



Present: Mayor Lou Ogden; Councilor Frank Bubenik; Council President Joelle Davis; Councilor Paul Morrison; Councilor Jeff DeHaan; Councilor Robert Kellogg

Absent: Councilor Nancy Grimes

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele;
Present: Finance Director Don Hudson; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Management Analyst II Zoe Monahan; Project Engineer Dominique Huffman

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:32 p.m.

1. ***Sustainable City Year Program.***

Management Analyst Zoe Monahan presented information on the Sustainable Cities Year Program presented by the University of Oregon. Analyst Monahan stated the program seeks to apply students' innovation, ingenuity, and fresh perspectives, to local governments and agencies seeking a transition to a more sustainable future. This year the University has partnered with Tri-Met to coordinate several multidisciplinary projects focusing on the Southwest Corridor Light Rail Project. For Tualatin the Bridgeport Connection Project will be their focus. They will explore sustainable transportation methods for this connection into Tualatin. The group's final presentation will be conducted at an open house in Tualatin in early December.

2. ***Transient Lodging Tax.***

Finance Director Don Hudson presented information on a local Transient Lodging Tax (TLT) rate for consideration. He provided background on the tax stating it is currently a county-wide tax on hotel-motel occupancy originally adopted in 1974 and is currently at a rate of 9%. Director Hudson explained the breakdown of tax disbursement noting 1% goes to the County Fair, 3% to Tourism Promotion, and a 5% split between the county and the city. Recently the County code has changed and now allows cities to pass a local TLT rate that would stack on top of the County's 9% rate without losing their current allocation. Director Hudson explained the state statutes, rates, and definitions associated with TLT tax. He noted three cities including Beaverton, Hillsboro, and Tigard have all adopted their own rates. Projected local revenue rates were shared. Potential uses of the additional revenues could include trail projects, Tualatin historical Society programs, the Tualatin Art Walk, Chamber of Commerce activities, and other special events.

Councilor Bubenik asked if a tourism facility could be enclosed in another facility.

Director Hudson stated it could but the specified dollars would have to only fund that portion of the facility.

Councilor Kellogg asked what the average nightly room rate is in Tualatin. Director Hudson stated staff would need to complete further research.

Mayor Ogden asked for clarification on the definition of tourist and tourist activities. Director Hudson explained the definition is vague but there is a challenge process for citizens if concerns arise.

Council President Davis asked if the hoteliers had been talked to about the potential of a tax. Director Hudson stated that would be the next step if Council decides to move forward.

Director Hudson stated next steps if the Council wants to move forward would include meeting with hoteliers and the Washington County Visitors Association, development of potential uses, and adoption of an ordinance.

Council President Davis asked what the process would be for choosing projects to fund. Director Hudson stated the Council would have to outline that process.

Councilor DeHaan asked if Washington County has any plans of increasing their rate. Director Hudson stated he has not heard anything at this time.

Council consensus was reached further explore the implementation of a local TLT tax rate.

3. *Allocation of Funds to Outside Agencies.*

Assistant to the City Manager Tanya Williams presented the Outside Agency Grant applications. She noted \$30,000 has been allocated in the budget this year for grant awards.

Councilor Morrison stated he would like to see guidelines put into place on how funds get allocated. He specifically would like to see no more than 10% of the overall funding go to one organization.

Councilor DeHaan would like to consider increasing the overall outside agency grant funding in the future.

After review and discussion, Council determined the award amounts to come forward in a resolution at the next Council meeting.

4. *Request from the League of Oregon Cities Foundation.*

Mayor Ogden presented a request from the League of Oregon Cities (LOC) Foundation. He stated the LOC Foundation is an arm of the League that provides scholarships for elected officials from small cities in Oregon to attend conferences and trainings that they otherwise would not be able to attend. They are seeking donations in the amount of five cents per capita. The Mayor suggested the City donate \$1,500 from the Council training budget to go to the LOC Foundation.

Council consensus was reached to make the \$1,500 donation.


5. Council Meeting Agenda Review, Communications & Roundtable.


Councilor Morrison announced that Tualatin Together and Tigard Turns the Tide will be hosting a Marijuana Initiative event on October 11.

ADJOURNMENT

The work session adjourned at 6:24 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Joelle Davis, Mayor Pro Tem