



TUALATIN CITY COUNCIL

Monday, January 13, 2014

CITY COUNCIL CHAMBERS
18880 SW Martinazzi Avenue
Tualatin, OR 97062

EXECUTIVE SESSION begins at 4:30 p.m.
WORK SESSION begins at 5:00 p.m.
BUSINESS MEETING begins at 7:00 p.m.

Mayor Lou Ogden

Council President Monique Beikman

Councilor Wade Brooksby Councilor Frank Bubenik

Councilor Joelle Davis Councilor Nancy Grimes

Councilor Ed Truax

Welcome! By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, the City Council has specified a time for citizen comments on its agenda - *Item C*, following Announcements, at which time citizens may address the Council concerning any item not on the agenda with each speaker limited to three minutes, unless the time limit is extended by the Mayor with the consent of the Council.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City website at www.tualatinoregon.gov/meetings, the Library located at 18878 SW Martinazzi Avenue, and on file in the Office of the City Manager for public inspection. Any person with a question concerning any agenda item may call Administration at 503.691.3011 to make an inquiry concerning the nature of the item described on the agenda.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact Administration at 503.691.3011. Notification thirty-six (36) hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

Council meetings are televised *live* the day of the meeting through Washington County Cable Access Channel 28. The replay schedule for Council meetings can be found at www.tvctv.org. Council meetings can also be viewed by live *streaming video* on the day of the meeting at www.tualatinoregon.gov/meetings.

Your City government welcomes your interest and hopes you will attend the City of Tualatin Council meetings often.

PROCESS FOR LEGISLATIVE PUBLIC HEARINGS

A **legislative** public hearing is typically held on matters which affect the general welfare of the entire City rather than a specific piece of property.

1. Mayor opens the public hearing and identifies the subject.
2. A staff member presents the staff report.
3. Public testimony is taken.
4. Council then asks questions of staff, the applicant, or any member of the public who testified.
5. When the Council has finished questions, the Mayor closes the public hearing.
6. When the public hearing is closed, Council will then deliberate to a decision and a motion will be made to either *approve*, *deny*, or *continue* the public hearing.

PROCESS FOR QUASI-JUDICIAL PUBLIC HEARINGS

A **quasi-judicial** public hearing is typically held for annexations, planning district changes, conditional use permits, comprehensive plan changes, and appeals from subdivisions, partitions and architectural review.

1. Mayor opens the public hearing and identifies the case to be considered.
2. A staff member presents the staff report.
3. Public testimony is taken:
 - a) In support of the application
 - b) In opposition or neutral
4. Council then asks questions of staff, the applicant, or any member of the public who testified.
5. When Council has finished its questions, the Mayor closes the public hearing.
6. When the public hearing is closed, Council will then deliberate to a decision and a motion will be made to either *approve*, *approve with conditions*, or *deny the application*, or *continue* the public hearing.

TIME LIMITS FOR PUBLIC HEARINGS

The purpose of time limits on public hearing testimony is to provide all interested persons with an adequate opportunity to present and respond to testimony. All persons providing testimony **shall be limited to 3 minutes**, subject to the right of the Mayor to amend or waive the time limits.

EXECUTIVE SESSION INFORMATION

An Executive Session is a meeting of the City Council that is closed to the public to allow the City Council to discuss certain confidential matters. An Executive Session may be conducted as a separate meeting or as a portion of the regular Council meeting. No final decisions or actions may be made in Executive Session. In many, but not all, circumstances, members of the news media may attend an Executive Session.

The City Council may go into Executive Session for certain reasons specified by Oregon law. These reasons include, but are not limited to: ORS 192.660(2)(a) employment of personnel; ORS 192.660(2)(b) dismissal or discipline of personnel; ORS 192.660(2)(d) labor relations; ORS 192.660(2)(e) real property transactions; ORS 192.660(2)(f) information or records exempt by law from public inspection; ORS 192.660(2)(h) current litigation or litigation likely to be filed; and ORS 192.660(2)(i) employee performance of chief executive officer.



A. CALL TO ORDER
Pledge of Allegiance

B. ANNOUNCEMENTS

1. Honor Eagle Scout Justin Metschan-Baertlein
2. Tualatin Youth Advisory Council Update for January 2014
3. Centennial Public Art at Tualatin Public Library

C. CITIZEN COMMENTS

This section of the agenda allows citizens to address the Council regarding any issue not on the agenda. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will first ask staff, the public and Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 1) Items Removed from the Consent Agenda. The entire Consent Agenda, with the exception of items removed from the Consent Agenda to be discussed, is then voted upon by roll call under one motion.

1. Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of December 9, 2013.
2. Consideration of the Parks System Development Charge (SDC) Annual Report for Fiscal Year 2012/2013
3. Recommendations from the Council Committee on Advisory Appointments

E. SPECIAL REPORTS

1. Vision Action Network Update

F. ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be discussed individually at this time. The Mayor may impose a time limit on speakers addressing these issues.

G. COMMUNICATIONS FROM COUNCILORS

H. ADJOURNMENT

City Council Meeting

B. 1.

Meeting Date: 01/13/2014

ANNOUNCEMENTS: Honor Eagle Scout Justin Metschan-Baertlein

ANNOUNCEMENTS

Honor Eagle Scout Justin Metschan-Baertlein

SUMMARY

Tualatin High School senior Justin Metschan-Baertlein was awarded the honor of Eagle Scout in November for completing a project at Ibach Park. Justin's project included repairing weathered cedar on eight benches as well as rebuilding benches that were missing cedar slats. He removed all cedar slats on the benches and sanded and stained the wood. Several benches needed new slats milled to fit the original bench prototype. In addition, he cleaned and repainted the metal framework for the benches.

Justin contributed 163 hours to the bench project and he involved 20 volunteers from Troop 846 and the community of Tualatin. Justin solicited donations from local business and was grateful for the generous contributions from Lakeside Lumber, Grow Construction, Clark Lumber and Fred Meyer.

Eagle Scout Justin

Eagle Scout

Justin Metschan-Baertlein

Troop 846



- Refurbished and refinished 8 benches at Ibach Park including milling new lumber, sanding, staining and painting
- Recruited and guided 20 volunteers in the project
- Gave 163 hours over 45 days to complete the project
- Involved community businesses for donated materials (Lakeside Lumber, Grow Construction, Clark Lumber, Fred Meyer)

"This project interested me because it benefits a lot of families and children of all ages."

Thank you Justin!

City Council Meeting

B. 2.

Meeting Date: 01/13/2014

ANNOUNCEMENTS: Youth Advisory Council Update

ANNOUNCEMENTS

Tualatin Youth Advisory Council Update for January 2014

A. YAC Update



Council Update January 13, 2014

TUALATIN YOUTH ADVISORY COUNCIL

YAC Holiday Party



Tualatin YAC – Youth Participating in Governance

Project F.R.I.E.N.D.S

- Day long anti-bullying workshop for Tualatin 5th graders
- Bridgeport, Byrom, and Tualatin Elementary
- All curriculum is currently being revised and updated
- Hope to hold workshop in April/ May 2014



Project F.R.I.E.N.D.S

- Research current best practices in bullying prevention
- Develop goals for workshop
- Review existing lesson plans
- Adapt/rewrite to meet goals



Tualatin YAC – Youth Participating in Governance

City Council Meeting

B. 3.

Meeting Date: 01/13/2014

ANNOUNCEMENTS: Centennial Public Art at Tualatin Public Library

ANNOUNCEMENTS

Centennial Public Art at Tualatin Public Library

Centennial Public Art Presentation

Centennial Public Art Tualatin Public Library

"Dynamic Continuum"

by

Lynn Adamo



Centennial Public Art

- RFP issued in May 2013 for public art at the Tualatin Public Library and Tualatin Commons Park to commemorate Tualatin's Centennial
 - 13 member Centennial Public Art Selection Committee formed
 - Council approved the Committee's recommendation to commission Lynn Adamo for the Library Project
-

Centennial Public Art

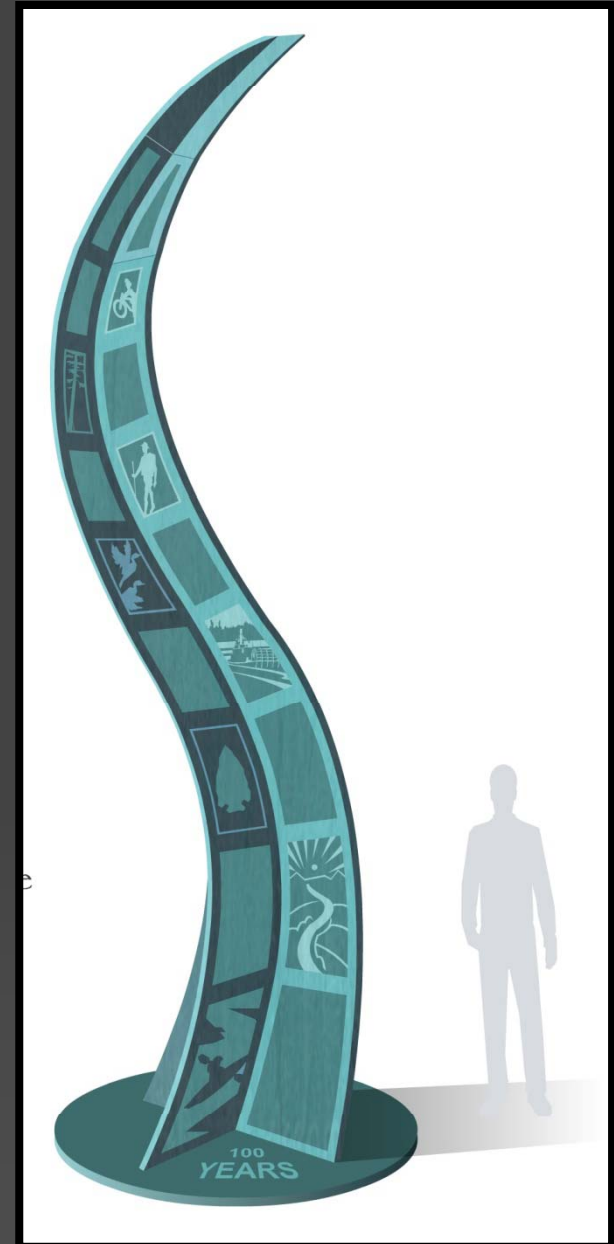
- Artwork installed December 20, 2013
 - Artist reception held today at 4:00 pm officiated by Councilor Bubenik and Mayor Ogden
 - The Centennial 20 ft. steel sculpture to be installed at Tualatin Commons Park will be completed by March 2014
-

Dynamic Continuum



Centennial Public Art

- Commission for 20 ft. steel sculpture being installed at Tuālatin Commons Park will be completed by March 2014





STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos

FROM: Nicole Morris, Deputy City Recorder

DATE: 01/13/2014

SUBJECT: Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of December 9, 2013.

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the City Council Work Session and Regular Meeting of December 9, 2013.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: [City Council Work Session Minutes of December 9, 2013](#)
[City Council Meeting Minutes of December 9, 2013](#)



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR DECEMBER 9, 2013

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

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker; Assistant City Manager Alice Rouyer; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Associate Planner Cindy Hahn; Engineering Manager Kaaren Hofmann; Maintenance Services Division Manager Clayton Reynolds; Management Analyst Ben Bryant; Public Works Director Jerry Postema

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:00 p.m.

1. **2015-2019 Capital Improvement Plan**

Engineering Manager Kaaren Hofmann and Assistant City Manager Alice Cannon presented the 2015-2019 Capital Improvement Plan (CIP). The purpose of the plan is to create an overall picture of the City's infrastructure systems and long range plan. The CIP coordinates projects and purchases greater than \$10,000 which fall into five categories including utilities, facilities and equipment, parks and recreation, and transportation. The CIP evaluates needs, prioritizes schedules, and alternate financial capacity in annual budgets. Manager Hofmann presented the project summary by category for the next five years.

Councilor Grimes asked if the \$80,000 set aside for Neighborhood Transportation Solutions is covering all requested projects. Manager Hofmann stated this year's dollars are fully committed and no projects were turned away.

Councilor Davis asked about the process for requesting Neighborhood Transportation Solutions. Manager Hofmann noted information is available on the city's website and anyone can request a project.

Councilor Truax would like to see the 105th/Blake Street design project moved up on list. Mayor Ogden and Councilor Davis concurred.

Manager Hoffman presented a sample project worksheet. She noted each project has a worksheet that lists specific information including funding sources and descriptions. Projects to be included in the FY 14/15 budget were reviewed. Next steps include the final CIP being distributed and inclusions in the FY 14/15 budget.

Mayor Ogden presented concern with the Police Department roof needing

replacement.

Mayor Ogden presented concerns regarding how the general fund is being affected by these projects. He would like to see a sinking fund for CIP projects put in place. City Manager Lombos explained that options for a sinking fund will be presented during the budget cycle.

2. *Linking Tualatin – Draft Code Amendments*

Associate Planner Cindy Hahn, Planning Manager Aquilla Hurd-Ravich, and Assistant City Manager Alice Cannon presented draft amendments to the Industrial Business Park overlay. Associate Planner Hahn presented background on the Linking Tualatin Plan including its adoption and actions for implementation. Tonight's discussion will focus on preparing code changes which will allow greater flexibility and support transit use. The purpose of the Industrial Business Park overlay is to recognize and accommodate the changing industrial commercial marketplace by allowing small scale mixed uses through the Architectural Review process. Associate Planner Hahn stated possible code changes will allow additional flexibility by making minor modifications to the standards for the overlay. The intent of these changes is to provide mixed uses that support employees in these areas.

Planner Hahn presented possible code amendments including expanded permitted uses, removing minimum site size thresholds, simplification of mixed use percentages, and limiting 80 foot setbacks to retail on SW Tualatin-Sherwood Road and from residential districts. Next steps include returning to the Planning Commission for recommendations on the Plan Text Amendment (PTA) in January. Those recommendations will be presented to Council at a public hearing in February.

Councilor Davis asked about allowing drive-up windows in this overlay district. Planner Hahn stated the language does not specify the use of drive-ups. Planning Manager Hurd-Ravich said staff could look into drive-up windows as a conditional use for the area.

Councilor Truax asked about past conversations protecting industrial land for industrial uses only. Assistant City Manager Cannon stated it is a matter of balancing industrial land with the needs of the employees who work in these areas. She noted when the amendments are prepared staff will research past conversations regarding the industrial areas and bring the information back.

3. *Medical Marijuana Dispensaries*

Deputy City Manager Sara Singer presented background information on HB 3460 regarding Medical Marijuana Dispensaries. She noted the Oregon Health Authority (OHA) will have rules in place to license and regulate dispensaries by January 31, 2014 and applications will be accepted starting March 1, 2014. Options for regulating dispensaries in the city were presented.

Mayor Ogden stated last spring he attended a League of Oregon Cities board meeting where there was discussion regarding medical marijuana dispensaries. It was mentioned that several cities had banned dispensaries through the business

license process. He then brought this information back to work session and at that time there was Council support to proceed with banning dispensaries. Mayor Ogden asked the Council if there is a desire to ban dispensaries or how the Council would like to go about regulating them.

Councilor Davis stated she would like to see the Council regulate dispensaries through the zoning process. She believes that the city could make the zoning regulations complex enough that it would be more appealing for dispensaries to locate elsewhere.

Councilor Davis asked about placing a moratorium on dispensaries until the Council can put zoning restrictions in place. She expressed the City should not rush the process, and a moratorium could allow more time to examine the issues. City Attorney Sean Brady stated that the Council could go through the Plan Text Amendment (PTA) process to put a moratorium in place or go thru the business license process.

Council gave direction to proceed with researching the process for adopting a temporary moratorium to allow council time to look at other options for regulating medical marijuana dispensaries.

4. *Crawfish Festival*

Community Services Director Paul Hennon briefed the Council on the transition of management for the Crawfish Festival. He noted recruitment of a new management entity is underway. Two proposals have been received and interviews for interested parties will be held this week. The first party, Class Act, proposed minor program enhancements, similar in-kind resources from the city, and a first right of refusal after three years. The second party, Social Media NW, proposed major program enhancements, larger in-kind resources and financial backing from the city, and a five year contract. He noted the intent of the interviewing committee is to authorize an agreement by the end of the year.

City Manager Lombos asked the Council if they were interested in keeping funding and in-kind services at the same level or if there was interest in increasing funding. Council consensus was to hear specifics on where the funding would be going before making a decision.

5. *Tualatin Tomorrow*

Deputy City Manager Sara Singer updated the Council on the Tualatin Tomorrow Vision and Strategic Action Plan update. She provided information on the process, upcoming public involvement events and the next steps for plan adoption. The project was organized into three phases and the committee is at the end of phase two. The Community Priorities Survey will be open until January 6th and will be followed by a Community Forum held on January 29th. The updated Vision Action Plan will come back to Council in February for adoption.

6. *Council Meeting Agenda Review, Communications & Roundtable.*

ADJOURNMENT

The work session adjourned at 6:46 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Lou Ogden, Mayor



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR DECEMBER 9, 2013

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

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker; Assistant City Manager Alice Rouyer; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Parks and Recreation Manager Carl Switzer; Engineer Associate Tony Doran; Public Works Director Jerry Postema

A. CALL TO ORDER Pledge of Allegiance

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

The Pledge of Allegiance was led by Boy Scout Pack 35 from Byrom Elementary School.

B. ANNOUNCEMENTS

1. YAC Report for December 2013

Members of the Youth Advisory Council (YAC) presented a PowerPoint on their latest activities and upcoming events. YAC members attended the National League of Cities Conference. While there they attended several workshops and youth delegate forums. YAC returned with several recommendations including expansion of youth opportunities in local government and the opportunity to host a youth and elected official roundtable. YAC participated in the Starry Nights and Holiday Lights event held on December 6th.

2. Swearing-in of Police Officer Graham Adcox

Police Chief Kent Barker introduced Police Officer Graham Adcox.

Chief Barker swore in Police Officer Adcox. Police Officer Adcox's fiancée pinned his badge. Council then welcomed him.

3. New Employee Introduction: Frank Butler, Network Administrator

Information Services Manager Lance Harris introduced Frank Butler, Network Administrator. The Council welcomed him.

4. Announcing the Centennial Celebration Time Capsule Placement Ceremony

Parks and Recreation Manager Carl Switzer announced the Centennial Time Capsule Placement ceremony. The capsule will be placed on Thursday, December 19, 2013 at noon outside the Tualatin Heritage Center. The capsule will be buried for 50 years and opened during Tualatin's Sesquicentennial.

C. **CITIZEN COMMENTS**

This section of the agenda allows citizens to address the Council regarding any issue not on the agenda. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.

Cyndy Hillier thanked the Council on behalf of Tualatin Together for their time spent researching and looking into the issues around medical marijuana dispensaries. She presented facts regarding the negative effects of dispensaries on communities.

Peggy Swan addressed the Council regarding what her rights are for dealing with loud music. Mayor Ogden directed her to contact the Code Enforcement Officer.

Stephen Titus spoke to concerns he had with projects listed in the Capital Improvement Plan including the roof replacement on the police station and the cost of the signal at Teton Avenue. He also asked the Council to use consideration with the Industrial Park overlay in areas where it will abut residential zones.

D. **CONSENT AGENDA**

The Consent Agenda will be enacted with one vote. The Mayor will first ask staff, the public and Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 1) Items Removed from the Consent Agenda. The entire Consent Agenda, with the exception of items removed from the Consent Agenda to be discussed, is then voted upon by roll call under one motion.

MOTION by Councilor Nancy Grimes, SECONDED by Councilor Joelle Davis to approve the consent agenda.

Vote: 7 - 0 MOTION CARRIED

1. Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of November 25, 2013.
2. **Resolution No. 5176-13** Authorizing a Revocable Permit to allow the Living Savior Lutheran Church a Wall, Pavers, and Landscaping in a Public Sanitary Sewer Easement.
3. Consideration of Approval of a New Liquor License Application for Perfect Pizza Company Tualatin.

E. GENERAL BUSINESS

1. Consideration of **Ordinance No. 1363-13** Amending the Tualatin Development Code (TDC) Chapter 40 Low Density Residential Planning District (RL) to Include Chicken Keeping as a Permitted Use; and Amending TDC 40.020 (PTA-13-02).
SECOND READING.

MOTION by Council President Monique Beikman, SECONDED by Councilor Joelle Davis for second reading by title only.

Vote: 6 - 1 MOTION CARRIED

Nay: Councilor Ed Truax

MOTION by Council President Monique Beikman, SECONDED by Councilor Joelle Davis to adopt Ordinance No. 1363-13 amending the Tualatin Development Code (TDC) Chapter 40 Low Density Residential Planning District (RL) to include chicken keeping as a permitted use; and amending TDC 40.020 (PTA-13-02).

Vote: 6 - 1 MOTION CARRIED

Nay: Councilor Ed Truax

2. Consideration of **Ordinance No. 1365-13** Amending the Tualatin Municipal Code (TMC) Chapter 1-04-020 Establishing the Regular Meetings of the City Council

City Manager Lombos stated section 13 of the City's Charter requires the Council to hold a regular meeting at least once a month. The Tualatin Municipal Code Chapter 1-04 then requires the City Council to pass a resolution each year at the first meeting in January to establish meeting dates for the Council and the Architectural Review Board. The code currently reads the resolution must be posted at least 15 days prior to the next regular meeting. Because the Council meets every 14 days, the City is unable to comply with the ordinance as written. The proposed ordinance offers amendments to fit current meeting practices.

MOTION by Council President Monique Beikman, SECONDED by Councilor Nancy Grimes to first reading by title only.

Vote: 7 - 0 MOTION CARRIED

MOTION by Council President Monique Beikman, SECONDED by Councilor Nancy Grimes for second reading by title only.

Vote: 7 - 0 MOTION CARRIED

MOTION by Council President Monique Beikman, SECONDED by Councilor Nancy Grimes to adopt Ordinance No. 1365-13 amending the Tualatin Municipal Code (TMC) Chapter 1-04-020 establishing the regular meetings of the City Council.

Vote: 7 - 0 MOTION CARRIED

F. ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be discussed individually at this time. The Mayor may impose a time limit on speakers addressing these issues.

G. COMMUNICATIONS FROM COUNCILORS

H. ADJOURNMENT

Mayor Ogden adjourned the meeting at 7:32 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Lou Ogden, Mayor



STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos

FROM: Becky Savino, Program Coordinator
Paul Hennon, Community Services Director

DATE: 01/13/2014

SUBJECT: Consideration of the Parks System Development Charge (SDC) Annual Report for Fiscal Year 2012/2013

ISSUE BEFORE THE COUNCIL:

The Council will review the Parks System Development Charge (Parks SDC) report for Fiscal Year 2012/2013 and consider staff recommendations.

RECOMMENDATION:

- Staff respectively recommends that Council accept the attached report including the recommendation that the Community Services Director continue to monitor issues that may arise and review their impact on the Parks SDC legislation or fee, and update the Parks and Recreation Master Plan as soon as is practical.
- No changes to the SDC ordinance or Park SDC methodology, procedures, or fees are recommended at this time.

EXECUTIVE SUMMARY:

- Council established the current Parks SDC by adopting Ordinance 833-91 in 1991. The attached report fulfills the requirement of ORS 223.311 to provide an annual accounting of the Parks SDC and to recommend any changes to the SDC ordinance.
- In Fiscal Year 2012/2013, \$647,110.08 was collected, including \$644,092.00 in Parks SDC fees and \$3,018.08 in interest. No credits or installment payments were authorized.
- Expenditures on qualified park system improvements totaled \$41,190.95. The specific improvements are listed on page 2 of the attached report.

FINANCIAL IMPLICATIONS:

The Parks SDC beginning fund balance, revenues and expenditures are budgeted in the Park Development Fund (Fund 36).

Attachments: [Fiscal Year 2012/2013 Parks SDC Report](#)

PARKS SYSTEM DEVELOPMENT CHARGE (Parks SDC) ANNUAL REPORT FISCAL YEAR 2012/2013

Introduction

The Parks System Development Charge (Parks SDC) consists of an “improvement fee” that covers the cost of new capacity to meet the demands of new development, based on adopted standards and a capital improvement list. The Parks SDC does not include a “reimbursement fee” since the park system does not include any excess capacity that would be used by new development. The fee is charged per new residential dwelling unit.

Council approved the original Parks SDC in 1984 by adoption of Ordinance 655-84. In 1989 the Legislature enacted House Bill 3224 requiring local governments to meet specific statutory requirements and that system development charges be based upon past and future capital improvements to the system for which it is being collected. In 1991, Council adopted Ordinance 833-91 to repeal the original ordinance and bring the City in compliance with ORS 223.297 through 223.314 (System Development Charges). The fee established in the new ordinance went into effect on July 1, 1991.

In January 2004, Council authorized two actions affecting the Parks SDC. First, by adoption of Resolution 4192-04, the 1991 fee was adjusted to present value by applying an adjustment factor consisting of indexes for both land and construction. The second action taken by Council in January 2004, by adoption of Ordinance 1154-04, was to establish an annual adjustment factor indexing both land and construction costs to enable the Parks SDC to have the purchasing power to pay for park projects it is intended to fund. These changes have been incorporated into the Tualatin Municipal Code, Chapter 2-6, System Development Charges.

Purpose

The purpose of this report is to fulfill the requirements of ORS 223.311, which requires an annual accounting of Park SDC's be performed, and to recommend any changes in the Parks SDC as adopted by the City of Tualatin.

Revenue

During the period covered by this report (July 1, 2012 to June 30, 2013), the City of Tualatin collected \$647,110.08 in Parks SDC fees and interest on the fee income (\$644,092.00 in fees and \$3,018.08 in interest).

Credits

No credits were authorized.

Installment Payment Agreements

No installment payment agreements were authorized.

Expenditures

Parks SDC funds were used in the following projects in Fiscal Year 2012/2013.

<u>Project Description</u>	<u>Parks SDC Amount</u>
1. Tualatin River Greenway acquisition: 11605 SW Hazelbrook Rd.	27,300.95
2. Pathway Concrete Testing Tualatin River Greenway at Juanita Pohl Center	200.00
3. Transfer to General Fund Costs associated with management of Parks SDC	13,690.00
Total Expenditures	41,190.95

Recommendation

It is recommended the Community Services Director continue to monitor issues that may arise and review their impact on the Parks SDC legislation or fee, and update the Parks and Recreation Master Plan as soon as is practical.

No changes to the methodology, procedures, or fees for the Parks SDC are recommended at this time.



STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos

FROM: Nicole Morris, Deputy City Recorder

DATE: 01/13/2014

SUBJECT: Recommendations from the Council Committee on Advisory Appointments

ISSUE BEFORE THE COUNCIL:

Consideration of re-appointments to the Library Advisory Committee, Budget Committee, and the Core Area Parking District Board.

RECOMMENDATION:

Staff recommends the City Council approve the recommendations from the Council Committee on Advisory Appointments (CCAA) and appoint the below listed individuals.

EXECUTIVE SUMMARY:

The Council Committee on Advisory Appointments met and interviewed citizens interested in participating on City advisory committees and boards. The Committee recommends reappointing the following individuals:

<i>Individuals</i>	<i>Board</i>	<i>Term</i>
Thea Wood	Tualatin Library Advisory Committee	Reappointment Term Expiring 10/31/16
Terri Ward	Tualatin Budget Committee	Reappointment Term Expiring 12/31/16
Ryan Miller	Core Area Parking District Board	Reappointment Term Expiring 12/31/16
John Howorth	Core Area Parking District Board	Reappointment Term Expiring 12/31/16

Attachments: