



City of Tualatin

TUALATIN CITY COUNCIL

Monday, DECEMBER 12, 2016

JUANITA POHL CENTER

8513 SW Tualatin Road

Tualatin, OR 97062

WORK SESSION- Cancelled

BUSINESS MEETING begins at 7:00 p.m.

Mayor Lou Ogden

Council President Monique Beikman

Seat 3- Vacant
Councilor Joelle Davis

Councilor Frank Bubenik
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, 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. Council meetings can also be viewed by live *streaming video* on the day of the meeting at 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 DECEMBER 12, 2016

A. CALL TO ORDER

Pledge of Allegiance

B. ANNOUNCEMENTS

1. Tualatin Youth Advisory Council's Activities for December
2. Recognition of Outgoing Councilors
3. 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.

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 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
2. Consideration of **Resolution No. 5302-16** Adopting the December 2016 Update to the Public Works Construction Code
3. Consideration of **Resolution No. 5303-16** Appointing to Fill a Vacant Council Position
4. Swear-in Newly Appointed City Councilor

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

1. Proclamation Request

H. ADJOURNMENT

City Council Meeting

Meeting Date: 12/12/2016

ANNOUNCEMENTS: Tualatin Youth Advisory Council
Update

ANNOUNCEMENTS

Tualatin Youth Advisory Council's Activities for December

SUMMARY

A. YAC Update

December 12, 2016

Tualatin Youth Advisory Council

Youth Participating in Governance



Starry Nights and Holiday Lights



Park After Dark

- 40 people attended
- Games, food, and music
- Next event: Friday December 16

Other Activities

- Project FRIENDS planning
- YAC Holiday Party



City Council Meeting

Meeting Date: 12/12/2016

ANNOUNCEMENTS: Tualatin City Council Unity
Statement

ANNOUNCEMENTS

Tualatin City Council Unity Statement

Statement

Tualatin City Council Unity Statement

Tualatin is a diverse community, known for its excellent amenities, award winning parks, and unique shopping and dining experiences. Your Tualatin City Council is very proud to serve this community and cares deeply about the well-being of everyone.

The City of Tualatin strongly reaffirms our commitment to being a safe and welcoming community. We declare that harmful, hateful acts have no place in our city and we commit to maintaining a peaceful, safe, welcoming place in which to work, live and play.

We encourage neighbors to reach out in kindness to one another, support the most vulnerable, discourage acts of hostility and hate, and foster our community by extending safety, support and love to those around us. By extending acts of kindness as individuals, together we help those around us feel safe and build community trust. We can all work together to promote unity.



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: 12/12/2016

SUBJECT: Consideration of Approval of the Minutes for the Work Session and Regular Meeting of November 28, 2016

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Work Session and Regular Meeting of November 28, 2016 .

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: [City Council Work Session Minutes of November 28, 2016](#)
[City Council Regular Meeting Minutes of November 28, 2016](#)



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; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:36 p.m.

1. ***Metro Update with Councilor Craig Dirksen.***

Metro Councilor Craig Dirksen provided the Council with handouts on regional highlights on housing, jobs, transportation, and changing communities. He presented an update on the renewed Parks and Natural Areas Levy. The renewed levy will fund planning on the Chehalem Ridge, restoration on the River Island Natural Area, and allow the ability to award \$205,000 in community restoration grants. The Regional Leadership Forums was held and focused on transportation challenges and potential solutions. Metro was granted \$130 million in Regional Flexible Funds to be spent on active transportation and freight movement. JPACT will be making a decision in January on how the funds will be spent in 2019-21. Councilor Dirksen noted the Herman Road Project has been submitted as a priority project for funding.

Councilor Dirksen updated the Council on the Equitable Housing Grants. \$575,000 will be awarded to assess and reduce barriers to affordable housing in seven cities in the region. Metro has adopted the Strategic Plan for Racial Equity and Diversity. Design work on the River Walk at the Willamette Falls is still underway. An open house was held in November to review design options. The Convention Center Hotel design has been approved with an official groundbreaking to be held in the spring of next year.

2. ***Basalt Creek Land Use Map.***

Assistant City Manager Alice Cannon and Senior Planner Karen Fox presented an update on the Basalt Creek Concept Plan. Manager Cannon stated staff is looking for two actions from Council tonight: confirm land use concept map and accept staff recommendations. A brief overview of the project history was presented. A scenario progression from 2014 to concurrent was reviewed.

Planner Fox spoke to concept map refinements. Staff took feedback from the public, Council and Intergovernmental partners to make minor refinements. Staff

sought to achieve a balanced land use solution responsive to feedback and supported by IGA partners. A well balance approached was reached between employment and residential land: 93 acres of Manufacturing Park, 3 acres of Neighborhood Commercial, and 88 acres of Residential. Through further public input it prompted questions regarding the Basalt Creek central subarea and its zoning. Council direction on the issue was to match the same Planning District as Victoria Gardens and determine if land is suitable for employment uses.

Manager Cannon met with OTAK to further explore the property owner's proposal. She stated OTAK is supportive of the plan for the area remaining residential. It was also noted that Washington County does not support the change from industrial to residential. Planner Fox stated staff examined the South Center Complex as an example of similar topography and sanitary sewer restraints. The updated summary of acres and trips was presented. The trip capacity did not change significantly and fits within the margin of error. The most recent land use concept map was summarized.

Manager Cannon presented staff's position on the Basalt Central Subarea. She stated the budget is getting lean on the project and staff is looking for Council to move forward so work can begin on the concept plan.

Mayor Ogden asked about the power line easement. Manager Cannon stated the area could be used for commercial parking or storage units but the area is very restrictive towards residential use.

Mayor Ogden asked about the inability to meet ADA requirements in the area because of the grading. Manager Cannon stated excavation on the site would be challenging but she couldn't speculate further without having plans to review.

Councilor Davis stated she would like to see more residential in the area and less industrial to address citizen concerns.

Councilor Grimes would like to prevent the area from becoming land locked and not having the proper utilities to the area.

Councilor Davis asked for clarification on the projects budget. Manager Cannon stated the budget is running low and decisions need to be made on land uses to keep the project moving forward.

Councilor Grimes asked what would happen if the City changed direction on the zoning based on the letter the Council received from Washington County. Manager Cannon stated ultimately the County has to sign off on the agreement, so everyone has to be on the same page.

Councilor Truax asked what would happen if Washington County decided to not agree. Manager Cannon stated the City then runs the risk of not being able to urbanize the area.

Council President Beikman stated the letter they received stated the area needs to be zoned for employment land or they were going to hold up the process. Planner Fox stated Washington County feels they have made a huge investment into the infrastructure in the area and choosing something other than employment land

would be going against their expectation for the area.

Councilor Davis stated she is frustrated because residential zoning for the area would reduce the traffic load on the area. She added the City already has residential developers ready to break ground in the area.

Councilor Bubenik stated he supports staff's recommendations.

Councilor Grimes concurred with Councilor Bubenik stating staff has created a equitable balance with room for growth.

Councilor Davis asked if mixed use would work in the area. Planner Fox stated it would depend and would have to be worked out in the design phase.

Mayor Ogden spoke in support of the OTAK proposal because he has concerns with the area being able to develop manufacturing.

Councilor Truax stated if Council does not accept staff's recommendations tonight he fears there will be no end to the process.

Council Consensus was reached to adopt staff's recommendations

Councilor Davis asked when the process will be finished. Planner Fox stated it is anticipated to wrap-up in April. Councilor Davis asked what the process would be for future changes to the area. Planner Fox stated a process will need to be worked out with the City of Wilsonville.

Council Meeting Agenda Review, Communications & Roundtable.

Councilor Davis requested the Council release a statement on community unity. Council consensus was to move forward. Councilor Davis will provide the Council with a statement for review and will have it prepared for the next meeting.

ADJOURNMENT

The work session adjourned at 6:54 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Lou Ogden, Mayor



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR NOVEMBER 28, 2016

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; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Senior Planner Karen Fox; Public Works Director Jerry Postema

A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:03 p.m.

B. ANNOUNCEMENTS

1. Proclamation Declaring December 10, 2016 as Human Rights Day in the City of Tualatin

Reza Rahman, Human Rights Council (HRC) of Washington County, briefed the Council on HRC's mission, accomplishments, and goals for the year.

Council Davis read the proclamation declaring December 10, 2016 as Human Rights Day in the City of Tualatin.

2. Starry Nights and Holiday Lights 2016 Announcement

Recreation Program Specialist Heidi Marx announced the 13th Annual Starry Nights and Holiday Lights. The event will be held this Friday, December 2, 5pm, at the Lake of the Commons. She invited all citizens to attend.

3. New Employee Introduction- Dan Fischer, Utility Technician

Public Works Director Jerry Postema introduced Utility Technician Dan Fischer. The Council welcomed him.

C. CITIZEN COMMENTS

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Lois Fox expressed concerns with the zoning in the Basalt Creek area near her property. She noted it is not fit for grading to create employment transition.

Sherman Leitgeb expressed concern with Council looking for expediency in the Basalt Creek process and not looking at the right decision for the land. He stated Metro left it to the Council to determine the best use of the land.

Hannah Childs expressed similar concerns with the slope and the ability to grade the area. She would like the Council to more appropriately zone the area.

Scott Powell does not want to see industrial businesses in the area as it currently has established residential.

Paul Morrison presented his overall concerns with the Basalt Creek Concept Plan including agreement amongst the governing agencies, budget, and the zoning of certain areas.

Margo Traines expressed concerns regarding the overall noise level in Tualatin. She presented the Council with research regarding appropriate noise levels and requested the Council to address the issue.

Heather Hutchinson expressed concern with the Basalt Creek area being suitable for employment transition due to the slope and the dense basalt rock in the area. She would like the Council to explore different zoning to better fit the area.

Don Hanson, OTAK, spoke on behalf of Herb Koss. He stated he proved the South Center topography for staff to evaluate what a development would look like in this portion of the Basalt Creek area. He stated the South Center development is half the slope of the area in discussion and is not ADA compliant. In addition he added that the slope of the area would make a industrial development on this land extremely difficult.

Randy Alvstad requested the Council keep the area in question zoned residential.

Lark Leitgeb requested the Council adopt the OTAK proposal for the area, as it was residents in the area want.

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 14, 2016
2. Special Meeting of the City Council called for December 8, 2016

E. COMMUNICATIONS FROM COUNCILORS

None.

F. ADJOURNMENT

Mayor Ogden adjourned the meeting at 7:44 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: Sherilyn Lombos, City Manager

FROM: Paul Hennon, Community Services Director
Rich Mueller, Parks and Recreation Manager

DATE: 12/12/2016

SUBJECT: 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

ISSUE BEFORE THE COUNCIL:

Council will consider approving an agreement for management and operations of the Louis Walnut House located within the Tualatin River Greenway at 11675 SW Hazelbrook Road.

RECOMMENDATION:

Staff recommends Council adopt the attached Resolution.

EXECUTIVE SUMMARY:

The City has leased the Louis Walnut House to the Tualatin Riverkeepers since 2011 and now both parties wish to build on their successful relationship to provide additional public benefits to the Tualatin community.

The City owns the historic building and does not have current financial resources at this time to use it for parks and recreation programming, nor for other City purposes

The City has the ability to discourage vandalism to the building by having it regularly occupied and the City can reduce operating costs by limiting vandalism and shifting some of the routine costs of operating the building to the Tualatin Riverkeepers

The Tualatin Riverkeepers has the organizational capacity to provide the following public benefits to the Tualatin Community in exchange for the right to use the facility for administrative purposes, which in part, support the provision of public benefits to the Tualatin community:

1. Introduce the residents of the City to a variety of natural resources surrounding the river, thereby building public support and appreciation for citizens in the City through the Tualatin Riverkeepers web and social media sites, presentations, and printed materials.

2. Serve as a public information location for citizens to access information about the Tualatin River padding routes, historical, ecological, natural, wildlife, and public engagement opportunities, Monday through Friday, from 9:00 am to 2:00 pm.
3. Provide three historical presentations each year on the Tualatin River at locations such as the Tualatin Heritage Center, Winona Grange, and Tualatin Library.
4. Annually, execute nine ecological events related to the Tualatin River, including two Tualatin River clean ups, six property clean ups, and a school trip to Tualatin Community Park, with a Tualatin public school.
5. Participate in collaborative natural resources planning with City staff to provide input on restoration and planning efforts on the property in the future, assuring it retains its natural character but and enhances existing wetlands and riparian forest.
6. Assist with providing volunteers and funding for enhancement and restoration of the property.
7. Connect Tualatin students to the river outside of City limits by including approximately 100 Tualatin students (K-12) annually in half day field trips at Dirksen Nature Park in Tigard.
8. Coordinate and collaborate with City park maintenance to provide an urban forestry intern for the purpose of onsite and City-wide tree care.
9. Tualatin Riverkeepers Discovery Day activities, learning enhancement, environmental experience, and use of kayak equipment will be available to Tualatin residents during this annual event.
10. Trash pickup and removal from the property as needed.
11. Programs and activities will be offered at an affordable cost for people with low incomes and Tualatin residents will receive a discount on all programs and activities offered.

Under terms of the proposed agreement, the City will maintain the structural portions of the Walnut House and grounds maintenance. The Tualatin Riverkeepers will pay the costs of all utilities, solid waste and recycling removal, custodial services, paper products and restroom supplies, Internet, phone, fax, and cable services, litter removal from the adjacent grounds, management of the public benefits described in this report, and will maintain comprehensive general liability insurance as defined in the agreement.

The proposed agreement would end on June 30, 2021 and either party may terminate the agreement for cause or mutual agreement with ninety (90) days prior written notice.

FINANCIAL IMPLICATIONS:

The City will avoid the routine building operating and potential vandalism costs and will receive the public benefits as cited in this report.

RESOLUTION NO. 5304-16

RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF TUALATIN AND THE TUALATIN RIVERKEEPERS FOR MANAGEMENT AND OPERATIONS OF THE LOUIS WALNUT HOUSE

WHEREAS, the City has leased the Louis Walnut House to the Tualatin Riverkeepers since 2011 and now both parties wish to build on their successful relationship to provide additional public benefits to the Tualatin community; and

WHEREAS, the City owns the historic building and does not have current financial resources at this time to use it for parks and recreation programming, nor for other City purposes; and

WHEREAS, the City has the ability to discourage vandalism to the building by having it regularly occupied and the City can reduce operating costs by limiting vandalism and shifting some of the routine costs of operating the building to the Tualatin Riverkeepers; and

WHEREAS, the Tualatin Riverkeepers has the organizational capacity to provide certain public benefits to the Tualatin Community in exchange for the right to use the facility for administrative purposes, which in part, support the provision of public benefits to the Tualatin community; and

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

Section 1. The City Manager is authorized to execute the attached Management and Operations Agreement for Louis Walnut House located in the Tualatin River Greenway at 11675 SW Hazelbook Road.

Section 3. This resolution is effective upon adoption.

INTRODUCED AND ADOPTED this 12nd day of December, 2016.

CITY OF TUALATIN, OREGON

BY _____
Mayor

APPROVED AS TO FORM

ATTEST:

BY _____
City Attorney

BY _____
City Recorder

MANAGEMENT AND OPERATIONS AGREEMENT FOR LOUIS WALNUT HOUSE

This Management and Operations Agreement ("Agreement") is between the City of Tualatin ("City") and the Tualatin Riverkeepers, a non-profit corporation ("Riverkeepers") for the facility of "The Louis Walnut House, and designated area within the storage shed, located at 11605 and 11675 SW Hazelbrook Road, Tualatin, Oregon 97062" ("House").

Section 1. Purpose. The purpose of this Agreement is to maximize the useful value of the House consistent with City of Tualatin Charter, Ordinances, and parks and recreation policies.

Section 2. Use of House; Agreement Term. In consideration of the promises and covenants herein, City allows Riverkeepers to use the House for the purposes outlined in this Agreement from the date beginning July 1, 2016 and ending June 30, 2021.

Section 3. Recreation and Environmental Programs.

- A. Develop Programs.** Riverkeepers must operate and use the House and ancillary grounds for the purpose of developing the City recreation, education, and preservation programs and activities for the public as a focal point for environmental education and enrichment to serve Tualatin residents and businesses. Riverkeepers and City enter this agreement with the expectation that development of programs will be an evolutionary process, and, over time, growing to the full scope and potential. Appendix A lists the minimum public benefit programs required.
- B. Performance Standards.** The specific performance standards, such as defining the operating days of the week, hours per day, number and variety of programs, attendees and participants, or revenue production, will be developed between City and Riverkeepers. The intent of both parties is that House will have regular hours of operation on most days of the week, effective marketing, publicity and community outreach. Riverkeepers will provide City with copies of fee schedules and promotional materials. City and Riverkeepers may meet from time to time to discuss the terms of this Agreement and may modify performance expectations to meet programmatic goals.
- C. Affordable Programs.** Riverkeepers agrees to offer programs and activities that are affordable to the community, including those from low incomes.
- D. Discount to Tualatin Residents.** Riverkeepers agrees that Tualatin residents will receive a discount, to be determined by City and Riverkeepers, on all programs offered by the Riverkeepers.

Section 4. Management of House.

- A. Riverkeepers to Manage.** Riverkeepers will manage the House, consistent with the policies and procedures of the City of Tualatin Community Services Department. Riverkeepers bears all costs and expenses related thereto. The House may not be used for residential purposes. Riverkeepers shall not use nor allow the House to be used in any manner inconsistent with City of Tualatin Park Rules or permit anything to be done upon or about the House that creates a nuisance.
- B. Coordination with City.** The parties may coordinate building management to maximize the value to the community.
- C. Compliance with Laws.** Riverkeepers must comply with and faithfully observe in the use and occupation of the House all rules, laws, regulations, and requirements of the city, county, state, federal, and other applicable governmental authorities. Alcohol may be permitted at the House provided an Alcohol Use Permit is obtained from the City's Community Services Department. The House must be a "Smoke and Tobacco-Free" environment and use of tobacco products or inhalant delivery systems of any kind are not allowed inside the building or on the grounds and property.

Section 5. Acceptance of Current Conditions; Modifications to the House.

- A. Acceptance.** Riverkeepers acknowledges the condition of the House as it currently exists. City, its officers, employees, or agents have made no representations or warranties as to the condition of the House except as otherwise provided in this Agreement.
- B. Modifications.** Riverkeepers may not modify the House without the prior express written consent of City. Any such approved modification will be made at Riverkeepers sole expense and becomes property of City. If Riverkeepers makes any alterations, decorations, additions or improvements, Riverkeepers must promptly pay all contractors and service providers who have furnished labor or materials. Riverkeepers agrees to protect, defend, indemnify, and hold harmless City and the House from any liens or claims. Should such a lien be filed, Riverkeepers must bond against or discharge the lien within ten (10) business days after the lien is filed or attached.

Section 6. Nondiscrimination. Riverkeepers acknowledges it will not discriminate against any person, group, or employee due to race, color, creed, religion, sex, sexual orientation, marital status, age, disability, national origin, ancestry, or any other protected class acknowledged under State and Federal law, in the performance of its duties under this Agreement. Riverkeepers acknowledges that all programs and activities are open to the public.

Section 7. Insurance. Riverkeepers must provide at its own cost insurance for all furnishings, appliances, fixtures, improvements, surface covers, decoration, and other contents of the House at its own expense. Such items remain the property of Riverkeepers during the term of this Agreement and upon the expiration or earlier termination of this Agreement, as long as such items are not permanently installed in the House.

Section 8. Hazardous Materials; Dangerous Conditions; Notification of Dangers.

- A. Hazardous Materials.** Riverkeepers must not bring, keep or use any Hazardous Materials in or about the House without the prior written consent of City. As used in this Agreement, "Hazardous Material" means any hazardous or toxic substance, material or waste, including but not limited to, those substances, materials, and wastes listed in the United States Department of Transportation Hazardous Materials Table (49CFR§172.101), or by the United States Environmental Protection Agency as hazardous substances (40CFR pt 302) petroleum products or other such substances, materials and wastes that are or become regulated under applicable local, state or federal law.
- B. Dangerous Conditions.** Riverkeepers must not create any dangerous conditions at the House, including but not limited to any fire danger, nuisance, or other violation of law.
- C. Notification of Dangers.** Riverkeepers must promptly notify City of any dangers to person or property, or any dangerous conditions, that exist on the Premises, which are either known or discovered by Riverkeepers. Riverkeepers must inform its employees and agents of any known or discovered dangers, or any dangerous conditions, that are present at the House, until such time as the condition is remedied.

Section 9. Nonassignment. Riverkeepers may not assign this Agreement in whole or in part, without the prior written consent of City in each instance.

Section 10. Signs. Riverkeepers may place a monument sign in front of the House and one sign affixed to the House. City's prior written approval is necessary for all other signs at the House. Riverkeepers acknowledges that it is a contract provider of services promoting recreational and environmental education and enrichment, for the City of Tualatin and will endeavor to ensure that advertising and other materials indicate that the programs and services offered are products of Riverkeepers with support from the City.

Section 11. Maintenance of House and Common Areas. City will repair and maintain the structural portions of the House, including the roof, the lighting, heating, air conditioning, plumbing, water, sewage, gas and electrical systems, fixtures and equipment in good condition and repair. However, if a defect, malfunction, or damage results from Riverkeepers negligent act or omission, City may charge to and collect the cost of such repair from Riverkeepers.

- A. Common Areas.** City will maintain the common areas of the House consisting of sidewalks and pathways; landscaping, enhancement and mitigation plantings; (other than special plantings, such as gardens and the orchard that will be maintained by the Riverkeepers); service areas; the driveway and parking lot.
- B. Utility Costs.** Riverkeepers will obtain and pay cost of gas, electric, sanitary and storm sewer, road maintenance, and water utilities; solid waste removal and recycling service; and provide regular custodial and cleaning consistent with the level of service provided other City-owned buildings. Riverkeepers shall be responsible for any paper products and toilet supplies used. Riverkeepers shall obtain and pay cost of telephone, fax, cable, and Internet service.
- C. Repairs.** City has no duty to make repairs under this Agreement until Riverkeepers gives written notice to City of the repairs to be made or condition to be corrected. City has no liability for failure to make any repair required of it if the repair is completed within a reasonable time following the notice from Riverkeepers. City will maintain the storage shed and be responsible for associated upkeep and utilities.
- D. Access to House.** The parties agree that the City, City's contractors and workers may, upon reasonable notice to Riverkeepers (except no notice shall be required in an emergency), enter any portion of the House at any time and erect all necessary structures to repair, alter or maintain the Agreement. Riverkeepers waives any claim to damages resulting from such activities, except those caused by City negligence.

Section 12. Vacate House Upon Termination; Damages for Violations.

- A. Vacate the House.** Upon termination of this Agreement, Riverkeepers must vacate the House in the same condition as they were at the beginning of this Agreement, except for reasonable wear and tear and damage by unavoidable casualty to the extent that the damage is covered by City's fire insurance policy with extended coverage endorsement. Riverkeepers must return all keys for the House to City, inform City of all combinations on locks, if any, and remove any alterations before vacating the House.
- B. Removal of Furnishings.** Upon termination of this Agreement, Riverkeepers must remove all of its furnishings and trade fixtures and restore all damage resulting from such removal. Failure to remove shall be an abandonment of the furnishings and fixtures, and City may dispose of it in any manner without liability.
- C. Damages for Violations.** If Riverkeepers causes any damage to the House, City has the right to recover from Riverkeepers the following damages:
 - a.** All costs incurred in the cost of clean-up and repair and preparation for a new use including the cost of correcting any defaults or restoring unauthorized alterations;
 - b.** Reasonable attorney fees incurred in connection with the damage, whether or not any litigation has commenced;
 - c.** City may institute actions to recover such amounts as they accrue and no one action for accrued damages shall bar a later action for damages subsequently accruing.

Section 13. Insurance and Indemnity

- A. Insurance.** During the entire term of the Agreement, Riverkeepers must keep in full force and effect a policy of comprehensive general liability, property damage, and personal injury insurance of which the limits of liability must not be less than one million five hundred thousand dollars (\$1,500,000) per person and per accident and in which the property damage liability must not be less than one million dollars (\$1,000,000). If the limits of liability provided under the Oregon Tort Claims Act, ORS 30.270, or other applicable law should be raised to an amount exceeding those dollar amounts, then Riverkeepers must provide a policy of insurance that covers such increased amount of liability. The insurance shall be in an insurance company approved by City; a copy of the policy or certificate of insurance shall be delivered to City; the policy must name City, as well as City's officers, employees, volunteers, and agents as additional named insured's; and Riverkeepers must not cancel the policy without first giving City at least thirty (30) days prior written notice.
- B. Indemnification by Riverkeepers.** To the extent legally possible, Riverkeepers must indemnify and hold City, its officers, agents, employees, and volunteers harmless from and against any and all claims, actions, liabilities, costs, including costs of defense, arising out of or in any way related to any act or failure to act by Riverkeepers and its employees, agents, officers, volunteers and contractors in connection with this Agreement.
- C. Indemnification by City.** To the extent legally possible, City must indemnify and hold Riverkeepers, its officers, agents, employees, and volunteers harmless from and against any and all claims, actions, liabilities, costs, including costs of defense, arising out of or in any way related to any act or failure to act by City and its employees, agents, officers, volunteers and contractors in connection with this Agreement.

Section 14. Damage by Casualty or Fire and Duty to Repair. If the House is damaged by fire or other casualty, City may use its discretion to repair the damage. If the City chooses not to repair the damage, this Agreement may be terminated by either party. If the City chooses to make repairs, City may take possession of and occupy, to the exclusion of Riverkeepers, all or part of the House to make the necessary repairs. Riverkeepers agrees to temporarily vacate, upon request, all or any part of the House that City may require to make necessary repairs. City will endeavor to minimize disruption associated with repair. Riverkeepers waives all claims for recovery from City for loss or damage to the House insured under the City's casualty or fire insurance policies to the extent of any recovery collectable under such insurance.

Section 15. Performance by City. City will not be in default for the nonperformance or interruption or delay in performance of any of the terms, covenants, or conditions of this Agreement if due to a labor dispute, strike, lockout, civil commotion or like operation, government regulation or controls, inability to obtain labor or materials, or through an act of God or other cause beyond the reasonable control of City, if such cause is not due to the willful act or neglect of City.

Section 16. Default; Termination.

- A. For Cause Termination.** If Riverkeepers fails to perform any of the terms, conditions, or covenants of this Agreement, City will provide written notice of the default and a reasonable opportunity to cure. If Riverkeepers fails to cure the default, then City may terminate this Agreement. This remedy is not exclusive but in addition to all other remedies and rights provided by law.
- B. Termination for Convenience.** The parties may terminate this Agreement by mutual agreement at any time. In addition, either party may terminate this Agreement by giving the other party at least 90 days prior written notice.

Section 17. Entire Agreement; Waiver. This Agreement, including all Agreement, constitute the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement will bind the parties unless in writing and signed by both parties and all necessary City approvals have been obtained.

Section 18. Notice to Parties. Except as otherwise expressly provided in this Agreement, any communications between the parties hereto or notices to be given hereunder must be given in writing by personal delivery, mail facsimile, or email.

- A. Notice by Personal Delivery.** Any communication or notice given by personal delivery is effective when actually delivered.
- B. Notice by Mail.** Notice given by mail must be by postage prepaid, to Riverkeepers or City at the address, set forth herein, or to such other addresses or numbers as either party may indicate pursuant to this Section. Any communication or notice so addressed and mailed is effective five (five) days after mailing.
- C. Notice by Email.** Any communication or notice given by email is effective upon the sender's receipt of confirmation generated by the recipient's email system that the notice has been received by the recipient's email system.
- D. Party to be Notified.** Unless otherwise notified in writing as set forth above, notices must be given to the Project Managers. If a Party's Project Manager is changed, notification of the change must be promptly made in writing to the other party. If a party receives a communication from the other party not executed by the Project Manager, the party may request clarification by the other party's Project Manager, which must be promptly furnished.

1. City's Project Manager

Rich Mueller
Parks and Recreation Manager
18880 SW Martinazzi Avenue
Tualatin, OR 97062
503 691-3064
rmueller@ci.tualatin.or.us

2. Provider's Project Manager

Mike Skuja
Executive Director
11675 SW Hazelbrook Road
Tualatin, OR 97062
503 218-2580
mike@tualatinriverkeepers.org

Section 19. Public Contracting Requirements. Provider must comply with provisions of ORS 279A.110; 279B.220, 279B.225, 279B.230, and 279B.235, which are incorporated by reference herein. City's performance under the Agreement is conditioned upon Provider's compliance.

Section 20. Certification of Compliance with Tax Laws. As required by ORS 279B.110(2)(e), Riverkeepers represents and warrants that it has complied with the tax laws of this state, the City, and applicable political subdivisions of this state, including but not limited to ORS 305.620 and ORS chapters 316, 317 and 318, hereafter ("Tax Laws"). Riverkeepers further covenants to continue to comply with the Tax Laws during the term of this Agreement and Provider covenants and acknowledges that the failure to comply with the Tax Laws is a default for which City may terminate this Agreement and seek damages.

Section 21. Tax Exempt Status. Riverkeepers shall provide to City proof of filing for property tax exemption with the Washington County Assessors Office. Riverkeepers must apply for this exemption in a timely manner. Application fees will be the expense of Riverkeepers. Any fees associated with a late filing must be paid by Riverkeepers. If Riverkeepers fails to file for such exemption, Riverkeepers will be responsible for all real property taxes assessed to City for the Agreement.

Section 22. Dispute Resolution.

- A. Process.** If Provider disagrees with a decision of the City under this Agreement, Provider must provide written notice to the City's Project Manager of Provider's disagreement, and include all relevant information and exhibits, within thirty (30) days of Provider's knowledge of the decision to which Provider disagrees. The City's Project manager will review the information and meet with Provider to attempt to come to resolution on the dispute and process any necessary Change Order. If City and Provider are unable to come to resolution, the City's Project Manager will issue a written decision outlining the City's reasons to decline Provider's request regarding the dispute.
- B. Complaint.** Any claim that cannot be resolved between the parties as set forth shall be initiated by filing a complaint in the appropriate court as provided in this Agreement. The claim and all cross and counter-claims filed in response to the complaint shall be submitted to mediation. If the parties cannot agree on a mediator, the Presiding Judge for Washington County will select the mediator. Only if the dispute cannot be resolved by mediation, will the parties proceed to litigate the claim in court.

Section 23. Execution of Agreement; Electronic Signature. This Agreement may be executed in one or more counterparts, all of which when taken together constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of the Agreement so executed constitutes an original. A signature of a party provided by email, "pdf," or other electronic data file constitutes an original signature of that party.

Section 24. Governing Law. This Agreement is governed by and will be construed in accordance with the laws of the State of Oregon without regard to principles of law.

APPROVED AND ENTERED this ____ day of _____ 20 ____.

TUALATIN RIVERKEEPERS

CITY OF TUALATIN

By 
Mike Skuja
Executive Director

By _____
Sherilyn Lombos,
City Manager

APPROVED AS TO LEGAL FORM

City Attorney

Tualatin Riverkeepers Public Benefits

Management and Operations Agreement for Louis Walnut House Section 3. Recreation and Environmental Programs

1. Riverkeepers will introduce the residents of the City to a variety of natural resources surrounding the river, thereby building public support and appreciation for citizens in the City through the Riverkeepers web and social media sites, presentations, and printed materials.
2. Riverkeepers will serve as a public information location for citizens to access information about the Tualatin River paddling routes, historical, ecological, natural, wildlife, and public engagement opportunities, from Monday through Friday from 9:00 am to 2:00 pm.
3. Riverkeepers will give three historical presentations each year on the Tualatin River at locations such as the Tualatin Heritage Center, Winona Grange, and Tualatin Library.
4. Each year Riverkeepers will execute nine ecological events related to the Tualatin River, including two Tualatin River clean ups, six property clean ups, and a school trip to Tualatin Community Park, with a Tualatin public school.
5. Riverkeepers will participate in collaborative natural resources planning with City staff to provide input on restoration and planning efforts on the property in the future, assuring it retains its natural character but and enhances existing wetlands and riparian forest.
6. Riverkeepers will assist with providing volunteers and funding for enhancement and restoration of the property.
7. Riverkeepers will connect Tualatin students to the river outside of City limits by including approximately 100 Tualatin students (K-12) annually in half day field trips at Dirksen Nature Park in Tigard.
8. Riverkeepers plan to coordinate and collaborate with City park maintenance to provide an urban forestry intern for the purpose of onsite and City-wide tree care.
9. Riverkeepers Discovery Day activities, learning enhancement, environmental experience, and use of kayak equipment will be available to Tualatin residents during this annual event.

10. Trash pickup and removal from the property will occur by the Riverkeepers as needed.

11. Programs and activities will be offered at an affordable cost for people with low incomes and Tualatin residents will receive a discount on all programs and activities offered.



STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Paul Hennon, Community Services Director
Rich Mueller, Parks and Recreation Manager

DATE: 12/12/2016

SUBJECT: Consideration of the Parks System Development Charge (SDC) Annual Report for Fiscal Year 2015/2016

ISSUE BEFORE THE COUNCIL:

The Council will review the Parks System Development Charge (Parks SDC) report for FY 2015/2016 and consider staff recommendations.

RECOMMENDATION:

Staff recommends that Council accept the attached report.

EXECUTIVE SUMMARY:

Council established the current Parks SDC by adopting Ordinance 833-91 in 1991. The attached report fulfills the requirement of ORS 223.311 to provide an annual accounting of the Parks SDC and to recommend any changes to the SDC ordinance.

In FY 2015/2016, \$194,429.06 was collected, including \$193,842.00 in Parks SDC fees, \$0 in refunds and \$587.06 in interest. No credits or installment payments were authorized.

Expenditures on qualified parks system improvements totaled \$308,536.97. The specific improvements are listed on page 2 of the attached report.

FINANCIAL IMPLICATIONS:

The Parks SDC beginning fund balance, revenues and expenditures are budgeted in the Parks Development Fund (Fund 436).

Attachments: [A - Parks SDC Annual Report](#)

PARKS SYSTEM DEVELOPMENT CHARGE (Parks SDC) ANNUAL REPORT FOR FISCAL YEAR 2015/2016

Introduction

The Parks System Development Charge (Parks SDC) consists of an “improvement fee” that covers the cost of new capacity to meet the demands of new development, based on adopted standards and a capital improvement list. The Parks SDC does not include a “reimbursement fee” since the park system does not include any excess capacity that would be used by new development. The fee is charged per new residential dwelling unit.

Council approved the original Parks SDC in 1984 by adoption of Ordinance 655-84. In 1989 the Legislature enacted House Bill 3224 requiring local governments to meet specific statutory requirements and that system development charges be based upon past and future capital improvements to the system for which it is being collected. In 1991, Council adopted Ordinance 833-91 to repeal the original ordinance and bring the City in compliance with ORS 223.297 through 223.314 (System Development Charges). The fee established in the new ordinance went into effect on July 1, 1991.

In January 2004, Council authorized two actions affecting the Parks SDC. First, by adoption of Resolution 4192-04, the 1991 fee was adjusted to present value by applying an adjustment factor consisting of indexes for both land and construction. The second action taken by Council in January 2004, by adoption of Ordinance 1154-04, was to establish an annual adjustment factor indexing both land and construction costs to enable the Parks SDC to have the purchasing power to pay for park projects it is intended to fund. These changes have been incorporated into the Tualatin Municipal Code, Chapter 2-6, System Development Charges.

Purpose

The purpose of this report is to fulfill the requirements of ORS 223.311, which requires an annual accounting of Park SDCs be performed, and to recommend any changes in the Parks SDC as adopted by the City of Tualatin.

Revenue

During the period covered by this report (July 1, 2015 to June 30, 2016), the City of Tualatin collected \$194,429.06 in Parks SDC fees, refunds and interest on the fee income (\$193,842.00 in fees, \$0 in refunds and \$587.06 in interest).

Credits

No credits were authorized.

Installment Payment Agreements

No installment payment agreements were authorized.

Expenditures

Parks SDC funds were used in the following projects in Fiscal Year 2015/2016:

<u>Project Description</u>	<u>Parks SDC Amount</u>
1. Tualatin River Greenway Barngrover Street to Nyberg Lane	277,496.97
2. Transfer to General Fund Costs associated with management of Parks SDC	31,040.00
Total Expenditures	308,536.97

Recommendation

It is recommended the Community Services Director continue to monitor issues that may arise and review their impact on the Parks SDC legislation or fee.

No changes to the methodology, procedures, or fees for the Parks SDC are recommended at this time.



STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Aquilla Hurd-Ravich, Planning Manager

DATE: 12/12/2016

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

ISSUE BEFORE THE COUNCIL:

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

RECOMMENDATION:

Staff recommends Council consider extending the end date of Ordinance No. 1393-16 from December 31, 2016 to December 31, 2017.

EXECUTIVE SUMMARY:

On June 13, 2016, City Council adopted Ordinance 1393-16, which implemented temporary regulations allowing Mobile Food Units to operate in Commercial and Industrial locations in Tualatin while Council considers permanent regulations based on City staff research and recommendations. This ordinance included language stating that the ordinance will automatically expire on December 31, 2016, unless Council sooner repeals or extends the ordinance.

Council has given City staff direction to solicit additional input from Tualatin's restaurant and business community, thereby extending the process to create and adopt permanent Mobile Food Unit regulations past the previously anticipated adoption date of Fall 2016. The purpose of this temporary ordinance was to allow Mobile Food Units in Tualatin on a temporary basis and coincidentally analyze their operations as a way to inform permanent regulations; to date, no new business licenses have been issued for Mobile Food Units since the temporary ordinance was enacted. City staff is recommending an extension of Ordinance No. 1393-16 while we continue to gather information about a possible permanent ordinance.

Attachments: Ordinance No. 1398-16 - Extend Temp Mobile Food Unite

ORDINANCE NO. 1398-16

AN ORDINANCE AMENDING ORDINANCE NO. 1393-16 TO CONTINUE TO TEMPORARILY ALLOW MOBILE FOOD UNITS TO OPERATE IN THE CITY OF TUALATIN

WHEREAS, on June 13, 2016, Council adopted Ordinance No. 1393-16 to temporarily allow mobile food units to operate in the City;

WHEREAS, Section 6 of Ordinance No. 1393-16 provided for expiration of the ordinance on December 31, 2016, unless the Council repealed or extended the date;

WHEREAS, Council wishes to extend the expiration date of Ordinance No. 1393-16;

THE CITY OF TUALATIN ORDAINS AS FOLLOWS:

Section 1. Section 6 of Ordinance No. 1393-16, adopted June 13, 2016, is amended to read as follows:

This ordinance automatically expires and is to be deemed repealed on December 31, ~~2016~~ 2017, unless sooner repealed or extended by Council ordinance.

Section 2. Emergency. This ordinance is necessary for the immediate protection of the public peace, health, safety and welfare and takes effect immediately upon adoption.

Section 3. Ordinance Not Codified. Ordinance No. 1393-16 and this ordinance are known as Tualatin's Temporary Mobile Food Unit Regulations and, being temporary, will not be codified in the Tualatin Municipal Code.

ADOPTED this 12th day of December, 2016.

CITY OF TUALATIN OREGON

BY _____
Mayor

APPROVED AS TO LEGAL FORM

ATTEST

BY _____
City Attorney

BY _____
City Recorder



STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Dominique Huffman, Project Engineer
Jeff Fuchs, City Engineer

DATE: 12/12/2016

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

ISSUE BEFORE THE COUNCIL:

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

RECOMMENDATION:

Staff recommends that Council adopt the attached resolution for the December 2016 update to the Public Works Construction Code.

EXECUTIVE SUMMARY:

The Public Works Construction Code for public facilities construction within the City of Tualatin sets forth uniform material and workmanship standards for construction of public facilities within the City. The City of Tualatin's Public Works Construction Code (PWCC) is adopted by the City Council and was last updated on February 25, 2013.

This resolution updates specific sections of the Public Works Construction Code (PWCC). It updates specific sections of the Design Requirement Specifications, Technical Specifications, and Standard Drawings for curb ramps and sidewalks to make them more consistent with current Americans with Disabilities Act (ADA) regulations and United States Access Board Proposed Right-of-Way Accessibility Guidelines (PROWAG). The resolution also updates the Specifications and Standard Drawings for street signs to make them consistent with the latest version of the Manual on Uniform Traffic Control Devices (MUTCD) and changes references to the current edition of the American Association of State Highway and Transportation Officials (AASHTO) Guidelines. This resolution also corrects other small issues throughout the PWCC.

In an effort to provide timely updates to the code, staff proposes to update sections of the PWCC four times each year. This will be an on-going process intended to keep the code up to date with changing design and construction standards. Typically, updates will address revisions required by external code changes (such as Clean Water Services Design and Construction

RESOLUTION NO. 5302-16

A RESOLUTION UPDATING THE PUBLIC WORKS CONSTRUCTION CODE

WHEREAS, Tualatin Municipal Code (TMC) 2-3-010 establishes the Public Works Construction Code (PWCC) as the standards, specifications and procedures used for all Public Works Construction within the City

WHEREAS, under Tualatin Municipal Code 2-3-020, the City Engineer has the duty to maintain and update the PWCC, subject to Council approval by resolution.

WHEREAS, the PWCC was adopted by Council resolution on October 8, 2001, and subsequently amended on February 11, 2002; October 14, 2002; March 10, 2003; March 22, 2004; April 12, 2010; July 26, 2010; September 26, 2011; and February 25, 2013; and

WHEREAS, the City Engineer is recommending the PWCC be amended;

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

Section 1. The City adopts the most recent version of the Manual on Uniform Traffic Control Devices and the Standard Specifications supplemented by the State of Oregon (MUTCD). To the extent the PWCC contains a reference to an older version, the newest version controls.

Section 2. PWCC Section 202.1.00 is deleted and replaced to read as follows:

201.1.01 **Scope**

This chapter covers the standards for the design of public works and water quality facilities, and the preparation and submittal of plans for public works and water quality construction. Except as provided otherwise in a specific section, these standards and regulations apply to all public works and water quality construction within the City.

All public works facilities must be designed and constructed in accordance with the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG).

Section 3. PWCC Section 202.2.00 is deleted and replaced to read as follows:

202.2.00 **Plan View**

Plan views must show the following:

- 1) Right-of-way, property lines, tract, permanent and temporary easement lines.
- 2) Subdivision name, lot numbers, street names, and other identifying labels. Street names are subject to the approval of the City.
- 3) Location and stationing of existing and proposed street centerlines and curb faces at a minimum of 100-foot intervals.
- 4) Horizontal alignment and curve data of street centerline and curb returns.
- 5) Public utilities and trees (8" in diameter and larger) in conflict with the construction or operation of the street and drainage facilities.
- 6) Location, stationing, and size of drainage and water quality facilities. Facility stationing must be located in relationship to the street stationing. Show drainage facilities both upstream and downstream of the project. Direction of drainage flows must be shown with arrows.
- 7) Match lines with sheet number references.
- 8) Top of curb elevations along curb returns and cul-de-sacs at quarter-points, PC and TL points, and at 100-foot stations.
- 9) Location of the low points of street grades and curb returns.
- 10) Curb ramp locations and designs including slopes, elevations and other dimensions necessary to construct curb ramps in accordance with PROWAG.
- 11) Crown lines along portions of streets transitioning from one typical section to another.
- 12) Traffic control plan, including temporary and permanent striping and signing.
- 13) Centerline stationing of all intersecting streets.
- 14) Location and description of existing survey monuments including, but not limited to, property corners, section corners, quarter corners, and donation land claim corners.
- 15) Legend.

- 16) Permittee and developer's name, address, and phone number (including emergency after hours number).
- 17) Size, location, material type, grade or slope of all existing utilities including, but not limited to, sanitary sewer, domestic water, storm water, electric, telephone, gas, and cable tv, and size, location, material type, elevation, and proposed scope of the proposed utility.
- 18) Location of existing buildings, wells, septic tanks, drain fields, fuel tanks, other buried structures, driveways, mailboxes, signs, and any other existing facilities.
- 19) The total square footage of new impervious area for projects other than single family residences and duplexes. This determination needs to be differentiated into public (within rights-of-way) and private jurisdictions.
- 20) FEMA designated 100-year floodplains and floodways, or areas of flooding during a 100-year storm event.
- 21) Wetland, greenway, water quality facilities, and associated buffer strips or undisturbed corridors, or significant natural resource areas.
- 22) An erosion control plan must be provided and must include the following:
 - a. The topography of the site (existing and proposed).
 - b. Graveled access points (dimensioned).
 - c. Sediment fences, as proposed.
 - d. Post construction sediment fences, as proposed.
 - e. Filtration control for existing inlets, as proposed.
 - f. Clearing limits.
 - g. Details corresponding to each control measure.
 - h. The total square footage of this site.
 - i. Other proposed measures, i.e. detention ponds.
 - j. Landscaping (existing and proposed).
- 23) Detail sheets must be provided, as proposed.

24) Any other information deemed necessary by the City Engineer to clarify and show details of the project.

Section 4. PWCC Section 203.2.02 is deleted and replaced to read as follows:

203.2.02 Sight Distance

The most recent AASHTO Guidelines as outlined in “A Policy on Geometric Design of Highways and Streets” must be used to develop safe streets, with particular emphasis on the four types of controls that apply to at-grade intersections:

- 1) No control, but allowing vehicles to adjust speed.
- 2) Yield control where vehicles on the minor intersecting roadway must yield to vehicles on the major intersecting roadway.
- 3) Stop control where traffic on the minor roadway must stop prior to entering the major roadway.
- 4) Signal control where all legs of the intersecting roadways are required to stop by either a stop sign or where the intersection is controlled by traffic signals.

Section 5. PWCC Section 203.2.04 is deleted and replaced to read as follows:

203.2.04 Superelevation

Where superelevation is required as indicated by AASHTO guidelines, street curves should be designed for a maximum superelevation of 0.06 with appropriate transitions per AASHTO standards. Wherever possible, street design must conform to the standard street cross section.

Where superelevations coincide with crosswalks or pedestrian crossings, limit roadway cross section to 5% max counter slope for 4 feet approaching curb ramp.

Section 6. PWCC Section 203.2.08 is deleted and replaced to read as follows:

203.2.08 Intersections

The following are the minimum requirements for intersections:

- A. The interior angle at intersecting streets must be kept as near to ninety (90)

degrees as possible and in no case will it be less than seventy-five (75) degrees.

- B. Minimum intersection spacing must be at least 100 ft., measured centerline to centerline.
- C. Curb ramps must be provided at all corners of all intersections, regardless of curb type, and must conform to the Standard Drawings and Section 203.2.15.
- D. Curb radii at intersections must be as shown in Table 203-1 for the various function classifications. The right-of-way radii at intersections must be sufficient to maintain at least the same right-of-way to curb spacing as the lower classified street.

Section 7. PWCC Section 203.2.11C is deleted and replaced to read as follows:

203.2.11C Accessways

The following standards must be used when designing and constructing public accessways:

- 1. Public accessways must be designed and constructed in accordance with the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG)
- 2. Public accessways must be designed to comply with the TDC.
- 3. Accessways must be constructed of Portland Cement Concrete.
- 4. Materials and workmanship in the construction of accessways must conform to the standards used in construction of public sidewalks.
- 5. An accessway must be 8-feet in width inside an 8-foot wide tract dedicated to the City.

Section 8. PWCC Section 203.2.14 is deleted and replaced to read as follows:

203.2.14 Sidewalks

The following specifies the requirements for sidewalks:

- A. Sidewalks must be designed and constructed in accordance with the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG)

- B. The location and width of the sidewalks must conform to the requirements of City's Transportation System Plan Street Design Standards in Table 3 and Figure 2 (pages 17 through 24), or as otherwise provided by the City Engineer. Location and width are relative to the centerline.
- C. Where existing clustered mailboxes, utility poles, fire hydrants, or other objects are within a sidewalk, the sidewalk must be widened or meandered to provide clearance equal to the required sidewalk width. Easements in the name of the City are required for sidewalks outside of the right-of-way.
- D. Where it is required to install sidewalks and a permanent sidewalk cannot be constructed, a temporary walkway may be constructed. The temporary walkway may consist of an asphaltic concrete or Portland Cement concrete to a width, location and structure approved by the City Engineer and meeting requirements of the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG).
- E. In the Town Center, the sidewalks must be 10-feet wide and, rather than a planter strip, must have tree wells. These wells must have a grate per Standard Drawing 514. These grates must be installed per manufacturers recommended specifications and additional details as identified by the Project Engineer.

Section 9. PWCC Section 203.2.15 is deleted and replaced to read as follows:

203.2.15 Curb Ramps

Curb ramps must be designed and constructed in accordance with Standard Drawings 460-464. Design and construct curb ramps in accordance with the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG). The City Engineer may approve engineered curb ramp designs provided they meet all requirements of the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) may be used.

Section 10. PWCC Section 203.2.24A is deleted and replaced to read as follows:

203.2.24A Design and Installation Requirements

Traffic signal installation must conform to the most current edition of the MUTCD.

Section 11. PWCC Section 203.2.25 is deleted and replaced to read as follows:

203.2.25 Traffic Signs

Traffic signs must be furnished and erected in conformance with the most current edition of the MUTCD and the Standard Specifications supplemented by the State of Oregon and/or modified as follows:

Category A

Regulatory signs are classified in the following groups:

1. Right-of-way series
2. Speed series
3. Movement series
4. Pedestrian series
5. Miscellaneous series

Category B

Warning signs that may warrant the use due to hazards and typical locations are:

1. Changes in horizontal alignment
2. Intersections
3. Advance warning of control devices
4. Converging traffic lanes
5. Narrow roadways
6. Changes in highway design
7. Grades Roadway surface conditions
8. Railroad crossings
9. Entrances and crossings
10. Miscellaneous

Category C

School Areas:

1. School advance sign
2. School crossing sign
3. School bus stop ahead sign
4. School speed limit signs

Category D

Guide signs and street name signs

Section 12. PWCC Section 203.2.27 is deleted and replaced to read as follows:

203.2.27 Traffic Marking

Traffic marking must be designed and installed in accordance with the most current edition of the MUTCD.

Paint is allowed for line striping only. All other pavement markings, including arrows, stop bars, bike lane symbols, railroad crossing legends, and word legends, must be pre-formed thermoplastic material.

Section 13. PWCC Section 311.3.05 is deleted and replaced to read as follows:

311.3.05 Control Joints

Place control joints in curbs, at intervals not exceeding 15 feet. Control joints must be of the open joint type and must be provided by inserting a thin, oiled steel sheet vertically in the fresh concrete to force coarse aggregate away from the joint. The steel sheet must be inserted one-half the depth of the curb. After initial set has occurred in the concrete and prior to removing the front curb form, the steel sheet must be removed with a sawing motion.

Section 14. PWCC Section 312.3.05 is deleted and replaced to read as follows:

312.3.05 Control Joints

Scoring of sidewalk control joints must be traverse to the centerline of the sidewalk at a spacing of 5.0 foot on center. All control joints must be straight, 1/4-inch in depth, and finished with a 1/4-inch radius edge.

Section 15. PWCC Section 312.3.07 is deleted and replaced to read as follows:

312.3.07 Finish

Construct concrete walks so longitudinal slope, cross slope, surface, and other features do not exceed maximum allowable slope according to the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG).

After the concrete has been thoroughly consolidated and leveled, it must be floated with a wood or magnesium float and finished at the proper time with a steel float. Joints must be edged with 1/4-inch radius edger. The surface must be light broomed in a transverse direction to the centerline of the sidewalk with a fiber hair brush approved by the City Engineer.

The finished surface must be free of humps, sags or other irregularities and must be constructed within 0.02 feet of the specified line, grade, cross section, slope, and thickness.

Section 16. Standard Drawings 460, 461, 462, and 463 are deleted and replaced as set forth in Exhibit A, which attached and incorporated by reference.

Section 17. Standard Drawings 464 is added, as set forth in Exhibit A, which is attached and incorporated by reference.

Section 18. Standard Drawings 475 is deleted and replaced, as set forth in Exhibit B, which is attached and incorporated by reference.

Section 19. Standard Drawings 516 is deleted and replaced, as set forth in Exhibit C, which is attached and incorporated by reference.

Section 20. Standard Drawing 517 is added, as set forth in Exhibit C, which is attached and incorporated by reference.

Section 20. To the extent this resolution conflicts with a prior resolution involving the PWCC, the provisions of this resolution control.

Section 21. This resolution is effective upon adoption.

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

CITY OF TUALATIN OREGON

BY _____
Mayor

APPROVED AS TO LEGAL FORM

BY _____
City Attorney

ATTEST

BY _____
City Recorder



PUBLIC WORKS CONSTRUCTION CODE

CITY OF TUALATIN

ENGINEERING DIVISION

18880 S.W. MARTINAZZI AVENUE
TUALATIN, OR 97062-7092

NOVEMBER 2001

LATEST REVISION: DECEMBER 12, 2016

The selection and use of the enclosed specifications and standards, while in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a registered professional engineer.

REVISIONS SUMMARY

December 12, 2016 Revisions (Adopted under Resolution No. 5302-16)

Revised Specification Sections:

- Section 202.1.00 "Scope"
- Section 202.2.00 "Plan View"
- Section 203.2.02 "Sight Distance"
- Section 203.2.04 "Superelevation"
- Section 203.2.08 "Intersections"
- Section 203.2.11C "Accessways"
- Section 203.2.14 "Sidewalks"
- Section 203.2.15 "Curb Ramps"
- Section 203.2.24A "Design and Installation Requirements"
- Section 203.2.25 "Traffic Signs"
- Section 203.2.27 "Traffic Marking"
- Section 311.3.05 "Control Joints"
- Section 312.3.05 "Control Joints"
- Section 312.3.07 "Finish"

Revised Standard Drawings:

- ADA Ramp – General Notes (Drawing No 460)
- ADA Ramp – Perpendicular (Drawing No 461)
- ADA Ramp – Parallel (Drawing No 462)
- ADA Ramp – Midblock (Drawing No 463)
- Concrete Sidewalk (Drawing No 475)
- Street Sign Post (Drawing No 516)

New Standard Drawings:

- ADA Ramp – Details (Drawing No 464)
- Street Name Sign (Drawing No 517)

PLOT TIME: 9:14:30 AM

PLOT DATE: 11/22/2016

FILENAME: GENERAL NOTES.dgn

GENERAL NOTES FOR ALL CURB RAMP DETAILS:

1. ALTERNATIVE ENGINEERED CURB RAMP DESIGNS THAT MEET ALL REQUIREMENTS OF THE UNITED STATES ACCESS BOARD PROPOSED PUBLIC RIGHTS- OF- WAY ACCESSIBILITY GUIDELINES (PROWAG) MAY BE USED IF APPROVED BY THE CITY ENGINEER.
2. MEET THE REQUIREMENTS OF PROWAG. GENERAL NOTES AND DETAILS ARE PROVIDED TO CONVEY MINIMUM REQUIREMENTS TO MEET PROWAG FOR DESIGN AND CONSTRUCTION OF ADA RAMPS. EACH PROJECT REQUIRES A DESIGN BY A STATE OF OREGON LICENSED ENGINEER.
3. SEE DWG. NO. 470 & 471 FOR CURB DETAILS. SEE DWG. NO. 475 FOR SIDEWALK DETAILS.
4. CONSTRUCT TURNING SPACE/LANDING WITH 1.5% MAX. SLOPE IN THE DIRECTION OF TRAVEL AND PERPENDICULAR TO THE DIRECTION OF TRAVEL. SLOPE TURNING/LANDING SPACE TO DRAIN TOWARDS STREET UNLESS OTHERWISE NOTED.
5. PROVIDE EDGED JOINTS AT ALL SIDEWALK RAMP SLOPE BREAK LINES.
6. FOR THE PURPOSE OF THESE DRAWINGS, A CURB RAMP IS CONSIDERED "PERPENDICULAR" IF THE ANGLE BETWEEN THE LONGITUDINAL AXIS OF THE RAMP AND A LINE TANGENT TO THE CURB AT THE RAMP CENTER IS 75 DEGREES OR GREATER.
7. SIDEWALK CURB RAMP SLOPES SHOWN ARE RELATIVE TO THE TRUE LEVEL HORIZON (ZERO BUBBLE). VERIFY ALL SLOPES USING A CALIBRATED SMART LEVEL.
8. PLACE TRUNCATED DOME DETECTABLE WARNING SURFACE IN THE LOWER 2' ADJACENT TO TRAFFIC OF THE THROAT OF THE RAMP ONLY. SEE DWG. NO. 464.
9. LOCATE THE RAMP WIDTH EXCLUDING FLARED SIDES COMPLETELY WITHIN THE LEGAL CROSSWALK LIMITS. SEE DWG. NO. 464.
10. CONSTRUCT RAMP FLARED SIDES 9.0% MAX SLOPE (10.0% MAX. FINISHED SURFACE SLOPE) MEASURED PARALLEL TO THE CURBLINE, WHEN IN THE PEDESTRIAN CIRCULATION PATH.
11. COUNTER SLOPE FOR STREETS, GUTTERS, AND TRANSITIONS, AT THE FOOT OF THE CURB RAMP IS 5.0% MAX.
12. CONSTRUCT TRANSITIONAL SEGMENTS BETWEEN NEW CONSTRUCTION AND EXISTING SIDEWALK TO THE NEAREST SIDEWALK CONTROL JOINT (MINIMUM 2' DISTANCE). TRANSITIONAL SEGMENTS ARE INTENDED TO SMOOTHLY TRANSITION BETWEEN THE NEW RAMP AND SIDEWALK CROSS SLOPE AND THE EXISTING CROSS SLOPE.
13. REFER TO PROWAG SECTION R403 - OPERABLE PARTS AND MUTCD (CHAPTER 4) FOR PEDESTRIAN SIGNAL REQUIREMENTS.
14. CONSTRUCT RAMPS WITH A RUNNING SLOPE BETWEEN 5.0% TO 7.5% MAXIMUM (8.3% FINISHED SURFACE). MEET RUNNING SLOPE REQUIREMENTS FOR UP TO 15.0'. RUNNING SLOPE FOR THAT PORTION OF RAMP LONGER THAN 15.0' MAY EXCEED 7.5% MAX. (8.3% MAX FINISHED SURFACE) TO MATCH SIDEWALK GRADE AS APPROVED BY THE CITY ENGINEER.



**CITY OF
TUALATIN, OR**

REVISED: 11/22/2016
EFFECTIVE: 12/31/2016

DRAFTED BY: S. ATWOOD
APPROVED BY: D. HIPPENSTIEL

ADA RAMP -
GENERAL NOTES

DRAWING NO: **460**

NOTE: SEE DWG. NO. 460 FOR GENERAL NOTES.

PLOT TIME: 9:16:45 AM

PLOT DATE: 11/22/2016

CONSTRUCT TRUNCATED DOME DETECTABLE WARNING SURFACE (TYP.) THE FULL WIDTH OF THE RAMP (EXCLUDING FLARED SIDES). (SEE DWG. 464 FOR DETAILS.)

RAMP WIDTH (NEW CONST. 5' MIN., ALTERATIONS 4' MIN.).

GRADE BREAKS ONLY AT TOP AND BOTTOM OF RAMP AND PERPENDICULAR TO THE DIRECTION OF TRAVEL.

FLARED SIDE (TYP.) MAX. SLOPES 9.0% (10.0% FINISHED SURFACE SLOPE)(SEE GENERAL NOTE 10)

MATCH EXISTING

MIN. 3" CURB EXPOSURE

FULL CURB EXPOSURE (TYP.)

MATCH EXISTING

SIDEWALK (TYP.)

1:1 TAPER NOM.

20" MIN. (TYP.)

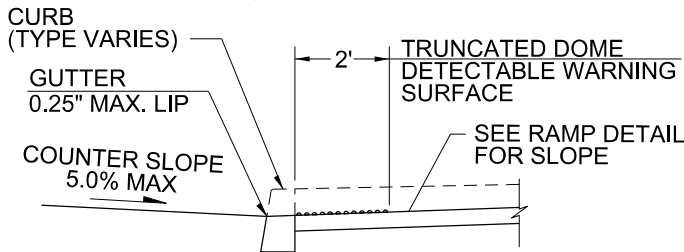
CONSTRUCT TURNING SPACE 4' X 4' MIN. MAX. SLOPES 1.5% (2.0% FINISHED SURFACE). IF CONSTRAINED AT THE BACK OF SIDEWALK INCREASE TO 5' IN THE DIRECTION OF THE RAMP RUN (SEE TURNING SPACE DETAIL AND GENERAL NOTE 4).

SIDEWALK WIDENING (WHEN REQD.)

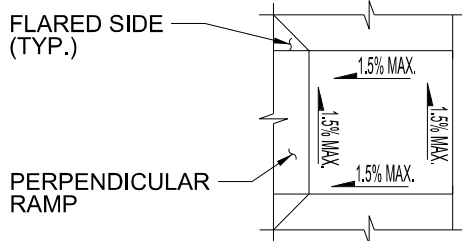
DIRECTION OF TRAVEL (TYP.)

SEE GENERAL NOTE 14 (TYP.).

PERPENDICULAR RAMPS (FOR NARROW SIDEWALKS)



SECTION A-A



TURNING SPACE

RETURNED CURB WHERE PROTECTED FROM PEDESTRIAN CROSS TRAFFIC

MIN. 3" CURB EXPOSURE

FLARED SIDE (TYP.)

MATCH EXISTING

TURNING SPACE 4'X4' MIN. (SEE TURNING SPACE DETAIL AND GENERAL NOTE 4)

TRANSITIONAL SEGMENT (TYP.) MIN. 2' CONST. (SEE GENERAL NOTE 12)

LANDSCAPED AREA

MATCH EXISTING

PERPENDICULAR RAMPS (FOR WIDE SIDEWALKS/PLANTERS)



CITY OF TUALATIN, OR

REVISED: 11/22/2016
EFFECTIVE: 12/31/2016

DRAFTED BY: S. ATWOOD
APPROVED BY: D. HIPPENSTIEL

ADA RAMP - PERPENDICULAR

DRAWING NO: **461**

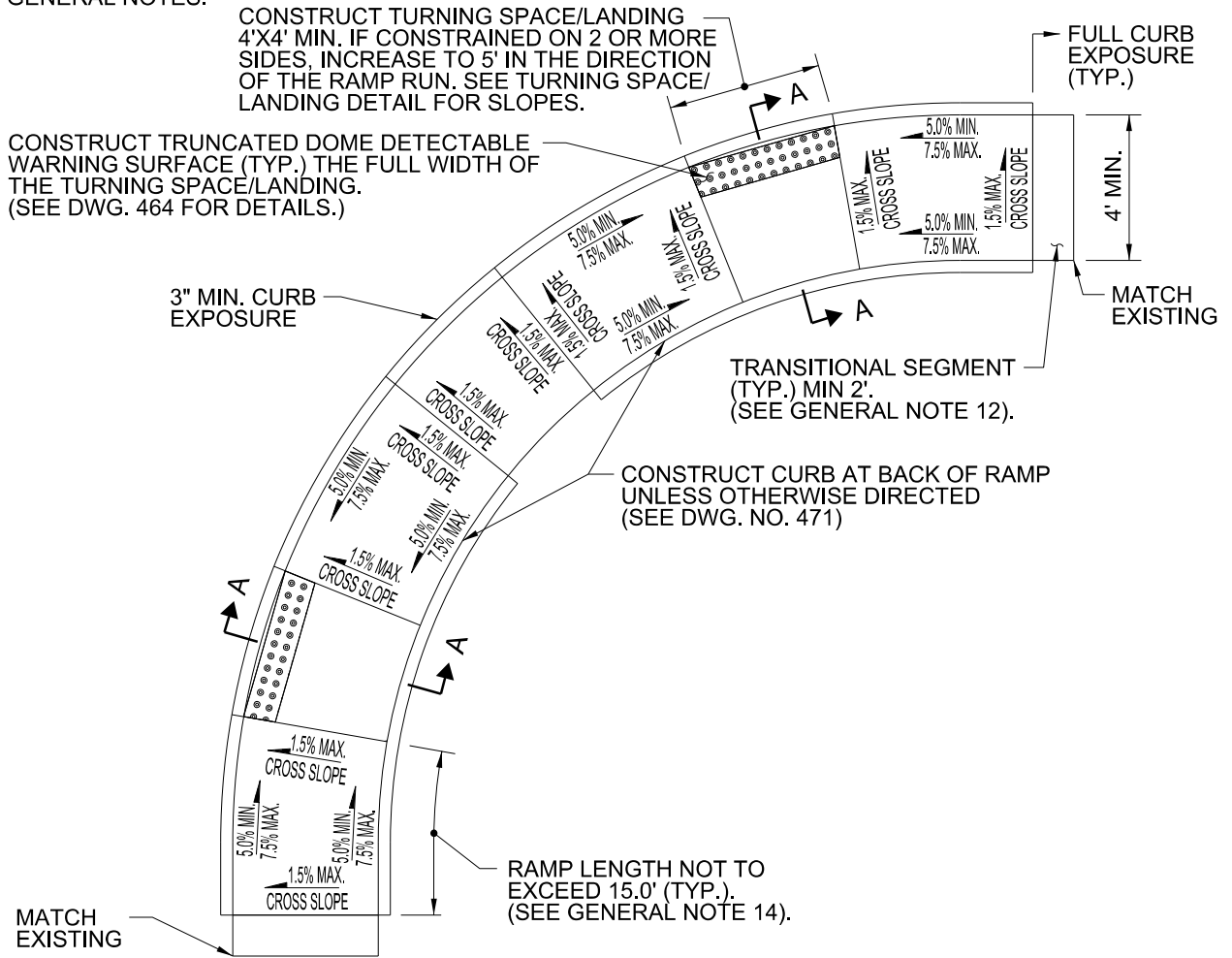
FILENAME: PERPENDICULAR CURB.dgn

NOTE: SEE DWG. NO. 460
FOR GENERAL NOTES.

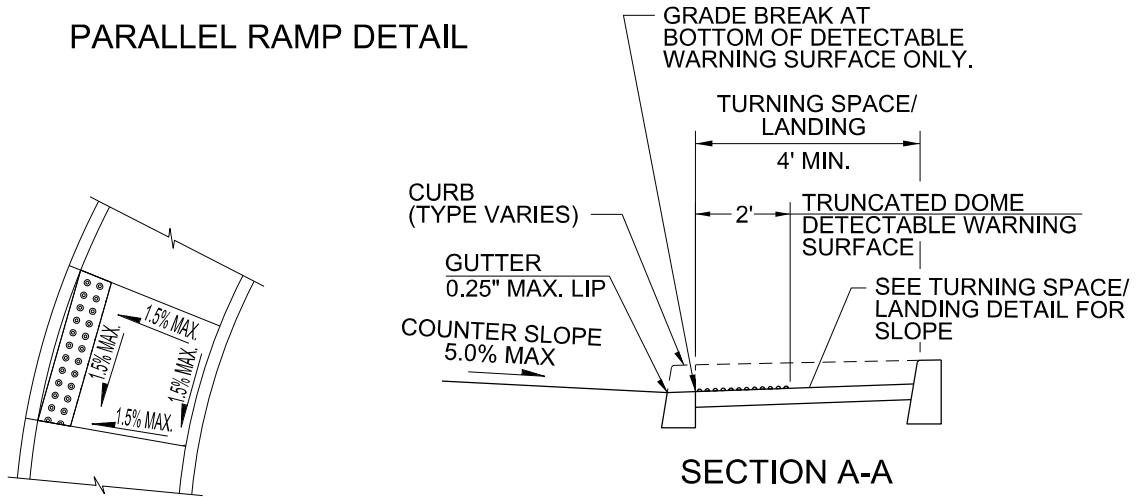
PLOT TIME: 9:17:56 AM

PLOT DATE: 11/22/2016

FILENAME: PARALLEL CURB.dgn



PARALLEL RAMP DETAIL



CITY OF TUALATIN, OR

ADA - RAMP PARALLEL

REVISED: 11/22/2016 DRAFTED BY: S. ATWOOD
EFFECTIVE: 12/31/2016 APPROVED BY: D. HIPPENSTIEL

DRAWING NO: **462**

PLOT TIME: 9:19:03 AM

PLOT DATE: 11/22/2016

FILENAME: MIDBLOCK CURB.dgn

CONST. CURB AT BACK OF RAMP UNLESS OTHERWISE DIRECTED. CURB EXPOSURE VARIES. (SEE DWG. 471 FOR DETAILS).

MATCH EXISTING
FLARED SIDE (TYP.) MAX. SLOPES 9.0% (10.0% FINISHED SURFACE SLOPE)(SEE GENERAL NOTE 10)

CURB EXPOSURE

GRADE BREAKS ONLY AT TOP AND BOTTOM OF RAMP AND PERPENDICULAR TO THE DIRECTION OF TRAVEL.

RAMP WIDTH (NEW CONST. 5' MIN., ALTERATIONS 4' MIN.).

TUNING SPACE (TYP.) 4'X4' MIN. (SEE GENERAL NOTE 4) 15' MAX

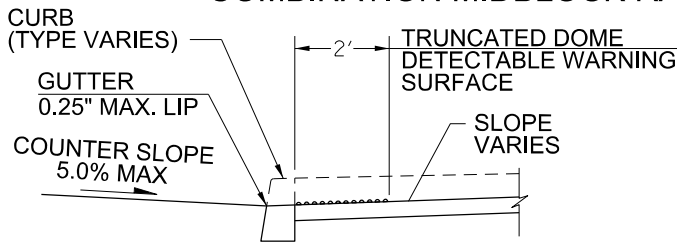
MATCH EXISTING

SIDEWALK (TYP.)

DIRECTION OF TRAVEL (TYP.)

CONSTRUCT TRUNCATED DOME DETECTABLE WARNING SURFACE (TYP.) THE FULL WIDTH OF THE RAMP (EXCLUDING FLARED SIDES). (SEE DWG. 464 FOR DETAILS.)

COMBINATION MIDBLOCK RAMP DETAIL

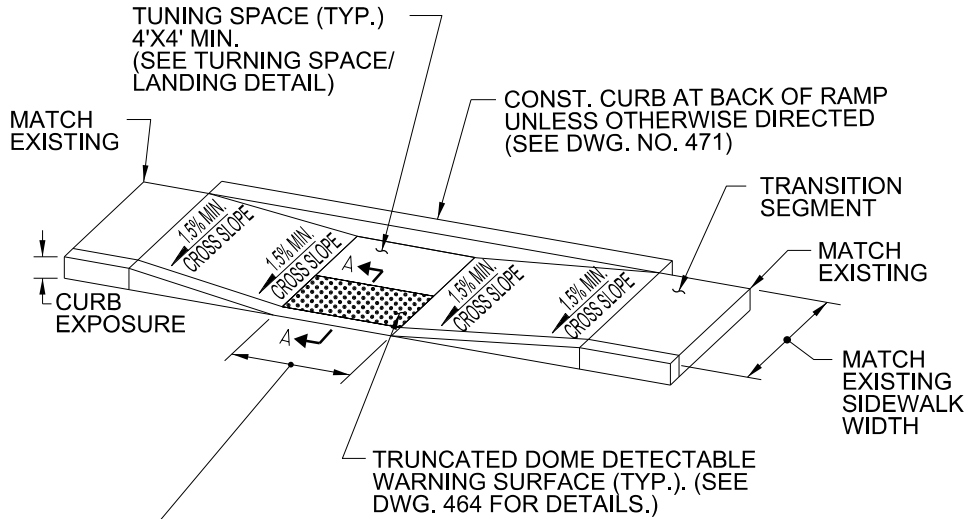


SECTION A-A

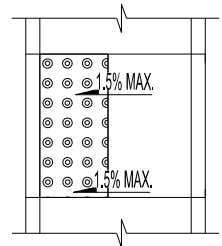
FLARED SIDE (TYP.)

PERPENDICULAR RAMP

TUNING SPACE



PARALLEL MIDBLOCK RAMP DETAIL



TUNING SPACE/LANDING DETAIL

NOTE: SEE DWG. NO. 460 FOR GENERAL NOTES.



CITY OF TUALATIN, OR

ADA RAMP - MIDBLOCK

REVISED: 11/22/2016
EFFECTIVE: 12/31/2016

DRAFTED BY: S. ATWOOD
APPROVED BY: D. HIPPENSTIEL

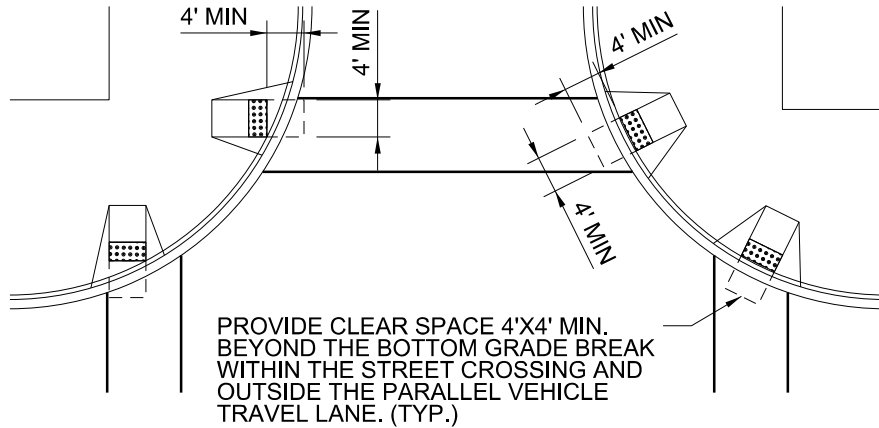
DRAWING NO:

463

NOTE: SEE DWG. NO. 460 FOR
GENERAL NOTES.

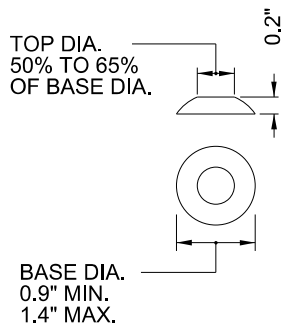
PLOT TIME: 9:20:19 AM

PLOT DATE: 11/22/2016



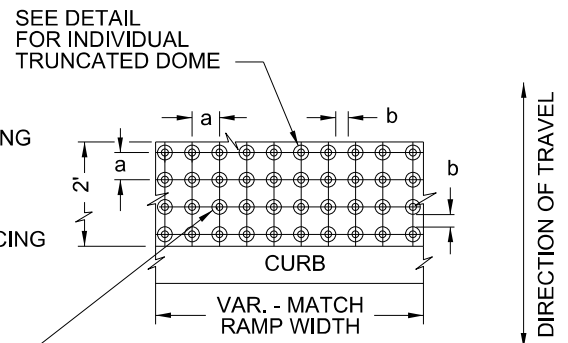
CLEAR SPACE

TRUNCATED DOME DETECTABLE WARNING SURFACE



INDIVIDUAL TRUNCATED
DOME DETAIL

- a CTR. TO CTR. SPACING
1.6" MIN.
2.4" MAX.
- b BASE TO BASE SPACING
0.65" MIN.



PROVIDE TRUNCATED DOME DETECTABLE WARNING SURFACE THAT CONTRASTS TO ADJACENT GUTTER, STREET OR HIGHWAY, OR PEDESTRIAN ACCESS ROUTE SURFACE, EITHER LIGHT-ON-DARK OR DARK-ON-LIGHT.

TRUNCATED DOME
PATTERN

FILENAME: DUAL CURB.dgn

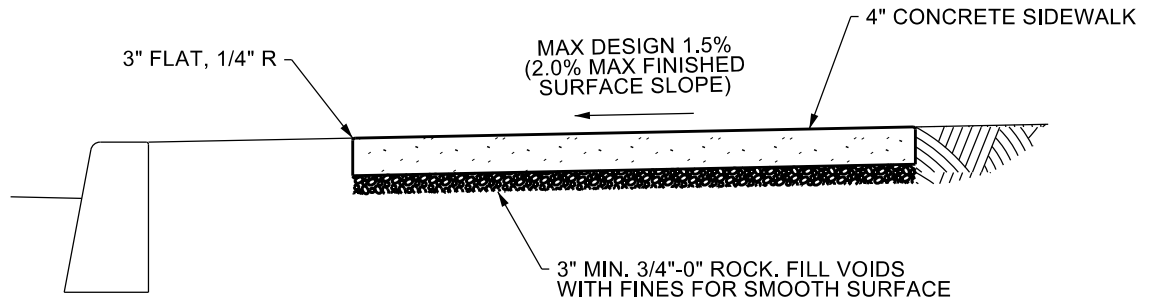


**CITY OF
TUALATIN, OR**

REVISED: 11/22/2016 DRAFTED BY: S. ATWOOD
EFFECTIVE: 12/31/2016 APPROVED BY: D. HIPPENSTIEL

ADA RAMP -
DETAILS

DRAWING NO: **464**



CROSS SECTION

NOTES:

1. EXTEND DRAINAGE WEEP HOLE PIPE WHERE PROVIDED IN THE CURB UNDER THE SIDEWALK TO THE R/W LINE WITH 3" SCHEDULE 40 PVC.
2. COMPACT THE SIDEWALK SUBGRADE AND 3/4"-0" BASE ROCK TO THE SATISFACTION OF THE ENGINEER. DO NOT COMPACT EARLIER THAN 7 DAYS AFTER CONSTRUCTING CURB OR BEFORE COMPLETING THE PLACEMENT OF PAVEMENT BASE ROCK. FILL VOIDS WITH FINES WHERE NECESSARY TO PROVIDE SMOOTH SURFACE.
3. CONCRETE, 4% - 7% AIR, COMPRESSIVE STRENGTH OF NOT LESS THAN 3,300 PSI AT 28 DAYS.
4. TRANSVERSE CONTROL JOINTS SHALL BE OF THE WEAKENED PLANE TYPE, 1-1/2" CONCRETE DEPTH, AND WILL BE SPACED AT 5' INTERVALS AND AT POINTS OF TANGENCY.
5. CONTROL JOINTS SHALL BE FORMED WITH A SMOOTH FACE SQUARE TO THE SIDEWALK.
6. WHERE A STRUCTURE IS SURROUNDED BY OR IS ADJACENT TO THE SIDEWALK (EXCLUDING CURB), PROVIDE SEPARATION WITH 1/2" PREMOLDED ASPHALT IMPREGNATED, NONEXTRUDING EXPANSION JOINT MATERIAL.
7. THE SURFACE SHALL BE BROOM FINISHED TRANSVERSE TO THE LINE OF TRAFFIC.
8. FINISH ALL EDGES WITH 1/4" RADIUS EDGER WITH 3" FLAT.
9. WHERE PRACTICAL, ALIGN SIDEWALK CONTROL JOINTS WITH CURB JOINTS.



**CITY OF
TUALATIN, OR**

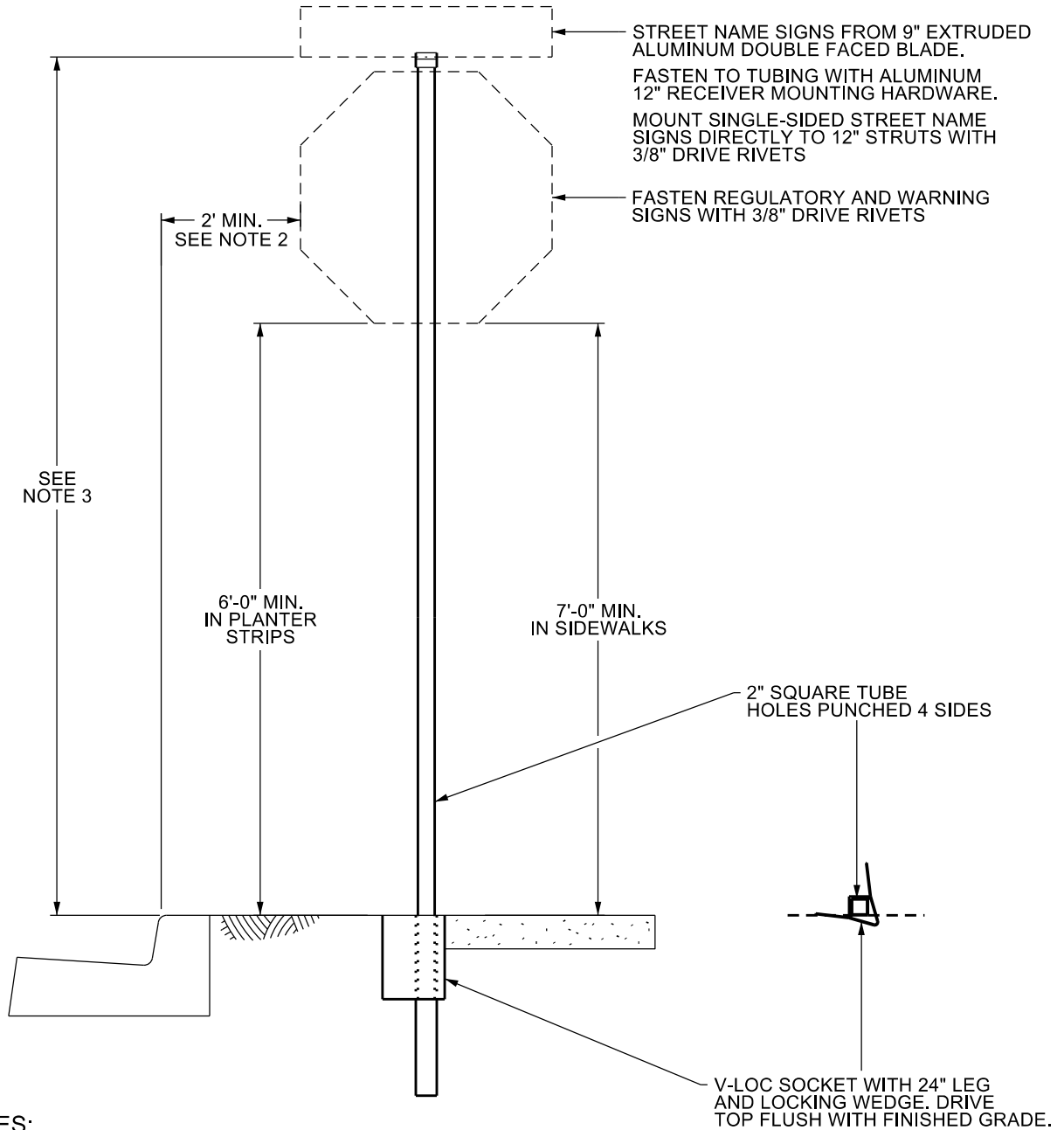
CONCRETE SIDEWALK

REVISED: 11/22/2016
EFFECTIVE: 12/31/2016

DRAFTED BY: M. PALMER
APPROVED BY: J. FUCHS

DRAWING NO:

475



NOTES:

1. MEET REQUIREMENTS OF THE MOST CURRENT VERSION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND THE OREGON SUPPLEMENTS.
2. LATERAL OFFSET OF THE SIGN FROM THE FACE OF CURB CAN BE REDUCED TO 1 FOOT WHERE SIDEWALK WIDTH IS LIMITED OR WHERE EXISTING POLES ARE CLOSE TO THE CURB, AS DETERMINED BY THE CITY ENGINEER.
3. IF STREET NAME SIGN IS MOUNTED ALONE, MOUNT SIGN 9'-0" MIN. ABOVE FINISHED SURFACE.



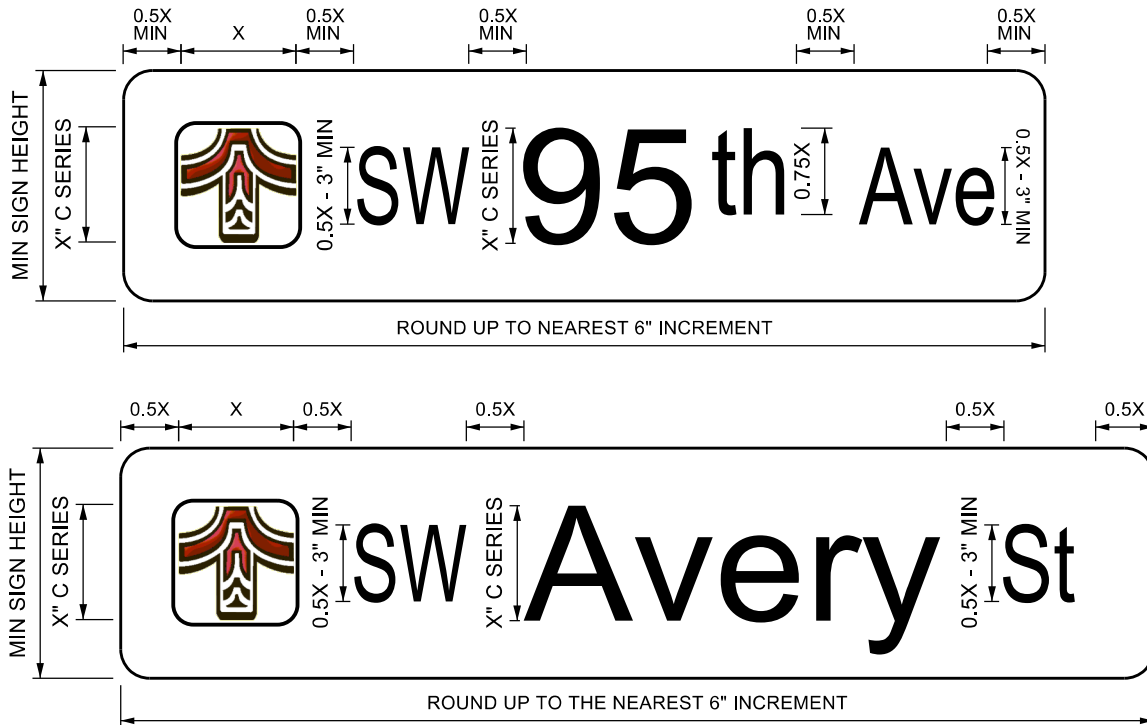
**CITY OF
TUALATIN, OR**

STREET SIGN POST

REVISED: 11/22/2016
EFFECTIVE: 12/31/2016

DRAFTED BY: M. PALMER
APPROVED BY: J. FUCHS

DRAWING NO: **516**



MOUNTING TYPE	ROADWAY TYPE	SPEED LIMIT	MINIMUM LETTER SIZE	MIN SIGN HEIGHT
			X - INITIAL UPPERCASE	
OVERHEAD	ALL TYPES	ALL SPEED LIMITS	12 INCH	18 INCH
POST-MOUNTED	MULTI-LANE	MORE THAN 40 MPH	8 INCH	15 INCH
POST-MOUNTED	MULTI-LANE	40 MPH OR LESS	6 INCH	12 INCH
POST-MOUNTED	2-LANE	MORE THAN 25 MPH	6 INCH	12 INCH
POST-MOUNTED	2-LANE	25 MPH OR LESS	5 INCH	9 INCH

*X IS THE INITIAL UPPERCASE LETTER HEIGHT

GENERAL NOTES:

1. POST MOUNTED SIGNS SHALL HAVE ROUNDED CORNERS AND NO BORDER WHEN LARGER THAN 9 INCH HEIGHT AND A RECTANGULAR EXTRUDED BLADE WITH NO BORDER WHEN 9 INCH HEIGHT. OVERHEAD SIGNS SHALL HAVE 1.5" RADIUS ROUNDED CORNERS WITH A 1" WHITE BORDER.
2. 9 INCH POST MOUNTED SIGNS SHALL BE EXTRUDED ALUMINUM WITH ODOT TYPE G, TYPE IV SHEETING PRINTED INCLUDING LOGO.
3. POST MOUNTED SIGNS LARGER THAT 9 INCHES IN HEIGHT SHALL BE ALUMINUM SHEET METAL WITH A MIN 0.125" THICKNESS WITH ODOT TYPE G, TYPE IV SHEETING, SINGLE SIDED, HOLE PUNCHED.
4. OVERHEAD SIGNS SHALL BE ALUMINUM SHEET METAL WITH A MIN 0.125" THICKNESS AND SHALL BE ODOT TYPE G, TYPE IV SHEETING, SINGLE SIDED, HOLE PUNCHED.
5. UPPERCASE LETTERING, DIRECTION, AND STREET TYPE SHALL BE FHWA SERIES C AT FULL HEIGHT.
6. LOWERCASE LETTERING, DIRECTION, AND STREET TYPE SHALL BE 2/3 LOOP HEIGHT SERIES C.
7. ALL SIGNS SHALL CONFORM TO CURRENT MUTCD AND ODOT SUPPLEMENT.
8. LEGEND HEIGHT FOR POST MOUNTED SIGNS AT THE INTERSECTION SHALL BE DICTATED BY THE HIGHEST SPEED ROADWAY.
9. CENTER STREET NAMES AND CITY LOGO VERTICALLY ON SIGN.
10. CITY LOGO INFORMATION SHALL BE PROVIDED BY CITY ENGINEER.



**CITY OF
TUALATIN, OR**

STREET NAME SIGN

REVISED: 11/22/2016
EFFECTIVE: 12/31/2016

DRAFTED BY: M. PALMER
APPROVED BY: J. FUCHS

DRAWING NO:

517



Public Works Construction Code Update Resolution No. 5302-16

Tualatin City Council Meeting

December 12, 2016



City of Tualatin

Purpose

Update specific sections of Public Works Construction Code (PWCC)

Discuss future PWCC updates

Answer questions regarding this update and future updates



Requested Council Action

Approval Resolution
No. 5302-16 that updates
specific sections of the
Public Works Construction
Code



Background

PWCC is a set of standards to ensure work is consistent

Applies to work within public right of way or on City-owned facilities - water, streets, sewer, storm, and utilities

Includes Design Standards, Specifications, and Standard Drawings

Last updated - February 2013

Approach

Achievable quarterly updates

Keep running list of needed updates

Coordinate with all departments

Coordinate some updates with contractors and development community



Proposed Updates

This update revises:

Curb ramps

Sidewalks

Street name signs

Miscellaneous cleanup



Reason for Updates

Make street name signs consistent with state and national standards –

Manual on Uniform Traffic Control Devices (**MUTCD**) 2009

American Association of State Highway and Transportation Officials (**AASHTO**) 2011

Make curb ramps and sidewalks consistent with federal ADA requirements –

Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way (**PROWAG**) 2011

Specific Revisions

Replace Standard Drawings 460 through 464 (curb ramps), 475 (sidewalks), 516 (street sign post), and 517 (street name sign)



Update Design Requirements (chapter 200) to refer to current version of MUTCD, PROWAG, and revised Standard Drawings

Update Technical Specifications (chapter 300) for sidewalks and curb ramps

Curb Ramps

Update general notes

Clarify requirements

Specifically allow engineered alternatives

Require compliance with PROWAG

Add signal pushbutton requirements

Make consistent changes in Specifications



Curb Ramps

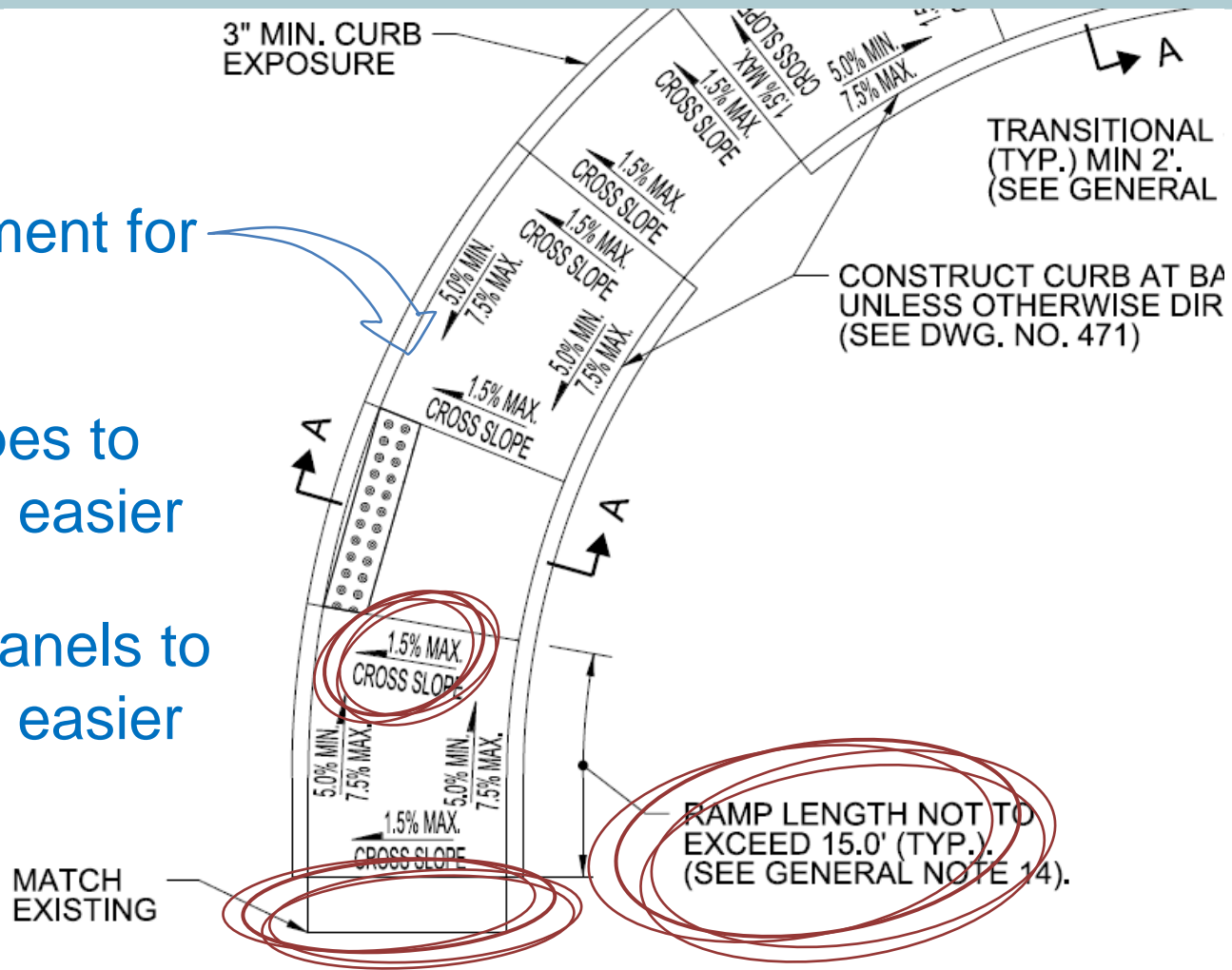
Updated drawings

Removed requirement for patterned ramps

Added design slopes to make construction easier

Added transition panels to make construction easier

Clarified 15-ft rule



Street Signs

What are we changing:

Height of signs (7-ft over sidewalks)

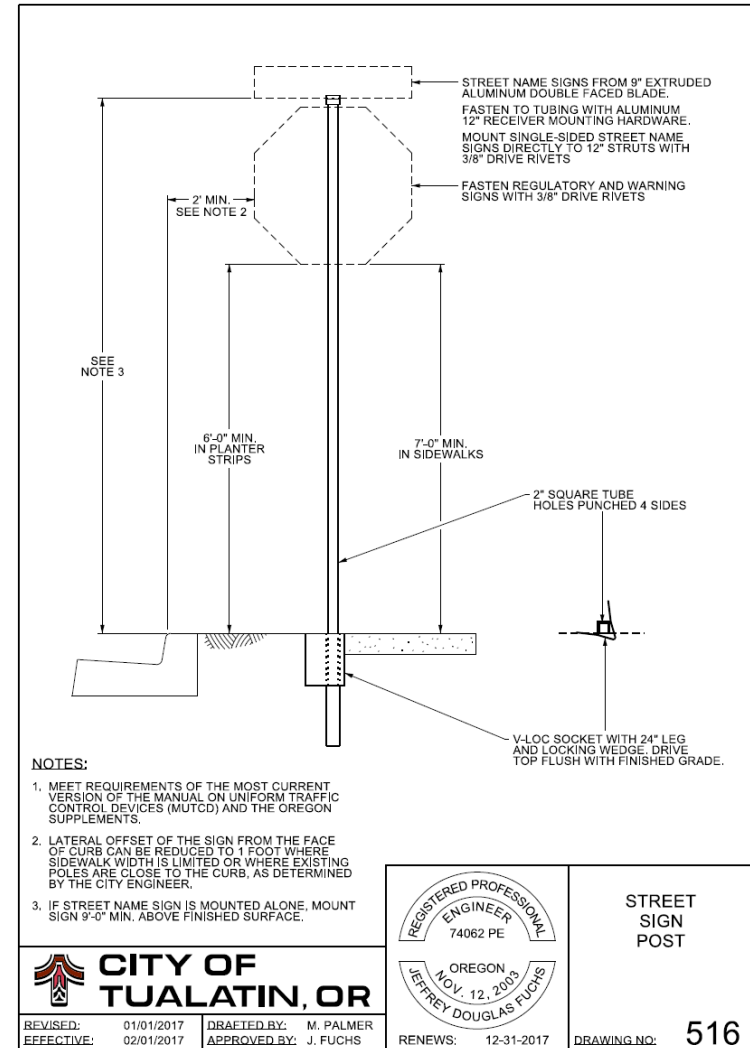
Lateral offset from face of curb (2-ft)

Materials and constructability

Why:

Consistent with latest traffic design manual (MUTCD 2009)

Coordinated with Public Works Dept.



Street Name Sign

What are we changing:

Increasing text size

Changing border

Why:

Consistent with latest traffic design manual (MUTCD 2009)

Coordinated with Public Works

More visible, easier to read, matches regional signing

MOUNTING TYPE	ROADWAY TYPE	SPEED LIMIT	MINIMUM LETTER SIZE	MIN SIGN HEIGHT
			X - INITIAL UPPERCASE	
OVERHEAD	ALL TYPES	ALL SPEED LIMITS	12 INCH	18 INCH
POST-MOUNTED	MULTI-LANE	MORE THAN 40 MPH	8 INCH	15 INCH
POST-MOUNTED	MULTI-LANE	40 MPH OR LESS	6 INCH	12 INCH
POST-MOUNTED	2-LANE	MORE THAN 25 MPH	6 INCH	12 INCH
POST-MOUNTED	2-LANE	25 MPH OR LESS	5 INCH	9 INCH

*X IS THE INITIAL UPPERCASE LETTER HEIGHT

GENERAL NOTES:

- POST MOUNTED SIGNS SHALL HAVE ROUNDED CORNERS AND NO BORDER WHEN LARGER THAN 9 INCH HEIGHT AND A RECTANGULAR EXTRUDED BLADE WITH NO BORDER WHEN 9 INCH HEIGHT. OVERHEAD SIGNS SHALL HAVE 1.5" RADIUS ROUNDED CORNERS WITH A 1" WHITE BORDER.
- 9 INCH POST MOUNTED SIGNS SHALL BE EXTRUDED ALUMINUM WITH ODOT TYPE G, TYPE IV SHEETING PRINTED INCLUDING LOGO.
- POST MOUNTED SIGNS LARGER THAT 9 INCHES IN HEIGHT SHALL BE ALUMINUM SHEET METAL WITH A MIN 0.125" THICKNESS WITH ODOT TYPE G, TYPE IV SHEETING, SINGLE SIDED, HOLE PUNCHED.
- OVERHEAD SIGNS SHALL BE ALUMINUM SHEET METAL WITH A MIN 0.125" THICKNESS AND SHALL BE ODOT TYPE G, TYPE IV SHEETING, SINGLE SIDED, HOLE PUNCHED.
- UPPERCASE LETTERING, DIRECTION, AND STREET TYPE SHALL BE FHWA SERIES C AT FULL HEIGHT.
- LOWERCASE LETTERING, DIRECTION, AND STREET TYPE SHALL BE 2/3 LOOP HEIGHT SERIES C.
- ALL SIGNS SHALL CONFORM TO CURRENT MUTCD AND ODOT SUPPLEMENT.
- LEGEND HEIGHT FOR POST MOUNTED SIGNS AT THE INTERSECTION SHALL BE DICTATED BY THE HIGHEST SPEED ROADWAY.
- CENTER STREET NAMES AND CITY LOGO VERTICALLY ON SIGN.
- CITY LOGO INFORMATION SHALL BE PROVIDED BY CITY ENGINEER.

REGISTERED PROFESSIONAL ENGINEER
74062 PE

OREGON
NOV. 12, 2003
JEFFREY DOUGLAS FUCHS

CITY OF TUALATIN, OR

REVISIONS: 01/01/2017 DRAEATED BY: M. PALMER
EFFECTIVE: 02/01/2017 APPROVED BY: J. FUCHS

RENEWS: 12-31-2017

STREET NAME SIGN

DRAWING NO: 517



Future Updates

Driveway standards

Pavement design

Street light standards

Asbestos pipe disposal

Stormwater standards

Sidewalk grinding/repair

Other ADA and MUTCD updates





Questions?

Public Works Construction Code Update – December 2016

December 12, 2016



City of Tualatin

City Council Meeting

Meeting Date: 12/12/2016

CONSENT Consideration of Resolution No.

AGENDA: 5303-16 Appointing to Fill a
Vacant Council Position

CONSENT AGENDA

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

Resolution 5303-16

RESOLUTION NO. 5303-16

A RESOLUTION APPOINTING TO FILL A VACANT COUNCIL POSITION

WHEREAS, on October 10, 2016, the Council declared Council Position #3 vacant as a result of the resignation of Councilor Wade Brooksby; and

WHEREAS, under Chapter VII, Section 33 of the Charter, vacancies on the Council are to be filled by appointment by a majority of the incumbent members of the Council; and

WHEREAS, under Chapter VII, Section 33 of the Charter, the term of the person appointed to fill a vacancy begins immediately upon appointment and continues until the beginning of the year following the next general biennial election; and

WHEREAS, Council provided all persons meeting the qualifications in the Charter an opportunity to apply for consideration for appointment to the vacant Council position; and

WHEREAS, on December 8, 2016, Council conducted public interviews of all who applied for appointment; and

WHEREAS, Council duly considered all persons who applied and voted at a public meeting to appoint to fill Council Position #3;

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

Section 1. The Council appoints _____ to Council Position #3 on City Council, and whose term will begin immediately and continue until the beginning of the year following the next general biennial election.

Section 2. This resolution is effective upon adoption.

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

CITY OF TUALATIN OREGON

BY _____
Mayor

APPROVED AS TO LEGAL FORM

ATTEST

BY _____
City Attorney

BY _____
City Recorder

City Council Meeting

Meeting Date: 12/12/2016

CONSENT Swear-in Newly Elected Councilor

AGENDA:

CONSENT AGENDA

Swear-in Newly Appointed City Councilor

Oath

Oath of Office

CITY OF TUALATIN)
STATE OF OREGON) ss
COUNTY OF WASHINGTON)

I, _____, do solemnly swear that I will support the Constitution of the United States of America, the Constitution of the State of Oregon, and the laws thereof, and will faithfully and honorably serve in the Office of City Councilor, Position 3, of the City of Tualatin, to the best of my ability.

Subscribed and sworn to before me this 12th day of December , 2016.

Before me: _____

Nicole Morris
Deputy City Recorder
Notary for the State of Oregon
Tualatin, Oregon

City Council Meeting

Meeting Date: 12/12/2016

CONSENT Proclamation Request

AGENDA:

CONSENT AGENDA

Proclamation Request

Request

Proclamation



CITY OF TUALATIN

APPLICATION TO REQUEST A PROCLAMATION
18880 SW MARTINAZZI AVE • TUALATIN, OR 97062
PHONE 503.691.3011

Requests for City Proclamations should be submitted four weeks prior to the requested Council Meeting date. The City Council meets the 2nd and 4th Monday of each month unless otherwise noted. For specific meeting dates, please visit the City of Tualatin website at www.tualatinoregon.gov.

Topic & Purpose of Proclamation:

Tualatin FBLA, to celebrate and recognize their service to our community

Individual, Agency, or Organization Sponsoring the Proclamation:

Oregon FBLA on behalf of Tualatin FBLA

Local Resident Attending Council Meeting to Receive Proclamation:

Jordan Maddox [Redacted]
Name James McCaffrey

Note: There is a limit of two proclamations per City Council meeting and selection is made in the order requests are received. Please indicate an alternative meeting date for the event the preferred date is unavailable. While the City does its best to recognize citizen needs, we retain the right to decide if the proclamation will be issued or not.

Preferred City Council Meeting Date Requested: 01/08/17

Alternate City Council Meeting Date: 01/22/17

Requested By: Jordan Maddox [Redacted]
Name [Redacted]

Please attach a draft copy of your one page proclamation to this application or check the box if the proclamation will be the same as the previous year. Wording will be the same as the previous year.

Return the completed form to: City of Tualatin, Attn: Deputy City Recorder, 18880 SW Martinazzi Ave, Tualatin OR, 97062 or via email to nmorris@ci.tualatin.or.us.

For Official Use Only:

Date Request Received	_____
Approved	_____
Not Approved	_____
Applicant Notified	_____
Date Proclaimed	_____

WHEREAS, Future Business Leaders of America (FBLA) is a nonprofit educational organization whose first chapter was established in Johnson City, Tennessee in 1942 and has grown to encompass over 250,000 members nationwide; and

WHEREAS, FBLA promotes high school students to experience the world of business through the key pillars of service, education and progress that reflect the social, professional, and community service experience provided; and

WHEREAS, FBLA helps develop vocational and career supportive competencies and promotes civic and personal responsibility; and

WHEREAS, the Tualatin High School FBLA club is the largest club at Tualatin High School and is one of the largest FBLA clubs in the state of Oregon; and

WHEREAS the Tualatin High School FBLA members attend the State Business Leadership Conference, bringing home ten Chapter of the Year awards in the last 16 years as a testament to superior community involvement and participation of members in competitions and business activities; and

WHEREAS recent community service has included raising over to \$1,400 for March of Dimes for Doernbecher's Children's Hospital and designing a campus-wide food drive to provide a complete Thanksgiving meal for 12 families in Tualatin High School; and

WHEREAS, members of the Tualatin High School FBLA club have received national attention for over the past 20 years by placing in the top ten for their business competitions in the National Leadership Conference.

NOW, THEREFORE, BE IT PROCLAIMED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, Oregon that: the Tualatin High School Future Business Leaders of America club is commended on their achievements, service, and community involvement and that the week of **January 10-16, 2017** is declared FUTURE BUSINESS LEADERS OF AMERICAN Week.