



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR APRIL
14, 2014

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 Cannon; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Engineering Manager Kaaren Hofmann

CALL TO ORDER

Council President Monique Beikman called the meeting to order at 5:06 p.m.

1. ***Neighborhood Parking Permit Program.***

Police Chief Kent Barker presented background information on parking permits in the City. The Council adopted an ordinance allowing the establishment of parking zones back in 2005. This stemmed from citizen complaints that students were parking and then loitering, littering, and vandalizing the neighborhoods closest to the high school. Implementation of this program went smoothly and 65 permits were issued. Parking in the area is currently a non-issue.

Councilor Grimes asked if a fee was required to receive a permit. Chief Barker stated no fee was implemented, permits were issued on a application basis, and were good for three years.

City Manager Lombos stated this information was brought forward at the request of the Council and requested direction.

Councilor Brooksby asked how many complaints had been received. City Manager Lombos stated several complaints had been received from residents in the neighborhoods surrounding Stafford Hills Racquet Club.

Councilor Truax noted Stafford Hills management had spoken to staff about parking in near by residential areas and that had appeared to ease parking problems in the neighborhoods. He is now content waiting to see if it becomes an issue in the future. If it does he would like to be able to react to the situation quickly.

Councilor Davis agreed with waiting to take action. If action is required she would then like to see staff come forward with solutions.

Councilor Grimes will address parking concerns at the neighborhood's next Citizen Involvement Organization meeting.

2. *Mohave Court Zoning Discussion.*

Planning Manager Aquilla Hurd-Ravich identified the Mohave Court Area as a section of town located south of Tualatin-Sherwood Road and west of Boones Ferry. Part of the area is part of the Urban Renewal District and is made up of Blocks 28 and 29. The underlying Planning District is Light Manufacturing (ML), the Urban Renewal District allows for commercial uses in General Commercial (CG). Manager Hurd-Ravich noted this area is in transition as can be seen by the number of requests for Central Commercial (CC) uses in the area. There is currently a mix of uses in the area and the 2005 Town Center Plan identified the need to rezone the area to CG.

Planning Manager Hurd-Ravich presented rezoning options including: rezoning the area as CG, adding specific permitted uses to the Urban Renewal Blocks 28 & 29, and/or allowing all commercial uses permitted in CG and CC planning districts. The first option would incorporate the 2005 Town Center suggestion which could create non-conforming uses and potential new traffic impacts. The second option would identify specific additional uses, could help control potential traffic impacts, and would create another layer of land use to the area. A new option will become available in April when small-scale mixed uses will be permitted based on an Ordinance that Council passed. This option would eliminate the need to have mixed industrial uses.

Councilor Brooksby asked if business owners had been consulted on the proposed options. Manager Hurd-Ravich responded that staff met with property owners to vet the options presented.

Mayor Ogden entered the meeting at 5:30 p.m.

Mayor Ogden asked about uses not allowed in the CC area and what rezoning the area would accomplish. Manager Hurd-Ravich stated rezoning would allow for more small scale retail uses in the area. Mayor Ogden would like the area rezoned CC with limits on size and scale.

Council President Beikman would like a comprehensive study completed for the area so that it is done right the first time.

Councilor Davis likes the concept of rezoning the area and having restrictions on the size and scale of businesses.

Council President Beikman asked what businesses are currently non-conforming. Manager Hurd-Ravich responded the dance school and the doggy day care. Council President Beikman asked how they became non-conforming. Planning Manager Hurd-Ravich stated changes to the code in 2005 made them non-conforming.

Mayor Ogden would like to see the area rezoned as soon as possible.

Council President Beikman expressed concern about the unintended consequences of not looking at the entire area comprehensively.

Councilor Davis stated the area is pedestrian friendly and has well established

parking. She believes rezoning now is a good opportunity to fix some of the non-conforming issues in the area and move towards a comprehensive study in the future.

Mayor Ogden asked if it was possible to limit the scale of businesses in the area. Manager Hurd-Ravich stated it is possible.

Councilor Truax would like to take a market driven approach to rezoning the area.

Mayor Ogden would like the entire area CC and restrict uses not wanted in the area, as well as scale the scope of uses for traffic purposes.

Consensus amongst the Council was to move forward with rezoning the area CC and restrict certain uses based on scale.

3. *Update on City Parking Lots and Seneca Street.*

Deputy City Manager Sara Singer and Engineering Manager Kaaren Hoffman updated the Council on the redesign of the City parking lot and Seneca Street extension. Deputy City Manager Singer recapped the goals of the parking lot redesign including maximizing the number of parking spaces, pedestrian safety, and enhanced circulation. The current site has 103 parking spaces, the new site will have 107 parking spaces. Public outreach has been conducted and concerns from the public included too narrow drive aisles and a lack of a mid-block crossing on Seneca Street. Manager Hofmann stated a shared parking agreement has been negotiated with the property owner for additional parking spaces. She also noted that drive aisles will be extended to 20-22 feet wide.

Council President Beikman asked if the Core Area Parking District Board's suggestions regarding angled spaces were considered. Manager Hofmann stated that angled parking would decrease the number of spaces by 9.

Deputy City Manager Singer shared drawings for the proposed parking design and traffic signal.

Councilor Grimes expressed concerns with the proposed placement of the pedestrian path. Manager Hofmann explained the constraints of relocating the crossing.

Mayor Ogden asked if a bright crosswalk could be put in place to prevent people from trying to cross in non-designated areas. Manager Hofmann explained there is not enough space to put one in that would allow vehicles a safe stopping distance.

Councilor Davis asked if a raised crosswalk could be put in to help with traffic calming. Manager Hoffman noted a raised crosswalk has been proposed for the area.

4. Civic Facilities Study.

Deputy City Manager Sara Singer presented the proposal for a Civic Facilities Study. She stated the need for a Civic Facilities Study arose as part of the discussion of the realignment of Seneca Street and the impacts to the Council Building, as well as during the Tualatin Tomorrow Vision Plan update. The project approach includes completing a needs assessment, facilities evaluation, options analysis, and then making recommendations. Throughout all of the steps public involvement will be conducted. The project goal is to help the City plan for future facilities for the organization and the community. The study will allow the City to plan for future capital expenditures and inform the community about capital needs. Deputy City Manager Singer covered the proposed scope of the project and the schedule. The budget for this project will vary based on the final scope and consultants responses to the RFP, but is expected to be from \$65,000-\$85,000.

City Manager Lombos asked what the Council would like to be included in the scope.

Mayor Ogden would like to consider the proximity of the City facilities to the rest of the community, both residential and commercial. He would also like to know if acquiring property outside of what the City owns would be a option.

Council President Beikman would like to study the possibility of having County offices located in the same vicinity.

Councilor Davis would like to see the facility located in the downtown area. She is also interested in pursuing County of State offices in the same building.

Mayor Ogden asked about the public involvement strategy. Deputy City Manager Singer stated next steps for the study would be to complete the RFP and City staff would work together with the consultant to determine the public involvement plan.

Mayor Ogden expressed concerns about monies being spent on consultants. City Manager Lombos stated City staff has done a great job of managing resources between staff and consultants to keep overall cost of the consultants down.

City Manager Lombos noted the expenditure for this study will be reflected in the 14/15 budget.


5. Council Meeting Agenda Review, Communications & Roundtable.


Councilor Bubenik attended the Washington County Policy Advisory Board (PAB) meeting where the board voted to adopt the Community Development Block Grant awards. He also requested a discussion be added to a upcoming work session regarding a new non-profit in the area seeking a credit for water for growing community gardens and then donating produce to food pantries.

ADJOURNMENT

The work session adjourned at 6:51 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: Nicole Morris, Deputy City Recorder

DATE: 04/28/2014

SUBJECT: Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of April 14, 2014 and the Special Work Session of April 15, 2014

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the City Council Work Session and Regular Meeting of April 14, 2014 and the Special Work Session of April 15, 2014.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes of April 14, 2014
City Council Meeting Minutes of April 14, 2014
Special Work Session Minutes of April 15, 2014