



BASALT CREEK CONCEPT PLAN

Attachment 16: City of Tualatin PC and CC Meeting Minutes



City of Tualatin

Attachment D:

Tualatin Planning Commission and City Council Minutes





**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR
JANUARY 13, 2013**

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

Absent: Councilor Wade Brooksby

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Assistant City Manager
Alice Cannon; Community Services Director Paul Hennon; Finance Director Don
Hudson; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich;
Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris;
Program Coordinator Becky Savino; Teen Program Specialist Julie Ludemann; Police
Captain Mark Gardner; Human Resources Manager Janet Newport; Public Works
Director Jerry Postema

A. CALL TO ORDER
Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:05 p.m.

B. ANNOUNCEMENTS

1. Honor Eagle Scout Justin Metschan-Baertlein

Human Resource Manager Janet Newport introduced Justin Metschan-Baertlein. Justin was awarded the honor of Eagle Scout in November for completing a bench restoration project at Ibach Park. He contributed 163 hours to the bench project and involved 20 volunteers from Troop 846 and the community.

Mayor Ogden congratulated Justin on receiving the honor of Eagle Scout and presented him with a plaque.

2. Tualatin Youth Advisory Council Update for January 2014

Member of the Youth Advisory Council (YAC) presented a PowerPoint on their latest activities and upcoming events. YAC held their annual holiday party in December which included a potluck and gingerbread house building competition. They have begun work on the annual Project FRIENDS workshop. The curriculum is currently being revised with plans to hold the workshop in April or May.

3. Centennial Public Art at Tualatin Public Library

Councilor Bubenik announced the installation of a new piece of centennial art. A reception was held earlier in the day accepting the art piece into the collection. The piece "Dynamic Continuum" is located in the entry way of the Library.

Tualatin Arts Advisory Committee Chair Buck Braden introduced artist Lynn Adamo who created this piece. Ms. Adamo explained the concept of the piece.

Chair Braden noted the committee has commissioned a 20ft steel sculpture that will be installed at the Tualatin Commons Park in March.

Mayor Ogden and Councilor Bubenik thanked that Centennial Art Committee for their work on selecting these pieces.

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.

Julie Rogers shared her concerns over the change in the speed limit along Martinazzi Avenue. She noted the speed was reduced from 35mph to 25mph. She requested more information on why the speed was reduced.

Grace Lucini requested she be notified directly of meetings and discussions around the Basalt Creek Concept Plan as this directly affects her residence.

Brett Hamilton urged Council to move forward with the construction of the Seneca Street extension. He stated it will improve pedestrian safety, traffic flow, increase commerce, and provide better access to the library.

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.

MOTION by Council President Monique Beikman, SECONDED by Councilor Nancy Grimes to approve the consent agenda.

Vote: 6 - 0 MOTION CARRIED

1. Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of December 9, 2013.
2. Consideration of the Parks System Development Charge (SDC) Annual Report for Fiscal Year 2012/2013
3. Recommendations from the Council Committee on Advisory Appointments

E. SPECIAL REPORTS

**CITY OF WILSONVILLE
CITY COUNCIL WORK SESSION NOTES
OCTOBER 29, 2013**

The Wilsonville City Council held a joint work session with the Tualatin City Council on Tuesday, October 29, 2013 at the Wilsonville City Hall beginning at 6 p.m.

Wilsonville City Council members:

Mayor Knapp
Councilor Goddard
Councilor Starr
Councilor Fitzgerald
Councilor Stevens

Tualatin City Council members:

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

Wilsonville Staff:

Bryan Cosgrove, City Manager
Mike Kohlhoff, City Attorney
Jeanna Troha, Assistant City Manager
Sandra King, City Recorder
Katie Mangle, Long Range Planner
Chris Neamtzu, Planning Director
Steve Adams, Engineering
Barbara Jacobson, Assistant City Attorney
Mike Ward, Engineering
Nancy Kraushaar, Community Development Director
Mark Ottenad, Government Affairs Director

Tualatin Staff:

Sherilyn Lombos, City Manager
Alice Cannon Rouyer, Assistant City Manager
Sean Brady, City Attorney
Ben Bryant, Management Analyst
Aquilla Hurd-Ravich, Planning Manager
Cindy Hahn, Associate Planner
Kaaren Hoffman, Engineering Manager

Also in attendance were Washington County Planners, the Consulting Team, residents from the neighboring areas, and representatives of Metro.

Mayor Knapp called the work session to order at 6:12 p.m. followed by introductions.

Staff Presentation

Members of both cities Planning staffs presented an overview of the project.

A. Overview of the project

- A Memorandum of Understanding exists between the two cities for the cooperative planning of the Basalt Creek area. Because Tualatin is the recipient of the grant, Tualatin will manage the grant funds. The Wilsonville Council will be consulted at key milestones throughout the project, and will have decision making authority on any deliverables that pertain to the Wilsonville Planning area.
- Planning will consider the regional context of the area and concurrency protocol. The Tualatin SW Concept Plan includes light industrial/business park and the area will need to be annexed into Tualatin.
- The Coffee Creek Industrial area is envisioned to be a large campus with industrial and warehousing using a form based code pattern book.
- The concept planning is a high level guide that will comply with Metro Title 11, amend the urban planning agreement with Washington County and determine what areas will be annexed to each city.
- Staff would like to hold additional joint Council work sessions at key milestones or joint decision points, such as boundary and governance.
- Each City Council will make independent decisions about the character, land use, adoption, and implementation of the plan.
- Staff recommends each City Council assign two Council members to a sub-committee to draft the decision making guidelines and provide direction to staff about the composition of a project steering committee.

Roundtable Discussion

The group participated in a roundtable discussion keeping the following objectives in mind:

- To start the project with a shared understanding of the process and potential outcomes.
- To identify issues and challenges that could be present during concept planning.

Comments, ideas and suggestions were voiced by the participants to the questions listed below.

1. What should the guiding principles be for the concept plan?

- Tualatin wants to protect its south neighborhoods
- What is advanced should be in consideration with the other city, must be compatible with, and enhance the other city
- Find continuity, enhance the other position

- A shared vision is necessary
- Need to involve additional stakeholders and the property owners
- Warehousing and trucking uses for the area was questioned
- Stay true to each city's vision
- There will be a challenge with the residential and industrial/manufacturing
- How do we have a clear understanding of, and honor each city's vision through the process
- Tualatin has grown towards the south from the north and is more residential while Wilsonville is growing from the south to the north and is industrial.
- Negotiate with Metro to maintain residential; consider how to transition from residential to industrial.
- Need to anticipate dealing with the impact of the employment numbers from Basalt Creek, traffic etc.
- Look to Coffee Creek to complement those uses that are already there so we don't conflict with them
- Should include the public and stakeholders throughout the process
- Assume the city boundaries will meet in the middle
- Avoid examples seen in the region where infrastructure is impossible to build
- Both cities should be willing to deal with the construction of infrastructure without any land grabs in mind
- The difficult topography and the ability to provide services in a sustainable way should be considered
- Enhance livability and quality of life. Provide employment opportunities, efficiently use limited resources (provide and share), serve the area in least expensive way possible
- Environmental compatibility is important, preserve the landscape, wetlands, and use them as features on campuses. Attract the appropriate uses and users.
- Important to keep in mind transportation and retain good quality standards
- Traffic flow is a concern
- Development should be attractive to potential tenants, leverage opportunity with state and Metro
- Standards should include certain types of industrial development not just any kind
- Protect the residential neighborhoods
- What characteristics do we want in the industrial development and how will we achieve that goal
- Not just about Tualatin and Wilsonville, private sector is involved also
- Topography is a challenge
- To have specific kinds/types of development need to be in touch with the market; must match resource to the right market and be real with what markets are viable there
- Encourage high quality industrial development

2. **What do you see as the big issues facing Basalt Creek?**

- There are a number of separately owned parcels
- Transportation issues and funding
- Topography is a challenge

- Funding and the regional significance; begs the need for state and federal funding so we have to have a gem to offer to developers
- Overlay includes school district that is not part of either town, how do we draw a benefit to our towns
- Transit is an issue with more jobs and additional traffic, what will TriMet be willing to do to provide
- Funding. I-5/Boone Bridge, ability for I-5 to service the area and the region. Will there be the capacity to serve.
- What is the State willing to do to service the area and or protect the industry
- Technology industry changing trucking needs - Mentor Graphics ships electronically, no trucks on the road
- Protecting residential speaks to a having a buffer – the question is how large a buffer, which city will set it aside, how large will it be
- Staging resources (staff) and timing development to occur in a planned way so the results are what we all want to see

3. **What do you want to see accomplished from Basalt Creek/West Railroad planning?**

What would a successful project look like to you? Development could occur over the next 5-15 years – what is the 5 year goal? Are there any short-term outcomes staff should know about?

- Coffee Creek should have similar uses
- Facilities accessed through a common roadway
- Identify top enabling conditions to success, identify what we already have in our transportation plans and see what we have in common
- For big ticket items package the project that would have an appeal and attract high value funding streams
- Branding the projects/sites
- West Railroad area has different character, access to the area will come from where and how
- West Railroad is a percentage of Basalt Creek – do the statements apply to both areas
- What does 5 years look like, don't know what seeds are in the area now. Do need to recognize short term potential now
- Perform an analysis of what is possible in each area given the topography and what it would take to make the land shovel ready. (Wilsonville staff noted its GIS department has started to map out infrastructure and will share that information when it is completed.)
- A successful project involves stakeholders in the area who have a strong vision of what they would like to see
- Consider what the benefits and constraints are to the area around 124th
- How does interaction with SW Concept Plan area transpire so there is no disconnect as we move from one area to another
- Alignment issue in the 124th extension needs to be determined early and development will occur around that area

- Stakeholders should be involved in that discussion – how trucking will be affected with the location of the extension
- Protecting alignment of the extension right-of-way early in the process will take investment by some public body
- Success is a clear understanding of what each city's ambition is and how they can move forward to reach the vision. What steps can we work on to begin the process to bring clarity of vision
- Would come back to the benefits of both cities, making the area attractive to benefit both cities
- Work together to make it a high demand area
- In favor of both bodies working together
- Need to match market at the right time
- Include Washington County as a partner to go through the ideas now to provide for the transportation needs and set aside right-of-way
- Raising the profile of the project with the two counties will look like success
- Benefits both Washington and Clackamas counties so need to include both during the process
- Involve Clackamas County later in the process at the time the overcrossing of I-5 occurs

4. **What are your ideas for decision making and process?**

- Some decisions will be made together, some separately
- Will have a stakeholder group for the project with wide variety of people and interests, involving a wide array of public process
- Would like to have two representatives from each council to define who will be on the stakeholder committee
- Decide land use first, neighborhood infrastructure first
- Decide what decisions we need to make
- First need to jointly create a vision we all share, then decide on how to accomplish that
- Should be jurisdictionally blind until we get down to nuts and bolts
- Agree that is the right way to do it - create vision then work out the details
- Go into this with jurisdictional blindness, no idea of where a boundary should be
- Share the vision process between the two cities
- Subcommittee begin to develop this vision and take to their Council
- Line will become evident as we plan thru this opportunity to show State a collaborative process to jointly plan the area
- Need to be cognizant of pragmatic self-interests in the outcome. Afterwards when the natural outcomes arise how to make it equitable.
- How do you go about creating a joint vision
- The subcommittee should be part of the effort to create a joint vision.
- What is the role of the subcommittee and role of the Council; don't know what it would or would not do
- Would like more Council involvement in the process rather than less. All Council members should be included in the big picture items vision.
- Subcommittee limited to two Councilors from each city to help work through the process road map. Both Councils will meet together at each milestone

- Agree with Mayor Ogden that the Council should be really involved; subcommittee would help staff develop structure of decision making and composition of steering committee
 - Large group 20 people, a diverse group to ground truth information
 - Small committee will be limited in scope to outline the process
- What are the process steps
- What will the subcommittee do? The comments made by both Councils are telling about the attitudes and perspectives.
 - Thought steering committee would be the two Councils; not clear what will be gained with a subcommittee.
 - What will the steering committee do, would rather see both Councils come together
- Important to include other property owners in the committee
- Outlining process for project; would it be helpful to have both Councils involved in the process
- Would the two Councils want to participate
- Scheduling meetings with everyone is difficult.
 - If dates are scheduled and not all Councilors can attend, will one Council outnumber the other, would that be a problem, how would that be handled
- Staff should develop the structure; do not have issue with staff coming up with plan and then the Councilors can provide input on that
- Trying to make effective use of people's time. Can see value in bouncing ideas from staff, whatever ideas come out will be vetted by both Councils
- Will provide input to structure and timeline and then come back.
 - Okay with subcommittee setting up structure of the process and recommendation on how to get other peoples' input throughout process
 - Need robust information brought back to both Councils from the subcommittee

Councilors Monique Beikman and Joelle Davis volunteered for the subcommittee from the City of Tualatin. Councilors Richard Goddard and Susie Stevens volunteered to represent the City of Wilsonville.

A consensus was reached to move forward with the subcommittee. The Councilors on the subcommittee will be communicating information to their own Council.

Work Session adjourned at 8:24 p.m.

Respectfully submitted,

Sandra C. King, MMC, City Recorder



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR JANUARY 13, 2014

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

Absent: Councilor Wade Brooksby

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Assistant City Manager Alice Cannon; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Engineering Manager Kaaren Hofmann; Police Captain Mark Gardner; Human Resources Manager Janet Newport; Public Works Director Jerry Postema

CALL TO ORDER

Mayor Ogden called the work session to order at 5:13 p.m.

1. *Medical Marijuana Dispensaries.*

Deputy City Manager Sara Singer stated at the December 9th work session Council discussed House Bill 3460 regarding the regulations of medical marijuana dispensaries. Council directed staff to review a variety of options for not allowing medical marijuana dispensaries and to provide information on the timeline for adoption. Deputy City Manager Singer presented three options for not allowing dispensaries in Tualatin. A zoning ordinance that would define medical marijuana dispensaries and not allow medical marijuana dispensary uses in any zone. The timeline for enactment would be approximately three months. A business license ordinance could state that a business must comply with local, state, and federal law or could include language which would require compliance with the Controlled Substance Act. This option would take approximately two meetings plus a 30 day effective date. A change to the municipal code which would define medical marijuana dispensaries and not allow it as a business, recognize that the City's zoning code does not define medical marijuana dispensaries as a permitted use, and prohibits City employees from interpreting the zoning code to allow medical marijuana dispensaries. A change to the municipal code would take approximately two Council meetings, plus a 30 day waiting period for the ordinance to be effective, unless the Council included an emergency clause..

Councilor Davis noted there are three initiatives circulating to gather signatures to add recreational marijuana use to the state ballot in November. She would like to pursue prohibiting the retail sale of recreational marijuana in the City while continuing to work toward a temporary moratorium on medical marijuana dispensaries through the municipal code.

Council discussed sunset dates for a moratorium on medical marijuana

dispensaries. Consensus was reached to have a sunset date of December 31, 2014.

Council directed staff to prepare a municipal code ordinance placing a temporary moratorium on medical marijuana dispensaries with a sunset date on December 31, 2014, and begin work on preparing a ordinance to prohibit recreational marijuana use within the city limits.

2. Seneca Street / Council Building.

Deputy City Manager Sara Singer, Engineering Manager Kaaren Hofmann, and Assistant City Manager Alice Cannon presented traffic information regarding the Seneca Street extension as requested by Council at the November 12 work session. Manager Hofmann stated DKS analyzed eight different alignment options. She explained Level of Service (LOS) and Volume/Capacity Ratios, noting the city's standards in these areas. Manager Hofmann presented the analysis, including cost and mobility standards, for the following options: the existing condition, Seneca full build out, narrower and angled Seneca Street, closed driveway at Martinazzi Ave., close driveway to Nyberg Rivers, right in/right out and left in, right in/right out, and dual signals.

Councilor Bubenik asked for more detail regarding the impacts of a right in/right out option. Manager Hofmann stated there is decreased mobility at the intersection of Tualatin Sherwood Road and Martinazzi Avenue.

Mayor Ogden spoke to the level of service matrix provided in the DKS report and his concerns with the gains in efficiency vs. cost investment of a full build out.

Council President Beikman stated the analysis reassured her the Seneca Street extension needs to go through as it will increase the safety for pedestrians and bicycles in the area.

Councilor Davis would like to see the driveway at Martinazzi Ave. closed as it would allow the Council Building to be demolished and provide additional parking for the library.

Councilor Bubenik would like to proceed with the right in/right out and left in option and use the cost savings to fix pedestrian crossings in the area. He would like to complete a facilities study so that an adequate building can be built that will meet the city's growth needs in the future.

Councilor Grimes would like to see the Seneca Street extension completed as it will improve pedestrian safety in the area and allow for better connectivity throughout the downtown. She wants to see a facilities study completed and a proper plan established for a new building.

Council President Beikman wants to mitigate the impact to the library. The full build out would allow for more parking, improve circulation, and increase safety for pedestrians in the area. She stated having CenterCal complete the build out now will be cheaper for the City.

Councilor Truax would like to see this area enhanced by connecting Seneca Street



**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR APRIL
28, 2014**

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

Absent: Councilor Joelle Davis

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Assistant City Manager
Alice Cannon; Community Services Director Paul Hennon; Planning Manager Aquilla
Hurd-Ravich; Deputy City Recorder Nicole Morris; Water Division Manager Mick
Wilson; Maintenance Services Division Manager Clayton Reynolds; Police Captain
Larry Braaksma; Human Resources Manager Janet Newport

A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:03 p.m.

B. ANNOUNCEMENTS

1. Proclamation Declaring May as Older Americans Month in Tualatin

Mayor Ogden read the proclamation declaring May as Older Americans Month in
Tualatin.

2. Proclamation Declaring the week of May 4-10, 2014 National Drinking Water Week

Councilor Truax read the proclamation declaring the week of May 4-10, 2014
National Drinking Water Week.

3. New Employee Introduction- Jason Horner, Water Utility Technician I

Public Works Director Jerry Postema introduced Jason Horner, Utility Technican I-
Water Division. The Council welcomed him.

4. Proclamation Declaring the Week of May 4 - May 10, 2014 Public Service
Recognition Week

Councilor Brooksby read the proclamation declaring the Week of May 4-10, 2014 Public Service Recognition Week.

Mayor Ogden thanked all City staff for their hard work and dedication to the City of Tualatin.

5. Proclamation Declaring Saturday May 17, 2014 as National Kids to Parks Day in Tualatin

Council President Beikman read the proclamation declaring Saturday May 17, 2014 as National Kids to Parks Day in Tualatin.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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 ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Council President Monique Beikman, SECONDED by Councilor Nancy Grimes to approve the consent agenda.

Vote: 6 - 0 MOTION CARRIED

1. Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of April 14, 2014 and the Special Work Session of April 15, 2014
2. Recommendation for Approval of an Intergovernmental Agreement with Oregon State Police and the Tualatin Police Department to Provide Fingerprint Services to the Public.
3. Consideration of **Resolution No. 5189-14** Authorizing the City Manager to Sign a Contract for Asset Management Software with NexGen Asset Management
4. 2013 Annual Report of the Tualatin Library Advisory Committee

E. GENERAL BUSINESS

If you wish to speak on a general business item please fill out a Speaker Request Form and you will be called forward during the appropriate item. 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.

1. Consideration of **Ordinance No. 1373-14** to Prohibit Medical Marijuana Facilities from Locating in Tualatin until May 1, 2015 - 2nd Reading.



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR APRIL 28, 2014

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

Absent: Councilor Joelle Davis

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Assistant City Manager Alice Cannon; Community Services Director Paul Hennon; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Associate Planner Cindy Hahn; Maintenance Services Division Manager Clayton Reynolds; Police Captain Larry Braaksma; Management Analyst Ben Bryant; Public Works Director Jerry Postema

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:05 p.m.

1. ***Basalt Creek Concept Plan Project Update.***

Planning Manager Aquilla Hurd-Ravich and Associate Planner Cindy Hahn presented an update on the Basalt Creek Concept Plan, partnering agreement, and public involvement strategy. Planner Hahn presented the updated partnering agreement noting the only significant change is the inclusion of a statement regarding compliance with Oregon Public Meetings Law.

Planner Hahn presented the public involvement plan. She noted four engagement techniques with five levels of involvement will be utilized. Techniques include engagement materials, targeted stakeholder outreach, public events, online surveys, and informational updates and announcements. The project website will be redesigned to help keep stakeholders engaged. Public workshops and open houses will start in June. Work products that will come from this outreach include an existing conditions report, final alternative scenarios, preferred scenario, final boundary map, and Title 11 compliance memo. Next steps include producing a calendar of milestones, guiding principles, and evaluation measures.

Councilor Bubenik asked how citizens could join the concerned person's mailing list. Planner Hahn stated citizens can submit a comment form on the website and they will be added to the list. Councilor Bubenik asked how often updates will be sent. Planner Hahn stated updates will be sent once a month in addition to news releases and formal meeting notices.

2. ***Metro Councilor Dirksen.***

Metro Councilor Craig Dirksen presented a PowerPoint updating Council on the status of Metro programs. He updated the Council first on the Regional Transportation Plan (RTP) update. The update is currently in the public comment period with final action from the Joint Policy Advisory Committee on Transportation (JPACT) and Metro Council to happen in July. Councilor Dirksen explained the draft Active Transportation Plan (ATP) incorporates all of the bike and pedestrian projects from local and regional plans into one comprehensive document along with a set of policies and actions to help build the network.

Mayor Ogden expressed concern over the ATP, specifically that the plan does more than simply list a set of local projects, but also has many prescriptive measures. Councilor Dirksen explained the ATP project list is comprised of projects that are submitted by each jurisdiction and are ultimately folded into the RTP. While the ATP goes beyond the project list and includes policies and actions to support the active transportation network, no prescriptive measures were put in the legally binding RTP. Mayor Ogden asked if Tualatin had submitted projects for the RTP list. Councilor Dirksen stated cities take projects from their Transportation System Plans (TSP) and submit them to be on the RTP. Tualatin's projects are listed in the draft RTP.

Councilor Dirksen briefed the Council on Climate Smart Communities noting it is a state requirement that each region reduce carbon emissions from cars and small trucks 20% below 2005 levels. Metro has been tasked with creating a plan for our region and is currently working towards a preferred approach. A joint Metro Policy Advisory Committee (MPAC) and JPACT meeting will be held in May to discuss strategies and recommend a draft preferred approach.

Councilor Brooksby asked who is part of the stakeholder group. Councilor Dirksen responded stakeholders include members of the business community and elected officials.

Councilor Dirksen updated the Council on Metro's natural areas. He stated parks and trails are getting healthier due to a 5 year levy. The levy will restore and improve 16,000 acres of open spaces and parks. Brief updates were given on the Convention Center Hotel project, Oregon Zoo improvements, and Cirque du Soleil TOTEM at the Expo Center.

City Manager Lombos asked about a long-term master plan being put in place for when the levy expires. Councilor Dirksen stated Metro is looking for a permanent revenue source to sustain the programs put in place from the levy.

3. *Economic Development Strategic Plan Update.*

Economic Development Manager Ben Bryant and Consultant Janet Young presented an update on the Economic Development Strategic Plan. Manager Bryant briefed the Council on the strategy committee's process for updating the plan. He noted four meetings were held and members developed and prioritized a strategy and recommended the draft plan as presented.

Consultant Young presented the synopsis of the draft plan. She noted the overall goal of the plan is to continue in a leadership role as one of the premier economic activity centers in the greater Portland metropolitan region. She stated it will also be



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR MAY 12, 2014

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

Absent: Council President Monique Beikman

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker; Assistant City Manager Alice Cannon; Community Services Director Paul Hennon; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Assistant Planner Colin Cortes; Engineer Associate Tony Doran; Program Coordinator Becky Savino; Teen Program Specialist Julie Ludemann; Public Works Director Jerry Postema

A. CALL TO ORDER
Pledge of Allegiance

Mayor Ogden call the meeting to order at 7:05 p.m.

B. ANNOUNCEMENTS

1. Tualatin Youth Advisory Council Update for May 2014

Members of the Tualatin Youth Advisory Committee (YAC) presented a PowerPoint on their latest activities and upcoming events. YAC is preparing to host the Project FRIENDS workshop on May 23. All three local elementary schools will be participating in anti-bullying lessons. The committee has finished selecting movies for Movies on the Commons. Showings will take place on Saturday evenings throughout July and August. The committee will also be responsible for selling concessions at these events. Upcoming YAC activities include volunteering at the Tualatin TRYathlon, putting on the Teen Kaleidoscope Run, and new member recruitment.

2. Tualatin TRYathlon 2014

Julie Ludemann, Teen Program Specialist, announced the Tualatin TRYathlon. The event will be held on June 7th and is a non-competitive, non-timed, kids event. There will be a free kids fun zone and low cost bike helmets for sale at the event.

3. "If I Were Mayor..." 2014 Contest Winners

Julie Ludemann, Teen Program Specialist, presented the "If I Were Mayor..." contest winners. She explained the competition is sponsored by the Oregon Mayors Association and is a unique opportunity to promote local government education in our community. The winners from the three categories included: Gabriel Ingham, 4th-5th grade poster, Kathryn Melvin, middle school essay, and Adam Dezay, high school video and PowerPoint. The winning entries have been forwarded to the state wide competition for judging and winners will be announced mid-June.

4. Proclamation Declaring the Week of May 11 – 17, 2014 as "National Police Week" in the City of Tualatin

Councilor Davis stated she participated in this years Citizen Academy sponsored by the Tualatin Police Department. She found the academy to be both educational and fun. She encouraged all of Tualatin's citizens to participate.

Councilor Davis read the proclamation declaring the week of May 11 – 17, 2014 as "National Police Week" in the City of Tualatin.

5. Proclamation Declaring the Week of May 18-24, 2014 as Emergency Medical Services (EMS) Week

Councilor Grimes read the proclamation declaring the week of May 18-24, 2014 as Emergency Medical Services (EMS) Week.

Jason Rogers, Ambulance Operations Manager, for Metro West Ambulance accepted the proclamation.

6. Proclamation Declaring the Week of May 18-24, 2014 as National Public Works Week

Councilor Truax read the proclamation declaring the week of May 18-24, 2014 as National Public Works Week.

C. CITIZEN COMMENTS

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Dale Potts and Don Comstock invited the citizens of Tualatin to attend a Memorial Day Celebration on May 26, 10:45 a.m., at Winona Cemetery. There will be a ceremony followed by a free picnic event hosted by the Tualatin VFW Men's Auxiliary.

Kathy Newcomb expressed concerns regarding proposed pedestrian crossings and parking at the Seneca Street extension site. She submitted a letter for the record. Mayor Ogden asked staff to look into the issues presented and follow-up with Ms. Newcomb.



City of Tualatin

www.tualatinoregon.gov

OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF June 19, 2014

TPC MEMBERS PRESENT:

Alan Aplin
Adam Butts
Jeff DeHaan
Bill Beers
Cameron Grile
Jan Giunta

STAFF PRESENT

Aquilla Hurd-Ravich
Cindy Hahn
Ben Bryant
Lynette Sanford

TPC MEMBER ABSENT: Nic Herriges

GUESTS: Grace Lucini

1. CALL TO ORDER AND ROLL CALL:

Alan Aplin, Chair, called the meeting to order at 6:30 pm and reviewed the agenda. Roll call was taken.

2. APPROVAL OF MINUTES:

Mr. Aplin asked for review and approval of the May 15, 2014 TPC minutes. Ms. Hurd-Ravich, Planning Manager, stated that there was communication from Grace Lucini to amend the minutes to include additional information regarding notices. After discussion, it was agreed to keep the minutes as written, but add the materials submitted by Ms. Lucini at the May 15, 2014 TPC meeting as an attachment. MOTION by Giunta SECONDED by Butts to approve the minutes with the amendment. MOTION PASSED 6-0.

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

None

4. ACTION ITEMS:

A. Basalt Creek Concept Plan Project – Update and Review of Draft Guiding Principles and Existing Conditions Information

Cindy Hahn, Associate Planner, presented an update on the Basalt Creek Concept Plan Project, including draft guiding principles and preliminary information about existing

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

conditions, which included a PowerPoint presentation.

Ms. Hahn went through the schedule which begins with the public involvement plan and guiding principles and will continue through the end of 2015 with public hearings and adoption. Development and construction could begin in 2017. A Community Workshop was held on June 17 to gather input that will be used to create several alternative concepts for future development in the Basalt Creek area.

The next steps in this process include a joint Council meeting on July 16 at 6:00 pm in the Tualatin Police Training Room. This meeting will focus on guiding principles, evaluation measures, and existing conditions information gathered to date. The next joint meeting is anticipated for December. The next steps in the planning process include creating alternative development concepts, evaluate and test alternative scenarios, and choose a preferred alternative. The Planning Commissions and City Councils of both Tualatin and Wilsonville will receive regular updates throughout the planning process.

Mr. DeHaan asked who was responsible for writing the draft guiding principles. Ms. Hahn responded that the draft came from the consultants and staff members. Mr. DeHaan acknowledged that the changes increased readability. Ms. Giunta asked if Wilsonville is planning additional residential development or if they're solely focusing on commercial and industrial. Ms. Hurd-Ravich responded that the focus is on commercial and industrial. Ms. Giunta asked if there is a way to increase the residential component and to incorporate livability of residential neighborhoods. Ms. Hurd-Ravich answered that she will make note of that. Mr. Aplin mentioned that the word "commercial" has been omitted from the fourth Guiding Principles. Ms. Hahn will make note of that.

Ms. Hahn continued to discuss the demographic and environmental differences between Tualatin and Wilsonville. Ms. Giunta mentioned that there are wonderful wildlife areas in Basalt Creek and she is hoping that corridors are established to facilitate the movement of wildlife and the preservation of our ice age heritage.

Ms. Hahn stated that an instant polling system was conducted at the workshop and the results will be forthcoming. The focus was on the different land uses and whether they're appropriate in this area. The results of this polling and the on-line survey will be incorporated into a report for the development. Mr. DeHaan asked how many people attended the workshop. Ms. Hahn answered there were 40-50, and consisted of mostly land owners. Ms. Hurd-Ravich added that a map exercise was conducted at the meeting and these results will be digitized and put on our website.

Grace Lucini, 23677 SW Boones Ferry Rd.

Ms. Lucini stated she is following up on a comment made at our last meeting regarding the compliance with public notification. She stated that her comments are on behalf of herself and the other citizens directly or indirectly affected by the Basalt Creek planning area. She stated the public meetings law 192.610 and 192.690 and the Oregon Department of Justice manual, January 2011, states an important issue regarding

public notice. Ms. Hurd-Ravich acknowledged that we are in agreement that property owners and interested parties will be advised about upcoming meetings by email and a monthly hard copy will be mailed.

B. Metro's Climate Smart Communities Project

Ms. Hurd-Ravich, Planning Manager, presented the Metro's Climate Smart Communities Project, which included a PowerPoint presentation. This project was enacted in 2009 as part of a statewide transportation funding bill to develop an approach for reducing greenhouse gas (GHG) emissions from small trucks and cars. The plan must seek to reduce emissions 20% below 2005 levels by 2035. The plan must be completed by 2014.

Ms. Hurd-Ravich went through the slides which detailed the elements of each scenario. The desired outcomes will include building vibrant communities, equity, economic prosperity, transportation choices, clean air and water, and climate leadership. What Metro has found so far, based on the local and regional plans, is that we can accomplish this 20% reduction except that these plans are not fully funded.

On May 30, the Metro Policy Advisory Committee (MPAC) and the Joint Policy Advisory Committee on Transportation (JPACT) made a joint recommendation to the Metro Council on a draft approach for testing. There are nine recommendations that are intended to provide Metro staff with sufficient direction to move forward with testing a draft approach that will be subject to further discussion and potential refinement after analysis.

Ms. Giunta asked where in the policy choices does it include fuel efficient vehicles. Ben Bryant, Economic Development Manager, answered that in the previous slide it detailed that in 2010 vehicles averaged 29.2 miles per gallon and in 2035, the goal is 68.5 mpg. Ms. Giunta asked why they didn't include heavy trucks. She stated that in CA and WA they have restrictive emission standards and the greenhouse gas levels are dropping. Ms. Hurd-Ravich responded that she will ask the question and get back to her. Mr. Bryant continued with the presentation that covered the straw poll results and what this means for communities.

Ms. Hurd-Ravich added that the immediate next steps in this process include Metro staff evaluating the draft preferred and develop implementation recommendations. In September, they report back results to the regional advisory committees. From September through November, public and local government reviews results and draft preferred approach and in November and December final refinements and adoption will occur.

Ms. Giunta asked about the implications for Tualatin and why it's important to us. Mr. Bryant stated that Metro recognizes that local cities are already implementing plans to increase vibrancy and town centers, but what's left are the regional issues which include transit and parking management that will influence future regional transportation

plans and urban growth boundaries. Discussion followed regarding different transit options and the limitations.

5. **COMMUNICATION FROM CITY STAFF:**

None

6. **FUTURE ACTION ITEMS**

Ms. Hurd-Ravich stated we are lacking agenda items for the July meeting and it may be canceled. In August, there is a full agenda with a Basalt Creek update and an update from Tom Mills at Trimet regarding the SW Enhancement Study. There will also be information regarding the Plan Text Amendment on Mohave Court which is the area behind Applebees. In addition, there may be information regarding the Tigard ballot initiative that was passed in March. Mr. Grile asked about additional sign variances for Nyberg Rivers. Ms. Hurd-Ravich responded that we have not received any recently. Mr. DeHaan asked about the Espedal site. Ms. Hurd-Ravich answered that they recently submitted an architectural review. The project has been scaled back and did not need a variance.

7. **ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION**

None.

8. **ADJOURNMENT**

MOTION by Beers SECONDED by Aplin to adjourn the meeting at 7:57 pm. MOTION PASSED 6-0.



Lynette Sanford, Office Coordinator



**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR JULY
14, 2014**

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

Absent: Councilor Joelle Davis

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker;
Present: Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy
City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City
Recorder Nicole Morris; Teen Program Specialist Julie Ludemann; Maintenance
Services Division Manager Clayton Reynolds; Economic Development Manager Ben
Bryant; Assistant City Manager Alice Cannon

A. CALL TO ORDER
Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:03 p.m.

B. ANNOUNCEMENTS

1. Tualatin Youth Advisory Council Update for July 2014

Members of the Tualatin Youth Advisory Committee (YAC) presented a PowerPoint on their latest activities and upcoming events. The YAC hosted a 5K Kaleidoscope run to kick-off summer for students in grades 6-12. The committee continues to participate in Movies on the Commons every Saturday night by selling concessions for the event. The committee is planning a Youth/Elected Leader Social to be held early next year.

2. ArtSplash Art Show and Sale 2014

Recreation Program Specialist Julie Ludemann announced ArtSplash Art Show and Sale to be held July 18-20, 2014.

3. New Employee Introduction- Kelsey Lewis, Program Coordinator

Community Services Director Paul Hennon introduced Program Coordinator Kelsey Lewis. The Council welcomed her.

C. CITIZEN COMMENTS

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Grace Lucini presented concerns regarding the guiding principles put in place for the Basalt Creek Planning area.

Margi Peterson spoke in regards to traffic concerns on Boones Ferry Road. She requested to have trees trimmed which are obstructing views of signage in the area and have an additional flashing speed sign installed.

Gunnar Olson asked Council to continue to move forward with the process to have parking permits put into place in the Fox Hills area.

Linda Moholt made comments on TriMet's presentation during the work session. She stated TriMet needs to continue to work on scheduling and service to outside areas.

Loyce Martinazzi and Art Sasaki presented the Council with photo books of Tualatin's history. These books are available for purchase at the Tualatin Historical Society.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Council President Monique Beikman, SECONDED by Councilor Nancy Grimes to approve the consent agenda.

Vote: 6 - 0 MOTION CARRIED

1. Consideration of Approval of the Minutes for the City Council Regular Meeting of June 23, 2014
2. Consideration of an Amendment to the Intergovernmental Agreement with Washington County Consolidated Communications Agency

E. GENERAL BUSINESS

If you wish to speak on a general business item please fill out a Speaker Request Form and you will be called forward during the appropriate item. 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.

1. Consideration of Acceptance of the Economic Development Strategic Plan



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR JULY 14, 2014

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

Absent: Councilor Joelle Davis

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker;

Present: Finance Director Don Hudson; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Associate Planner Cindy Hahn; Engineering Manager Kaaren Hofmann; Maintenance Services Division Manager Clayton Reynolds; Economic Development Manager Ben Bryant; Assistant City Manager Alice Cannon

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:04 p.m.

1. *TriMet's Southwest Service Enhancement Plan.*

TriMet Senior Planner Tom Mills presented the Southwest Service Enhancement Plan. Planner Mills stated TriMet is currently gathering feedback on the plan and is here today to present feedback from stakeholder meetings and current recommendations. He recapped data gathered from meetings held to date. The draft plan was presented and included expansion of the community connector service. He noted the draft is a long term vision and does not include high capacity transit lines.

Mayor Ogden asked how likely it is that these recommendations will take place. Planner Mills stated TriMet sees the recommended service areas as markets with unmet needs and that have the potential for future investment.

Mayor Ogden would like to see the area better served as job growth is occurring in the area.

Councilor Grimes asked about funding for the proposed service to the Riverpark area. Planner Mills stated a plan to transition the local shuttles to Ride Connection is being worked on. After this transition the next step would be to consider boundary expansions with Riverpark being a good fit for this type of service in Tualatin.

2. Basalt Creek Project Update.

Planning Manager Aquilla Hurd-Ravich and Associate Planner Cindy Hahn presented updates on the Basalt Creek Concept Plan. Planner Hahn shared the project schedule noting the project is in the visioning, analysis, and developing alternative scenarios phase. Public workshops and stakeholder focus groups have been conducted. Input gathered from these meetings is being used to help establish three alternatives for the project. An inventory of existing conditions related to housing and employment, environmental constraints, transportation, and infrastructure is being compiled at this time. Planner Hahn provided preliminary findings for each category. She stated next steps include completing stakeholder outreach, finalizing constraints and existing conditions, and developing themes. A Joint City Council with Wilsonville will be held on July 16.

Councilor Truax requested further information on the topography of the area. Manager Hurd-Ravich stated this information is still being gathered as part of the existing conditions.

Mayor Ogden would like to have more information on the existing conditions before the process goes any further. He stated he would not be able to make any decisions without this information.

Councilor Grimes agreed that she would like this information before the process continues any further. Manager Hurd-Ravich stated the joint meeting will be an educational meeting about already known existing conditions.

Council President Beikman expressed concern over prioritizing the guiding principles for this project so that it is clear what the end result of this plan should be.

Councilor Bubenik expressed concerns over the amount of developable land for industrial uses as set forth by Metro. Assistant City Manager Cannon stated she is working with Metro on the parameters put in place for this area. She noted Metro is supportive of the concept planning process.

Councilor Brooksby asked when the existing conditions would be complete. Manager Hurd-Ravich stated a presentation to Council will be made in August that will include land use themes, a existing conditions report, and buildable land maps.

3. Parking Permit Zone, NW Fox Hill Neighborhood.

Police Chief Kent Barker presented information on the proposed Fox Hills parking permit zone. He presented a proposed parking zone, as well as proposed signage, applications, and permits. He noted the proposed zone will impact 62 residences. Proposed outreach would include letters to each residence as well as a neighborhood meeting.

Councilor Truax would like to see a survey conducted of all the residents to gather feedback.

Council gave direction to have a survey of the impacted residences completed.



OFFICIAL MINUTES OF THE SPECIAL WORK SESSION OF THE TUALATIN CITY
COUNCIL FOR JULY 16, 2014

Present: Tualatin Mayor Lou Ogden; Tualatin Council President Monique Beikman; Tualatin Councilor Joelle Davis; Tualatin Councilor Wade Brooksby; Tualatin Councilor Frank Bubenik; Tualatin Councilor Nancy Grimes; Tualatin Councilor Ed Truax; Wilsonville Mayor Tim Knapp; Wilsonville Councilor Scott Starr; Wilsonville Councilor Julie Fitzgerald; Wilsonville Councilor Susie Stevens

Staff Present: Sherilyn Lombos, Sean Brady, Aquilla Hurd-Ravich, Nicole Morris, Cindy Hahn, Alice Cannon, Bryan Cosgrove, Mike Kohlhoff, Chris Neamtzu, Katie Mangle, Nancy Kraushaar

Attendees: John Fregonese, Leila Aman, Erica Smith, Andy Cotugno

A. AGENDA

Mayor Ogden called the meeting to order at 6:05 p.m.

B. CALL TO ORDER

C. WELCOME AND INTRODUCTIONS

D. PRESENTATIONS

1. Project Update

Project Manager Leila Aman presented the project schedule. Key decisions points for the Councils were highlighted. She noted the project is currently in the technical and background analysis phase. When the process is complete the plan will include a land use concept and configuration, local roadway connections, a multimodal network, natural resource protection areas, utilities, and jurisdictional boundaries.

2. Existing Conditions

Principle Consultant John Fregonese presented the existing conditions. He spoke to housing and employment, environmental constraints, transportation, and infrastructure presently in the area.

Mayor Knapp noted Wilsonville has capacity to accommodate the area but have no future plans for increasing capacity to their sewer treatment facility. Mr. Fregonese explained further that both cities could serve the area and infrastructure growth is not a road block for the area.

Mayor Ogden asked what types of businesses have the potential to build in this area with the present constraints. Mr. Fregonese gave examples of several business types that would work within the constraints of the land.

Metro Policy Advisor Andy Cotugno explained Metro is responsible for managing the Urban Growth Boundary (UGB) and spoke to the UGB process for boundary determination. The Basalt Creek area was brought into the UGB in 2004 with a Metro ordinance with the idea that the area would be used for industrial job growth.

Wilsonville Councilor Starr asked what a typical area like this looks like for joining industrial and residential uses. Mr. Cotugno stated Metro leaves this to the City's to decide what this area will look like.

Tualatin Councilor Davis asked what protections Metro has in place to protect natural areas. Mr. Cotugno stated Metro has identified some protections in their ordinance. He also noted each jurisdiction has the ability to adopt protections.

Wilsonville Councilor Fitzgerald expressed concerns over the impact to the quality of life in the affected area and wants to assure a balance is struck. Mr. Fregonese explained that quality of life concerns will be addressed when alternatives for the area are discussed.

Mayor Knapp stated he would like to assure there is distinct definition between the two cities.

Mayor Ogden asked about the Growth Management review and how this area could be affected. Mr. Cotugno explained the area was brought into the UGB as part of the 20 year land supply requirement. He stated the area is intended to be used as industrial land.

Mayor Ogden asked how many alternatives would be presented for consideration. Mr. Fregonese stated 3-4 scenarios would be presented.

Discussion ensued on the type of industrial uses that might be appropriate for the Basalt Creek area and what form residential uses might take.

Mayor Ogden noted that contiguity with existing industrial areas, such as the Southwest Tualatin Concept Plan area, are important in determining uses as well as jurisdictional boundaries.

3. Workshop Outcomes

Mr. Fregonese stated land use scenarios will include input from stakeholder interviews, community workshops, online surveys, and joint Council input. He presented instant polling and mapping results from a recent community workshop.

Mayor Knapp noted a majority of the participants at the workshop were Tualatin residents. He wants to make sure that both cities perspectives are included when the scenarios are presented.

Wilsonville Councilor Starr expressed concerns over the feedback received from the workshop as the uses presented were not industrial land uses.

Tualatin Council President Beikman expressed concerns with the mapping exercise and the expectations it created for citizens who attended the meeting.

Tualatin Councilor Davis wants to be sure protections are put in place for the natural areas as this land is developed. Mayor Knapp and Ogden concurred.

E. ROUNDTABLE DISCUSSION

1. Discussion

Due to time constraints Mr. Fregonese recapped Council feedback. Key takeaways included:

- Use the context – area brought into UGB for industrial use – as a guide in developing land use scenarios.
- Creativity is important; both Mayors and several Councilors expressed interest in seeing national and international examples of blended development – industrial with residential and small-scale retail/personal services; opportunity exists to create something new and different.
- Listen to and address community concerns.

F. NEXT STEPS

1. **Planning Activities:** Brief outline of next steps in the planning process.
2. **Joint Council Meeting #3:** December 2014

G. ADJOURNMENT

Mayor Ogden adjourned the meeting at 8:03 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Lou Ogden, Mayor



**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING
FOR AUGUST 25, 2014**

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 Sean Brady; Community Services Director Paul Hennon; Deputy City Manager Sara Singer; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Police Captain Larry Braaksma; Assistant City Manager Alice Cannon

A. CALL TO ORDER
Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:02 p.m.

B. ANNOUNCEMENTS

1. New Employee Introduction: Zoe Monahan, Management Analyst

Assistant City Manager Alice Cannon introduced Management Analyst Zoe Monahan. The Council welcomed her.

2. New Employee Introduction: Rich Mueller, Park & Recreation Manager

Community Services Director Paul Hennon introduced Park and Recreation Manager Rich Mueller. The Council welcomed him.

3. Tualatin Riverpark Greenway Gap Project Update

Community Services Director Paul Hennon announced the grant award of \$1.585 million from the Connect Oregon V grant for the completion of the Tualatin River Greenway project. More information on the grant acceptance and the project will be presented at a future Council work session.

C. CITIZEN COMMENTS

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Tualatin Chamber of Commerce Director Linda Moholt spoke on behalf of C&E Rentals regarding overgrown vegetation at the corner of Tualatin-Sherwood Road and Teton Avenue. She stated the vegetation in the area is unsightly to have located in front of their business. Assistant City Manager Alice Cannon stated staff has been in contact with the company and they are working towards a resolution.

Tualatin Historical Society Member Larry McClure announced the 4th Annual Wine Tasting Auction to be held at the Tualatin Heritage Center on September 12. He invited all citizens to attend.

Gordon Rute presented issues regarding the Basalt Creek area. He spoke to the lack of buildable residential development in Tualatin and concerns with water, sewer and stormwater service to the area.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Council President Monique Beikman, SECONDED by Councilor Nancy Grimes to approve the consent agenda.

Vote: 7 - 0 MOTION CARRIED

1. Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of July 28, 2014
2. Consideration of an Updated Washington County Master Interagency Teams Intergovernmental Agreement
3. Consideration of Approval of a New Liquor License Application for The Growler Guys
4. Consideration of Approval of a New Liquor License Application for New Seasons Market - Nyberg Rivers

E. 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.

F. COMMUNICATIONS FROM COUNCILORS

Councilor Bubenik participated in the Tualatin Riverkeepers Paddle Event this past weekend. He encouraged everyone to participate next year.

G. ADJOURNMENT

Mayor Ogden adjourned the meeting at 7:30 p.m.



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR AUGUST 25, 2014

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 Sean Brady; Police Chief Kent Barker; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Associate Planner Cindy Hahn; Police Captain Larry Braaksma; Assistant City Manager Alice Cannon

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:04 p.m.

1. *Update on the Regulation of Marijuana Dispensaries.*

Deputy City Manager Sara Singer presented the public involvement plan for gathering input on medical marijuana dispensaries in Tualatin. Information on other cities regulations were presented. Goals for the public involvement plan were listed. Potential survey questions were presented for feedback. Deputy City Manager Singer noted a summary of the proposed recreational marijuana regulations has been included in the packet. The proposed public involvement schedule was presented and was based off the sunset date in the current ordinance.

Councilor Bubenik asked if public outreach would be driven by the Citizen Involvement Organizations (CIO) or by staff. Deputy City Manager Singer stated it would be a collaboration between both including CIO hosted meetings and general public meetings.

Councilor Brooksby asked about the distribution of the citizen survey. Deputy City Manager Singer explained the survey would be available on the City's website and communications would be through the CIO networks and social media. She noted that a statistically valid survey would cost the City an estimated \$10,000.

Councilor Davis asked if survey questions were targeted at medical or recreational marijuana. Deputy City Manager Singer stated questions were left open so a sense of both topics could be gauged.

Council President Beikman would like to see the two topics separated in the survey.

Councilor Truax thought the intention of tonight's discussion was on medical marijuana dispensaries. City Manager Lombos stated the draft questions were presented as a starting point for feedback. She noted Measure 91 on Recreational

Marijuana came out after the City's moratorium was adopted making it difficult to keep the two topics separate.

Mayor Ogden is interested in pursuing a survey that includes both topics. He would prefer a statistically valid survey to get an accurate view of where Tualatin citizens stand on the issues.

Councilor Truax stated when Measure 91 is voted on in November he will then have the information he needs to make a decision.

Councilor Brooksby asked about the costs to the police department to monitor dispensaries. City Manager Lombos stated that a cost analysis on the effect has not been done at this time.

Councilor Davis asked if the City could ban recreational use. City Attorney Brady stated that a ban would have to be done by a citizen initiative.

City Manager Lombos asked if the Council would like medical marijuana dispensaries regulated with time, place and manner restrictions. Council consensus was to proceed in that direction.

Councilor Grimes asked for clarification on the time frame. City Manager Lombos walked the Council through the timeframe working backwards from the ordinance expiration date of May 1, 2015.

Council directed staff to look into conducting a statistically valid survey.

2. *Basalt Creek Project Update.*

Planning Manager Aquilla Hurd-Ravich and Associate Planner Cindy Hahn presented the Basalt Creek Project update. Manager Hurd-Ravich stated tonight's presentation has captured responses to questions from prior meetings. Associate Planner Hahn recapped the history and regional context of the area. She stated in 2004 Metro identified industrial land needs as part of the 2004 UGB Expansion. Criteria for selection of land were the area had to be within two miles of Interstate 5, 1onemile from existing industrial areas, relatively flat, and exception land. Overall industrial employment was a priority for Metro during the expansion.

Associate Planner Hahn presented a draft report of existing conditions for infrastructure comparing conditions for Tualatin and Wilsonville. Stormwater, wastewater, water, and transportation were covered. Associate Planner Hahn also covered the land capacity analysis which combines constraints with the land supply. Preliminary numbers were presented for buildable, stable, and constrained areas.

Assistant City Manager Cannon noted consultants for the project will be at the next meeting to answer further questions from the Council.

Councilor Grimes asked for more information regarding the water supply to the area and the ability for Tualatin to provide water without citizens having to bear the cost. Assistant City Manager Cannon stated this will need to be a policy discussion in the future when more information is available.



**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR
SEPTEMBER 8, 2014**

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 Sean Brady; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Police Captain Larry Braaksma; Economic Development Manager Ben Bryant; Assistant City Manager Alice Cannon

A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:01 p.m.

B. ANNOUNCEMENTS

1. Tualatin Youth Advisory Council Update, September 2014

Members of Tualatin Youth Advisory Committee (YAC) presented a PowerPoint on their latest activities and upcoming events. New member recruitment is underway. The committee will begin reviewing applications and conducting interviews soon. Movies on the Commons this year was success with 2,000 people attending nine movies. YAC raised money selling concessions to send members to the National League of Cities (NLC) Conference. Upcoming events include participation in the Pumpkin Regatta, the annual YAC Haunted House, NLC Conference, and the Youth and Elected Leader Social.

2. Nyberg Rivers Opening Traffic Management Plan Update

Deputy City Manager Sara Singer shared updates on the traffic management plan for the grand opening of Cabela's on September 18. Heavy traffic congestion hours were shared and citizens were advised to plan ahead. Information regarding the plan has been communicated through the city's website, email, press releases, and social media.

3. "Lazy River" Public Art Dedication Announcement

Councilor Frank Bubenik announced the art installation of the "Lazy River" by Joseph Rastovich at Tualatin Commons Park. He noted the installation is part of the Centennial Public Art project. The art was installed on August 6 and the reception was held on August 22.

C. CITIZEN COMMENTS

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Tualatin Chamber of Commerce Director Linda Moholt spoke to parking concerns in the Core Area Parking lots during the grand opening of Cabela's. She requested time limits be enforced in the core area lots during the opening to allow for ample parking for other businesses.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Council President Monique Beikman, SECONDED by Councilor Nancy Grimes to adopt the consent agenda as amended.

Vote: 7 - 0 MOTION CARRIED

1. Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of August 25, 2014
2. Consideration of an Intergovernmental Agreement Between the Tigard-Tualatin School District (TTSD) and the City of Tualatin for the School Resource Officer Program
3. Consideration of **Resolution Number 5208-14** Authorizing Execution of an Intergovernmental Agreement Between The City Of Tualatin and Washington County for the Tualatin River Greenway Gap Completion Project

E. GENERAL BUSINESS

If you wish to speak on a general business item please fill out a Speaker Request Form and you will be called forward during the appropriate item. 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.

1. Consideration of **Resolution Number 5209-14** Authorizing Execution of a Donation Agreement with Nyberg CenterCal II, LLC for the Tualatin River Greenway Gap Completion Project



**OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR
SEPTEMBER 8, 2014**

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 Sean Brady; Community Services Director Paul Hennon; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Associate Planner Cindy Hahn; Engineering Manager Kaaren Hofmann; Police Captain Larry Braaksma; Economic Development Manager Ben Bryant; Assistant City Manager Alice Cannon

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:03 pm

1. *Basalt Creek Project Update.*

Planning Manager Aquilla Hurd-Ravich introduced Principle Consultant John Fregonese as part of the Basalt Creek consultant team. Mr. Fregonese presented a summary of stakeholder feedback. Community workshops, online survey, focus groups, and joint Council themes were discussed. Themes included employment, retail, housing, natural areas, transportation, and infrastructure.

Mr. Fregonese presented the land suitability analysis. The analysis included hard and soft constraints for the area. The land supply is broken into three classifications: vacant, redevelopable, and stable land. The land suitability is categorized into four classifications: A-least constrained and larger parcels, B- Modestly constrained and medium-sized parcels, C- Modestly constrained and small to medium sized lots, D- stable or constrained. Mr. Fregonese discussed Metro's forecast for the Basalt Creek area. The forecast included the creation of 2,600 jobs and 1,386 households for the area.

Mr. Fregonese discussed scenario planning for the areas including the development process. Development themes will be created and will include a conventional development, industrial focus, creative mixed uses, and a strong natural features scenario.

Councilor Bubenik asked what input will go into the model scenarios. Mr. Fregonese explained the base model will use constraint maps and modeling of work already done on the area. From there creative input from different sources will be used to establish alternate scenarios.

Councilor Brooksby wants to ensure that the scenarios include adequate housing to support new industrial jobs in the area.

Councilor Davis explained Basalt Creek is going to have access to the SW Concept Plan area and would like to see Basalt Creek used for residential so the two areas work together. She also expressed concerns with the location of the main arterial into the area and would like to see it moved to the south. Mr. Fregonese explained buffering the two areas is one of the issues they are working on solving.

Mayor Ogden asked how Metro's forecast impacts the area. Mr. Fregonese explained it is what Metro is expecting the City will generate from the area. He noted Metro typically defers to the local jurisdictions as to what is best for the area and noted the numbers are just a starting point.

Mayor Ogden asked if parcels are large enough to support industrial uses. Mr. Fregonese stated the sites are good for research and development facilities which are suitable to the overall area.

Mayor Ogden asked about sanitary sewer in the area. Mark Anderson, CH2M Hill, stated the area gravity flows towards Wilsonville. Mayor Ogden asked about cost feasibility of pumping the sanitary sewer into Tualatin. Mr. Anderson stated he does not have exact numbers for the area but the general principle is to not pump unless you have to. Mr. Fregonese explained City limits do not have to coordinate with service in the areas.

Mayor Ogden asked about the next joint meeting. Mr. Fregonese stated the next joint meeting will be December. Assistant City Manager Alice Cannon noted staff will be back monthly to present updates to the Council.

2. *Fox Hills Parking Permit Survey.*

Police Capitan Larry Braaksma presented the Fox Hills parking permit survey results. Surveys were sent on August 4 to 62 potentially impacted residents. 45 surveys were returned and tallied. Six questions were asked and results for each were presented.

Council President Beikman and Councilor Truax both agreed it was clear the residents do not want parking permits issued in the area.

Councilor Grimes presented a proposal of painting a no parking curb on the first block near the congested intersection. She perceives this to be the problem area for residents.

Mayor Ogden asked about communications with Stafford Hills Racquet Club regarding the parking issues. Councilor Truax stated they have contracted for offsite parking with another facility. City Manager Lombos stated staff has been working with Stafford Hills Racquet Club and they have been timely and responsive.

Mayor Ogden asked if they had additional space to build more parking. Councilor Truax responded he believes they have space to expand for future parking needs.



City of Tualatin

www.tualatinoregon.gov

OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF September 18, 2014

TPC MEMBERS PRESENT:

Alan Aplin
Adam Butts
Jeff DeHaan
Bill Beers
Cameron Grile
Jan Giunta (arrived after agenda item 2)

STAFF PRESENT

Aquilla Hurd-Ravich
Cindy Hahn
Lynette Sanford

TPC MEMBER ABSENT: Nic Herriges

GUESTS:

1. **CALL TO ORDER AND ROLL CALL:**

Alan Aplin, Chair, called the meeting to order at 6:31 pm and reviewed the agenda. Roll call was taken.

2. **APPROVAL OF MINUTES:**

Mr. Aplin asked for review and approval of the June 19, 2014 TPC minutes. MOTION by Beers SECONDED by DeHaan to approve. MOTION PASSED 5-0.

3. **COMMUNICATION FROM THE PUBLIC (NOT ON THE AGENDA):**

None

4. **ACTION ITEMS:**

None

5. **COMMUNICATION FROM CITY STAFF:**

A. TriMet's Service Enhancement Plan

Tom Mills, a Planner for TriMet, presented an update on the Southwest Service Enhancement Plan. This plan has been implemented to better serve the growing region by adding local and regional service throughout the region. Mr. Mills stated that when he met with the Planning Commission back in December of 2013, the plan was in the

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

public outreach and data analysis phase. The draft vision is now in the gathering feedback phase. Once feedback is gathered, the plan will be revised and they hope to have revisions finalized by spring.

Mr. Mills shared a PowerPoint presentation which detailed maps of where Tualatin residents work and live. He added that TriMet held six community meetings for public input including four key population meetings and a Charette. Over 200 people participated in the various workshops and in addition, a survey was conducted on-line and through the mail which drew over 1800 responses.

Mr. Mills continued with the slideshow that detailed the current bus lines. The lines currently consist of service heading north and south and acknowledged that east/west service is lacking throughout the region. There is also interest among citizens to be able to ride public transit to PCC. Lastly, Mr. Mills discussed expanding the community connector service, which includes the Tualatin shuttle.

Mr. Aplin inquired about the possibility of additional park and ride lots. Mr. Mills replied that the current plan does not include future park and ride lots due to the cost involved, but there is an option for this to be funded in the future by neighborhood partners such as churches and movie theaters. Mr. DeHaan inquired about the 76 bus and the ridership required for it to run more frequently. Mr. Mills answered that it's determined by boarding rides per vehicle, and the 76 bus is not quite up to the tipping point. Mr. DeHaan asked about rush hour commuter hours and if there is consideration about adding a run in the middle of the day. Mr. Mills answered that he does not predict there will be a demand for mid-day or late night service, outside of rush hour. Ms. Giunta asked if TriMet is looking at high capacity bus service, such as articulated buses. Mr. Mills answered that they are not discussing that at this time. Mr. Mills added that there is a survey on-line on the Tualatin Facebook page.

B. Basalt Creek Concept Plan – Project Update

Cindy Hahn, Associate Planner, presented a status update on the Basalt Creek Concept Plan which included a PowerPoint presentation. Ms. Hahn stated that there was a public workshop in June and a joint Council meeting in July which focused on themes derived from stakeholder input, a land capacity analysis, and a summary of the development themes that will be used to develop land use scenarios for the study area. Another joint Council meeting is scheduled for December and there will be an open house in January to look at the alternatives.

Ms. Hahn reported many Tualatin and Wilsonville residents participated on the online survey and attended the workshop. The themes that came out of the workshop included protecting the existing neighborhoods, open to a range of employment and commercial uses, and appropriate transitions between land uses. The themes that resulted from the online survey included less focus on housing, additional support for retail and restaurants, less support for warehousing and industrial, and interest in public access to natural resources.

Ms. Hahn added that Manufacturing is a big part of the economy in Oregon and it is the second highest of output in the nation. In 2012 it represented 55.16 million dollars. Mr. Beers inquired about manufacturing area and how to keep truck traffic at a minimum. Ms. Hahn answered that warehouse and distribution is associated with a lot of truck traffic, whereas a high-tech campus style of business would be less.

Mr. DeHaan asked if there has been analysis to determine which manufacturing and industrial type facilities would work best in Basalt Creek. Ms. Hurd-Ravich responded that industrial land developers were consulted to determine what the area would support. Ms. Hahn added that there was less demand for retail development since there are many nearby; however, there was a desire for smaller retail businesses.

Ms. Hahn stated that developers have acknowledged that regarding residential development, there is a demand for single story houses for the seniors. A housing preference survey was conducted and the result was that there is clearly a preference for single-family detached houses on moderate sized lots even though smaller lots are becoming more acceptable. Ms. Hahn stated that natural areas are also a priority as well as active recreational activities.

Ms. Hahn reported that the next steps include the discussion of alternative land use scenarios in October. In November, findings will be drafted on infrastructure and refinement of alternative land use scenarios. The review of land use scenarios is scheduled for December and the alternatives will be presented to the public for feedback at the open house in January.

6. FUTURE ACTION ITEMS

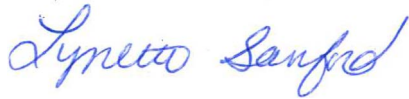
Ms. Hurd-Ravich stated that the Planning Commission meeting scheduled in October has a light agenda and may be canceled. In November, there will be updates. Ms. Giunta inquired about the Stafford Hamlet area. Ms. Hurd-Ravich responded that this topic will be on the Council agenda in October and the Planning Commission will discuss this in November. Mr. Grile inquired asked about the Nyberg Rivers sign along the freeway and noted how small it is in comparison to the one advertising Nyberg Woods. Ms. Hurd-Ravich responded that the development could not ask for a sign variance because they City no longer allows new freeway oriented signs. Nyberg Woods was able to use the existing sign. Ms. Hurd-Ravich added that LA Fitness is in a different planning zone and may request a sign variance for a larger sign.

7. ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION

Mr. DeHaan inquired about Riverhouse property on Boones Ferry Rd. Ms. Hurd-Ravich responded that the Code Enforcement Officer forced them to remove the trailer, the tarps on the fence, and trim the weeds.

8. **ADJOURNMENT**

MOTION by Grile SECONDED by DeHaan to adjourn the meeting at 8:06 pm. MOTION PASSED 6-0.



Lynette Sanford, Office Coordinator



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR
NOVEMBER 24, 2014

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 Sean Brady; Police Chief Kent Barker; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Engineering Manager Kaaren Hofmann; Assistant City Manager Alice Cannon

A. CALL TO ORDER
Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:09 p.m.

B. ANNOUNCEMENTS

1. Starry Nights and Holiday Lights 2014 Announcement

Recreation Program Specialist Heidi Marx invited all citizens to attend Starry Nights and Holiday Lights. The event will be held on December 5, 5:30-8:30 p.m., at the Lake at the Tualatin Commons.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.

Del Judy invited older adults to the Staying At Home workshop on December 6, 10 a.m., at the Heritage Center. The workshop aims to help older adults remain in their homes for as long as possible.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Council President Monique Beikman, SECONDED by Councilor Nancy Grimes to adopt the consent agenda.

Vote: 7 - 0 MOTION CARRIED

1. Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of November 10, 2014
2. Consideration of Recommendations from the Council Committee on Advisory Appointments
3. Consideration of **Resolution No. 5219-14** Extending the Term of the Cable Television Services Agreement with Comcast of Oregon II, Inc.

E. GENERAL BUSINESS

If you wish to speak on a general business item please fill out a Speaker Request Form and you will be called forward during the appropriate item. 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.

1. Consideration of **Ordinance No. 1377-14** Amending Ordinance No. 1371-14 to Correct a Scrivener's Error in the Text of the Legal Description (ANN-14-02)

Planning Manager Aquilla Hurd-Ravich presented Ordinance No. 1377-14 to correct a scrivener's error in the text of a legal description. The Council held a public hearing and adopted an ordinance on the Rayborn Property on May 27, 2014. Upon submittal of the boundary changes to the Oregon Department of Revenue (DOR) it was discovered there were some errors in the legal description. This ordinance will make the appropriate corrections.

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman for first reading by title only.

Vote: 7 - 0 MOTION CARRIED

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman for second reading by title only.

Vote: 7 - 0 MOTION CARRIED

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman to adopt Ordinance No. 1377-14 amending Ordinance No. 1371-14 to correct a scrivener's error in the text of the legal description (ANN-14-02).

Vote: 7 - 0 MOTION CARRIED

2. Consideration of **Resolution No. 5218-14** Awarding the Bid for the Construction of a new Steel Water Reservoir located at 24300 SW 82nd Avenue.

Engineering Manager Kaaren Hofmann presented a resolution awarding the bid for the construction of a steel water reservoir located at the C2 reservoir. Manager Hofmann explained the four service levels with service level C being the second smallest pressure level. She explained the City's Water Master Plan notes service level C has an existing storage deficiency that requires a new reservoir. The design for the new tank was started in 2009 but not completed until 2014 due to a



STAFF REPORT CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos

FROM: Nicole Morris, Deputy City Recorder

DATE: 12/08/2014

SUBJECT: Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of November 24, 2014

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the City Council Work Session and Regular Meeting of November 24, 2014.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes of November 24, 2014
City Council Regular Meeting Minutes of November 24, 2014



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION
FOR NOVEMBER 24, 2014

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 Sean Brady; Police Chief Kent Barker; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Associate Planner Cindy Hahn; Engineering Manager Kaaren Hofmann; Assistant City Manager Alice Cannon

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:38 p.m.

1. *Civic Facilities Update.*

Deputy City Manager Sara Singer updated the Council on the Civic Facilities Study. The Civic Facilities Study Task Force has been formed and their first meeting was held in October.

Councilor Bubenik stated the Chamber of Commerce would like to be represented on the task force. Council consensus was to allow the chamber a position on the task force.

Manager Singer spoke to the Civic Facilities Study goals and project objectives. A group of two task force members and two city staff members served on the consultant selection committee. The committee met with candidates and unanimously selected Yost Grube Hall (YGH) Architecture. The Civic Facilities Study Task Force will have their next meeting on December 10 at 6:30 p.m. where the consulting group will attend for the first time.

Mayor Ogden urged all citizens to actively participate in this process.

2. *Charter Amendment Implementation Ordinance.*

City Attorney Sean Brady presented a draft ordinance to implement the rail charter provisions from the September 16th election. He noted many of the terms in the charter amendment were undefined and the intent of this implementation ordinance is to provide guidance to city staff. The draft ordinance carries out the intent of the voters through language in the amendment with consideration to the explanatory statement and the arguments provided in the voters pamphlet. Attorney Brady provided a brief summary of each section of the draft ordinance.

NOTES FROM DECEMBER 2, 2014 JOINT CITY COUNCIL MEETING

BASALT CREEK CONCEPT PLAN – BASE CASE SCENARIO

Tualatin Mayor & Council highlighted

SUMMARY OF KEY POINTS:

- Desire to look at alternative locations for jurisdictional boundary than the E-W Arterial.
- Interest in commute patterns, achieving a jobs/housing balance in the area to reduce reverse commuting.
- Tualatin has desire for more residential; Wilsonville for more employment land.
- Interest in looking at buffering alternatives to transition from residential to industrial and office. Recreational facilities or sports fields were suggested as a possibility.
- Desire to look at alternative locations and ways to include neighborhood commercial in the planning area.
- Concern with cost of sewer infrastructure, how the area will be served, and how to make the area marketable and cost comparative within the region given topographic constraints.
- Interest in possible coordination of sewer service between the cities.
- Concern about truck traffic and how it is factored into the transportation analysis.
- Interest in revenue based on land use and future assessed value.

DISCUSSION NOTES - SORTED BY SPEAKER

Speaker	Subject	Comments
Knapp & Starr	Stormwater	Need to coordinate on treatment, compliance, design standards between cities. Will more land be needed for treatment (stormwater facilities)?
Stevens	Basalt rock	How deep? What is the cost of putting in pipes?
Davis	Trip cap	Who determined this number?
Bubenik	Land use	Will an alternative be presented with more residential? Would this fit within the trip cap? It would be ideal to have a better jobs/housing balance in the planning area
Goddard	VC/Traffic	Why is there a discrepancy between intersection & land VC?
Goddard	Stormwater	Is on-site retention being considered?
Goddard	Boundary	Why is the boundary following the E-W Arterial?
Starr	E-W Arterial	Why was the north prong of the I-5/99W Connector not included in the traffic analysis? Curious how much traffic is local & how much is regional Need to look at where people are coming from/going to

Ogden	Sewer	How much of the proposed system is over 25 feet deep? Shallower? What is the cost of a gravity system? What is the break point on cost to make it marketable & cost comparative with the region?
Ogden	Traffic/land use	How do you influence direction of traffic & trips? How do you balance jobs & housing?
Knapp	Roads	Is the Greenhill overcrossing happening before or after 2035?
Bubenik	Utilities	Is there a cost savings to either City of moving the service area boundary north or south?
Fitzgerald	Traffic/trips	How is commuting factored into the model?
Knapp	Employment	What is the jobs/acre for different employment types? Per JF: 10/ac industrial; 20/ac office & retail
Ogden	Land use	Why is residential located where it is & at the densities shown? Why is residential used to buffer existing residential? Doesn't this create a similar problem to what currently exists (residential next to industrial)? Is the 50/50 single to multifamily ratio for the city as a whole? Region? Planning area?
Grimes	Phasing	With the jurisdictional boundary as shown, would Tualatin have to wait to develop?
Brooksby	Traffic	How is truck traffic volume accounted for in analysis? How does this affect VC, intersections, lanes? How is freight modeled? Per JF: Model includes a % of freight
Knapp	Utilities	Don't pipes follow roads? Per AB: Need to look at gravity system in more detail Is it possible that service boundary might be different than political boundary? Would it be feasible to share utilities?
Knapp	Sewer	Could Wilsonville service the entire planning area?
Ogden	Utility cost	Are costs comparable to region? Is the planning area competitive with the region? What are revenue trade-offs? Cost benefit?
Knapp	Boundary	Seems artificial; makes more sense to have a boundary other than the E-W Arterial
Knapp	Land use	There should be more office in Wilsonville's part Move high tech closer to the Elligsen interchange
Ogden	Land use	What is best use for the planning area is all goes to Tualatin or Wilsonville? If jurisdictionally blind How do we get at jurisdictional equity? Or does it matter?
Starr	Land use	Could use regional sports facility or complex as a buffer between residential and industrial
Goddard	Land use	Does not want high density housing; suggest take out multifamily How do you buffer without using residential? West RR area: Combine natural areas with office/flex development (like Nike)

Goddard	Traffic	Does not want roundabouts
Davis	Land use	Wants more residential; multifamily is okay to include
Davis	E-W Arterial	Move it south & let Greenhill serve the local area
Grimes	Land use	Are there other ways to include Neighborhood Commercial? Add more to serve employers, employees, residents? Need to consider existing employment and residential, not just new development, when determining land use; keep things in perspective, in context
Stevens	Land use	Employment lands are job creators Sports complex is not a job creator; it is a traffic generator; where will all the patrons/users eat?
Brooksby	Land use	Need more residential to serve employees, provide housing locally
Ogden	Land use/balance	What are Metro requirements for jobs vs residential? Per JF: 2300 jobs, no residential requirement
Knapp	General	Wilsonville in less complicated than Tualatin; Tualatin needs to make tough choices
Ogden	General	What is Tualatin's end goal?
Grimes	Land use	Housing is important; need more residential in city as a whole, not just as buffer in planning area Need balance between jobs & housing
Ogden	Land use	Doesn't concur that more residential land is needed in planning area (or city as a whole)

DISCUSSION NOTES - SORTED BY SUBJECT

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Goddard	VC/Traffic	Why is there a discrepancy between intersection & land VC?

GRACE LUCINI
23677 SW Boones Ferry Road
Tualatin, Oregon 97062
December 7, 2014

To: All Tualatin City Council Members and Wilsonville City Council Members -Joint Cities Basalt Creek Concept Planning Meeting -**Meeting December 2, 2014**
All Wilsonville Planning Commission Members -Commission Meeting -**December 10, 2014**
All Tualatin Planning Commission Members -Commission Meeting - **December 18, 2014**

Re: Basalt Creek Area Concept Planning

Please Include this communication as part of the public record for the Basalt Creek Area Concept Planning-- to be associated with the Public Meetings listed above.

I have been observing the Basalt Creek Concept Planning process. Several unaddressed issues become apparent as the Basalt Creek Area Base Case Scenario is presented. These issues are created when the comments and presentations on the concept planning process are compared to the stated intent of Metro Ordinance 04-1040B----which is the basis for the entire concept planning process.

Unaddressed issues are:

1. The entire Basalt Creek Concept Planning process is based upon the current designated location of the East West Connector
2. The utility, safety, feasibility, and cost of the East-West Connector has not been established due to the lack of the appropriate level of due diligence
3. Due to lack of appropriate level of due diligence, if the location or design of the East-West Connector needs to be revised-planning based upon the current location will be of questionable use---- at the expense of the taxpayers.
4. Current presentations on conceptual planning for the Basalt Creek Area do not appear to conform to statements which are specific to the future development of the Tualatin Study Area within Metro Ordinance 04-1040B, which is the basis and authorizing tool for the Basalt Creek planning process.
5. The Base Case presentation – the first of three alternative scenarios to be presented for consideration-includes road and infrastructure detail which will need to accommodate the stated primary purpose of the 124th-East West Connector – which is to have limited local access /cross traffic to increase the volume and flow of regional freight traffic from Highway 99 to Interstate 5 unless overpasses are constructed for local roads across the 5-6 lane 6% grade East-West Connector –adding significant design and construction costs.
6. The Base Case Scenario presentation provides an extremely high level magnitude discrepancy factor for anticipated cost factors on construction through known masses of large basalt rock formations and mountain

ridges and steep grades. Topographical maps and onsite inspection of the location of the proposed concept plan (as presented) - easily suggests cost factors will weigh significantly towards the upper end of construction costs.

An update on the Basalt Creek Concept Planning Project is being presented on the progress on the staff and consultants' findings and to present their Base Case primary Base Case scenario for Concept Planning. Two additional scenarios are to be developed within the next month based upon the feedback provided by the City Councils, and their respective Planning Commissions.

When Metro authorized the process of the concept planning for the Basalt Creek Area in 2004, Metro Ordinance 04-1040B included remarks specific to the Basalt Creek Concept Planning process including:

- Establishment of a Highway 99-I-5 Regional Freight Transportation Connection
- Utilizing the Connection as a basis for jurisdictional boundaries
- Zoning on the north side of the Connector to be "Outside Residential Neighborhoods"
- Zoning on the south side of the Connector to be "Industrial"
- Acknowledged and Identified over ½ of the acreage within the Tualatin Study area and the Coffee Creek Study area was not conducive for Industrial Development
- And provided for the Evaluation and Protection of the Natural Resources within the Basalt Creek Area as part of the process

METRO ORDINANCE 04-1040B

II. Specific Findings for Particular Areas Added To UGB in Task 2 Remand Decision - Metro Ordinance 04-1040B

E. Tualatin

"The City of Tualatin and many residents of the area expressed concern about compatibility between industrial use and residential neighborhoods at the south end of the city. They have also worried about preserving an opportunity to choose an alignment between Tualatin and Wilsonville for the I-5/99W Connector; the south alignment for this facility passes through the northern portion of the Tualatin Study Area."

"In response to these concerns, the Council placed several conditions upon addition of this area to the UGB. First, the Council extended the normal time for Title 11 planning for the area: two years following the identification of a final alignment for the Connector, or seven years after the effective date of Ordinance No. 04-1040B, whichever comes sooner. This allows Title 11 planning by Washington County, the cities of Tualatin and Wilsonville and Metro to accommodate planning for the Connector alignment. "

"Second, the Council states that, so long as the alignment for the Connector falls close to the South Alignment shown on the 2040 Growth Concept Map, it will serve as the buffer between residential development to the north (the portion least suitable for industrial uses) and industrial development to the south (the portion of the area most suitable for industrial use)"

II. SPECIFIC CONDITIONS FOR PARTICULAR AREAS - Metro Ordinance 04-1040B

C. Tualatin Area

"Washington County or, upon annexation to the Cities of Tualatin or Wilsonville, the cities, in conjunction with Metro, shall complete Title 11 planning within two years following the selection of the right-of-way alignment for

the I-5/99W Connector, or within seven years of the effective date of Ordinance No. 04-1040, whichever occurs earlier.

Title 11 planning shall incorporate the general location of the projected right of way alignment for the I-5/99W connector and the Tonquin Trail as shown on the 2004 Regional Transportation Plan. If the selected right-of-way for the connector follows the approximate course of the “South Alignment,” as shown on the Region 2040 Growth Concept Map, as amended by Ordinance No. 03-1014, October 15, 2003, **the portion of the Tualatin Area that lies north of the right-of-way shall be designated “Outer Neighborhood” on the Growth Concept Map; the portion that lies south shall be designated “Industrial.”**

The governments responsible for Title 11 planning shall consider using the I-5/99W connector as a boundary between the city limits of the City of Tualatin and the City of Wilsonville in this area.”

Staff Report Suitability for Industrial Development- Metro Ordinance 04-1040B

Table 2. Chief Operating Officer’s Recommendation

EXPANSION AREAS	Total Acres	Net Acres	Dominant Earthquake Zone ⁴	SUITABILITY FACTORS		
				Access	Proximity	Slope less 10%
<i>Damascus West</i>	102	69	D	✓	✓	✓
<i>Tualatin (MPAC-partial)</i>	646	339	D	✓	✓	✓
<i>Quarry (partial)</i>	354	236	D	✓	✓	✓
<i>Borland Rd N. (partial)</i>	575	164	A	✓	✓	✓
<i>Beavercreek (partial)</i>	63	30	D	--	✓	✓
<i>Coffee Creek (partial)</i>	264	97	D	✓	✓	✓

(Indicates approximately ½ of the Tualatin Study Area and less than ½ of the Coffee Creek Study Area was appropriate and/or anticipated to be Industrial Development)

Condition IG of Exhibit F - Metro Ordinance 04-1040B

“Requires the county or city to consider Metro’s inventory of Goal 5 resources in their application of Goal 5 to the Tualatin Study Area. Title 3 (Water Quality, Flood Management and Fish and Wildlife Conservation) of the UGMFP requires the county or city to protect water quality and floodplains in the area. Title 11 of the UGMFP, section 3.07.1120G, requires the county or city to protect fish and wildlife habitat and water quality.”

Entire Concept Planning process based upon location on East West Connector

It has been stated the location of the East West Connector as adopted by the Basalt Creek Concept Planning PAG Group in December 2012, and then adopted by Washington County Ordinance 767 in 2013, is to be incorporated and included as an existing factor within the Basalt Creek Concept Plan.

This is an important factor, as the East-West Connector is geographically located in the middle of the Basalt Creek Area, and includes a bridge which will tower approximately 100 feet into the air at the eastern end where it is anticipated the width of the bridge will be 5-6 lanes wide (to make accommodations for slow acceleration of freight trucks due to the steep grade).

(Please see attached Preliminary Design for East West Connector including topographical cross-section)

- A. It should be noted, the 124th East West connector does not in fact terminate at Interstate 5, nor do plans include any direct connection onto Interstate 5. All of the Interstate 5 regional freight traffic will be directed onto surface arterials and collectors which will then feed into an already compromised Elligsen/ Interstate-5 Interchange, competing with other local commercial and residential traffic.
- B. Preliminary design of the East West Connector indicates cut and fill of large amounts of land in order to achieve a minimum 6% road grade for regional freight traffic (which is within Washington County standards, but exceeds Federal Highway recommendations for design of highways for freight traffic).
- C. Preliminary design of the East West Connector indicates the East West Connector requires traffic stop lights at the top and bottom of a 6% grade bridge --- a known significant factor which will decrease speed and flow of freight traffic through the intersections and surrounding area.
- D. The steep expressway grade of the East West Connector will significantly and negatively impact local traffic when the 6% grade bridge over the wetlands becomes icy and the East-West Connector becomes slick and unsafe. Due to the above and below ground-level design of the East-West Connector (road cut and lengthy 100 foot bridge elevation); timely emergency vehicle access to attend accidents will be reduced due to limited access roads or off road access.
- E. The 6% grade of the Connector exceeds Federal ADA Recommendations may limit multimodality use of the East West Connector which is contrary to the current emphasis of State, Regional and local transportation goals. Design changes to accommodate ADA recommendations may increase design and construction costs which were not included during East-West Connector location discussions.
- F. Due to the need to cut and fill large amounts of land to construct the East-West Connector (which may also include an additional cross traffic proposed local road) in this area of known and identified - wetlands, high value riparian, and high value uplands habitat---- Have the appropriate State and Federal agencies been consulted and these projects properly vetted as to impact on known wetlands and Significant Natural Resources identified within Goal 5, 3 and 13 standards?
- G. Was the specific location and design of the East-West Connector as identified in Washington County Ordinance 767 reviewed or vetted by those agencies responsible for protection of local, state and federal natural resources- as addressed in Metro 04- 1040B.

If the appropriate reviews by the appropriate State and Federal agencies was not done during and as part of the Tualatin –Wilsonville IGA and/or PAG evaluation process (as to the specific location and design of the East West Connector within the Basalt Creek Area) and its impact upon identified Significant Natural Resources has not been determined-- it is not known if the present location of the Connector will require changes in location or design to comply with water quality standards or other environmental constraints.

If there are additional design features which are needed to reduce the 6% grade of the East-West Connector, or significant bridge design accommodations needed to increase multi-modal use- the ability and cost to achieve these changes---this information needs to be identified and included in the Concept Planning process for purpose of funding and to ensure compatibility with future planning.

Has the integrity and stability of the one basalt rock formation within the known wetlands upon which Washington County plans to use as the center footing for large 5-6 lane regional freight bridge ---has the appropriate level of due diligence been done to determine its feasibility for its intended use?

It seems appropriate these basic feasibility issues should be addressed and resolved immediately if the entire concept design process for the Basalt Creek Area revolves upon the viability of the specific location of this 5-6 lane connector and bridge before any concept scenario is presented for evaluation to the Cities or public.

Based upon the above, the design and location of the East-West Connector seems extremely counter intuitive for an expressway whose main purpose is to increase the flow of regional freight through this area- especially when other alternative scenarios did not pose such problems.

Spending time, effort and costs in concept planning based upon the location of the East-West Connector when appropriate feasibility studies specific to the connector's planned location may not have been obtained ---may be a significant oversight in the planning process. This may eventually cause a significant and unnecessary expense to taxpayers and may cause an unnecessary delay in resolution and implementation of the plan--- should the present location of the East West Connector be deemed inappropriate for construction.

Boundary and Zoning Issues

1. Comments continue to be raised regarding the utilization of the East-West Connector as a basis for jurisdictional boundaries (as suggested in Metro Ordinance 04-1040B)--due to concerns about different types of zoning on the north and south sides of the Connector.

If the current location of the East-West Connector remains as indicated- a significant portion bisects land with known wetlands, and Significant Natural Resources which pose constraints upon development limiting development on approximately ½ of either side of the East-West Connector. And, due to the topography of the area, the eastern bridge portion of the East West Connector is anticipated to rise 100 feet above the ground. Consequently there will not be development at face to face street level on a large portion of the East-West Connector. Both of these issues should ease some concerns expressed about driving along the East West Connector and seeing different types of development abutting the expressway at street level and should be able to remove this concern as a limiting factor in the decision making process.

2. Those preparing concept zoning plans within the Basalt Creek Area should be cognizant and respectful of the numerous existing homes and neighborhoods which were built under the zoning, the laws and the regulations in place at time. It is these people and families who will bear significant impact by changes in governance or zoning implemented by this process. It is again important to recognize the residents and property owners within the Basalt Creek Area have no elected representation within the Basalt Creek Concept Planning process.

Issues which should be addressed regarding the proposed Basalt Creek Base Case Scenario:

If the entire basis of the 124th East-West Connector is predicated on increasing the flow of Regional Freight Traffic from Highway 99 to Interstate 5 –in part by limiting the number of local access points interrupting the speed and flow of truck

traffic—then questions should be asked regarding the Base Case Scenario proposing a local road which intersect the East-West Connector and not included within the preliminary design plan for the East West Connector

- What type of traffic control is intended at the intersection of the 5 lane East-West Connector and the Base Case proposed local road which runs north and south parallel and between SW Boones Ferry Road and SW Grahams Ferry Road (as identified in the December 2014 Basalt Creek Concept Plan Base Case Scenario)?
- is a less expensive traffic light sufficient to meet the local traffic needs without significantly interrupting truck east-west truck traffic (which is estimated by Washington County Staff will be twice the volume of current Tualatin Sherwood Highway traffic)?
- will an overpass/s be required for proposed local north south roads, and
- who will pay for significant design and construction upgrade improvements to the East-West Connector plans, as well as the additional design & construction costs for the local road for any overpass across the 6% grade 5-6 lane Expressway through undulating topography?

Please see the attached topographical map –Indicating the approximate locations of the East-West Connector and the proposed Base Case north-south local road which intersects the Connector in the middle of a steep ridge.

A Recommendation for future Basalt Creek Concept Planning discussions and presentations:

As the topography of this area presents important constraints to the entire concept planning due to an extremely wide range of topographical features including steep grades and natural wetlands, it seems reasonable future concept plans should be presented with topographical overlays when making presentations to city officials and to the public-- to provide greater understanding and visual conceptualization of this complex project.

I appreciate your consideration of these issues when you forward your comments, recommendations or suggestions to the Basalt Creek Concept Planning staff and consultants as they make their revisions and create the next- and last- two alternative scenarios to be presented in February 2015.

Respectfully submitted,

Grace Lucini

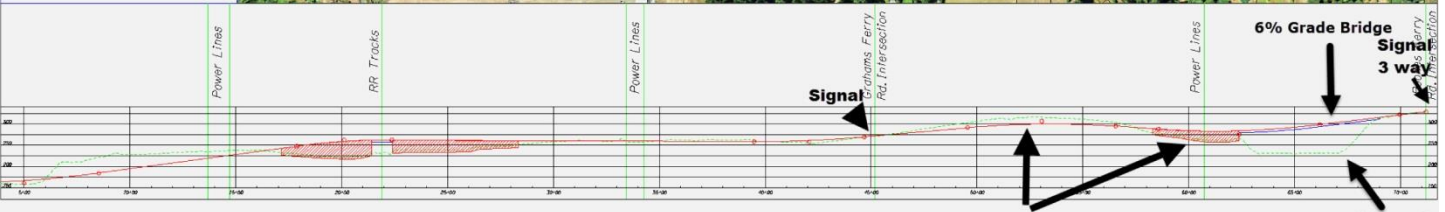
Attachments:

- Preliminary Design for East West Connector-Washington County
- Topographical Map East West Connector with Base Case Local Road Overlay

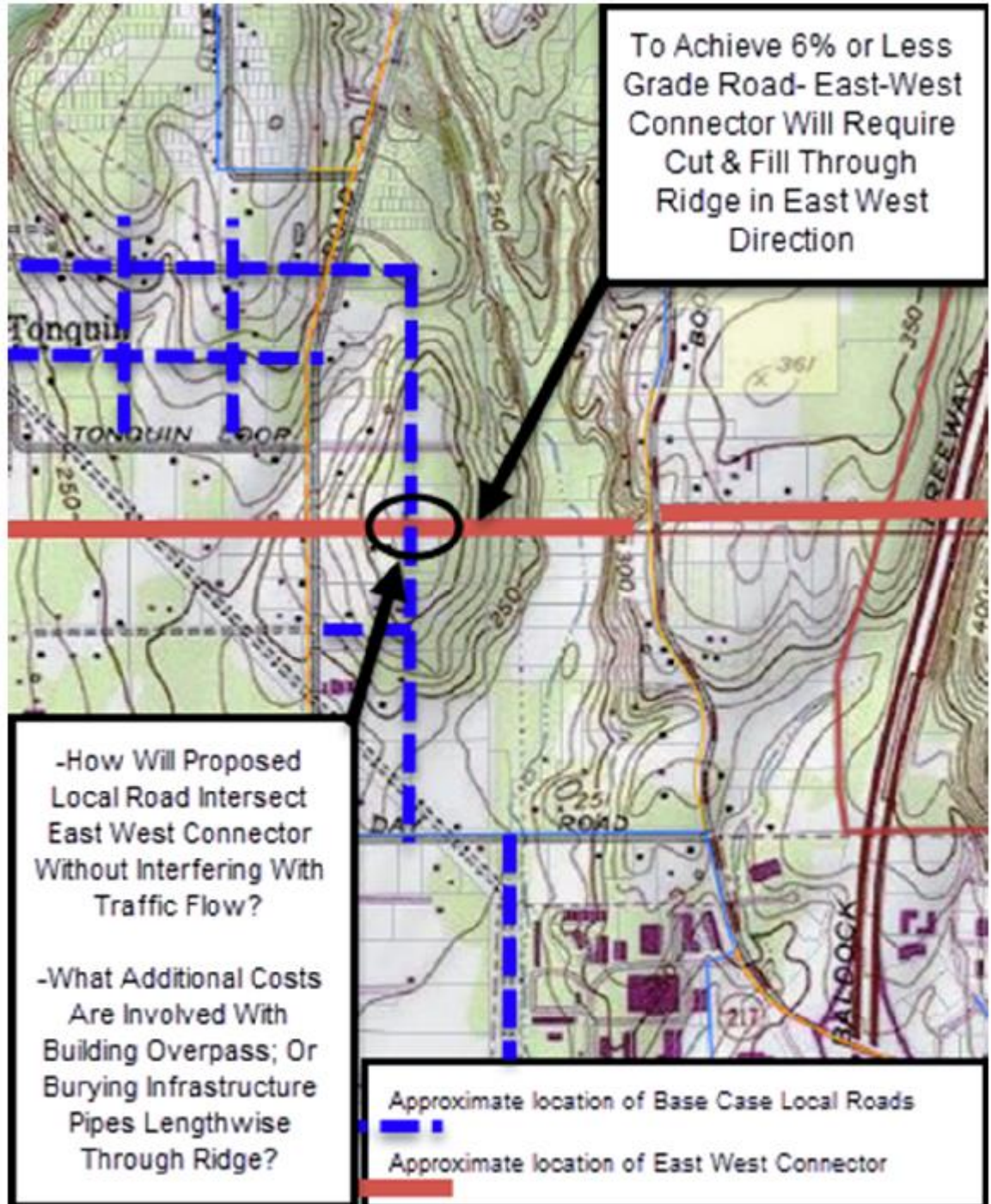
CC: Cindy Hahn, City of Tualatin
Aquilla Hurd-Ravich, City of Tualatin
Chris Neamtzu, City of Wilsonville

Basalt Creek Preliminary Design - East-West Connector

January 2012



Note- Cross Section of Cut and Fill Needed to Reduce Grade of Bridge





City of Tualatin

www.tualatinoregon.gov

OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF December 18, 2014

TPC MEMBERS PRESENT:

Alan Aplin
William Beers
Jan Giunta

STAFF PRESENT

Aquilla Hurd-Ravich
Cindy Hahn
Lynette Sanford

TPC MEMBER ABSENT: Nic Herriges, Jeff DeHaan, Adam Butts, Cameron Grile

GUESTS:

1. **CALL TO ORDER AND ROLL CALL:**

Alan Aplin, Chair, called the meeting to order at 6:29 pm and reviewed the agenda. Roll call was taken.

2. **APPROVAL OF MINUTES:**

Mr. Aplin asked for review and approval of the November 20, 2014 TPC minutes. Since there were only three members present, the approval of the minutes was postponed until the next meeting.

3. **COMMUNICATION FROM THE PUBLIC (NOT ON THE AGENDA):**

Susan Noack, 9522 SW Siletz, Tualatin, OR

Ms. Noack stated that she has been a Tualatin resident since 2001. She is currently retired, very involved in the Senior Center, and a representative of the City Task Force on Aging. Ms. Noack noted that Joe Lipscomb is the Chairman of this committee and its purpose is to investigate the needs of seniors in the community and present the findings to the City. This organization is focusing on goals for seniors: local transportation, street and sidewalk safety, a program with local churches called "You are not alone" – a wellness program for seniors, and additional educational programs regarding the needs of seniors. Ms. Noack stated that this committee meets the third Tuesday of every month at the Juanita Pohl Center.

Ed Casey, 22255 SW 102nd Place, Tualatin, OR

Mr. Casey stated that he is a 42 year resident of Tualatin and he is also involved with the City Task Force on Aging. Mr. Casey noted that 17% of the population in Tualatin is over 50, and the aging population is growing. He wanted the Commission members to keep this in mind when they are making decisions about future land uses and

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

transportation issues which will affect senior citizens. Ms. Hurd-Ravich inquired how to get in contact with the group. Mr. Casey said to contact Joe Lipscomb.

4. **ACTION ITEMS:**

None

5. **COMMUNICATION FROM CITY STAFF:**

A. Basalt Creek Concept Plan – Project Update

Cindy Hahn, Associate Planner, presented a summary of the December 2 Joint City Council meeting with Wilsonville, including a review of a Base Case land use scenario that has been developed and evaluated. This presentation is for information purposes and to gather input to help create two additional scenarios in winter 2015.

Ms. Hahn stated that the Base Case Scenario includes a range of land uses such as light industrial and warehousing, office park, industrial tech/flex space, single-family residences, townhomes and apartments, neighborhood commercial, and undeveloped natural areas. Building the Base Case Scenario included stakeholder input regarding concerns about cut-through traffic, desire for green spaces and trails, small-scale retail to service local neighborhoods and workers, and market demand for updated industrial developments. Ms. Giunta asked about the east/west arterial route. Ms. Hurd-Ravich responded that this concept plan will not revisit the east/west connector.

Ms. Hahn continued with the presentation that included the land use development types, the indicators (evaluation criteria), transportation, and wet infrastructure. Mr. Beers inquired about the consideration of multi-family housing. Ms. Hahn responded that the considerations for multi-family included freeway access and the increase in traffic. The multi-family housing is to include a mix of townhomes, apartments, and single-family homes. Ms. Giunta raised the concern of traffic with multi-family housing and would like to see it reduced. She also expressed concern about the livability impact on single-family residences. She mentioned that she has heard that the Tualatin residents would prefer single-family over multi-family housing.

Ms. Hahn noted that new households, jobs and trips generated in the Transportation Refinement Plan and the Urban Growth Report were used as guides in choosing different land uses for the planning area. The Base Case Scenario results in substantially fewer new households and substantially more jobs than either the Transportation Refinement Plan forecast or the Urban Growth Report forecast.

Ms. Giunta asked if in the foreseeable future, will 124th be extended past Grahams Ferry and if development will occur before that. Ms. Hurd-Ravich responded that that there will be some development occurring before the east/west connector is built. The timeframe is approximately by 2035, depending on funding and discussions with the county.

Ms. Hahn continued discussing wet infrastructure. Preliminary cost estimates for the base Case infrastructure, including sewer, storm water and potable, water, are \$44.6 million for Tualatin and \$32.4 million for Wilsonville. These estimates do not include all existing system upgrades that might be needed for water and storm water. The estimates are at a very conceptual level for comparative purposes. Ms. Giunta asked if a bond will pay for this. Ms. Hurd-Ravich added that Clean Water Services has been in discussion with the financial aspects of this and will look at revenues from the developers, including system development charges (SDC) fees. Ms. Giunta would like it noted that she is cautious moving forward with the Basalt Creek plan due to questions about the project being financially viable.

The next steps in this process including a Joint Council meeting in February, a public open house in March, individual Council work sessions in April, and in spring/summer a preferred scenario will be developed. A short discussion followed regarding the impact on the school district and high density housing.

Gordon Scott, PO Box 2594, Tualatin, OR

Mr. Scott stated that Sherwood was going to build a school where Horizon Community Church is which was changed to Tigard-Tualatin, so the boundaries do change.

Grace Lucini, 23677 SW Boones Ferry Rd, Tualatin, OR

Ms. Lucini questioned that if the East/West connector is identified and established where it is, has the due diligence been completed regarding water quality standards. Ms. Hurd-Ravich said detailed analysis was completed and they identified a site off Grahams that will serve for water quality.

Ms. Lucini added that the concerns in her letter need to be addressed and resolved before the plans are made for the road connection. Ms. Lucini added that a natural area goes through her property and there are many complications with that.

6. FUTURE ACTION ITEMS

A. 2015 Meeting Calendar

Ms. Hurd-Ravich stated the 2015 TPC meeting dates will continue to be held on the third Thursday of every month. In January, elections will be held for a Chair and Vice Chair. A sign variance for LA Fitness will be coming before the Commission members as well a preliminary look at medical marijuana dispensaries.

Mr. Beers stated that he is representing the Planning Commission at the City Facilities Task Force. They are taking a look at existing facilities and determining future needs, including a new City Hall. Ms. Giunta added that Riverpark CIO will be discussing this topic at their next meeting along with City staff.

7. **ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION**

None.

8. **ADJOURNMENT**

MOTION by Aplin to adjourn the meeting at 8:10 pm.



_____ Lynette Sanford, Office Coordinator



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR
FEBRUARY 23, 2015

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 Sean Brady; Police Chief Kent Barker; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Engineer Associate Tony Doran; Assistant City Manager Alice Cannon; Accounting Supervisor Matthew Warner; Public Works Director Jerry Postema

A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:07 p.m.

B. ANNOUNCEMENTS

1. Proclamation Declaring February 23-27, 2015 as Future Business Leaders of America Week

Mayor Ogden presented the proclamation declaring February 23-27, 2015, as Future Business Leaders of America week. The Tualatin High School Future Business Leaders of America officers accepted the proclamation.

2. Employee of the Year Proclamation

City Manager Sherilyn Lombos presented Matt Warner, Accounting Supervisor, as the 2014 Employee of the Year. She commended Mr. Warner on his contributions to the City of Tualatin.

Councilor Davis read the proclamation declaring Matt Warner as the 2014 Tualatin Employee of the Year.

C. SPECIAL REPORTS

1. Tualatin Tomorrow Annual Progress Report

Deputy City Manager Sara Singer and Tualatin Tomorrow Advisory Committee (TTAC) Chair Candice Kelly presented the Tualatin Tomorrow Advisory Committee annual progress report. Chair Kelly stated the committee completed their five year vision update, which was adopted by the Council this past year. The plan produced eight focus areas, 18 community goals, and 100 actions. Committee activities over the year included partner recruitment, holding monthly TTAC meetings, partner events, and a partner survey. These activities have led to partners completing 73 of the 100 proposed actions. The committee goals for the upcoming year include continued partner recruitments for increases community involvement, holding a spring/summer partner event, and continued outreach and education on partner activities and vision progress.

Councilor Bubenik, council liaison for TTAC, thanked Chair Kelly and the committee for their work over the year. He also thanked Deputy City Manager Singer for her great work with the committee.

D. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.

None.

E. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Councilor Ed Truax, SECONDED by Council President Monique Beikman to adopt the consent agenda.

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

MOTION CARRIED

1. Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of February 9, 2015
2. Consideration of Recommendations from the Council Committee on Advisory Appointments
3. Consideration of **Resolution No. 5215-14** Authorizing the City Manager to Execute a Revocable Permit to Allow Retaining Walls and Landscaping over Public Stormwater and Sanitary Sewer Easements at 22300 SW 106th Avenue



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR
FEBRUARY 23, 2015

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 Sean Brady; Police Chief Kent Barker; Community Services Director Paul Hennon; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Associate Planner Cindy Hahn; Assistant City Manager Alice Cannon; Public Works Director Jerry Postema

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:42 p.m.

1. *Marijuana Facilities.*

Planning Manager Aquilla Hurd-Ravich and Associate Planner Cindy Hahn presented proposed amendments to establish reasonable time, place and manner regulations for marijuana facilities. Manager Hurd-Ravich stated the draft ordinance is based on feedback from Council at the January 26 meeting and the Planning Commission meeting on February 19. Current regulations and draft code definitions were briefly discussed. Proposed developmental standards such as compliance with state requirements, hours, entrances, and odor were presented. Location proposals included allowing facilities in light, general and manufacturing business parks, providing a 3,000 foot buffer from residential areas, schools, city parks, and libraries. Proposals also considered prohibiting co-location or retail dispensaries with other marijuana facilities, 2,000 foot buffer between facilities, and limiting facilities to 3,000 square feet in size. Standards for edible marijuana, butane extraction, and home growing were also reviewed.

Manager Hurd-Ravich presented suggestions from the Planning Commission. Suggestions included allowing dispensaries in the Industrial Business Park Overlay District and small mixed uses in manufacturing districts, a reduction in facility separation to 1,000 feet, allowing 24 hour grow operations, deletion of ambiguous language in edible standards, and specifying language for homegrown marijuana standards.

Next steps for the draft ordinance includes holding a public hearing and ordinance adoption in March to allow the ordinance to be in effect before the end of the moratorium on May 1.

Mayor Ogden asked if the Planning Commission was ok with the 3,000 foot buffer. Manager Hurd-Ravich stated in general they agreed with the buffer. He asked if

they were interested in allowing facilities in all industrial districts of just the Franklin Business Park. Manager Hurd-Ravich stated she did not have clarity on that from the Commission.

Councilor Truax stated he does not support the draft ordinance and he feels certain items are unreasonable. He suggested the ordinance be reworked to fall in line with the ballot measure that was passed. Specifically he would like to see retail facilities allowed in commercial zones.

Councilor Bubenik concurred with Councilor Truax. He would like see facility separation reduced to 1,000 feet and grow operations separated into their own category. Mayor Ogden asked for clarification as to why growers should be in their own category. Councilor Bubenik stated facility sizes and hours of operations for a grow facility have different needs than those of retail or medical facilities. Mayor Ogden asked staff for clarification on what the types of activities could be performed during the proposed hours. City Attorney Brady stated the proposed hours would allow businesses only to be open to the public during certain hours but would allow other business activities to occur outside those hours.

Councilor Bubenik would like to see facility sizes for grow operations greatly increased. Councilor Grimes requested information regarding the size needs of a standard grow operation. Mayor Ogden, Council President Beikman, and Councilor Brooksby disagreed with increasing allowable facility sizes.

Council President Beikman would like to see the 3,000 foot buffer zone reduced to 2,000 feet. She asked if this would allow facilities to then locate in the Industrial Business Park Overlay area. Manager Hurd-Ravich stated it would then allow facilities in the area. Mayor Ogden expressed concern with allowing this as it would expose the northern part of Tualatin to allowing facilities within close proximity of our neighboring cities.

Councilor Truax asked how sections of unincorporated land would be affected by the proposed ordinance. Manager Hurd-Ravich stated the city's ordinance would not affect these areas as they would fall under Washington County standards.

Councilor Davis stated her primary concerns around legalization of marijuana would not be addressed by the proposed ordinance, as her concerns are related to youth access. She would like to see the proposed ordinance reduce the buffer to 2,000 feet and move grow operations into their own category.

Council consensus was reached to direct staff to keep the buffer at 3,000 feet. Consensus was reached to move growing facilities into their own category. The category should still restrict facility size to 3,000 square feet and not restrict operating hours.

Councilor Davis expressed concerns over the ordinance potentially restricting the city from receiving tax revenue for marijuana sales. Mayor Ogden stated the ordinance can be changed at anytime if this were to happen.

2. *Basalt Creek Project Update.*



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR MAY 11, 2015

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

Absent: Councilor Wade Brooksby; Councilor Ed Truax

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Information Services Manager Lance Harris; Associate Planner Cindy Hahn; Teen Program Specialist Julie Ludemann; Human Resources Analyst Debra Bullard; Police Captain Mark Gardner; Assistant City Manager Alice Cannon; Library Manager Jerianne Thompson; Parks and Recreation Manager Rich Mueller; City Engineer Jeff Fuchs; Recording Secretary Colleen Resch; Librarian II Aimee Meuchel; Public Service Manager Sarah Jesudason; Management Analyst II Carrie Severson; Public Works Director Jerry Postema

A. CALL TO ORDER
Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:15 p.m.

B. ANNOUNCEMENTS

1. Tualatin Youth Advisory Council Update, May 2015

Members of the Tualatin Youth Advisory Council (YAC) presented a PowerPoint on their latest activities and upcoming events. The YAC held their annual Project FRIENDS event on April 24. The YAC presented ideas to investigate further which included utilizing social media to promote volunteer opportunities, job preparation workshops, internship programs and a teen coffee house. Upcoming events include Movies on the Commons, Tualatin TRYathlon and Teen Kaleidoscope Run.

2. America's Best Communities Grant Award

Tualatin Tomorrow Advisory Committee Member John Bartholomew and Tualatin Chamber of Commerce CEO Linda Moholt announced Tualatin's entry for America's Best Communities Grant Award has been selected as one of the 50 nationwide quarter finalists. He said Tualatin will receive a \$35,000 award from the national sponsors, and \$15,000 from a local corporate sponsor (Intel) and must commit to raising an additional \$15,000 in matching donations from our community

by August 4, 2015. These funds are to be spent to further develop the initial entry into a more detailed plan for economic development and community revitalization. In the competition's later rounds, eight semifinalist teams will be chosen to receive \$100,000 each, and will continue on to compete for the three grand prize awards of \$3 million, \$2 million and \$1 million. He commented on fundraising opportunities and upcoming deadlines.

3. Proclamation Declaring the Week of May 18-23, 2015 as Emergency Medical Services (EMS) Week

Councilor Grimes read the proclamation declaring the week of May 18-23, 2015 as Emergency Medical Services (EMS) Week.

Sean Russell with Metro West Ambulance accepted the proclamation and presented the City with a plaque.

4. Proclamation Declaring Saturday May 16, 2015 as National Kids to Parks Day in Tualatin

Council President Beikman read a proclamation declaring Saturday, May 16, 2015 as National Kids to Parks Day.

5. Proclamation Declaring the Week of May 10 - 16, 2015 as "National Police Week" in the City of Tualatin

Councilor Davis read a proclamation declaring May 10-16, 2015 as National Police Week.

6. Employee Recognition - Aimee Meuchel, OYAN You're Excellent Award

Teen Librarian II Aimee Meuchel was awarded the OYAN You're Excellent Award at the 2015 Oregon Library Association annual conference, by the Oregon Young Adult Network. This award recognizes an individual or organization that has made a positive and significant contributions to teens in Oregon libraries.

7. New Employee Introduction: Carrie Severson, Management Analyst II, Operations

Public Works Director Jerry Postma introduced Management Analyst II Carrie Severson. The Council welcomed her.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.



STAFF REPORT

CITY OF TUALATIN

APPROVED BY TUALATIN CITY COUNCIL
Date 5-26-15
Recording Secretary C. Resch

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos

FROM: Colleen Resch, Recording Secretary

DATE: 05/26/2015

SUBJECT: Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of May 11, 2015.

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the City Council Work Session and Regular Meeting of May 11, 2015.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes for May 11, 2015
City Council Meeting Minutes for May 11, 2015



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR MAY
11, 2015

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

Absent: Councilor Wade Brooksby; Councilor Ed Truax

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Community Services
Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara
Singer; Planning Manager Aquilla Hurd-Ravich; Information Services Manager Lance
Harris; Associate Planner Cindy Hahn; Police Captain Mark Gardner; Assistant City
Manager Alice Cannon; City Engineer Jeff Fuchs; Recording Secretary Colleen
Resch; Public Works Director Jerry Postema

CALL TO ORDER

Mayor Ogden called the meeting to order at 6:15 p.m.

1. Basalt Creek Concept Plan Briefing.

Assistant City Manager Alice Cannon provided an overview of the project and asked staff to share the results of the Sanitary System Alternatives Analysis for the Basalt Creek planning area. She said staff will seek direction as to whether service boundaries should line up with jurisdictional boundaries and if shared service agreements are an acceptable approach.

Planning Manager Aquilla Hurd-Ravich, Associate Planner Cindy Hahn and Andy Braun with Clean Water Services presented a PowerPoint on their efforts to re-evaluate the sanitary sewer system, seek a more efficient system considering both construction and long-term operating and maintenance costs. The analysis presents three additional sanitary sewer alternatives for consideration, with updated cost estimates. Alternative 1 is to minimize pump stations, which proposes three pump stations and upgrades at Martinazzi lateral and upper Tualatin trunk. The con for this alternative is poor phasing opportunities. The pros are approximate equal flow between cities, the least amount of pump stations, low impact on existing system and the lowest cost with a total cost of \$44 million. Alternative 2 is to minimize impacts to the existing Tualatin system which proposes five pump stations and upgrades to the Martinazzi lateral. This alternative has better phasing opportunities for Tualatin in the northeast but poor phasing in the central and northwest region with a total cost of \$47.2 million. Alternative 3 is a hybrid alternative system which proposes four pump stations, has better phasing and requires upgrades to Martinazzi lateral and upper Tualatin trunk with a total cost of \$47.3 million. She discussed the pros and cons of each alternative including the Base Case Alternative and said the project team's initial analysis concludes the most efficient system is Alternative 1 which proposes minimizing pump stations.

Andy Braun commented on the role of Clean Water Services and their interest in



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR JUNE 8,
2015

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

Absent: Councilor Nancy Grimes

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Community Services
Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara
Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris;
Information Services Manager Lance Harris; Associate Planner Cindy Hahn; Teen
Program Specialist Julie Ludemann; Police Captain Larry Braaksma; Economic
Development Manager Ben Bryant; Assistant City Manager Alice Cannon; Library
Manager Jerianne Thompson; Parks and Recreation Manager Rich Mueller; Public
Works Director Jerry Postema

A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:02 p.m.

B. ANNOUNCEMENTS

1. Recognition of the 2015 "If I Were Mayor..." Contest Winners in the Poster, Essay,
and Presentation Categories

Julie Ludemann, Recreation Supervisor, presented the "If I were Mayor..." contest winners. She explained the competition is sponsored by the Oregon Mayors Association and is a unique opportunity to promote local government education in our community. The winners from the three categories included: Ellie Cunnington, 4th-5th grade poster, Amber Hall, middle school essay, and Emma Patton, high school video and PowerPoint. The winning entries have been forwarded to the state wide competition for judging and winners will be announced mid-June.

Mayor Ogden presented the winners with certificates of participation.

2. Announcing the 2015 Tualatin Science and Technology Scholarship Winner

Council President Beikman announced Madison Cochran as the 2015 Tualatin Science and Technology Scholarship winner. Madison was selected as the winner by the scholarship committee comprised of City Council representative Monique Beikman, School Board representative Dr. Barry Albertson, and Chamber of Commerce representative Denise Macriganis. Madison's accomplishments were noted.

3. YAC Update for June 2015

Members of the Tualatin Youth Advisory Council (YAC) presented a PowerPoint on their latest activities and upcoming events. The YAC participated in the Tualatin TRYathlon on June 6 at Tualatin High School. YAC members volunteered as route monitors and event ambassadors. YAC members are currently preparing for the Kaleidoscope Run to be held on June 12. The event acts as a beginning of summer celebration for grades 6-12. Movies on the Commons will start on Saturdays in July and August. YAC has selected the films and will be selling concessions.

4. New Employee Introduction- Paul Ilg, Building Inspector

Assistant City Manager Alice Cannon introduced Building Inspector II Paul Ilg. The Council welcomed him.

C. **CITIZEN COMMENTS**

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.

None.

D. **CONSENT AGENDA**

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Council President Monique Beikman, SECONDED by Councilor Wade Brooksby to adopt the consent agenda.

Aye: Mayor Lou Ogden, Council President Monique Beikman, Councilor Wade Brooksby, Councilor Frank Bubenik, Councilor Joelle Davis, Councilor Ed Truax

Other: Councilor Nancy Grimes (Absent)

MOTION CARRIED

1. Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of May 26, 2015



STAFF REPORT

CITY OF TUALATIN

APPROVED BY TUALATIN CITY COUNCIL
Date 6/22/15
Recording Secretary N. Morris

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos

FROM: Nicole Morris, Deputy City Recorder

DATE: 06/22/2015

SUBJECT: Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of June 8, 2015

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the City Council Work Session and Regular Meeting of June 8, 2015.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes for June 8, 2015
City Council Meeting Minutes for June 8, 2015



OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR JUNE
8, 2015

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

Absent: Councilor Nancy Grimes

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Community Services
Director Paul Hennon; Deputy City Manager Sara Singer; Planning Manager Aquilla
Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager
Lance Harris; Associate Planner Cindy Hahn; Police Captain Larry Braaksma;
Economic Development Manager Ben Bryant; Assistant City Manager Alice Cannon;
Management Analyst II Kelsey Lewis; Parks and Recreation Manager Rich Mueller;
Management Analyst II Zoe Monahan; Public Works Director Jerry Postema

CALL TO ORDER

Mayor Ogden called the meeting to order 5:14 p.m.

1. ***Community Enhancement Award Recommendation.***

Management Analyst Kelsey Lewis and Tualatin Arts Advisory Committee (TAAC) member Gary Thompson presented the Community Enhancement Award recommendation. Mr. Thompson stated the award is to recognize art endeavors in the community. The TAAC recommended the Mastodon sculpture at the Nyberg Rivers Shopping Center be granted this award.

City Manager Lombos stated the official awarding would come to the Council on June 22.

2. ***Tualatin River Greenway Trail Gap Completion Project Update.***

Community Services Director Paul Hennon presented an update on the scope, schedule, and budget for the Tualatin River Greenway Gap Completion Trail project. Director Hennon stated the new bicycle and pedestrian path will be 10 to 12 feet wide and will span three quarters of a mile between Barngrover Street and the old RV of Portland site on Nyberg Lane. Trail alignment and existing conditions were reviewed.

Mayor Ogden asked what the old RV site would look like. Director Hennon stated a gravel path will connect to the existing concrete path and will include additional fencing along the trail for safety. Mayor Ogden asked if negotiations would be complete before the trail opening. Director Hennon stated the intention is to have negotiations completed.

Director Hennon stated the trail will contain 7 interpretative areas. Interpretive



OFFICIAL MINUTES OF THE SPECIAL JOINT CITY OF TUALATIN AND CITY OF WILSONVILLE WORK SESSION FOR JUNE 17, 2015

- Present:** Mayor- Tualatin Lou Ogden; Mayor-Wilsonville Tim Knapp; Council President- Tualatin Monique Beikman; Council President- Wilsonville Scott Starr; Councilor- Tualatin Joelle Davis; Councilor- Tualatin Wade Brooksby; Councilor- Tualatin Frank Bubenik; Councilor- Tualatin Nancy Grimes; Councilor- Tualatin Ed Truax; Councilor- Wilsonville Susie Stevens; Councilor- Wilsonville Charlotte Lehan; Councilor- Wilsonville Julie Fitzgerald
- Staff Present:** City Manager- Tualatin Sherilyn Lombos; City Attorney- Tualatin Sean Brady; Planning Manager- Tualatin Aquilla Hurd-Ravich; Deputy City Recorder- Tualatin Nicole Morris; Associate Planner- Tualatin Cindy Hahn; Assistant City Manager- Tualatin Alice Cannon; City Engineer- Tualatin Jeff Fuchs; Accounting Supervisor- Tualatin Matthew Warner; Planning Director-Wilsonville Chris Neamtzu; Community Development Director-Wilsonville Nancy Krausharr; Long Range Planning Manager- Wilsonville Miranda Bateswchell; Development Engineering Manager- Wilsonville Steve Adams; City Attorney- Wilsonville Mike Kohlhoff; City Manager-Wilsonville Bryan Crosgrove
- Attendees:** John Fregonese, Leila Aman, Erica Smith, Mark Anderson, Kelli Walters, Ray Delahanty, Matthew Craigie, Brian Vanneman, Andy Braun

A. CALL TO ORDER

Mayor Ogden called the meeting to order at 6:00 p.m.

The Councils introduced themselves.

B. PRESENTATION AND DISCUSSION

Mayor Knapp encouraged Consultant Fregonese to not spend time going through the PowerPoint as both Council's had already received the information. He would like the focus tonight to be on the Councils discussing the options.

Consultant Fregonese briefly recapped the presentation. He noted two boundary options have been established with each having a mix of different land use scenarios. Constraints for the area were reviewed and he recommended the West Railroad area is set aside from tonight's considerations. Developable acres, land use mixes, jobs and employment types, transportation and trips, sewer and water costs, and assessed value were recapped. Consultant Fregonese noted each boundary option meets regional goals and constraints while providing high quality employment, housing opportunities,

appropriate transitions, responsiveness to real estate markets, efficient infrastructure systems, and development that pays for itself. The next steps for both Councils is to refine the options, conduct public outreach, prepare draft and final concept plans, and adopt plan amendments. Consultant Fregonese opened discussion for the Councils asking them to consider the criteria that was set forth while working toward their preferred alternatives.

Mayor Knapp stated Wilsonville had discussed these options and concluded they are highly interested in high paying jobs through a uniquely attractive industrial sector. He expressed their concerns regarding the ability to cluster industries together in options presented tonight. Mayor Knapp also noted the concept of equity needs to be defined in these cases. Wilsonville Council also discussed previously their concerns with cross jurisdictional uses of sewer.

Mayor Ogden asked the group to consider if the current objectives still accurately reflect where each City stands in the process.

Mayor Knapp requested high value jobs be added to the list of values.

Councilor Davis requested environmental protections of natural resources in the Basalt Creek area be added to the list.

Consultant Fregonese stated options presented tonight are not plans but models. Innovative uses will be further encouraged in the planning stage as the process currently is in the testing and measuring stage.

Council President Starr stated he is not interested in moving forward with Option One as presented. He concurred with Consultant Fregonese in setting the West Railroad area aside during this process. He would like to focus on making infrastructure and revenue more equitable for both cities. Council President Starr expressed his concern with the potential cost to upgrade the interchange at Elligsen with increased traffic into that area from the Basalt Creek planning area. Consultant Ray Delante, DKS stated the intersection was studied and the upgrades have been included in the modeling.

Councilor Fitzgerald stated she would like to preserve the natural resources in the area while optimizing its value to future residential and employment sectors.

Mayor Ogden wants to focus less on proposed uses as they will be further studied during the comprehensive planning process. He would like to focus on preserving the capacity of the infrastructure and natural resources while recognizing and respecting the desired uses of the other city.

Council President Beikman agreed with Mayor Knapp in further defining the term "equity" for each city. She would like to clearly lay out high priorities for each city and work on which option meets those needs.

Consultant Fregonese stated each city may need to set the numbers aside and do what feels best for each community. He asked Consultant Mark Anderson to address the cross jurisdictional concerns with the sewer extension. Consultant Anderson stated it is not uncommon to have cross jurisdictional boundaries for utilities. The gross costs for different alternatives were evaluated and a measurable savings in the cost of infrastructure was noted when sewer flows in a direction that crosses jurisdictional

boundaries. He stated a shared service is the most cost effective way to serve the area.

Councilor Lehan expressed she is less concerned with equity and more concerned in producing an overall good plan. She stated Wilsonville made a commitment to the region to make this area a significant job generating area and it is highly important to stick to that promise. Councilor Lehan added she believes Wilsonville does not have the capacity to support residential in the area.

Council President Beikman stated Tualatin made assurances to Metro that the residential neighborhoods in the area would be appropriately buffered.

Mayor Ogden asked if there were potential options for sewer services where Tualatin provided services to Wilsonville. Consultant Anderson reviewed the map pointing out sewer service locations and who the providers would be in each scenario. He noted the scenario where 15% of the total sewer flow heads into Tualatin and 35% of the flow into Wilsonville would save 2.5-3 million dollars.

Mayor Knapp expressed concerns with the phasing and timing of sewer services. He stated Wilsonville would not need to phase as quickly as Tualatin as the industrial area would grow slower than the residential area.

Consultant Matt Craigie spoke to the residential and industrial markets for both cities. He noted Tualatin has a high demand for residential. The industrial market with a build to suite style building is very strong.

Mayor Knapp expressed concern over upfront cost of sewer with a uncertain return since the industrial area in Wilsonville will take longer to build out than residential in Tualatin.

Clean Water Services representative Andy Braun stated the cross jurisdictional approach is the most cost effective for all parties. He stated Clean Water Services would assist Wilsonville in the laying of the gravity line as it would offset the long term cost associated with having to build pump stations.

Mayor Knapp stated his concern with option one is the new developable acres skews towards Tualatin. The imbalance in developable acres feels inequitable to him. The option also does not allow for clustering in the industrial area. He would like to see more similar uses along the connector roads as well. Option Two in his opinion finds more balance in his areas of concern.

Council President Starr would like to see a better balance between assessed value and taxes. He sees Option Two as a better base to work from.

Mayor Ogden stated assessed value is not a good measure of equity as it does not take into account the cost of services. He sees developable acres as a better measure.

Councilor Lehan agreed with Mayor Knapp in the fact that she would like to see a larger block of land to accommodate industrial clustering. She wants more light industrial area and less employment transition.

Councilor Stevens would like to see the boundary moved down in Option One. It gives Tualatin more developable acres for residential while creating a buffer of mixed use. The moving of the line down offers Wilsonville the industrial clustering they desire. She noted if the area is designed well the natural areas can then be used to create the needed

buffers.

Councilor Davis's main point of interest in the planning process is the Basalt Creek canyon and wetlands. She is concerned with the citizens who live along the canyon and would like to see them as Tualatin residents. She sees uniform jurisdiction in the area, by one city, as the best option for the canyon area.

Council President Beikman stated Tualatin selected Option One as the best option. It allows Tualatin the ability to properly buffer the current residential areas. She also is interested in setting the West Railroad area aside.

Mayor Knapp expressed concern with new residential construction in Tualatin putting additional pressure on Wilsonville's road system.

Councilor Bubenik noted Boones Ferry Road is a County road. He added improvements would be made to this section of road when the 124th Street extension is completed.

Mayor Ogden asked the Tualatin Council how important the canyon is to them. Consensus amongst the Tualatin Council was the canyon as a whole would be in Tualatin's jurisdiction.

Councilor Lehan agreed the canyon needs to be looked at as whole and whoever has jurisdiction needs to have overlay protections in place to protect the wetlands.

Councilor Davis wants the canyon residents to feel a sense of community, which would only be accomplished if they all resided in one jurisdiction.

Council President Starr asked how the West Railroad area became part of this process.

Council President Beikman stated she was under the impression Wilsonville asked to have the area included in the study. Wilsonville Planning Director Chris Neamtzu stated he believed Tualatin staff expressed interest in the area and asked it be discussed during the comprehensive planning process. City Manager Lombos clarified Metro asked the area be included as part of the overall planning process. She added Tualatin currently has no interest in including the West Railroad area in their jurisdiction.

Consultant Fregonese summed the conversation stating consensus was reached on the Basalt Creek Canyon being in Tualatin's jurisdiction and with staff to work out the boundary on the west end using the Council's conversation as a guideline.

Mayor Knapp noted the offset in acreage will still need to be addressed.

City Manager Crosgrove asked what it would take to put the land into productive capacity. He also noted it is important to Wilsonville to offer high quality development and high paying jobs.

Mayor Knapp requested the consultants look at relocating the jurisdictional boundary as he feels the road is not the best solution.

Mayor Ogden expressed concerns and took issue with the amount of unconstrained developable acres in Option Two. He also had concern with Wilsonville having a net

negative financial impact for services. He would like both of these items balanced.

Councilor Truax stated it is important for the plan to make sense for both communities while being fiscally responsible in the end. He wants the land for both communities to be profitable in the sense that it pays for itself.

C. ADJOURNMENT

Mayor Ogden adjourned the meeting at 8:10 p.m.

_____ / Nicole Morris, Recording Secretary



City of Tualatin

www.tualatinoregon.gov

OFFICIAL

TUALATIN PLANNING COMMISSION

-

MINUTES OF June 18, 2015

TPC MEMBERS PRESENT:

Alan Aplin
Adam Butts
Bill Beers
Jeff DeHaan
Mona St. Clair
Janelle Thompson
Cameron Grile

STAFF PRESENT

Aquilla Hurd-Ravich
Cindy Hahn
Ben Bryant
Clare Fuchs
Lynette Sanford

TPC MEMBER ABSENT:

GUESTS: Allison Reynolds

1. CALL TO ORDER AND ROLL CALL:

Alan Aplin, Chair, called the meeting to order at 6:30 pm and reviewed the agenda. Roll call was taken.

2. APPROVAL OF MINUTES:

Mr. Aplin asked for review and approval of the May 21, 2015 TPC minutes. MOTION by Beers by SECONDED by Butts to approve the minutes. MOTION PASSED 7-0.

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

None

4. ACTION ITEMS:

A. Sign Variance for Cabela's store in the Office Commercial (CO) and Central Commercial (CC) planning district at 7555 SW Nyberg Street (Tax Map and Lot 2S124B2100, 2S124A2507 and 2700) (SVAR-15-01) (Quasi-Judicial)

Mr. Aplin read the quasi-judicial script for sign variances.

Clare Fuchs, Senior Planner, presented the staff report for the Sign Variance for Cabela's temporary banners which included a PowerPoint presentation. The sign variance request would allow 10-foot high banners and 120 square foot banners

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

instead of 3-foot maximum height and 42 square foot banners the code allows.

Ms. Fuchs stated the temporary banner sign code outlines that a banner shall not be erected sooner than 30 calendar days prior to a new business opening, which doesn't pertain to Cabela's since it's already open. A banner shall be displayed at least seven days and may be displayed up to 60 days; and a banner shall be no greater than three feet in height from top to bottom and 42 square feet in area. Cabela's plan is to switch out the banners based on the scheduled events.

Ms. Fuchs explained that the decision alternatives include approval, approval with amendments, or request for the applicant to modify or denial of the application.

Mr. Beers asked if the banners are required to be up a minimum of seven days. He noted that the application packet showed nine banners. If they use all nine banners, it will be over the 60 day limit. Ms. Fuchs responded that the Commission members may want to make a motion to waive the seven day requirement. Ms. Thompson asked if the 60 day limit is per banner or the combined total of the banners. Ms. Fuchs responded that the 60 day limit is for the combined total. Mr. Aplin asked if the banners will be mounted in the same location each time. Ms. Fuchs responded that the banners will be located on the front façade of the building, not the I-5 frontage. Mr. DeHaan asked the cost of the temporary banner permit. Ms. Fuchs responded that it costs \$70. Mr. DeHaan asked about enforcement of the signs. Ms. Fuchs responded that the City of Tualatin has a Code Enforcement Officer who works for the Police department. If the banner is up longer than the approved period, the officer will contact them and issue a citation, if necessary.

Allison Reynolds, Radler, White, Parks and Alexander, 111 SW Columbia, Suite 1100, Portland, OR 97201

Ms. Reynolds was representing the law firm of Radler, White, Parks and Alexander, on behalf of Cabela's. Ms. Reynolds stated that Cabela's plan was to mount the banners for three to four days each to highlight each sale. If the Commission members decide to enforce the seven day maximum, then Cabela's would determine the specific sales they want to highlight. Ms. Reynolds noted that the store is tucked back in the corner of the site and the size requested matches the façade and the scope of the permanent signs.

Ms. Fuchs stated that the Planning Commission could amend the resolution to have eight of the signs up for the seven day maximum and the ninth sign up for three to four days. They could also choose to have all nine signs up for three to four days each. Ms. Reynolds noted that they would prefer to have the signs up for three to four days instead of the full seven. This would still meet the 60 day maximum requirement.

Mr. DeHaan asked if they considered putting the signs on the I-5 frontage. Ms. Reynolds replied that Cabela's decided the front of the building was sufficient to

effectively advertise their particular sales. Mr. DeHaan asked if the placement of the signs is dictated within the variance. Ms. Fuchs responded that the applicant is requesting the signage be mounted on the front southeast elevation exclusively.

Mr. DeHaan expressed concern about this variance becoming precedence for other businesses in Tualatin wanting additional signage. Ms. Hurd-Ravich responded that the other businesses would have to establish a hardship based on the same criteria and have to go through the same sign variance process.

MOTION by Beers SECONDED by St. Clair to recommend approval of Sign Variance SVAR-15-01. MOTION PASSED 6-1. (DeHaan dissenting)

B. Consideration of Resolution 05-15TPC for a temporary banner sign variance for Cabela's store located in the Office Commercial (CO) and Central Commercial (CC) Planning District.

MOTION by Beers SECONDED by Butts to approve the resolution as written. MOTION PASSED 6-1. (DeHaan dissenting)

5. COMMUNICATION FROM CITY STAFF:

A. Industrial Site Readiness Project

Ben Bryant, Economic Development Manager, presented an overview of the Industrial Site Readiness project which included a PowerPoint presentation. Mr. Bryant stated the purpose of this meeting is to make the Planning Commission members aware of the study and stated that he will be back in September with additional details.

Mr. Bryant acknowledged that in 2012, Metro developed an inventory of the region's large (25 acres or larger) industrial sites needed for high-paying manufacturing and other traded-sector employers. At that time, there were 56 large sites identified for future industrial jobs. However, the analysis found that most sites in the region have many constraints requiring significant investments and new policies to make them ready for development.

In Tualatin's Planning Area, there were five sites identified. Those sites included:

- PacTrust Koch Corporate Center
- Intel Property
- Tigard Sand & Gravel
- Tonquin Industrial Area
- Morse Brothers, Inc.

Mr. Bryant stated that Tualatin partnered with Washington County, Forest Grove, and Hillsboro to conduct an analysis of the sites. The purpose was to answer the

following questions:

- What is the value of the existing site?
- What is a potential development pattern?
- How much is the cost of infrastructure to serve the site?
- What is the value of the land in “shovel-ready” form? Is there a financial gap?
- What are the public financial benefits?

Mr. Bryant presented the site analysis of two of the properties. The first was the Itel property which consists of 41 acres and the second was the Tigard Sand and Gravel site which consists of 72 acres. Mr. Bryant stated that they worked with a development company to maximize the sites for development.

Mr. Bryant stated the next steps in this process will be taking the sites and analyzing the infrastructure and site costs as well as the public benefits (property taxes and income taxes). Mr. Bryant noted that we are collaborating with the City of Sherwood, who completed a similar concept plan.

Mr. DeHaan asked if there is a market gap and if the public benefits are great enough, will there be a public investment to make this happen. Mr. Bryant responded that is part of it, but this can also help us shape our capital improvement plans and benefit the property owners.

Mr. Aplin asked if there is an active marketing plan. Mr. Bryant responded that we will know more about the marketability plan when we know the costs involved.

B. Basalt Creek Concept Plan Briefing – Land Use Scenarios and Jurisdictional Boundary Options

Cindy Hahn, Associate Planner, presented an update on the Basalt Creek Concept Plan which included a PowerPoint presentation. Ms. Hahn stated that the purpose is to familiarize the Planning Commission with this material and to provide a verbal summary of discussion between the Tualatin and Wilsonville City Councils that occurred at the Joint City Council meeting on June 17, 2015. The focus of the last few months was conducting a more detailed sewer alternative analysis.

Ms. Hahn stated that two jurisdictional boundary options were developed for City Council consideration. Boundary Option 1 results in a near equal split of the 391 developable acres in the planning area between Tualatin and Wilsonville, while Boundary Option 2 allocates roughly 40% of the developable acreage to Tualatin and 60% to Wilsonville.

Ms. Hahn went through the slides that showed detailed maps of the current city limits, proposed city limits, existing transportation network, and the proposed local street network.

Ms. Hahn presented the slides that detailed the two land use scenarios for each option. Both options include land for residential development, a small amount of neighborhood retail, and employment transition lands in Tualatin. Land Use Option 1 also includes land for industrial development. Ms. Hahn presented an overview of the anticipated performance of the transportation system at buildout of the area. Ms. Hurd-Ravich added that the diagram is from a regional model and does not include public transportation. Mr. Grile confirmed that the regional model accounts for a small percentage of public transportation trips.

Ms. Hahn stated that the next steps in this process include modifying the option based on the Joint City Council feedback, conduct public outreach, prepare the draft final concept plan, and draft and adopt plan amendments and reports in each City.

Ms. Hahn added that at the Joint Council Session the previous evening, there was discussion about equity and what is fair to each jurisdiction. Tualatin had a work session on June 8, where the Council leaned heavily towards Option 1. At the Wilsonville work session on June 15, their Council leaned heavily towards Option 2. Ms. Hahn noted that the reasons our Council favored Option 1 was due to the desire to keep the residential area together. They were also concerned about the canyon and Basalt Creek. There was also discussion about wanting Basalt Creek to be under one regulatory jurisdiction. In the end, Wilsonville was in agreement with Tualatin taking in the residential area, but in order to do that we need to look at the west side of the creek and determine where to shift the boundary so that Wilsonville would have additional employment land.

Mr. Beers inquired about the multi-family zones and didn't think that a survey to the property owners was a good method to determine where to locate multi-family land. Ms. Hurd-Ravich responded that this is a way to model uses to find out how it's going to impact trips and infrastructure in terms of utilities and costs. Ms. Hahn noted that the property owners near Horizon School are interested in multi-family; the rest will be residential detached units including townhomes.

Mr. Aplin inquired about the potential pump station. Ms. Hahn responded that the sewer system will be in Wilsonville with additional details to be determined. Mr. Aplin asked about the SDC fees and which City's are higher. Ms. Hurd-Ravich responded that Wilsonville's are a bit higher than Tualatin's.

6. FUTURE ACTION ITEMS

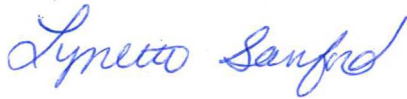
Ms. Hurd-Ravich stated that there are no agenda items or updates for the July Planning Commission meeting and it will most likely be canceled. The Commission members agreed to cancel the July meeting and a decision will be made about the August meeting at a later date.

7. ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION

Mr. Butts stated that he is relocating and will no longer be a Commission member as of September.

8. **ADJOURNMENT**

MOTION by Beers SECONDED by DeHaan to adjourn the meeting at 8:09 pm
MOTION PASSED 7-0.



_____ Lynette Sanford, Office Coordinator



**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR
AUGUST 24, 2015**

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

Absent: Councilor Wade Brooksby

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker;

Present: Community Services Director Paul Hennon; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Assistant City Manager Alice Cannon; Management Analyst II Kelsey Lewis; City Engineer Jeff Fuchs; Project Engineer Dominique Huffman

A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:02 p.m.

B. ANNOUNCEMENTS

1. New Employee Introduction- Dominique Huffman, Project Engineer

Assistant City Manager Alice Cannon introduced Project Engineer Dominique Huffman. The Council welcomed her.

2. America's Best Community Grant Update

Deputy City Manager Sara Singer, Candice Kelly, and Linda Moholt presented an update on the America's Best Community (ABC) grant. Deputy City Manager Singer shared the community engagement strategy for the grant. The vision and strategy were recapped including short and long term goals and potential challenges for the community moving forward. The next ABC Communities Partner event will be held on September 17, 6 pm, at Hayden's Lakefront Grill. The meeting will cover an overview of the Community Revitalization Plan and gather input from participants on mobile maker space alternatives, engaging the business community, and serving the underserved population of Tualatin. If citizens are unable to make the meeting surveys will be distributed to receive feedback.

Ms. Kelly encouraged all citizens to become engaged in this process by liking Tualatin ABC on Facebook and Twitter.

Ms. Moholt stated the Chamber supports this project as work force is one of the biggest concerns for employers in our area. She also noted the additional meeting space this future facility could provide is greatly needed in the community.

Deputy City Manager Singer stated citizens and community partners exceeded the fundraising goal raising over \$19,000. The prize for reaching this goal from Frontier is \$35,000 with a fundraising match from Intel of an additional \$15,000.

Mayor Ogden presented a check to the Tualatin ABC group from City County Insurance Services on his behalf.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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 ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Council President Monique Beikman, SECONDED by Councilor Nancy Grimes to adopt the consent agenda.

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

Other: Councilor Wade Brooksby (Absent)

MOTION CARRIED

1. Consideration of Approval of the Minutes for the City Council Regular Meeting of July 27, 2015
2. Consideration of Recommendations from the Council Committee on Advisory Appointments
3. Consideration of Resolution No. 5247-15 Authorizing the City Manager to Execute a Revocable Permit to Allow Construction of a Fence in Right-Of-Way for SW Alabama Street.
4. Consideration of Approval of a New Liquor License Application for Dotty's #13
5. Consideration of Approval of a New Liquor License Application for Covey Ridge Winery dba Woven Wineworks
6. Consideration of Approval of a New Liquor License Application for Big Eddy Tap House

E. SPECIAL REPORTS



STAFF REPORT CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 09/14/2015

SUBJECT: Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of August 24, 2015

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the City Council Work Session and Regular Meeting of August 24, 2015.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes of August 24, 2015
City Council Regular Meeting Minutes of August 24, 2015



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

Absent: Councilor Wade Brooksby

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Economic Development Manager Ben Bryant; Assistant City Manager Alice Cannon; Management Analyst II Zoe Monahan; Public Works Director Jerry Postema

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:05 p.m.

1. ***Basalt Creek Concept Plan Briefing.***

Assistant City Manager Alice Cannon and Planning Manager Aquilla Hurd-Ravich briefed the Council on the Basalt Creek Concept Plan project updates. Manager Hurd-Ravich presented boundary option three and preliminary analysis results for consideration. Key points from the last joint meeting with Wilsonville were recapped. It was noted boundary option three was created in response to the feedback from the meeting. Boundary option three was presented and transition areas along the boundary for buffering were highlighted. The next steps for decisions regarding the new boundary will occur at the next joint meeting on September 8. Future decision points for the fall include the refinement of preferred land use alternatives followed by open houses and the preparation of the draft Basalt Creek Concept Plan.

Manager Hurd-Ravich presented additional information including three boundary options total developable acres, land use mixes, total number of jobs and households, total trips, assessed value at buildout, and annual property tax at buildout. The consultant team summary was briefly reviewed.

Councilor Truax referenced a letter sent from Mr. Cross. He asked about Mr. Cross's concerns regarding his properties being split between cities. Manager Hurd-Ravich stated Mr. Cross's properties are located solely in Wilsonville. Manager Cannon noted boundary option three does not split any property lines.

Manager Hurd-Ravich recapped the difference between the three boundary options.

Mayor Ogden stated he did not believe the mix of residential and industrial in this option is a good value for the people who live in Tualatin. This mix creates more trips in turn creating more congestion. He understands the need for residential capacity but does not believe it should be done at the exclusivity of other options. His



STAFF REPORT CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 10/12/2015

SUBJECT: Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of September 14, 2015

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the City Council Work Session and Regular Meeting of September 14, 2015.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes of September 14, 2015
City Council Meeting Minutes of September 14, 2015



**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR
SEPTEMBER 14, 2015**

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

Absent: Councilor Joelle Davis

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Community Services
Director Paul Hennon; Deputy City Manager Sara Singer; Deputy City Recorder
Nicole Morris; Information Services Manager Lance Harris; Teen Program Specialist
Julie Ludemann; Police Captain Mark Gardner; Pohl Center Supervisor Matt Saviello;
Assistant City Manager Alice Cannon; Library Manager Jerianne Thompson; Human
Resources Director Janet Newport; Library Public Services Manager Sarah
Jesudason

A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:01 p.m.

B. ANNOUNCEMENTS

1. Tualatin Youth Advisory Council Update for September 2015

Members of the Tualatin Youth Advisory Council (YAC) presented a PowerPoint on their latest activities and upcoming events. The YAC is now accepting applications for new members through September 25. YAC participated in 9 Movies on the Commons events throughout the summer. The proceeds for the sale of concessions at the events will help send YAC members to the National League of Cities Conference. YAC is currently preparing for the West Coast Giant Pumpkin Regatta and Haunted House in October. Planning for the Van Raden Teen Center is underway.

2. League of Oregon Cities "If I Were Mayor" Statewide Student Contest Winner Announcement

Recreation Supervisor Julie Ludemann announced Emma Patton as the 2nd place state wide winner of the "If I Were Mayor" contest. Mayor Ogden congratulated Ms. Patton and presented her with an award on behalf of the League of Oregon Cities.

3. Proclamation Declaring the City of Tualatin a Purple Heart City



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

Absent: Councilor Joelle Davis

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker;
Present: Deputy City Manager Sara Singer; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Police Captain Mark Gardner; Assistant City Manager Alice Cannon; Management Analyst II Zoe Monahan

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:04 p.m.

1. *SW Corridor Plan Update.*

Assistant City Manager Alice Cannon and Management Analyst Zoe Monahan presented an update on the SW Corridor Plan. Manager Cannon reviewed the steering committee schedule. She stated the landscape of the plan continues to change as further research is conducted. Upon review it has been determined there is not enough funding to bring high capacity transit to downtown Tualatin. The Bridgeport location is still being reviewed. Bus transit improvements are still being worked on and additional bus service will be added in Tualatin.

Mayor Ogden stated the plan is still in the cost analysis and ridership analysis phase. The steering committee is still determining where high capacity transit would be the most beneficial.

Manager Cannon stated she will be back in a month to present the key issues report to the Council.

Mayor Ogden added the best chance for improved high frequency service to the area is to be connected to the SW Corridor High Capacity System.

2. *City Facilities Study.*

Deputy City Manager Sara Singer presented an update on the City Facilities Study. She stated initial results were presented to the Council in June where the Council directed staff to proceed with the due diligence process on the Oregon Nurses Association (ONA) Building and to continue reaching out to the property owners of the lot on the Commons. Manager Singer stated staff is working with the architects to develop the scope of work and cost estimates for the due diligence process on the ONA building. Council was updated that ONA is now the sole owner of the building and is currently considering a long term lease for the first floor. Manager

Singer received the quote back from DKS for a complete traffic study in the amount of \$16,000. Once all of the estimates have been compiled Manager Singer will bring the information to Council for further direction.

Councilor Bubenik asked what the cost to buy out the lease in the ONA building would be. City Manager Lombos stated it would be over a million dollars.

Manager Singer stated the owners at the Commons location expressed interest in selling the site. The site is estimated to cost \$2.7 million. One of the current tenants at the location has a ten year lease. New construction on the site is estimated at \$13.8 million.

Manager Singer is working with SRG on a scope of services that would examine how the existing City Offices could be reconfigured to meet the Library's needs. The estimated cost to renovate is \$900,000.

Councilor Bubenik asked what the cost of construction at the Police Department site would be. City Manager Lombos stated the cost of new construction on the site would be about \$14 million.

Mayor Ogden asked if Block C could be added to the list of potential sites. He is not interested in doing another study but is curious to see if the footprint of the space needed for City Hall would work in the location.

Mayor Ogden expressed concerns with traffic at the Commons location. Manager Singer stated staff's recommendation is to complete a traffic analysis to determine if additional traffic could be accommodated.

Councilor Truax stated he is not in favor of moving forward with studying the ONA building as there are better options for the same amount of money. He would like to move forward with a traffic study for the Commons site, Block C, and the Police Department.

Council President Beikman would like to proceed with a traffic study first to see what is viable in that respect. After the traffic study is complete she would then be able to make a decision on which locations to proceed with a due diligence process. City Manager Lombos asked for clarification on which locations she would like studied. Council President Beikman stated the Police Department, ONA building, the Commons, and Block C.

Councilor Grimes would like the property owners of Block C contacted first to see if they are even interested in selling. If they are interested she would then like the property included in the traffic study.

City Manager Lombos summarized stating staff will follow-up with the owners of Block C to see if they are willing sellers, move forward with the traffic study, and put the due diligence process on hold for the ONA building until the results of the traffic study are available.

3. *Outside Agency Grants.*

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

The Wilsonville City Council met with the City of Tualatin City Council on Wednesday, December 16, 2015 starting at 6 p.m. at the Wilsonville City Hall.

Wilsonville City Council members present:

Mayor Knapp
Council President Starr
Councilor Fitzgerald
Councilor Stevens
Councilor Lehan

Wilsonville Staff present:

Bryan Cosgrove, City Manager	Nancy Kraushaar, Community Development Director
Jeanna Troha, Assistant City Manager	Miranda Bateschell, Long Range Planner
Barbara Jacobson, City Attorney	Steve Adams, Engineering Manager
Mike Kohlhoff, Special Projects Attorney	Susan Cole, Finance Director
Sandra King, City Recorder	

City Councilors from the City of Tualatin included:

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

Staff representing Tualatin:

Sherilyn Lombos, City Manager	Cindy Hahn, Associate Planner
Alice Cannon, Assistant City Manager	Jeff Fuchs, City Engineer
Colin Cortes, Assistant Planner	

Consultants involved in the work effort:

Jon Fregonese, President, Fregonese Associates
Andy Cotugno, Metro Planning Director

The purpose of the joint meeting is to:

1. Hear about the continued Basalt Creek Planning efforts.
2. Provide direction on the latest boundary option and functional elements of the Basalt Creek Concept Plan.

CALL TO ORDER

Mayor Knapp called the joint Council meeting to order at 6:05 p.m. Roll call was completed via self-introductions.

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

PRESENTATION (Fregonese)

John Fregonese commented the purpose of the meeting was to review the boundary option evaluations since the cities were at the point where agreement on the boundary was critical, and to review the next steps. Over the past two years work has been done to evaluate land suitability, guiding principles, a number of scenarios were considered and many issues worked out to where he was confident about the ability to move forward.

Mr. Fregonese identified the base case and four boundary options that had been considered, analyzed, and evaluated. Through that evaluation process service provisions and transportation issues have been worked out. The project was at the point where a decision had to be made on the boundary to move ahead in the process.

Andy Cotugno discussed the history of Basalt Creek and the regional significance of the area. Thirty years ago discussion began about the possibility of an I-5/99W connector, which led to talk about building a “western bypass” freeway to Hillsboro. Although the western bypass was not built, the I-5/99W connector idea remains on the table. When Metro added land to the UGB, one of the conditions was to figure out where that road was to be located and not to allow urbanization in this area until the location of this road was identified to insure the possibility of the connector was not precluded because of urbanization.

That led to the examination of the I-5/99W connector with the proposal on the table at the time for a freeway connection; however, it was concluded this was not the best idea for organization of the land in Tualatin and Wilsonville and Sherwood. Rather, an arterial based approach would be a better option. This arterial based approach was included in the regional plan although the location of the road was not identified. The process with Basalt Creek presented a good solution for the transportation system plan for the area while recognizing future extensions to the west and east may be possible.

When the area was added to the UGB Metro was looking for additional job lands, but heard concerns about neighborhoods from Tualatin and the incompatible development being alongside Tualatin’s boarder. The challenge is to determine land uses while recognizing what is already built and taking into consideration the natural features and neighborhood conflict areas.

Mr. Fregonese stated it was important to understand how significant the barrier Basalt Creek Parkway will be.

Mayor Knapp added staff felt the elected officials needed to understand the Parkway concept better, what is it going to look like and how it will interface with the surrounding properties and how it will affect the flow of traffic and industry in that vicinity.

Miranda Bateschell, Long Range Planning Manager, explained staff had met with Washington County about what the Parkway would look like, and in particular the elevation changes and the profile of the Parkway. Ms. Bateschell described the elevation changes from the western edge to Grahams Ferry for the phase one design plan.

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

Mayor Knapp commented it was clear that the Parkway is a significant physical feature that will frame interaction. Three intersections were planned for the parkway: Tonquin Road, Grahams Ferry and eventually at Boones Ferry. He noted no driveways will be coming onto the Parkway; all driveways will be oriented to the north on Tonquin, and on the south Clay Street. Grahams Ferry Road will become a significant route with industry facing onto Grahams Ferry. When the Transportation Refinement Plan was being addressed one of the things discussed was the need to be sure the existing transportation facilities on the ground are capable of accepting the impact of the traffic that will be on the Parkway and he felt it was critical that it is developed in a way that enables the area to be successful.

The Mayor referred to the handout titled “Basalt Creek Development – Considerations for Success” which listed nine elements. He noted the Mayors and Council Presidents of both cities along with staff from both cities, met and talked about the nine items listed on the handout as matters that needed to be kept in mind if the area is to be successful economically and meet the needs of the region. The Considerations for Success talks about some of the things that need to happen for the area to be a success.

Mayor Knapp addressed the nine items:

1. Sewer – each city serve its own area, as much as possible. This will help each city operate independently, without needing to coordinate on each development in their jurisdictional part of Basalt.
2. Stormwater – all flows received by Wilsonville to be guided by Wilsonville protocols and design standards. Wilsonville must meet the standards for discharge under the Wilsonville permits.
3. Recognize Regional need for industrial lands drove the Basalt designation in 2004. Consider Regional all Title 4 designations on the Basalt lands best suited and concept planned for industrial in both cities. Assurance of consistent follow through on industrial/employment development in both cities will be of joint benefit, and help such development to be successful.
4. Recognize the critical need for receiving roadways to be improved BEFORE the Parkway sends transportation load onto them. Invest SDC’s, TDT (transportation development tax), and potential supplemental SDCs generated by Basalt development in both cities, INTO Basalt improvements. (Past Washington County precedent has been to spend 75% of such supplemental SDC’s and TDT in the originating area.)

Mayor Knapp would like to see 100% of the SDC’s and TDT funds go to the transportation improvement in Basalt Creek, and for both cities to agree to that.

5. Recognize that the transportation improvements agreed to and planned (in the Basalt Creek Transportation Refinement Plan) are based on projected loads from the identified system. Any substantial additional traffic loads from external locations will likely overload the system and cause it to fail. Therefore major re-evaluation and additional system capacity improvements will be necessary in the event the Region decides to direct other traffic through Basalt.

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

6. It is important that both cities respect the trip cap for the area and find a way to preserve each city's share. Additional review of trip caps with land uses should occur moving forward.
7. Recognize the need for both cities to be jointly committed to seeking Regional investment in future I-5 crossings. Those crossings will become critical to allowing industrial/employment growth in Basalt, thereby meeting Regional objectives. Without Regional involvement, the crossings will never get built.
8. Strongly consider not building Kinsman Road north of Day. Constraints on its intersection location with Day, high cost of new construction, and fact it would serve only development on its west side all indicate a poor return for the investment. Invest in Grahams Ferry Road improvements instead, which will serve the same lands.
9. Plan on having a joint city agreement on managing the Natural Area along Basalt Canyon. Development is eventually expected along the west side of the canyon which would then be an appropriate location for a bike/pedestrian trail connecting the cities. Such connection would be an asset to both residents and employees in the area, if thoughtfully planned and connected to "through" trails on both north and south.

Mayor Knapp indicated these nine items were the focus of the discussion that took place a week and a half ago. He felt the participants had a good understanding and agreement on why these considerations were important to the overall project. Mayor Knapp asked Council Presidents Starr and Beikman if they had any comments.

Council President Beikman said that transit was talked about. And that it was in both of the jurisdictions interests to lobby Tri-Met and any other regional provider to provide transit services to the area since it was a significant regional industrial area.

Council President Starr added if the funds the businesses pay to Tri-Met could go to SMART that would make the most sense. He noted number three and number six, and that there was substantial discussion about protecting the integrity of the plan so it would stand from election to election and not be changed to protect the amount of money invested in developing the plan, and that each city would find success in the plan as it is built out. Regarding number six both cities agreed it was vital that both cities find a way the trip cap remains in place so the transportation plan will not fail.

Mayor Ogden echoed Council President Beikman's comments that the ideals presented here are important. For the area to function as planned with respect to the land use and transportation capacity that is likely to be in place, and the ability to serve that area and recognizing the transportation system that Washington County is putting into place that facility is really there to serve the region of Tualatin east, Sherwood, and north Wilsonville. We recognize an arterial with limited access will be moving traffic from Tualatin, and Wilsonville in both directions; however it is not a major arterial that will emulate the I-5/99W connector. To the extent that anything like that is considered in the future it will have to honor the land use and planning that is in place here and we're not going to be providing a corridor for that. By default we are precluding a future for a 99W connector, so all the more important to recognize that the transportation piece has to work there and it cannot be overloaded nor can Basalt Creek Parkway be overloaded. Mayor Ogden supported the ideals.

CITY OF WILSONVILLE
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Regarding transit Mayor Ogden recognized a system will be needed to serve the area, and serve it “blind” to the user. It should be a transit system that works regardless of the provider, and is efficient from a tax and return standpoint. A detailed discussion would be necessary in the future on transit services.

Mayor Knapp stated Wilsonville reoriented its entire SMART system toward the WES Station and committed to meet every train and promised Wilsonville employers that their employees would be at their place of employment in ten minutes from when the train arrived. Wilsonville is committed to continuing to provide that type of service to the Basalt Creek area employers. Details regarding transit providers will need to be worked out since Tri-Met controls some of that decision. If the two cities speak jointly to Tri-Met there may be a higher possibility of success.

Mayor Ogden responded whatever is the best solution as long as the two cities are in concert with each other there is a better chance of success in dealing with TriMet. That needs to be the motto on whatever we are doing in that area with extraterritorial money. There should be a coordinated effort between the two jurisdictions, to represent the best interests of our citizens. As we lay the foundation for the mutual agreements we lay the underpinnings of how we proceed in the future on the needs in that area.

Mayor Knapp wanted to know if the councilors had questions or comments.

Councilor Truax expressed his pleasure in the nine Considerations of Success, and the willingness for the two adjoining jurisdictions to enter into an agreement dealing with sewer and stormwater was unique. He applauded the participants of the small group meeting, and with the positive tone that runs through this and felt they were close to having the framework.

Councilor Lehan seconded Councilor Truax’s remarks. She thought the small group players distilled out the essential pieces, and while they are not agreed to in detail it clearly states what the cities are intending to do in a general sense, and what the goals are. She was glad to see the commitment, in particular numbers three and six, about the trip caps and the need for the land use piece to follow along. Councilor Lehan pointed out the other partner necessary was the regional government, Metro, to rise to this level of commitment in terms of the trip caps and in terms of the land uses. This whole development grew out of the industrial lands study of 2004, and at that time she recalled Tualatin and Wilsonville were always vying for the most land zoned industrial. Both cities were at 31-32% of land zoned industrial while no other city in the region was close to 30%. Tualatin and Wilsonville lead in terms of industrial percentage and capacity for the size of the cities. What we are looking for besides recognizing that Tualatin and Wilsonville are carrying the region in terms of industrial land, is that regional recognition in terms of trip caps and further industrial and to back up the cities in terms of making this project work.

Councilor Beikman felt funding is limited and it was important for the two cities to work out plans for the SDCs and TDTs and emphasize this area is a regionally significant industrial area and that the regional government needs to recognize that with dollars for the infrastructure so the

CITY OF WILSONVILLE
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project can function properly. Regarding item number six and the traffic trip cap, the city of Tualatin had no interest in adding additional traffic to areas that are not planned for; it was important to buffer the neighborhoods in Tualatin.

Councilor Davis expressed her disagreement with the location of Basalt Creek Parkway in that it should not cut across the canyon, it is too far north, the boundary will split the neighborhood and the responsibility for caring for and maintaining the canyon. The neighborhood on the Wilsonville side will become an island when Wilsonville has been clear its intent for Basalt Creek is industrial and not residential. Councilor Davis' intent is to maintain the area around the east side of the canyon, and to protect the canyon and insure the neighborhood is saved as a cohesive piece on the Tualatin side.

Councilor Lehan said she would not have chosen the current boundary until she realized the elevation of the Parkway and how access to the Parkway was limited. When a road is between 5-30 feet in the air it becomes a significant barrier.

Mayor Knapp stated because of the physical constraints of the Parkway and because of the need to have development clustered around roads that will serve the nodes of industrialization, overlaid by the physical characteristics of the Parkway have led to the decision that the Parkway location is the most logical jurisdictional boundary line between the two cities. The slide showing the jurisdictional boundary line between the two cities was displayed again.

Mayor Knapp said the direction to staff would incorporate the Considerations for Success, including the addition of number ten which mentions transit service, as drafted the language reads, "Cities will work jointly to secure transit service for business and residents of Basalt Creek through SMART or Tri-Met."

Mr. Cosgrove recommended councilors to state their general support or raise their concerns, and direct staff to bring back a resolution on what they have seen this evening.

Regarding the transit issue Mayor Ogden felt the language should be less specific; rather the language could suggest something that is jurisdictionally blind to the user, cost effective, and has some mutual relationship to both districts.

Mayor Knapp did not want the transit service to be locked into only one possible provider. He understood if Wilsonville expanded its boundary to the Parkway and annexed that area the City would still not have a right to not collect Tri-Met taxes in the new expansion area.

Mayor Ogden did not want to walk away with any conceptions that may come back and be a surprise. For example, the notion of 75% of the SDCs or TDT money going to the district but that will not be enough for transportation and additional financing tools will need to be found. He thought the shortage of transportation funding and the need for transportation should be expressed and that all of the money raised in this area should benefit the area; but placing a number on it tonight may be restrictive.

CITY OF WILSONVILLE
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Mayor Knapp did not think what was written contradicted that, it recognizes the need and investing those funds generated in the district back into the district is what it says in concept. The other is a footnote regarding the Washington County's past precedent. The Mayor asked each council member to provide their thoughts.

Councilor Bubenik shared some of the concerns raised by Councilor Davis about Basalt Creek being two jurisdictions and the neighborhoods split into two different cities. Other than that he thought the plan was good. Consideration number nine protects the canyon to insure it is maintained. He was in support of moving forward in the process and the Considerations for Success and the boundary proposal.

Councilor Lehan saw the logic in the boundary being Parkway. She was comfortable with the Considerations for Success. Regarding the canyon she was committed to protecting the natural area. The Councilor noted Wilsonville's zoning did not put pressure on property owners to develop any faster than they wanted to. The Elligsen property south of Costco is an example, it is still being farmed and there is no pressure to change its use. She thought the canyon was a beautiful asset and having trails connecting the area to both cities was a good idea. Councilor Lehan supported the boundary.

Councilor Brooksby felt the same as Councilors Davis and Bubenik, he supported the current boundary as chosen reluctantly and thought it should be lower, he is concerned the Parkway could be further south to be more effective. The Councilor agreed that property owners should not be pressured to develop.

Councilor Fitzgerald supported the boundary and thought it was a good plan. She identified number eight as a good element to focus on Grahams Ferry Road rather than Kinsman. She supported the idea of the cities working together for regional transportation money for road improvements. Regarding transit, item number ten, the Councilor hoped an efficient and appealing system is developed that gets people to use it, alleviating congestion.

Councilor Beikman agreed.

Councilor Starr agreed and asked who decided to locate the Parkway where it is.

Mr. Cotugno said Washington County led the process but it was carried out through this joint city planning process.

Councilor Starr confirmed it was a neutral third party (Washington County) that determined where the road went. This is a deviation from where some may have remembered, the west side of the area and north of the Parkway is more land that was added into Tualatin with good industrial potential which is a 'win' recognizing Tualatin was giving up some of the canyon area. Referring to item four, the Councilor wanted 100% because there is never enough money for transportation. He supported the idea of jointly approaching the state and region for funding. Councilor Starr suggested wording item number ten to recognize and support SMART and/or another transportation service; however, in the Wilsonville boundary it would be SMART, and in

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Tualatin we would support what Tualatin wanted to do. He supported the placement of the boundary.

Councilor Truax indicated his support of the boundary. He was in general support of the whole proposal with the understanding that each item of consideration for success will merit a lot of work. Regarding transit, we should take SMART from the Parkway north; Tualatin will work to support servicing the area in the most efficient way, both from a service and economic standpoint.

Councilor Davis agreed with Councilor Truax's transit comments. There were elements of the Considerations for Success she agreed with, the sewer and stormwater pieces, the discussions around the SDCs and TDT is going in the right direction. The Councilor has fundamental disagreements with the project in terms of the canyon, the neighborhood to the east of the canyon and the alignment of the Basalt Creek Parkway.

Councilor Grimes was in general agreement for the proposed boundary. She was concerned about the canyon and the green space and the elevated bridge/roadway cutting across the canyon; however those concerns were mitigated to some degree by the commitments from both councils to protect the green space, which provides protection to the Tualatin neighborhood. The desire for jobs needs to be balanced with the need to protect Tualatin livability. Councilor Grimes appreciated the Considerations for Success and the framework as long as they are not viewed as narrow constraints.

Councilor Stevens would like the decisions to be memorialized quickly so funds will not be wasted should it be decided to do something differently in the future. Items that there is agreement on should be the first to be memorialized, an IGA to protect the canyon as a natural resource between the two cities; likewise the bike/ped pathway. Another element that can be memorialized is the decision not to build Kinsman Road. The Councilor liked the fact that the Parkway will be identified as the boundary between the two communities. She felt the Considerations for Success are close to being goals for success, and the document should be memorialized so that decisions are known in the future.

Mayor Knapp thought the two city managers had received clear direction from their councilors on what direction staff needs to take. He asked Mr. Fregonese how to take the general consensus and what to expect in way of documentation and how to build something that will memorialize the ideas expressed.

Mr. Fregonese explained a concept plan will memorialize these ideas in concept. He will prepare the concept plan for the two cities to adopt. A Title 11 memo to Metro governs the regional aspects of the concept plan. Each city will adopt a comprehensive plan amendment which will have implementation components to it. Agreements between the two cities outlining what each city will be responsible for need to be written. Both cities will have urban planning area agreements with Washington County. He thought both cities would want the area to remain rural and not develop until it has been annexed into each city. Additional agreements with Tri-Met, Clean Water Services may be necessary, and the concept plan will list those. The concept plan will have the foundation for each city to take on and sign the more formal agreement

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starting with the concept plan and IGA between the two cities in terms of where you go from here.

Councilors will see a draft of the concept plan that has all the ideas in one document with a list of how each item will be implemented and be put into force.

Mayor Knapp thought there were a lot of things to be accomplished which falls to each city's staff. He asked if Washington County rules enabled things to happen that we don't want to happen, and how to keep that from happening; do we have control over that.

Mr. Fregonese said each city has an existing Urban Services Agreement with Washington County, and he thought the agreement could be review and a discussion held with the County.

Councilor Truax stated he was willing to have a discussion on the future of Kinsman Road.

Councilor Lehan wanted councilors from both cities to keep in mind I-5 is the life blood arterial for both cities, and nothing we do should cause the interchanges or I-5 to fail.

Mayor Ogden thanked Mayor Knapp for his leadership throughout the process. This was the first time there has been a jurisdictional planning effort addressing the concerns of both cities.

Mayor Knapp felt a good basis was in place for moving forward. He expressed appreciation to the staffs of both cities for their work. While there are concerns, they will try to mitigate those concerns and find the best way to handle them.

Mayor Knapp adjourned the meeting at 7:37 p.m.

Sandra C. King, MMC, City Recorder

ATTEST:

Tim Knapp, Mayor



City of Tualatin

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OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF September 17, 2015

TPC MEMBERS PRESENT:

Alan Aplin
Bill Beers
Jeff DeHaan
Cameron Grile
Mona St. Clair
Janelle Thompson
Angela Demeo

STAFF PRESENT

Aquilla Hurd-Ravich
Cindy Luxhoj Hahn
Lynette Sanford

TPC MEMBER ABSENT:

GUESTS: Mike Smith

1. CALL TO ORDER AND ROLL CALL:

Alan Aplin, Chair, called the meeting to order at 6:30 pm and reviewed the agenda. Roll call was taken.

2. APPROVAL OF MINUTES:

Mr. Aplin asked for review and approval of the June 18, 2015 TPC minutes. MOTION by Grile SECONDED by Beers to approve the minutes as written. MOTION PASSED 7-0.

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

None

4. ACTION ITEMS:

None

5. COMMUNICATION FROM CITY STAFF:

A. Basalt Creek Concept Plan Project Briefing

Cindy Luxhoj Hahn, Associate Planner, presented the Basalt Creek Concept Plan Project Briefing, which included a PowerPoint presentation. Ms. Luxhoj Hahn stated that

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

at the Joint Council meeting in June, the project team presented two boundary and land use alternatives to the base case scenario. At that meeting, the two Councils discussed the land use types, key indicators and potential benefits of the two draft boundary options. The Tualatin City Council favored Option 1 while the Wilsonville City Council favored Option 2. At that meeting, direction was received to prepare a boundary Option 3 which was taken to a Council work session on August 24th.

Ms. Luxhoj Hahn stated the Joint Council meeting on June 17th was very productive in terms of coming to a consensus on several issues. Some of the issues included:

- Buffering between employment and residential uses along Greenhill Lane.
- Residential properties along Boones Ferry Rd should remain intact as a cohesive community and should be included in Tualatin.
- Protecting Basalt Creek Canyon was a priority and that Tualatin should be responsible for the majority of the protection.
- Remove West Railroad from Tualatin's jurisdiction.
- Buffer existing residential neighborhoods from employment lands.
- Maximize gravity sewer and minimize pump stations.

Ms. Luxhoj Hahn mentioned that there was continued conversation around the positives and negatives of locating a jurisdictional boundary along property lines rather than roads west of Basalt Creek canyon.

Ms. Luxhoj Hahn went through the slides that detailed the total developable acres for Tualatin and Wilsonville including the land use mix, the number of jobs created, total housing units, and the total trips generated.

Ms. Luxhoj Hahn stated that the joint Tualatin and Wilsonville City Council meeting scheduled for October has been postponed, but they are still on track to prepare a draft Basalt Creek Concept Plan, refine the preferred Land Use Alternatives, and hold a public open house.

Mr. Aplin stated that the Council made the decision to recognize the constraints of the topography and was satisfied that the residential property meets current needs, but there was concern about the balance between residential needs and jobs. Ms. Luxhoj Hahn added that they can vary the land uses to add additional jobs but that if there aren't enough jobs generated, there will be a lack of money for services.

Mr. DeHaan asked if the City of Wilsonville is opposed to giving up west railroad. Ms. Hurd-Ravich stated that west railroad is highly constrained with a flood plain, power line easement, and access constraints which were the reasons it was taken out of the analysis. Ms. Luxhoj Hahn added the north side is owned by Knife River concrete plant and they have no intention of selling.

Mr. Beers asked how many of the proposed households were multi-family. Ms. Luxhoj Hahn answered that it's at 6 percent. Mr. Beers expressed concern about the price of housing and increased traffic from the added employment area. Mr. Aplin asked about

Greenhill Rd and if it's projected to cross I-5. Ms. Hurd-Ravich responded that Day Rd is proposed to go around the Mercedes dealership and anticipated to be an extension across I-5. Mr. Aplin asked about property taxes earned compared to cost of services. Ms. Hurd-Ravich responded that Council is comfortable that it will be a balanced community with the capital projects covered by development.

Mr. DeHaan asked if the citizens in the area are inquiring about the proposed uses. Ms. Hurd-Ravich responded that they have heard from a few of the residents and a market analysis was completed regarding the viability of the land uses. Residential land is in demand by developers and Tualatin is currently lacking in that area.

Ms. Thompson asked who makes the final vote. Ms. Hurd-Ravich answered that it will first have to be agreed upon by the City Councils, the Urban Planning Agreement will need amended, and then it will go to Metro for approval.

6. FUTURE ACTION ITEMS

Ms. Hurd-Ravich stated that there are no items on the agenda for October and the meeting will likely be cancelled. Food Carts will be presented to Council on October 26th, which may be presented to the Planning Commission at a later date.

7. ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION

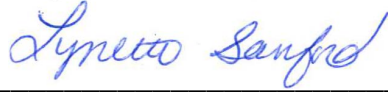
Mr. Grile inquired about the gas station on 99W. Ms. Hurd-Ravich responded that a Neighborhood Developer meeting was held regarding the annexation of that piece of property. The proposal is for a gas station, mini mart, and card lock. Ms. Hurd-Ravich acknowledged there were many comments from citizens, but no application has been submitted. Mr. Beers asked about the result of the facilities study for a new City Hall. Ms. Hurd-Ravich responded that on Monday evening, Council gave direction to have a traffic study conducted on the ONA building, police site, Block C (which is the gravel lot off of Boones Ferry Rd) and the property on the Commons which currently houses Lee's Kitchen and the former Wichita Pub.

Ms. Demeo inquired about the Hagen's grocery store site and if there were inquiries. Ms. Hurd-Ravich responded that there has been no word on that site. Mr. Aplin inquired about the RV Park of Portland site. Ms. Hurd-Ravich responded that their intention is to construct multi-family housing, but no applications have been submitted. She added that the southern side is not zoned for high density residential so they will have to go through a Plan Map Amendment process.

Mr. DeHaan inquired about the Riverhouse property off of Boones Ferry Rd. Ms. Hurd-Ravich responded that there have been a few calls on the property and it has been sitting vacant for approximately 10 years. That site was not considered in the facilities study.

8. **ADJOURNMENT**

MOTION by Beers, SECONDED by DeHaan to adjourn the meeting at 7:20 pm
MOTION PASSED 7-0.



_____ Lynette Sanford, Office Coordinator



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR
OCTOBER 12, 2015

Present: Mayor Lou Ogden; Councilor Wade Brooksby; Councilor Frank Bubenik; Councilor Joelle Davis; Councilor Ed Truax

Absent: Council President Monique Beikman; Councilor Nancy Grimes

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker;

Present: Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Recreation Supervisor Julie Ludemann; Assistant City Manager Alice Cannon; Library Manager Jerianne Thompson; Management Analyst II Kelsey Lewis; Parks and Recreation Manager Rich Mueller; Human Resources Director Janet Newport; Public Works Director Jerry Postema

A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:05 p.m.

B. ANNOUNCEMENTS

1. Tualatin Youth Advisory Council Update for October 2015

Members of the Tualatin Youth Advisory Council (YAC) presented a PowerPoint on their latest activities and upcoming events. The YAC will be participating in the West Coast Giant Pumpkin Regatta by hosting the concession stand, pumpkin crafts, face painting, and pumpkin bowling. The annual YAC Haunted House will be held October 21-24, 7-10pm, at the Van Raden Community Center. Monies raised from the two events will be used to allow members to attend the National League of Cities Conference.

2. Proclamation Declaring October 18-24, 2015 as National Friends of the Library Week

Proclamation moved to item E.2

3. Honor Eagle Scout Sid Sylace

Human Resources Manager Janet Newport introduced Sid Sylace. Sid was awarded the honor of Eagle Scout for replacing seven fence posts in the split rail fencing at Jurgen's Park. Mayor Ogden congratulated Sid on receiving the honor of Eagle Scout and presented him with a plaque.

4. West Coast Giant Pumpkin Regatta Announcement

Recreation Supervisor Julie Ludemann invited all citizens to attend the 12th Annual West Coast Giant Pumpkin Regatta to be held on Saturday, October 17, 10am-4pm, at the Tualatin Commons.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.

Emily Gonzalez expressed concerns regarding the proposed gas station in the Pony Ridge Area. She asked the Council to consider the risks to children and the impacts on the community.

Ted Saedi spoke about his concerns regarding the proposed gas station in Pony Ridge. His concerns included adverse affects in traffic, safety, property value, and security. He requested a master plan be prepared for the commercial area along Pacific Drive and Hwy 99.

Barbara Ouellette echoed Mr. Saedi's concerns regarding the location of the proposed gas station in the Pony Ridge Area.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Councilor Joelle Davis, SECONDED by Councilor Ed Truax to adopt the consent agenda.

Aye: Mayor Lou Ogden, Councilor Wade Brooksby, Councilor Frank Bubenik, Councilor Joelle Davis, Councilor Ed Truax

Other: Council President Monique Beikman (Absent), Councilor Nancy Grimes (Absent)

MOTION CARRIED

1. Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of September 14, 2015



STAFF REPORT CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 11/09/2015

SUBJECT: Consideration of Approval of the Minutes for the City Council Work Session and Regular Meeting of October 12 and 26, 2015

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the City Council Work Session and Regular Meeting of October 12 and 26, 2015.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: [City Council Work Session Minutes of October 12, 2015](#)
[City Council Regular Meeting Minutes of October 12, 2015](#)
[City Council Work Session Minutes of October 26, 2015](#)
[City Council Regular Meeting Minutes of October 26, 2015](#)



Present: Mayor Lou Ogden; Councilor Wade Brooksby; Councilor Frank Bubenik; Councilor Joelle Davis; Councilor Ed Truax

Absent: Council President Monique Beikman; Councilor Nancy Grimes

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker;
Present: Community Services Director Paul Hennon; Planning Manager Aquilla Hurd-Ravich;
Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris;
Assistant City Manager Alice Cannon; Management Analyst II Kelsey Lewis; Parks
and Recreation Manager Rich Mueller; Management Analyst II Zoe Monahan; Public
Works Director Jerry Postema; Management Analyst Carrie Severson

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:07 p.m.

1. ***Metro Update with Councilor Craig Dirksen.***

Metro Councilor Greg Dirksen presented an update on Metro activities over the last quarter. He distributed the Regional Snapshot to the Council. The snapshot is a new monthly handout produced by Metro that will be covering different topics of importance.

Councilor Dirksen updated the Council on the SW Corridor Steering Committee meeting. He stated the main barrier to bringing light rail into downtown Tualatin is cost. He noted the federal government process does not allow the committee to discard a option based on cost. The committee in turn has declared the option nonviable and has been removed from consideration.

Mayor Ogden stated Bridgeport Village is the likely terminus for Tualatin. The area is still being studied and he does not want this option removed from the table due to funding capacity. Councilor Dirksen added no further decisions will be made until February.

Councilor Dirksen updated the Council on the Urban Growth Boundary (UGB) remand. The State remanded the study back to Metro and Metro Council is now working on addressing the findings from the State. Metro has been in conversations with Clackamas County regarding the remand but the County is not interested in the direction Metro is heading with the plan. Metro would like to keep the scope narrow and not reopen the boundary map. The first public hearing on the remand was held on October 8 with the majority of participants agreeing to keeping the scope narrow.

Mayor Ogden stated Tualatin's concern with the study is transportation. The

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

The Wilsonville City Council met with the City of Tualatin City Council on Wednesday, December 16, 2015 starting at 6 p.m. at the Wilsonville City Hall.

Wilsonville City Council members present:

Mayor Knapp
Council President Starr
Councilor Fitzgerald
Councilor Stevens
Councilor Lehan

Wilsonville Staff present:

Bryan Cosgrove, City Manager
Jeanna Troha, Assistant City Manager
Barbara Jacobson, City Attorney
Mike Kohlhoff, Special Projects Attorney
Sandra King, City Recorder

Nancy Kraushaar, Community Development
Director
Miranda Bateschell, Long Range Planner
Steve Adams, Engineering Manager
Susan Cole, Finance Director

City Councilors from the City of Tualatin included:

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

Staff representing Tualatin:

Sherilyn Lombos, City Manager
Alice Cannon, Assistant City Manager
Colin Cortes, Assistant Planner

Cindy Hahn, Associate Planner
Jeff Fuchs, City Engineer

Consultants involved in the work effort:

Jon Fregonese, President, Fregonese Associates
Andy Cotugno, Metro Planning Director

The purpose of the joint meeting is to:

1. Hear about the continued Basalt Creek Planning efforts.
2. Provide direction on the latest boundary option and functional elements of the Basalt Creek Concept Plan.

CALL TO ORDER

Mayor Knapp called the joint Council meeting to order at 6:05 p.m. Roll call was completed via self-introductions.

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PRESENTATION (Fregonese)

John Fregonese commented the purpose of the meeting was to review the boundary option evaluations since the cities were at the point where agreement on the boundary was critical, and to review the next steps. Over the past two years work has been done to evaluate land suitability, guiding principles, a number of scenarios were considered and many issues worked out to where he was confident about the ability to move forward.

Mr. Fregonese identified the base case and four boundary options that had been considered, analyzed, and evaluated. Through that evaluation process service provisions and transportation issues have been worked out. The project was at the point where a decision had to be made on the boundary to move ahead in the process.

Andy Cotugno discussed the history of Basalt Creek and the regional significance of the area. Thirty years ago discussion began about the possibility of an I-5/99W connector, which led to talk about building a “western bypass” freeway to Hillsboro. Although the western bypass was not built, the I-5/99W connector idea remains on the table. When Metro added land to the UGB, one of the conditions was to figure out where that road was to be located and not to allow urbanization in this area until the location of this road was identified to insure the possibility of the connector was not precluded because of urbanization.

That led to the examination of the I-5/99W connector with the proposal on the table at the time for a freeway connection; however, it was concluded this was not the best idea for organization of the land in Tualatin and Wilsonville and Sherwood. Rather, an arterial based approach would be a better option. This arterial based approach was included in the regional plan although the location of the road was not identified. The process with Basalt Creek presented a good solution for the transportation system plan for the area while recognizing future extensions to the west and east may be possible.

When the area was added to the UGB Metro was looking for additional job lands, but heard concerns about neighborhoods from Tualatin and the incompatible development being alongside Tualatin’s boarder. The challenge is to determine land uses while recognizing what is already built and taking into consideration the natural features and neighborhood conflict areas.

Mr. Fregonese stated it was important to understand how significant the barrier Basalt Creek Parkway will be.

Mayor Knapp added staff felt the elected officials needed to understand the Parkway concept better, what is it going to look like and how it will interface with the surrounding properties and how it will affect the flow of traffic and industry in that vicinity.

Miranda Bateschell, Long Range Planning Manager, explained staff had met with Washington County about what the Parkway would look like, and in particular the elevation changes and the profile of the Parkway. Ms. Bateschell described the elevation changes from the western edge to Grahams Ferry for the phase one design plan.

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Mayor Knapp commented it was clear that the Parkway is a significant physical feature that will frame interaction. Three intersections were planned for the parkway: Tonquin Road, Grahams Ferry and eventually at Boones Ferry. He noted no driveways will be coming onto the Parkway; all driveways will be oriented to the north on Tonquin, and on the south Clay Street. Grahams Ferry Road will become a significant route with industry facing onto Grahams Ferry. When the Transportation Refinement Plan was being addressed one of the things discussed was the need to be sure the existing transportation facilities on the ground are capable of accepting the impact of the traffic that will be on the Parkway and he felt it was critical that it is developed in a way that enables the area to be successful.

The Mayor referred to the handout titled “Basalt Creek Development – Considerations for Success” which listed nine elements. He noted the Mayors and Council Presidents of both cities along with staff from both cities, met and talked about the nine items listed on the handout as matters that needed to be kept in mind if the area is to be successful economically and meet the needs of the region. The Considerations for Success talks about some of the things that need to happen for the area to be a success.

Mayor Knapp addressed the nine items:

1. Sewer – each city serve its own area, as much as possible. This will help each city operate independently, without needing to coordinate on each development in their jurisdictional part of Basalt.
2. Stormwater – all flows received by Wilsonville to be guided by Wilsonville protocols and design standards. Wilsonville must meet the standards for discharge under the Wilsonville permits.
3. Recognize Regional need for industrial lands drove the Basalt designation in 2004. Consider Regional all Title 4 designations on the Basalt lands best suited and concept planned for industrial in both cities. Assurance of consistent follow through on industrial/employment development in both cities will be of joint benefit, and help such development to be successful.
4. Recognize the critical need for receiving roadways to be improved BEFORE the Parkway sends transportation load onto them. Invest SDC’s, TDT (transportation development tax), and potential supplemental SDCs generated by Basalt development in both cities, INTO Basalt improvements. (Past Washington County precedent has been to spend 75% of such supplemental SDC’s and TDT in the originating area.)

Mayor Knapp would like to see 100% of the SDC’s and TDT funds go to the transportation improvement in Basalt Creek, and for both cities to agree to that.

5. Recognize that the transportation improvements agreed to and planned (in the Basalt Creek Transportation Refinement Plan) are based on projected loads from the identified system. Any substantial additional traffic loads from external locations will likely overload the system and cause it to fail. Therefore major re-evaluation and additional system capacity improvements will be necessary in the event the Region decides to direct other traffic through Basalt.

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6. It is important that both cities respect the trip cap for the area and find a way to preserve each city's share. Additional review of trip caps with land uses should occur moving forward.
7. Recognize the need for both cities to be jointly committed to seeking Regional investment in future I-5 crossings. Those crossings will become critical to allowing industrial/employment growth in Basalt, thereby meeting Regional objectives. Without Regional involvement, the crossings will never get built.
8. Strongly consider not building Kinsman Road north of Day. Constraints on its intersection location with Day, high cost of new construction, and fact it would serve only development on its west side all indicate a poor return for the investment. Invest in Grahams Ferry Road improvements instead, which will serve the same lands.
9. Plan on having a joint city agreement on managing the Natural Area along Basalt Canyon. Development is eventually expected along the west side of the canyon which would then be an appropriate location for a bike/pedestrian trail connecting the cities. Such connection would be an asset to both residents and employees in the area, if thoughtfully planned and connected to "through" trails on both north and south.

Mayor Knapp indicated these nine items were the focus of the discussion that took place a week and a half ago. He felt the participants had a good understanding and agreement on why these considerations were important to the overall project. Mayor Knapp asked Council Presidents Starr and Beikman if they had any comments.

Council President Beikman said that transit was talked about. And that it was in both of the jurisdictions interests to lobby Tri-Met and any other regional provider to provide transit services to the area since it was a significant regional industrial area.

Council President Starr added if the funds the businesses pay to Tri-Met could go to SMART that would make the most sense. He noted number three and number six, and that there was substantial discussion about protecting the integrity of the plan so it would stand from election to election and not be changed to protect the amount of money invested in developing the plan, and that each city would find success in the plan as it is built out. Regarding number six both cities agreed it was vital that both cities find a way the trip cap remains in place so the transportation plan will not fail.

Mayor Ogden echoed Council President Beikman's comments that the ideals presented here are important. For the area to function as planned with respect to the land use and transportation capacity that is likely to be in place, and the ability to serve that area and recognizing the transportation system that Washington County is putting into place that facility is really there to serve the region of Tualatin east, Sherwood, and north Wilsonville. We recognize an arterial with limited access will be moving traffic from Tualatin, and Wilsonville in both directions; however it is not a major arterial that will emulate the I-5/99W connector. To the extent that anything like that is considered in the future it will have to honor the land use and planning that is in place here and we're not going to be providing a corridor for that. By default we are precluding a future for a 99W connector, so all the more important to recognize that the transportation piece has to work there and it cannot be overloaded nor can Basalt Creek Parkway be overloaded. Mayor Ogden supported the ideals.

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Regarding transit Mayor Ogden recognized a system will be needed to serve the area, and serve it “blind” to the user. It should be a transit system that works regardless of the provider, and is efficient from a tax and return standpoint. A detailed discussion would be necessary in the future on transit services.

Mayor Knapp stated Wilsonville reoriented its entire SMART system toward the WES Station and committed to meet every train and promised Wilsonville employers that their employees would be at their place of employment in ten minutes from when the train arrived. Wilsonville is committed to continuing to provide that type of service to the Basalt Creek area employers. Details regarding transit providers will need to be worked out since Tri-Met controls some of that decision. If the two cities speak jointly to Tri-Met there may be a higher possibility of success.

Mayor Ogden responded whatever is the best solution as long as the two cities are in concert with each other there is a better chance of success in dealing with TriMet. That needs to be the motto on whatever we are doing in that area with extraterritorial money. There should be a coordinated effort between the two jurisdictions, to represent the best interests of our citizens. As we lay the foundation for the mutual agreements we lay the underpinnings of how we proceed in the future on the needs in that area.

Mayor Knapp wanted to know if the councilors had questions or comments.

Councilor Truax expressed his pleasure in the nine Considerations of Success, and the willingness for the two adjoining jurisdictions to enter into an agreement dealing with sewer and stormwater was unique. He applauded the participants of the small group meeting, and with the positive tone that runs through this and felt they were close to having the framework.

Councilor Lehan seconded Councilor Truax’s remarks. She thought the small group players distilled out the essential pieces, and while they are not agreed to in detail it clearly states what the cities are intending to do in a general sense, and what the goals are. She was glad to see the commitment, in particular numbers three and six, about the trip caps and the need for the land use piece to follow along. Councilor Lehan pointed out the other partner necessary was the regional government, Metro, to rise to this level of commitment in terms of the trip caps and in terms of the land uses. This whole development grew out of the industrial lands study of 2004, and at that time she recalled Tualatin and Wilsonville were always vying for the most land zoned industrial. Both cities were at 31-32% of land zoned industrial while no other city in the region was close to 30%. Tualatin and Wilsonville lead in terms of industrial percentage and capacity for the size of the cities. What we are looking for besides recognizing that Tualatin and Wilsonville are carrying the region in terms of industrial land, is that regional recognition in terms of trip caps and further industrial and to back up the cities in terms of making this project work.

Councilor Beikman felt funding is limited and it was important for the two cities to work out plans for the SDCs and TDTs and emphasize this area is a regionally significant industrial area and that the regional government needs to recognize that with dollars for the infrastructure so the

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project can function properly. Regarding item number six and the traffic trip cap, the city of Tualatin had no interest in adding additional traffic to areas that are not planned for; it was important to buffer the neighborhoods in Tualatin.

Councilor Davis expressed her disagreement with the location of Basalt Creek Parkway in that it should not cut across the canyon, it is too far north, the boundary will split the neighborhood and the responsibility for caring for and maintaining the canyon. The neighborhood on the Wilsonville side will become an island when Wilsonville has been clear its intent for Basalt Creek is industrial and not residential. Councilor Davis' intent is to maintain the area around the east side of the canyon, and to protect the canyon and insure the neighborhood is saved as a cohesive piece on the Tualatin side.

Councilor Lehan said she would not have chosen the current boundary until she realized the elevation of the Parkway and how access to the Parkway was limited. When a road is between 5-30 feet in the air it becomes a significant barrier.

Mayor Knapp stated because of the physical constraints of the Parkway and because of the need to have development clustered around roads that will serve the nodes of industrialization, overlaid by the physical characteristics of the Parkway have led to the decision that the Parkway location is the most logical jurisdictional boundary line between the two cities. The slide showing the jurisdictional boundary line between the two cities was displayed again.

Mayor Knapp said the direction to staff would incorporate the Considerations for Success, including the addition of number ten which mentions transit service, as drafted the language reads, "Cities will work jointly to secure transit service for business and residents of Basalt Creek through SMART or Tri-Met."

Mr. Cosgrove recommended councilors to state their general support or raise their concerns, and direct staff to bring back a resolution on what they have seen this evening.

Regarding the transit issue Mayor Ogden felt the language should be less specific; rather the language could suggest something that is jurisdictionally blind to the user, cost effective, and has some mutual relationship to both districts.

Mayor Knapp did not want the transit service to be locked into only one possible provider. He understood if Wilsonville expanded its boundary to the Parkway and annexed that area the City would still not have a right to not collect Tri-Met taxes in the new expansion area.

Mayor Ogden did not want to walk away with any conceptions that may come back and be a surprise. For example, the notion of 75% of the SDCs or TDT money going to the district but that will not be enough for transportation and additional financing tools will need to be found. He thought the shortage of transportation funding and the need for transportation should be expressed and that all of the money raised in this area should benefit the area; but placing a number on it tonight may be restrictive.

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Mayor Knapp did not think what was written contradicted that, it recognizes the need and investing those funds generated in the district back into the district is what it says in concept. The other is a footnote regarding the Washington County's past precedent. The Mayor asked each council member to provide their thoughts.

Councilor Bubenik shared some of the concerns raised by Councilor Davis about Basalt Creek being two jurisdictions and the neighborhoods split into two different cities. Other than that he thought the plan was good. Consideration number nine protects the canyon to insure it is maintained. He was in support of moving forward in the process and the Considerations for Success and the boundary proposal.

Councilor Lehan saw the logic in the boundary being Parkway. She was comfortable with the Considerations for Success. Regarding the canyon she was committed to protecting the natural area. The Councilor noted Wilsonville's zoning did not put pressure on property owners to develop any faster than they wanted to. The Elligsen property south of Costco is an example, it is still being farmed and there is no pressure to change its use. She thought the canyon was a beautiful asset and having trails connecting the area to both cities was a good idea. Councilor Lehan supported the boundary.

Councilor Brooksby felt the same as Councilors Davis and Bubenik, he supported the current boundary as chosen reluctantly and thought it should be lower, he is concerned the Parkway could be further south to be more effective. The Councilor agreed that property owners should not be pressured to develop.

Councilor Fitzgerald supported the boundary and thought it was a good plan. She identified number eight as a good element to focus on Grahams Ferry Road rather than Kinsman. She supported the idea of the cities working together for regional transportation money for road improvements. Regarding transit, item number ten, the Councilor hoped an efficient and appealing system is developed that gets people to use it, alleviating congestion.

Councilor Beikman agreed.

Councilor Starr agreed and asked who decided to locate the Parkway where it is.

Mr. Cotugno said Washington County led the process but it was carried out through this joint city planning process.

Councilor Starr confirmed it was a neutral third party (Washington County) that determined where the road went. This is a deviation from where some may have remembered, the west side of the area and north of the Parkway is more land that was added into Tualatin with good industrial potential which is a 'win' recognizing Tualatin was giving up some of the canyon area. Referring to item four, the Councilor wanted 100% because there is never enough money for transportation. He supported the idea of jointly approaching the state and region for funding. Councilor Starr suggested wording item number ten to recognize and support SMART and/or another transportation service; however, in the Wilsonville boundary it would be SMART, and in

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Tualatin we would support what Tualatin wanted to do. He supported the placement of the boundary.

Councilor Truax indicated his support of the boundary. He was in general support of the whole proposal with the understanding that each item of consideration for success will merit a lot of work. Regarding transit, we should take SMART from the Parkway north; Tualatin will work to support servicing the area in the most efficient way, both from a service and economic standpoint.

Councilor Davis agreed with Councilor Truax's transit comments. There were elements of the Considerations for Success she agreed with, the sewer and stormwater pieces, the discussions around the SDCs and TDT is going in the right direction. The Councilor has fundamental disagreements with the project in terms of the canyon, the neighborhood to the east of the canyon and the alignment of the Basalt Creek Parkway.

Councilor Grimes was in general agreement for the proposed boundary. She was concerned about the canyon and the green space and the elevated bridge/roadway cutting across the canyon; however those concerns were mitigated to some degree by the commitments from both councils to protect the green space, which provides protection to the Tualatin neighborhood. The desire for jobs needs to be balanced with the need to protect Tualatin livability. Councilor Grimes appreciated the Considerations for Success and the framework as long as they are not viewed as narrow constraints.

Councilor Stevens would like the decisions to be memorialized quickly so funds will not be wasted should it be decided to do something differently in the future. Items that there is agreement on should be the first to be memorialized, an IGA to protect the canyon as a natural resource between the two cities; likewise the bike/ped pathway. Another element that can be memorialized is the decision not to build Kinsman Road. The Councilor liked the fact that the Parkway will be identified as the boundary between the two communities. She felt the Considerations for Success are close to being goals for success, and the document should be memorialized so that decisions are known in the future.

Mayor Knapp thought the two city managers had received clear direction from their councilors on what direction staff needs to take. He asked Mr. Fregonese how to take the general consensus and what to expect in way of documentation and how to build something that will memorialize the ideas expressed.

Mr. Fregonese explained a concept plan will memorialize these ideas in concept. He will prepare the concept plan for the two cities to adopt. A Title 11 memo to Metro governs the regional aspects of the concept plan. Each city will adopt a comprehensive plan amendment which will have implementation components to it. Agreements between the two cities outlining what each city will be responsible for need to be written. Both cities will have urban planning area agreements with Washington County. He thought both cities would want the area to remain rural and not develop until it has been annexed into each city. Additional agreements with Tri-Met, Clean Water Services may be necessary, and the concept plan will list those. The concept plan will have the foundation for each city to take on and sign the more formal agreement

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starting with the concept plan and IGA between the two cities in terms of where you go from here.

Councilors will see a draft of the concept plan that has all the ideas in one document with a list of how each item will be implemented and be put into force.

Mayor Knapp thought there were a lot of things to be accomplished which falls to each city's staff. He asked if Washington County rules enabled things to happen that we don't want to happen, and how to keep that from happening; do we have control over that.

Mr. Fregonese said each city has an existing Urban Services Agreement with Washington County, and he thought the agreement could be review and a discussion held with the County.

Councilor Truax stated he was willing to have a discussion on the future of Kinsman Road.

Councilor Lehan wanted councilors from both cities to keep in mind I-5 is the life blood arterial for both cities, and nothing we do should cause the interchanges or I-5 to fail.

Mayor Ogden thanked Mayor Knapp for his leadership throughout the process. This was the first time there has been a jurisdictional planning effort addressing the concerns of both cities.

Mayor Knapp felt a good basis was in place for moving forward. He expressed appreciation to the staffs of both cities for their work. While there are concerns, they will try to mitigate those concerns and find the best way to handle them.

Mayor Knapp adjourned the meeting at 7:37 p.m.

Sandra C. King, MMC, City Recorder

ATTEST:

Tim Knapp, Mayor



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OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF January 21, 2016

TPC MEMBERS PRESENT:

Alan Aplin
Bill Beers
Angela Demeo
Cameron Grile
Mona St. Clair (arrived after Agenda item 4 started)
Janelle Thompson

STAFF PRESENT

Aquilla Hurd-Ravich
Lynette Sanford

TPC MEMBER ABSENT: Jeff DeHaan

GUESTS: Sherman Leitgab.

1. CALL TO ORDER AND ROLL CALL:

Alan Aplin, Chair, called the meeting to order at 6:34 pm and reviewed the agenda. Roll call was taken.

2. APPROVAL OF MINUTES:

Mr. Aplin asked for review and approval of the December 17, 2015 TPC minutes. MOTION by Demeo SECONDED by Grile to approve the minutes as written. MOTION PASSED 5-0.

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

None

4. ACTION ITEMS:

A. Elect a Chair and Vice Chair to Represent the Tualatin Planning Commission.

Mr. Aplin asked the Commission members if they wanted to take over the role of Chairman of the Planning Commission. MOTION by Grile, SECONDED by Beers to retain Mr. Aplin as Chair and Mr. Beers as Vice Chair. MOTION PASSED 5-0.

5. COMMUNICATION FROM CITY STAFF:

A. Legacy Meridian Park Medical Center – Preview of Proposed Code Language

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

for PTA15-0001.

Ms. Hurd-Ravich presented the Plan Text Amendment (PTA15-0001) from Legacy Meridian Park Medical Center which included a PowerPoint presentation. Legacy is proposing changes to the Tualatin Development Code (TDC) Chapter 38 Sign Regulations, specifically to Section 38.230, which regulates signs in the Medical Center Planning district.

Legacy Meridian Park Medical Campus is located at 19300 SW 65th Ave. Legacy Meridian owns all property in the Medical Center (MC) planning district with the exception of land owned by Tualatin Senior Center LLC, which operates the Brookdale senior living facility in the NW corner of the district. There is no other property in the City designated MC. Legacy is proposing to replace most of the existing signs on their Tualatin campus. This PTA is to provide language that allows for safer, more legible, and clearer wayfinding and identify signs. These changes would allow Legacy Meridian to:

- Provide clearer direction to drivers approaching the campus.
- Aid visitors and patients to find their way to campus buildings and parking lots.
- Allow Legacy to clearly identify the campus.
- Provide consistency with signage at other Legacy Health systems campuses throughout the Portland metro area where the proposed comprehensive sign program has been or is in the process of being implemented.

Ms. Hurd-Ravich explained that the current code allows monument, wall and hospital identification signs. The proposed amendments would allow freestanding pole signs, additional monument signs, additional wall signs, and a campus sign master plan process. Mr. Grile asked if monument signs are allowed elsewhere in the City. Ms. Hurd-Ravich responded that they are allowed in the commercial areas with restrictions.

Ms. Hurd-Ravich went through the slides that displayed images of the proposed signs and their locations, along with their height and sign face area limits. Ms. Hurd-Ravich explained that the City Attorney suggested the regulation has to have a relationship within 30 feet of the right-of-way and the regulations relax beyond that. Discussion ensued regarding property boundaries, corners, and entrances.

Ms. Demeo asked if the wall sign on the parking structure falls under the main or tenant category. Ms. Hurd-Ravich answered that it falls under the main sign category. Ms. Hurd-Ravich mentioned that a category has been added to include overhead canopies.

Ms. Hurd-Ravich explained that the Campus Sign Master Plan option will avoid future plan text amendments if changes to campus sign programs do not meet code. It will maintain City oversight and approval process and provide greater flexibility for

property owners in the Medical Center Planning District.

Ms. Hurd-Ravich stated that the next steps include the preview of draft language, which will go to the Council Work Session on February 8. There will be a Planning Commission recommendation on March 17 and a public hearing before the City Council on March 28.

Mr. Beers stated that regarding the Master Plan option, a staff review is the right place to start but if it doesn't meet code, it may be helpful for the Planning Commission to review it. Ms. Hurd-Ravich agreed.

Mr. Grile asked if Legacy planned on going through this process or if the code changes will meet their needs. Ms. Hurd-Ravich answered that the code changes will meet their needs. Mr. Aplin asked if this is the first time the City has tried to implement the master plan process. Ms. Hurd-Ravich responded that we have other places where we've incorporated a master plan but this is the first time we've proposed a sign master plan.

B. Basalt Creek Update from the Joint Tualatin and Wilsonville Council Meeting

Ms. Hurd-Ravich gave an update on the Basalt Creek Joint Council meeting with Tualatin and Wilsonville that was held on December 16, 2015. This meeting was held to discuss a preferred land use and boundary option for the Basalt Creek planning area, to discuss priorities for each City, and to discuss alternatives for achieving those goals.

Ms. Hurd-Ravich stated that over the last two years, the committee has been able to accomplish land suitability, guiding principles, base case, utility design, and evaluations.

Ms. Hurd-Ravich went through the slides that detailed land suitability analysis and the base case boundary options. Ms. Hurd-Ravich explained that at the Joint Council meeting, the project team provided a brief summary of five options. The project team also shared additional information collected for the meeting pertaining to the alignment and vertical profile of the future SW 124th Ave. and Basalt Creek Parkway as well as building development orientation and massing opportunities. With this information, the Wilsonville and Tualatin City Councils discussed priorities and remaining considerations to be addressed in the preferred concept plan. At the conclusion of the discussion, the Councils directed the project team to draft a preferred Basalt Creek Concept Plan with the Basalt Creek Parkway serving as the jurisdictional boundary and with agreements outlined regarding the considerations of success

Ms. Hurd-Ravich stated that the next steps include focusing on project deliverables and lay out a process to reach consensus and finalize the project. A comprehensive plan amendment will need to be drafted for Wilsonville and Tualatin.

Ms. Hurd-Ravich noted that there were considerations for success. They are:

- Sewer – Each City to serve its own area
- Stormwater – flows received by Wilsonville guided by their protocols
- Recognize Regional need for industrial land
- Critical need to improve existing roadways
- Recognize regional impacts to Basalt transportation system
- Respect the established trip cap
- Jointly seek regional investment in future I-5 crossing
- Consider not building Kinsman north of Day Rd
- Joint City agreement to manage the Natural Area

Ms. Hurd-Ravich stated that Wilsonville opted out of Trimet and use SMART (South Metro Area Rapid Transit) for their transportation needs. If they extend their jurisdictional boundary north, they want to also extend SMART to serve their employment area. Tualatin and Wilsonville will need to work together to come up with a solution since Tualatin uses Trimet. Mr. Beers asked if the businesses south of Basalt Creek Parkway will pay Trimet taxes. Ms. Hurd-Ravich answered that they probably will not, but more discussion will follow.

6. **FUTURE ACTION ITEMS**

Ms. Hurd-Ravich stated that there are currently no items on the agenda for the February 18th meeting, so it will be cancelled. In March, the Annual Report will be presented and approved and there will be a recommendation on the Legacy signs.

7. **ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION**

Ms. Demeo mentioned that she saw a mobile food trucks and asked the status. Ms. Hurd-Ravich said that we will be holding off on the food truck discussion since we short-staffed and in the process of hiring. Mr. Aplin asked about the status of the new City Hall. Ms. Hurd-Ravich answered that they are in the process of conducting traffic analysis on two sites – the Police site and the building by the Commons Lake.

8. **ADJOURNMENT**

Mr. Allin adjourned the meeting at 7:37 PM.



Lynette Sanford, Office Coordinator



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OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF May 19, 2016

TPC MEMBERS PRESENT:

Alan Aplin
Jeff DeHaan
Angela Demeo
Cameron Grile
Mona St. Claire
Janelle Thompson

STAFF PRESENT

Aquilla Hurd-Ravich
Zoe Monahan
Alice Cannon
Karen Perl Fox
Charles Benson III
Erin Engman
Lynette Sanford

TPC MEMBER ABSENT: Bill Beers

GUESTS: Sara Singer, Joe Lipscomb, Sherman Leitjeb, Grace Lucini

1. CALL TO ORDER AND ROLL CALL:

Alan Aplin, Chair, called the meeting to order at 6:32 pm and reviewed the agenda. Roll call was taken.

2. APPROVAL OF MINUTES:

Mr. Aplin asked for review and approval of the March 17, 2016 TPC minutes. MOTION by St. Clair SECONDED by Thompson to approve the minutes as written. MOTION PASSED 6-0.

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

Joe Lipscomb, a member of the Tualatin Area Aging Task Force, gave an update on the group and expressed concerns of the members. Mr. Lipscomb stated that the Aging Task Force has become involved with transportation mobility, the SW Corridor Plan, and accessibility to transit centers. Mr. Lipscomb noted that they are interested in safe sidewalks and pedestrian paths, which currently do not meet the needs of the aging population. The group is also looking at housing issues and is working with AARP. Mr. Lipscomb acknowledged that adding light rail will not help the aging population and other issues of concern are sidewalk width, crosswalk location, and traffic signal timing.

Mr. Aplin stated that he received a Service Enhancement Plan update from TriMet that addresses some of these issues.

Alice Cannon, Assistant City Manager, stated that TriMet adopted a Service

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Enhancement Plan that maps out the investments for the next 20 years. She added that Tualatin will open a new transit line between Sherwood and Tualatin on May 31, which will run during the commuting hours.

4. **ACTION ITEMS:**

None.

5. **COMMUNICATION FROM CITY STAFF:**

Ms. Cannon announced that the Planning Division has new staff members. Erin Engman is the new Assistant Planner who most recently worked for HDR Consulting. She has 5-8 years of experience in planning, and is also a talented graphic designer. Charles Benson is the new Associate Planner. He has experience in the private and public sector and has worked in Massachusetts and New York. Karen Fox is our new Senior Planner. She has an extensive background and will be working on long-range projects including Basalt Creek and updating the Development Code.

Ms. Cannon also announced that Melinda Anderson is the new Economic Development Manager and Chris Ragland is the new Building Official.

A. Civic Center Outreach.

Sara Singer, a former employee of the City Manager's office, is a consultant for the Civic Center Outreach project. Ms. Singer noted that she has been working on this project since 2013 and is here this evening to present an update.

Ms. Singer stated that during the months of May and June, she is working with the City to gauge public support for a new City Hall and expanded library. The City of Tualatin has never had a City Hall or "Civic Center" and the staff members are currently working out of seven different buildings around town. In 2014 the Council Building was torn down to make way for the Nyberg street expansion. This displaced some City staff members along with the Municipal Court and Council Chambers. Following that, the City conducted a long range facilities study and collected hundreds of ideas from the community on locations for a future Civic Center. Nine different sites were studied, which was narrowed down to two feasible options: the site next to the Tualatin Police Department and a site on the Tualatin Commons.

Ms. Singer explained that the site on the Tualatin Commons would house a three-story structure with 30,450 square feet of office space. 13,220 square feet could be leased, which would generate revenue for the City and create opportunity for expansion. By adding a new building here, it could revitalize the commons with the retail space and civic presence. The traffic study for this location was favorable over the Police site.

Ms. Singer stated that the Police Department site would be a two-story building with

30,290 square feet of office space, but no leasable space. Ms. Singer explained that by consolidating services in either of these locations, the City would create additional space for the Library to expand at its current location.

Ms. Singer noted that the cost of the Tualatin Commons site is \$32.1 million which would include the cost of purchasing the site. The cost of the Police site is \$24 million. Both of these options include the Library expansion. Outreach for these options has included an on-line survey and the Bridgeport Farmers Market. Council is seeking input as they consider adding this to the November 2016 ballot for the voters to decide.

Ms. St. Clair inquired about parking at the Commons site. Ms. Singer replied that there would be underground parking that would need to be raised above the flood plain and there will be surface parking at the back of the building. Ms. Demeo asked about the impact of displacing the businesses in the strip mall at the Commons site. Ms. Singer replied that conversations have been made with the property owner and the leases would need to be negotiated. Mr. Aplin asked if the Commons cost included the tenant space revenue. Ms. Singer replied that it does not. Ms. Thompson asked why the Commons site is higher in price. Ms. Singer replied that the City will have to purchase the space and the construction will take longer. Ms. Demeo asked how long construction will take. Ms. Singer replied it would be roughly 18 months for the Police Site and the Commons site would take approximately 21 months. Mr. Aplin asked when a decision will be made to put this on the ballot. Ms. Singer replied that Council will make a decision on July 11.

Mr. DeHaan acknowledged that he liked the options and supports putting them on the ballot, but was disappointed that the Council Chambers had to be demolished. He added that he believes the Commons needs revitalization, but traffic is an issue.

Mr. Aplin inquired about encroaching on the water with landscaping. Ms. Singer replied that it would have a plaza along the water with the retail space. Ms. St. Clair asked if having City employees in that location will make it more likely for a retail tenant to survive. Ms. Singer replied that the belief is that the City offices would create an anchor for the space and also increase activity by the lake.

Ms. Hurd-Ravich asked about other jurisdictions using the rental space. Ms. Singer replied that Washington County is currently looking for additional office space and depending on the timing; this could be a great opportunity for County services in the City.

Mr. Grile asked if there are other examples of City offices with ground floor retail space. Ms. Singer replied that Hillsboro and Beaverton have similar situations and that the Beaverton office generates a million dollars of revenue income per year. Mr. Grile asked if their offices are approximately the same size as to what we're proposing. Ms. Singer replied that both of their buildings are larger.

B. Southwest Corridor – Shared Investment Strategy

Zoe Monahan, Management Analyst, gave an update on the SW Corridor. Ms. Monahan stated that the project is moving forward. The Steering Committee recently selected light rail as the mode and decided not to continue to study a direct tunnel to PCC. The project team is getting ready for a Draft Environmental Impact Study (DEIS) process to study the proposed alignment which will likely extend from Portland to Tigard and terminating at Bridgeport Village.

Ms. Monahan stated that this is a multi-modal project for bicycle, pedestrian, and roadway projects along with the transit line. In 2013 the Steering Committee accepted a large list of projects that go along the alignment. Ms. Monahan presented a diagram that showed the links and stated there will be a public involvement process that will begin in August and September. Ms. Monahan added that there is still time for input from the Commission members.

Ms. Cannon added that one idea was to extend the Tualatin River Greenway Trail north along the freeway and ending at a park and ride near the new station. Ms. Cannon stated that this could cost as much as 25 million and asked if it was worth addressing. She added that we cannot fund locally and may need transit funds.

Mr. Aplin asked if the light rail was the most expensive option. Ms. Monahan replied that it is more expensive initially, but it allows additional capacity in the long term over rapid bus transit.

Mr. DeHaan asked if they have a name for the new light rail line and he proposed the purple line. He also mentioned that he was disappointed that the Tualatin option was dropped from the potential routing and asked if it was dropped due to expense or public comment. Ms. Monahan said there are constraints in the landscape and it would have been expensive. She added that serving downtown Tualatin is important and the new 97 bus line is a way to provide service. This will eventually link to the new light rail in Bridgeport.

Ms. Demeo expressed concern about the extra traffic at Bridgeport Village and noted that it's already extremely busy beginning at 3 pm. She wondered if a traffic study has been conducted. Ms. Monahan replied that in the impact study, a traffic analysis will be added. Ms. Cannon added that traffic usually improves with light rail.

Ms. Thompson stated that linking our existing pathways is a good idea because one constraint we have is crossing the river and easier access across the river would be beneficial.

Mr. Aplin inquired about the cost. Ms. Monahan replied that the estimate is around 2.4 billion and the estimate for reaching the downtown area was 3 billion. Mr. Grile asked if there was discussion about how much federal funding would be involved.

Ms. Monahan replied that hopefully half of it would be funded by federal funds. Ms. Cannon added that the main reason Tualatin was dropped was due to funding and the expense involved. Mr. DeHaan reiterated that it could have really impacted Tualatin in a good way.

C. Basalt Creek Open House Update

Karen Perl Fox, Senior Planner, gave an update on Basalt Creek which included a Power Point presentation. Ms. Perl Fox stated that we are in the early stages of the Basalt Creek plan. On April 28, 2016 an Open House was held which included conceptual land uses, infrastructure design and other elements to engage and inform citizens about the project.

Ms. Perl Fox noted that this engagement event included an informative presentation by Consultant John Fregonese. The presentation included an overview of the concept planning progress to date and the timeline going forward to complete it. There was also an interactive polling event, an open question and answer session and small group discussions with staff from Tualatin and Wilsonville organized around a series of topics presented on large posters.

Ms. Hurd-Ravich stated that in January the two Councils decided on a preferred boundary which will follow the Basalt Creek Parkway. Also identified were ten considerations for success which included items such as sewer, storm, and water. Following that meeting, an Agency Review Team meeting was held which included interested agencies such as Metro, Washington County, Clean Water Services, TriMet, Smart, and the Tigard-Tualatin School District. The information gathered at this meeting will be combined with the open house information.

Ms. Perl Fox stated that the themes from the Joint Council session included capitalizing on the area's assets, protect existing neighborhoods, integration of employment and housing, and high quality design and amenities for employment.

Ms. Perl Fox went through the slides which detailed maps of the road network concept, land use concept, bikes, trails and pedestrian network, transit network, and the parks and natural areas. She also presented the results from the interactive polling that was conducted.

The next steps in this process are working on the Draft Concept Plan, presenting the draft for Council feedback, and then finalizing the plan. This Concept Plan will include:

- The planning process
- Considerations for success
- Land use plan
- Service plan for water, stormwater and sewer
- Transportation plan

- Implementation strategies

The additional documents that will be developed are:

- Metro Regional Framework Plan Memo
- Draft Comprehensive Plan Amendment for Wilsonville
- Draft Comprehensive Plan Amendment for Tualatin
- Intergovernmental Agreements for a variety of topics

Ms. Perl Fox noted stated that the tentative review process will be presented at the Wilsonville City Council meeting on June 6 and a Tualatin City Council meeting on June 13.

Mr. Aplin inquired about the intergovernmental agreement and if we will serve our own jurisdiction or share. Ms. Hurd-Ravich replied that each City will serve its own jurisdiction. There are some areas in Basalt Creek that may be more efficiently served by one jurisdiction over the other.

Mr. DeHaan asked if Planning Commission will have an action item regarding the Basalt Creek Plan. Ms. Hurd-Ravich replied that they will be making a recommendation that will go to Council and when it comes time to implement the comprehensive plan amendments, the Planning Commission will be involved in making recommendations on legislative items.

Mr. Aplin asked about how the SW Concept Plan will affect the Basalt Creek area. Ms. Hurd-Ravich replied that they looked at the SW Concept Plan and will determine what type of land use would be assigned there. They have looked at efficiencies by combining these two planning areas.

Mr. DeHaan inquired how this would be funded. Ms. Hurd-Ravich noted that this will be paid for with development fees, but there will have to be some investment by developers to capture that funding. The other piece is to put these improvements into the Capital Improvement Plan. A market analysis was conducted and there is a high demand for residential.

Ms. Demeo asked about the reasoning for the crossover to I-5 and Day Rd. Ms. Hurd-Ravich responded that the crossover came from the Transportation Refinement Plan and the counties are responsible for the funding.

Grace Lucini, 23677 SW Boones Ferry Rd, Tualatin, OR

Ms. Lucini is a resident of the unincorporated area of Washington County within the Basalt Creek Concept Planning Area. She had questions and concerns that she brought to the Planning Commission, which have been added to the minutes as an attachment.

Sherman Leitjeb, 23200 SW Grahams Ferry Rd, Tualatin, OR

Mr. Leitjeb has lived in the Basalt Creek Planning Area for approximately 26 years and is in the real estate business. He had a few concerns to bring to the Commission. The first concern he noted was that the area in the canyon is being described as a creek, but in reality has very little water and is a breeding ground for mosquitoes.

Mr. Leitjeb expressed apprehension regarding the Kinsman Rd extension. He believes a large road is undesirable in the canyon and is financially irresponsible. He does support the Boones Ferry Rd and Grahams Ferry Rd expansion.

Mr. Leitjeb also noted that he did not appreciate how the questions were being phrased to the public. For example, the public is in support of parks but he feels the parks will not be utilized because the residents are being forced out. The residents in that area bought their homes hoping for future residential, not industrial or multi-family. He requested a buffer area for the existing homeowners as a transition.

6. FUTURE ACTION ITEMS

Ms. Hurd-Ravich stated that we will bring back the discussion on food carts later in the summer. There will also be additional discussion on the draft of the Basalt Creek Concept Plan.

7. ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION

Ms. Demeo inquired about openings on the Planning Commission. Ms. Hurd-Ravich responded that when a three year term is up, the members have to reapply. Mr. Grile stated that he will not be reapplying due to family commitments.

8. ADJOURNMENT

MOTION by Aplin to adjourn the meeting at 8:20 pm.



____ Lynette Sanford, Office Coordinator

PUBLIC COMMENTS –

Hard Copy sent to City of Tualatin 5-20-16

5-19-16 TUALATIN PLANNING COMMISSION MEETING

Grace Lucini

23677 SW Boones Ferry Road, Tualatin OR 97062

I am a resident of unincorporated Washington County within the Basalt Creek Concept Planning Area.

My neighbors and I have no elected representation within the concept planning process- no one to advocate for our homes and property rights.

Since 2011, I have attended or viewed almost all of the public meetings held on the Basalt Creek Transportation Refinement Planning by Washington County, the City of Wilsonville, and the City of Tualatin. I have done the same for the Basalt Creek Concept Planning meetings by the City of Wilsonville and the City of Tualatin.

COMMENTS

I appreciate the current efforts to keep the public and interested persons notified as to public meetings on Concept planning. It took a lot of time to constantly have to monitor websites to learn about these public meetings for all three governmental agencies. I request the Notices of Public meetings on this subject continue as the staff prepares to present their final Concept Plan later this year.

In the Future -I request ...

1. When the Basalt Creek area is described in the media and in meetings- it is usually referred to as 800+ acers of undeveloped land.
2. There are many people who have long standing existing homes within the area. In fact, one development with very nice homes – homes which would make any city proud- was built before many of the neighborhoods in the City of Tualatin.
 - a. We bought homes built in this area which were appropriately zoned for our homes at the time.
 - b. Many of us have lived in these homes for 10 or 20+ years.
 - c. I take a very high interest in my home and the property it sits on. I am working to restore the wetlands on my property.
 - d. We have the attributes of a neighborhood, but have not been given the same consideration or protections from negative impacts or requirements for “buffering” from the Basalt Creek Transportation plans or Concept Planning ---as have the residents currently within the city limits of Tualatin.

- e. To continually have project staff refer to my home and those of my neighbors as “undeveloped land” paints an inaccurate picture of the area being planned. It is somewhat disrespectful as well as inaccurate in implying that all 800+ acres are an empty canvas needing to be planned for development.
- f. Ironically, some of us will eventually become citizens of Tualatin.
- g. Yet- with the construction of the Grahams Ferry Road Boones Ferry Connector- a majority of this neighborhood I mentioned -will be demolished or significantly and negatively impacted with the building of the connector bridge. This neighborhood was not given the same considerations as neighborhoods in Tualatin.

NATURAL AREAS-PARKS

The Planning Commission is being asked about planning for Natural Areas within the Basalt Creek Area.

1. As the Planning Commission considers this request- please keep in mind- the wetlands between Grahams Ferry Road and Boones Ferry Road are privately owned. The wetlands are in the middle of my property- with useable property on the east and west sides of the wetlands.
 - a. To envision a walking trail along the wetlands will require the public acquisition of privately owned land from many different property owners.
 - b. If the trails are planned along the wetlands, the trail would cut my property in half and reduce my use and enjoyment of my property.
2. The current map presented at the Open House indicates a public trail along the western edge of my property. In light of the recent news articles regarding the Spring Water Trail, I am not overly interested in creating a similar situation on or along my property.

QUESTIONS WITHIN SCOPE OF PLANNING COMMISSION:

I am requesting these questions be included within the minutes of this Planning Commission Meeting.

Many of these questions should not be a surprise to the project staff, as they have been previously presented in writing or previously asked in person- and yet do not appear to be addressed in the subsequent reiterations of the proposed maps.

TRANSPORTATION

1. Grahams Ferry Boones Ferry Connector
 - a. *A major premise of the Basalt Creek Concept Planning-- including changes in jurisdiction as well as changes framework for the transportation system ----is based upon the location of the future connector between Grahams Ferry Road and Boones Ferry Road*

- b. At what point in time will geo technical testing be done on the basalt 100' island in the middle of the wetland which is the planned footing for the connector bridge? This island the primary basis upon which WA County determined the location of the future bridge.
- c. It is my understanding that basalt rock and basalt rock formations have varying degrees of density and strength- and not all basalt rock used from nearby quarries can be used in road construction.
- d. What happens should the testing of the basalt island prove not to be desirable with regard to transportation plans- zoning etc.

2. Kinsman Road Extension

- a. At the last Basalt Creek Joint Cities Meeting of both Tualatin and Wilsonville City Councils Meeting- it was discussed and agreed upon that the Kinsman extension north of Day Road would be tabled.
- b. Why is the extension still on the current maps?
- c. If there are still plans for the extension- how will the extension cross the Grahams Ferry -Boones Ferry Connector- since the connector will require a significant V cut into the ridge running north to south. Is it anticipated Kinsman extension will be a fly over or be dug under the 5-6 lane expressway?
- d. To facilitate better understanding of the impact of proposed roads and the ability to actually implement- I have previously requested the staff provide a topographical overlay in their presentations. I again request this additional information be provided to those who may not be aware of the mountain ridges and a significantly deep ravine which exists within the area- through which roads have been planned.

3. Access to I-5 at Exit 286- Day Road & Boones Ferry Road Intersection

- a. The intersection and interchange is already congested at peak hours.
- b. During a WA County presentation to the Tualatin City Council on their recommended location for the Grahams Ferry Road/ Boones Ferry Rd Connector-the project engineer acknowledged the anticipated volume of traffic at the Day Road Boones Ferry intersection will be 2 ½ times the volume on the Tualatin Sherwood Highway.
 - i. When asked about the existing and anticipated congestion- the comment that ***we have to get use to waiting for more than one signal change*** does not seem to understand the importance of local knowledge and the magnitude of the current problem
 - ii. Waiting more than one signal rotation is not a generally accepted standard by most municipalities
 - iii. And not an appropriate response by a facilitator/planner of a multi-governmental group whose goal is to address future transportation needs in planning future growth and development.

ZONING

1. Requesting clarification of the level of importance being given to what is being designated as Natural Area west of Boones Ferry Road
 - a. During the discussions between WA County, Wilsonville and Tualatin- it was decided a 5-6 lane bridge (with additional bike and pedestrian lanes) would be built which will bisect this natural area
 - i. Design plans for the bridge and expressway show significant cut and fill into the wetlands and through Class 1 Riparian areas and also Class A Upland areas
 - ii. Construction of the bridge will greatly impact the natural area; wetlands and surrounding habitat and wildlife
 - iii. Upon completion there will be negative influences by
 1. Night time light pollution
 2. 24 hour a day ---noise; air pollution; and wetland environmental pollution from freight trucks and other vehicles attempting ascent or decent down a 6% grade with signaled intersections at the top and at the bottom of the segment between Grahams Ferry and Boones Ferry
 - b. But the proposed zoning for the same area only indicates natural area and no development
 - c. Why is there a discrepancy in use of this area? Which pollutes more ----the construction of the bridge and the thousands of trucks and vehicles 24 hours a day using the bridge; or single family homes?
2. Zoning east of SW Boones Ferry Road north of Greenhill Lane
 - a. Is it reasonable to plan for neighborhood/commercial development across from existing single family homes?
 - b. Current Tualatin residents get significant consideration in the planning process for buffering between existing residences and other zone uses
 - c. Should existing residents within the Basalt Creek be given the same considerations for buffering as Tualatin residents receive?
 - d. Can the location of the neighborhood-commercial development be relocated from what is already going to be a high volume road- Boones Ferry Road?
 - e. If the location of the proposed neighborhood-commercial area cannot be relocated,
 - i. can requirements for neighborhood-commercial construction be designated for retail on the ground floor and residential above (to blend into the existing community and the planned community) or some other method which will enhance and blend with the residential neighborhood environment--and

- ii. can architectural considerations be applied as to the view from SW Boones Ferry Road- as this will be the entrance to Tualatin and well as the view from the local residents who already live in the area.

STORM WATER DRAINAGE

1. The area within the natural area west of Boones Ferry Road is within the Willamette Watershed.
 - i. Maps presented at the Open House indicate water runoff from east of Boones Ferry Road will be diverted to drain west.
 - ii. How will contaminated water from streets and sediment which flows into the ravine on the west side of Boones Ferry Road be treated prior to flowing to the Willamette?

I ask that the Planning Commission consider these questions now and in the future as you review the information presented, and ask for further clarification as needed.

After the presentation of my comments, I appreciated the request by Aquilla Hurd-Ravich, Planning Manager for the City of Tualatin for a copy of my comments that my concerns could receive further evaluation and provide response.

Respectfully submitted,

Grace Lucini



**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR
OCTOBER 10, 2016**

Present: Council President Monique Beikman; Councilor Frank Bubenik; Councilor Nancy Grimes; Councilor Ed Truax

Absent: Mayor Lou Ogden; Councilor Wade Brooksby; Councilor Joelle Davis

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele;

Present: Community Services Director Paul Hennon; Finance Director Don Hudson; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Engineer Associate Tony Doran; Teen Program Specialist Julie Ludemann; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Parks and Recreation Manager Rich Mueller; City Engineer Jeff Fuchs; Associate Planner Charles Benson; Senior Planner Karen Fox; Public Works Director Jerry Postema

A. CALL TO ORDER

Pledge of Allegiance

Council President Beikman called the meeting to order at 7:05 p.m.

B. ANNOUNCEMENTS

1. Update on the Tualatin Youth Advisory Council's Activities for October

Members of the Youth Advisory Committee (YAC) presented a PowerPoint on their latest activities and upcoming events. YAC will be participating in the West Coast Giant Pumpkin Regatta on October 15. They will be running concessions, pumpkin crafts, face and t-shirt painting, and pumpkin bowling. The annual Haunted House will be held on October 21-22 and 28-29, from 7-10 p.m., at the Van Raden Community Center. They encouraged all citizens to attend both events.

2. West Coast Giant Pumpkin Regatta Announcement

Recreation Supervisor Julie Ludemann and Program Specialist Heidi Marx invited all citizens to attend the 13th Annual West Coast Giant Pumpkin Regatta to be held on Saturday, October 15, 10am-4pm, at the Tualatin Commons.

3. New Employee Introduction- Veronica Montenegro, Library Assistant I

Community Services Director Paul Hennon introduced Library Assistant Veronica Montenegro. The Council welcomed her.

4. City Award Announcements

City Manager Sherilyn Lombos announced the City won the City County Insurance Services Silver Safety Award and the League of Oregon Cities Award for Excellence for the Trail Project. She thanked all City staff for their hard work.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.

Paul Morrison spoke to issues with the proposed zoning on the Basalt Creek Project. He stated he would like to see more transitional zoning in the residential areas.

Sherman Leitgeb spoke to the potential negative impacts of the proposed zoning for the Basalt Creek Project. He stated the zoning will have a very negative impact directly on the Victoria Gardens property owners.

Herb Koss stated he worked directly with OTAC to create the proposal that offers the necessary buffers and transitioning for the Victoria Gardens property owners. He was happy to hear the Council consider the proposal.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Councilor Ed Truax, SECONDED by Councilor Nancy Grimes to adopt the consent agenda.

Aye: Council President Monique Beikman, Councilor Frank Bubenik, Councilor Nancy Grimes, Councilor Ed Truax

Other: Mayor Lou Ogden (Absent), Councilor Wade Brooksby (Absent), Councilor Joelle Davis (Absent)

MOTION CARRIED

1. Consideration of Approval of the Minutes for the Work Session and Regular Meeting of September 12, 2016
2. Consideration of Approval of a New Liquor License Application for Saint Irene's
3. Consideration of Approval of a New Liquor License for Tualatin Gas & Food
4. Consideration of Approval of a New Liquor License Application for La Sen Vietnamese Grill



STAFF REPORT CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 10/24/2016

SUBJECT: Consideration of Approval of the Minutes for the Work Session and Regular Meeting of October 10, 2016

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Work Session and Regular Meeting of October 10, 2016.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minute of October 10, 2016
City Council Regular Meeting Minutes of October 10, 2016



Present: Mayor Lou Ogden- via phone; Council President Monique Beikman; Councilor Frank Bubenik; Councilor Nancy Grimes; Councilor Ed Truax

Absent: Councilor Wade Brooksby; Councilor Joelle Davis

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele;

Present: Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Parks and Recreation Manager Rich Mueller; City Engineer Jeff Fuchs; Associate Planner Charles Benson; Senior Planner Karen Fox; Economic Development Manager Melinda Anderson; Public Works Director Jerry Postema

CALL TO ORDER

Council President Beikman called the meeting to order at 5:07 p.m.

1. *Food Carts: Update on Public Outreach & Code Components.*

Planning Manager Aquilla Hurd-Ravich and Associate Planner Charles Benson presented the public outreach and proposed code updates on mobile food units. Manager Hurd-Ravich presented background on the process to date, noting staff has continued to conduct public engagement and further refine the code updates. Associate Benson recapped public engagement efforts including survey results. Manager Hurd-Ravich spoke to survey results from the Commercial CIO group. She stated the group's unanimous consensus was food carts would hurt their businesses. Staff also attended a Tualatin Chamber of Commerce meeting where their board discussed the ordinance internally. They will provide feedback.

Associate Benson presented updated policy considerations from staff. Suggestions included incorporating the policy into the Tualatin Municipal Code, application reviews at the staff level, obtaining a business license, require a permit for stays longer than four hours, require a connection to City infrastructure, prohibit operations on unimproved sites, and restrict signage. Items no longer under consideration were reviewed.

Councilor Truax asked if food carts that were fully contained would be permitted. Manager Hurd-Ravich stated there wouldn't be a way around the regulation they would have to hook up. She noted that food carts staying for less than four hours would not need to meet that requirement.

Councilor Truax asked about parking spot regulations. Manager Hurd-Ravich stated this is why improved locations would only be considered because they had been through the architectural review process.

Manager Hurd-Ravich reviewed the timeline for the project stating staff would be back at the November 14 work session with a draft ordinance for consideration.

Councilor Grimes asked if restroom and seating requirements would need to meet the County's standards. Manager Hurd-Ravich stated the County has specific requirements the food cart would have to meet.

Councilor Bubenik asked if in the information presented to the CCIO, if there was a differentiation made between a pod and a cart. Manager Hurd-Ravich stated it was not made clear because the policy direction was different at the time. Councilor Bubenik stated he would like to simplify the policy direction. He also noted he is not interested in having food pods in Tualatin.

Councilor Truax stated he doesn't think a policy needs to be put in place at all as he does not see Tualatin as a food cart destination.

Council President Beikman stated the scope of the project has gone outside of what the Council originally envisioned. She would like to see it simplified by adding language stating food carts cannot park overnight.

Councilor Bubenik stated that would solve a majority of the issues and would like to ensure they have a business license as well.

Mayor Ogden stated he is concerned with the pushback the Council has received from the restaurant industry. He would like to take the time to work with business owners and see what would work for them.

Council President Beikman does not want to push the topic off any longer with more feedback. She just wants the ordinance simplified.

Councilor Bubenik stated he is no rush to complete this and would like more feedback from the restaurant industry.

Mayor Ogden stated he won't vote to approve anything until it has been vetted by the restaurant industry.

Manager Hurd-Ravich stated staff will compile feedback from the Council and be back with an ordinance.

2. *Basalt Creek Land Use Concept Map & Project Update.*

Planning Manager Aquilla Hurd-Ravich and Senior Planner Karen Fox presented an update on the Basalt Creek Concept Plan. Manager Hurd-Ravich spoke to concept map refinements with key feedback being to refine employment land uses, residential land uses, and consider both private ownership and environmental constraints in the Basalt Creek Canyon. The land use concept maps were refined to better highlight actual uses in Tualatin. The manufacturing park is now the largest part followed by residential uses, both uses are balanced. A summary of acres and trips was reviewed. Manager Hurd-Ravich reviewed and updated the Council on the ten considerations for success. Planner Fox noted other recent activities including the Basalt Creek IGA being reinstated, the concept plan draft is underway, and community involvement is ongoing.

Manager Hurd-Ravich spoke to public comments specific to land use. One topic of discussion has been the Victoria Gardens Homeowners Association proposal. The proposal requests single family residential to buffer their neighborhood to the south. The Council can consider two options. Option one to zone the area RML, which would likely be a better transition to employment lands. Option two is to change adjacent property to the south to RL, which is preferred by the HOA. Manager Hurd-Ravich noted Tualatin is currently balance. Any changes will tip the balance and create further discussion on policy considerations.

Manager Hurd-Ravich presented another proposal from Otak regarding the area south of Victoria Gardens. The proposal contained three options. Option A contains a mix of low and high density residential to serve as transition to employment and the Canyon. Option B offers residential to wrap around the new loop road surround employment uses. Option C offers a mix of housing types and densities with small amounts of commercial.

Manager Hurd-Ravich stated staff is seeking direction from Council on the proposals. Next steps for the project include an agency review team meeting, individual council meetings to discuss the draft concept plan, and a joint council meeting.

Councilor Grimes asked how staff would deal with trips over capacity. Manager Hurd-Ravich stated Washington County is comfortable with the margin of error.

Councilor Bubenik asked if Otak's idea would make the trip count higher. Manager Hurd-Ravich stated it wouldn't necessarily increase the trips but they would have to evaluate the proposal further. Assistant City Manager Alice Cannon stated it would be worth the City investigating the option further.

Councilor Truax would like to further evaluate Otak Option C. He likes the combination of uses and the transition and buffering.

Mayor Ogden stated he believes all the land that can be used for jobs should be used for jobs as it is the primary function of the land. All other non-suitable land should then be used for residential.

Council President Beikman asked why the neighborhood commercial was removed from the plan. Manager Hurd-Ravich stated they made it Manufacturing Park to add more flexibility to the area. Council President Beikman stated she likes Otak Option C as she is concerned with buffering around the neighborhoods as well.

Councilor Bubenik would also like to explore Otak Option C. He wants to make sure there is traffic calming work done in the area as noise will be the main issue. He wants to ensure buffering is built into the standards.

Council President Beikman and Mayor Ogden both concurred that the buffering standards need to be in place before development happens.

Manager Hurd-Ravich recapped stating staff will explore Otak Option C and further evaluate the trip capacity for the option while incorporating design stands for appropriate buffering

3. ***Economic Development Update.***

Moved to a meeting date to be determined.

4. ***UPDATE: Hazelbrook Road Parking Concerns.***

City Engineer Jeff Fuchs presented additional information on the Hazelbrook Parking issue. Engineer Fuchs provided a summary of the parking issue along both sides of the roadway occasionally constricting traffic. Since the last presentation staff monitored the area and most of the cars parking in the area belonged to renters in the apartment complex. Options for improvement include: leave as is, prohibit parking on both sides, prohibit parking on westbound lane, install no parking signs, or install a bike lane on the eastbound side.

Councilor Bubenik stated his biggest concern in the area is cars parking on the south side of the road heading east through the curves. He suggested making the area no parking through the curves.

Council consensus was reached to make the area no parking eastbound through the curves.

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

None.

ADJOURNMENT

The work session adjourned at 6:56 p.m.

Sherilyn Lombos, City Manager



/ Nicole Morris, Recording Secretary



/ Monique Beikman, Mayor Pro Tem



City of Tualatin

www.tualatinoregon.gov

OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF October 20, 2016

TPC MEMBERS PRESENT:

Alan Aplin
Kenneth Ball
Angela Demeo
Travis Stout
Mona St. Clair
Janelle Thompson

STAFF PRESENT

Aquilla Hurd-Ravich
Karen Perl Fox
Charles Benson
Lynette Sanford

TPC MEMBER ABSENT: Bill Beers

GUESTS: Herb Koss, Linda Moholt, Levi Levasa, Grace Lucini, Mehdi A. Sanaei

1. CALL TO ORDER AND ROLL CALL:

Alan Aplin, Chair, called the meeting to order at 6:30 pm and reviewed the agenda. Roll call was taken.

2. APPROVAL OF MINUTES:

Mr. Aplin asked for review and approval of the September 15, 2016 TPC minutes. MOTION by Demeo SECONDED by Thompson to approve the minutes as written. MOTION PASSED 6-0.

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

None.

4. ACTION ITEMS:

None.

5. COMMUNICATION FROM CITY STAFF:

A. Basalt Creek Land Use Concept Map and Project Update.

Aquilla Hurd-Ravich, Planning Manager and Karen Perl-Fox, Sr. Planner updated the Commission members on the Basalt Creek Concept Plan. Ms. Hurd-Ravich

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

mentioned that the presentation is the same one that was brought to Council on October 10th. The presentation will include review and affirmation of conceptual land uses, review progress on Ten Considerations for Success, and the next steps to conclude the Concept Plan.

Ms. Hurd-Ravich stated that the Draft Basalt Creek Land Use Concept Map was presented at the April 2016 open house. After Council review and input at the June 2016 Work Session and ongoing community involvement, feedback included refining employment land uses, refining residential land uses, and to consider both private ownership and environmental constraints in Basalt Creek Canyon.

Ms. Hurd-Ravich presented a map that detailed the changes from the April 2016 draft to the October 2016 draft. The updated map slightly refined where low and medium residential density is, and a balance between employment and residential areas.

Ms. Perl Fox went through the slide that detailed the Summary of Acres and Trips between June 2016 and October 2016 for Tualatin and Wilsonville.

Ms. Hurd-Ravich stated that there are Ten Considerations for Success. These include:

- Sewer
- Storm Water
- Industrial Lands
- Transportation Funding
- Future Regional Transportation Projects-Basalt creek
- Trips
- Basalt Creek Parkway and I-5 Crossings
- North-South Collector (Kinsman Rd)
- Basalt Creek Canyon
- Public Transportation

Ms. Perl Fox noted that other recent activities included:

- Basalt IGA Reinstatement approved
- Concept Plan draft underway
- Ongoing community involvement
- Public feedback on the process
- Public feedback on the Land Use Concept Map

Ms. Demeo asked if the existing land owners in Basalt Creek are spread throughout the entire area or clustered around the canyon. Ms. Perl Fox answered that they are spread throughout the area and some are near the industrial park zone. Ms. Demeo asked how this will affect the current residents. Ms. Hurd-Ravich replied that they will not become non-conforming until they're annexed in.

Ms. Hurd-Ravich noted that the City has heard from homeowners in the Victoria Gardens subdivision who were concerned about the area to the south and wanted continuity regarding the zoning. It is proposed to be zoned Medium-Low Density which is the current zoning of Victoria Gardens.

Mr. Ball asked if there are any plans for the existing homeowners to claim eminent domain. Ms. Hurd-Ravich said that there were not.

Ms. Hurd-Ravich went through the slides that detailed the proposal from Otak. This proposes a mix of low and high density residential to serve as transition to employment and the canyon. Council has asked us to research whether this proposal with work and to look at the land and how it can support jobs.

Mr. Aplin noted that a lot of the topography is not suitable for employment; it would be helpful to have elevation maps. Mr. Ball asked about the impact of traffic to the rural areas and if an impact study was conducted. Ms. Hurd-Ravich answered affirmatively. There are plans to improve Tonquin Rd and the County is in the process of studying Grahams Ferry, Boones Ferry, and Day Rd.

Ms. Hurd-Ravich noted that the next steps include meetings with the Agency Review Team, individual Council meetings, and a joint City Council meeting.

Mr. Aplin asked if Wilsonville is also refining their maps. Ms. Hurd-Ravich answered that they have had their own work sessions and staff will be working with them. Ms. Thompson asked how Otak got involved. Ms. Hurd-Ravich responded that a property owner contact them. Ms. Demeo asked if there is consideration for additional schools in the area. Ms. Hurd-Ravich answered that the entire area is in the Sherwood School District and they will continue to be part of the discussion along with the Tigard-Tualatin School District. Ms. Demeo asked where the schools can be located. Ms. Hurd-Ravich responded that they can be built in any residential zone.

Mr. Ball asked if Council considered the possibility of declining home values of the existing properties, especially if they are adjacent to commercial areas. Ms. Hurd-Ravich responded that there has been discussion regarding buffer and transition zones between residential and employment zones and how to maintain home values.

Herb Koss, Sherwood Grahams Ferry Inv. LL, Koss Real Estate

Herb Koss stated that he has been in the development business for 40 years. He brought Otak into this because he managed the LLC of the 10 acres south of Basalt Creek. He's been in contact with Washington County and was told that there will be an 18-20 foot cut in his property where the road will go through. From an access standpoint, an industrial zone would not work. After meeting with Don Hansen from

Otak, they decided that residential zoning seemed the most appropriate. Traffic has to balance out and multi-family housing will need to be reduced. He also noted that he didn't think there was a market for retail space in that area. There is also a concern about the power lines in the area, which would be better suited for an RV storage type facility. Mr. Koss added that they will be meeting with Otak and Fregonese to continue discussion and consider traffic counts.

Grace Lucini, 23677 SW Boones Ferry Rd, Tualatin, OR

Ms. Lucini is a resident of the unincorporated area of Washington County within the Basalt Creek Concept Planning Area. She has questions and concerns that she brought to the Planning Commission, which have been added to the minutes as an attachment.

Mr. Aplin asked Ms. Lucini where the proposed road would be located on her property. Ms. Lucini responded that it is unclear at this time where the road will go but there is a five to six lane bridge proposed south of her property. Ms. Lucini wants individual property owners to decide what to do with their property.

Mehdi A-Sanaei, 23845 SW Boones Ferry Rd

Mr. A-Sanaei asked Ms. Hurd-Ravich to define medium-low density zoning. Ms. Hurd-Ravich responded that it's defined as dwelling units' per acre. For low-density it's 1 to 6.4 dwelling units per acre and lot sizes average 6500 square feet; medium-low density is up to 10 dwelling units per acre. Mr. A-Sanaei asked for a copy of the zoning code. Ms. Hurd-Ravich responded that she will email him a copy.

Mr. A-Sanaei inquired about the maps on the PowerPoint presentation and wanted clarification on the Basalt Creek Canyon area and residential areas. He also wanted clarification about the access on the west side of his property and who proposed it. Ms. Hurd-Ravich responded that this particular concept was proposed by other property owners in the area but has not yet been accepted by the Council.

Mr. Koss wanted to clarify that the plan submitted by Otak is a concept and additional planning is forthcoming.

Levi Levasa, Autumn Sunrise LLC, 485 S State St, Lake Oswego, OR

Mr. Levasa wanted to give credit to City staff members for their work over the past three years he's been involved and for accepting input from property owners and developers. He's excited about the future and hopes the concept plan will get approved quickly.

Ms. Demeo asked what the next steps are for the Commission members. Ms. Hurd-Ravich replied that they've been tasked to refine and bring back to Council. It will be brought to the Commission members in December. Ms. Demeo asked if there is

additional outreach planned. Ms. Hurd-Ravich responded that there will be additional outreach, but not until the first of the year.

B. Mobile Food Unit (Food Cart) Ordinance: Public Outreach and Code Component Update

Ms. Hurd-Ravich stated that a year ago last fall, the Council directed staff to research food cart ordinances in the metro area. In August, project framing was presented to the Council. Staff also presented a timeline with milestones for consideration, which included an outline of suggested public engagement/involvement with stakeholders and continued research and monitoring of food cart operations in Tualatin. Ms. Hurd-Ravich added that this ordinance will not affect the special events in the Commons or parks.

Charles Benson, Associate Planner, presented the update which included a PowerPoint presentation. Mr. Benson stated that previously data was unavailable regarding the public's opinions regarding food carts. We came up with a seven question survey, which was open from September 1-30, 2016. This survey link was emailed to the Tualatin Chamber of Commerce, industrial and restaurant business license holders, and to the Citizen Involvement Organizations. Mr. Benson noted that we had a total of 415 responses in all.

Mr. Benson went through the slides which detailed the survey results. Overall, the results from this survey show public support for the idea of allowing an increased presence of food carts in Tualatin. When business and property owners were asked whether they would support a food cart on their parking lot or on their property respectively, support dropped noticeably.

Ms. Hurd-Ravich stated that the City's Community Development Department was invited to a Special CCIO Membership Feedback Meeting on September 7, 2016 to provide an update on the proposed food cart regulations and to solicit feedback from CCIO membership. The CCIO members in attendance were generally opposed to the idea of allowing food trucks in Tualatin. Seventy percent of the respondents of the seven-question CCIO survey were from the restaurant industry, with a large majority (90 percent) of those stating that they viewed food carts as bad for their individual businesses. The only somewhat positive view of food trucks involved operations in the City's industrial/manufacturing areas. Ms. Hurd-Ravich added that the same presentation was presented to the Tualatin Chamber of Commerce on September 26, 2016. The Chamber stated that they would continue internal discussions on the proposed food cart ordinance.

Mr. Benson acknowledged that we revised our suggestions based on the feedback received. These suggestions include:

- Add food cart/pod regulations to the Tualatin Municipal Code
- Food Cart/pod site review at staff-level

- To obtain a Tualatin business license
- Require a food cart/truck permit any time a mobile unit is parked on a site longer than four consecutive hours.
- Require food carts/pods to be responsible for their own trash/recycling collection and removal
- Require food cart/pod operators to follow all applicable Washington County and Clean Water Services sanitary/health provisions
- Require connection to City's water and sewer infrastructure
- Prohibit operations on vacant/unimproved sites
- Restrict signage to vehicle itself

Ms. Hurd-Ravich noted that the next steps include coming back to the Commission for a recommendation and a City Council hearing in December.

Mr. Aplin asked if the food carts would have to leave every day. Ms. Hurd-Ravich replied that overnight stays are not allowed. Mr. Ball noted that the last survey omitted the question of permanent or non-permanent status. He suggested to bring the survey back and ask the question prior to City Council. Ms. Hurd-Ravich replied that they could consider it if there is a need for broader input.

Ms. Demeo asked if the existing mobile cart businesses operating in the industrial areas will have to change their operation. Ms. Hurd-Ravich responded that they will be required to obtain a business license.

Linda Moholt, Tualatin Chamber of Commerce

Ms. Moholt stated that there is acceptance from the public for food carts as an alternative dining experience and these carts can lead to a regular brick and mortar business. Ms. Moholt acknowledged that at the CCIO meeting, 100 percent of the chamber members were opposed to food carts except for special event occasions. It's hard for businesses to compete with the food carts due to cost of producing, pricing, staffing with the minimum wage laws, electricity, and taxation. There is also concern that food carts do not follow health codes.

Ms. Moholt noted that in the City of Tualatin, 50 percent of our tax base is from businesses. Furthermore, food carts do not give anything back to our community, sports teams, local non-profits, and they do not create jobs. Ms. Muholt added that if they are allowed, they should only be located in the industrial/manufacturing areas and at special events.

6. FUTURE ACTION ITEMS

Ms. Hurd-Ravich stated that there will be a Capital Improvement Plan update in November or December. In November, there will be an update on food carts. In December, the Basalt Creek land use item will be brought back, where we will discuss the frame work and a code update.

7. ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION

Ms. Thompson inquired about the RV Park of Portland site. Ms. Hurd-Ravich responded that it is currently an incomplete application and the project has been on hold. It will come before the Commission members as a Plan Map Amendment at some point.

8. ADJOURNMENT

MOTION by Aplin to adjourn the meeting at 8:28 pm.



Lynette Sanford, Office Coordinator

TUALATIN PLANNING COMMISSION MEETING

10-20-2016

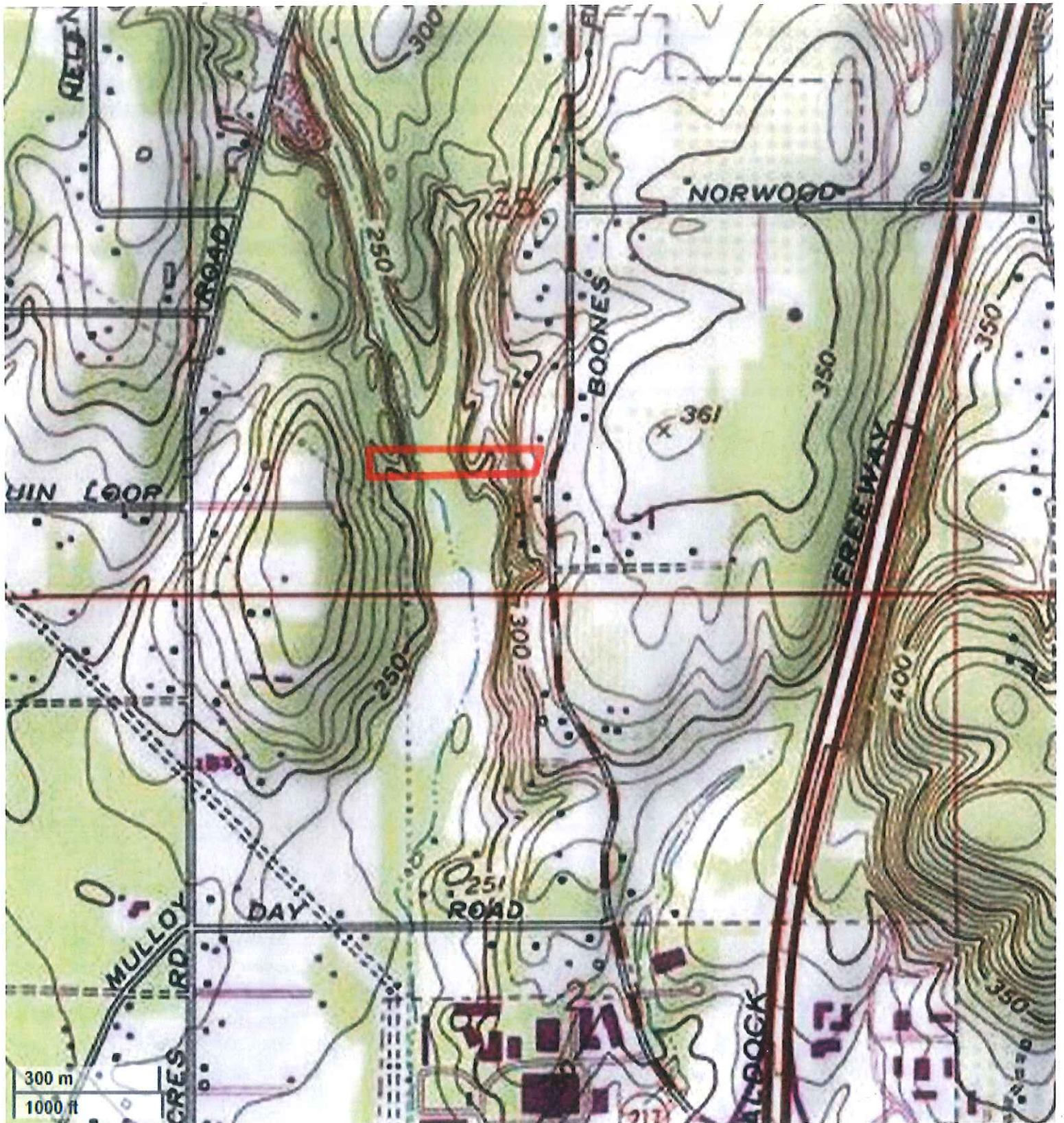
Basalt Creek Update- Koss/Otak Proposal "C"

Citizen Comments- Grace Lucini

1. Give consideration to gradient residential housing from the NE to the SW to buffer existing neighborhoods.
2. Include future concept planning for--- local road access and infrastructure for all buildable land west of wetlands- please see maps attached.
3. Recognize that major constraints within the area for development
 - a. Topography
 - b. Wetlands and Storm/Road Drainage
 - c. BPA power lines
 - d. Volume, Speed, Type (freight vs residential), and potential destination of traffic adjacent to residential area
 - e. Size and Scope of Area with multiple property owners
4. Develop recommendation as to how to incorporate health and safety concerns into Concept Plan for residential areas for Items 2a through 2d
5. Do not limit ideas for future development plans to one plan (Proposal "C") at this time
 - a. Allow ONLY Concept planning at the appropriate level at this time
 - b. Provide a level playing field for all property owners and/or developers once Concept Planning is established.
 - i. Allow individual property owners to decide when they and how they want to develop their property.
 - ii. Allow property owners to present their vision for their property for development either individually/ in groups/ or through a developer- through existing due process.
 - iii. Many developers are beginning to contact existing property owners-
 1. Why should only one property owner/developer be able to forward his business proposal at this time?
 2. Several viable development ideas may arise once the Concept Plan is established.
6. Due to the fact the area under consideration is not currently within the jurisdiction of the City of Tualatin, but is within the Concept Planning stage, a greater responsibility is placed on the City to be cognizant of the various claimant groups within the area, which requires a continuing need to provide transparency of the process.

It is requested the all members of the Basalt Creek Concept Planning staff, their consultants and the City of Tualatin (now and in the future) encourage collaborative communication between affected property owners and potential developers prior to presenting development proposals to the city. This may help avoid existing property owners from being blindsided by a development proposal which directly impacts their property-being prematurely presented for consideration to the City Council.

Attachments- Maps (5)



LOCATION OF LUCINI PROPERTY WITHIN BASALT CREEK AREA
Topographical View (Same Perspective As Road Identification & BPA Lines Map)



**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR
NOVEMBER 28, 2016**

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

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele;
Present: Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams;
Assistant City Manager Alice Cannon; Senior Planner Karen Fox; Public Works
Director Jerry Postema

A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:03 p.m.

B. ANNOUNCEMENTS

1. Proclamation Declaring December 10, 2016 as Human Rights Day in the City of Tualatin

Reza Rahman, Human Rights Council (HRC) of Washington County, briefed the Council on HRC's mission, accomplishments, and goals for the year.

Council Davis read the proclamation declaring December 10, 2016 as Human Rights Day in the City of Tualatin.

2. Starry Nights and Holiday Lights 2016 Announcement

Recreation Program Specialist Heidi Marx announced the 13th Annual Starry Nights and Holiday Lights. The event will be held this Friday, December 2, 5pm, at the Lake of the Commons. She invited all citizens to attend.

3. New Employee Introduction- Dan Fischer, Utility Technician

Public Works Director Jerry Postema introduced Utility Technician Dan Fischer. The Council welcomed him.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.

Lois Fox expressed concerns with the zoning in the Basalt Creek area near her property. She noted it is not fit for grading to create employment transition.

Sherman Leitgeb expressed concern with Council looking for expediency in the Basalt Creek process and not looking at the right decision for the land. He stated Metro left it to the Council to determine the best use of the land.

Hannah Childs expressed similar concerns with the slope and the ability to grade the area. She would like the Council to more appropriately zone the area.

Scott Powell does not want to see industrial businesses in the area as it currently has established residential.

Paul Morrison presented his overall concerns with the Basalt Creek Concept Plan including agreement amongst the governing agencies, budget, and the zoning of certain areas.

Margo Traines expressed concerns regarding the overall noise level in Tualatin. She presented the Council with research regarding appropriate noise levels and requested the Council to address the issue.

Heather Hutchinson expressed concern with the Basalt Creek area being suitable for employment transition due to the slope and the dense basalt rock in the area. She would like the Council to explore different zoning to better fit the area.

Don Hanson, OTAK, spoke on behalf of Herb Koss. He stated he proved the South Center topography for staff to evaluate what a development would look like in this portion of the Basalt Creek area. He stated the South Center development is half the slope of the area in discussion and is not ADA compliant. In addition he added that the slope of the area would make a industrial development on this land extremely difficult.

Randy Alvstad requested the Council keep the area in question zoned residential.

Lark Leitgeb requested the Council adopt the OTAK proposal for the area, as it was residents in the area want.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Council President Monique Beikman, SECONDED by Councilor Ed Truax to adopt the consent agenda.



STAFF REPORT CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 12/12/2016

SUBJECT: Consideration of Approval of the Minutes for the Work Session and Regular Meeting of November 28, 2016

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Work Session and Regular Meeting of November 28, 2016.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes of November 28, 2016
City Council Regular Meeting Minutes of November 28, 2016



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

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:36 p.m.

1. *Metro Update with Councilor Craig Dirksen.*

Metro Councilor Craig Dirksen provided the Council with handouts on regional highlights on housing, jobs, transportation, and changing communities. He presented an update on the renewed Parks and Natural Areas Levy. The renewed levy will fund planning on the Chehalem Ridge, restoration on the River Island Natural Area, and allow the ability to award \$205,000 in community restoration grants. The Regional Leadership Forums was held and focused on transportation challenges and potential solutions. Metro was granted \$130 million in Regional Flexible Funds to be spent on active transportation and freight movement. JPACT will be making a decision in January on how the funds will be spent in 2019-21. Councilor Dirksen noted the Herman Road Project has been submitted as a priority project for funding.

Councilor Dirksen updated the Council on the Equitable Housing Grants. \$575,000 will be awarded to assess and reduce barriers to affordable housing in seven cities in the region. Metro has adopted the Strategic Plan for Racial Equity and Diversity. Design work on the River Walk at the Willamette Falls is still underway. An open house was held in November to review design options. The Convention Center Hotel design has been approved with an official groundbreaking to be held in the spring of next year.

2. *Basalt Creek Land Use Map.*

Assistant City Manager Alice Cannon and Senior Planner Karen Fox presented an update on the Basalt Creek Concept Plan. Manager Cannon stated staff is looking for two actions from Council tonight: confirm land use concept map and accept staff recommendations. A brief overview of the project history was presented. A scenario progression from 2014 to concurrent was reviewed.

Planner Fox spoke to concept map refinements. Staff took feedback from the public, Council and Intergovernmental partners to make minor refinements. Staff



**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR
FEBRUARY 13, 2017**

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

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele; Community Services Director Paul Hennon; Finance Director Don Hudson; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Management Analyst II Kelsey Lewis; City Engineer Jeff Fuchs

A. CALL TO ORDER
Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:08 p.m.

B. ANNOUNCEMENTS

1. Update on the Tualatin Youth Advisory Council's Activities for February

Members of the Youth Advisory Committee (YAC) presented a PowerPoint on their latest activities and upcoming events. Five YAC senior members will attend the National League of Cities, March 11-15, where they will learn about civic engagement, leadership development, and networking. Members are finishing preparations for Project FRIENDS to be held on May 19. Park After Dark was held on January 20 with 25 youth attendees. The next Park After Dark is scheduled for March 17.

2. New Employee Introduction- Stacy Ruthrauff, Human Resource Director

City Manager Sherilyn Lombos introduced Human Resource Director Stacy Ruthrauff. The Council welcomed her.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.

None.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Council President Joelle Davis, SECONDED by Councilor Nancy Grimes to adopt the consent agenda as amended.

Aye: Mayor Lou Ogden, Councilor Frank Bubenik, Council President Joelle Davis, Councilor Nancy Grimes, Councilor Jeff DeHaan, Councilor Paul Morrison, Councilor Robert Kellogg

MOTION CARRIED

1. Consideration of Approval of the Minutes for the Work Session and Regular Meeting of January 23, 2017
2. Consideration of **Resolution No. 5309-17** granting a Conditional Use Permit to Calmax Technology to allow a machine shop of 7,500 gross square feet or larger in the Light Manufacturing Planning District for property located at 10850 SW Leveton Drive (Tax Map 2S1 22AD, Tax Lot 00400) (CUP-16-0001).

E. 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.

1. Consideration of Recommendations from the Council Committee on Advisory Appointments

Mayor Ogden read the recommend candidates by name. He thanked all those who participated in the interview process and for their future service on the committees.

MOTION by Councilor Nancy Grimes, SECONDED by Councilor Jeff DeHaan to approve committee appointments as recommended by the Council Committee on Advisory Appointments.

Aye: Mayor Lou Ogden, Councilor Frank Bubenik, Council President Joelle Davis, Councilor Nancy Grimes, Councilor Jeff DeHaan, Councilor Paul Morrison, Councilor Robert Kellogg

MOTION CARRIED

F. COMMUNICATIONS FROM COUNCILORS



STAFF REPORT CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 02/27/2017

SUBJECT: Consideration of Approval of the Minutes for the Work Session and Regular Meeting of February 13, 2017

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Work Session and Regular Meeting of February 13, 2017.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes of February 13, 2017
City Council Regular Meeting Minutes of February 13, 2017



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

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele; Community Services Director Paul Hennon; Finance Director Don Hudson; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Management Analyst II Kelsey Lewis; City Engineer Jeff Fuchs; Senior Planner Karen Fox; Public Works Director Jerry Postema

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:06 p.m.

1. ***Basalt Creek Planning Area Land Uses.***

Planning Manager Aquilla Hurd-Ravich and Senior Planner Karen Fox presented an update on the Basalt Creek Planning Area land uses. Manager Hurd-Ravich briefly reviewed the history of the project. She highlighted the guiding principles and the scenario progression. The current option is option 6 where Council directed staff to explore Tualatin Central Subarea further including OTAK proposal C. Staff's opinion on the area is it is suitable for long term employment. Planner Fox noted Washington County commissioned a study on the Central Subarea on the proposed Tualatin side. The conclusion of the study was that it is feasible to develop employment uses on the land. Planner Fox summarized stating the most recent land use concept map has support from Tualatin's IGA partners, represents a balanced approach to employment and residential, and provides a long-term supply of land.

Councilor Kellogg stated the Metro ordinance bringing the land into the area referenced all land north of an arterial should be residential. He noted Basalt Creek Parkway would qualify and should be deemed residential according to the ordinance. Manager Hurd-Ravich responded that Metro has shown flexibility with designations since the beginning of the process.

Councilor Morrison asked about the trip cap in relation to the area being residential. Manager Hurd-Ravich stated the area has above the recommended jobs so Metro's requirements will still be met.

Councilor Morrison asked why the Metro ordinance deemed the area residential. Mayor Ogden provided history on the ordinance and land designations.

Councilor Morrison asked about the tree cut of 18-20 feet on both sides of Basalt

Creek Parkway. Manager Hurd-Ravich stated Washington County would have to answer that question since they will be in charge of constructing the road.

Council President Davis stated the road needs to be moved further south to improve the ability for freight to use the road safely.

Councilor Bubenik asked if the discrepancies in the Washington County Finance and Engineering report had been followed up on. Assistant City Manager Cannon stated staff raised the concerns with the County but they have yet to receive a response.

Mayor Ogden stated he believes long term the area is good for manufacturing uses. Manager Hurd-Ravich stated this specific area was more challenging than the rest because of the topography and access. She noted long term there is already available employment land in both cities and the employment land proposed for Wilsonville is more desirable.

Council President Davis asked if there was Council consensus on whether the area immediately south of Victoria Gardens should be RML/Medium Low Density. Council consensus was it should be.

Council President Davis asked the Council if the Central Subarea is suitable for employment uses. Council President Davis stated she feels it is not appropriate to build industrial businesses on that type of topography. She would like to see affordable housing in the area, thus she is in favor of a residential designation.

Councilor Bubenik stated he would like to see the area designated residential.

Councilor Kellogg asked what type of residential it would be designated. Assistant City Manager Cannon stated staff would have to make a recommendation on that once Council has decided a designation.

Councilor Grimes stated she has seen nothing in writing that contradicts the original directive from Washington County and Metro for the area and would be fine with a residential designation. She asked how a residential designation would affect the trip cap. Assistant City Manager Cannon stated the hope is it would remain neutral.

Councilor Morrison stated he is in favor of a residential designation.

Council consensus was reached to direct staff to designate the central subarea residential.

Councilor Kellogg stated he would like to address the concept of public transit stations being included in the concept plan. Assistant City Manager Cannon stated if there is a consensus staff can begin to have discussion to add placeholders to the plan.

Council President Davis said the area would also be considered in future Transportation System Plans.

Council consensus was reached to proceed with discussions on how to carry out

adding place holders for transit stations.

2. 2018-2027 Capital Improvement Plan.

Management Analyst Kelsey Lewis and City Engineer Jeff Fuchs presented the 2018-2027 Capital Improvement Plan (CIP). Analyst Lewis stated projects are prioritized by staff based on the following criteria: council goals, health and safety, regulatory requirements, master plans, and service delivery needs. She added projects are broken into five project categories including facilities equipment, parks and recreation, technology, transportation, and utilities. Funding sources for these projects include system development charges, water, wastewater, and storm rates, gas taxes, the general fund, and grants and donations. This year's CIP projects total roughly \$6 million dollars. Analyst Lewis briefly reviewed the project list by category. She noted the CIP is a planning tool to help guide the annual budgeting process. The public involvement process was reviewed and summary of the comments were provided.

Councilor Kellogg asked if the trail acquisition funds were for the greenway trail. City Manager Lombos stated those funds are a place holder for when opportunities to purchase properties become available. There is nothing specific earmarked at this time.

Councilor Grimes asked about funding for the signal on 65th and Sagert. Assistant City Manager Cannon stated the contractor is putting in improvements instead of paying all the SDC's in the area.

Councilor Bubenik asked about the Pohl Center Kitchen Design renovation project. City Manager Lombos stated funding for that project would have to come from the Community Development Block Grant, only matching funds were included in the CIP. Councilor Bubenik stated funding from the grant will be competitive and recommended increasing the matching funds.

Councilor Morrison asked about the funding for a traffic light at Teton and Tualatin Road. Engineer Fuchs stated the light is scheduled in the 5-10 year project range. Councilor Davis said she would like the option of a traffic circle explored instead of a light.

Councilor Morrison asked about funding for the Martinazzi and Sagert project. Engineer Fuchs stated the project falls outside of the 10 year milestone for the CIP but will be considered for the Transportation System Plan (TSP) update.

Councilor DeHaan asked how it would even be possible to fund the unfunded list at a total \$430 million. Engineer Fuchs stated the project list contains mainly projects identified in the TSP which are several years from being funded. City Manager Lombos stated the largest majority of projects are transportation and parks and recreation.

3. Public Meetings – a Briefing.

City Attorney Sean Brady presented an informational briefing on public meetings. He covered topics including public meeting types and requirements of public meeting laws. A recess was taken at 6:59 p.m. to conduct the Regular Council Meeting. The meeting resumed at 7:23 p.m. Attorney Brady continued covering the topics of serial meetings, information gatherings, and tips to avoid violations.

4. Council Meeting Agenda Review, Communications & Roundtable.

None.

ADJOURNMENT

The work session adjourned at 8:12 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Lou Ogden, Mayor



City of Tualatin

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OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF February 16, 2017

TPC MEMBERS PRESENT:

Bill Beers
Alan Aplin
Angela Demeo
Mona St. Clair
Janelle Thompson

STAFF PRESENT

Aquilla Hurd-Ravich
Lynette Sanford

TPC MEMBER ABSENT: Kenneth Ball, Travis Stout

GUESTS: None.

1. CALL TO ORDER AND ROLL CALL:

Beer Beers, Chair, called the meeting to order at 6:30 pm and reviewed the agenda. Roll call was taken.

2. APPROVAL OF MINUTES:

Mr. Beers asked for review and approval of the January 19, 2017 TPC minutes. MOTION by Aplin SECONDED by Thompson to approve the minutes as written. MOTION PASSED 5-0.

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

None.

4. ACTION ITEMS:

A. 2016 Annual Report of the Tualatin Planning Commission

Ms. Hurd-Ravich presented the 2016 Tualatin Planning Commission Annual Report. Every year the report is presented to Council - this year it is scheduled for March 27, 2017.

The Municipal Code states that no later than April 1 of each year, the Commission shall file with the City Council its annual report of the activities of the Commission. The annual report shall include a report of the activities by the Commission during the preceding year, in addition to specific recommendations to the City Council relating to

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

the Planning process, plan implementation measures within the City, or future activities of the Commission.

Ms. Hurd-Ravich stated that the Planning Commission is the official Committee to fulfill Goal 1: Citizen Involvement of Oregon's statewide land use planning program. The purpose of Goal 1 is to develop a citizen involvement program that insures the opportunity for citizens to be involved in all phase of the land use planning process.

Ms. Hurd-Ravich stated that last year, the Commission made recommendations on two Plan Text Amendments, heard multiple updates from staff regarding various projects including Basalt Creek, The Capital Improvement Plan, Industrial Site Readiness, Civic Center Outreach, Southwest Corridor, and Mobile Food Units.

Ms. Hurd-Ravich added that Angela Demeo attended a Planning Commissioner Training hosted by the Oregon City Planning Director's Association in September.

5. COMMUNICATION FROM CITY STAFF:

A. Update on Basalt Creek Land Use Concept Plan Map

Ms. Hurd-Ravich stated that on January 13, 2017, the Council discussed Basalt Creek at their work session. Ultimately, the Council's direction was to make the area in question residential and work with partners to have a place holder for a WES station. Ms. Hurd-Ravich noted that staff felt the need to go to Council since we have three new Council members, additional information from Washington County, and numerous testimonies from the property owners.

Mr. Aplin asked about Washington County's views. Ms. Hurd-Ravich responded that as staff, we acknowledged that we need elected leadership with our partners. It will require the Mayor and Council reaching out to Washington County, Wilsonville, and Metro. Ms. Demeo asked if area we're referring to is the 94 acres south of Victoria Gardens. Ms. Hurd-Ravich answered affirmatively. Ms. Demeo asked if this information will be communicated to the property owners. Ms. Hurd-Ravich answered that it will be noted in the monthly update we send out to the surrounding property owners and the residents who have chosen to be on our mailing list. Ms. Hurd-Ravich added that there were many property owners in attendance at this meeting and an article regarding this was printed in the Tualatin Times.

Ms. Hurd-Ravich stated that our next steps include the City Managers of Wilsonville and Tualatin meeting with staff and the City Mayors. Depending on when the meeting will be held, we may have an update for the Commission in April.

Mr. Aplin asked if this could set us back with relation to Wilsonville. Ms. Hurd-Ravich responded that Wilsonville is concerned about clustering employment together with residential land and the marketability of that. They are also concerned about community design and trip counts.

Ms. Hurd-Ravich stated that last month we brought forth information about the code update. We have recently signed a contract with a consultant and they are currently reading through the code and auditing as needed. Hurd-Ravich encouraged the Commission members to gather input from others and return with the feedback received.

Ms. Demeo asked if the development code is in printed form. Ms. Hurd-Ravich responded that it is currently all web based. Ms. Demeo asked if the links on our web site will be corrected. Ms. Hurd-Ravich responded that if a broken link is found, please report it. When the web was updated a year ago, all the links had to be fixed.

Ms. Hurd- Ravich noted that the last steps regarding food carts include gathering input from the Chamber. We will be compiling the input, circulate the input to the community, and take the draft ordinance to Council in the spring.

6. FUTURE ACTION ITEMS

Ms. Hurd-Ravich stated that the next TPC meeting will be held jointly with the Architectural Review Board on Monday, March 20, 2017. Sean Brady, our City Attorney, will present information regarding the land use process including how to conduct land use hearings. In April, we may have an update on Basalt Creek and Food Carts.

7. ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION

None.

8. ADJOURNMENT

MOTION by Beers to adjourn the meeting at 6:58 pm.



Lynette Sanford, Office Coordinator



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR JULY 24, 2017

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

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Assistant City Manager Alice Cannon; City Engineer Jeff Fuchs; IS Director Bates Russell; Associate Planner Charles Benson; Economic Development Manager Melinda Anderson

A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:15 p.m.

B. ANNOUNCEMENTS

1. New Employee Introduction- Terrance Leahy, Water Division Manager

Public Works Director Jeff Fuchs introduced Water Division Manager Terrance Leahy. The Council congratulated him on his promotion.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.

City of Wilsonville Mayor Tim Knapp shared insight from their City Council regarding the Basalt Creek project. He stated the original intent of the plan was to preserve and encourage the use of employment land over the next 20 years. They believe this land can serve the cities in the future as high quality employment lands. He stated places to build employment are constrained in the Metro and this land needs to be preserved for employment.

Tom Childs expressed he would like to see the Basalt Creek parcel in question designated residential.

Debbie Luster stated there has been increased noise in the industrial park off of 105th. She would like the City to address the noise concerns.

Herb Koss stated the cost to keep the parcel of land in question industrial is not financially feasible as the land can't be developed as employment land.

Gordon Root referenced Metro's original ordinance for the Basalt Creek area. He stated the parcel in question needs to be deemed residential because Tualatin does not have any more developable residential land. He added the demand for residential land in Tualatin is high.

Ashley Leigh, owner of Whole Babies Preschool, addressed concerns that had been raised by her neighbors. She assured the Council the school is doing everything they can to ease neighborhood concerns.

Scott Powell spoke in favor of a residential designation for the parcel in Basalt Creek.

Sherman Leitgeb spoke in opposition of the City of Wilsonville's proposal. He would like to see the area deemed residential.

Hannah Childs spoke in favor of the Basalt Creek parcel in question being deemed residential.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Councilor Frank Bubenik, SECONDED by Council President Joelle Davis to approve the consent agenda.

Aye: Mayor Lou Ogden, Councilor Frank Bubenik, Council President Joelle Davis, Councilor Nancy Grimes, Councilor Jeff DeHaan, Councilor Paul Morrison, Councilor Robert Kellogg

MOTION CARRIED

1. Consideration of Approval of the Minutes for the Work Session and Regular Meeting of July 10, 2017

E. PUBLIC HEARINGS – Quasi-Judicial

1. Consideration of a Conditional Use Permit for MITCH Charter School to Expand the Campus and Operations of a Kindergarten through Grade 12 School in the Light Manufacturing (ML) Planning District at 19430 SW 90th Court (Tax Map 2S1 23DB, Tax Lot 00200) (CUP-17-0001).



STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 08/14/2017

SUBJECT: Consideration of Approval of the Minutes for the Work Session and Regular Meeting of July 24, 2017

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Work Session and Regular Meeting of July 24, 2017.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: [City Council Work Session Minutes of July 24, 2017](#)
[City Council Regular Meeting Minutes of July 24, 2017](#)



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

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele; Finance Director Don Hudson; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; City Engineer Jeff Fuchs; IS Director Bates Russell; Associate Planner Charles Benson; Economic Development Manager Melinda Anderson

CALL TO ORDER

Mayor Ogden called the meeting to order at 5:06 p.m.

1. **Basalt Creek.**

City of Wilsonville Community Development Director Nancy Kraushaar presented background information on the Basalt Creek project. The part of the proposal up for discussion tonight is the conversion of the 40 acres of land to residential. She stated this proposal is in opposition of the original intent which was to provide for employment opportunities through industrial land. The project has been through several City Council meetings, open houses, and this proposal came to fruition in October 2016. When the proposal was made the City of Wilsonville hired KPFF to complete a study on employment land uses in the area. The primary argument the City of Wilsonville has heard regarding the area is that it is too steep and rocky for employment use. In May the City of Wilsonville received the report from KPFF. The City of Wilsonville Council does not believe transitioning the area to residential supports the joint vision and they believe the area can successfully accommodate employment in the area.

Matt Dylan, KPFF Consulting, presented the findings from the analysis the City of Wilsonville hired them to complete. He noted the study does not determine employment uses just identified if the area can be developed. His analysis found the area is not feasible for residential. He presented a video of what the area could look like with different uses. Mr. Dylan noted the analysis did not look for the cheapest solutions just the best fit for the area. Mr. Dylan spoke to current uses in the area and showed three potential employment schemes.

Councilor DeHaan asked if typography was taken into account when creating the schemes. Mr. Dylan stated typography was considered, but lot lines were not.

Councilor Davis asked about the discrepancy in acreage provided by Wilsonville and OTAK. City of Wilsonville Long Range Planning Manager Miranda Bateschell

stated GIS maps show 63 gross acres with 41 net constrained acres.

Councilor Grimes joined the meeting at 5:40 p.m.

Councilor DeHaan asked if today's presentation covered all of Wilsonville's objections. Ms. Bateschell stated they are a good basic summary of the Council's thoughts and concerns.

Councilor Davis asked if the cross sections of roads are meant to represent future visions. Mr. Dylan stated it is just a mix of what could be possible but nothing is defined at this time.

Mayor Ogden stated he wants to fully understand the reality of what is actually viable on the site. He feels the land should be industrial but has concluded based on the evidence provided that it is not a viable solution due to what would have to happen to make construction possible. Mayor Ogden asked what specifically would be required to make KPFF's schemes be produced. Mr. Dylan explained their study did not include costs.

Councilor Bubenik asked about gradeability in the area since feedback he received from landowners is that they have not been able to dig in the area. Mr. Dylan reference previous geotechnical reports done on the area and stated further studies would need to be completed. Ms. Kraushaar stated some of the geotechnical work that has been completed showed that the land was inconsistent.

Councilor Grimes asked about trip generation concerns in the area. Ms. Kraushaar noted trip generations for employment uses are well within the trip cap for the area. Wilsonville had not looked into trip generation for residential uses in the area.

Councilor Davis spoke to concerns regarding the impacts to the wetlands in the area. She stated the schemes change the entire character of the area and don't offer buffering to current residential land. Mr. Dylan stated the schemes only show possibilities and are not actual proposals. He noted scheme A shows the least impact to the area and each scheme there after shows a step up in development intensity.

Councilor Davis asked if the Wilsonville Council had a preferred scheme. Ms. Bateschell stated their interests lied with protecting the wetlands which was represented in schemes A and B.

Councilor Bubenik stated he has no concerns with industrial next to residential because there are several areas in Tualatin already operating that way. Mr. Kraushaar stated it is more about industrial clustering for Wilsonville.

Councilor Davis stated she would like to see the Basalt Creek Parkway located further to the south.

Don Hanson and Tony Weller of OTAK presented a PowerPoint in opposition to the study presented by Wilsonville. Mr. Hanson stated their presentation looks at the area and what is actually feasible. OTAK evaluated KPFF's schemes and the associated costs to complete such schemes. Mr. Weller explained how developments in the area has already been completed and how the basalt beds

where dealt with in the area. He stated residential is the best approach for the area because it requires less grading of the land. Mr. Hanson explained the development costs and spoke to the residential trip caps.

2. Council Rules.

Due to lack of time this item will be placed on a future meeting agenda.

3. Climate Cities.

Due to lack of time this item will be placed on a future meeting agenda.

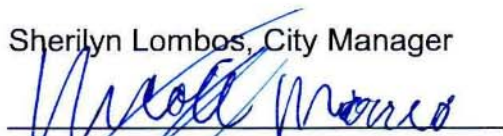
4. Council Meeting Agenda Review, Communications & Roundtable.

None.

ADJOURNMENT

The work session adjourned at 7:08 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Lou Ogden, Mayor



City of Tualatin

www.tualatinoregon.gov

OFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF January 19, 2017

TPC MEMBERS PRESENT:

Alan Aplin
Bill Beers
Angela Demeo
Travis Stout
Mona St. Clair
Janelle Thompson
Kenneth Ball

STAFF PRESENT

Aquilla Hurd-Ravich
Karen Perl Fox
Jeff Fuchs
Lynette Sanford

TPC MEMBER ABSENT:

GUESTS: Don Hanson, Grace Lucini, Sherman Leitjab, Tom Childs, Lois Fox, Jim Odams, George DeDoux, and Marrin Mast.

1. CALL TO ORDER AND ROLL CALL:

Alan Aplin, Chair, called the meeting to order at 6:30 pm and reviewed the agenda. Roll call was taken.

2. APPROVAL OF MINUTES:

Mr. Aplin asked for review and approval of the October 20, 2016 TPC minutes.
MOTION by Thompson SECONDED by St.Clair to approve the minutes as written.
MOTION PASSED 7-0.

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

None

4. ACTION ITEMS:

A. Elect a Chair and Vice Chair to Represent the Tualatin Planning Commission

Mr. Aplin asked the Commission members if they would like to become the Chairman and Vice Chairman of the Planning Commission. Bill Beers offered to be the Chairman and Kenneth Ball volunteered to be the Vice Chairman. MOTION PASSED 7-0.

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

5. COMMUNICATION FROM CITY STAFF:**A. Capital Improvement Plan 2018-2027**

Jeff Fuchs, City Engineer, presented the Capital Improvement Plan (CIP) which included a PowerPoint presentation. Mr. Fuchs stated that he is filling in for Kelsey Lewis who was unable to attend the meeting. Mr. Fuchs noted that the CIP is a ten year project roadmap and is more of a planning tool than a schedule. This plan is reviewed and revised annually.

The project categories of the CIP are Facilities and Equipment, Parks and Recreation, Technology, Transportation and Utilities. Mr. Fuchs noted that Ms. Lewis programmed the Transportation System Plan (TSP) into the CIP to balance revenue against planned expenditures.

Mr. Fuchs stated that the priorities are Council goals, health and safety, regulatory requirements, master plans, and service delivery needs. Funding sources include system development charges, water, sewer and storm rates, gas taxes, general fund, and grants and donations. The summary total is \$6,029,000.

Mr. Fuchs went through the slides that detailed the project categories and the costs for each. The CIP schedule includes presenting to the various Committees in January and it goes to Council for approval in February.

Mr. Aplin asked if the new City Hall is part of this plan. Mr. Fuchs replied that it does not fall within a 10 year window so it was not included.

Mr. Stout asked how the five year portion compares to last year. Mr. Fuchs replied that the projects shift around depending on the delivery. The general fund is the category that changes the most. Mr. Fuchs added that the majority of the transportation projects are on a sliding schedule.

Ms. Thompson asked if the developer was supporting the project on 65th & Sagert or if it is derived from City funds. Mr. Fuchs replied that the Sagert project is a System Development Charge (SDC) reimbursement expense - they will pay for the impact of their development and we will reimburse them for the portion above and beyond their development. Mr. Fuchs added that the traffic signal in that area should be installed by early summer.

Ms. Demeo asked if the Sagert and Martinazzi intersection project will surface next year. Mr. Fuchs responded that they will take a midterm look at the traffic study and reexamine the high traffic areas.

B. Update on Basalt Creek Land Use Concept Plan Map

Karen Perl Fox, Senior Planner, and Aquilla Hurd-Ravich, Planning Manager, presented an update on the Basalt Creek Land Use Concept Map. This includes an overview of the work staff carried out on the exploration of the central subarea as directed by City Council at their October 10, 2016 work session. This update will also include Council's confirmation on the Concept Map at the November 28, 2016 work session.

Ms. Hurd-Ravich stated that Metro brought the Basalt Creek Planning area into the Urban Growth Boundary in 2004 as employment land and Metro was awarded the CET Grant to fund the concept planning. In 2011-2013 Tualatin worked with partners Washington County, Metro and Wilsonville, and ODOT to define the transportation spine. This resulted in a transportation refinement plan and two intergovernmental agreements (IGAs) at the beginning and towards the end of the project. In 2013, the concept planning kicked off with a joint meeting with Wilsonville.

In 2014 staff worked through the guiding principles list which included:

- Maintain and complement the cities unique identities
- Meet regional responsibility for jobs and housing
- Design cohesive and efficient transportation and utility systems
- Maximize assessed property value
- Capitalize on the area's unique assets and natural location
- Explore creative approaches to integrate jobs and housing
- Create a uniquely attractive business community unmatched in the metro region
- Ensure appropriate transitions between land uses
- Incorporate natural resource areas and provide recreational opportunities as community amenities and assets

Ms. Hurd-Ravich presented the maps which detailed the progression and the revisions from the feedback received. This proposed jurisdictional boundary was discussed at a joint council work session in December 2015 and both councils agreed on the proposed jurisdictional boundary following Basalt Creek Parkway. Ms. Hurd-Ravich added that this information was presented to Council on June 13, 2016. Council feedback posed the question of how this concept could support campus industrial and how the trip cap would be managed.

Ms. Perl Fox stated that feedback from the public, Council, and the intergovernmental partners led to minor refinements. These include 93 acres of Manufacturing Park, 3 acres of neighborhood commercial, and 88 acres of residential – which represents a balance between employment and residential land.

Ms. Perl Fox added that public input prompted questions on the Basalt Creek central subarea – the area immediately south of Victoria Gardens to the jurisdictional

boundary. This represents approximately 42 buildable acres. Council directed the land to match the same planning district as Victoria Gardens, which is RML (Medium low density). For the central subarea on the Tualatin side, Council directed exploration of the OTAK proposal to determine if the land is suitable for employment uses.

Ms. Perl Fox noted that staff met with OTAK to explore the property owner's proposal, consider opportunities for employment and constraints in the area, and consider infrastructure needed for different proposed uses. Ms. Perl Fox emphasized that we are in partnership with other agencies and they do not want to reduce employment land for more residential. We received a letter from Washington County in October emphasizing that the land is prime for industrial and employment uses.

Ms. Perl Fox continued presenting the slides that detailed the summary of acres and trips, and the most recent land use concept map. Ms. Hurd-Ravich added that based on all the information, staff's position is to recommend that Council accept the land use map as presented.

Ms. St. Clair asked about the area designated for high density and how many homes are expected. Ms. Perl Fox responded that it's approximately 2-3 acres of land, so it would be around 100 units. Ms. St. Clair asked if there will be enough housing for the people who will be working in the industrial/employment area. Ms. Hurd-Ravich responded that the group didn't plan on a housing unit for each employee. Ms. St. Clair stated that the people in the employment area will expect to live where they work. Mr. Aplin asked if we are limited on high density zoning areas. Ms. Hurd-Ravich responded that we are constrained by trip numbers.

Mr. Beers asked if the trip model took into account the different business sectors in the area. He was concerned about the high price of housing in the area and as a result, many employees may have to commute in from other areas. Ms. Hurd-Ravich added that the models accounted for bike and pedestrian transportation as well as public transportation, but doesn't narrow down trip times.

Don Hanson, OTAK, 808 SW 3rd, Portland, OR 97204

Mr. Hanson works for OTAK and was hired to assist the property owners in the ten acres in the southern portion of the study area, north of Basalt Parkway. He has been tracking this process and is concerned about this area being zoned employment land due to the vast amount of Basalt rock. Mr. Hanson distributed a map which detailed the topography concerns. This map has been added as an attachment to the minutes.

Mr. Hanson stated that they consulted an excavator and a broker to obtain their opinion on the area and both expressed concern about the conditions. Mr. Hanson noted that Washington County and the engineering firm Mackenzie viewed the

property. They submitted a map and evaluated the property strictly for employment uses; they did not take into account the residential transition area. Mr. Hanson stated that they were unaware that there is no access road and the access points are limited to Grahams Ferry Rd and Tonquin Rd. Mr. Hanson acknowledged that there should be additional residential land in this area which would be more adaptable to the difficult topography.

Grace Lucini, 23677 SW Boones Ferry Rd

Ms. Lucini is a resident of the unincorporated area of Washington County directly adjacent to the east of the study area. Ms. Lucini has questions and concerns regarding the report evaluation of the central subarea that she bought to the Planning Commission. The handout has been added to the minutes as an attachment.

Sherman Leitgeb, 23200 SW Grahams Ferry Rd

Mr. Leitgeb noted that he is concerned about the subarea because he lives there. Mr. Leitgeb stated that 329 acres is already zoned industrial which has not been built on. He's concerned that the land will not be developed. Mr. Leitgeb noted that experts from Pactrust and excavation companies have stated that they are not interested in the land due to the amount of rock and slope.

Tom Childs, 23470 SW Grahams Ferry Rd

Mr. Childs stated that the people living in the Basalt area need to be acknowledged and if the land is designated industrial, it will not be built upon. Mr. Childs mentioned that there is not enough housing to support retail or small businesses. If this land is developed into industrial property, he will not be able to sell his home for a profit and find another place to live. Mr. Childs believes that the decisions considered should benefit the current homeowners, not Metro, Wilsonville, or Washington County.

Lois Fox, 23550 SW Grahams Ferry Rd

Ms. Fox stated that she toured the property with City staff and acknowledged that there is rock throughout her property which makes it unsuitable to build on. Ms. Fox mentioned that she was taken aback when the City Council mentioned that they will revisit the zoning if it doesn't work out or is not saleable. She has not heard from anyone other than a government official who thinks this is a good use for this property. She added that she would like to invite Washington County staff to tour her property.

Mr. Hanson added that moving forward, it makes sense to have a peer review or workshop for everyone to get together to express ideas clearly and have comments.

Jim Odams, 24005 SW Boones Ferry Rd

Mr. Odams lives in unincorporated Washington County and is not a resident of Wilsonville or Tualatin. He stated that he has not been approached by anyone for permission to tour his property even though the proposed bridge and alignment go through his property. Mr. Odams commented that it is frustrating to be a property owner in the proposed development area without representation.

Ms. Hurd-Ravich added that the alignment is through Washington County and the City can point out to them that the property owners have not been approached. The cities have not been involved in the geotechnical study, but will bring it up with the other agencies.

Ms. Demeo stated that Metro brought the Basalt area in as employment land and asked if the intent was to zone the entire area for employment. Ms. Hurd-Ravich replied that the Council fought back and the City didn't want the land at all. There was a concession to allow some residential to provide transition between employment and residential. Ms. Demeo asked if there was a dictated amount of acreage or percentage for residential and employment in the whole area, including Wilsonville. Ms. Hurd-Ravich replied that it is 70-30 percentage split. Ms. Lucini added that there is a Metro ordinance (04-1040B) which recommends the dividing line at Basalt Creek Parkway should be zoned residential to the north. Mr. Leitgeb added that Tualatin is the only City which stated they need additional housing.

Mr. Ball asked if the land has been surveyed by geotechnical engineers. Ms. Hurd-Ravich said at a concept plan level, they don't go into that detail – this happens in future steps.

Mr. Beers inquired about the jobs goal for the Basalt area and if there is a target to reach. Ms. Hurd-Ravich responded that Metro completes the analysis of population employment growth and projects the numbers. The jobs numbers are reflective of the scenario modeling and employment types, and jobs per acre. Tualatin met the Metro target in terms of employment. Ms. Thompson asked if the targets have to be met for jobs per residence. Ms. Hurd-Ravich responded that Metro has design types, but they don't have an employee per acre type.

Mr. Leitgeb mentioned that he met with a Wilsonville council member and the council member stated that Wilsonville only cares about the trip counts and not receiving Tualatin's sewage. The projected jobs is based on all of the land being developed into employment, if it doesn't get developed because of unsuitable conditions of slope and rock, you will need to take the jobs out of the equation for that section of the property. Ms. Perl Fox stated that she heard from the City of Wilsonville that they are concerned with the clustering of employment as well as the trip counts.

Mr. Childs stated that if the land is designated commercial and doesn't get developed, there will be no SDC fees or taxes collected. If it's developed residential, there will be sewer, water, taxes, and revenue generated. There will also be less land annexed into the City.

Mr. Aplin asked what the next steps were. Ms. Hurd-Ravich responded that this will return to Council on February 13. There are new Council members so there may be different views regarding this process. The concept plan cannot be completed until the land use map is agreed upon.

Ms. Lucini asked the Planning Commission what their thoughts are regarding moving forward. Mr. Aplin responded that the Council will hear feedback from the Commission members, but it is up to them to decide. Ms. Hurd-Ravich added that the minutes will be available to the Council members regarding the comments received.

Mr. Hanson asked if the Planning Commission will make a recommendation to Council. Ms. Hurd-Ravich said that they will eventually do so. Once the draft is complete it will return to the Planning Commission. When it's adopted into the Comprehensive Plan, the recommendation will be made.

C. Framing for Priority Project: Update the Tualatin Development Code

Ms. Perl Fox presented the Framing for Priority Project: Update the Tualatin Development Code, which included a PowerPoint presentation. Ms. Perl Fox stated that at the 2014 Council Advance, the Council identified the Tualatin Development Code (TDC) update as a priority project. This is focused on the TDC - not the Municipal Code or other City requirements.

Ms. Perl Fox provided background information about the Tualatin Community Plan (Comprehensive Plan). This covers Chapters 1-30 of the TDC and provides land use goals and policies for the City. This was adopted in 1979; some chapters were updated in 2012.

Ms. Perl Fox stated that the Development Code (Land Use Regulations) covers Chapters 31-80 of the TDC. These chapters include planning districts (zoning), natural resource and floodplain requirements, community design standards, procedures and application requirements, subdivisions and partitions, and sign regulations.

Ms. Perl Fox noted that there are three phases of approach. These include:

- Phase 1: Code Clean up (Audit and Amendments)
- Phase 2: Outreach and Policy Review
- Phase 3: Writing a Work Program

Mr. Ball asked if the code is written and amended by a committee. Ms. Perl-Fox responded that consultants are involved as well as input from the Planning Commission.

Ms. Perl Fox noted that the amendment process can be a complicated process. The current code has many errors that need to be corrected, as well as it being confusing to read. This process may require several years to implement in total.

Ms. Perl Fox stated that the schedule includes:

- Quarter 1 – Audit
- Quarters 2 and 3 – Draft Code
- Quarter 4 – Hearing
- Quarters 5 and 6 – Outreach
- Quarter 7 – Policy Review
- Quarter 8 – Work program

Ms. Hurd-Ravich added that the Commissioners have an active role in this project and that their advice and comments will be taken to Council. We are almost ready to sign a contract with Angelo Planning Group. They will complete the bulk of the work, but the Planning staff will be working with them directly.

Ms. St. Clair asked if the consultant is an attorney firm. Ms. Hurd-Ravich responded that they are land use planners, but we will be working closely with our City Attorney. Ms. Demeo asked when Quarter 1 will kick off; Ms. Hurd-Ravich answered February 1, 2017.

Mr. Beers asked if the end product will be in printed form or on the web. Ms. Hurd-Ravich responded that it used to be in printed form, but is now exclusively web based. Ms. Demeo asked who our main customer is – business or residents. Ms. Hurd-Ravich responded that our customer is a good cross section of developers, businesses, and residents.

6. FUTURE ACTION ITEMS

Ms. Hurd-Ravich stated that future action items include review of the Annual Report, which will be presented to Council. There will also be a Basalt Creek update.

Mr. Ball asked if there is a plan for the development off SW Nyberg Street - the former RV Park of Portland site. Ms. Hurd-Ravich responded that the application for the Plan Map Amendment is incomplete. Once deemed complete, it will come to the Planning Commission.


7. ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION

Mr. Beers asked what is going in next to Cabela's. Ms. Hurd-Ravich responded that Cracker Barrel Restaurant is currently under construction, as well as a retail shell which

will house a bank and a mattress store. Mr. Aplin asked if Cabela's is changing to Bass Pro Shops. Ms. Hurd-Ravich replied that she has not heard anything regarding that.

8. **ADJOURNMENT**

MOTION by Aplin to adjourn the meeting at 8:39 pm.



_____ Lynette Sanford, Office Coordinator

Citizen Comments to Tualatin Planning Commission 1-19-2017

Agenda Item 5 B-Basalt Creek Concept Planning -Update

Grace Lucini

23677 SW Boones Ferry Road, Tualatin Oregon

My home is within the Basalt Creek Concept Planning area. I do not have elected representation within the Basalt Creek Concept Planning process, as I am not a resident of either the cities of Tualatin or Wilsonville- which are the governmental entities determining the process.

I appreciate that additional reviews of the Central Sub-Area continues- but evaluations for use need to be done within the context of the plan --for the successful health of the entire concept plan area.

I understand members of the City staff did an on-site visit to the area- which is necessary to understand the topography and uniqueness of the area. Let me express my appreciation of this action.

I also appreciate the actions the staff, stated they will take action to remove unnecessary or out dated markings on Concept Planning Maps which are disseminated to the public.

In this case the removal of some markings which overlay and potentially indicate actions to private properties west of SW Boones Ferry Road and north of the proposed Parkway. A map with these markings was included within the informational packet provided to this Commission, and was available for public review.

1-11-17 Mackenzie Report Evaluation of Central Sub Area- Analysis for Industrial Use- commissioned by Washington County

However, I question the usefulness of an evaluation commissioned by Washington County which resulted in the 1-11-17 Report by Mackenzie.

1. The Mackenzie Report did very little to address the actual question this Commission is discussing-which is: ***what is the most appropriate land use for the land in question.***
2. The Mackenzie Report specifically states the topic of the report is ---for "planning and design for development of industrial and employment lands in the Portland region".

These are two very distinctly different questions and issues- and any information gained from the Mackenzie Report should be utilized only within the context of the question it addresses... that question is simply if any of the land COULD be used for employment ---The answer to that question is yes, but very little land is appropriate for industrial use.

- A. The report did not address what should happen to the balance of the land not appropriate for industrial use.
 - Will this land become waste land?
 - An eye sore- who will be responsible for maintaining so many acers of land which is zoned for industrial use, but cannot be developed?

In addition, there are several factual problems which are presented within the Mackenzie Report as it is written...

- B. A major issue is the location of the limited access Parkway--- which is a major focal point of the entire Basalt Creek Concept Planning Process.
- C. The potential concept planning maps created and provided by Mackenzie indicate road access north from the Parkway – which is again contrary to previous primary planning concepts.
- D. There is no indication of any effort to co-exist with existing neighborhoods or adjacent properties the Mackenzie Report:
 - does not indicate or state any attempt to have compatible of zoning with adjacent residential properties
 - does not indicate or state any attempt to provide buffering of existing neighborhoods- which was another primary guiding principle of the planning process
 - There is no indication of roads to the developable acreage east of the site being examined. As utilities are preferably laid along roads the proposed use maps within the Mackenzie Report effectively blocks any development west of the wetlands and east of the area due to the lack of any road to the area east of the study area.
 - There is little comment within the Mackenzie Report on the cost involved in resolving the topography and solid basalt rock benches which are found within this area--- to make it compatible for grading for industrial use. Cost is a significant factor when planning any development. If the cost is too high, the land will be the last to be developed -if ever
- E. Consequently, the information gained from this report should only be used within the context of the question it addresses.
- F. The ability to use this report for determining the best use of the land is extremely limited.

EXISTING PROPERTY OWNERS WITHIN BASALT CREEK AREA

1. Existing property owners directly affected by the planning process should be heard as to their goals, and should be respected for the knowledge they provide about the limitations of the land they own.
2. Existing neighbors within the Tualatin City limits, and those existing outside the current limits should be heard and their comments incorporated into the concept plans as a basic livability issue.

I request that the Planning Commission acknowledges the extensive limitations of the Mackenzie Report when considering what is the best land use for this area- within the context of the entire Tualatin area and forward these concerns to the Tualatin City Council.

Respectfully,

Grace Lucini



**OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR
DECEMBER 11, 2017**

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

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Teen Program Specialist Julie Ludemann; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Associate Planner Erin Engman; City Engineer Jeff Fuchs

A. CALL TO ORDER

Pledge of Allegiance

Mayor Ogden called the meeting to order at 7:02 p.m.

B. ANNOUNCEMENTS

1. Update on the Tualatin Youth Advisory Council's Activities for December

Members of the Youth Advisory Committee (YAC) presented a PowerPoint on their latest activities and upcoming events. YAC members participated in the Starry Nights and Holiday Lights event on December 1. Upcoming events include Park After Dark and preparations for Project FRIENDS.

2. New Employee Introduction- Betsy Ruef, Community Engagement Coordinator

Assistant to the City Manager Tanya Williams introduced Community Engagement Coordinator Betsy Ruef. The Council welcomed her.

3. New Employee Introduction- Jonathan Taylor, Economic Development Program Manager

Assistant City Manager Alice Cannon introduced Economic Development Program Manager Jonathan Taylor. The Council welcomed him.

4. Proclamation Declaring December 10, 2017 as Human Rights Day in the City of Tualatin

Council President Joelle Davis read the proclamation declaring December 10, 2017 as Human Rights Day in the City of Tualatin.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.

Scott Chamburg spoke to concerns of the proposed location of the bridge in the basalt creek area. He spoke to the potential affects it could have on his property value.

Dorothy Cofield, legal representative for the Tualatin Professional Center, spoke to concerns they have regarding the IGA with Clackamas County on the consent agenda. They believe it will affect the north accesses to their properties. She requested the item be heard separately.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Councilor Jeff DeHaan, SECONDED by Council President Joelle Davis to adopt the consent agenda.

Aye: Mayor Lou Ogden, Councilor Frank Bubenik, Council President Joelle Davis, Councilor Nancy Grimes, Councilor Jeff DeHaan, Councilor Paul Morrison, Councilor Robert Kellogg

MOTION CARRIED

1. Consideration of Approval of the Minutes for the Work Session and Regular Meeting of November 13, 2017
2. Consideration of Approval of a New Liquor License Application for Benza Vineyards
3. Consideration of the System Development Charge (SDC) Annual Reports on Sewer, Storm, Water, and Transportation Development Tax (TDT) for Fiscal Year 2016/2017
4. Consideration of the Parks System Development Charge (SDC) Annual Report for Fiscal Year 2016/2017

E. PUBLIC HEARINGS – Quasi-Judicial

1. Request for Review of MAR17-0041, Tualatin Professional Center Parking Lot Improvement Land Use Decision Located at 6464 SW Borland Road



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR JUNE 25, 2018

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

Absent: Mayor Lou Ogden; Councilor Nancy Grimes

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele; Finance Director Don Hudson; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Library Manager Jerianne Thompson; Management Analyst II Kelsey Lewis; Parks and Recreation Manager Rich Mueller; City Engineer Jeff Fuchs; Senior Planner Karen Fox; Parks and Recreation Director Ross Hoover; Human Resources Director Stacy Ruthrauff

A. CALL TO ORDER

Pledge of Allegiance

Council President Davis called the meeting to order at 7:02 p.m.

B. ANNOUNCEMENTS

1. New Employee Introduction- Ross Hoover, Parks and Recreation Director

City Manager Lombos introduced Parks and Recreation Director Ross Hoover. The Council welcomed him.

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent 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.

Daniel Bauchuber presented questions on housing affordability. Council President Davis responded housing affordability is on the Council's priority list. She encouraged him to email the Council as his questions are philosophical and each Councilor may have a different response.

Grace Lucini asked for clarifications on public involvement and how citizens would be noticed on land use decisions that would affect the Basalt Creek area. She requested notice be provided on the Basalt Creek website, the Basalt Creek list serve, and written notice to property owners. She also expressed concerns regarding public access to the canyon via the Canyon Trail. She requested the location and map be removed from the concept plan and have a narrative put in its

place.

Susan Noack asked for Council support in her campaign to keep the Village Inn located in Tualatin. She submitted her proposal for the record.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, 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.

MOTION by Councilor Frank Bubenik, SECONDED by Councilor Robert Kellogg to adopt the consent agenda.

Aye: Councilor Frank Bubenik, Council President Joelle Davis, Councilor Jeff DeHaan, Councilor Paul Morrison, Councilor Robert Kellogg

Other: Mayor Lou Ogden (Absent), Councilor Nancy Grimes (Absent)

MOTION CARRIED

1. Consideration of Approval of the Minutes for the Regular Meeting of June 11, 2018
2. Consideration of **Resolution No. 5376-18** Authorizing Personnel Services Updates for Non-Represented Employees for Fiscal Year 2018-19
3. Consideration of **Resolution No. 5377-18** Authorizing the Sale of General Obligation Bonds and Refundings
4. Consideration of **Resolution No. 5378-18** Authorizing Changes to the Adopted 2017-2018 Budget
5. Consideration of **Resolution No. 5379-18** Amending the City of Tualatin Fee Schedule and Rescinding Resolution No. 5325-17
6. Consideration of **Resolution No. 5381-18** updating the Public Works Construction Code to create a Sidewalk/Driveway Approach Permit
7. Consideration of **Resolution No. 5382-18** Canvassing Results of the Election Held in the City of Tualatin, Washington and Clackamas Counties, Oregon on May 15, 2018
8. Consideration of **Resolution No. 5384-18** Granting Heritage Tree Status of Two Trees on City Property Located Along the Tualatin River Greenway Near the Nyberg Woods Trail Connection

E. PUBLIC HEARINGS – Legislative

1. Consideration of **Resolution No. 5380-18** Adopting the City of Tualatin Budget for the Fiscal Year Commencing July 1, 2018, Making Appropriations, Levying Ad-Valorem Taxes, and Categorizing the Levies

Finance Director Don Hudson presented the fiscal year 2018–19 budget. The Budget Advisory Committee approved the proposed budget on May 30, 2018. The total of the Fiscal Year 2018-19 Budget is \$96,134,475. The tax rate of \$2.2665 per \$1,000 taxable assessed value, with \$2,636,800 to be levied for bonded debt is included in the budget. The budget is a fiscally prudent budget with a positive ongoing alignment.

Director Hudson presented proposed changes stating the City Council has the ability to change the approved budget in each fund by no more than 10% of the total budget. The proposed changes to the 2018-19 budget approved by the Budget Advisory Committee are related to projects in the Water Operating, Park Development, Tualatin Science and Technology Scholarship, Road Operating, and the General Funds that were not completed during FY 2017-18, as originally planned and all fall within the set approval limits.

PUBLIC COMMENT

None.

MOTION by Councilor Robert Kellogg, SECONDED by Councilor Frank Bubenik to adopt Resolution No. 5380-18 adopting the City of Tualatin budget for the fiscal year commencing July 1, 2018, making appropriations, levying ad-valorem taxes, and categorizing the levies.

Aye: Councilor Frank Bubenik, Council President Joelle Davis, Councilor Jeff DeHaan, Councilor Paul Morrison, Councilor Robert Kellogg

Other: Mayor Lou Ogden (Absent), Councilor Nancy Grimes (Absent)

MOTION CARRIED

F. GENERAL BUSINESS

If you wish to speak on a general business item please fill out a Speaker Request Form and you will be called forward during the appropriate item. 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.

1. Consideration of Recommendations from the Council Committee on Advisory Appointments

Council President Davis thanked everyone who interviewed for the position.

MOTION by Councilor Frank Bubenik, SECONDED by Councilor Paul Morrison to approve the appointment.

Aye: Councilor Frank Bubenik, Council President Joelle Davis, Councilor Jeff DeHaan, Councilor Paul Morrison, Councilor Robert Kellogg

Other: Mayor Lou Ogden (Absent), Councilor Nancy Grimes (Absent)

MOTION CARRIED

2. Consideration of **Ordinance No. 1410-18** Relating to Library Rules; Amending Tualatin Municipal Code Chapter 5-1 and Tualatin Municipal Code Section 5-10-010; and Adding New Provisions

Library Director Jerianne Thompson presented a proposed ordinance relating to Library Rules of conduct. She stated the ordinance would delete language regarding specific library rules and add language to establish the process for administrative rulemaking. This would allow the City Manager or designee to set rules. Additional changes include a process for administrative rule adoption, language about temporary and emergency rules, and replaces remedies with enforcement violations. Director Thompson stated a notice of the rule changes where posted for 30 days and public comments where accepted. The ordinance and draft rules where reviewed by the Tualatin Library Advisory Committee and they have recommended approval.

Council President Davis asked who would be responsible for setting fines and fees for the library. Director Thompson stated those fees are set by the County.

MOTION by Councilor Frank Bubenik, SECONDED by Councilor Jeff DeHaan for first reading by title only.

Aye: Councilor Frank Bubenik, Council President Joelle Davis, Councilor Jeff DeHaan, Councilor Paul Morrison, Councilor Robert Kellogg

Other: Mayor Lou Ogden (Absent), Councilor Nancy Grimes (Absent)

MOTION CARRIED

MOTION by Councilor Jeff DeHaan, SECONDED by Councilor Frank Bubenik for second reading by title only.

Aye: Councilor Frank Bubenik, Council President Joelle Davis, Councilor Jeff DeHaan, Councilor Paul Morrison, Councilor Robert Kellogg

Other: Mayor Lou Ogden (Absent), Councilor Nancy Grimes (Absent)

MOTION CARRIED

MOTION by Councilor Jeff DeHaan, SECONDED by Councilor Frank Bubenik to adopt Ordinance No. 1410-18 relating to library rules; amending Tualatin Municipal Code Chapter 5-1 and Tualatin Municipal Code Section 5-10-010; and adding new provisions.

Aye: Councilor Frank Bubenik, Council President Joelle Davis, Councilor Jeff DeHaan, Councilor Paul Morrison, Councilor Robert Kellogg

Other: Mayor Lou Ogden (Absent), Councilor Nancy Grimes (Absent)

MOTION CARRIED

G. COMMUNICATIONS FROM COUNCILORS

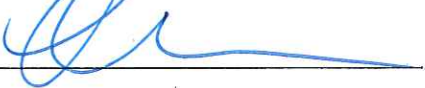
Council President Davis reminded citizens about fireworks regulation within the City limits. Police Chief Steele spoke to firework regulations and timeframes when fireworks can be lit.

H. ADJOURNMENT

Council President Davis adjourned the meeting at 7:39 p.m.

Sherilyn Lombos, City Manager


_____/ Nicole Morris, Recording Secretary


_____/ Lou Ogden, Mayor