



City of Tualatin

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OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF November 20, 2014

TPC MEMBERS PRESENT:

Alan Aplin
Bill Beers
Jan Giunta

STAFF PRESENT

Aquilla Hurd-Ravich
Cindy Hahn
Lynette Sanford

TPC MEMBER ABSENT: Nic Herriges

GUESTS:

1. **CALL TO ORDER AND ROLL CALL:**

Alan Aplin, Chair, called the meeting to order at 6:30 pm and reviewed the agenda. Roll call was taken.

2. **APPROVAL OF MINUTES:**

Mr. Aplin asked for review and approval of the September 18, 2014 TPC minutes. MOTION by Grile SECONDED by Giunta to approve the minutes, MOTION PASSED 6-0.

3. **COMMUNICATION FROM THE PUBLIC (NOT ON THE AGENDA):**

None

4. **ACTION ITEMS:**

None

5. **COMMUNICATION FROM CITY STAFF:**

A. City of Tualatin's 2016-2020 Capital Improvement Plan

Alice Cannon, Assistant City Manager, thanked the Commission Members for their service and announced that Kaaren Hofmann, our Engineering Manager, will be leaving the City of Tualatin. Ms. Hofmann has accepted the position as City Engineer with the City of Newberg and her last day will be December 5th. Ms. Cannon noted that Ms. Hofmann has worked for the City of Tualatin for 18 ½ years and began as an Engineer, moved in to the Project Engineer role, and has been the Engineering Manager for

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approximately 3 years. During her tenure, Ms. Hofmann has been heavily involved in the management of several projects including the Transportation System Plan, the Martinazzi project, Seneca Street, and Library parking redesign.

Ms. Hofmann presented the 2016-2020 Capital Improvement Plan, which included a PowerPoint presentation. Ms. Hofmann explained that the CIP is a 5 year road map which includes five different project categories:

- Facilities/Equipment
- Parks & Recreation
- Technology
- Transportation
- Utilities

Ms. Hofmann stated that the priorities of the CIP are health and safety, cost savings, satisfying regulatory requirements, supporting Council goals, and implementing Master Plans. The Funding sources include system development charges, water rates, wastewater rates, storm rates, road maintenance, gas taxes, general fund, and grants and donations.

Ms. Hofmann noted that project requests always exceed available funding and there is currently \$857,768,000 in unfunded projects. Ms. Hofmann went through the slides which detailed the draft project list and project values. She also noted the entire CIP will be up on our web site if they have specific questions. There will also be a form available if anyone would like to recommend a project. Ms. Giunta asked if this was the form a member of a Citizen Involvement Organization would use. Ms. Hofmann stated that this form is for the public and there is a separate process for the CIO's. Mr. Beers asked if the City could veto a submitted request. Ms. Hofmann responded that the person would first be contacted and the subsequent process would be determined by staff members. Ms. Cannon added that some great ideas have come directly from citizens.

Mr. Aplin asked if the City self-performs any of the work or if they always hire outside contractors. Ms. Hofmann replied that they generally use outside contractors, but if it was self-performed it will show up on the list. Ms. Giunta asked if some of the projects on the transportation utilities list could be constructed by a developer. Ms. Hoffman answered that every developer pays a transportation development tax that goes into the fund for future projects. Discussion continued regarding the different fees assessed for the projects.

Mr. DeHaan inquired about the prioritization of the unfunded projects list. Ms. Hofmann responded that the list is alphabetical, not listed by priority. Mr. DeHaan also brought up a safety issue along the stretch of the road from Herman to Teton and wanted to know if it is a priority. Ms. Hofmann responded that it's been acknowledged that it is an issue, but it's an expensive project and a matter of trying to balance the need against the funds available. Ms. Hurd-Ravich stated that some of these projects were assigned to the Transportation System Plan (TSP), which may push these into the funded list. Ms.

Giunta noted that there is an imminent child safety issue at the mid-block crossing of Grahams Ferry Rd. Ms. Cannon acknowledged that it should be added to the list.

6. **FUTURE ACTION ITEMS**

Ms. Hurd-Ravich stated that in December there will be a Basalt Creek Update. There will be a quasi-judicial decision required in January for a LA Fitness sign variance. They have already had the Pre-Application and Neighborhood Developer meetings.

7. **ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION**

None.

8. **ADJOURNMENT**

Mr. Aplin adjourned the meeting at 7:12 pm.



_____ Lynette Sanford, Office Coordinator