



**OFFICIAL AGENDA OF THE TUALATIN DEVELOPMENT COMMISSION
FOR SEPTEMBER 12, 2016**

A. CALL TO ORDER

B. ANNOUNCEMENTS

C. CITIZEN COMMENTS

*This section of the agenda allows citizens to address the Commission regarding any issue not on the 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.*

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Chairman will first ask the staff, the public and Commissioners if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under H) Items Removed from the Consent Agenda. The entire Consent Agenda, with the exception of items removed to be discussed under "Items Removed from the Consent Agenda," is then voted upon by roll call under one motion.

1. Consideration of Approval of the Tualatin Development Commission Meeting Minutes of June 22, 2015 and June 27, 2016

E. GENERAL BUSINESS

1. Consideration of **Resolution No. 606-16** to Purchase Wetland Credits for the Herman Road Project

F. ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be discussed individually at this time. The Chairman may impose a time limit on speakers addressing these issues.

G. COMMUNICATIONS FROM COMMISSIONERS

H. ADJOURNMENT



STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

TO: Honorable Chairman and Members of the Commission

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 09/12/2016

SUBJECT: Consideration of Approval of the Tualatin Development Commission Meeting Minutes of June 22, 2015 and June 27, 2016

ISSUE BEFORE THE COMMISSION:

Approval of the Tualatin Development Commission Meeting Minutes of June 22, 2015 and June 27, 2016.

RECOMMENDATION:

Staff respectfully recommends approval of the meeting minutes.

Attachments: Minutes June 22, 2015
Minutes June 27, 2016

Minutes Attachments

No file(s) attached.



OFFICIAL MINUTES OF TUALATIN DEVELOPMENT COMMISSION FOR JUNE 22, 2015

Present: Chairman Lou Ogden; Commissioner Joelle Davis; Commissioner Frank Bubenik;
Commissioner Nancy Grimes; Commissioner Ed Truax

Absent: Commission President Monique Beikman; Commissioner Wade Brooksby

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker;
Present: Finance Director Don Hudson; Deputy City Manager Sara Singer; Information
Services Manager Lance Harris; Assistant City Manager Alice Cannon

A. CALL TO ORDER

Chairman Ogden called the meeting to order at 8:38 p.m.

B. CITIZEN COMMENTS

This section of the agenda allows citizens to address the Commission regarding any issue not on the 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.

C. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Chairman will first ask the staff, the public and Commissioners if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under H) Items Removed from the Consent Agenda. The entire Consent Agenda, with the exception of items removed to be discussed under "Items Removed from the Consent Agenda," is then voted upon by roll call under one motion.

MOTION by Commissioner Ed Truax, SECONDED by Commissioner Frank Bubenik to approve the consent agenda.

Vote: 5 - 0 MOTION CARRIED

1. Consideration of Approval of the Tualatin Development Commission Meeting Minutes of May 26, 2015.

D. GENERAL BUSINESS

1. Consideration of **Resolution No. 605-15** Adopting the Tualatin Development Commission Budget, and Making Appropriations, for the Fiscal Year Commencing July 1, 2015.

Finance Director Don Hudson presented a resolution to adopt the fiscal year 2015-16 budget. The Budget Advisory Committee approved the proposed budget on May 27 in the amount of \$4,136,720. An amendment to the approved budget is being proposed tonight. The proposal includes a change in the economic development administration fund by reducing the contingency by \$7,000 and adding the \$7,000 to the capital outlay fund to install signage and ensure ADA compliance at the Tualatin Shuttle stop locations. Director Hudson stated the net effect of the change is zero as it only shifts budget appropriations from one line item to another.

PUBLIC COMMENT

None

COUNCIL QUESTIONS/DELIBERATIONS

None

MOTION by Commissioner Ed Truax, **SECONDED** by Commissioner Joelle Davis to adopt Resolution No. 605-15 setting the Tualatin Development Commission Budget, and making appropriations, for the fiscal year commencing July 1, 2015, including the proposed amendments.

Vote: 5 - 0 MOTION CARRIED

E. ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be discussed individually at this time. The Chairman may impose a time limit on speakers addressing these issues.

F. COMMUNICATIONS FROM COMMISSIONERS

G. ADJOURNMENT

Chairman Ogden adjourned the meeting at 8:40 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Lou Ogden, Chairman



OFFICIAL MINUTES OF TUALATIN DEVELOPMENT COMMISSION FOR JUNE 27, 2016

Present: Commissioner Joelle Davis; Commissioner Wade Brooksby; Commissioner Frank Bubenik; Commissioner Nancy Grimes; Commissioner Ed Truax

Absent: Chairman Lou Ogden; Commission President Monique Beikman

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Community Services

Present: Director Paul Hennon; Finance Director Don Hudson; Assistant to the City Manager Tanya Williams; Human Resources Director Janet Newport; Public Works Director Jerry Postema

A. CALL TO ORDER

Commissioner Truax called the meeting to order at 7:49 p.m.

B. CITIZEN COMMENTS

This section of the agenda allows citizens to address the Commission regarding any issue not on the 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.

None.

C. PUBLIC HEARINGS

1. Consideration of **Resolution No. 607-16** Adopting the Tualatin Development Commission Budget, and Making Appropriations, for the Fiscal Year Commencing July 1, 2016

Finance Director Don Hudson presented the Tualatin Development Commission budget for fiscal year commencing July 1, 2016. He stated the total budget for the Commission is \$4,161,755 and is divided among Tualatin Development Commission Administration, Central Urban Renewal Projects, and Leveton Tax Increment District Projects.

MOTION by Commissioner Joelle Davis, SECONDED by Commissioner Frank Bubenik to adopt Resolution No. 607-16 the Tualatin Development Commission budget, and making appropriations, for the fiscal year commencing July 1, 2016.

Vote: 5 - 0 MOTION CARRIED

D. COMMUNICATIONS FROM COMMISSIONERS

None.

E. ADJOURNMENT

Commissioner Truax adjourned the meeting at 7:51 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Lou Ogden, Mayor



STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

TO: Honorable Chairman and Members of the Commission

THROUGH: Sherilyn Lombos, City Manager

FROM: Melinda Anderson, Economic Development Manager
Jeff Fuchs, City Engineer

DATE: 09/12/2016

SUBJECT: Consideration of **Resolution No. 606-16** to Purchase Wetland Credits for the Herman Road Project

ISSUE BEFORE THE COMMISSION:

Consideration of a request to approve Resolution No. 606-16 to purchase wetland credits to replace a poorly functioning wetland that was constructed as part of Herman Road widening project in 2011 in the Leveton Urban Renewal District.

RECOMMENDATION:

Staff recommends the Tualatin Development Commission approve Resolution No. 606-16.

EXECUTIVE SUMMARY:

In 2011 the Tualatin Development Commission (TDC) widened Herman Road as part of the overall Leveton Urban Renewal district improvements. To widen the road, it was necessary to mitigate for impacted wetlands that were immediately north of Herman Road between 108th and 124th Avenues. The TDC agreed to create new wetlands within the right-of-way along Herman Road along with a storm water quality "bioswale" in the same area to mitigate for the loss of existing wetlands. According to an agreement between the TDC and the Oregon Department of State Lands (DSL), the TDC was required to monitor the wetlands for five years. Monitoring was performed by contracting with a consultant who provided regular updates.

Engineering staff received the latest monitoring report in January 2016 that showed some of the grasses and other wetland vegetation had died; the wetlands did not survive due to excessive heat during Summer 2015 as well as it being a poor location for a wetland.

Engineering staff reviewed potential solutions for this wetland and determined that given the difficult location of the constructed wetlands, it would be more effective to buy wetland mitigation credits and categorize this area as a bioswale than to redesign, replant, and add another five years of monitoring for a wetland.

The TDC can purchase mitigation credits for 0.3 acres (the size needed to mitigate the lost wetlands) for \$52,500. Both the Oregon Department of State Lands and the U.S. Army Corps of Engineers have approved purchasing wetland mitigation credits and will release the TDC from

continued wetland monitoring. The vegetated area will continue as a bioswale.

As the funds for purchasing the wetland mitigation credits have been budgeted in the FY 16-17 TDC Leveton Urban Renewal District budget, staff requests that the TDC approve Resolution 606-16 which would allow staff to move forward immediately to purchase the mitigation credits.

FINANCIAL IMPLICATIONS:

The funds have been budgeted in the Leveton Urban Renewal District FY 2017 budget and are available.

Attachments: Resolution 606-16
 Herman Rd Swale

Minutes Attachments

No file(s) attached.

RESOLUTION NO. 606-16

A RESOLUTION AUTHORIZING THE TUALATIN DEVELOPMENT COMMISSION ADMINISTRATOR TO PURCHASE WETLAND CREDITS FOR THE HERMAN ROAD PROJECT.

WHEREAS, in 2011 the Tualatin Development Commission (TDC) widened Herman Road as part of the overall Leveton Urban Renewal Area project; and

WHEREAS, as part of the project, the TDC was responsible for creating, maintaining, and monitoring approximately 0.3 acres of wetlands; and

WHEREAS, the wetlands created did not perform as anticipated and have failed; and

WHEREAS, it is in the best interest of the project and TDC to purchase wetland credits instead of trying to create wetlands at the project site; and

WHEREAS, purchase of the credits will satisfy the requirements of the Joint Permit Application as administered by Oregon Department of State Lands (DSL) and the U.S. Army Corp of Engineers (USACE);

BE IT RESOLVED BY THE TUALATIN DEVELOPMENT COMMISSION, THE URBAN RENEWAL AGENCY OF THE CITY OF TUALATIN, OREGON, that:

Section 1. The TDC Administrator is authorized to purchase wetland credits for the Herman Road Project in the amount of \$52,500 and execute any and all documents related thereto.

Section 2. This resolution is effective upon adoption.

INTRODUCED AND ADOPTED this 12th day of September, 2016.

TUALATIN DEVELOPMENT
COMMISSION, the Urban Renewal
Agency of the City of Tualatin

BY _____
Chairman


APPROVED AS TO FORM

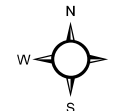
ATTEST:

BY _____
City Attorney

BY _____
Administrator



 Herman Rd LIDA Swale



RF 1:3,900

This map is derived from various digital database sources. While an attempt has been made to provide an accurate map, the City of Tualatin, OR assumes no responsibility or liability for any errors or omissions in the information. This map is provided "as is". -Engineering and Building Dept. Printed 9/9/2014