



STAFF REPORT CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 04/25/2016

SUBJECT: Consideration of Approval of the Minutes for the Regular Meeting of April 11, 2016

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Regular Meeting of April 11, 2016

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Meeting Minutes of April 11, 2016



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR APRIL 11, 2016

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; Community Services Director Paul Hennon; Finance Director Doni Hudson; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Teen Program Specialist Julie Ludemann; Parks Maintenance Manager Tom Steiger; Maintenance Services Division Manager Clayton Reynolds; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Library Manager Jerianne Thompson; Parks and Recreation Manager Rich Mueller; Management Analyst II Zoe Monahan; City Engineer Jeff Fuchs; Human Resources Director Janet Newport; Program Coordinator Lisa Thorpe

A. CALL TO ORDER

Pledge of Allegiance

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

B. ANNOUNCEMENTS

1. Proclamation Declaring April 10 - April 16, 2016 as Volunteer Appreciation Week in the City of Tualatin and the Announcement of the 2015 Volunteers of the Year

Mayor Ogden presented information regarding Tualatin Volunteers noting nearly 21,000 volunteer hours were served in the past year. Mayor Ogden read the proclamation declaring April 10-16, 2016 as Volunteer Appreciation Week in the City of Tualatin.

Mayor Ogden presented the Outstanding Volunteer Awards. The nomination process includes City employees nominating volunteers based on a list of criteria.

Nominees for each category were announced:

Outstanding Youth Volunteer- Emily Carl, Gisselle Franco Correa, Azucena Javier, and Angel Ramirez

Outstanding Adult Volunteer- Alan Feinstein, Joan Hornburg, Randy Ito, and Kate Lanman

Outstanding Lifetime Volunteer Achievement- Thea Wood

Outstanding Group Volunteer- Tualatin High school Key Club

Winners were announced for each category:

Outstanding Youth Volunteer- Angel Ramirez and Emily Carl
Outstanding Adult Volunteer- Alan Feinstein and Randy Ito
Outstanding Lifetime Volunteer Achievement- Thea Wood
Outstanding Group Volunteer- Tualatin High school Key Club

2. Update on the Youth Advisory Council's Activities for April 2016

Members of the Youth Advisory Council (YAC) presented a PowerPoint on their latest activities and upcoming events. Five YAC seniors attended the National League of Cities Congressional City Conference in March. Highlights from the trip included developing a national youth platform, networked with other youth and elected officials, participated in roundtable discussions, toured Capitol Hill, and explored Washington DC. Recommendations and ideas from the conference include inviting City Council members to YAC meetings, coordinate with other area youth councils, utilize school counselors to increase YAC recruitment to diverse groups, and focus on leadership development for YAC members.

3. Proclamation Declaring Construction Industry Safety Week, May 1-7, 2016

Councilor Truax read the proclamation declaring May 1-7 as Construction Industry Safety Week. Safe Build Alliance accepted the proclamation and thanked the Council.

4. Tualatin River Greenway Trail Award and Update on Grand Opening Ceremony

Community Services Director Paul Hennon announced the City of Tualatin received an award for excellence in sustainability for green infrastructure for the new Tualatin River Greenway Shared Use Path project from the American Planning Association.

Director Hennon stated the grand opening for the trail was held on April 9, the event was a success. Several more events will be held throughout the month of April to highlight the new trail.

5. New Employee- Erin Engman, Assistant Planner

Assistant City Manager Alice Cannon introduced Assistant Planner Erin Engman. The Council welcomed her.

6. New Employee- Darius Ontiveros, Engineering Technician II

Assistant City Manager Alice Canon introduced Engineering Technician Darius Ontiveros. The Council welcomed him.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.

Yvonne Addington thanked the Council for dedicating a overlook in her honor along the new Tualatin River Greenway Trail.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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 Joelle Davis, SECONDED by Councilor Ed Truax to adopt the consent agenda.

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

MOTION CARRIED

1. Consideration of Approval of the Minutes for the Work Session and Regular Meeting of March 28, 2016
2. Consideration of Approval of a New Liquor License Application for Izumi Japanese Steakhouse
3. Consideration of **Resolution No. 5272-16** Authorizing the City Manager to Sign a Professional Services Agreement with Brown and Caldwell for the Development of Tualatin's Storm Water Master Plan
4. Consideration of Approval of 2016 Liquor License Renewals Late Submittals

E. SPECIAL REPORTS

1. 2015 Annual Report of the Tualatin Planning Commission

Planning Manager Aquilla Hurd-Ravich and Tualatin Planning Commission (TPC) Chair Alan Aplin presented the 2015 Annual Report of the Tualatin Planning Commission. Manager Hurd-Ravich stated the TPC reviewed and approved the report at their March 17 meeting. She stated TPC reviewed two Plan Text Amendments and forwarded recommendations, approved two sign variances, and heard multiple reports from staff.

Mayor Ogden thanked the committee for another great year.

F. PUBLIC HEARINGS – Legislative or Other

1. Consideration of **Resolution No. 5270-16** Approving the Recommendation of the Core Area Parking Board to Execute a Contract for Development of ADA Solutions for Core Area Parking Lots; and Approving a Supplemental Budget for the Core Area Parking District Fund

Finance Director Don Hudson and Maintenance Service Division Manager Clay Reynolds presented a resolution. Director Hudson explained the resolution will approve two items: accept the recommendation of the board to authorize a contract for concept solutions for ADA parking and authorize a supplemental budget to transfer \$9,040 from reserves to materials and services in the Core Area Parking District Fund.

Mayor Ogden asked if this is a requirement to meet new standards and what triggered the need for compliance. Manager Reynolds stated several of the lots have variable slopes and a consultant is needed to identify what potential triggers would require the lots to meet the new standards. He also noted the consultant will help to establish a plan so the district can budget accordingly.

Councilor Bubenik asked if all the lots are affected by this decision. Manager Reynolds stated all the lots will be examined during this process.

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman to adopt Resolution No. 5270-16 approving the recommendation of the Core Area Parking Board to execute a contract for development of ADA Solutions for Core Area Parking lots; and and approving a Supplemental Budget for the Core Area Parking District Fund.

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

MOTION CARRIED

G. PUBLIC HEARINGS – Quasi-Judicial

1. Consideration to Amend the Tualatin Development Code Chapter 38.230, Signs Permitted in the Medical Center (MC) Planning District to Revise Allowed Sign Types and Certain Sign Standards.

Planning Manager Aquilla Hurd-Ravich entered the staff report, attachments, and presentation into the record. She stated the hearing is for PTA-15-0001 to amend the Tualatin Development Code Chapter 38.230, signs permitted in the Medical Center (MC) Planning District to revise allowed sign types and certain sign standards. The proposed text amendment was brought forward by the applicant. The amendment only affects the sign code in the MC planning district. The applicant seeks to amend campus signs to match other facility signage throughout the Metro area. The original proposal was brought before the Tualatin Planning Commission in January with a final recommendation sent forward in March. The applicant addressed TPC and Council concerns regarding light pollution and pole signs with revisions to the language. The revisions are included in tonight's materials. Current code and code amendments were reviewed per the application.

Manager Hurd-Ravich noted the campus sign master plan option has been removed.

TPC Chair Alan Aplin presented TPC feedback and recommendations on the application. Concerns included the ability for review and comment of a campus sign master plan option by the TPC and the public's ability to comment. TPC recommended approval of the code amendments as proposed with the exception of the campus master plan option.

Mayor Ogden read the rules of the hearing in accordance with ORS 197.763(5) and (6) and ORS 197.796(3)(b)

Mike Hawks, on behalf of the applicant, spoke to the PTA. He stated new signage helps to clearly and safely guide visitors to their destination on the medical campus. The old signs are at the end of their useful lifecycle. The new signs have an emphasis on clarity and legibility. Mr. Hawks address light pollution concerns stating the code clearly dictates illumination standards.

PUBLIC COMMENT

None

COUNCIL QUESTIONS

Councilor Bubenik asked if the sizes of the new signs were changing. Mr. Hawks stated sign size is not changing just branding is being updated.

Councilor Grimes asked about the addition of more wall signs. Mr. Hawks stated the intention is to identify more entrances to the facility.

Councilor Grimes expressed concern over the amount of potential tenant wall signs allowed based on code language. Council President Beikman expressed the same concern.

Mayor Ogden proposed changing the code language to state: One tenant sign per wall not to exceed three walls on a building. The Council and the Applicant agreed to the amended language.

MOTION by Councilor Nancy Grimes, SECONDED by Councilor Joelle Davis to adopt the Plan Text Amendment (PTA 15-0001) to amend the Tualatin Development Code Chapter 38 Section 230 to allow additional sign types and revise certain sign standards as amended tonight.

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

MOTION CARRIED

H. 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.

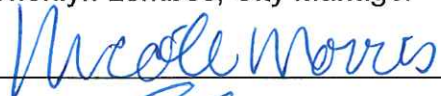
I. COMMUNICATIONS FROM COUNCILORS


Councilor Bubenik invited everyone to attend the Vine2Wine event, Saturday April 16, at the Library. Tickets can be purchased from the Tualatin Library Foundation website.

J. ADJOURNMENT

Mayor Ogden adjourned the meeting at 8:46 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Ed Truax, Mayor Pro Tem