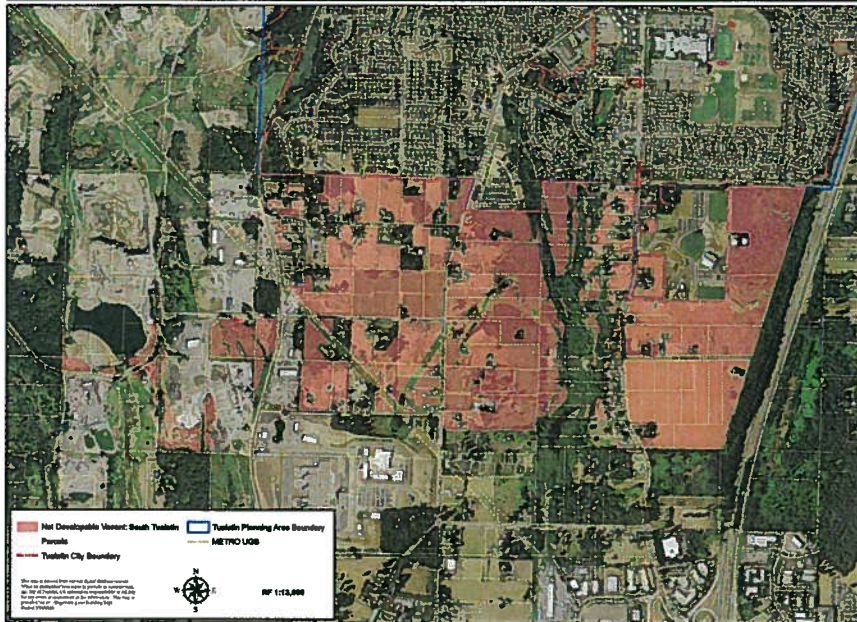
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Net Developable Vacant Land: South of Tualatin



## Summary

### Estimated Population Growth based on Dwelling Unit

Estimated Population of Tualatin as of July 2008	26,040	
US 2000 Census 2.62 persons per household	2.62	
	<b>Range</b>	<b>low high</b>
Combined Growth of City and low density development	28,610	35,245
Combined Growth of City and State densities	30,829	36,576
Combined Growth of City and Metro densities	32,333	38,203





## Policy Considerations

- Residential Land in the Planning Area
  - How much growth should we plan for in the next 20 and 50 years?
- South Tualatin
  - What density requirement should apply to residential land in South Tualatin and how much growth should we plan for in the next 20 to 50 years?





# MEMORANDUM

## CITY OF TUALATIN

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

**THROUGH:** Sherilyn Lombos, City Manager *SL*

**FROM:** Doug Rux, Community Development Director *DR*  
Cindy Hahn, Assistant Planner *CH*

**DATE:** March 9, 2009

**SUBJECT:** FENCE STANDARDS – PHASE II

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### BACKGROUND:

At the January 26, 2009 Work Session, Council reviewed two issues related to fence standards:

- Fences along I-205 and I-5: Whether properties in the RL and RML Planning Districts that have back or side yards along I-205 or I-5 should be required to construct a fence along the property freeway frontage that meets the minimum requirements of the Fence Standards (TDC 34.330).
- Vision Clearance Areas: Whether the City's Vision Clearance Area standards should be reviewed for adequacy.

Council determined that Vision Clearance Area requirements had been sufficiently addressed and that no further action was needed.

Since the January 26, 2009 Work Session, there has been preliminary indication from ODOT that the I-5 auxiliary lane project will require a sound wall from the I-5 / I-205 interchange south to SW Norwood Road.

The purpose of this Work Session is to further review fences along I-205 and I-5, and to determine future steps needed to address this policy consideration to Council's satisfaction.

### POLICY CONSIDERATIONS:

Issues for Council consideration include the following:

- Fences along I-205 and I-5: Should fencing be required along I-205 and I-5? If yes, should fencing be located close to the freeway travel lanes or close to residences that may be developed on private property along the freeway? Based on the

**MEMORANDUM: Work Session – Fence Standards – Phase II**

**March 9, 2009**

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review of examples presented by staff, what type of fencing should be required?  
What should be the required height of the fencing?

**OUTCOMES:**

Response from Council on the identified discussion points and direction on future steps needed to address the issues raised to Council's satisfaction.

**Attachments:** A. PowerPoint Presentation: Fence Standards – Phase II –  
March 9, 2009

# Fence Standards – Phase II



City Council Work Session  
March 9, 2009

## Status

- At the January 26, 2009 Work Session, Council reviewed two issues related to fence standards:
  - Fences along I-205 & I-5
  - Vision Clearance Areas
- Council determined that Vision Clearance Areas had been sufficiently addressed and no further action was needed.
- The purpose of this Work Session is to further review fences along I-205 and I-5, and to determine future steps needed to address this policy consideration to Council's satisfaction.

March 9, 2009

Council Work Session



# Background

- The Fence Standards (TDC 34.330) address minimum requirements for fences in RL and RML Planning Districts along major and minor arterials, major and minor collectors, and expressways, but not along freeways such as I-205 and I-5.
- At the October 13, 2008 Work Session, Council determined that some type of fencing should be required along I-205 and I-5.
- At the January 26, 2009 Work Session,
  - Council reviewed additional information on alternative types of visual and noise barriers that could be used along I-205 and I-5, and order of magnitude costs of those options.
  - Council requested that staff provide more detail on typical topography along I-205 and I-5 at locations where future residential development may occur to assist them in their discussions.

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- Staff identified six locations as examples of typical topography along I-5 and I-205, including:
  - Location #1: South Tualatin, West Side of I-5, South of Norwood
  - Location #2: South of I-205, East of I-5, West of Norse Hall Road, Sphere of Influence Area
  - Location #3: Southeast Quadrant of I-205 / I-5 Interchange, Sphere of Influence Area
  - Location #4: East Tualatin, North of I-5, Sagert Farm
  - Location #5: South of I-205, North of Prosperity Park Road, East of 65<sup>th</sup> Avenue, Sphere of Influence Area
  - Location #6: North of I-205, South of Borland Road, East of Stafford Road, Sphere of Influence Area
- An aerial photograph with contours, topographic transect, and photograph are included for each location

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# Location #1: South Tualatin, West Side of I-5, South of Norwood

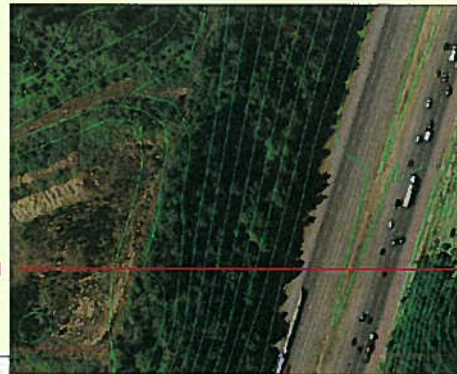


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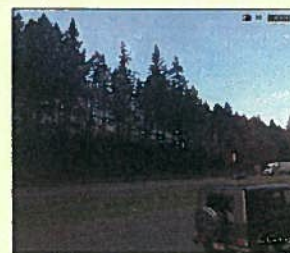
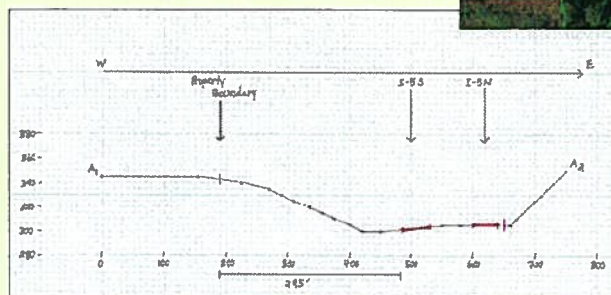
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A1

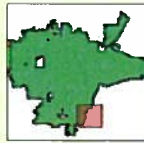


A2



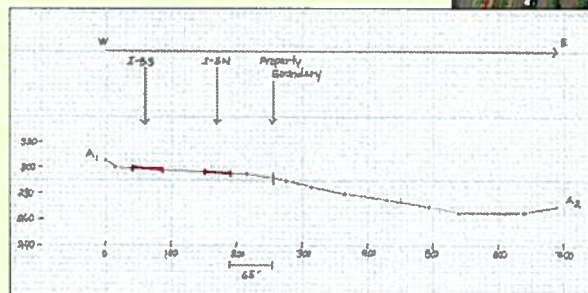
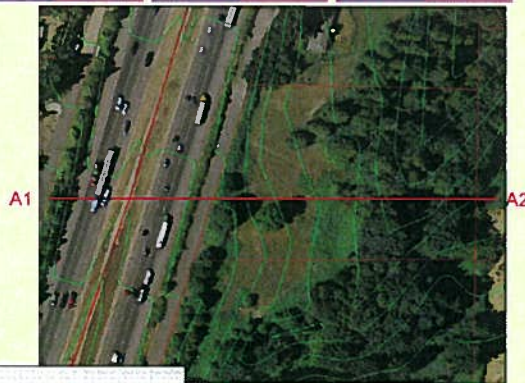
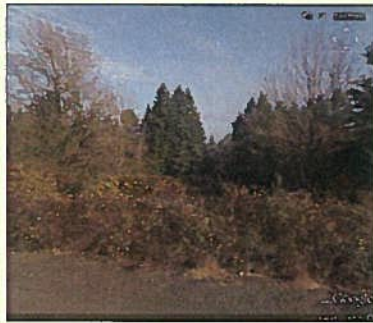


Location #2:  
South of I-205,  
East of I-5, West  
of Norse Hall  
Road, Sphere of  
Influence Area



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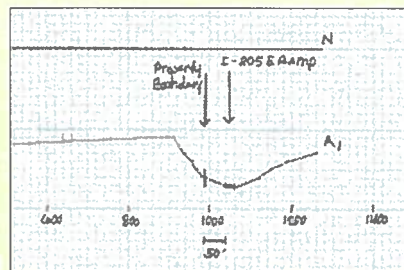
## Location #3: Southeast Quadrant of I-205 / I-5 Interchange, Sphere of Influence Area



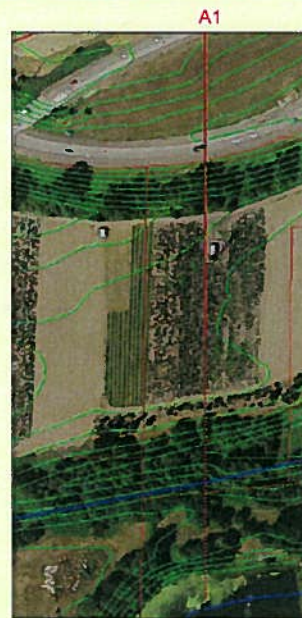
March 9, 2009



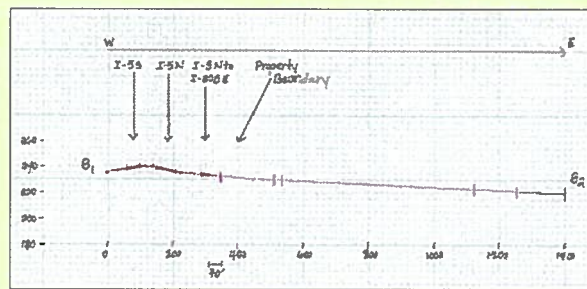
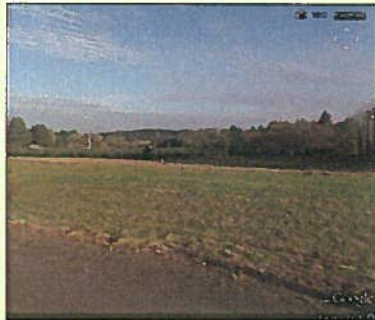
Council Work Session



March 9, 2009

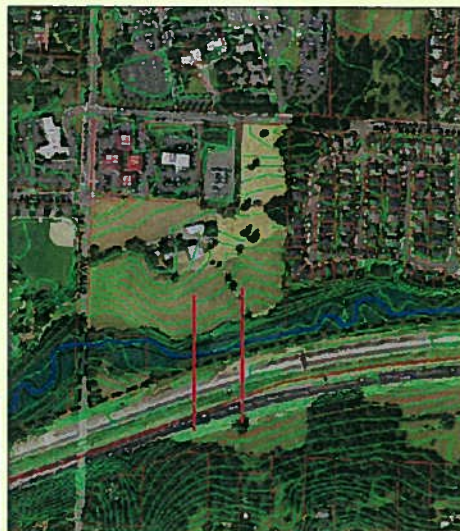






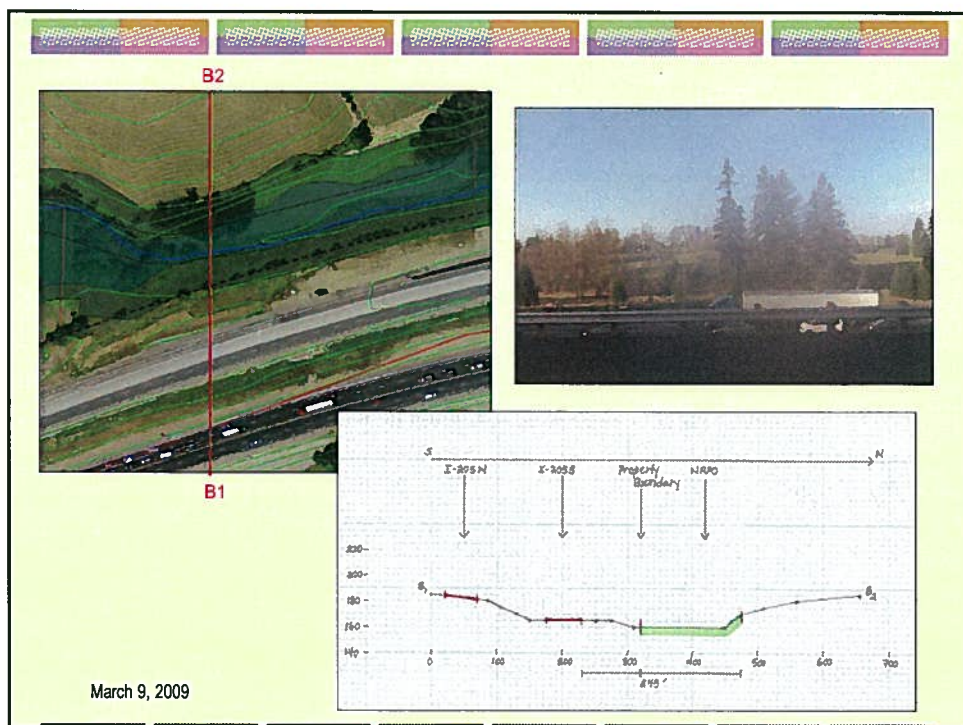
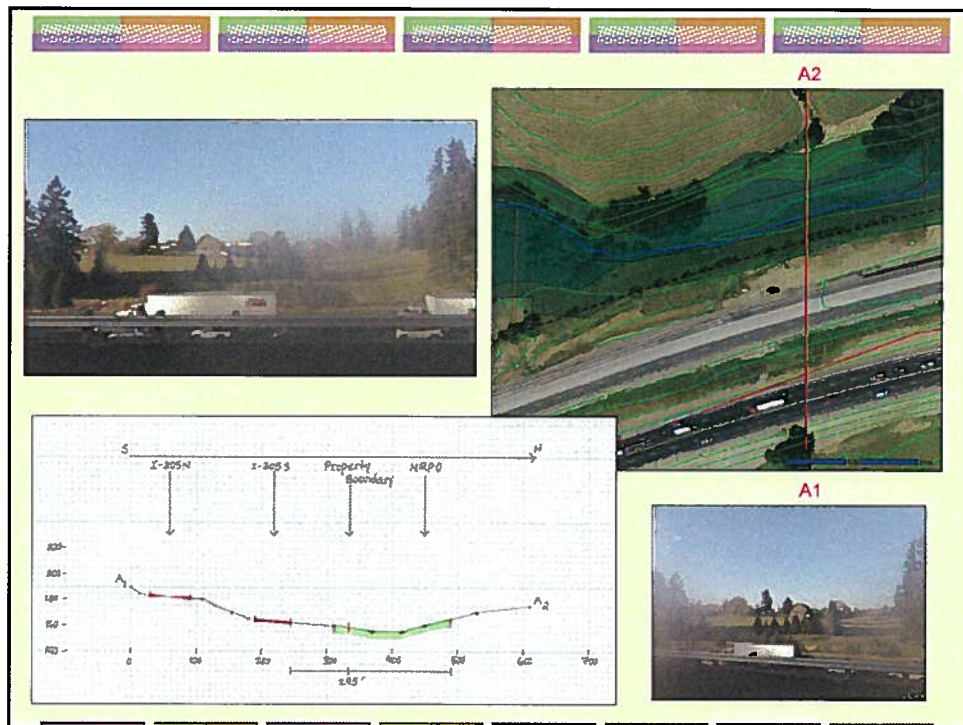
March 9, 2009

## Locations #4: East Tualatin, North of I-5, Sagert Farm



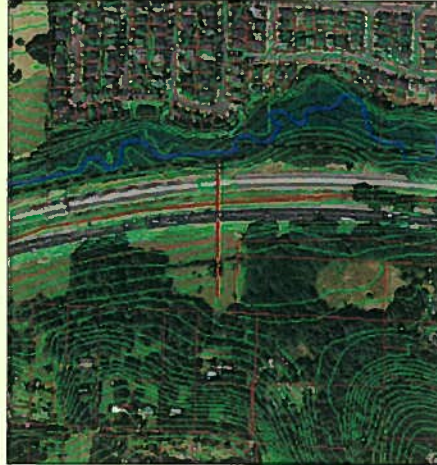
March 9, 2009

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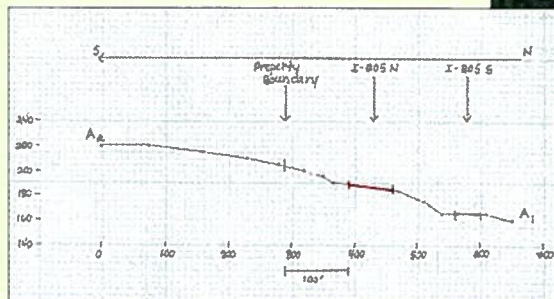
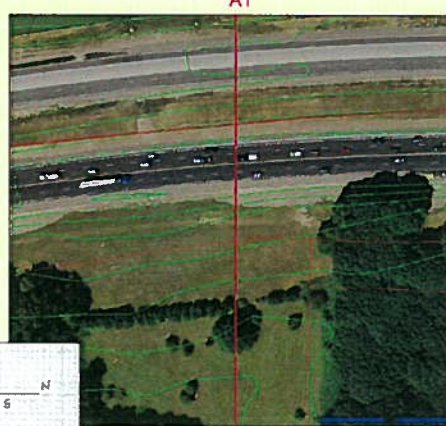


# Location #5: South of I-205, North of Prosperity Park Road, East of 65<sup>th</sup> Avenue, Sphere of Influence Area



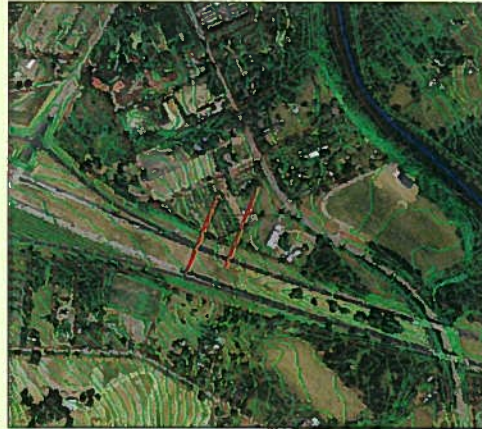
March 9, 2009

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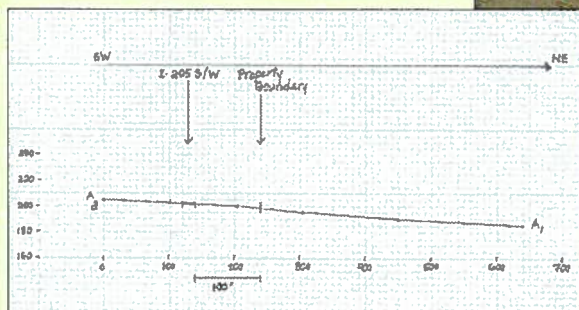
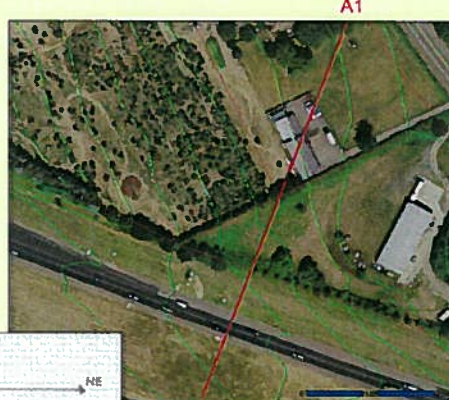
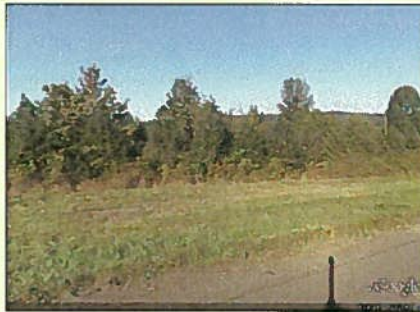


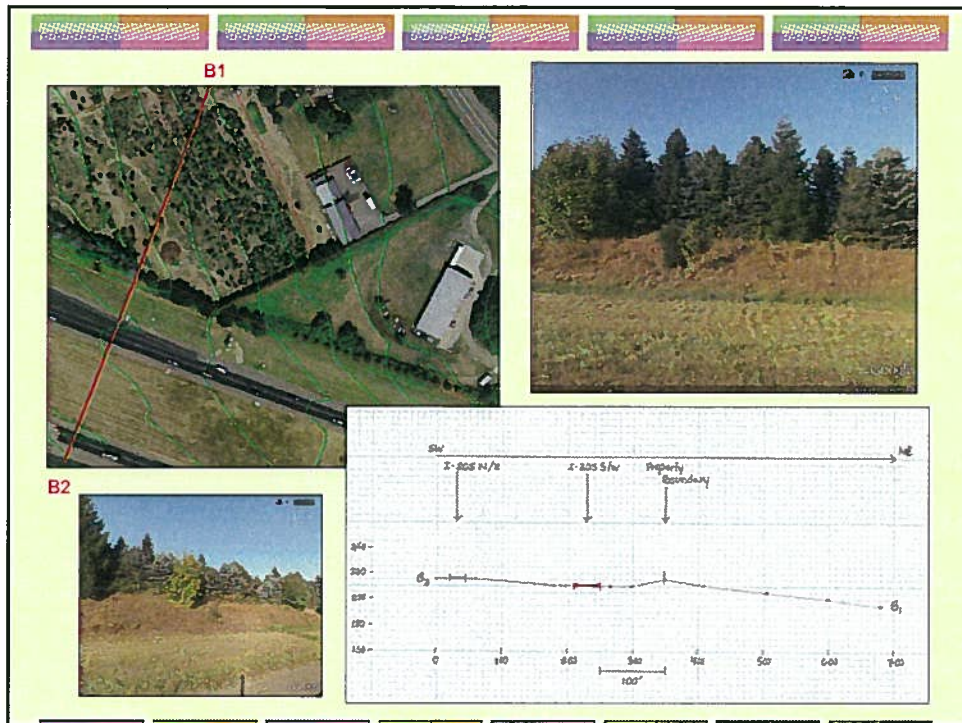
Location #6:  
North of I-205,  
South of  
Borland Road,  
East of Stafford  
Road, Sphere of  
Influence Area



March 9, 2009

Council Work Session







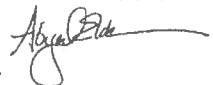
## Summary & Future Steps



## MEMORANDUM CITY OF TUALATIN

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

**THROUGH:** Sherilyn Lombos, City Manager 

**FROM:** Paul Hennon, Community Services Director   
Abigail Elder, Library Manager 

**DATE:** March 9, 2009

**SUBJECT:** Policies and Fees for Use of Library Rooms

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The purpose of this memorandum is to review with Council the draft policies and fees for public use of the Community Room. The Tualatin Library Advisory Committee (TLAC) has reviewed these policies and fees and seeks Council feedback and direction prior to submitting its final recommendation.

***Policies are needed to maximize use of the Community Room***

Use of the Library rooms is in high demand and policies are needed to maximize use of the space by the greatest variety of users, and to ensure that the room is available and used for the intended purposes. Policies and fees for the Community Room should take into consideration the availability of the Study and Conference rooms for smaller groups (of up to 4 and 10 people) that may be used without charge.

Currently, the Community Room is used about 45 hours per week. The Study Room is being used about 40 hours per week and the Conference Room is used about 20 hours per week.

***What are the current policies for use of the Community Room?***

Since opening, the Community Room has been used primarily for Library programs and events, and meetings and for other City sponsored and co-sponsored functions that have been open to the public. Staff and the TLAC are now prepared to propose, for Council approval, policies and fees to govern public use of the Community Room for functions that are open to the public.

It is anticipated that public use of the Community Room will be in high demand. As a result there will not be adequate time to meet all requests for use. In order to ensure that



## MEMORANDUM: Policies and Fees for Use of Library Rooms

March 9, 2009

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the space is used for the greatest public good, it is recommended that uses be limited to those functions that are open to the public.

Use of the room will be monitored regularly and changes to the policies will be proposed as needed.

### *DESCRIPTION OF COMMUNITY ROOM*

The Community Room seats up to 147, is a rectangle in shape, and is 1,032 square feet in size. It has moveable tables and chairs, and a built-in audio/visual system. The floor is carpeted. The room is connected to the Children's Room via a hall that has a service counter with a sink, refrigerator, and microwave. Doors open to the outdoor plaza.

### *WHO CAN USE THE COMMUNITY ROOM?*

In addition to the Library and other City sponsored and co-sponsored uses, it is proposed that the Community Room can be used by groups and organizations.

### *WHAT CAN THE COMMUNITY ROOM BE USED FOR?*

In addition to the Library and other City sponsored and co-sponsored uses for programs, events, and meetings, it is proposed that the Community Room can be used by groups and organizations for events, meetings, and other functions that are open to the public, and that private and commercial uses are not allowed.

Religious and political uses would be allowed. In 1993 the U.S. Supreme Court issued the Lamb's Chapel v. Center Moriches Union Free School District decision (503 US 384).

This is the precedent clarifying case that allows the use of public facilities for religious and political purposes when a public agency lets those facilities be used for other purposes.

The City is not required to allow others to use its facilities for any purposes. However, if it chooses to allow its facilities to be used for non-religious and non-political purposes, it now must allow the facilities to be rented for religious and political uses as well.

### Examples of Approved Uses Under Draft Policy

1. Audubon Society sponsored lecture and slideshow
2. Book club that is open to all comers
3. Brownie troop public performance
4. Chamber of Commerce meetings open to public
5. Church services
6. City advisory committee meetings or Council Work Sessions
7. Elected official's Town Hall
8. Food Pantry distribution
9. Metro/TTSD/TriMet public meeting
10. Neighborhood association meetings
11. PCC lectures
12. PCC classes co-sponsored by city (e.g. Spanish in the workplace)
13. Political Rally
14. Toastmasters meeting
15. Tualatin Art Advisory Committee art show

## MEMORANDUM: Policies and Fees for Use of Library Rooms

March 9, 2009

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16. Tualatin Friends of the Library/Library Foundation meetings
17. Tualatin Historical Society monthly meetings
18. Tualatin Riverkeepers public meetings
19. Tualatin Tomorrow and Tualatin Youth Advisory Council meetings and events
20. Tualatin Youth Basketball Association league registration
21. Violin recital from a club

### Examples of Non-approved Uses Under Draft Policy

1. AA Meetings (unless willing to open to public)
2. Birthday party
3. Book club with limited membership (not open to public)
4. Broker conducting a seminar (commercial activity)
5. Brownie troop regular meeting (not open to public)
6. Candidate campaign strategy meetings (not open to public)
7. Developer meeting with concerned residents (commercial activity)
8. Wedding or funeral service
9. Member-only events by groups
10. PCC classes (not open to public)
11. Private, for-profit art show and sale
12. Service club meetings (if membership and public attendance is restricted)
13. TriMet invitation-only or staff meeting
14. Tutoring (not open to public or commercial activity)
15. Violin recital from a private teacher (commercial activity)

### ***WHEN CAN THE COMMUNITY ROOM BE USED?***

For public use, it is proposed that the Community Room be available when the Library is open.

The Library is open 65 hours per week.

- Monday through Thursday: 10:00 am to 9:00 pm
- Friday and Saturday: 10:00 am to 6:00 pm
- Sunday: 1:00 pm to 6:00 pm

The Library and other City sponsored and City co-sponsored uses may occur during times when the Library is not open since the staff would be available to open and secure the building.

### **SCHEDULING PRIORITIES, PROPOSED FEES AND OTHER MATTERS**

See attached Draft resolution.

### ***What are the policies for use of the Study and Conference rooms?***

The policies for the Study and Conference rooms have been established by staff for use by the Library, general public, and other City staff.

### ***DESCRIPTION OF ROOMS***



## MEMORANDUM: Policies and Fees for Use of Library Rooms

March 9, 2009

Page 4 of 4

The Study Room seats up to 4 and is 132 square feet in size. The Conference Room seats up to 10 and is about 200 square feet in size. Both rooms have tables and chairs. Neither room has built-in audio visual equipment.

### *WHO CAN USE THE ROOMS*

The rooms can be used by the Library, the general public, and other City staff. Individuals may not use either room.

### *WHAT CAN THE ROOMS BE USED FOR?*

*The rooms can be used by the Library for programs and meetings, and all others for meetings and group study. Commercial activity is not allowed.*

### *WHEN CAN THE ROOMS BE USED?*

*Hours:* The rooms are available for use when the Library is open.

*Scheduling priorities:* The Library and other City sponsored and City co-sponsored functions may schedule the Conference Room 4 weeks in advance and the public can schedule it up to 3 weeks in advance.

*Reservations:* Both of these rooms can be reserved on the same day and the Conference Room can be reserved in advance. Both rooms are available on a first-come, first served basis, if there has not been a reservation.

*Frequency of use:* There is no limit on the number of times the Study Room can be used. Reservations for use of the Conference Room is limited to 4 times in a 6-month period.

*Length of use:* Both rooms can be used for a maximum of 2 hours per day.

### *IS THERE A FEE FOR USING THE ROOMS?*

There are no fees for use of the rooms.

**Attachments:** A. Draft resolution adopting policies and fees for the Tualatin Public Library Community Room

c: Members of the Tualatin Library Advisory Committee

RESOLUTION NO. **DRAFT**

A RESOLUTION ADOPTING POLICIES AND FEES  
FOR THE TUALATIN PUBLIC LIBRARY COMMUNITY ROOM

WHEREAS the City of Tualatin owns and operates the Tualatin Public Library and chooses to make the Community Room available for use by the public when it is not being utilized by the Library or for other official City purposes; and,

WHEREAS in order to provide an orderly and efficient use of the Library Community Room by a broad cross-section of the public, a reservation system is in the public interest; and,

WHEREAS the costs to process reservation applications and to provide supervision and maintenance of the Library Community Room necessitates the collection of fees.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON, that:

Section 1. RENTAL PERIODS

- a. Activities sponsored by the Tualatin Public Library and other official business of the City of Tualatin have priority of use at all hours.
- b. The Tualatin Public Library Community Room is available for general public use during Library open hours.
- c. The minimum reservation period is one (1) hour.

Section 2. SCHEDULING PRIORITIES

- a. For the purpose of scheduling reservations and determining fees, groups will be classified as shown below.

Class 1: TUALATIN PUBLIC LIBRARY, CITY OF TUALATIN  
Activities sponsored by the Library and/or City of Tualatin

Class 2: TUALATIN PUBLIC LIBRARY, CITY OF TUALATIN CO-SPONSORED  
Activities co-sponsored by the Library and/or City of Tualatin

Class 3: NON-PROFIT ORGANIZATIONS OR ACTIVITIES AND PUBLIC  
AGENCIES SERVING THE GENERAL PUBLIC OF TUALATIN

**Class 4: ALL OTHER GROUPS AND ORGANIZATIONS**

All other organizations, including religious and political groups, are categorized by resident/nonresident for the purpose of determining rental fees.

A resident is defined as:

1. A person who resides within the city limits of Tualatin.
2. A person who works within the city limits of Tualatin.
3. A nonprofit organization of which 50% or more of the members reside in the city.
4. An employee of the City of Tualatin

Final determination of a group's classification will be made by the Community Services Director.

b. Advance reservations may be made according to the following schedule:

1. Class 1 groups (TUALATIN PUBLIC LIBRARY, CITY OF TUALATIN)  
May reserve the Library Community Room up to one (1) year in advance.
2. Class 2 groups (TUALATIN PUBLIC LIBRARY, CITY OF TUALATIN CO-SPONSORED)  
May reserve the Library Community Room up to one (1) year in advance.
3. Class 3 groups (NON-PROFIT ORGANIZATIONS OR ACTIVITIES AND PUBLIC AGENCIES SERVING THE GENERAL PUBLIC OF TUALATIN)  
May reserve the Library Community Room up to three (3) months in advance for ongoing or one-time activities.
4. Class 4 groups (ALL OTHER GROUPS AND ORGANIZATIONS )  
May reserve the Library Community Room up to three (3) months in advance for ongoing or one-time activities.

- c. All reservations require that a City of Tualatin Facility Use Permit application be completed and fees paid at the time of application. Applicants must be 21 years of age or older. Applications must be submitted at least seven (7) days prior to the desired reservation date. No telephone reservations will be taken.
- d. Extensions of on-going reservations may be made one (1) time per month, but no sooner than two (2) months prior to the expiration of the current reservation.
- e. Conflicts involving the scheduling of facility rentals will be resolved in the following manner.

1. For conflicts when two or more classes of users are involved: Class 1 will have priority over classes 2, 3 and 4; Class 2 will have priority over classes 3 and 4; and Class 3 will have priority over Class 4.
  2. For conflicts involving two users of the same class: an ongoing user will yield to the new applicant.
  3. For conflicts involving more than two users of the same class: an existing ongoing user will yield to a new user that will be determined by a random drawing among the new applicants.
- f. The City reserves the right to cancel any facility use reservation.
- g. A Special Use Permit application must be submitted and approved by the Library Manager for any fundraising activity, festival, or special event.

### Section 3. CLEANING/SECURITY

- a. A cleaning/security deposit is not required.
- b. Any group renting the Library Community Room and found to have caused damage, neglected to leave the Room in a clean condition, or violated any other library rule, may be denied a future facility reservation, up to one year.
- c. The Library Manager may require comprehensive general liability insurance covering personal injury and property damage, naming the City of Tualatin, its officers, agents, and employees as additional insureds, when it is determined to be warranted, given the nature of the activity, size of the group, and/or the City's previous experience with a particular group.

### Section 4. CANCELLATIONS/RESCHEDULES

- a. A full refund will be given when the Library Manager has canceled a reservation and a reschedule date cannot be accommodated.
- b. When a reserving group cancels or reschedules fourteen (14) days before a rental date, the full rental fee and any deposit will be refunded, less a Handling Fee.
- c. When a reserving group cancels or reschedules less than fourteen (14) days before a rental date, no refund of the rental fee is given, unless the facility is re-rented. If the facility is re-rented, the full rental fee, less a handling fee, will be refunded.
- d. No refunds will be issued for unused reservations, except as provided above.

### Section 5. USE OF THE COMMUNITY ROOM

- a. All meetings and programs held by Class 3 and Class 4 must be for non-commercial purposes and open to the general public.

- b. Multimedia equipment, other than the projector screen, is not available for public use.
- c. Chair and table set-up and take down is the responsibility of the renters.
- d. The Service Counter may be used and must be cleaned up by the renter.
- e. All Library Rules of Conduct, Tualatin Municipal Code, 5-1, apply to activities occurring within the Community Room.

#### Section 6. FEE SCHEDULE

- a. The fee schedule for the Tualatin Library Community Room is as follows:

Class 1: Tualatin Public Library, City of Tualatin  
No fee

Class 2: Tualatin Public Library, City of Tualatin Co-Sponsored  
No fee

Class 3: Nonprofit Organizations and Activities, and Public Agencies  
\$10 per hour

Class 4: All Other Groups, Organizations, and Individuals  
Tualatin Residents: \$15 per hour  
Non-Residents: \$30 per hour

- b. The Handling Fee for cancellations is \$10.

INTRODUCED AND ADOPTED this 23rd day of March, 2009.

CITY OF TUALATIN, OREGON

By \_\_\_\_\_  
Mayor

ATTEST:

By \_\_\_\_\_  
City Recorder

Approved as to Form:

\_\_\_\_\_  
City Attorney



**WORK SESSION ITEMS****PowerPoint?**

1. \_\_\_\_\_
2. Water conservation (Eng) \_\_\_\_\_ yes
3. Truck Routes (Legal) \_\_\_\_\_
4. Snow Removal (Ops) \_\_\_\_\_
5. \_\_\_\_\_

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS****PowerPoint?**

1. Tree City USA Presentation / Arbor Week Proclamation (CSD) \_\_\_\_\_
2. Library Foundation Update (Marge Congress, Frank Bubenik) \_\_\_\_\_
3. \_\_\_\_\_

**CONSENT CALENDAR ITEMS**

1. URAC Annual Report (TDC) (Comm Dev) \_\_\_\_\_
2. TPAC Annual Report (Comm Dev) \_\_\_\_\_
3. Reso – Modification to T-Mobile Cell Tower Lease (Ops) \_\_\_\_\_
4. \_\_\_\_\_

**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial****PowerPoint?**

1. PTA-08-04 Street Tree Regulations (*Legislative*) (Comm Dev) \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**GENERAL BUSINESS ITEMS (not consent)****PowerPoint?**

1. Tualatin Library Advisory Committee Annual Report \_\_\_\_\_
2. Senior Center Steering Comm request for name change - Del Judy, Joe Lipscomb \_\_\_\_\_
3. Ordinance PTA- 08-07 CO Monument Signs (Legal) \_\_\_\_\_
4. Ordinance PTA-08-08 Single Family definitions/standards (Legal) \_\_\_\_\_
5. Ordinance – Mandatory Business Recycling (Ops) \_\_\_\_\_
6. Ordinance – truck routes (Legal) \_\_\_\_\_
7. \_\_\_\_\_

**EXECUTIVE SESSION ITEMS**

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

**MEETING DATE: Tuesday, March 31, 2009**

*start time: to be determined*

Joint Meeting with Tigard-Tualatin School District Board, Tualatin City Council, and Tigard City Council

**Location: TTSD Administration Office, 6960 SW Sandburg Street, Tigard**

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**WORK SESSION ITEMS****PowerPoint?**

1. Urban/Rural Reserves Wrap-up (Comm Dev)

2. Legislative Session Update (Admin)

3.

4.

5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS****PowerPoint?**

1. Earth Day Proclamation

2. YAC Update

3. Proclamation – Volunteer Appreciation Week

4. Crawfish Festival Update

**CONSENT CALENDAR ITEMS**

1. Resolution - Stafford MOU on Communications (Comm Dev) (?)

2. Resolution Approving Ratification of CBA – Tualatin Employees Assoc.

3.

**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial****PowerPoint?**

1.

2.

3.

**GENERAL BUSINESS ITEMS (not consent)****PowerPoint?**

1. Ordinance – PTA-08-04 Street Tree Regulations (Legal)

2.

3.

4.

5.

**EXECUTIVE SESSION ITEMS**

1.

**MEETING DATE: Monday, April 20, 2009**  
Special Work Session (*food provided*)

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**start time:**  
**Location:**

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**SPECIAL WORK SESSION ITEMS**

***PowerPoint?***

1. Council discussion of 09/10 budget
  2. Tualatin Tomorrow budget request
-



**WORK SESSION ITEMS**

**PowerPoint?**

1. \_\_\_\_\_
2. Sign Design Standards Follow-up (Comm. Dev) \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Tualatin Tomorrow Presentation GHT \_\_\_\_\_
2. Historic Week Proclamation \_\_\_\_\_
3. \_\_\_\_\_

**CONSENT CALENDAR ITEMS**

1. Reso – Awarding Bid for Norwood Pump Station \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

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

**PowerPoint?**

1. CUP-09-01 Stafford Hill Racquet & Fitness Club (Comm. Dev) \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

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

**EXECUTIVE SESSION ITEMS**

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

**WORK SESSION ITEMS****PowerPoint?**

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1. 1<sup>st</sup> Budget Committee meeting - FY 2009/10

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2. Water quality facilities – monitoring (Eng) (*tentative this date*)

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yes

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3. Historic Regulations Follow-up (Comm Dev.)

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4.

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5.

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**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS****PowerPoint?**

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1. Proclamation – Law Enforcement Memorial Week (Police)

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2. Proclamation – Public Works Week (Eng)

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3.

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**CONSENT CALENDAR ITEMS**

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1. Fee Schedule Update – Land Use Fees (Comm Dev)

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2.

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3.

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4.

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**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial****PowerPoint?**

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1.

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2.

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3.

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**GENERAL BUSINESS ITEMS (not consent)****PowerPoint?**

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1.

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2.

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3.

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4.

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5.

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**EXECUTIVE SESSION ITEMS**

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1.

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**WORK SESSION ITEMS**

**PowerPoint?**

1.

2.

3.

4.

5.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1.

2.

3.

**CONSENT CALENDAR ITEMS**

1.

2.

3.

4.

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

**PowerPoint?**

1.

2.

3.

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1.

2.

3.

4.

5.

**EXECUTIVE SESSION ITEMS**

1.

# March

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 6p Special Work Session (location: Heritage Center)	3 11:30a Lunch n' Learn (@ Tualatin Police Station 6:30p TLAC	4 12-4p Multi-Agency traffic team in Tualatin 1:15p Tualatin Historical Soc 7:00p ARB (if necessary)	5 7:30a Metro JPACT Meeting (Metro) 6:00pm – Counselor Maddux @ YAC meeting 6:45p Clackamas County C-4 Meeting @County Develop. Services Building	6 7:30a Chamber Networking Hosted by Broadway Rose Theater, 12850 SW Grant Ave. Tigard 10a 124th Ribbon Cutting	7
8	9 5:00p Work Session 7:00p Council/TDC Mtg	10 JPACT TRIP TO D.C. 6:00p TPARK	11 5:00p MPAC 6:30p Tualatin Tomorrow Vision Implementation Committee, Police Training Room 7:00p ARB (if necessary)	12 7:00p TPAC	13	14 11:00a Latino Community Services Fair at Library (Feria de Recursos Comunitarios)
15	16 NLC Conference (D.C.) Dan out	17 6:30p TAAC	18 Paul out	19 12p Friends of Library 5p Photography Show at Heritage Center	20 6:30p Police Awards Banquet (Senior Center)	21
22	23 Sherilyn out 5:00p Work Session 7:00p Council/TDC Mtg	24	25 5:00p Metro Policy Advisory Committee 7:00p ARB (if necessary)	26 11:30a Chamber Luncheon @ Country Club – State of the City Doug out	27	28
29	30 4:30p – CWS Durham Plant tour	31 6pm – Joint TTSD mtg.				

2009



# April

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			<b>1</b> 1:15p Tualatin Historical Soc	<b>2</b> 6:45p Clackamas County C-4 Meeting @County Develop. Services Building	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b> 6:30p TLAC	7:00p ARB (if necessary) <b>8</b> 5:00p Metro Policy Advisory Committee 6:30p Tualatin Tomorrow VIC Steering Committee Meeting, Council Chambers	<b>9</b> 7:00p TPAC	<b>10</b>	<b>11</b> Arbor Day Celebration (TBD) 10:00a.m. Easter Egg Hunt at Tualatin Community Park (Lion's Club)
<b>12</b>	<b>13</b>	<b>14</b> 6:00p TPARK	<b>15</b>	<b>16</b> 12p Friends of Library 7:00p Urban Renewal Advisory Committee, Council Chambers	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b> 6:30p TAAC	<b>22</b> 5:00p Metro Policy Advisory Committee 7:00p ARB (if necessary)	<b>23</b> 11:30a Chamber Luncheon @ Country Club (Celebrate Tualatin Volunteer Recognition)	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b> 7:00p ARB (if necessary)	<b>30</b> 5:30p – 8:00p Tualatin Tomorrow Community Event @ Meridian Park Hospital Education Center		
			7:00p ARB (if necessary)			

2009

# May

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					<b>1</b> 8:45am – 1:00pm YAC Project FRIENDS	<b>2</b>
<b>3</b>	<b>4</b>	<b>5</b> 6:30p TLAC	<b>6</b>	<b>7</b> 12p Friends of Library 6:45p Clackamas County C-4 Meeting @County Develop. Services Building	<b>8</b>	<b>9</b> 8:30a-4:00p Portland Model Power Boat Association at Lake at Tualatin Commons 10-2:00 Bulky Waste Day @ Allied in Wilsonville
<b>10</b>	<b>11</b> 5:00p Work Session - Budget Committee 7:00p Council/TDC Mtg	<b>12</b> 6:00p TPARK	<b>13</b> 5:00p Metro Policy Advisory Committee 6:30p Tualatin Tomorrow VIC Steering Committee Meeting, Council Chambers	<b>14</b> 7:00p TPAC	<b>15</b> Carina out	<b>16</b>
<b>17</b>	<b>18</b> Chamber Crawdaddy Open Time TBA 5p Budget Committee Carina out	<b>19</b> 6:30p TAAC	<b>20</b> 12:00p Core Area Parking District Board, Council Chambers	<b>21</b>	<b>22</b>	<b>23</b>
<b>24</b>	<b>25</b> Memorial Day Holiday CITY OFFICES CLOSED	<b>26</b> 5:00p Work Session 7:00p Council/TDC Mtg	<b>27</b> 5:00p Metro Policy Advisory Committee	<b>28</b> 11:30a Chamber Luncheon @ Country Club	<b>29</b>	<b>30</b> 10a-2p Spring Fling @ Tualatin Commons
<b>31</b>						

2009