

APPROVED BY TUALATIN CITY COUNCIL  
Date 9/12/16  
Recording Secretary N. Morris



## 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:** 09/12/2016

**SUBJECT:** Consideration of Approval of the Minutes for the Regular Meeting and Work Session of August 22, 2016

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### ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Regular Meeting and Work Session of August 22, 2016.

### RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

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**Attachments:** City Council Work Session Minutes of August 22, 2016  
City Council Regular Meeting Minutes of August 22, 2016



Present: Mayor Lou Ogden; Councilor Frank Bubenik; Councilor Joelle Davis; Councilor Nancy Grimes; Councilor Ed Truax

Absent: Council President Monique Beikman; Councilor Wade Brooksby

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele;

Present: Community Services Director Paul Hennon; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Management Analyst II Zoe Monahan; Associate Planner Charles Benson; Public Works Director Jerry Postema

## CALL TO ORDER

Mayor Ogden called the meeting to order at 5:55 p.m.

### 1. ***Willamette Water Supply Program Update.***

City Attorney Sean Brady and Public Works Director Jerry Postema provided the Council with an update on the Willamette Water Supply Program. Director Postema stated the City is part of the Willamette River Water Coalition (WRWC) of which Hillsboro and Tualatin Valley Water District are the two largest partners. They have reached out and asked regional partners for assistance with the Willamette Water Supply program. Director Postema provided background information on the City's participation in WRWC and the City's water use. He noted the City options are to disband or withdraw from WRWC leaving Tualatin with zero water rights. If Tualatin chooses to fully participate it would cost around \$2.5 million dollars and could participate through WRWC.

Director Postema stated in 2014 the City hired HRC to run a analysis on the cost difference between purchasing water from the Willamette or from Portland. He stated their conclusion was the Portland water supply was more reasonable over a thirty year period.

Director Postema stated other potential options could include participation in the Washington County supply line, buying stored water, or becoming a customer of Willamette Water Supply. Staff's recommendations at this time are for the City to maintain their membership with WRWC.

Councilor Grimes asked about the future of the Portland water supply line based on the current political issues surrounding it. Director Postema stated he has not heard anything as there has not been any discussion about future contract needs. City Manager Lombos added Portland is aware of the city's long term needs.

Council consensus was reached to not participate in the project.

**2. *Food Carts: Research Results and Policy Discussion.***

Planning Manager Aquilla Hurd-Ravich and Associate Planner Charles Benson provided the Council with research results and regional examples on mobile food units. Manager Hurd-Ravich recapped Council direction from the June 2016 meeting. Planner Benson presented preliminary research results noting five neighboring cities were evaluated in the process. He noted the City currently only has one licensed mobile food vendor in Tualatin. Planner Benson presented similarities and differences between the neighboring cities including business licensing, where carts can operate, site improvements, hours of operations, legal definitions, and accessory use requirement. Additional suggested policy considerations from staff include adding regulations to the Tualatin Municipal Code, adopting operational definitions as found in the current temporary ordinance, restricting carts to sites that have already undergone an architectural review, and restricting signage. Staff asked for policy direction from Council on appropriate level of permit review, adopting specific licensing for food cart operations, requiring accessory uses, hours of operations, and design guidelines. Manager Hurd-Ravich reviewed the timeline noting public outreach and additional research is still be conducted and staff will be back for policy direction on code components in September with potential adoption in November.

Councilor Grimes requested staff seek input on a proposed ordinance from local event organizers.

Councilor Bubenik wanted to make sure food trucks will still be allowed at special events, ie. National Night Out, etc.

Councilor Davis stated she would like to see permit review go through the Planning Commission.

Councilor Grimes asked about health inspections. Planner Benson stated health inspections are done through the County. Councilor Grimes asked that the license included a portion that asks business owners to attest to the fact they have the necessary documentation from the health department.

Mayor Ogden presented concerns regarding parking considerations. Manager Hurd-Ravich stated parking decisions would be based off the sites architectural review to determine if there is appropriate parking.

Mayor Ogden stated he would prefer the sites offer no additional on site amenities.

**3. *Request for Proclamation.***

Councilor Bubenik stated he would champion the proclamation request. Council consensus was reached to place the proclamation on the Council agenda for October 24.


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


None.

**ADJOURNMENT**

The work session adjourned at 6:51 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Lou Ogden, Mayor