



**OFFICIAL MINUTES FOR
TUALATIN TOMORROW ADVISORY COMMITTEE
MARCH 7, 2018
TUALATIN POLICE DEPARTMENT
8650 SW TUALATIN RD.
TUALATIN, OR 97062**

Present: Chair John Bartholomew
Committee Member Ed Casey
Committee Member Larry McClure
Committee Member Maria Reyes

Absent: Committee Member Daniel Bachhuber
Committee Member Alice Galloway
Committee Member Linda Moholt
Committee Member Jill Zurschmeide

Staff Present: Sherilyn Lombos, City Manager

1. CALL TO ORDER

Chair Bartholomew called the meeting to order at 6:30 pm.

2. APPROVAL OF THE MINUTES

One minor modification was made to the 2nd page, Item 5, change to Chair Bartholomew instead of Vice-Chair. Committee member McClure moved to approve the minutes from February 7, 2018 and seconded by Committee member Casey.

3. COMMUNICATION FROM THE PUBLIC (ITEMS NOT ON THE AGENDA)

No communications from the public.

4. OLD BUSINESS

- a. Update from Committee on contacts with partners or progress on action items
- Chair Bartholomew reported that he has reached out to PGE regarding Action Item 11.1 (Add electric vehicle charging stations and pursue other alternative fuel options as proven viable) and is planning to set up a meeting to find out from PGE what is happening in this field; Chair Bartholomew encouraged any TTAC member to attend and committed to sending out information about the date/time/place of the meeting. Chair Bartholomew also reported that he has a call into GoForth (formerly Drive OR) to see what they are up to.
 - Committee member Bachhuber, although absent from the meeting, sent an email to the group on February 26, 2018 with the following update on Action Item 13.5 (Organize community health clinics that facilitate affordable, convenient access to services):
 - "I chatted with Chelsea Ban, the medical director at the Borland Free Clinic, on Saturday. Here are some of the key details:*
 - * Providing health care has been a long-term mission of Rolling Hills. The Borland Free Clinic has existed as an entity for the last five years, but only really active since last May.*
 - * They have an upcoming Providers Forum on Wednesday, March 7th in attempt to*

solicit volunteers. The more volunteers they have, the greater number of hours they can have their doors open.

** Long-term, they'd like to build out the space to be a more formal clinic. They'll first need to prove efficacy of the model though. Generally, they want to emulate Salem Free Clinic.*

If we want to help out in the near future, I'm sure Chelsea would love referrals to medical providers who want to volunteer at the clinic."

- b. Review Tualatin Tomorrow Action Plan, sorted by Partner
The committee reviewed the Action Plan, sorted by Partner (attached).
- c. Partner Presentation – City of Tualatin | Administration
City Manager Lombos distributed a document (attached) that included each of the Action Items for which Administration is the Lead Partner, the status of each Action Item and any milestones that the TTAC should be aware of. The committee engaged in discussion about the Action Items, suggesting some additions to what was listed, and expressed that going through the items in this way was helpful. The Committee asked that in the future, presenters provide information about specific accomplishments.

5. NEW BUSINESS

- a. Agree on next Partner Presentation
 - The committee agreed to ask Paul Hennon, Tualatin's Community Services Director to come to the April meeting to present information about the Action Items for which Community Services is the Lead Partner.
 - The committee also agreed that it would make sense to have Larry McClure present information about the items for which the Historical Society is the lead partner.

6. COMMUNICATIONS FROM STAFF

City Manager Lombos shared information about the upcoming May 15, 2018 election and that the City Council has approved a ballot measure asking Tualatin voters to approve a \$20 million general obligation bond to pay for transportation projects.

7. ANNOUNCEMENTS/TTAC COMMUNICATIONS

- a. Committee Member Casey reminded the committee of the Easter Egg Hunt scheduled for March 31, 2pm at Community Park
- b. The Committee discussed the following issues:
 - School safety measures following the Parkland, FL shooting
 - Basalt Creek Planning
 - The extension of 124th Avenue
 - The vacant property where Haagen's Food & Pharmacy used to be

8. ADJOURNMENT

The meeting adjourned at 7:40 pm.

Sherilyn Lombos, Recording Secretary

#	Action	Lead Partner	Divison	Contact	Email
5.1	Expand the Farmers Market season and offerings as financially feasible	Bridgeport Farmers Market		Chad Hastings	chastings@centercal.com
6.1	Expand retail, dining and nightlife places	Chamber of Commerce		Linda Moholt	linda@tualatinchamber.com
15.5	Incubate and facilitate the creation of local businesses	Chamber of Commerce		Linda Moholt	lmoholt@tualatinchamber.com
16.5	Host and post informational forums that connect residents to job training and employment resources	Chamber of Commerce		Linda Moholt	linda@tualatinchamber.com
18.1	Grow and promote business education resources for youth and entrepreneurs	Chamber of Commerce		Linda Moholt	lmoholt@tualatinchamber.com
18.4	Expand skills training to connect students with local employers and part-time jobs	Chamber of Commerce		Linda Moholt	lmoholt@tualatinchamber.com
18.5	Continue to connect colleges and high schools to jump-start post K-12 opportunities and awareness	Chamber of Commerce		Linda Moholt	lmoholt@tualatinchamber.com
18.6	Create entrepreneurial training programs or classes for young professionals and students	Chamber of Commerce		Linda Moholt	lmoholt@tualatinchamber.com
3.1	Facilitate connections within and between neighborhoods , including apartment residents	Citizen Involvement Organizations		CIO Presidents	tualatincommercialcio@gmail.com Cathy Holland
3.2	Take steps to create a community meeting facility that can accommodate large gatherings	City of Tualatin	Administration	Tanya Williams	twilliams@tualatin.gov
7.1	Establish a civic center that unifies city services in one location and serves as a central gathering place	City of Tualatin	Administration	Tanya Williams	twilliams@tualatin.gov
7.2	Enhance the City's use of social media and technology to share critical information	City of Tualatin	Administration	Tanya Williams	twilliams@tualatin.gov
7.3	Post an inventory of service organizations , after-school locations and other activities on the web	City of Tualatin	Administration	Tanya Williams	twilliams@tualatin.gov
7.4	Create and promote an electronic newsletter and calendar that provides updates on activities, events and services	City of Tualatin	Administration	Tanya Williams	twilliams@tualatin.gov
7.6	Rebrand City departments to make access more intuitive for customers	City of Tualatin	Administration	Tanya Williams	twilliams@tualatin.gov
8.1	Enhance the customer experience and support for services by improving customer service training	City of Tualatin	Administration	Tanya Williams	twilliams@tualatin.gov
8.3	Conduct forums and campaigns to educate the public about service needs and funding requirements	City of Tualatin	Administration	Tanya Williams	twilliams@tualatin.gov
15.7	Create marketing materials that communicate a unified City brand	City of Tualatin	Administration	Tanya Williams	twilliams@tualatin.gov
1.1	Create and implement an actionable city center plan	City of Tualatin	Community Development	Alice Cannon	acannon@tualatin.gov
1.4	Strengthen guidelines that preserve open space and natural areas as the City grows and expands	City of Tualatin	Community Development	Alice Cannon	acannon@tualatin.gov
2.2	Facilitate local access to fresh foods through zoning and regulatory code amendments	City of Tualatin	Community Development	Alice Cannon	acannon@tualatin.gov
2.3	Continue to create distinct retail activity centers throughout the City	City of Tualatin	Community Development	Alice Cannon	acannon@tualatin.gov
3.3	Facilitate the creation of gathering locations where people can meet outside of home and work	City of Tualatin	Community Development	Alice Cannon	acannon@tualatin.gov
11.4	Encourage environmentally-friendly products and energy-efficiency in new construction and remodels	City of Tualatin	Community Development	Alice Cannon	acannon@tualatin.gov
15.1	Conduct an industry cluster analysis to identify advantages, growth opportunities and workforce needs	City of Tualatin	Community Development	Jonathon Taylor	jtaylor@tualatin.gov
15.2	Target business recruitment to attract firms that grow employment and build community wealth	City of Tualatin	Community Development	Jonathon Taylor	jtaylor@tualatin.gov
15.3	Ensure infrastructure capacity and facility planning is aligned with future employer growth projections	City of Tualatin	Community Development	Alice Cannon	acannon@tualatin.gov
15.6	Establish a single point-of-entry for business investors and developers	City of Tualatin	Community Development	Alice Cannon	acannon@tualatin.gov
16.1	Create a city-businesses economic development partnership to track and coordinate opportunities	City of Tualatin	Community Development	Jonathon Taylor	jtaylor@tualatin.gov
16.2	Prioritize businesses that provide family-wage jobs (defined as \$40k + by US Census 2010)	City of Tualatin	Community Development	Jonathon Taylor	jtaylor@tualatin.gov

#	Action	Lead Partner	Divison	Contact	Email
16.3	Identify and facilitate development of business that enhances downtown retail opportunities	City of Tualatin	Community Development	Jonathon Taylor	jtaylor@tualatin.gov
16.4	Provide guidance and incentives for small and family-owned businesses	City of Tualatin	Community Development	Jonathon Taylor	jtaylor@tualatin.gov
15.4	Facilitate housing options that meet wage projections and employee preferences	City of Tualatin	Community Deveop	Alice Cannon	acannon@tualatin.gov
17.6	Expand and promote availability of personal growth classes and education for post K-12 adults	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
2.1	Complete and periodically update a Parks Master Plan with clear priorities based on public input	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
4.3	Engage and empower youth to get involved in and shape community decisions	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
5.2	Create more sports and recreational activities for youth and adults	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
5.3	Expand sports and recreational venues	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
5.4	Host sports tournaments as facilities are added	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
5.5	Create a formal multi-purpose community center based on market demand and financial feasibility	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
5.6	Establish a teen center with 18-hour activities and services	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
5.8	Build a water park and/or aquatics recreation center	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
6.2	Maintain existing and add new community events to bring people together	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
6.5	Maximize use and access to river	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
7.8	Increase the Library's role as a community center and central information point	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
9.1	Create a Pedestrian Network Master Plan	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
9.2	Implement the Trail and Bike Master Plan	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
17.5	Increase after-school programming to ensure safe, productive learning options for youth	City of Tualatin	Community Services	Paul Hennon	phennon@tualatin.gov
7.5	Provide a one-stop city information line so residents can immediately connect to the right contact	City of Tualatin	Finance	Don Hudson	dhudson@tualatin.gov
8.4	Establish dedicated funds for priority City infrastructure and capital facilities needs	City of Tualatin	Finance	Don Hudson	dhudson@tualatin.gov
7.7	Increase the presence of minorities in the municipal labor force	City of Tualatin	Human Resources	Stacy Ruthrauff	sruthrauff@tualatin.gov
1.2	Continue award-winning landscaping and development of key City gateways	City of Tualatin	Parks Maintenance/Community Service	Tom Steiger/Paul Hennon	phennon@tualatin.gov , tsteiger@tualatin.gov
1.3	Extend community landscaping to maintain City's identity as a clean, welcoming place to live and invest	City of Tualatin	Parks Maintenance/Community Service	Tom Steiger/Paul Hennon	phennon@tualatin.gov , tsteiger@tualatin.gov
1.5	Enhance the winter seasonal light display in the city center	City of Tualatin	Parks Maintenance/Community Service	Tom Steiger/Paul Hennon	phennon@tualatin.gov , tsteiger@tualatin.gov
12.7	Expand the City's "Adopt a Park" program so citizens can help maintain resources	City of Tualatin	Parks Maintenance/Community Service	Paul Hennon	jpostema@tualatin.gov
14.1	Expand funding for drug and gang enforcement , community policing, K-9 patrols and safety training	City of Tualatin	Police	Bill Steele	bsteeler@tualatin.gov
14.2	Continue and expand as feasible Tualatin Police's School Resource Officer program	City of Tualatin	Police	Bill Steele	bsteeler@tualatin.gov
14.3	Increase trail safety by adding lighting and periodic patrols at strategic locations	City of Tualatin	Police	Bill Steele	bsteeler@tualatin.gov
8.2	Provide traffic and mobility updates via newsletter, e-blast and public forums so people see progress	City of Tualatin	Public Works	Jeff Fuchs	jfuchs@tualatin.gov
9.5	Reduce traffic volumes and flow issues in key locations	City of Tualatin	Public Works	Jeff Fuchs	jfuchs@tualatin.gov
9.6	Install smart metering along major state and local thoroughfares	City of Tualatin	Public Works	Jeff Fuchs	acannon@tualatin.gov
10.1	Complete and implement the City's new mid-block crossing policy	City of Tualatin	Public Works	Jeff Fuchs	jfuchs@tualatin.gov

#	Action	Lead Partner	Divison	Contact	Email
10.2	Implement best practice street crossing enhancements at critical intersections city-wide	City of Tualatin	Public Works	Jeff Fuchs	jfuchs@tualatin.gov
10.3	Continue to extend the sidewalk network	City of Tualatin	Public Works	Jeff Fuchs	jfuchs@tualatin.gov
10.4	Complete critical neighborhood traffic safety improvements	City of Tualatin	Public Works	Jeff Fuchs	jfuchs@tualatin.gov
4.4	Continue to promote volunteer opportunities and encourage participation from new residents	City of Tualatin	Volunteer Services	Stacy Ruthrauff/Jackie Konen	sruthrauff@tualatin.gov , jkonen@tualatin.gov
8.5	Promote community participation in Council, Advisory Boards and other leadership roles	City of Tualatin	Volunteer Services	Tanya Williams	twilliams@tualatin.gov
12.2	Expand volunteer corps programs which help restore and maintain riparian and other natural areas	City of Tualatin	Volunteer Services	Stacy Ruthrauff	sruthrauff@tualatin.gov
11.3	Promote the use of non-invasive trees and plants in community and home landscaping projects	Clean Water Services		Margaret Wagner	wagnerm@cleanwaterservices.org
12.1	Pursue policies and actions that protect and enhance river, wetland and other natural area resources	Clean Water Services		Margaret Wagner	wagnerm@cleanwaterservices.org
12.4	Strengthen policies and model practices that reduce stormwater runoff to local water bodies	Clean Water Services		Margaret Wagner	wagnerm@cleanwaterservices.org
12.5	Actively support and participate in Clean Water Services' Tree for All Program	Clean Water Services		Margaret Wagner	wagnerm@cleanwaterservices.org
13.1	Conduct a community health needs assessment to determine priority areas	Legacy Meridian Park Hospital		Piseth Pich/Allyson Anderson	ppich@lhs.org
13.4	Encourage participation in community health partners' wellness education and training programs	Legacy Meridian Park Hospital		Piseth Pich/Allyson Anderson	ppich@lhs.org
6.4	Facilitate outdoor theatre performances in summer and fall	Mask & Mirror Community Theatre		John Bartholomew	penguinbarts@comcast.net
13.8	Expand community gardens , increase access and promote the value of healthy meals	Neighbors Nourishing Community		Chad Darby	neighborsnc@gmail.com
11.1	Add electric vehicle charging stations and pursue other alternative fuel options as proven viable	PGE		Rebecca Carey-Smith	rebecca.carey-smith@pgn.com
11.2	Enhance waste recycling and reuse programs , education and drop off options	Republic Services		Jason Jordan	jjordan4@republicservices.com
4.5	Unite churches, social service organizations, schools, seniors and youth to work on common causes	Rolling Hills		Mark Began	mark.began@rollinghills.org
4.1	Facilitate connections between diverse cultures and interests in Tualatin schools	Tigard-Tualatin School District		Ernie Brown	ebrown@ttsd.k12.or.us
4.2	Establish a Task Force to develop a formal, sustained Latino outreach program	Tigard-Tualatin School District		Ernie Brown	ebrown@ttsd.k12.or.us
5.7	Expand after school programs and transportation access	Tigard-Tualatin School District		Ernie Brown	ebrown@ttsd.k12.or.us
17.1	Involve the community in forums and decisions about our educational structure and funding priorities	Tigard-Tualatin School District		Ernie Brown	ebrown@ttsd.k12.or.us
17.2	Coordinate efforts to expand and maximize literacy campaigns	Tigard-Tualatin School District		Ernie Brown	ebrown@ttsd.k12.or.us
17.3	Take steps to reduce class size and increase individual student attention	Tigard-Tualatin School District		Ernie Brown	ebrown@ttsd.k12.or.us
17.4	Grow and sustain participation in education mentorship programs that help underserved populations	Tigard-Tualatin School District		Ernie Brown	ebrown@ttsd.k12.or.us
18.2	Facilitate access to technology for all income groups	Tigard-Tualatin School District		Ernie Brown	ebrown@ttsd.k12.or.us
18.3	Increase access to STEAM learning (STEAM = Science, Technology, Engineering, Arts and Math)	Tigard-Tualatin School District		Ernie Brown	ebrown@ttsd.k12.or.us
9.3	Develop a local transit plan including adopted design guidelines and best practices	TriMet		Tom Mills	millst@trimet.org
9.4	Improve regional transit access and route options for service through Metro area	TriMet		Tom Mills	millst@trimet.org
2.4	Continue to preserve historic buildings to ensure our proud past remains part of our future	Tualatin Historical Society		Larry McClure, Yvonne Addington	Larry.mcclure@gmail.com

#	Action	Lead Partner	Divison	Contact	Email
6.3	Capitalize on the opportunity to serve as a hub for the upcoming Ice Age Tonquin Discovery Trail	Tualatin Historical Society		Larry McClure, Yvonne Addington	yvonne.addington@gmail.com
13.7	Promote drug and alcohol awareness and addiction prevention	Tualatin Together		Cindy Hillier	tualatintgether@gmail.com
13.3	Track and implement TVF&R Patient Follow-Up Program and other practices that reduce health costs	Tualatin Valley Fire & Rescue		Stefan Myers	stefan.myers@tvfr.com
13.2	Promote 211-Info telephone and online tools that link to physical and mental health resources	Washington County		Sia Lindstrom	EmilyB@211info.org
14.4	Partner with churches and other entities to extend homeless and mental health services to Tualatin	Washington County		Sia Lindstrom	sia_lindstrom@co.washington.or.us
12.3	Increase appreciation for natural areas by expanding access and increasing educational programming	Wetlands Conservancy		Megan Garvey	megangarvey@wetlandsconservancy.org
12.6	Create river and wetland cleanup projects that teach sustainability through fun events	Wetlands Conservancy		Megan Garvey	megangarvey@wetlandsconservancy.org
13.6	Partner with the state, Metro, TVF&R and other entities to execute health awareness campaigns				
13.5	Organize community health clinics that facilitate affordable, convenient access to services				



City of Tualatin - Administration

Update to the Tualatin Tomorrow Advisory Committee

March 7, 2018

City of Tualatin – Administration

Action Item #3.2

Take steps to create a community meeting facility that can accommodate large gatherings (to accommodate over 100 people)

STATUS: *Ongoing*

This action has not been realized, although it has been studied, considered and is needed. It was studied as part of the Civic Center Facility Study that has not moved forward due to no funding source. It has also been discussed when new development has considered Tualatin.

MILESTONES: None at this time

City of Tualatin – Administration

Action Item #7.1

Establish a civic center that unifies city services in one location and serves as a central gathering place

STATUS: *Ongoing/On Hold*

This action has not been realized; it was studied as part of the comprehensive Civic Center Facility Study. The City Council decided to put the idea on hold rather than ask the Tualatin voters for the funding needed.

MILESTONES: None at this time

City of Tualatin – Administration

Action Item #7.2

Enhance the City's use of social media and technology to share critical information

STATUS: *Ongoing*

The City is actively using social media (including the City's website, Facebook, Instagram and Twitter) to share important information with our residents, including updates on events, City closure information, as well as opportunities for residents to give feedback on City issues. The City has also expanded the reach of social media efforts through the use of NextDoor-where more than 3,000 Tualatin residents go to find the most up to date information on what's happening in their community.

MILESTONES: None at this time

City of Tualatin – Administration

Action Item #7.3

Post an inventory of service organizations, after-school locations and other activities on the web

STATUS: *Complete/Ongoing*

This was completed and is updated on the City's website:

<http://www.tualatinoregon.gov/community/community-resources>.

It is available in English and Spanish.

MILESTONES: None at this time

City of Tualatin – Administration

Action Item #7.4

Create and promote an electronic newsletter and calendar that provides updates on activities, events and services

STATUS: *Complete/Ongoing*

In 2017, the City created and implemented the online version of Tualatin Today the city's monthly newsletter. This online version contains similar content to the paper version, but has direct links to events, activities and the city's website which has a wealth of information available to our community.

MILESTONES: None at this time

City of Tualatin – Administration

Action Item #7.6

Rebrand City departments to make access more intuitive for customers

STATUS: *Complete/Ongoing*

In 2017, the City did complete some reorganization of internal departments based on operation and function. We will continue the roll out of these changes in 2018 to make it easier for customers and residents to access services.

MILESTONES: None at this time

City of Tualatin – Administration

Action Item #8.1

Enhance the customer experience and support for services by improving customer service training

STATUS: *Ongoing*

The city organization is focused and dedicated to excellent customer service for everyone who interacts with our services on a daily basis. We conduct trainings regularly to promote our values; various departments do additional things to support their mission, for instance, the Community Development Department has an active and broad campaign to reach out to customers and ensure that the department is meeting the needs of the community.

MILESTONES: None at this time

City of Tualatin – Administration

Action Item #8.3

Conduct forums and campaigns to educate the public about service needs and funding requirements

STATUS: *Ongoing*

The City actively works to educate the public about service levels during the annual budget process. There are also active conversations about needs for funding through the capital improvement program and through public involvement campaigns for projects.

MILESTONES: None at this time

City of Tualatin – Administration

Action Item #15.7

Create marketing materials that communicate a unified City brand

STATUS: *Ongoing*

The City has created a Communication Standards template for internal use that help create a unified brand. In 2016 the Community Development Department (Building, Engineering, Planning) implemented a new permitting system that included reformatted and consistent forms. Citywide, the City has made it a priority to transition to online City services (business license, alarm permits, etc.) to further enhance the ability to do business but also to create a more unified brand.

MILESTONES: None at this time