



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 – 2)

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 February 11, 2008 and 112
the minutes for the Meeting of February 25, 2008
2. Change Order No. 3 to the Contract Documents for Construction of the Green..... 136
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 03/10/2008
Reporting Sec J. Burles

STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

TO: Honorable Chairman and Members of the Commission

FROM: Sherilyn Lombos, Administrator 

DATE: March 10, 2008

SUBJECT: APPROVE MEETING MINUTES OF FEBRUARY 11, 2008 AND
FEBRUARY 25, 2008

ISSUE BEFORE THE COMMISSION:

The issue before the Commission is to approve the minutes for the Tualatin Development Commission work session and meeting of February 11, 2008 and the work session and meeting of February 25, 2008.

RECOMMENDATION:

Staff respectfully recommends that the Commission adopt the attached minutes.

FINANCIAL IMPLICATIONS:

There are no financial impacts associated with this item.

Attachments: Minutes

TUALATIN DEVELOPMENT COMMISSION

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

503 / 692-2000



Approved by Tualatin
Development Commission
03/10/2008
Recording Sec *J. Kirby*

TUALATIN DEVELOPMENT COMMISSION WORK SESSION MINUTES OF FEBRUARY 11, 2008

PRESENT: Chairman Lou Ogden; Commissioners Chris Barhyte, Monique Beikman [*arrived 5:02 p.m.*], 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; Kent Barker, Police Chief; Dan Boss, Operations Director; Carina Christensen, Assistant to the City Manager; Don Hudson, Finance Director; Eric Underwood, Development Coordinator; Cindy Hahn, Assistant Planner; 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 5:01 p.m.

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

1. Tualatin Commons East Project

Community Development Director Doug Rux presented a PowerPoint on the Tualatin Commons East project. In spring 2007, the Commission discussed the project and gave direction to staff to revisit the discussion again in February 2008. The policy considerations for the Commission is should the East Commons project be budgeted to start design in FY 2008/09, with construction in FY 2009/10. If yes, should the project scope be based on five options presented by staff (*see attached PowerPoint*). Mr. Rux reviewed the five options presented. Any of the options could start design in 2008/09 with construction in 2009/10. Mr. Rux reviewed the project estimates and said all funding comes from the Central Urban Renewal District (CURD). These improvements would happen after the Library opens. Staff had tried to coincide these improvements during the construction of the library but was not able to do so.

Discussion followed and concern was expressed about spending funds now and then having to redevelop a short time later. Commissioner Truax said he would not approve of any of these improvements, as he believes it is important to put funds towards finishing the landmark part of the Tualatin Commons, at the expense of doing these projects now.

Discussion continued on what could be done with the various scope of options presented for getting the most for the amount of funds available, and what could be done now and in the future. The Commission reviewed the differences between the options presented. Discussion also focused on how to tie in projects

with what other projects may be happening at the same time. Chairman Ogden also mentioned the current CURD will be ending in two years and said the Commission should take a look at a possible new urban renewal district. After discussion and review of the options presented, all Commission members present suggested a "sixth" Option – to construct streetscape improvements on Nyberg from the K-Mart entrance to the Commons Lake, Martinazzi Avenue from Tualatin-Sherwood Road to Nyberg, Seneca Street from Martinazzi Avenue to the Lake, the west of Martinazzi Avenue, from Nyberg to Boones Ferry Road, and a signal at Nyberg/Martinazzi.

Administrator Sherilyn Lombos said staff will prepare a follow-up memorandum to the Commission reiterating what Commissioners suggested and planning level associated costs.

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

None.

J. EXECUTIVE SESSION

None.

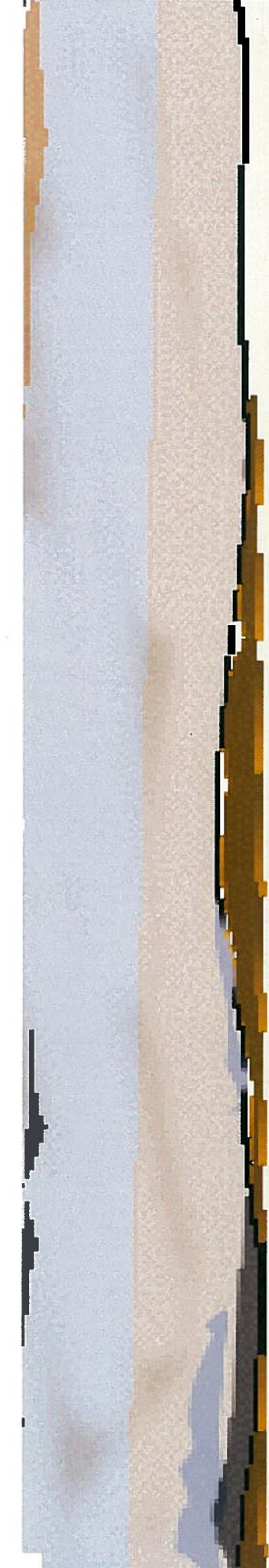
K. ADJOURNMENT

The work session adjourned at 5:49 p.m.

Sherilyn Lombos, Administrator

Recording Secretary

Maureen Smith

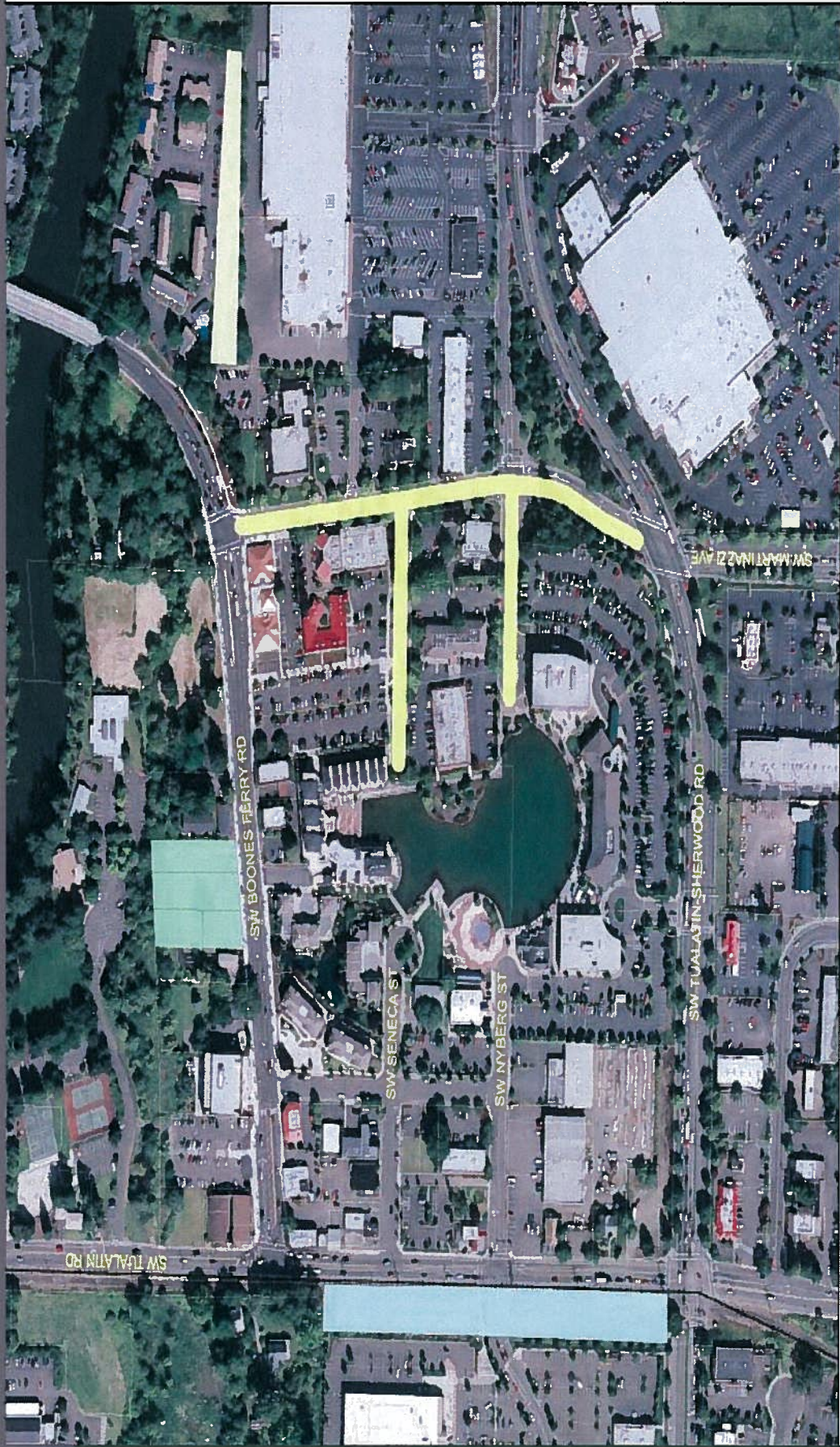


TUALATIN COMMONS EAST PROJECT UPDATE

Tualatin Development
Commission

February 11, 2008

TUALATIN COMMONS EAST



- Potential Parking Lot
- Commuter Rail Station
- Green Lot
- Eas: Commons Improvements
- Railroad

RF 1:750
1" = 65' 1091



This map is for informational purposes only. It is not intended to be used as a legal document. The information on this map is based on the best available information at the time of printing. The information on this map is not guaranteed to be accurate, complete, or up-to-date. The information on this map is not intended to be used as a legal document. The information on this map is not intended to be used as a legal document.

EAST COMMONS PROJECT

Policy Considerations:

- Should the project should be budgeted to start design in FY 08/09, construct FY 09/10
- If yes, determine project scope

Issues/Questions:

- Summary of April 2007 Commission discussion
- What is the scope of the project?
- What is the project schedule/timeline?
- What is the estimated project cost?
- How does the project relate to the Library/City Office Remodel project?

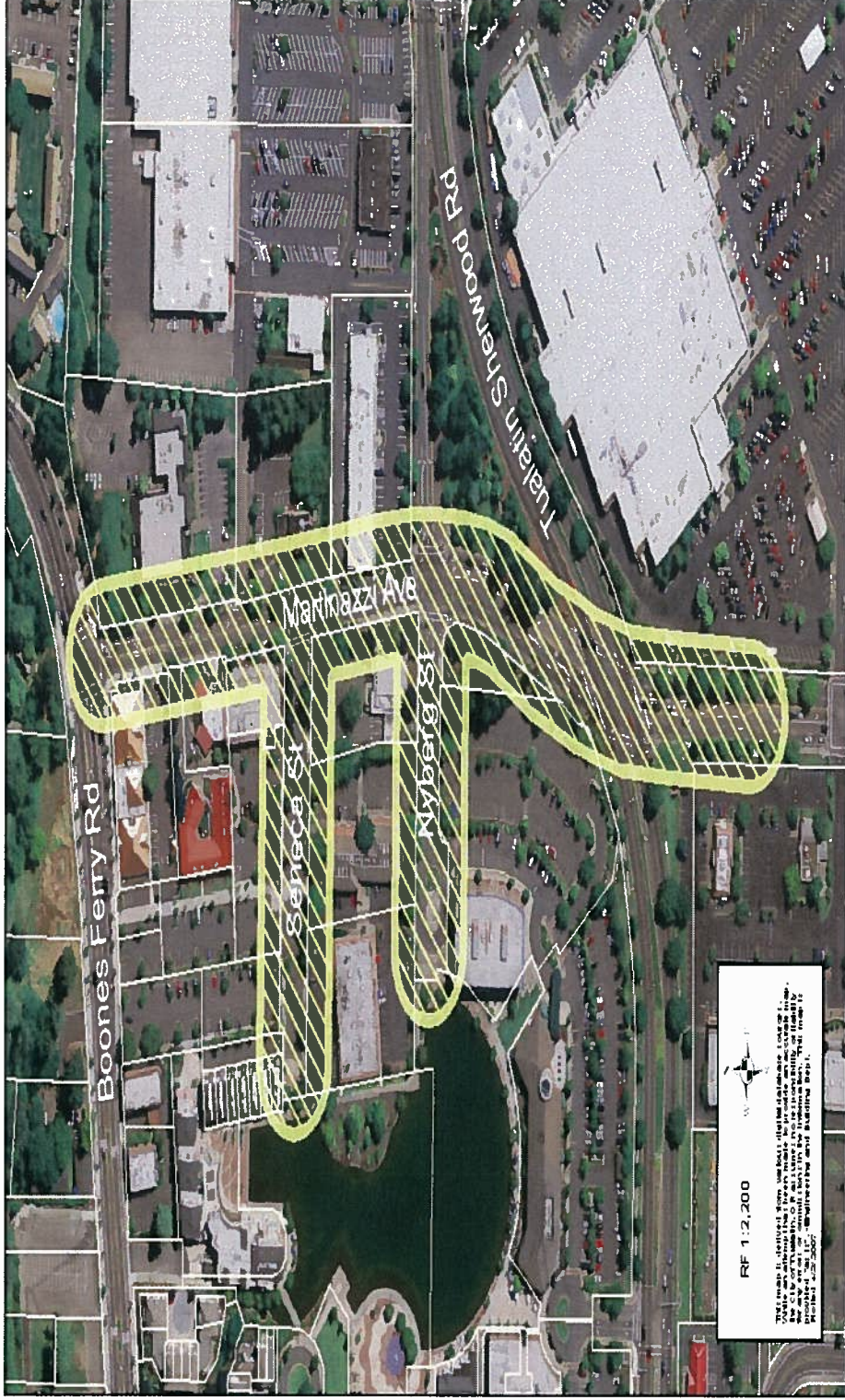
Summary of April 2007 Council discussion

- ❑ Recap of Nov. 2006 discussion on project
- ❑ Should the project coincide with redevelopment of the K-Mart site?
- ❑ Unresolved if bike lanes should be added
- ❑ Would it be more advantageous to use funds for other projects such as Tual-Sher. Rd enhancements?
- ❑ Option to improve only Seneca and Nyberg and not Martinazzi
- ❑ Consensus to do nothing on East Commons at this time
- ❑ Return in Feb 08 to see what the Commission determines is a priority
- ❑ Fund storm line for library

Option 1 Scope

This is a scaled down the scope from the original 2002 project that extended east down Nyberg St

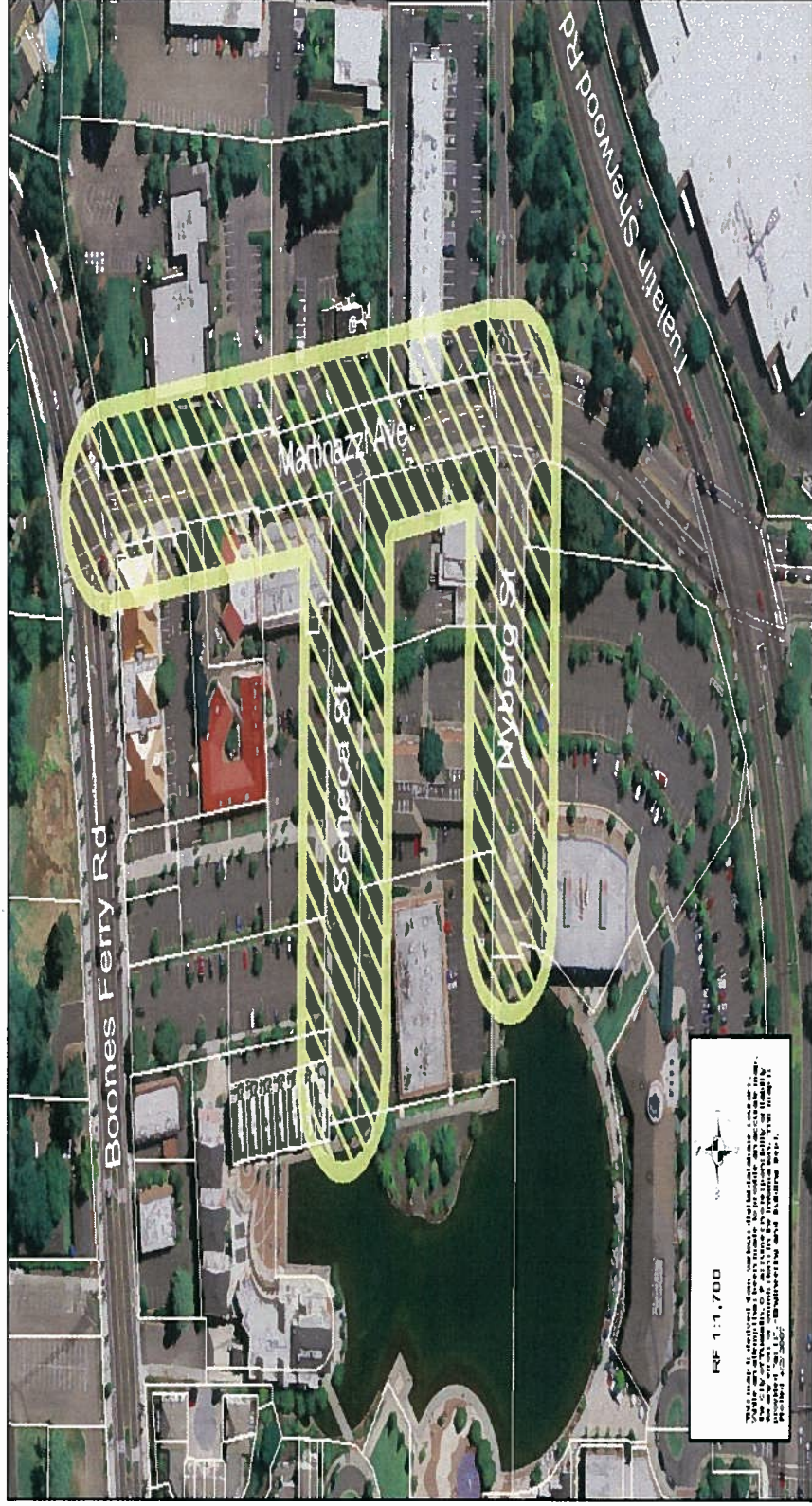
East Commons - Original Project Scope



- Widen Martinazzi 12' east for bike lanes plus storm drainage & water line
- 12' sidewalk Martinazzi, 10' sidewalks Nyberg & Seneca
- Decorative street lights, trees in tree wells
- New traffic signals at Nyberg St. and Tualatin-Sherwood Rd.
- Special crosswalk features Nyberg/Mart.; Seneca/Mart.; Mart./BF Rd Intersections

Option 2 Scope

East Commons - Modified Project Scope



- Reduced scope to meet financing capabilities from 11/27/06 Commission Work Session
- Widen Martinazzi 12' east for bike lanes, storm drainage, water line north of Nyberg St
- 12' sidewalk Martinazzi each side, 10' sidewalks Nyberg & Seneca each side
- Decorative street lights, trees in tree wells
- New traffic signal at Nyberg St
- Special crosswalk features Nyberg/Mart.; Seneca/Mart.; Mart./BF Rd Intersections

Option 3 Scope

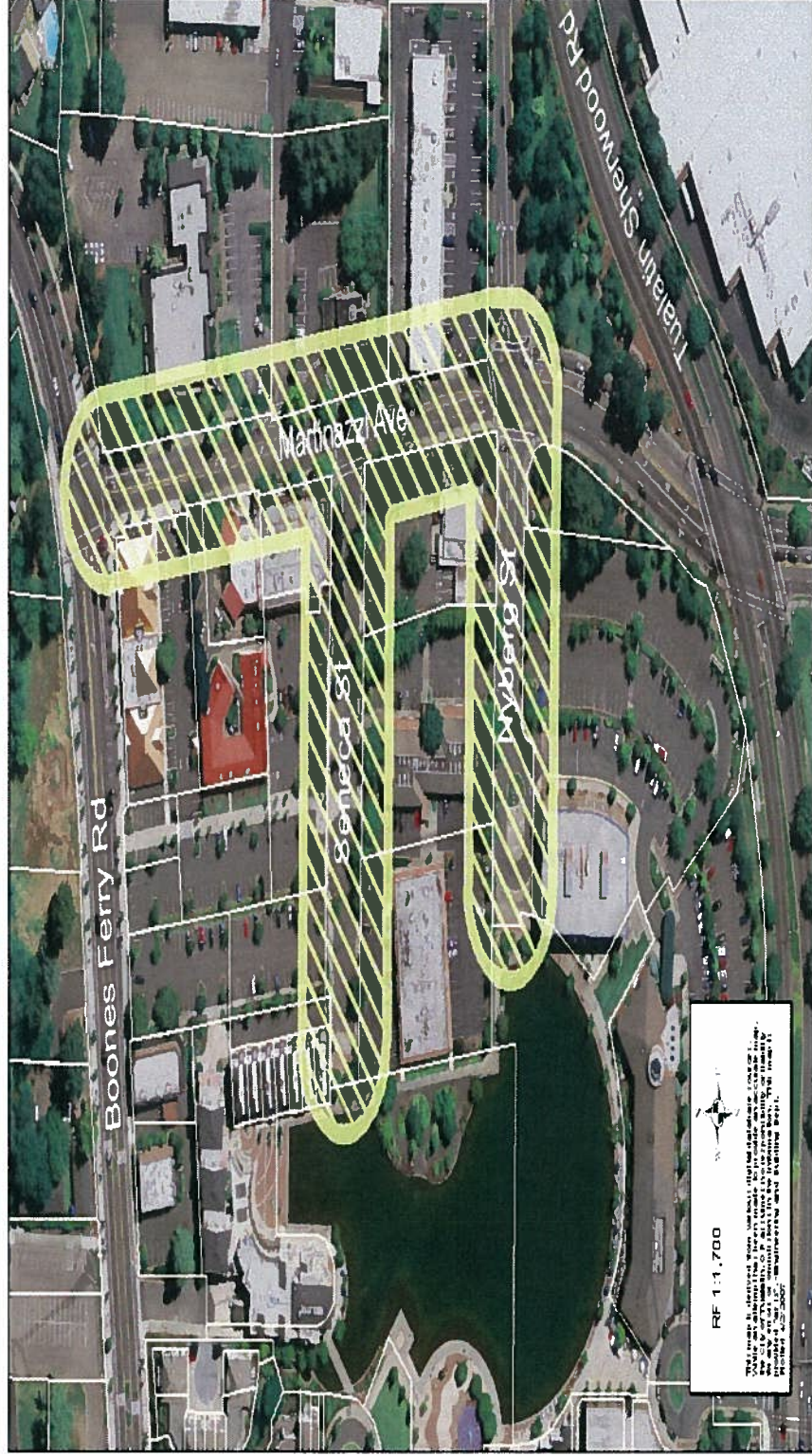
East Commons - Modified Project Scope



- Reduced scope to meet financing capabilities from 11/27/06 Commission Work Session
- Not widen Martinazzi 12' east for bike lanes.
- Replace water line north of Nyberg St
- 12' sidewalk Martinazzi each side, 10' sidewalks Nyberg & Seneca each side
- Decorative street lights, trees in tree wells
- New traffic signal at Nyberg St
- Special crosswalk features Nyberg/Mart.; Seneca/Mart.; Mart./BF Rd Intersections

Option 5 Scope

East Commons - Modified Project Scope



- Reduced scope to meet financing capabilities from 11/27/06 Commission Work Session
- Not widen Martinazzi 12' east for bike lanes.
- 10' sidewalks only Nyberg & Seneca each side
- Decorative street lights, trees in tree wells

What is the project schedule/timeline?

- ✓ FY 08/09 start design for all options
- ✓ Options 2-5 require less time to design
- ✓ Construction in FY 09/10
- ✓ Approx 1 year to construct Options 1-4
- ✓ Approx 6 months construct Option 5

What is the estimated project cost?

- Option 1 - \$3.3 million (2007 \$).
- Option 2 – \$2.4 million (2007 \$) Insufficient funds to do the full East Commons project (excludes Nyberg St to Tual-Sher Road segment)
- Option 3 - \$1.8 million (2007 \$)
- Option 4 - \$1.5 million (2007 \$)
- Option 5 – \$800K (2007 \$)
- Funding is entirely from CURD all options

How does the project relate to the Library/City Office Remodel project?

- ❖ Martinazzi Ave. is directly in-front of the Library/City Office project
- ❖ Will take approx. 1- year to design, permit, acquire ROW, award const. contract
- ❖ When library opens in June/July 2008, East Commons project will be starting design
- ❖ Timing does not allow construction of East Commons at the same time as library
- ❖ The Library project design acknowledges and anticipates the future Commons East project
- ❖ Both projects continue enhancing the downtown area

FUTURE COMMISSION PROJECTS

- ◆ Boones Ferry Phase 1 – DEQ/Hanegan environmental monitoring/testing.
- ◆ Tualatin Commons East (reduced project scope) – under discussion
- ◆ Tualatin-Sherwood Road Enhancements (landscaping, lighting, water feature)
- ◆ Boones Ferry Phase 3 (limited funding)
- ◆ Commons Landmark (limited funding)
- ◆ Eastside Downtown (Kmart area) (limited funding)

FUNDING

	07/08 Budget	08/09 Est.	09/10 Est.
Boones Ferry Road Phase 1	50,000	50,000	
Commuter Rail Station	380,000		
Library Expansion	4,570,000		
Tualatin Commons East	50,000	700,000	1,800,000
Tualatin-Sherwood Road Enhancements	300,000	1,480,000	
Green Lot Expansion	270,000		
Boones Ferry Phase 3			50,000
Commons Landmark			30,000
<u>Eastside Downtown</u>			<u>50,000</u>
Total	5,620,000	2,230,000	1,930,000

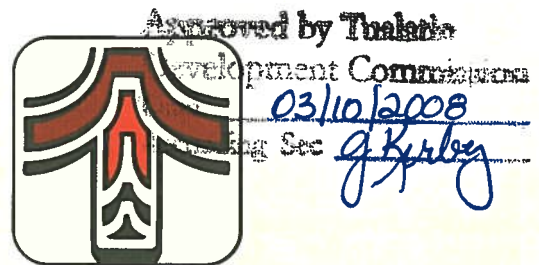
OUTCOMES:

- Determine if the project should be budgeted to start design in FY 08/09, construct FY 09/10
- Determine project scope

TUALATIN DEVELOPMENT COMMISSION

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

503 / 692-2000



TUALATIN DEVELOPMENT COMMISSION MEETING MINUTES OF FEBRUARY 11, 2008

PRESENT: Chairman Lou Ogden; Commissioners Monique Beikman, Bob Boryska, Chris Barhyte, Jay Harris, Donna Maddux, and Ed Truax; Sherilyn Lombos, 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 8:17 p.m.

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

None.

C. CITIZEN COMMENTS

None.

D. CONSENT AGENDA

MOTION by Commissioner Truax, SECONDED by Commissioner Maddux to adopt the Consent Agenda as read:

1. Approval of Minutes for the Meeting of January 28, 2008
2. Resolution No. 555-08 Authorizing Compensation for Right-of-Way and Easements Associated With the SW Herman Road Improvement Project

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

Chairman Ogden noted the recent tragic event in Kirkwood, Missouri of their City Council and staff members. Mayor Ogden expressed condolences to the families of those that were slain.

A moment of silence was observed and Chairman Ogden adjourned the meeting in memory of Kirkwood City Councilors Michael Lynch and Connie Carr, Public Works Director Ken Yost, Police Officer Tom Ballman, Police Sergeant Bill Biggs, and the hope for speedy recovery of Kirkwood Mayor Mike Swoboda.

J. EXECUTIVE SESSION

None.

K. ADJOURNMENT

The meeting adjourned at 8:20 p.m.

Sherilyn Lombos, Administrator

Recording Secretary

Maureen Smith

TUALATIN DEVELOPMENT COMMISSION

18880 S.W. MARTINAZZI AVENUE
TUALATIN, OREGON 97062-0369

503 / 692-2000



Approved by Tualatin
Development Commission
03/10/2008
Recording Sec *g. Kirby*

TUALATIN DEVELOPMENT COMMISSION WORK SESSION MINUTES OF FEBRUARY 25, 2008

PRESENT: Chairman Lou Ogden, Commissioners Chris Barhyte, Monique Beikman, Bob Boryska, Jay Harris, Donna Maddux, and Ed Truax; Sherilyn Lombos, City Manager; Brenda Braden, City Attorney; Mike McKillip, City Engineer; Doug Rux, Community Development Director; Kent Barker, Chief of Police; Don Hudson, Finance Director; Dan Boss, Operations Director; Paul Hennon, Community Services Director; Eric Underwood, Development Coordinator; Carina Christensen, Assistant to the City Manager; Ginny Kirby, Recording Secretary

ABSENT: [**denotes excused*]

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

A. CALL TO ORDER

Chairman Ogden called the work session to order at 6:59 p.m.

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

Not applicable.

C. CITIZEN COMMENTS

Not applicable.

D. CONSENT AGENDA

The Consent Agenda was reviewed by the Commission. Item D.1 was removed from the Agenda.

E. PUBLIC HEARINGS - *Legislative or Other*

Not applicable.

F. PUBLIC HEARINGS - *Quasi-Judicial*

Not applicable.

G. GENERAL BUSINESS

Not applicable.

H. ITEMS REMOVED FROM CONSENT AGENDA

Not applicable.

I. COMMUNICATIONS FROM COMMISSIONERS

Not applicable.

J. EXECUTIVE SESSION

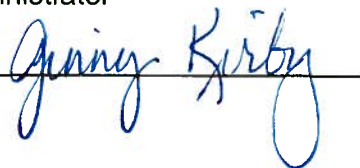
Not applicable.

K. ADJOURNMENT

The work session adjourned at 6:59 p.m.

Sherilyn Lombos, Administrator

Recording Secretary

A handwritten signature in blue ink, reading "Ginny Kirby", is written over a horizontal line.

TUALATIN DEVELOPMENT COMMISSION

18880 S.W. MARTINAZZI AVENUE
TUALATIN, OREGON 97062-0369

503 / 692-2000



Approved by Tualatin
Development Commission
03/10/2008
Recording Sec. J. Kirby

TUALATIN DEVELOPMENT COMMISSION MEETING MINUTES OF FEBRUARY 25, 2008

PRESENT: Chairman Lou Ogden, Commissioners Chris Barhyte, Monique Beikman, Bob Boryska, Jay Harris, Donna Maddux, and Ed Truax; Sherilyn Lombos, City Manager; Brenda Braden, City Attorney; Mike McKillip, City Engineer; Doug Rux, Community Development Director; Kent Barker, Chief of Police; Don Hudson, Finance Director; Dan Boss, Operations Director; Paul Hennon, Community Services Director; Carina Christensen, Assistant to the City Manager; Ginny Kirby, Recording Secretary

ABSENT: [* denotes excused]

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

A. CALL TO ORDER

Chairman Ogden called the meeting to order at 9:10 p.m.

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

None.

C. CITIZEN COMMENTS

None.

D. CONSENT AGENDA

MOTION by Commissioner Maddux, SECONDED by Commissioner Truax to adopt the Consent Agenda as read and amended:

1. Approval of Minutes for the Meeting of February 11, 2008
[removed at Work Session]
2. Resolution No. 556-08 Authorizing Compensation for Right-of-Way and Easements Associated with the SW Herman Road Improvement Project

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

None.

J. EXECUTIVE SESSION

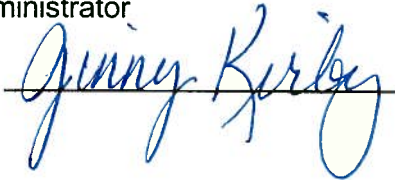
None.

K. ADJOURNMENT

The meeting adjourned at 9:12 p.m.

Sherilyn Lombos, Administrator

Recording Secretary

A handwritten signature in blue ink, appearing to read "Ginny Kirby", is written over a horizontal line.






Approved by Chairman
Development Commission
Date 03/10/2008
Recording Sec J. Burton

STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

TO: Honorable Chairman and Members of the Commission

THROUGH: Sherilyn Lombos, Administrator 

FROM: Doug Rux, Community Development Director 
Eric Underwood, Development Coordinator 

DATE: March 10, 2008

SUBJECT: CHANGE ORDER NO. 3 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. 3 for construction of the Green Public Parking Lot expansion project (see attached map).

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. 3.

EXECUTIVE SUMMARY:

- This action is not a public hearing.
- This change order covers changes in electrical system items resulting from:
 - Photometric lighting design, metered electrical service, and new run of conduit and wire
 - Single lights on a taller pole.
 - Elimination of double lights
 - Reduction in quantity of pedestrian pathway lights.
- Before proceeding with the next stage of this project, the Commission needs to approve Change Order No. 3 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.
- The Commission approved Change Order No. 1 in the amount of \$8,893.58 on January 14, 2008 and Change Order No. 2 in the amount of \$2,200 on January 28, 2008 for this project.
- There are no criteria to apply to this request.

OUTCOMES OF DECISION:

Approval of Change Order No. 3 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. 3 for the Green Lot expansion will result in the following:

1. Complications with contractor billing.
2. Possibly delay construction of the Green Lot.
3. Provide opportunity for negotiation of electrical system changes.

ALTERNATIVES TO RECOMMENDATION:

Alternatives evaluated to approval of Change Order No. 3 for the Green Lot expansion project are as follows:

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

FINANCIAL IMPLICATIONS:

Change Order No. 3 results in no cost to the Commission. The current project cost is \$216,768.08, which is 105% of the original bid cost. This is within budget for this project.

PUBLIC INVOLVEMENT:

Public involvement is not required as part of this action.

Attachments: A. Change Order No. 3
 B. Map of Green Lot

TUALATIN

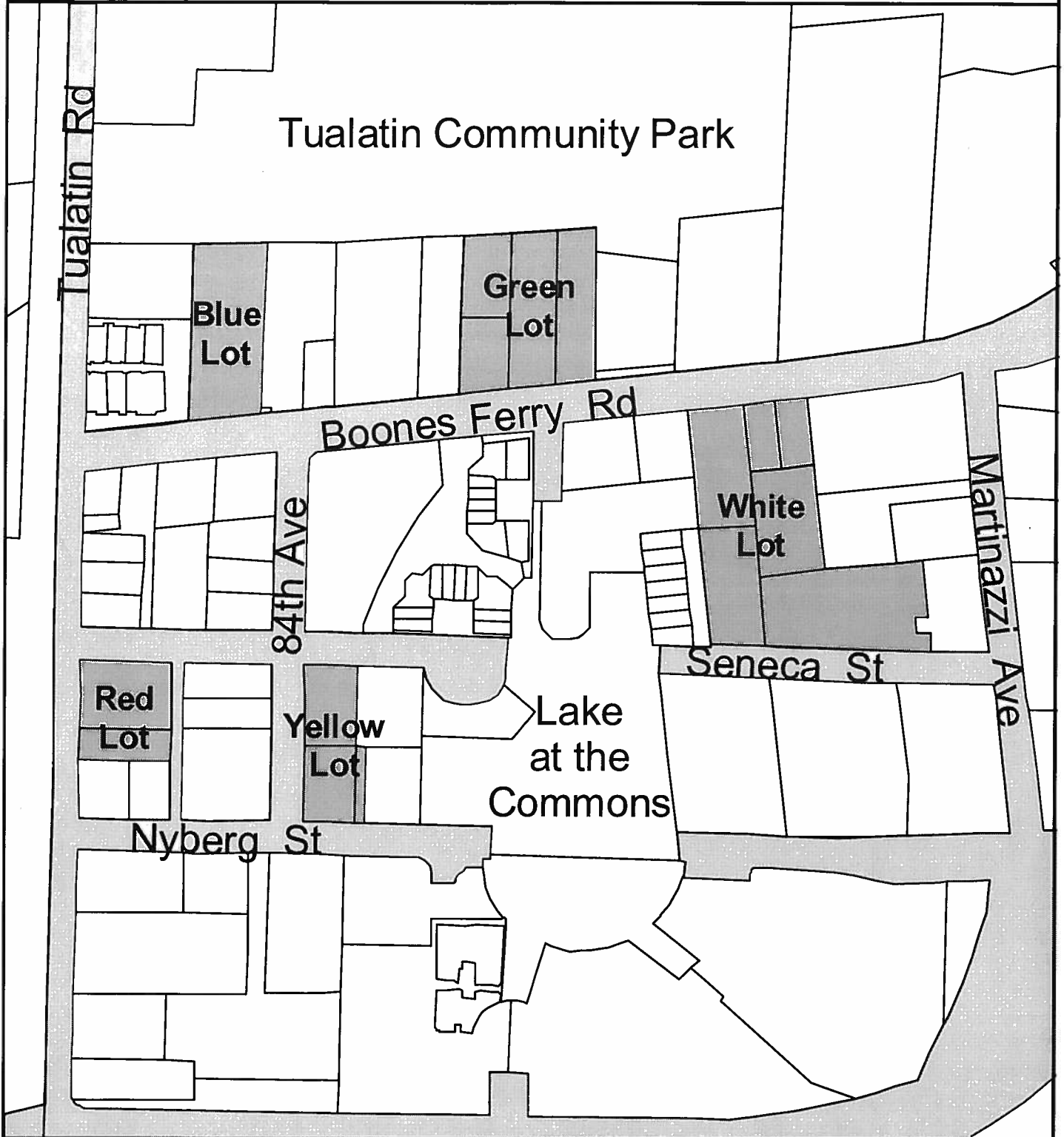
Public Parking Downtown

Geographic Information System

This map is derived from a vector digital database system. While an attempt has been made to present an accurate map of the City of Tualatin, no responsibility is assumed for any errors or omissions in the information. The map is provided "as is". -Engineering and Planning Department, March, August 2001.

 Parking Lots

RF 1:2,500



CHANGE ORDER NO. 3

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

This Change Order No. 3 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 revised electrical system work to add photometric lighting design, metered electrical service, and new run of conduit and wire. It is agreed that the Owner will not be charged by the Contractor for the following electrical system changes incorporated into the project:

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	UNIT PRICE
33	Electrical system additions: Photometric lighting design, metered electrical service, new run of conduit and wire	LS	\$25,000.00

2. For the change in work to install single lights on taller poles, it is agreed that the following items in the Proposal will be modified as shown below. The Owner will not be charged by the Contractor for the following unit price amounts per quantity actually incorporated into the project:

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	UNIT PRICE
34	Parking Light (4) – Single	Each	\$2,000.00

3. For the change in work to eliminate double lights on poles, it is agreed that the following items in the Proposal will be modified as shown below. The Owner will not be charged by the Contractor for the following unit price amounts per quantity actually incorporated into the project:

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	UNIT PRICE
35	Parking Light – Double	Each	\$2,400.00

4. For the change in work for the addition of pedestrian pathway lights, it is agreed that the following items in the Proposal will be modified as shown below. The Owner will not be charged by the Contractor for the following unit price amounts per quantity actually incorporated into the project:

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	UNIT PRICE
36	Pedestrian Pathway Lights	Each	\$5,600.00

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 10th day of March 2008.

Parker Northwest Paving Company.

By 

Date 3/11/08

TUALATIN DEVELOPMENT COMMISSION

By 
Chairman Pro Tem

ATTEST: 
Administrator