



A. CALL TO ORDER

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

C. CITIZEN COMMENTS

This section of the agenda allows citizens to address the Commission regarding any issue not on the 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 (Item Nos. 1 – 3)

Page #

The Consent Agenda will be enacted with one vote. The Chairman will first ask the staff, the public and the Commissioners if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under "Items Removed from the Consent Agenda." At that time, any member of the audience may comment on any item pulled from the Consent Agenda. The entire Consent Agenda, with the exception of items removed to be discussed under "Items Removed from the Consent Agenda," is then voted upon by roll call under one motion.

1. Approval of Minutes for the Meeting of December 10, 2007
2. Resolution No. 553-08 Establishing Regular Meetings of the Tualatin Development Commission, the Urban Renewal Agency of the City of Tualatin and the Urban Renewal Advisory Committee
3. Change Order No. 1 to the Contract Documents for Construction of the Green Lot Expansion Project

E-F. PUBLIC HEARINGS

None.

G. GENERAL BUSINESS

None.

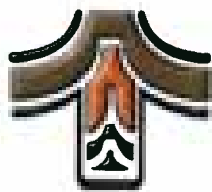
H. ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be discussed individually at this time. The Chairman may impose a time limit on speakers addressing these issues.

I. COMMUNICATIONS FROM COMMISSIONERS

J. EXECUTIVE SESSION

K. ADJOURNMENT



Approved by Tualatin
Development Commission
Date 1-14-08
Recording Sec M. Smith

STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

TO: Honorable Chairman and Members of the Commission
FROM: Sherilyn Lombos, Administrator *SL*
DATE: January 14, 2008
SUBJECT: APPROVE MEETING MINUTES OF DECEMBER 10, 2007

ISSUE BEFORE THE COUNCIL:

The issue before the Commission is to approve the minutes for the Tualatin Development Commission work session and meeting of December 10, 2007.

RECOMMENDATION:

Staff respectfully recommends that the Commission adopt the attached minutes.

FINANCIAL IMPLICATIONS:

There are no financial impacts associated with this item.

Attachments: A. Minutes

TUALATIN DEVELOPMENT COMMISSION

18880 S.W. MARTINAZZI AVENUE
P.O. BOX 369
TUALATIN, OREGON 97062-0369

503 692-2000



Approved by Tualatin
Development Commission
Date 1-14-08
Recording Sec [Signature]

TUALATIN DEVELOPMENT COMMISSION WORK SESSION MINUTES OF DECEMBER 10, 2007

PRESENT: Chairman Lou Ogden; Commissioners Chris Barhyte, Monique Beikman, Bob Boryska, Jay Harris, Donna Maddux, and Ed Truax; Sherilyn Lombos, Administrator; Brenda Braden, City Attorney; Doug Rux, Community Development Director; Mike McKillip, City Engineer; Paul Hennon, Community Services Director; and Maureen Smith, Recording Secretary

ABSENT: None.

*[Unless otherwise noted **MOTION CARRIED** indicates all in favor.]*

A. CALL TO ORDER

Chairman Ogden called the work session to order at 6:50 p.m.

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS – N/A

C. CITIZEN COMMENTS – N/A

D. CONSENT AGENDA

There were no comments or questions by the Commission on the Consent Agenda.

E-F. PUBLIC HEARINGS

Not applicable.

G. GENERAL BUSINESS

Not applicable.

H. ITEMS REMOVED FROM CONSENT AGENDA

Not applicable.

I. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Harris commented on the holiday tree lighting ceremony held at the Commons on December 7th. He said it was a great event and well attended, and also said it would be good to see more expanding programs held at the Commons.

Commissioner Truax asked to have a continued discussion on social services funding at the December 17, 2007 special work session. Discussion followed on whether the issue should be continued on the allocation of remaining funds. Commission consensus was to add a third agenda item to the December 17th special work session agenda on formulating criteria, etc. for social services funding.

J. EXECUTIVE SESSION

None.

K. ADJOURNMENT

The work session adjourned at 7:03 p.m.

Sherilyn Lombos, Administrator

Recording Secretary

Maureen Smith

TUALATIN DEVELOPMENT COMMISSION

18880 S.W. MARTINAZZI AVENUE
P.O. BOX 369
TUALATIN, OREGON 97062-0369

503 692-2000



Approved by Tualatin
Development Commission
Date 1-14-08
Recording Sec. [Signature]

TUALATIN DEVELOPMENT COMMISSION MEETING MINUTES OF DECEMBER 10, 2007

PRESENT: Chairman Lou Ogden; Commissioners Chris Barhyte, Monique Beikman, Bob Boryska, Jay Harris, Donna Maddux, and Ed Truax; Kent Barker, Acting Administrator; Brenda Braden, City Attorney; Doug Rux, Community Development Director; Mike McKillip, City Engineer; and Maureen Smith, Recording Secretary

ABSENT: None.

*[Unless otherwise noted **MOTION CARRIED** indicates all in favor.]*

A. CALL TO ORDER

Chairman Ogden called the meeting to order at 7:45 p.m.

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

None.

C. CITIZEN COMMENTS

None.

D. CONSENT AGENDA

MOTION by Commissioner Harris, SECONDED by Commissioner Barhyte to adopt the Consent Agenda as read:

1. Approval of Minutes for the Meeting of November 26, 2007

MOTION CARRIED.

E-F. PUBLIC HEARINGS

None.

G. GENERAL BUSINESS

None.

H. ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be discussed individually at this time. The Chairman may impose a time limit on speakers addressing these issues.

I. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Harris mentioned the recent holiday tree lighting ceremony at the Tualatin Commons on December 7, 2007 was well attended and a great success.

J. EXECUTIVE SESSION

None.

K. ADJOURNMENT

The meeting adjourned at 7:48 p.m.

Sherilyn Lombos, Administrator

Recording Secretary Maureen Smith




Approved by Tualatin
Development Commission
Date 01-14-08
Recording Sec M. Smith

STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

TO: Honorable Chairman and Members of the Commission

FROM: Sherilyn Lombos, Administrator 

DATE: January 14, 2008

SUBJECT: RESOLUTION ESTABLISHING REGULAR MEETINGS OF THE TUALATIN DEVELOPMENT COMMISSION – THE URBAN RENEWAL AGENCY OF THE CITY OF TUALATIN AND THE URBAN RENEWAL ADVISORY COMMITTEE

ISSUE BEFORE THE COMMISSION:

The issue before is to adopt a resolution establishing regular meeting dates for the Development Commission and the Urban Renewal Advisory Committee.

RECOMMENDATION:

Staff recommends that the Commission adopt the attached resolution establishing regular meetings of the Development Commission and the Urban Renewal Advisory Committee.

FINANCIAL IMPLICATIONS:

None.

Attachments: A. Resolution

RESOLUTION ESTABLISHING REGULAR MEETINGS OF
THE TUALATIN DEVELOPMENT COMMISSION – THE
URBAN RENEWAL AGENCY OF THE CITY OF TUALATIN
AND THE URBAN RENEWAL ADVISORY COMMITTEE

BE IT RESOLVED BY THE TUALATIN DEVELOPMENT COMMISSION – THE
URBAN RENEWAL AGENCY OF THE CITY OF TUALATIN, that:

Section 1. During the calendar year 2008, the regular meetings of the Tualatin Development Commission – the Urban Renewal Agency of the City of Tualatin, shall be held at 7:00 p.m. on the second and fourth Monday of each and every month. A work session of the Commission shall be held from 5:00 p.m. to 7:00 p.m. on the second and fourth Monday of each and every month.

(1) The regular meeting of the Urban Renewal Advisory Committee (*URAC*) shall be held as needed at 7:30 p.m. on the third Thursday of a month.

Section 2. The Administrator be, and hereby is, instructed to post copies of this Resolution in four (4) conspicuous public places within the area of the Tualatin Development Commission – the Urban Renewal Agency of the City of Tualatin.

INTRODUCED AND ADOPTED this 14th day of January, 2008.

APPROVED AS TO LEGAL FORM



CITY ATTORNEY

TUALATIN DEVELOPMENT COMMISSION
the Urban Renewal Agency of the City of
Tualatin, Oregon

BY _____

Chairman

ATTEST:

BY _____

Administrator



Approved by Tualatin
Development Commission
Date 1-14-08
Recording Sec. [Signature]

STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

TO: Honorable Chairman and Members of the Commission

THROUGH: Sherilyn Lombos, Administrator [Signature]

FROM: Doug Rux, Community Development Director [Signature]
Eric Underwood, Development Coordinator [Signature]

DATE: January 14, 2008

SUBJECT: CHANGE ORDER NO. 1 TO THE CONTRACT DOCUMENTS FOR CONSTRUCTION OF THE GREEN LOT EXPANSION PROJECT

ISSUE BEFORE THE COMMISSION:

Whether the Tualatin Development Commission should approve Change Order No. 1 for construction of the Green Public Parking Lot expansion project.

RECOMMENDATION:

Staff recommends that the Commission approve the attached change order and that the Chairman and Administrator be authorized to execute said Change Order No. 1.

EXECUTIVE SUMMARY:

- This action is not a public hearing.
- This change order covers the cost of additional work resulting from:
 - Extra costs for the addition of C-curb as a continuation of C-curb associated with the parking lot islands at the end of the parking rows for the purposes of consistency and functionality. Extruded curb was previously planned and did not match the C-curb portion of the islands.
 - Extra costs required to adjust forms for alignment and elevation so that proper storm drainage and access to pedestrian facilities associated with the parking lot can be met.
 - Extra costs for providing powder coating to the planned bike rack for preservation purposes.
 - Extra cost for the addition of topsoil in the parking lot islands so that landscaping may be installed as required by City of Tualatin Design Standards.
- Before proceeding with the next stage of this project, the Commission needs to approve Change Order No. 1 for the project.

- The expectation for project completion is by the end of March 2008.
- The Green Lot will remain open with lighting, temporary striping and curbing until weather conditions are deemed conducive to paving.
- There has been no action previously taken by the Commission on change orders for this project.
- There are no criteria to apply to this request.

OUTCOMES OF DECISION:

Approval of Change Order No. 1 for the Green Lot expansion will result in the following:

1. Enables the contractor to move forward on the construction of the Green Lot.
2. Enables the contractor to be paid in a timely manner.
3. Allows the Green Lot to be constructed in a manner that satisfies City design standards.
4. Allows the Green Lot to meet minimum engineering and building standards.

Not approving Change Order No. 1 for the Green Lot expansion will result in the following:

1. Delay payment to contractor.
2. Delay construction of the Green Lot.
3. Provide opportunity for negotiation of unit pricing and lump sum amounts initially invoiced by the contractor.

ALTERNATIVES TO RECOMMENDATION:

Alternatives evaluated to approval of Change Order No. 1 for the Green Lot expansion project are as follows:

1. Reject the change orders proposed by the contractor.
2. Negotiate costs of change order items.

FINANCIAL IMPLICATIONS:

The cost for Change Order No. 1 is \$8,893.58. The current project cost is \$214,568.08, which is 104% of the original bid cost. This is within budgets for this project.

PUBLIC INVOLVEMENT:

Public involvement is not required as part of this action.

Attachments: A. Change Order No. 1

CHANGE ORDER NO. 1

TO THE CONTRACT DOCUMENTS FOR CONSTRUCTION OF THE BOONES FERRY ROAD GREEN LOT EXPANSION PROJECT

This Change Order No. 1 modifies the agreement by and between Parker Northwest Paving Company, hereinafter referred to as the Contractor, and the Tualatin Development Commission, hereinafter referred to as the Owner, for the Construction of SW BOONES FERRY ROAD GREEN LOT EXPANSION PROJECT, to the extent described below:

1. For the additional work to add C-curb as a continuation of curb associated with the parking lot islands at the end of the parking rows for consistency and functionality, it is agreed that the Owner will pay the Contractor the following unit price amounts per quantity actually incorporated into the project:

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	UNIT PRICE
	Additional C-curb to conform to planned C-curb – End of parking row islands`	LF	\$13.00

2. For the additional work to adjust forms for alignment and elevation in the Green Lot to correct initial engineered calculations and will result in over excavation, it is agreed that the following items in the Proposal will be modified as shown below. The Owner will pay the Contractor the following lump sum amounts and unit price amounts per quantity actually incorporated into the project:

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	UNIT PRICE
	Additional costs to adjust forms for alignment & elevation	LS	\$1,198.58
	Over Excavation	Cu Yd	\$15.00

3. For the additional work to add for powder coating on the bike rack to better preserve its condition over the long-term, it is agreed that the Owner will pay the Contractor the following lump sum amount:

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	UNIT PRICE
	Add for Powder Coating – Bike Rack	LS	\$200.00

4. For the additional work to add top soil in the landscaped islands within the parking lot so that actual landscaping can be installed, it is agreed that the Owner will pay the Contractor the following unit price amounts per quantity actually incorporated into the project:

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	UNIT PRICE
	Top Soil – Landscaped Islands	Cu Yd	\$35.00

Except as herein modified, the terms of the basic contract between the Tualatin Development Commission and Parker Northwest Paving Company shall remain in full force and effect.

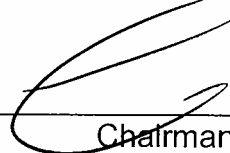
Dated this 14th day of January 2008.

Parker Northwest Paving Company.

By 

Date 12/18/07

TUALATIN DEVELOPMENT COMMISSION

By  Chairman

ATTEST:  Administrator