



Present: Mayor Lou Ogden; Councilor Frank Bubenik; Council President Joelle Davis; Councilor Nancy Grimes; Councilor Paul Morrison; Councilor Jeff DeHaan; Councilor Robert Kellogg

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele; Finance Director Don Hudson; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Parks and Recreation Manager Rich Mueller; City Engineer Jeff Fuchs; IS Director Bates Russell; Management Analyst II Garet Prior; Parks and Recreation Director Ross Hoover

## CALL TO ORDER

Mayor Ogden called the meeting to order at 5:01 p.m.

### 1. ***Parks & Recreation Master Plan.***

Parks and Recreation Director Ross Hoover, MIG Consultant Cindy Mendoza, and Community Attributes Consultant Michaela Jellicoe presented parks funding and system development charge (SDC) methodology. Director Hoover presented the Parks and Recreation Master Plan process to date. He noted they are currently in the funding and action plan phase. Consultant Mendoza spoke to two types of funding: capital and operations. Capital funding projects cover new construction, expansion, renovation, or replacement projects for existing parks and facilities. Operating funds cover ongoing services such as maintenance and programming. She spoke to restrictions of funding sources. Consultant Mendoza presented potential funding sources including property taxes, charges for service, parks SDCs, transient lodging tax, bonds, and grants. She noted funding amount from any of these sources may be limited. Consultant Mendoza stated because the city already uses a few of these sources, increasing existing sources such as SDCs will be need to secure grants and pursue bonds or equity partners.

Consultant Jellicoe presented an overview on SDCs. She presented three reasons why governments charges SDCs: revenue, policy, and quality of life. A brief overview of the SDC process was presented. It was noted the city is currently in the 90 day public notification period. Consultant Jellicoe reviewed state law for SDCs. She stated SDCs can be used to pay for improvement fees, reimbursement fees, and costs of complying with regulations. It was noted they cannot be used for operations or maintenance costs.

Consultant Jellicoe presented the SDC calculation methodology. The growth forecast including population and employment where discussed as it provides the equivalent population. The methodology for determining the current park level of service ratio, park cost per acre, park cost per equivalent person, adjustment per

equivalent person, and net cost per equivalent person were reviewed. The total Park SDC per unit of development was presented. The residential rate per dwelling unit was \$13,373 and the nonresidential rate per square foot was \$2.67. Consultant Jellicoe then proceed to share residential and nonresidential rate comparisons for surrounding cities.

Director Hoover presented next steps for the plan. He stated a public draft master plan would be available to the public in September for the review period.

Councilor DeHaan asked where the methodology came from. Consultant Jellicoe stated state law outlines the methodology and it allows for it to be customized to each city. She noted this a standard methodology that is common to the region and has been adjusted to Tualatin.

Councilor Bubenik asked if the estimated population includes anticipated housing in Basalt Creek and Sagert Farms. Consultant Mendoza stated the number was provided by the City's Planning Department and includes housing development. Councilor Bubenik asked if that includes the Stafford Area. Consultant Mendoza stated if they come into Tualatin the numbers would have to be adjusted. Consultant Jellicoe added population numbers should be adjusted every ten years.

Councilor Kellogg asked if the methodology is adopted by ordinance so the rates could be reviewed annually. City Manager Lombos stated most recently methodology has been adopted by ordinance and fee set by resolution.

Councilor Kellogg asked about the difference in this methodology vs what Portland uses. Consultant Jellicoe stated Portland's methodology is based on a level of service and the dollar of investment per person.

Councilor Morrison asked how many acres of buildable residential land is left in Tualatin. City Manager Lombos stated staff will follow-up on the number. Councilor Morrison stated he is concerned with the population growth that was provided. He believes that will change with the Basalt Creek area. He also noted he is concerned with the methodology and the numbers presented. He spoke to concerns with placing projects in the CIP and the ability to fund those. Consultant Mendoza stated the advisory committee strongly pushed to enhance current levels of service. She noted SDCs won't be able to cover those costs so the remaining funding would have to come from the CIP. She spoke to the numbers and noted projects that were listed as aspirational where removed from SDC calculations.

Council President Davis stated she is concerned with the maintenance of expanding services when it is currently a struggle to maintain the items the city currently has. She wants to be mindful of maintenance costs as the city moves through this process. Director Hoover stated ongoing costs are considered and noted in the alternative funding sources. City Manager Lombos stated a Parks Utility Fee was previously discussed when the feasibility study was done for a recreation facility.

Mayor Ogden asked if this plan assumes all new land would be acquired through SDCs. Director Hoover stated it could be funded by SDCs and other potential sources. Mayor Ogden asked for clarifications on how much land was currently purchased with SDC funding and the number in the CIP. He believes this numbers

should be half of what it is showing. He additionally asked for what other funding sources besides SDCs has been used in the past. Consultant Mendoza stated the calculations presented are the maximum amounts you can charge based of acreage.

Mayor Ogden asked if the methodology is included in the draft plan. Consultant Mendoza stated the methodology is separate from the master plan.

Mayor Ogden stated he is not comfortable with the methodology and numbers as presented and would like to have further discussions on the subject.

Councilor Morrison asked for the service level ratios for surrounding cities.

Councilor Bubenik would like to further discuss rate comparisons. He noted he is interested in pursuing a nonresidential rate. He would also like to explore the city having separate rate categories similar to Wilsonville.

Director Hoover noted further discussion on the topic would be brought back to the September 10 council work session.

## **2. *Letters of Support for Enhanced Shuttle Service.***

Management Analyst Garet Prior presented letters of support for Washington County and Clackamas County applications to the Statewide Transportation Improvement Fund (STIF) FY19-FY21 Regional Coordination Program. He noted the funds will help to support and enhance last mile shuttle service in Tualatin. Staff should hear back mid-September if the funds were awarded.

Council consensus was reached to send the letters of support.

## **3. *Tualatin Moving Forward Update.***

Assistant City Manager Tanya Williams presented an update on the transportation funding measure: Tualatin Moving Forward. Manager Williams shared the communications goals for the project that include transparency and communication, engagement, and sharing of progress. She stated they are using a two way approach for public information. Messaging and communication tools for the project were shared.

Council President David stated people are loving the thought that has gone into this project and the continued level of attention it is receiving.

Public Works Director Jeff Fuchs spoke to the fast tract projects on the plan that will be completed before 2019. He stated project sites include 115<sup>th</sup> Ave from Tualatin Road to Hazelbrook Road, Avery Street between Boones Ferry Road and Martinazzi Ave, Ibach and Sagert Street pedestrian crossings, and Siletz Drive at Boones Ferry Road. He noted they are working on a Safe Routes to Schools Grant Application for the Garden Corner Curves project. In addition to projects they are working on finalizing the Program Manager Request for Proposal (RFP).

Councilor Kellogg stated speeding on Siletz Drive is a concern and he would like to

see additional money used for a sign in that location.

Finance Director Don Hudson stated staff is working on the sale of the bonds since the election. He stated on July 19 staff met with Moody's Investors Services where they affirmed the cities Aa1 rating. During the meeting they spoke to the cities robust financial position, low debt levels, large tax base, and strong diversified economy. Director Hudson stated on August 8 the bond sale was held and sold for \$23.7 million, \$20 million for the bonds and \$3.7 for refunding of old bonds, at a net interest cost of 2.65%. He added the bonds sold at a premium which netted additional dollars for the projects. The first years increase in the tax levy will be \$0.41 instead of the estimated \$0.50.

Mayor Ogden asked what the premium ended up being. Director Hudson stated it was \$2 million.

Councilor Kellogg asked what the debt load was with the refunding of the other bonds. Director Hudson stated the net levy is the same over a ten year period.

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

Council President Davis asked if the Council would be interested in discussing a resolution of support for the Metro Affordable Housing Measure. Council consensus was reached to have the discussion at the next work session.

Councilor Bubenik stated the Policy Advisory Board (PAB) met last week where it was discussed that the City of Banks put a stop on all residential development because they are out of water resources.

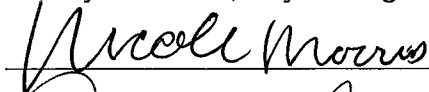
Councilor Bubenik stated Washington County has a program for Veteran's to help with housing improvements up to \$10,000.

Councilor Kellogg thanked the Tualatin High School football team for removing the invasive plants from a local park.

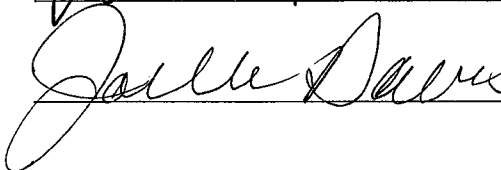
**ADJOURNMENT**

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

Sherilyn Lombos, City Manager



/ Nicole Morris, Recording Secretary



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Lou Ogden, Mayor PRO TEM