



Present Mayor Frank Bubenik, Council President Joelle Davis; Councilor Nancy Grimes, Councilor Paul Morrison; Councilor Robert Kellogg, Councilor Maria Reyes, Councilor Bridget Brooks

Staff City Manager Sherilyn Lombos, City Attorney Sean Brady, Police Chief Bill Steele,
Present Planning Manager Aquilla Hurd-Ravich, Deputy City Recorder Nicole Morris; Maintenance Services Division Manager Clayton Reynolds; Assistant to the City Manager Tanya Williams; Economic Development Manager Jonathan Taylor, City Engineer Jeff Fuchs; Planning Manager Steve Koper

CALL TO ORDER

Mayor Bubenik called the meeting to order at 5 03 p m

1. *Tualatin Moving Forward Update.*

Public Works Director Jeff Fuchs and Assistant to the City Manager Tanya Williams presented the quarterly report for the Tualatin Moving Forward transportation bond program Director Fuchs recapped what was promised as part of the program including congestion relief, neighborhood safety, access to schools, defined projects, completed projects in 3-5 years, and geographic distribution The initial fast track projects for the program were briefly reviewed and included 115 Ave from Tualatin Road to Hazelbrook Road, Avery Street from Boones Ferry Road to Martinazzi Ave, Ibach Street at Ibach Park, Sagert Street at Atfalati Park, and Boones Ferry Road at Siletz Drive. He stated all the projects will be finished by early 2019 Manager Williams presented the scorecard staff is using to track all of the projects She spoke to project specific outreach and completion celebrations. Manager Williams shared the project suggestion card (available in English and Spanish) that is available on the city's website and at the city offices.

Director Fuchs stated staff has brought on board Murray Smith and Associates as the Program Delivery Manager He stated their primary role is to deliver projects from beginning to end Director Fuchs stated some projects moving forward include the Garden Corner Curves, Hwy 99W from Pony Ridge to 124th Ave, Boones Ferry Road at Alabama Street, Martinazzi Ave and Sagert Street, and Tualatin-Sherwood Road from Martinazzi Ave to I-5. He spoke to the current status of each of the projects

Director Fuchs spoke to the next steps for the program. He shared the current project prioritization Director Fuchs stated there are funds in the bond program for pedestrian crossings and driver feedback signs He stated projects for those dollars will be identified based on community input. The remaining funding in the program totals \$8.7 million He shared the original universal projects list and stated the Program Delivery Manager will be back in April to review the prioritization process

for the remaining bond dollars

Councilor Grimes asked for more details on the planned improvements at the Martinazzi Ave and Sagert Street signal and why the cost is so high. Director Fuchs stated the cost estimate is from the Transportation System Plan and includes updating the traffic signal, updating the crossings to be ADA compliant, moving the bus stop, and changing the land configuration. He stated more information on the projects will be available at the next update.

Councilor Reyes asked how long it will take to complete the project. Director Fuchs estimated the end of summer 2021.

Councilor Morrison stated he would like to have the area by the north parking lot of the High School evaluated due to traffic and safety concerns.

Councilor Morrison stated he wants to make sure the remaining projects are selected are from the universal project list as it is what was presented to citizens when they voted for the bond. He added he would like staff to research whether any of the projects would qualify for the Safe Routes to School grant funding.

Councilor Kellogg stated they explored the Safe Routes to School funding for the Garden Corner Curves project and noted no applicants in Washington County received funding this year.

Councilor Kellogg asked when updated cost estimates would be available. Director Fuchs stated they will be available in May.

Councilor Kellogg asked if the suggestions cards could be made available to the CIOs for their upcoming annual meetings. Manager Williams stated she will make them available at the meetings.

Council President Davis concurred with Councilor Morrison's concern with the crossing near the High School and she would like to see improvements made through the Safe Routes to School program.

Council President Davis asked if a roundabout could potentially be placed at Tualatin and Teton to help with safety and traffic calming in the area. Director Fuchs stated DKS will be looking at all intersections in the city to make sure they are functioning the best they can.

Mayor Bubenik asked who the permitting authority is for the Garden Corner Curves project. Director Fuchs stated they will be working with the US Army of Engineers and Clean Water Services for permitting due to the wetlands in the area.

Councilor Brooks asked who is responsible for the sidewalks along 99W. Director Fuchs stated it is a ODOT facility.

Councilor Brooks asked if there has been any conversations about controlling truck traffic along Tualatin-Sherwood Road. Police Chief Steel stated he is not aware of any conversations.

Mayor Bubenik asked who will control the signal at Martinazzi Ave and Sagert

Street. Director Fuchs stated it will be operated by the County.

2. *Tualatin Service Center Update.*

Maintenance Services Manager Clay Reynolds presented an update on the Tualatin Services Center. He stated the concept is an expansion of the Public Works Operations Complex which is slated to be completed as the next phase of the Operations Master Plan. The center would co-locate like departments including Public Works, Maintenance, Development Services, and the permitting counters. He stated the benefits to co-locating would allow for a one-stop-shop for permitting, increase in staff efficiency, relocate the Finance and Administration departments back to city owned buildings to eliminate rented office space. The project budget totals \$8 million and will be funded through existing funds and financing. Manager Reynolds stated the preliminary scoping for the project has been completed and includes the conceptual design and site plans, traffic analysis, preliminary storm drainage report, and site work requirements.

Manager Reynolds stated staff has identified the need to bring on a Owners Representative due to limited staff capacity to take on a large scale project of this extent. An RFP was issued to provide project management services including a project plan, budgeting, communication, design and construction management, and permitting and land use processes. He stated five firms applied, three were interviewed, and Plan B Consultancy was selected. Manager Reynolds stated next steps include completing land use and plan text amendments, completing an updated schedule, completing an RFP for Architect Services, and identifying an Employee Advisory Group.

Councilor Kellogg asked if the current building would be demolished. Manager Reynolds stated that decision will be made in the design phase.

Councilor Kellogg asked if the Emergency Operations Center would remain located there. Manager Reynolds stated it would be as it is were all the appropriate services are located.

Councilor Kellogg asked how the project would be funded. Finance Director Don Hudson stated a loan would be taken and paid back through the utility funds. City Manager Lombos added the City has been saving for this project through the Operations Master Plan for ten years. She added some additional cost savings would be seen from not having to rent offices in the Seneca Street Building.

Councilor Morrison asked what plan text amendment would be needed for this project. Manager Reynolds stated one would be needed to locate government offices on the site.

Councilor Morrison asked if expanding the footprint of the building would create issues for vehicles in the yard. Manager Reynolds stated as long as the building is toward the front of the site there will still be space to move vehicles and equipment.

3 *2018 Economic Development Annual Report*

Economic Development Manager Jonathan Taylor presented the 2018 Economic Development Annual Report. He stated his position is guided by the Economic Development Strategy that was established in 2014 to promote development opportunities in the city. Manager Taylor shared a community snapshot noting there has been a 4% increase in population since 2010. One of the building blocks for the plan was the Tualatin Tomorrow committee which helped to facilitate economic opportunity through identifying business development with targeted industry clusters and economic development through community events. Manager Taylor stated the goal of the strategic plan is to focus on growing family wage jobs in targeted business clusters while encouraging high standards and excellence in urban design.

Manager Taylor spoke to Industry Clusters in Tualatin including advanced manufacturing, distribution and e-commerce, information technology, corporation and business services, food and beverage production, and health services. Total cluster employment is 13,561 jobs which is 44% of Tualatin's total workforce. Manager Taylor spoke to key assumptions from the plan in infrastructure and quality of life. He stated the Economic Development Plan has two strategies. The first strategy is business retention, expansion, and recruitment which has four key sub-components consisting of assisting with site readiness, filling existing buildings, targeting key industries, and marketing Tualatin's assets. Highlights for the past year include eight site visits, implementation of CoStar, one ground breaking, new industry cluster update, four requests for information, and an opportunity zone designation. New investments from this strategy resulted in \$99.5 million in new investments, 566 permits were issued, 153 new business licenses, and added 1,330 jobs. Manager Taylor spoke to strategy two which looks at business climate and competitive position and has three sub-components including identifying code and process changes, collaborating regionally, and assisting business start-ups. Highlights for the past year include work on the code modernization project, participation in the Greater Portland Tech Challenge, becoming a Greater Portland Inc. Certified Ambassador, conducting two occupational analysis for two businesses, and numerous business interactions. Partners on this strategy include Greater Portland Inc. and Business Oregon. He stated Greater Portland Inc. considered 41 projects this year with 26 actively considering Tualatin. Three companies have been recruited to the area with the help of Greater Portland Inc. between 2014 and 2017 which has created between 50-75 jobs. Manager Taylor stated Business Oregon has conducted one business visit to the area and awarded \$45,830 in state trade and export grant programs and \$25,000 in their capital access program.

Councilor Kellogg asked which commercial vacancies in the city are long-term vacancies. Manager Taylor stated he would have to work with a local broker to make that determination. Councilor Kellogg stated he had heard suggestions about making mixed used appropriations by looking at causes of why they are vacant and make land use changes to improve the prospects for tenants.

Councilor Reyes stated she has heard from frustrated tenants due to increased rents and asked if there is anything the city can do to help these businesses. Manager Taylor stated it would be a policy consideration the Council would have to make.

Councilor Morrison stated a 12.9% vacancy rate seems high and asked what the city could do to facilitate reducing the number. Mayor Bubenik stated the

vacancy rates are high due to high rents. He noted the challenge is because they are owned by a handful of landlords who will wait for the rent prices they want. He stated it might be helpful for the Council to have those conversations with the landlords.

4. *I-205 Funding | Request for Letters of Support.*

Mayor Bubenik stated he received the letters attached to the staff report requesting his signature supporting the funding of the I-205 project.

Councilor Morrison commented several commenters at the JPAC meeting presented concerns with the carbon footprint of the project. He noted he would like to see people recognizing the widening project as solving safety issues.

Council consensus was reached to sign and forward the letters.

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

Councilor Morrison stated he attended the Clackamas County Coordinating Committee where they discussed their support of HB 2020. He stated the bill gives Metro the funds to implement their Climate Smart Strategy.

Councilor Brooks stated she attended the Tualatin Arts Advisory Committee. She stated the committee is working on revamping their strategic plan, planning new projects and preparing for Viva Tualatin. She noted they are looking to fill a vacancy on the committee. Councilor Brooks also attended a Strangulation Response Initiative meeting due to the new laws that have been put in place. She also attended the State of the Willamette River event where they took a look at the dams on the river.

Councilor Kellogg stated he attended the SW Corridor community meeting where they announced they are pushing back making any route decision until May so they can continue to consider community feedback.

Council President Davis stated DEQ will be holding a meeting regarding Grimm's Fuel on February 26, 6pm, at the Juanita Pohl Center. They will be accepting comments at that time.

Council President Davis announced the Police Department is looking for someone who can volunteer their time to do fingerprinting.

Mayor Bubenik attended the CIO Presidents meeting where they are working on marketing and preparing for their annual meetings. He also met with Congresswoman Bonamici where they discussed several topics including transit and housing. In addition he met with Metro Councilor Dirksen and Washington County Commissioner Pam Treace to discuss the SW Corridor. Other activities for the Mayor included the Metro Mayors Consortium, the Tualatin Historical Society Meeting, the State of the City for Cornelius and Forest Grove, the SW Corridor Community Open House, and the Washington County PAB meeting where they discussed the grant awards.

ADJOURNMENT

The work session adjourned at 6 45 p m

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Frank Bubenik / Frank Bubenik, Mayor