



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR APRIL 22, 2024

Present: Mayor Frank Bubenik, Council President Valerie Pratt, Councilor Bridget Brooks, Councilor Maria Reyes, Councilor Cyndy Hillier, Councilor Christen Sacco, Councilor Octavio Gonzalez

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

1. Parks Replacement Fund Discussion.

Parks and Recreation Director Ross Hoover and Finance Director Don Hudson presented information on the establishment of a parks replacement fund. Director Hoover outlined the background, explaining that the fund originated from a parks condition assessment, the creation of the parks utility fund, and the passage of the parks bond in 2023. These developments prompted the consideration of a dedicated fund to ensure ongoing maintenance and upgrades for parks.

Director Hoover highlighted how the parks utility fee and bond funds have already facilitated upgrades, renovations, and trail enhancements. He also identified additional projects requiring future maintenance and upgrades. Director Hudson elaborated on potential inclusions for the replacement fund, such as new equipment, amenities, and identified needs from the parks assessment. Director Hudson proposed calculating replacement costs and useful life for each item, then setting aside appropriate funds annually. He estimated that an annual allocation of \$300,000 would be necessary. Regarding funding sources, he mentioned the general fund, though not sustainable, and the parks utility fee. He stated increasing the parks utility fee by \$1 could generate an additional \$150,000 annually.

Councilor Gonzalez inquired about the current revenue generated by the parks utility fee. Director Hudson responded the city receives \$750,000 annually. Councilor Gonzalez also asked about how increased property tax values and earned income are accounted for. Director Hudson explained that property tax revenues support various items in the general fund, and any increase in revenue typically goes toward funding increased services.

Councilor Brooks raised questions about future parks maintenance prioritization and the useful life of playground equipment. Director Hoover explained that maintenance succession occurs gradually over time, with the lifetime of equipment varying based on factors like item type and maintenance efforts. He spoke to the Parks department's asset condition assessment, which informs asset life and maintenance schedules.

Councilor Sacco inquired about current parks maintenance funding sources. Director Hoover clarified that operational maintenance is funded from the general fund, while capital maintenance comes from system development charges, parks utility fees, and the parks bond.

Councilor Hillier asked if maintenance of parks equipment is preventive or reactive. Director Hoover stated maintenance is preventive. He shared the splash pad as an example of the daily maintenance that is done when it is operational.

Council President Pratt sought clarification on how the estimated revenue for a replacement fund was determined. Director Hoover explained that the figures were based on current assets, with ongoing adjustments anticipated. Director Hudson added that cost growth would be continually monitored every year.

Council President Pratt sought clarification on whether the funds for the replacement fund would be restricted in their usage. Director Hudson confirmed that it would be a restricted fund, although the council could potentially place specific restrictions when establishing the fund.

Councilor Hillier inquired whether the budget accounted for any potential new parks. Director Hudson clarified that the budget only included currently identified assets, but adjustments could be made if necessary.

Councilor Reyes sought clarification on whether staff was requesting an increase in the fee or if it would come from the current fee. Director Hudson explained that the current funds were already allocated, so the council would need to decide whether to increase the fee or not.

Councilor Brooks asked if the funds could be used to leverage additional grant funds. Director Hoover emphasized the importance of matching funds in securing state grant funds.

Mayor Bubenik expressed support for adding an additional \$2 to the current fee to establish the fund, emphasizing the importance of setting aside funds for future needs. Councilor Sacco also supported the fund, noting the benefit of spreading funding over time.

Councilor Gonzalez expressed opposition to adding the fund, advocating for leaner operations of current resources.

Council President Pratt emphasized the fund's necessity for maintaining parks in the future.

Councilor Reyes asked about future expiring bonds. Director Hudson mentioned the Tualatin Moving Forward bonds come due in 2028. Councilor Reyes also inquired about the use of system development charge fees. Director Hoover clarified they can only be used for new park infrastructure.

The council reached a consensus to have staff provide further information on establishing the replacement fund.

2. Council Meeting Agenda Review, Communications & Roundtable.

Councilor Brooks wanted to recognize the consent agenda item related to the work being done at Las Casitas Park. She is excited to see that work being accomplished.

Councilor Sacco stated she attended the IDEA committee meeting.

Councilor Gonzalez stated he attended the East CIO meeting.

Councilor Brooks acknowledged Earth Day and Passover. She stated she attended the Policy Advisory Board meeting, the Executive Board meeting for the Regional Water Consortium, and the Arts Advisory Committee meeting. Councilor Brooks reiterated her support for the City's Climate Action Plan and moving it forward.

Council President Pratt stated she attended the Metro C4 meeting.

Mayor Bubenik stated he attended the Washington County Mayors meeting, the Washington County Coordinating Committee meeting, the Sherwood State of the City event, and the joint Forest Grove and Cornelius State of the City event.

Mayor Bubenik announced the City of Tualatin State of the City event to be held May 2, 8am, and the Marquis.

Adjournment

Mayor Bubenik adjourned the meeting at 6:57 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor