



# TUALATIN CITY COUNCIL AND TUALATIN DEVELOPMENT COMMISSION

Monday, May 30, 2012

CITY COUNCIL CHAMBERS  
18880 SW Martinazzi Avenue  
Tualatin, OR 97062

**[Note different start time for the Work Session and Meeting]**

**WORK SESSION** begins at 5:00 p.m.  
**REGULAR MEETING** begins at 5:20 p.m.

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**Mayor Lou Ogden**  
**Council President Monique Beikman**  
**Councilor Wade Brooksby    Councilor Frank Bubenik**  
**Councilor Joelle Davis        Councilor Nancy Grimes**  
**Councilor Ed Truax**

**Welcome!** By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, the City Council has specified a time for citizen comments on its agenda - *Item C*, following Presentations, at which time citizens may address the Council concerning any item not on the agenda with each speaker limited to three minutes, unless the time limit is extended by the Mayor with the consent of the Council.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City website at [www.ci.tualatin.or.us/government/CouncilPackets.cfm](http://www.ci.tualatin.or.us/government/CouncilPackets.cfm), the Library located at 18878 SW Martinazzi Avenue, and on file in the Office of the City Manager for public inspection. Any person with a question concerning any agenda item may call Administration at 503.691.3011 to make an inquiry concerning the nature of the item described on the agenda.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact Administration at 503.691.3011. Notification thirty-six (36) hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

Council meetings are televised *live* the day of the meeting through Washington County Cable Access Channel 28. The replay schedule for Council meetings can be found at [www.tvctv.org](http://www.tvctv.org). Council meetings can also be viewed by live *streaming video* on the City's website, the day of the meeting at [www.ci.tualatin.or.us/government/CouncilPackets.cfm](http://www.ci.tualatin.or.us/government/CouncilPackets.cfm).

Your City government welcomes your interest and hopes you will attend the City of Tualatin Council meetings often.

## PROCESS FOR LEGISLATIVE PUBLIC HEARINGS

A **legislative** public hearing is typically held on matters which affect the general welfare of the entire City rather than a specific piece of property.

1. Mayor opens the public hearing and identifies the subject.
2. A staff member presents the staff report.
3. Public testimony is taken.
4. Council then asks questions of staff, the applicant, or any member of the public who testified.
5. When the Council has finished questions, the Mayor closes the public hearing.
6. When the public hearing is closed, Council will then deliberate to a decision and a motion will be made to either *approve*, *deny*, or *continue* the public hearing.

## PROCESS FOR QUASI-JUDICIAL PUBLIC HEARINGS

A **quasi-judicial** public hearing is typically held for annexations, planning district changes, variances, conditional use permits, comprehensive plan changes, and appeals from subdivisions, partitions and architectural review.

1. Mayor opens the public hearing and identifies the case to be considered.
2. A staff member presents the staff report.
3. Public testimony is taken:
  - a) In support of the application
  - b) In opposition or neutral
4. Council then asks questions of staff, the applicant, or any member of the public who testified.
5. When Council has finished its questions, the Mayor closes the public hearing.
6. When the public hearing is closed, Council will then deliberate to a decision and a motion will be made to either *approve*, *approve with conditions*, or *deny the application*, or *continue* the public hearing.

## TIME LIMITS FOR PUBLIC HEARINGS

The purpose of time limits on public hearing testimony is to provide all provided all interested persons with an adequate opportunity to present and respond to testimony. All persons providing testimony **shall be limited to 3 minutes**, subject to the right of the Mayor to amend or waive the time limits.

## EXECUTIVE SESSION INFORMATION

Executive session is a portion of the Council meeting that is closed to the public to allow the Council to discuss certain confidential matters. No decisions are made in Executive Session. The City Council must return to the public session before taking final action.

The City Council may go into Executive Session under the following statutory provisions to consider or discuss: *ORS 192.660(2)(a)* employment of personnel; *ORS 192.660(2)(b)* dismissal or discipline of personnel; *ORS 192.660(2)(d)* labor relations; *ORS 192.660(2)(e)* real property transactions; *ORS 192.660(2)(f)* non-public information or records; *ORS 192.660(2)(g)* matters of commerce in which the Council is in competition with other governing bodies; *ORS 192.660(2)(h)* current and pending litigation issues; *ORS 192.660(2)(i)* employee performance; *ORS 192.660(2)(j)* investments; or *ORS 192.660(2)(m)* security issues. **All discussions within this session are confidential.** Therefore, nothing from this meeting may be disclosed by those present. News media representatives are allowed to attend this session (unless it involves labor relations), but shall not disclose any information discussed during this session.



## **OFFICIAL AGENDA OF THE TUALATIN CITY COUNCIL MEETING OF MAY 30, 2012**

### **A. CALL TO ORDER**

Pledge of Allegiance

### **B. ANNOUNCEMENTS**

### **C. CITIZEN COMMENTS**

*This section of the agenda allows citizens to address the Council 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**

*The Consent Agenda will be enacted with one vote. The Mayor will first ask staff, the public and Councilors 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, 1) Items Removed from the Consent Agenda. The entire Consent Agenda, with the exception of items removed from the Consent Agenda to be discussed, is then voted upon by roll call under one motion.*

1. Approval of the Minutes for the Special Work Session of April 10, 2012 and for the Work Session and Meeting of May 14, 2012
2. Resolution Awarding the Bid for the 2012 Pavement Maintenance Schedule

### **E. SPECIAL REPORTS**

1. Update on the Transportation System Plan and Linking Tualatin

### **F. PUBLIC HEARINGS – Legislative or Other**

### **G. PUBLIC HEARINGS – Quasi-Judicial**

### **H. GENERAL BUSINESS**

### **I. ITEMS REMOVED FROM CONSENT AGENDA**

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

### **J. COMMUNICATIONS FROM COUNCILORS**

### **K. EXECUTIVE SESSION**

### **L. ADJOURNMENT**



# STAFF REPORT

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Maureen Smith, Deputy City Recorder

**DATE:** 05/30/2012

**SUBJECT:** Approval of the Minutes for the Special Work Session of April 10, 2012 and for the Work Session and Meeting of May 14, 2012

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### **ISSUE BEFORE THE COUNCIL:**

The issue before the Council is to approve the minutes of the Special Work Session of April 10, 2012 and the Work Session and Meeting of May 14, 2012.

### **RECOMMENDATION:**

Staff respectfully recommends that the Council adopt the attached minutes.

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**Attachments:** [A - Special Work Session Minutes of April 10, 2012](#)  
[B - Work Session Minutes of May 14, 2012](#)  
[C - Meeting Minutes of May 14, 2012](#)



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL SPECIAL WORK SESSION FOR APRIL 10, 2012

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Present: Mayor Lou Ogden; Council President Monique Beikman; Councilor Joelle Davis; Councilor Frank Bubenik; Councilor Nancy Grimes; Councilor Ed Truax

Absent: Councilor Wade Brooksby

Staff Present: Sherilyn Lombos, Brenda Braden, Alice Rouyer, Dan Boss, Paul Hennon, Don Hudson, Aquilla Hurd-Ravich, Sara Singer, Carl Switzer

Attendees: City staff

### **A. CALL TO ORDER**

Mayor Ogden called the special work session to order at 5:05 p.m.

### **B. AGENDA**

City Manager Sherilyn Lombos began the discussion of the FY 2012/13 budget process update.

Finance Director Don Hudson gave a PowerPoint presentation of an overview of Council priorities and fiscal health initiative. He continued with an update of the Capital Improvement Plan (CIP), outlining its purpose, and explained the categories and types of projects that are included in the CIP. Director Hudson reviewed the criteria used for the projects, and shows the big picture for the City's capital needs. It was asked about projects being sorted by fund vs. category of project. City Manager Lombos explained that there are different charts in the CIP document that illustrate the projects sorted by funding source, type of projects, etc. The full CIP will be presented to the City Council in the fall.

A Fiscal Year 2012/13 Budget overview was given, which is to continue to provide quality services and still be able to fund one-time expenditures, complete maintenance projects, commission a community survey, maintain funding for community engagement, complete Commons Fountain repair, hold a Council goal setting workshop, and improve operational efficiencies through technology.

Director Hudson reviewed comparison graphs of FY 2011/12 ongoing revenues and expenditures, and FY 2012/13 proposed ongoing revenues and expenditures. He explained the reasons behind the increases and decreases in the various funds. It was asked if Tualatin was in "compression" and Director Hudson responded that Tualatin is seeing a convergence. It was also asked and answered

that Clackamas County's collection rate was about 94%.

Discussion followed regarding franchise fees and the agreement with PGE and third party distributors. Noted that NW Natural Gas is down due to a warmer winter. Overall, the City is seeing about a 4% increase in ongoing revenues for the coming fiscal year. Ongoing expenditures are only increasing around 3% and the departments have done a great job of holding down costs. FY 2012/13 maintains a positive ongoing alignment and continued stable condition. The Public Employee Retirement System (PERS) is expected to increase beginning in FY 2013/14, and staff is proposing a PERS reserve to minimize the first year fiscal impact.

Programmed one-time expenditures were reviewed, ranging from building maintenance, technology upgrades, and vehicle replacement. Decision packages to consider include economic development - develop a new strategy, serve as a liaison to the business community, and attract new business to help grow our assessed valuation. The package includes the program and a position. Enhance the library children's area, increase programs on weekends, enhance staffing on weekends, and allow for improved turnover of the children's collection was reviewed. Library materials processing capacity would allow for some temporary staffing to help with this. The core area parking subsidy would allow for the general administration, oversight, and that all general overhead for the program be supported by the General Fund.

It was asked about the core area number and if it is the maintenance being subsidized. City Manager Lombos said the overhead for staff monitoring the program would be paid for by the General Fund, and that the enforcement would remain in the fund. With this change it allows the fund to remain solvent. It was asked how much assessed value would the economic development program have to generate to pay for itself. Discussion followed on assessed value and the benefits of an economic development program. The fiscal diagnostic was referred to again allowing for Council to see the impacts of the decision packages. City Manager Lombos explained the ending fund balance and how it works. Revenues are conservatively projected, second, we spend slightly less than we budget and traditionally spend 97-98% of the budget, which is how the City has been able to close the gap in the past.

Council discussed the decision packages and what should be funded. Mention was made of the importance of having a true economic development program. It was asked if there were any items that didn't make the list and that had to be left behind. City Manager Lombos responded that the departments were very prudent in their requests, yet the services they provide are being adequately funded to continue the level of service the community expects.

Discussion turned to the decision package regarding the core area parking subsidy. It was mentioned that it feels like the subsidy is throwing more money at a problem. Mayor Ogden said he would offer to not put the funds in there, and by not transferring the money over forces the question for the Council and the Core

Area Parking Board to make the policy decision. He does not want to make the decision arbitrarily by backfilling core area. Council President Beikman, a member of the board, said that what is being proposed is not what the Core Area Board has even asked for. City Manager Lombos said there are enough reserves to draw down, and staff needs direction to move forward. Community Development Director Alice Rouyer added that the economy has been struggling and vacancies are up, but in the future that could change and a rate increase might be possible. It was mentioned that leaving the overhead in the core area effectively moves the reserves from the core area into the General Fund. City Manager Lombos asked if this should be moved off the list to have a discussion later this year. Council agreed to move forward on economic development, library packages, and to leave out the core area parking subsidy for now. It can be discussed at the upcoming Budget Committee meetings.

An overview was given of proposed utility rates and the residential impact. City Manager Lombos said it is the 4th year in a row that there have not been any rate increases in water rates. It was asked if it would be prudent having a reserve to keep it stable if the rates increase. Director Hudson explained there is a water rate stabilization reserve. The sewer rate increase was reviewed and the impact for the average household. Surface water management and road maintenance rates were also reviewed.

Director Hudson concluded the discussion with a review of the next steps/timeline for the upcoming Budget Committee meetings in May, with budget adoption scheduled for approval at the June 25, 2012 Council meeting.

**C. EXECUTIVE SESSION**

*None.*

**D. ADJOURNMENT**

The special work session adjourned at 7:04 p.m.

Sherilyn Lombos, City Manager



Maureen Smith / Recording Secretary



## OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR MAY 14, 2012

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Present: Mayor Lou Ogden; Council President Monique Beikman; Councilor Wade Brooksby; Councilor Frank Bubenik; Councilor Joelle Davis; Councilor Nancy Grimes; Councilor Ed Truax

Staff Present: City Manager Sherilyn Lombos; City Attorney Brenda Braden; Police Chief Kent Barker; Operations Director Dan Boss; Community Development Director Alice Rouyer; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Senior Planner William Harper; Associate Planner Cindy Hahn; Parks and Recreation Manager Carl Switzer; Library Manager Abigail Elder; Engineering Manager Kaaren Hofmann; Deputy City Recorder Maureen Smith

### 1. **CALL TO ORDER**

The work session was called to order at 5:30 p.m. and Council immediately went into executive session pursuant to ORS 192.660 (2)(d) to discuss labor relations.

### 2. Executive Session

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An Executive Session pursuant to ORS 192.660(2)(d) to discuss labor relations was held at the beginning of the Work Session from 5:30 p.m. to 6:20 p.m.

### ***The Work Session continued at 6:24 p.m.***

### 3. Pohl Center Management and Staffing Discussion

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Community Services Director Paul Hennon began the discussion on the Juanita Pohl Center, giving a brief history of the management and staffing of the Center. A long-standing partnership with the City and the Loaves & Fishes organization provides for management of the Center and the nutritional program. The Council Goal of expanding recreation programs for older adults and people of all ages resulted in a \$25,000 increase in contribution to Loaves & Fishes to fund a part time recreation programmer position, bringing the total annual funding to Loaves & Fishes to \$35,600.



Loaves & Fishes has recently experienced turnover and decreased staffing, and Director Hennon said he was approached by the organization for the City to consider taking over management of the Pohl Center. This would allow for Loaves & Fishes to focus their limited resources on continuing to provide the nutrition program. He noted the added costs above the current costs would be about \$30,000 more. Without increasing overall costs to the City, it is proposed to redirect funds the library allocated for the proposed part-time children's library position in the FY 2012/13 budget, and consider the position again when additional funding becomes available. Of the \$25,000 allocated to the Center, \$18,000 is left. There will be some costs associated with change over and staff is proposing to use the remaining funds for associated expenses. The relationship between the City and Loaves & Fishes is strong and mutually supportive, and the intention would be to continue the partnership with roles that are sustainable and enable each organization to realize its goals.

Brief discussion followed. Council consensus of all present was to move forward with staff's recommendation. City Manager Lombos said in terms of process, the FY 2012-13 budget is already being printed that indicates the part-time librarian position and a correction will be noted at the upcoming Budget Committee meeting.

#### 4. Predatory Towing Practices Occuring from Private Property in Tualatin

City Attorney Brenda Braden began the discussion on predatory towing practices on private property, at the request of Council.

A recent incident by a citizen at a local business brought to the attention of the City has raised some concern as to whether the City should adopt an ordinance that would regulate some of the practices of tow companies. The cities of Gresham and Portland have adopted towing ordinances that call for towing companies to register with the city, among other requirements. City Attorney Braden went on to explain how the cities are handling their programs, and whether Council wants to have an ordinance as comprehensive as Gresham or if a modified ordinance needs to be considered.

Discussion followed regarding how a program could work in Tualatin. Regulation, requirements and adequate signage were among the issues discussed. Mayor Ogden said it appears to be more of a signage issue to him and questioned the need for an ordinance. City Manager Lombos said several options to consider are to have a certain level of signage, and another could be to require tow companies to register with the city. Council President Beikman suggested that the issue be tabled until the next meeting. Councilor Davis was not in favor of tabling the discussion and Called for the Question. Brief discussion followed and concluded with Council requesting more information and options. City Manager Lombos said staff will bring back various options at the next Council meeting.

#### 5. Council Meeting Agenda Review, Communications & Roundtable

### **CONSENT AGENDA REVIEW**

Council reviewed the Consent Agenda.

Councilor Bubenik said he had questions regarding Item D-2, Resolution Authorizing Bancrofting and removed the item from the Consent Agenda for discussion at the regular meeting.

**6. ADJOURNMENT**

The work session adjourned at 7:04 p.m.

Sherilyn Lombos, City Manager

  
Maureen Smith Maureen Smith, Recording Secretary



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR MAY 14, 2012

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Present: Mayor Lou Ogden; Council President Monique Beikman; Councilor Wade Brooksby; Councilor Frank Bubenik; Councilor Joelle Davis; Councilor Nancy Grimes; Councilor Ed Truax

Staff Present: City Manager Sherilyn Lombos; City Attorney Brenda Braden; Police Chief Kent Barker; Community Development Director Alice Rouyer; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Associate Planner Cindy Hahn; Parks and Recreation Manager Carl Switzer; Library Manager Abigail Elder; Engineering Manager Kaaren Hofmann; Teen Program Specialist Julie Ludemann; Program Coordinator Kathy Kaatz; Deputy City Recorder Maureen Smith

### A. CALL TO ORDER

Council President Beikman called the meeting to order at 7:09 p.m.

The Pledge of Allegiance was led by Councilor Truax.

### B. ANNOUNCEMENTS

#### 1. Tualatin Youth Advisory Council Update for May 14, 2012

Members of the Tualatin Youth Advisory Council (YAC) gave a PowerPoint on the latest YAC activities and upcoming events. The 2012 Project F.R.I.E.N.D.S event was held with 300 students from the three elementary schools in attendance. They conducted three anti-bullying workshops and discussed the transition of the students to middle school. The Youth Summit survey is continuing with plans to distribute to students in late spring. Summer Movies on the Commons event, and additional activities were reviewed.

Council President Beikman noted the YAC did a great job with Project F.R.I.E.N.D.S this year and that all three elementary schools participated this year. Mayor Ogden asked and the YAC members replied how the results of the Youth Summit survey would be distributed.

#### 2. Proclamation Designating the Week of May 20 - 26, 2012 as Emergency Medical Services Week in the City of Tualatin

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Councilor Davis read the proclamation designating the week of May 20 -26, 2012 as "Emergency Medical Services Week."

MetroWest representative Jan Lee was present to acknowledge Tualatin's support of emergency medical services. Ms. Lee said EMS Week is important to recognize the value and accomplishments of emergency medical services providers that provide a vital service 24/7. Ms. Lee presented a plaque to Council recognizing the support they receive from Tualatin.

3. Proclamation Declaring the Week of May 13 - 19, 2012 as National Police Week in the City of Tualatin

Councilor Truax gave a brief narration of Tualatin's Police Department, and read the proclamation declaring the Week of May 13 - 19, 2012 as National Police Week in the City of Tualatin.

4. Proclamation Recognizing the Week of May 20 - 26, 2012 as National Public Works Week in the City of Tualatin

Council President Beikman read the proclamation recognizing the week of May 20 - 26, 2012 as Public Works Week in the City of Tualatin. Council President Beikman also mentioned the great job by the employees of the City's Operations Department and thanked them for their hard work.

5. Employee Introduction - *Jennifer Patterson, Community Services/Library*

Community Services Director Paul Hennon introduced Library Assistant Jennifer Patterson and gave a brief explanation of her experience and background. The City Council welcomed Jennifer to the City of Tualatin.

6. Online Utility Payments

Finance Director Hudson said he was excited to announce the ability of making online utility payments. It is in the final testing stages and will go "live" on the City's website in the coming weeks. There will be a link on the front page of the website, and a flyer explaining the online payments process will be in the next utility billing.

**C. CITIZEN COMMENTS - None.**

**D. CONSENT AGENDA**

Councilor Bubenik removed Item D-2 from the Consent Agenda at Work Session. MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman to adopt the Consent Agenda as read and amended.

**Vote: 7 - 0 MOTION CARRIED**

1. Approval of the Minutes for the Work Session and Meeting of April 23, 2012
2. Resolution No. **5096-12** to Adopt an Amendment to the Intergovernmental Agreement Between Tri-County Metropolitan Transportation District of Oregon, and the City of Portland for Transit Police Services
3. Resolution No. **5097-12** Authorizing a Revocable Permit to Allow Potted Plants Within the Right-of-Way on SW Boones Ferry Road and SW Seneca Street Adjacent to the Robinson Crossing II Building
4. Resolution No. **5098-12** Allowing the Mayor to Sign a Quitclaim of a Public Easement Over Private Property Located at 7655 SW Nyberg Street
5. Recommendations from the Council Committee on Advisory Appointments

## **E. SPECIAL REPORTS**

1. *"If I Were Mayor..."* Contest Winners Announcement
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Parks and Recreation Manager Carl Switzer opened the presentation on the "If I Were Mayor...." contest. Program Specialist Julie Ludemann presented a PowerPoint outlining the contest program that is designed for youth in grades 4-12 and is a unique opportunity to promote local government involvement. It is sponsored by the Oregon Mayors Association and this is Tualatin's first year of participating in the contest. The theme of "If I were Mayor, afterschool would be...." contest winners Hailey Kang, representing Grades 4-5, and Gillian Downey, representing High School level were introduced. Each contest winner was awarded \$50.00 and their entries have been sent on to the statewide contest program. All other entries are on display in the children's room in the Library.

Council congratulated the winners and Mayor Ogden turned over the gavel at the meeting to Hailey Kang and Gillian Downey for a moment as "mayor."

2. Quarterly Financial Update
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Finance Director Don Hudson gave a Powerpoint Presentation on the Quarterly Financial Update, noting it is the third quarter of the fiscal year.

The overview included a Council priorities update, 3rd quarter accomplishments, review of revenues and expenditures, a fiscal health model update, property taxes, and an FY 2012-13 Budget process update. Director Hudson said the budget is trending as expected for the third quarter. A review of the decrease in real market value (RMV) and increase in assessed value (AV) was explained, noting Tualatin is trending as expected on the reduction of assessed value (AV). Director Hudson said other areas of the state are experiencing a greater percentage of compression, but it is not happening to the same degree in cities in Washington County. Tualatin is not experiencing compression, noting the total compression loss is \$4.59. Brief discussion followed about AV in relation to compression.

Director Hudson said the proposed FY 2012/13 budget is being printed, and the first Budget Committee meeting is on Thursday, May 17, 2012.

**F. PUBLIC HEARINGS – *Legislative or Other***

1. Resolution No. **5099-12** Public Hearing on Proposed Supplemental Budget and Changes to Adopted 2011-2012 Budget
- 

Mayor Ogden opened the public hearing and noted although the hearing is not quasi-judicial in nature, he will follow that hearing process.

Finance Director Don Hudson gave a brief overview of the reason for holding the public hearing. It can become necessary after a budget has been adopted to increase total expenditures of a fund. State statutes allow under certain circumstances an adjustment by 10% or more of the expenditures of that fund, requiring a supplemental budget. Due to the timing of the completion of projects in the Water Development Fund, it necessitated the need for a supplemental budget.

PROPONENTS/OPPONENTS - None.

Mayor Ogden closed the public hearing.

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman to adopt the resolution authorizing changes to the adopted FY 2011/12 budget.

**Vote:** 7 - 0 MOTION CARRIED

**G. PUBLIC HEARINGS – *Quasi-Judicial***

**H. GENERAL BUSINESS**

1. Ordinance No. **1344-12** Relating to Public Contracting: Amending the Applicable Time Period for the Qualified Pool List
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MOTION by Councilor Truax, SECONDED by Council President Beikman for a first reading by title only. MOTION by Councilor Truax, SECONDED by Council President Beikman for a second reading by title only. MOTION CARRIED. The poll was unanimous. MOTION by Councilor Truax, SECONDED by Council President Beikman to adopt the ordinance. MOTION CARRIED.

2. Ordinance No. **1345-12** Amending Community Design Standards by Removing Core Area Parking District "Impact Fee" Provisions and Amending Off-Street Parking Provisions; and Amending TDC 73.370 (PTA-11-12)
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MOTION by Councilor Truax, SECONDED by Council President Beikman for a first reading by title only. MOTION by Councilor Truax, SECONDED by Council President Beikman for a second reading by title only. MOTION CARRIED. The poll was unanimous. MOTION by Councilor Truax, SECONDED by Council President Beikman to adopt the ordinance. MOTION CARRIED.

3. Ordinance No. **1346-12** Amending the Core Area Parking District Board: Tax Rate and Impact Fees Committee; Repealing TMC 11-3-100 and Amending TMC 11-3 Schedule A and B
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MOTION by Councilor Truax, SECONDED by Council President Beikman for a first reading by title only. MOTION by Councilor Truax, SECONDED by Council President Beikman for a second reading by title only. MOTION CARRIED. The poll was unanimous. MOTION by Councilor Truax, SECONDED by Council President Beikman to adopt the ordinance. MOTION CARRIED.

## **I. ITEMS REMOVED FROM CONSENT AGENDA**

1. Resolution Authorizing Bancrofting of Transportation Development Tax Related to the Stafford Hills Club and Authorizing the City Recorder to Enter Certain Real Properties Within the City of Tualatin onto the City of Tualatin Lien Docket
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Finance Director Don Hudson gave a brief background on the request by the developer of the Stafford Hills Club. Their request is to utilize bancroft bonding to pay their Transportation Development Tax (TDT) related to the development in installment payments. At the time of their request the Tualatin Municipal Code (TMC) allowed for bancroft bonding. The TMC has since been amended to no longer allow for bancrofting of commercial, industrial and multi-family residential property. The Bancroft Bonding Act allows a property owner or developer to finance these charges through the City. Interest is set by Council resolution and is proposed at a rate of 7%.

Staff recommends adoption of the attached resolution authorizing the acceptance of an application to pay the TDT in installment payments and establishing the interest rate for the unpaid balance.

Councilor Bubenik asked for an explanation of the bonding. Director Hudson explained the process and that the cost of bonding would be covered by the developer. It was asked about default or bankruptcy and Director Hudson said the City would have the first lien for payment if that were to occur.

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman to adopt the resolution authorizing the acceptance of an application to pay the TDT in installment payments and establishing the interest rate for the unpaid balance.

**Vote: 7 - 0 MOTION CARRIED**

## **J. COMMUNICATIONS FROM COUNCILORS**

Councilor Bubenik reminded everyone to vote on the May 15, 2012 primary election.

Council President Beikman mentioned the success and participation in the *Walk + Bike to School* program.

**K. EXECUTIVE SESSION**

An executive session pursuant to ORS 192.660 (2)(d) to discuss labor relations was held at the beginning of the Work Session.

**L. ADJOURNMENT**

adjourned the meeting at 8:09 p.m.

Sherilyn Lombos, City Manager

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Maureen Smith / Recording Secretary





# STAFF REPORT

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

**FROM:** Bert Olheiser, Street/Sewer/Storm Manager  
Daniel J. Boss, Operations Director

**DATE:** 05/30/2012

**SUBJECT:** Resolution Awarding the Bid for the 2012 Pavement Maintenance Schedule

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### ISSUE BEFORE THE COUNCIL:

Awarding the bid for the 2012 Pavement Maintenance Schedule.

### RECOMMENDATION:

Staff recommends that Council adopt the Resolution (Attachment A), awarding the bid for the 2012 Pavement Maintenance Schedule project and authorizing the Mayor to execute a contract with Brix Paving Northwest, Inc.

### EXECUTIVE SUMMARY:

This project consists of street pavement overlays, full-depth patch or inlays, traffic signal detection replacement, and other pavement-related work on city roadways.

72nd Avenue	Delaware to Sagert
Arikara Drive	Columbia to BFR
Comanche Way	Comanche Terrace to 86th Avenue
Jurgens Rd	Tualatin Road to Hazelbrook
Martinazzi Ave	Sagert Street to Warm Springs
Mohawk St	Boones Ferry Rd to Martinazzi
Nez Perce Ct	Cul de sac to 93rd Ave
Pinto Drive	Pima to Maricopa
Warm Springs St	Boones Ferry Rd to Tonka

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The Invitation to Bid was published in the Daily Journal of Commerce on April 24 and May 1, 2012.

Bids for this project were opened on Tuesday, May 15, 2012 at 1:00 p.m. Five bidders responded:

Brix Paving Northwest, Inc.	\$760,681
North Santiam Paving Company	\$804,680
K.F. Jacobsen & Company, Inc.	\$908,050
Eagle/Eisner, Inc.	\$955,050
S-2 Contractors, Inc.	\$986,200

The project is to be completed before August 24, 2012.

The Engineer's Estimate for this year's projects is \$730,000.

The lowest responsible bidder is Brix Paving Northwest, Inc., in the amount of \$760,681.

**OUTCOMES OF DECISION:**

If awarded, the contractor will begin on July 11 and work will be completed by August 24, 2012. Staff will coordinate public information with the affected neighborhoods.

**FINANCIAL IMPLICATIONS:**

Funds for this project are available in the 2012/2013 fiscal year budget, Road Utility Fund. Line item 016-0000-641.64-33.

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**Attachments:**    A - Resolution

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AWARDING THE BID FOR THE 2012 PAVEMENT  
MAINTENANCE SCHEDULE

WHEREAS , the 2012 Pavement Maintenance Schedule project was advertised in the *Daily Journal of Commerce* on April 24 and May 1, 2012; and

WHEREAS, five proposals were received prior to the close of the bid period on May 15, 2012; and

WHEREAS funding for this project is budgeted in the 2012/2013 Fiscal Year Road Utility Fund, line item 016-0000-641.64-33; and

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON, that:

Section 1. The contract be awarded to Brix Paving Northwest, Inc.

Section 2. The Mayor and City Recorder are authorized to execute a contract with Brix Paving Northwest, Inc., in the amount of \$760,681.

Section 3. The Operations Director is authorized to execute change orders totaling up to 10% of the original contract amount.

INTRODUCED AND ADOPTED this 30<sup>th</sup> day of May, 2012.

CITY OF TUALATIN, OREGON

BY \_\_\_\_\_  
Mayor

ATTEST:

BY \_\_\_\_\_  
City Recorder

**City Council Meeting**

**E. 1.**

**Meeting**

**Date:**

05/30/2012

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**SPECIAL REPORTS**

Update on the Transportation System Plan and Linking Tualatin

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**Attachments**

A. PowerPoint

# City of Tualatin Transportation System Plan + Linking Tualatin Update



May 30, 2012

# Transportation Task Force

- **March 15 – TSP**
  - Brainstormed transportation solutions
- **April 5 – Linking Tualatin**
  - Reviewed & commented on focus area boundaries & transit-oriented place types
- **April 19 - TSP**
  - Reviewed screened project list
  - Accepted first round projects eliminated from evaluation



# Working Groups

- **February 28 – March 8**
  - 1<sup>st</sup> Round – Brainstormed potential solutions & future transportation projects
- **March 29 – April 16**
  - 2<sup>nd</sup> Round – Refined project ideas, identified projects that don't work & those with greatest potential



# TSP Process

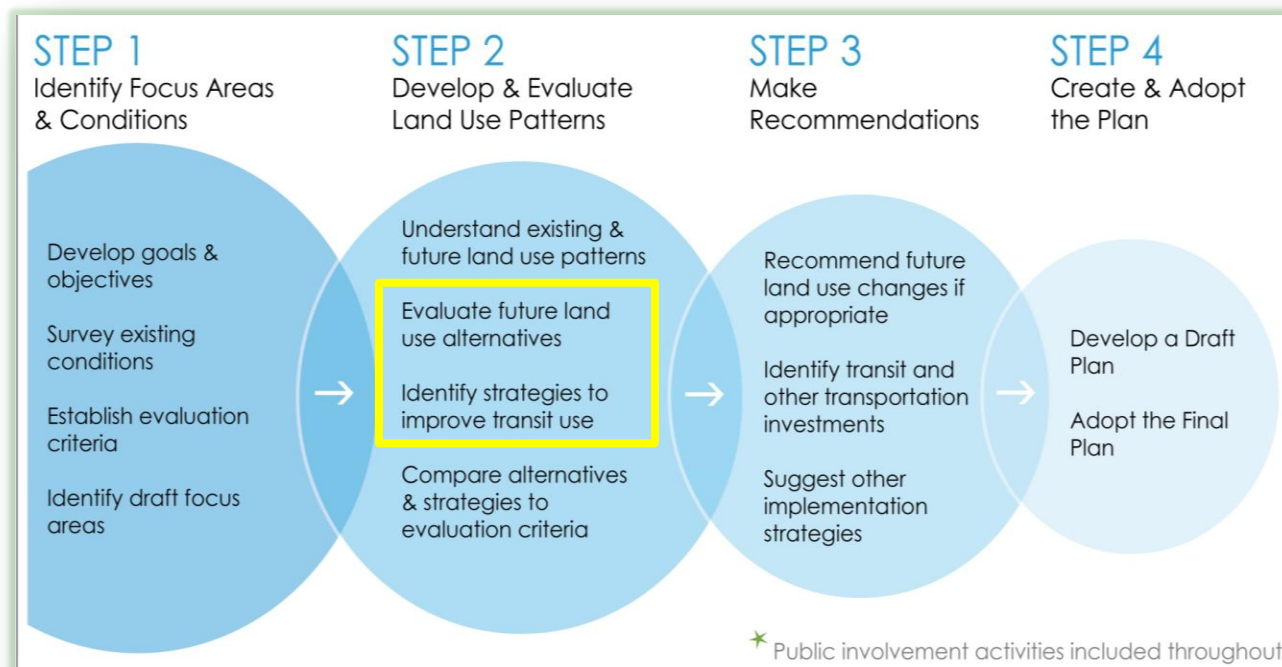
- Screen/Evaluate how ideas help meet Goals & Objectives
- Review evaluation results
- Prioritize recommendations





# Linking Tualatin Process

- Refine transit-oriented place types
- Apply place types to focus areas
- Develop and evaluate land use alternatives for focus areas





# Working Groups

- Review TSP evaluation results
- Prioritize TSP recommendations
- Review results from Linking Tualatin Community Workshop

Working Group	Upcoming Meeting Date
Downtown	Monday, June 4, 6-8 pm Police Department
Transit	Tuesday, June 5, 6-8 pm Library Community Room
Bicycle & Pedestrian	Wednesday, June 6, 6-8 pm Police Department
Industrial & Freight	Wednesday, June 13, 11:30 am-1:00 pm City Operations Department
Neighborhood Livability	Wednesday, June 13, 6-8 pm Police Department
Major Corridors & Intersections	Thursday, June 14, 6-8 pm Police Department
Transit	Thursday, June 28, 6-8 pm Police Department

# Community Workshop

- **June 4-7, 2012**
- Tualatin Library Community Room
- Concentrated work on focus areas & place types
- Use **evaluation criteria** to assess how well focus areas align with goals & objectives
- **Outcome:** Preferred land use alternative for each focus area



# Community Workshop



Community members are welcome to attend any of the activities & meetings below.  
Best times for general information listed in **blue**. \*

	Monday, June 4 Review Work to Date	Tuesday, June 5 Develop Land Use Alternatives	Wednesday, June 6 Recommend Preferred Alternatives	Thursday, June 7 Document & Present Workshop Results		
<b>Morning</b> 8:00 to 8:30 am	Targeted input from interested community members on the areas below, covering land use alternatives identification, ranking, & suggested refinements.		Targeted input from interested community members on the areas below, to create/refine preferred alternatives.		<b>Morning</b> 8:00 to 8:30 am	
8:30 to 10:00 am		Focus area 1: Bridgeport Village	Focus area 1: Bridgeport Village		8:30 to 10:00 am	
10:00 to 11:30 am		Focus area 2: Downtown	Focus area 2: Downtown		10:00 to 11:30 am	
<b>Afternoon</b> 12:00 to 1:30 pm	<b>Agency/Technical Staff</b> Review & discuss focus area boundaries & transit oriented place types with <b>public agency partners</b> . Review & discuss opportunities & constraints, evaluation criteria weighting.	Focus area 3: Levelton/ Herman Road	Focus area 3: Levelton/ Herman Road		<b>Afternoon</b> 12:00 to 1:30 pm	
1:30 to 3:00 pm		Focus area 4: Teton	Focus area 4: Teton		1:30 to 3:00 pm	
3:00 to 4:30 pm		Focus area 5: Southwest Industrial	Focus area 5: Southwest Industrial		3:00 to 4:30 pm	
4:30 to 6:00 pm		Focus area 6: Meridian Park/ Nyberg Woods	Focus area 6: Meridian Park/ Nyberg Woods		4:30 to 6:00 pm	
<b>Evening</b> 6:00 to 7:30 pm	<b>Open House/ Welcome Workshop</b> * Review focus areas, transit oriented place types, & evaluation criteria with <b>CIOs, Task Force, TPC, TPARK, &amp; City Council</b> (6-8 pm).  <b>Informal presentations</b> at 6 & 7 pm to review work & answer questions.	<b>Transit Working Group</b> * Meeting (6-8 pm) to discuss focus area alternatives.	<b>Agency/ Technical Staff</b> Review & discuss work on focus areas (6-8 pm).	<b>Workshop Check In</b> * Post results of work on focus areas. (6-8 pm)	<b>Workshop Results</b> * Presentation of workshop results & next steps to <b>CIOs, Task Force, TPC, TPARK, &amp; City Council</b> (6-8 pm).	<b>Evening</b> 6:00 to 7:30 pm
7:30 to 8:00 pm						Focus area 7: Pacific Financial/ 124th

Best times for general information listed in **blue**. Public also invited to attend meetings in **green** that are of interest.



# Upcoming Events



## MAY

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## JUNE

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## JULY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- TASK FORCE
- CITY COUNCIL
- WORKING GROUP
- PLANNING COMMISSION
- VIRTUAL OPEN HOUSE
- PARKS ADVISORY COMMITTEE
- COMMUNITY WORKSHOP
- FARMER'S MARKET