



# TUALATIN CITY COUNCIL

Monday, MARCH 28, 2016

**JUANITA POHL CENTER**

**8513 SW Tualatin Road**

**Tualatin, OR 97062**

**WORK SESSION** begins at 6:00 p.m.  
**BUSINESS MEETING** begins at 7:00 p.m.

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**Mayor Lou Ogden**

**Council President Monique Beikman**

**Councilor Wade Brooksby    Councilor Frank Bubenik**  
**Councilor Joelle Davis        Councilor Nancy Grimes**  
**Councilor Ed Truax**

**Welcome!** By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, the City Council has specified a time for your comments on its agenda, following Announcements, at which time citizens may address the Council concerning any item not on the agenda or to request to have an item removed from the consent agenda. If you wish to speak on a item already on the agenda, comment will be taken during that item. Please fill out a Speaker Request Form and submit it to the Recording Secretary. You will be called forward during the appropriate time; each speaker will be limited to three minutes, unless the time limit is extended by the Mayor with the consent of the Council.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City website at [www.tualatinoregon.gov/meetings](http://www.tualatinoregon.gov/meetings), the Library located at 18878 SW Martinazzi Avenue, and on file in the Office of the City Manager for public inspection. Any person with a question concerning any agenda item may call Administration at 503.691.3011 to make an inquiry concerning the nature of the item described on the agenda.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact Administration at 503.691.3011. Notification thirty-six (36) hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

Council meetings are televised *live* the day of the meeting through Washington County Cable Access Channel 28. The replay schedule for Council meetings can be found at [www.tvctv.org](http://www.tvctv.org). Council meetings can also be viewed by live *streaming video* on the day of the meeting at [www.tualatinoregon.gov/meetings](http://www.tualatinoregon.gov/meetings).

Your City government welcomes your interest and hopes you will attend the City of Tualatin Council meetings often.

## PROCESS FOR LEGISLATIVE PUBLIC HEARINGS

A **legislative** public hearing is typically held on matters which affect the general welfare of the entire City rather than a specific piece of property.

1. Mayor opens the public hearing and identifies the subject.
2. A staff member presents the staff report.
3. Public testimony is taken.
4. Council then asks questions of staff, the applicant, or any member of the public who testified.
5. When the Council has finished questions, the Mayor closes the public hearing.
6. When the public hearing is closed, Council will then deliberate to a decision and a motion will be made to either *approve*, *deny*, or *continue* the public hearing.

## PROCESS FOR QUASI-JUDICIAL PUBLIC HEARINGS

A **quasi-judicial** public hearing is typically held for annexations, planning district changes, conditional use permits, comprehensive plan changes, and appeals from subdivisions, partitions and architectural review.

1. Mayor opens the public hearing and identifies the case to be considered.
2. A staff member presents the staff report.
3. Public testimony is taken:
  - a) In support of the application
  - b) In opposition or neutral
4. Council then asks questions of staff, the applicant, or any member of the public who testified.
5. When Council has finished its questions, the Mayor closes the public hearing.
6. When the public hearing is closed, Council will then deliberate to a decision and a motion will be made to either *approve*, *approve with conditions*, or *deny the application*, or *continue* the public hearing.

## TIME LIMITS FOR PUBLIC HEARINGS

The purpose of time limits on public hearing testimony is to provide all interested persons with an adequate opportunity to present and respond to testimony. All persons providing testimony **shall be limited to 3 minutes**, subject to the right of the Mayor to amend or waive the time limits.

## EXECUTIVE SESSION INFORMATION

An Executive Session is a meeting of the City Council that is closed to the public to allow the City Council to discuss certain confidential matters. An Executive Session may be conducted as a separate meeting or as a portion of the regular Council meeting. No final decisions or actions may be made in Executive Session. In many, but not all, circumstances, members of the news media may attend an Executive Session.

The City Council may go into Executive Session for certain reasons specified by Oregon law. These reasons include, but are not limited to: ORS 192.660(2)(a) employment of personnel; ORS 192.660(2)(b) dismissal or discipline of personnel; ORS 192.660(2)(d) labor relations; ORS 192.660(2)(e) real property transactions; ORS 192.660(2)(f) information or records exempt by law from public inspection; ORS 192.660(2)(h) current litigation or litigation likely to be filed; and ORS 192.660(2)(i) employee performance of chief executive officer.



## OFFICIAL AGENDA OF THE TUALATIN CITY COUNCIL MEETING FOR MARCH 28, 2016

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### A. CALL TO ORDER

Pledge of Allegiance

### B. ANNOUNCEMENTS

1. Proclamation Declaring April 3 - April 9, 2016 Arbor Week in the City of Tualatin
2. Basalt Creek Open House Announcement

### 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.*

### 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.*

1. Consideration of Approval of the Minutes for the City Council Regular Meeting of February 22, 2016 and Work Session and Regular Meeting of March 14, 2016
2. Consideration of **Resolution No. 5271-16** Granting Heritage Tree Status to a Tree on City Property Near the Tualatin River Greenway at Barngrover Way
3. Consideration of Approval of 2016 Liquor License Renewals Late Submittals
4. Consideration of Approval of a New Liquor License Application for Tiny Wolf Brewing LLC

### E. SPECIAL REPORTS

1. 2015 Annual Report of the Tualatin Park Advisory Committee

### F. 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.*

**G. COMMUNICATIONS FROM COUNCILORS**

**H. ADJOURNMENT**



**City Council Meeting**

**Meeting Date:** 03/28/2016

**ANNOUNCEMENTS:** Arbor Week 2016 Proclamation &  
Presentation

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**ANNOUNCEMENTS**

Proclamation Declaring April 3 - April 9, 2016 Arbor Week in the City of Tualatin

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Arbor Week 2016 Announcement

Arbor Week 2016 Proclamation

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# Arbor Week 2016

April 3-9





## The Purpose of Arbor Week

Tualatin recognizes the first full week in April as **Arbor Week** to celebrate the many contributions that trees make to our lives and community.

A few of the many benefits of trees:

**Clean air.** Mature trees absorb 120-240 pounds of particulate pollution each year.

**Robust commercial activity.** Consumers spend up to 13% more in shopping locations with trees and greenery.

**Natural beauty and stress management.** Visual exposure to trees is calming and helps recovery from stress with lower blood pressure and muscle tension.

**Reduced crime.** Neighborhoods with abundant trees have significantly fewer crimes than those without.



# Arbor Week Events & Activities

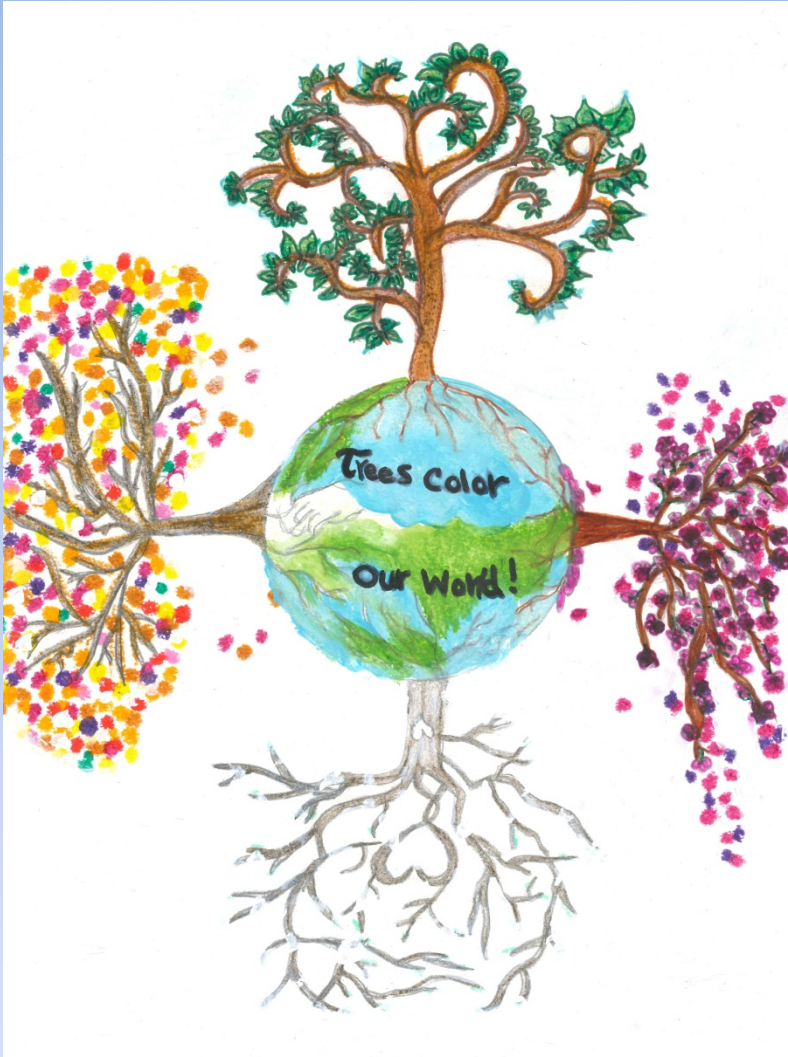
- 5<sup>th</sup> Grade Poster Contest
- “Tualatin Trees” Photo Contest
- Arbor Week Proclamation
- Redwoods Ecology Presentation at the Juanita Pohl Center
- Tree themed storytime at the Tualatin Public Library
- Flying of Tree City USA Flags at City offices and schools
- Heritage Tree Planting at Barngrover Way – April 9 at 12:30 pm.
- Putting Down Roots tree planting event – April 9
- “We All Need Trees” presentation by naturalist Elaine Murphy



Arbor Week – April 3-9, 2016



# 5<sup>th</sup> Grade Poster Contest: "Trees are \_\_\_\_\_"



Overall 1st Place Winner  
Alina, Bridgeport Elementary



Overall 2<sup>nd</sup> Place Winner  
Keira, Mitch Charter School



Overall 3<sup>rd</sup> Place Winner  
Ellie, Tualatin Elementary



# 5<sup>th</sup> Grade Poster Contest: "Trees are \_\_\_\_\_"

## Bridgeport Elementary School

1<sup>st</sup> Place  
Gracie



## Tualatin Elementary School

1<sup>st</sup> Place  
Jacquelin



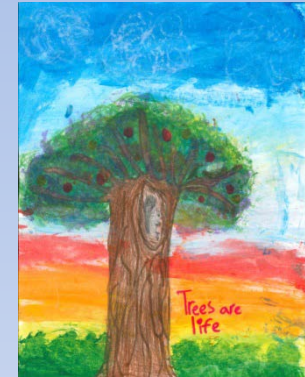
2<sup>nd</sup> Place  
Maci



3<sup>rd</sup> Place  
Sinai



3<sup>rd</sup> Place  
Amana



2<sup>nd</sup> Place  
Andrea

## Byrom Elementary School

## Deer Creek Elementary



1<sup>st</sup> Place  
Lorelei



1<sup>st</sup> Place  
Hannah



2<sup>nd</sup> Place  
Lily



3<sup>rd</sup> Place  
Olivia



# “Tualatin Trees” Photo Contest



Winner: Donna Davis  
*Spring Transitions*  
(Photo taken at 86<sup>th</sup> and Shenandoah)



## Tree City USA

The Tree City USA certification is awarded by the National Arbor Day Foundation to recognize communities that have proven their commitment to an effective, ongoing community forestry program.

The Growth Award highlights innovative programs and projects as well as increased commitment of resources for urban forestry.

The City of Tualatin is a **Tree City USA** for the 29<sup>th</sup> consecutive year and in 2015 received a Growth Award for the 13<sup>th</sup> time.





# Proclamation

## *Proclamation Declaring April 3 - April 9, 2016 Arbor Week in the City of Tualatin*

WHEREAS Arbor Day is a celebration observed throughout the nation and the world in which individuals and groups are encouraged to plant, care for, and celebrate the many values of trees, and Arbor Day is observed in the State of Oregon during the first full week of April, which this year will be April 3 - 9, 2016; and

WHEREAS healthy trees reduce the erosion of topsoil by wind and water, moderate the temperature, calm traffic, clean the air, produce oxygen, provide habitat for wildlife, and are a renewable resource giving us paper and countless other wood products; and

WHEREAS trees beautify our community, increase property values, and enhance the economic vitality of business areas in Tualatin, and thousands of trees and shrubs are planted by volunteers on Tualatin's parklands every year; and

WHEREAS 2016 marks the 29th consecutive time the City of Tualatin has been certified as a Tree City USA by the National Arbor Day Foundation for following best-practices in urban forestry management and Tualatin has received the Tree City USA Growth Award 13 times for outstanding achievement in strengthening its tree care program.

BE IT PROCLAIMED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, that:

Section 1. All citizens are urged to support efforts to protect and plant trees to gladden the hearts and promote the well being of present and future generations.

Section 2. The citizens of the City of Tualatin support the Oregon Department of Forestry and the National Arbor Day Foundation in their recognition of the value of trees and forests by proclaiming April 3 - 9, 2016, as Arbor Week in Tualatin.

INTRODUCED AND ADOPTED this 28th day of March, 2016.

CITY OF TUALATIN, OREGON

BY \_\_\_\_\_  
Mayor

ATTEST:

BY \_\_\_\_\_  
City Recorder

## City Council Meeting

Meeting Date: 03/28/2016

**ANNOUNCEMENTS:** Basalt Creek Open House

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### ANNOUNCEMENTS

Basalt Creek Open House Announcement

### SUMMARY

You are invited to a Basalt Creek Open House. The event will be held **April 28th, 2016, from 5:30 – 7:30 pm** at the Juanita Pohl Center ([8513 SW Tualatin Road](#), Tualatin, OR)

Come learn about the preferred land use plan, parks and open space, pedestrian, bike and transit networks. The project team will be available to answer questions and seek input.

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Open House Announcement

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Basalt Creek  
Concept Plan



# Open House

April 28<sup>th</sup> 2016  
5:30 – 7:30 pm

Juanita Pohl Center  
8513 SW Tualatin Road



# 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:** 03/28/2016

**SUBJECT:** Consideration of Approval of the Minutes for the City Council Regular Meeting of February 22, 2016 and Work Session and Regular Meeting of March 14, 2016

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### **ISSUE BEFORE THE COUNCIL:**

The issue before the Council is to approve the minutes for the City Council Regular Meeting of February 22, 2016 and Work Session and Regular Meeting of March 14, 2016.

### **RECOMMENDATION:**

Staff respectfully recommends that the Council adopt the attached minutes.

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**Attachments:** [City Council Regular Meeting Minutes of April 22, 2016](#)  
[City Council Work Session Minutes of March 14, 2016](#)  
[City Council Regular Meeting Minutes of March 14, 2016](#)



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR SEPTEMBER 22, 2016

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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; Police Chief Kent Barker; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Recorder Nicole Morris; Teen Program Specialist Julie Ludemann; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Parks and Recreation Manager Rich Mueller; City Engineer Jeff Fuchs; Program Coordinator Lisa Thorpe; Accounting Supervisor Matthew Warner; Public Works Director Jerry Postema

### **A. CALL TO ORDER**

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:01 p.m.

### **B. ANNOUNCEMENTS**

#### **1. Presentation of Government Finance Officer's Association (GFOA) Awards to the City of Tualatin**

Roger Dawes, Past President of the Oregon Government Finance Officers Association (OGFOA), and current GFOA Representative for the OGFOA Board of Directors, presented the City Council and the City's Finance Department with the Certificate of Achievement for Excellence in Financial Reporting and GFOA Distinguished Budget Award. Finance Director Don Hudson accepted the awards on the City's behalf. Mayor Ogden thanked the Finance Department for their hard work and dedication.

#### **2. Police Department Promotion Announcements**

Police Chief Kent Barker announced promotions for Captain Greg Pickering, Sergeant Michael Vorberg, and Sergeant Chris Turner. The Council congratulated them.

#### **3. Proclamation Declaring Aimee Meuchel as Tualatin's "2015 Employee of the Year"**

City Manager Sherilyn Lombos announced Amiee Meuchel as Tualatin's 2015 Employee of the Year. City Manager Lombos highlighted Ms. Meuchel's achievements. Mayor Ogden read the proclamation declaring Ms. Meuchel as Tualatin's 2015 Employee of the Year. Ms. Meuchel accepted the proclamation.

4. Proclamation Declaring the Week of March 28- April 2, 2016 as "National Community Development Week" in the City of Tualatin

Councilor Bubenik read the proclamation declaring the week of March 28- April 2, 2016 as National Community Development Week in the City of Tualatin.

### **C. CITIZEN COMMENTS**

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Ted Saedi submitted a petition in opposition of the Stein Oil Co. annexation application. He requested the Council delay the annexation decision until the commercial code can be updated to be more compatible with low density residential communities. Dan Hardy asked Council to consider a comprehensive plan text amendment to help the neighborhood achieve its goals.

Linda Moholt, Tualatin Chamber of Commerce Director, announced the Trail Trekker 5k Run to be held on April 9 in honor of the grand opening of the 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 Council President Monique Beikman, SECONDED by Councilor Joelle Davis to approve 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 City Council Work Session and Regular Meeting of February 8, 2016
2. Consideration of Approval of Liquor License Renewals for 2016
3. Consideration of Recommendations from the Council Committee on Advisory Appointments

4. Consideration of **Resolution No. 5268-16** Accepting Public Improvements for Construction of the SW Barngrover Way at SW Boones Ferry Rd. Tualatin River Greenway Shared Use Pathway

**E. SPECIAL REPORTS**

1. Community Enhancement Award Presentation to Mask & Mirror Community Theater

Management Analyst Kelsey Lewis and Tualatin Arts Advisory Committee (TAAC) Chair Buck Braden presented their recommendation for the Community Enhancement Award. Mr. Braden explained the purpose of the award is to recognize individuals and organizations for their contributions to significant art endeavors and experiences with the Tualatin community. The TAAC identified Mask and Mirror Community Theatre for their 2015 production of "Signin' in the Rain" to be the 2016 award recipient.

The Council accepted the recommendation and granted the award to Mask and Mirror Community Theatre. Mask and Mirror Community Theatre group accepted the award and thanked the community for their support.

2. Washington County Communications System Bond Measure Presentation

Police Chief Kent Barker and Tualatin Valley Fire and Rescue District Chief Mike Dyke presented information on the Washington County Communications System Bond Measure. Chief Barker stated the bond is a general obligation bond measure that will be voted on at the May 17, 2016 primary election. Chief Dyke stated current technology has been in place since 1990 and is out of date. The system currently served 19 emergency service agencies. The bond is a 21 year bond measure for 77 million dollars. The cost per \$1,000 assessed value is to not exceed 8 cents.

Mayor Ogden asked if the life cycle of the proposed system is 20 years. Chief Dyke stated the system has programmed updated throughout the 20 year bond measure to keep the system current.

Councilor Davis stated if the bond does not pass the City could be facing costs of around \$600,000 just to upgrade in house radios. She encouraged citizens to vote in favor of the measure. Councilor Davis presented a resolution supporting the measure.

MOTION by Councilor Joelle Davis, SECONDED by Council President Monique Beikman to adopt Resolution No. 5269-16 supporting Washington County's issuance of General Obligation Bonds to pay for \$77 million in capital costs for emergency and 911 equipment and facilities.

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

3. 2015 Annual Report of the Tualatin Heritage Center

Tualatin Heritage Center Director Larry McClure and Tualatin Historical Society President Yvonne Addington shared the 2015 Annual Report of the Tualatin Heritage Center. Mr. McClure stated it is the tenth year the Heritage Center has been operated by the Historical Society. There were over ten thousand visitors to the center this year. Accomplishments for the year included involvement in the National Ice Age Geologic Trail, administration of their scholarship program, patio improvements, Pioneer Days, and a new roof was put on the building. Programs and exhibits were highlighted. Ms. Addington covered upcoming activities including continuing to conduct oral history interviews and digital document preservation.

4. Tualatin Tomorrow 2015 Annual Progress Report

JR Robertson Consultant Sara Singer and Tualatin Tomorrow Advisory Committee (TTAC) Chair Candice Kelly presented the TTAC annual progress report. Chair Kelly stated the committee met monthly, held several partner events, completed a partner survey, and assisted with the America's Best Communities Grant. Consultant Singer added in less than two years partners have initiated or completed 80 out of the 100 actions proposed. Chair Kelly stated upcoming actions include new partner recruitment, a spring partner event, continued outreach and education on partner activities and vision progress, and support of the Tualatin America's Best Community Team. She thanked the committee and committee partners for another successful year.

F. **PUBLIC HEARINGS – *Legislative or Other***

1. Consideration of **Resolution No. 5267-16** Adopting Findings in Support of a Special Procurement; Authorizing Direct Negotiation of a Contract for Building Official, Plan Review and Inspection Support Services; and Making a Budget Transfer in the Building Fund

Assistant City Manager Canon presented a resolution requesting a special procurement for a contract for a building official, plan review and inspection support services. She stated this is needed while staff recruitment is underway. She noted salary savings due to staff vacancies will provide the funds needed to cover the contract.

PUBLIC COMMENT

None

COUNCIL QUESTIONS/DELIBERATIONS

Councilor Grimes asked if there had been delays in the processing of permits. Manager Canon stated initially the department was behind but they are now stabilized and keeping up with the help of the interim Building Official.



MOTION by Council President Monique Beikman, SECONDED by Councilor Nancy Grimes to adopt Resolution No. 5267-16 in support of a special procurement; authorizing direct negotiation of a contract for Building Official, Plan Review and Inspection Support Services; and making a Budget Transfer in the Building 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. 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 a Draft Ordinance for Outdoor Smoke and Tobacco Free City Spaces Policy for Property Owned and/or Managed by the City or the Tualatin Development Commission

Community Services Director Paul Hennon and Parks and Recreation Manager Rich Mueller gave a brief history on the ordinance for Outdoor Smoke and Tobacco free City Spaces. The purpose of the proposed ordinance is reduction of maintenance, fire safety, public health, community image, environmental harm, and consistency in policy. Several methods of public outreach were conducted and advisory committees and community organizations were included. Current Council policy direction includes a smoke free and tobacco free policy, not to include medical inhalers and patches. Council direction is still being sought on direction for parking lots and sidewalks. Policy enforcement will be treated like other park rule violations and will be self enforcing. Next steps include ordinance adoption and implementation.

### **PUBLIC COMMENT**

Mark Began, Tualatin Together, spoke in favor of the ordinance and would like to see parking lots and sidewalks included.

The youth of Standup Tualatin spoke in favor of the ordinance. The presented facts on second hand smoke.

John Goodhouse, Councilor for the City of Tigard, spoke in favor of the ordinance. He stated the City of Tigard is a no smoking campus and reported good feedback to date.

Ali and Howard Hoyle, Tualatin City Little League, spoke in favor of the ordinance. They stated the league holds smoke free events and have had trouble enforcing the policy at their events since the parks are not smoke free.

Katie Pierce and Jose Miranda spoke in favor of the ordinance. They would like to see parking lots and sidewalks included in the ordinance.

Gwyn Ashcom, Tobacco Prevention Coordination for Washington County Health,

encouraged the Council to embrace the whole area as tobacco free.

Paul and Kara Morrison spoke in favor of the ordinance and encouraged the Council to include parking lots and sidewalks.

Candice Kelley spoke in favor of the ordinance.

#### COUNCIL QUESTIONS

Mayor Ogden asked how other cities had handled exemptions. Manager Mueller stated there is a section in the packet that outlines other cities policies.

#### COUNCIL DELIBERATIONS

Councilor Bubenik stated he does not want to include the Core Area Parking District in the ordinance for the potential negative affects to the businesses.

Councilor Brooksby stated he is in favor of including all parking lots.

Councilor Grimes expressed concerns with including the Core Area Parking District and enforcement in those areas.

Councilor Davis stated she is in favor of including all parking lots and is not concerned with the Core Area Parking District, as none of those businesses have expressed concerns.

Council President Beikman stated she attended the Core Area Parking District Board meeting when the ordinance was discussed and all the members were in favor.

MOTION by Councilor Joelle Davis, SECONDED by Council President Monique Beikman to direct staff to prepare the ordinance with option one as presented.

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

Nay: Councilor Frank Bubenik

MOTION CARRIED

2. Consideration of **Resolution No. 5266-16** Authorizing the City Manager to Execute the First Amendment to the Regional Water Sales Agreement with the City of Portland

Public Works Director Jerry Postema presented a resolution amending the Regional Water Sales Agreement with the City of Portland. The amendment addresses the difference in interpretations on summer interruptible water and other outstanding issues related to interpretation of specific contract terms.

#### PUBLIC COMMENT

None

#### COUNCIL COMMENT/DELIBERATIONS

Councilor Truax stated the amendment goes a long way to solving the summer

interruptible water disagreement.

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman to adopt.

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**

None.

**J. ADJOURNMENT**

Mayor Ogden adjourned the meeting at 9:34 p.m.

Sherilyn Lombos, City Manager

\_\_\_\_\_ / Nicole Morris, Recording Secretary

\_\_\_\_\_ / Lou Ogden, Mayor



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; Police Chief Kent Barker; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Management Analyst II Zoe Monahan; Economic Development Manager Melinda Anderson

## CALL TO ORDER

Mayor Ogden called the meeting to order at 6:16 p.m.

### 1. ***Update on Washington County's Major Streets Transportation Improvement Program (MSTIP) 3e Project.***

Management Analyst Monahan and Assistant City Manager Alice Canon presented an update on the Washington County Major Streets Transportation Improvement Program (MSTIP) 3e Project. Analyst Monahan provided general background on the MSTIP program. She stated the MSTIP 3e project for 2019-2023 has \$157.5 million dollars in project funding. Of the project funds it leaves approximately \$39.4 million per County Commissioner District to be distributed. In order for a project to be funded it must be on the Washington County Systems of Countywide Interest map. The County is now narrowing an initial project candidate list to a 150% List. The list is then expected to be discussed at the April Washington County Coordination Committee (WCCC) meeting. Tualatin's projects on the initial project list include Tualatin-Sherwood Road, Basalt Creek Parkway, and Boones Ferry Road. The project timeline was reviewed.

Councilor Davis requested to see a current MSTIP project list.

Mayor Ogden asked for the estimated project cost was for the Basalt Creek Parkway. Staff responded a high level estimate is \$40-50 million.

Mayor Ogden asked about the development of Boones Ferry Road. Manager Canon stated the project has the potential of not moving forward in the MSTIP process until the City is able to further study the project and complete concept planning can be conducted.

Mayor Ogden asked why 115<sup>th</sup> Street Garden Corner curves were not added as a project. Manager Canon stated the City is funding the project in the City's CIP.

### 2. ***Stafford Area Update.***

City Manager Sherilyn Lombos provided a brief update on the latest developments in the Stafford Hills Area. She stated three dialogues with Wilsonville, Lake Oswego, and Tualatin were held in November and December. The City's positions remained firm after the meetings, that before the area can be declared urban reserves it needs to meet the urban requirements. Metro still believes they can prove the area meets the criteria while Clackamas County wants to further conduct studies of the land. The two entities left the last meeting unable to reach an agreement. Per the remand of the area Metro and Clackamas County have to reach agreement in their findings. Metro proceeded without reaching an agreement and issued an ordinance declaring the area urban reserves. The City's attorney in the case provided testimony in opposition of Metro's decision.

Councilor Bubenik asked for clarification on Metro's stance on transportation regarding the area. City Manager Lombos stated Metro is still working to figure out transportation in the area.

Council President Beikman asked if City staff has looked at transportation in the area. City Manager Lombos stated the City needs to further study the area to see if it is even developable.

### **3. Council Meeting Agenda Review, Communications & Roundtable.**

Councilor Bubenik announced he is now the Chair of the Washington County Policy Advisory Board.

## **ADJOURNMENT**

The work session adjourned at 6:43 p.m.

Sherilyn Lombos, City Manager

\_\_\_\_\_ / Nicole Morris, Recording Secretary

\_\_\_\_\_ / Lou Ogden, Mayor



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR MARCH 14, 2016

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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; Police Chief Kent Barker; Community Services Director Paul Hennon; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Teen Program Specialist Julie Ludemann; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Library Manager Jerianne Thompson; Management Analyst II Zoe Monahan; Economic Development Manager Melinda Anderson

### A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:01 p.m.

### B. ANNOUNCEMENTS

#### 1. Update on the Tualatin Youth Advisory Council's Activities for March 2016

Members of the Youth Advisory Council (YAC) presented a PowerPoint on their latest activities and upcoming events. Five YAC seniors returned from the National League of Cities Conference in Washington D.C. and will be presenting a recap to the Council in April. YAC is continuing to prepare for Project FRIENDS to be held on May 20. Bridgeport, Byrom, and Tualatin Elementary will participate in the day long anti-bullying workshop. Other upcoming events the YAC is preparing for include a Youth Summit and Coffee Nights.

#### 2. Tualatin Library Foundation Vine2Wine 2016

Tualatin Library Foundation members announced the Vine2Wine event to be held on April 16, 2016, 7-9:30 p.m., at the Tualatin Library. Tickets are available at the Tualatin Library Foundation website and at the Library.

#### 3. New Employee Introduction- Police Officer Jorge Solache

Police Chief Kent Barker introduced Police Officer Jorge Solache. The Council welcomed him.

#### 4. New Employee Introduction- Utility Technician I Matthew Lindsey

Public Works Director Jerry Postema introduced Utility Technician Matthew Lindsey. The Council welcomed him.

5. Recognition of Police Captain Larry Braaksma

Police Chief Kent Barker announced Police Captain Larry Braaksma's retirement. He recognized him for his service and dedication to the department. The Council thanked Captain Braaksma for his years of service.

**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.*

Tanner and Amon Hall, owners of the PuPu Shack, inquired about the progress on updating the ordinance related to food trucks. Assistant City Manager Alice Cannon stated staff hopes to resume progress in April or May when new staff is in place.

**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 Ed Truax, SECONDED by Council President Monique Beikman to approve 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 City Council Work Session of February 22, 2016

**E. PUBLIC HEARINGS – Quasi-Judicial**

1. Consideration of a Petition Requesting Annexation of Property at 18600 SW Pacific Highway (Tax Map 2S1 21A, Tax Lot 1100) (ANN-15-0002)

Mayor Ogden opened the petition hearing requesting annexation of property at 18600 SW Pacific Highway (ANN-15-0002). He read the rules of the hearing in accordance with ORS 197.763(5) and (6) and ORS 197.796(3)(b).

Mayor Ogden stated he as well as the entire Council had received emails regarding this matter. Mayor Ogden and Councilor Grimes stated they had both driven through the neighborhood.

#### STAFF REPORT

Planning Manager Aquilla Hurd-Ravich entered the staff report and attachments into the record. She stated the hearing tonight is for an annexation request in the general commercial planning district. She stated the site today is currently vacant and undeveloped but has public utilities available. Manager Hurd-Ravich stated the application was reviewed against a set of criteria and the application meets the criteria.

#### APPLICANT

Mike Connors, Attorney of the applicant Stein Woodburn LLC, spoke on the applicants behalf. He stated the Stein's bought the property under the General Commercial zoning with an original concept to build a gas station and mini-mart. The neighborhood expressed concern with this concept so the Steins are now prepared to remove the possibility of a gas station from the table by entering into an agreement with the City. Mr. Stein spoke stating he wants to be a good neighbor and has heard the neighborhood's concerns. Mr. Connors stated the Stein's want to proceed with the annexation of the property tonight.

Mayor Ogden recommended continuing the hearing until a further date to work on the annexation agreement with the removal of the gas station.

Mr. Connors stated he does not want this to lead to an extended delay.

Mayor Ogden recommended a recess for staff and the Stein's to come to an agreement on a new date for a continued hearing. A recess was taken from 7:55 to 8:13 p.m.

Mr. Connors and City Staff reached an agreement to continuing the hearing on May 23, 2016.

#### PUBLIC COMMENT

In Favor

None

In Opposition

Dan Hardy thanked the Stein organization for stepping forward and removing the gas station proposal from the table. He noted he is not opposed to the annexation but is concerned with the usage of the property.

Brian Cracker thanked the Stein Family for their decision tonight. He addressed his concerns with compatibility between zoning districts.

Andy Sterling stated he is in favor of the new annexation agreement with the



removal of the gas station.

#### APPLICANT REBUTTAL

Mr. Connors made it clear the proposal for the removal of the gas station does not affect the overall planning process for this property. He stated the overall issue at hand currently is the annexation and not the planning process.

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman to continue the petition requesting annexation of property at 18600 SW Pacific Highway until May 23, 2016.

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

#### F. 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. Consider Adopting **Ordinance No. 1388-16** Amending Tualatin Municipal Code Chapter 6-9 To Prohibit The Use Of Tobacco Products and Inhalant Delivery Systems on City Property and Renumbering Certain Provisions

Community Services Director Paul Hennon presented Ordinance No. 1388-16 for consideration for adoption to prohibit the use of tobacco and inhalant delivery systems on City property.

#### PUBLIC COMMENT

None

#### COUNCIL DELIBERATION/QUESTIONS

Councilor Bubenik expressed concern with the ability to enforce no smoking on sidewalks adjacent to a roadway.

Councilor Grimes notes she does not want the City to go the expense of creating signage along sidewalks where enforcement would be broken up in sections. Mayor Ogden asked for clarification on signage. Director Hennon stated signs will be only be placed at the entrances to City owned properties.

MOTION by Council President Monique Beikman, SECONDED by Councilor Joelle Davis 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

Other: Councilor Wade Brooksby (Absent)

MOTION CARRIED

MOTION by Council President Monique Beikman, SECONDED by Councilor Joelle Davis 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

Other: Councilor Wade Brooksby (Absent)

MOTION CARRIED

MOTION by Council President Monique Beikman, SECONDED by Councilor Joelle Davis to adopt Ordinance No. 1388-16 amending Tualatin Municipal Code Chapter 6-9 to prohibit the use of tobacco products and inhalant delivery systems on City property and renumbering certain provisions.

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

Nay: Councilor Ed Truax

Other: Councilor Wade Brooksby (Absent)

MOTION CARRIED

MOTION by Council President Monique Beikman, SECONDED by Councilor Joelle Davis to reconsider vote.

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

Other: Councilor Wade Brooksby (Absent)

MOTION CARRIED

MOTION by Council President Monique Beikman, SECONDED by Councilor Joelle Davis to adopt Ordinance No. 1388-16 amending Tualatin Municipal Code Chapter 6-9 to prohibit the use of tobacco products and inhalant delivery systems on City property and renumbering certain provisions.

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

Other: Councilor Wade Brooksby (Absent)

MOTION CARRIED

**G. 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.*

**H. COMMUNICATIONS FROM COUNCILORS**

Councilor Davis announced the Tualatin Community Police Foundation is donating a Segway to the Police Department. She invited everyone to attend the Breakfast with the Chief event being held on May 10. Tickets are available on the foundations website.

**I. ADJOURNMENT**

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

Sherilyn Lombos, City Manager

\_\_\_\_\_ / Nicole Morris, Recording Secretary

\_\_\_\_\_ / Lou Ogden, Mayor



# STAFF REPORT

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Paul Hennon, Community Services Director

**FROM:** Kelsey Lewis, Management Analyst II

**DATE:** 03/28/2016

**SUBJECT:** Consideration of **Resolution No. 5271-16** Granting Heritage Tree Status to a Tree on City Property Near the Tualatin River Greenway at Barngrover Way

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### **ISSUE BEFORE THE COUNCIL:**

Council will consider granting Heritage Tree status to a tree at the entrance to the new Tualatin River Greenway section at Barngrover Way.

### **RECOMMENDATION:**

The Tualatin Park Advisory Committee (TPARK) acts as the City's Tree Board, and after reviewing the nomination, recommends that Council grant Heritage Tree status to this tree. Staff recommends Council grant Heritage Tree status to this tree.

### **EXECUTIVE SUMMARY:**

On June 22, 1987, Council established a Heritage Tree Program (Ordinance No. 723-87, TMC 1-23) to recognize, foster appreciation of, and protect Heritage Trees; to inspire awareness of the contribution of trees to the community; and to encourage the planting of trees. A Heritage Tree is defined as a tree or stand of trees that, due to its age, size, species, quality or historic association, is of landmark importance and its retention as such will not unreasonably interfere with the use of the property upon which it is located. One nomination was received in the past year. TPARK, in their role as Tree Board, and in cooperation a City arborist, reviewed of the nomination. At its meeting on February 9, 2016 TPARK recommended to Council that they grant Heritage Tree status to the following tree:

Name: Tualatin River Greenway Redwood

Species: Sequoia Sempervirens (Coast Redwood)

Location: Tualatin River Greenway Entrance at Barngrover Way near intersection of Barngrover Way and Lower Boones Ferry Road

Owner: City of Tualatin

This tree will be planted April 9, 2016 as a part of the 2016 Arbor Week Celebration. It will have historic association as it is planted to commemorate the opening of the Barngrover Way to Nyberg Lane section of the Tualatin River Greenway.

**OUTCOMES OF DECISION:**

If granted Heritage Tree status this tree will be added to the City's Heritage Tree inventory and a plaque will be placed in front of it, identifying it as such. By granting this tree Heritage Tree status, the City shall record the tree's designation as a Heritage Tree, its site and its description on the land title.

**FINANCIAL IMPLICATIONS:**

This tree will be maintained by the Parks Maintenance Division as any other tree on City property with no new additional maintenance costs.

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**Attachments:**    Attachment A: Resolution  
                          Attachment B: Location Map & Photos

RESOLUTION NO. 5271-16

A RESOLUTION GRANTING HERITAGE TREE STATUS TO A TREE ON CITY PROPERTY LOCATED NEAR THE TUALATIN RIVER GREENWAY AT BARNGROVER WAY.

WHEREAS, Council established a program to recognize and protect Heritage Trees, as provided in Tualatin Municipal Code (TMC) 1-23; and

WHEREAS, Council finds that a Coast Redwood to be located near Tualatin River Greenway at Barngrover Way should receive Heritage Tree designation; and

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON, that:

**Section 1.** The Coast Redwood to be located on City owned property in Tualatin Oregon on Tax Lot 01900 of Tax Map S124B, approximately 122° 45' 28.4" W 45° 23' 5.4" N is hereby designated a Heritage Tree under TMC 1-23. The Heritage Tree is located at the entrance to the new segment of the Tualatin River Greenway at Barngrover Way.

**Section 2.** The City will care for and manage the tree consistent with the provisions and restrictions in TMC 1-23.

**Section 3.** The City Recorder is directed to record a copy of this resolution in the County Records to provide notice of the tree's designation as a Heritage Tree.

**Section 4.** City staff is directed to place a plaque identifying the tree as a Heritage Tree in a visible location near the tree, place this tree on the official listing and map of Heritage Trees, and maintain said listing and map in accordance with the provisions of TMC 1-23.

**Section 5.** This resolution is effective upon adoption.

INTRODUCED AND ADOPTED this 28th day of March, 2016.

CITY OF TUALATIN, OREGON

BY \_\_\_\_\_  
Mayor

APPROVED AS TO FORM

ATTEST:

BY: \_\_\_\_\_  
City Attorney

BY: \_\_\_\_\_  
City Recorder

## Attachment B Photos and Location of Heritage Tree



The Coast Redwood is located at the entrance to the new segment of the Tualatin River Greenway at Barngrover Way, a City owned property in Tualatin Oregon. The tree is located on Tax Lot 01900 of Tax Map S124B, approximately  $122^{\circ} 45' 28.4''$  W  $45^{\circ} 23' 5.4''$  N.





# 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:** 03/28/2016

**SUBJECT:** Consideration of Approval of 2016 Liquor License Renewals Late Submittals

---

### **ISSUE BEFORE THE COUNCIL:**

The issue before the Council is to approve liquor license renewal applications for 2016. The businesses listed below submitted their 2016 renewal application too late to be included in the renewals approved at the February 22, 2016 Council meeting. Copies have not been included with this staff report but are available at the City Offices for review.

### **RECOMMENDATION:**

Staff respectfully recommends that the Council approve endorsement of the following liquor license application renewals for 2016:

Baja Fresh  
Boones Ferry Chevron  
Celias Mexican Restaurante  
Fiorano  
La Montana 3  
Nacho Mama's  
Native Foods Cafe  
New York Ruben's  
Nicoli's Grill and Sports Bar  
Starbucks #14371

### **EXECUTIVE SUMMARY:**

Annually the Oregon Liquor Control Commission (OLCC) requires all liquor licenses be renewed. According to the provisions of City Ordinance No. 680-85, establishing procedures for liquor license applicants, applicants are required to fill out a City application form, from which a review by the Police Department is conducted, according to standards and criteria established in Section 6 of the ordinance. The liquor license renewal applications are in accordance with all ordinances and the Police Department has conducted reviews of the applications.

According to the provisions of Section 5 of Ordinance No. 680-85 a member of the Council or the public may request a public hearing on any of the liquor license renewal requests. If such a



public hearing request is made, a hearing will be scheduled and held on the license. It is important that any request for such a hearing include reasons for said hearing.

**FINANCIAL IMPLICATIONS:**

A renewal fee of \$35 has been paid by each applicant.

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**Attachments:**



# 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:** 03/28/2016

**SUBJECT:** Consideration of Approval of a New Liquor License Application for Tiny Wolf Brewing LLC

---

### **ISSUE BEFORE THE COUNCIL:**

The issue before the Council is to approve a new liquor license application for Tiny Wolf Brewing LLC.

### **RECOMMENDATION:**

Staff respectfully recommends that the Council approve endorsement of the liquor license application for Tiny Wolf Brewing LLC.

### **EXECUTIVE SUMMARY:**

Tiny Wolf Brewing LLC. has submitted a new liquor license application under the category of Brewery (BRWNC). They may make malt beverages as well as sell and distribute beverages to wholesale and retail licensees of the OLCC. This designation does not allow any on-premises consumption of alcohol by patrons. The business is located at 18435 SW Pacific Hwy, Ste B. The application is in accordance with provisions of Ordinance No.680-85 which established a procedure for review of liquor licenses by the Council. Ordinance No. 680-85 establishes procedures for liquor license applicants. Applicants are required to fill out a City application form, from which a review by the Police Department is conducted, according to standards and criteria established in Section 6 of the ordinance. The Police Department has reviewed the new liquor license application and recommended approval. According to the provisions of Section 5 of Ordinance No. 680-85 a member of the Council or the public may request a public hearing on any of the liquor license requests. If such a public hearing request is made, a hearing will be scheduled and held on the license. It is important that any request for such a hearing include reasons for said hearing.

### **FINANCIAL IMPLICATIONS:**

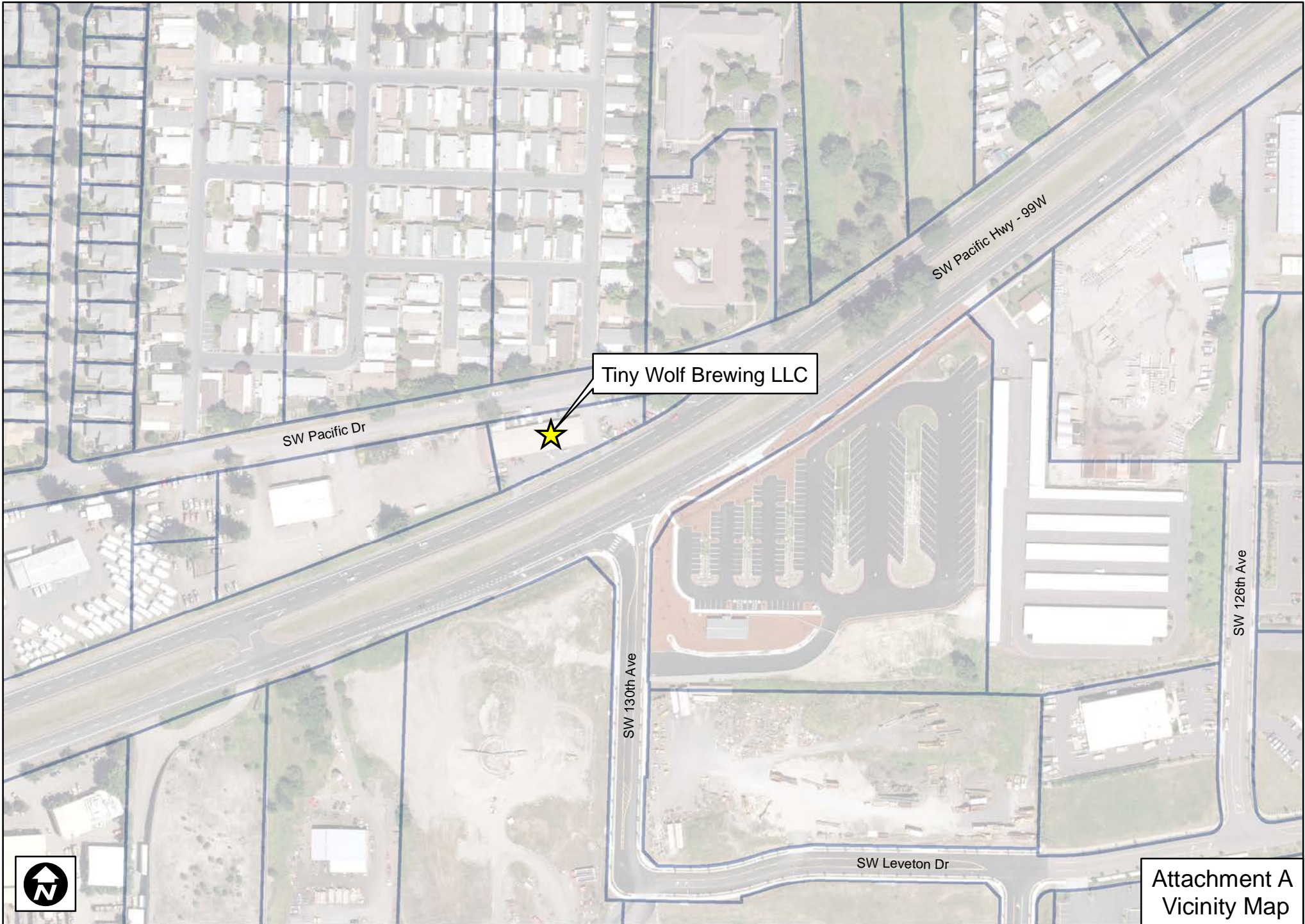
A fee has been paid by the applicant.

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**Attachments:** [Attachment A - Vicinity Map](#)

Attachment B- License Types

Attachment C- Application



## OREGON LIQUOR CONTROL COMMISSION

### LICENSE TYPES

#### FULL ON-PREMISES SALES

- **Commercial Establishment**  
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location (*this is the license that most “full-service” restaurants obtain*). Sell malt beverages for off-site consumption in securely covered containers provided by the customer. Food service required. Must purchase distilled liquor **only** from an Oregon liquor store, or from another Full On- Premises Sales licensee who has purchased the distilled liquor from an Oregon liquor store.
- **Caterer**  
Allows the sale of distilled spirits, malt beverages, wine, and cider by the drink to individuals at off-site catered events. Food service required.
- **Passenger Carrier**  
An airline, railroad, or tour boat may sell and serve distilled spirits, malt beverages, wine, and cider for consumption on the licensed premises. Food service required.
- **Other Public Location**  
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location, where the predominant activity is not eating or drinking (for example an auditorium; music, dance, or performing arts facility; banquet or special event facility; lodging fairground; sports stadium; art gallery; or a convention, exhibition, or community center). Food service required.
- **Private Club**  
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location, but only for members and guests. Food service required.

#### LIMITED ON-PREMISES SALES

Sell and serve malt beverages, wine, and cider for onsite consumption. Allows the sale of malt beverages in containers (kegs) for off-site consumption. Sell malt beverages for off-site consumption in securely covered containers provided by the customer.

#### OFF-PREMISES SALES

Sell factory-sealed containers of malt beverages, wine, and cider at retail to individuals in Oregon for consumption off the licensed premises. Eligible to provide sample tastings of malt beverages, wine, and cider for consumption on the premises. Eligible to ship manufacturer-sealed containers of malt beverages, wine, or cider directly to an Oregon resident.

#### BREWERY PUBLIC HOUSE

Make and sell malt beverages. Import malt beverages into and export from Oregon. Distribute malt beverages directly to retail and wholesale licensees in Oregon. Sell malt beverages made at the business to individuals for consumption on or off-site.

#### WINERY

Must principally produce wine or cider in Oregon. Manufacture, store, and export wine and cider. Import wine or cider *If bottled, the brand of wine or cider must be owned by the licensee*. Sell wine and cider to wholesale and retail licensees in Oregon. Sell malt beverages, wine, and cider to individuals in Oregon for consumption on or off-site.





CITY OF TUALATIN
LIQUOR LICENSE APPLICATION

Date 2-29-16

IMPORTANT: This is a three-page form. You are required to complete all sections of the form. If a question does not apply, please indicate N/A. Please include full names (last, first middle) and full dates of birth (month/day/year). Incomplete forms shall receive an unfavorable recommendation. Thank you for your assistance and cooperation.

REC'D CITY OF TUALATIN FEB 29 2016

SECTION 1: TYPE OF APPLICATION

- Original (New) Application - \$100.00 Application Fee.
Change in Previous Application - \$75.00 Application Fee.
Renewal of Previous License - \$35.00 Application Fee. Applicant must possess current business license. License #
Temporary License - \$35.00 Application Fee.

MAYOR COUNCIL POLICE ADM
FINANCE COMM DEV LEGAL OPER
COMMSVCS ENG & BLDG LIBRARY

SECTION 2: DESCRIPTION OF BUSINESS

Name of business (dba): TINY WOLF BREWING

Business address 18435 SW PACIFIC HWY City TUALATIN State OR Zip Code 97062

Mailing address 14140 SW PADDOCK CT City BEAVERTON State OR Zip Code 97008

Telephone # 503 768 9217 Fax #

Name(s) of business manager(s) First DAVID Middle WILLIAM Last BOGLE

Date of birth Social Security # ODL# M X F

Home address City State Zip Code

(attach additional pages if necessary)

Type of business BREWERY

Type of food served N/A

Type of entertainment (dancing, live music, exotic dancers, etc.) N/A

Days and hours of operation N/A

Food service hours: Breakfast N/A Lunch N/A Dinner N/A

Restaurant seating capacity 0 Outside or patio seating capacity 0

How late will you have outside seating? N/A How late will you sell alcohol? N/A

How many full-time employees do you have? 1 Part-time employees? \_\_\_\_\_

**SECTION 3: DESCRIPTION OF LIQUOR LICENSE**

Name of Individual, Partnership, Corporation, LLC, or Other applicants TINY WOLF  
BREWING LLC

Type of liquor license (refer to OLCC form) BRWNC

Form of entity holding license (check one and answer all related applicable questions):

**INDIVIDUAL:** If this box is checked, provide full name, date of birth, and residence address.  
Full name \_\_\_\_\_ Date of birth \_\_\_\_\_  
Residence address \_\_\_\_\_

**PARTNERSHIP:** If this box is checked, provide full name, date of birth and residence address for each partner. If more than two partners exist, use additional pages. If partners are not individuals, also provide for each partner a description of the partner's legal form and the information required by the section corresponding to the partner's form.  
Full name \_\_\_\_\_ Date of birth \_\_\_\_\_  
Residence address \_\_\_\_\_  
Full name \_\_\_\_\_ Date of birth \_\_\_\_\_  
Residence address \_\_\_\_\_

**CORPORATION:** If this box is checked, complete (a) through (c).  
(a) Name and business address of registered agent.  
Full name \_\_\_\_\_  
Business address \_\_\_\_\_

(b) Does any shareholder own more than 50% of the outstanding shares of the corporation? If yes, provide the shareholder's full name, date of birth, and residence address.  
Full name \_\_\_\_\_ Date of birth \_\_\_\_\_  
Residence address \_\_\_\_\_

(c) Are there more than 35 shareholders of this corporation? Yes \_\_\_\_\_ No \_\_\_\_\_. If 35 or fewer shareholders, identify the corporation's president, treasurer, and secretary by full name, date of birth, and residence address.  
Full name of president: \_\_\_\_\_ Date of birth: \_\_\_\_\_  
Residence address: \_\_\_\_\_  
Full name of treasurer: \_\_\_\_\_ Date of birth: \_\_\_\_\_  
Residence address: \_\_\_\_\_  
Full name of secretary: \_\_\_\_\_ Date of birth: \_\_\_\_\_  
Residence address: \_\_\_\_\_

**LIMITED LIABILITY COMPANY:** If this box is checked, provide full name, date of birth, and residence address of each member. If there are more than two members, use additional pages to complete this question. If members are not individuals, also provide for each member a description of the member's legal form and the information required by the section corresponding to the member's form.  
Full name: DAVID BOGLE Date of birth: \_\_\_\_\_  
Residence address: \_\_\_\_\_



Full name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Residence address: \_\_\_\_\_

**OTHER:** If this box is checked, use a separate page to describe the entity, and identify with reasonable particularity every entity with an interest in the liquor license.

**SECTION 4: APPLICANT SIGNATURE**

A false answer or omission of any requested information on any page of this form shall result in an unfavorable recommendation.

\_\_\_\_\_  
Signature of Applicant

7-29-88  
Date

**For City Use Only**

Sources Checked:

DMV by BSK     LEADS by BSK     TuPD Records by BSK

Public Records by BSK

Number of alcohol-related incidents during past year for location.

Number of Tualatin arrest/suspect contacts for \_\_\_\_\_

**It is recommended that this application be:**

Granted

Denied

Cause of unfavorable recommendation: \_\_\_\_\_

\_\_\_\_\_  
Signature

3/8/16  
Date

Kent W. Barker  
Chief of Police  
Tualatin Police Department





**City Council Meeting**

**Meeting Date:** 03/28/2016

**SPECIAL** Annual Report of the Tualatin  
**REPORTS:** Park Advisory Committee

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**SPECIAL REPORTS**

2015 Annual Report of the Tualatin Park Advisory Committee

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2015 TPARK Annual Report

TPARK Presentation

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## **2015 ANNUAL REPORT of the Tualatin Park Advisory Committee (TPARK)**

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### **1. BACKGROUND**

Tualatin Park Advisory Committee (TPARK) was established by Ordinance 418-77, adopted by Council on November 28, 1977, and incorporated into the Tualatin Municipal Code as Chapter 11-2. TPARK also serves as the Tree Board for the purpose of the Tree City USA program pursuant to Resolution 2013-87, adopted by Council on July 27, 1987.

Section 11-2-090 of the Tualatin Municipal Code calls for an annual report summarizing TPARK's activities during the preceding calendar year, outlining future activities of the committee, and identifying any other matters deemed appropriate by the committee for recommendation and advice to the Council.

The members of TPARK in 2015 were Kay Dix, Bruce Andrus-Hughes, Connie Ledbetter, Krista Nanton, Dana Paulino, Valerie Pratt (Vice Chair), Stephen Ricker and Dennis Wells (Chair).

### **2. ROLES OF THE COMMITTEE**

**The Tualatin Park Advisory Committee has the duty to:**

- A. Recommend and make suggestions to the City Council regarding all matters relating to public parks, playground-related activities and programs. This shall include, but not be limited to:
  - a. the budget process,
  - b. immediate and long-range planning,
  - c. citizen participation; and
- B. Formulate comprehensive and community-wide park and recreation systems and programs to serve the horticultural, environmental, historical, recreational, cultural and leisure needs of all City residents; and
- C. Consider the provisions of any comprehensive plan, project plan or agency plan of the City of Tualatin, and other government agencies having plans or projects affecting the City of Tualatin; and

- D. As the City's Tree Board TPARK makes recommendations to staff and Council on Urban Forestry related issues.

### **3. ACTIONS AND ACCOMPLISHMENTS IN SUPPORT OF ROLES IN 2015**

#### **A. RECOMMEND AND MAKE SUGGESTIONS TO THE CITY COUNCIL REGARDING ALL MATTERS RELATING TO PUBLIC PARKS, PLAYGROUND-RELATED ACTIVITIES AND PROGRAMS**

TPARK made a number of recommendations to staff and Council in 2015. Most of the recommendations were informed by receiving public involvement. Citizens and other interested parties shared their thoughts on a wide range of planning, policy and capital projects including Tualatin River Greenway Trail project design and construction, Pohl Center Community Development Block Grant project, Yvonne Addington overlook designation, smoke and tobacco free outdoor City spaces, Tualatin Heritage Center annual report and civil exclusions.

##### **1. Recommended a Smoke and Tobacco Free Outdoor City Spaces Policy for Property Owned and/or Managed by the City.**

TPARK spent several meetings reviewing and discussing smoke and tobacco free outdoor City spaces policy ramifications and alternatives. At the November 10, 2015 TPARK meeting, committee members recommend the City Council adopt a policy restricting all types of smoking and tobacco use in outdoor city property owned or managed by the City, including adjacent sidewalks. The Council reviewed this recommendation at the January 25, 2016 work session, and provided direction for policy alternatives.

##### **2. Supported the City of Tualatin's Community Development Block Grant application.**

TPARK provided input, opportunity for public involvement, and support of the City's applications for grant funds to renovate the kitchen at the Juanita Pohl Center. On September 8, 2015 TPARK recommended to Council the kitchen renovation which Council authorized submitting the grant application on September 14, 2015.

##### **3. Received the 2014 Tualatin Heritage Center Annual Report and forwarded to the Council.**

Per the 2005 *Agreement for Operation of the Tualatin Heritage Center*, the Tualatin Historical Society provides annual reports summarizing the operation, activities, attendance, financial status, staffing, marketing efforts, building and maintenance concerns, and other relevant issues to TPARK and the Tualatin City Council. TPARK received the report on March 10, 2015, and recommended that Council accept the Tualatin Heritage Center Report, which they did on April 13, 2015.



**B. FORMULATE COMPREHENSIVE AND COMMUNITY-WIDE PARK AND RECREATION SYSTEMS AND PROGRAMS TO SERVE THE HORTICULTURAL, ENVIRONMENTAL, HISTORICAL, RECREATIONAL, CULTURAL AND LEISURE NEEDS OF ALL CITY RESIDENTS**

During 2015 TPARK regularly provided input on park facilities, recreation programs, activities and events, and also participated in them. TPARK members volunteered at the West Coast Giant Pumpkin Regatta, Tualatin TRYathlon, Arbor Week Celebration, and other recreation programs. Committee members brought a prospective from citizens, organization and businesses regarding programs and facilities, and provided input representing our diverse community.

**1. Trail User Counting Project**

In September TPARK members participated in the 2015 trail user counts to determine the use of the Tualatin River Greenway Trail. This data is used to establish a national database of bicycle and pedestrian count information generated by these consistent methods and practices. The trail counts allow analysis on the correlations bicycle and pedestrian activities have on local communities. The information will also help determine the increased use once the project is completed between Barngrover Way and the former RV Site of Portland.

**2. Supported Recreation Activity and Enrichment Programs and Community Events.**

Committee members discussed, made suggestions and supported program enhancements and growth. During 2015 TPARK saw youth summer day camps grow, community events such as the Pumpkin Regatta attract the highest participant numbers ever, and Pohl Center program expansion for older adults. These recreation programs contribute to a high quality of life, improve health, reduce crime and enhance economic development.

**3. Actively Supported the City of Tualatin's Connect Oregon V Tualatin River Greenway Trail Project.**

TPARK worked toward furthering the Council vision and goals to "Protect and Expand Natural Areas" and "Expand Opportunities for Vibrant Park and Recreational Facilities Including Greenway Trails and Bike/Pedestrian Trails". The committee focus included ways to support the City missions, programming, and facilities to provide a community benefit which improves health, increases economic development, enhances the environment and provides a quality of place in Tualatin. At each TPARK meeting during 2015 the committee reviewed the status and progress of the trail project and received information to provide input on the scope, schedule and project budget. The committee members provided extensive public involvement for this section of the Tualatin River Greenway Trail.

**C. CONSIDER THE PROVISIONS OF ANY COMPREHENSIVE PLAN, PROJECT PLAN OR AGENCY PLAN OF THE CITY OF TUALATIN, AND OTHER GOVERNMENTAL AGENCIES HAVING PLANS OR PROJECTS AFFECTING THE CITY OF TUALATIN**

**1. Basalt Creek Concept Plan Project**

Throughout 2015 TPARK meetings, the Committee received Basalt Creek Concept Plan Project updates. The committee continues their suggestion to see public facilities designated in the plan. TPARK would like parks, natural areas, trails, recreation and library facilities, and bike lanes included in the plan. Committee members recommended that the Ice Age Tonquin Trail be included in the concept plan.

**2. Metro Parks and Natural Area System Plan**

Metro's portfolio of outdoor destinations and nature programs has grown dramatically during the past two decades, laying the groundwork for a world-class regional park system. Metro has developed a system plan that will guide future decision-making and investments for regional parks, trails, natural areas and nature programs. Community members and partners helped shape a draft plan that lays out Metro's mission, role and priorities going forward, and introduces the 17,000 acres of parks, trails and natural areas that Metro manages on behalf of the public. TPARK reviewed, discussed and commented on the Parks and Nature System Plan draft which included Metro's mission, role, portfolio and strategies.



Other projects and plans TPARK reviewed and discussed in 2015 include: Ice Age Tonquin Trail, Ice Age Discovery Trail, City Facilities Study and Active Transportation.

**D. AS THE CITY'S TREE BOARD TPARK MAKES RECOMMENDATIONS TO STAFF AND COUNCIL ON URBAN FORESTRY RELATED ISSUES**

**1. Recommended that Council to Proclaim April 5 through April 11, 2015 as Arbor Week in the City of Tualatin**

On March 10, 2015, TPARK recommended the adoption of the Arbor Week Proclamation which was approved by Council on March 23, 2015. The advisory committee was also involved in the selection process to determine the winners of the youth Arbor Week poster and photo contests.



#### **4. ACTION PLAN FOR 2016**

- A. Continue to fulfill prescribed duties.**
- B. Provide Recommendations and Public Involvement Opportunities for the Public during the Parks and Recreation Master Plan Update.**
- C. Support the Continuing Development of Parks and Recreation Facilities and Programs.**
- D. Demonstrate the Benefits of Parks, Trails, Recreation, Open Space, Natural Areas and Greenways.**

#### **5. RECOMMENDATIONS**

The Tualatin Park Advisory Committee respectfully recommends that the City:

- A. Begin an update to the Park and Recreation Master Plan as scheduled and budgeted.**
- B. Continue to move forward with acquiring property within the Tualatin River Greenway, and take appropriate actions to continue development of the Tualatin River Greenway trail. The importance of the Tualatin River Greenway is to preserve the scenic value of the Tualatin River, enhance water quality, preserve fish and wildlife habitat, provide opportunities for activity to improve health, and provide public pedestrian and bicycle access.**
- C. Ensure that public facilities including parks, natural areas, trails (Ice Age Tonquin and others), recreation and library facilities, and bike lanes are included in the Basalt Creek Concept Plan.**
- D. Include provisions of the Regional Active Transportation Plan in public and private planning processes and development decisions.**
- E. Continue to support social equity at recreation activity and enrichment programs, and community events for all ages.**





# Tualatin Park Advisory Committee (TPARK)



## 2015 Annual Report



# Committee Members

- Dennis Wells, Chair
- Valerie Pratt, Vice-Chair
- Kay Dix
- Bruce Andrus-Hughes
- Connie Ledbetter
- Krista Nanton
- Dana Paulino
- Stephen Ricker
- Staff – Rich Mueller





# Committee Role

The role of the TPARK is to:

- Recommend and make suggestions to the City Council regarding public parks, activities and programs.
- Formulate comprehensive and community-wide park and recreation systems and programs.
- Consider comprehensive plans and projects affecting the City.
- Act as the City's Tree Board and make recommendations on Urban Forestry related issues.

# Recommend and Make Suggestions

National Kids to Parks Day Proclamation

Yvonne Addington Overlook Designation

Proclaiming July as Parks and Recreation Month

Smoke and Tobacco Free Outdoor City Spaces

Tualatin Heritage Center Annual Report

Civil Exclusions

Pohl Center Community Development Block Grant application



# Formulate Comprehensive Park Systems and Recreation Programs

- Trail User Count Project
- Regional Trail Wayfinding
- Tualatin River Greenway Trail
- Active Transportation
- Ice Age Discovery Trail





# Consider Provisions of Plans and Projects Affecting the City

- Basalt Creek Concept Plan
- Metro Parks and Natural Area System Plan
- Ice Age Tonquin Trail
- Ice Age Discovery Trail
- Active Transportation
- City Facilities Study



# City Tree Board Recommendations On Urban Forestry Issues



Arbor Week in the City of Tualatin

April 5 – April 11, 2015



# 2016 Action Plan



- Fulfill Prescribed Duties
- Master Plan Update Public Involvement
- Support Continued Development of Parks and Recreation
- Continue Development of Greenway Trails



# Recommendations

- Update Parks and Recreation Master Plan as Scheduled
- Continue Development of the Tualatin River Greenway Trail
- Ensure Public Facilities are included in the Basalt Creek Plan
- Include Provisions of Active Transportation
- Support social equity at recreation activity and enrichment programs





# Questions/Comments?

