



**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR  
DECEMBER 12, 2016**

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Present: Mayor Lou Ogden; 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; Finance Director Don Hudson; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Parks and Recreation Manager Rich Mueller; City Engineer Jeff Fuchs; Project Engineer Dominique Huffman; Associate Planner Charles Benson; Public Works Director Jerry Postema

**A. CALL TO ORDER**

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:02 p.m.

**B. ANNOUNCEMENTS**

**1. Tualatin Youth Advisory Council's Activities for December**

Members of the Youth Advisory Committee (YAC) presented a PowerPoint on their latest activities and upcoming events. Starry Nights and Holiday Lights was held on December 2. YAC members helped with arts and crafts, cards to Santa, and letters to the Troops. The first Park After Dark event was held with 40 people attending. The next Park After Dark is planned for December 16. Upcoming activities include preparation for Project FRIENDS and the YAC Holiday Party.

**2. Tualatin City Council Unity Statement**

Councilor Joelle Davis read the Tualatin City Council Unity Statement.

**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.*

Horizon Christian High School DECA (Distributive Educations Clubs of America) group came to promote their Financial Literacy Promotion project. The project is set to focus on public education in the area of finance. Outreach will include a College Debt Seminar to be held on January 5.

Mayor Ogden read a proclamation declaring January 5, 2017 as Financial Literacy Awareness Day in the City of Tualatin. The DECA group accepted the proclamation.

Tualatin Valley Water District Commissioner Richard Burke presented Councilor Truax with a plaque for his service on the Willamette Water River Collation Group. He thanked him for years of dedication and service to the group.

#### **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 Council President Monique Beikman, SECONDED by Councilor Ed Truax to adopt the consent agenda.

Aye: Mayor Lou Ogden, Council President Monique Beikman, 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 November 28, 2016
2. Consideration of **Resolution Number 5304-16** Authorizing an Agreement Between the City of Tualatin and the Tualatin Riverkeepers for Management and Operations of the Louis Walnut House
3. Consideration of the Parks System Development Charge (SDC) Annual Report for Fiscal Year 2015/2016

#### **E. GENERAL BUSINESS**

*If you wish to speak on a general business item please fill out a Speaker Request Form and you will be called forward during the appropriate item. 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.*

1. Consideration of extending the end date of **Ordinance No. 1393-16** Temporarily Allowing Mobile Food Units to Operate in the City of Tualatin

Planning Manager Aquilla Hurd-Ravich stated staff is continuing to gather feedback from citizens, restaurants, and the industry in general. There is a workshop planned for the second week in January. The proposed ordinance tonight will allow staff more time to complete the work the Council has requested.

PUBLIC COMMENT

None.

COUNCIL DELIBERATION/DISCUSSION

None.

MOTION by Council President Monique Beikman, SECONDED by Councilor Ed Truax for first reading by title only.

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

MOTION CARRIED

MOTION by Council President Monique Beikman, SECONDED by Councilor Ed Truax for second reading by title only.

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

MOTION CARRIED

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman to adopt Ordinance No. 1393-16 temporarily allowing mobile food units to operate in the City of Tualatin.

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

MOTION CARRIED

2. Consideration of **Resolution No. 5302-16** Adopting the December 2016 Update to the Public Works Construction Code

City Engineer Jeff Fuchs and Project Engineer Dominique Huffman presented the Public Works Construction Code (PWCC) Update. Engineer Fuchs presented background on the PWCC stating it is set of standards to ensure work is consistent and includes items like design standards, specifications, and standard drawings. It was noted the PWCC was last updated in February 2013. Staff will take a new approach to updating the PWCC with achievable quarterly updates, coordination with all departments, and coordination with contractors and developers when needed.

Engineer Fuchs stated tonight's proposed updates include revisions to curb ramps, sidewalks, street name signs, and other miscellaneous cleanup. Reasons for these updates included making street name signs consistent with state and national standard and making curb ramps and sidewalks consistent with federal ADA

requirements. Engineer Fuchs briefly reviewed the specific revisions for the updates. Future updates to the PWCC include driveway standards, pavement design, street light standards, asbestos pipe disposal, stormwater standards, and other ADA updates.

Councilor Bubenik asked if the street light standards revision would be based off recommendations from the LED project. Engineer Fuchs stated it would be. Councilor Bubenik also asked if the Sagert Farms project would have to follow the new standards. Engineer Fuchs stated it would depend on how fast they move the project along. Public Works Director Postema added if Sagert Farms installed their lighting at the current standards the process to switch them to LED is fairly inexpensive.

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman to adopt Resolution No. 5302-16 adopting the December 2016 update to the Public Works Construction Code.

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

3. Consideration of **Resolution No. 5303-16** Appointing to Fill a Vacant Council Position

Mayor Ogden stated interviews were held to fill the vacancy. Eight applications were received and seven were interviewed on Thursday, December 8. He noted the Council has not convened since that date and there have been no discussions or deliberations on the topic.

Council began a secret ballot vote.

Results:

Vote One: 3-Jeff DeHaan 3-Travis Evans

Vote Two: 3-Jeff DeHaan 3-Travis Evans

Vote Three: 4-Jeff DeHaan 2-Travis Evans

Mayor Ogden stated this was not a easy decision and encouraged all citizens to find ways to commit time and get involved in their local government.

MOTION by Council President Monique Beikman, SECONDED by Councilor Ed Truax to adopt Resolution No. 5303-16 appointing to fill a vacant council position.

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

4. Swear-in Newly Appointed City Councilor

City Manager Lombos swore in City Councilor Jeff DeHaan.

5. Proclamation Request

Council consensus was reached to approve the Future Business Leaders of America proclamation request. The proclamation will be put on the January 9 Council meeting agenda.

6. Recognition of Outgoing Councilors

Mayor Ogden recognized each outgoing Councilor with a plaque and proclamation. Councilors individually provided words of gratitude.

F. **COMMUNICATIONS FROM COUNCILORS**

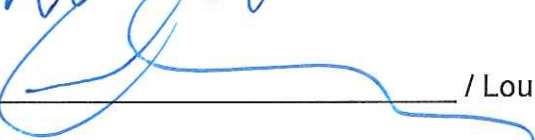
None.

G. **ADJOURNMENT**

Mayor Ogden adjourned the meeting at 8:25 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Lou Ogden, Mayor