



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: 11/14/2016

SUBJECT: Consideration of Approval of the Minutes for the Work Session and Regular Meeting of October 24, 2016

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Work Session and Regular Meeting of October 24, 2016 .

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes of October 24, 2016
City Council Regular Meeting Minutes of October 24, 2016



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR OCTOBER 24, 2016

Present: Mayor Lou Ogden via Phone; Council President Monique Beikman; Councilor Frank Bubenik; Councilor Joelle Davis; Councilor Nancy Grimes; Councilor Ed Truax

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele; Community Services Director Paul Hennon; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Management Analyst II Zoe Monahan; City Engineer Jeff Fuchs; Associate Planner Charles Benson

CALL TO ORDER

Council President Beikman called the meeting to order at 5:55 p.m.

1. ***Mobile Food Units: Confirmation of Council Direction.***

Planning Manager Aquilla Hurd-Ravich and Associate Planner Charles Benson provided confirmation of Council direction on food carts. Manager Hurd-Ravich stated proposed standards do not apply to vendors under an approved City event permit. Council direction was to simplify, inform the CCIO and the Tualatin Chamber of Commerce, and return a draft to Council for a public hearing.

Planner Benson summarized the proposed regulations. He spoke to business licenses, locations standards, site standards, and definitions.

Councilor Bubenik requested staff differentiate between a parking lot outlet and a private property hookup.

Councilor Grimes expressed concern over the limited hours of operations as it may prohibit trucks from providing food to shift workers.

Councilor Davis would like to see the Chamber and CCIO work more closely with staff to find what would work better for both groups.

Councilor Bubenik spoke to concerns about how changes to food trucks might affect the code in its entirety. He would like to slow down the process and ensure all parties involved find something that can work.

Mayor Ogden recommended the Council establish an advisory task force to discuss specifics and make a recommendation to Council. The task force could consist of chamber members, business owners, and community members.

Council President Beikman stated she believes the process has been blown out of proportion and has gone beyond being simplified.

Councilor Davis stated she believes that not everyone's voices have been heard yet.

City Manager Lombos stated she is frustrated with the process and doesn't know where to go next.

Councilor Bubenik stated he believes the work that has been done is a good starting point for discussion for the public.

Council consensus was reached to form an advisory task force.

Councilor Grimes wants to ensure there is residents on the task force so the feedback is well rounded.

2. 2016 Community Survey Results.

Assistant to the City Manager Tanya Williams presented the 2016 Community Survey results. She stated the last survey was completed in 2013. This year's survey had 321 residents complete the survey. There is a 6% margin of error making the survey statistically valid. The survey looked at the community in three tiers: characteristics, governance, and participation. In addition it focused on eight facets of livability compared to other cities. Survey respondents identified safety and mobility as key areas. The overall quality of life for residents in Tualatin is high. Manager Williams highlighted survey results from all three tiers noting eight areas have decreased, 21 have increased, and 63 items rated similarly. Special topic questions were reviewed. Next steps include finalizing the report, sharing with stakeholders, compiling key facts for marketing, and incorporating highlights in future materials.

City Manager Lombos stated she was excited to see improvement in the areas staff really focused on.

3. Regional Flexible Fund Allocation – Herman Road Active Transportation Project Update.

Assistant City Manager Alice Cannon and Management Analyst Zoe Monahan provided an update of the Regional Flexible Fund Allocation for the Herman Road Project. Analyst Monahan stated staff submitted a grant application in August for the design phase of the Herman Road Project. She announced currently the project is ranked number 9 out of 27 applications. The ranking places the project above the funding line based on the technical scores. Next steps include the public comment period which ends on November 7, followed by public hearings, further prioritization, and final recommendations in December. A list of decision makers for the grant was provided.

City Manager Lombos stated it is important for Council to advocate to the decision makers the importance of the project. Assistant City Manager Cannon added the City's project is small compared to the other agency's competing for money. There is a fear amongst staff that other projects will be moved above the funding line and the City's project will be bumped. She encouraged Councilors and citizens to attend the public hearing to advocate for the project.

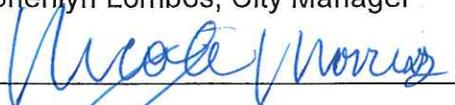
4. **Council Meeting Agenda Review, Communications & Roundtable.**

None.

ADJOURNMENT

The work session adjourned at 6:30 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Lou Ogden, Mayor