



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR JANUARY 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

Call to Order

Mayor Bubenik called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Announcements

1. New Employee Introduction- Heather Heidel, Legal Assistant

City Attorney Kevin McConnell introduced Legal Assistant Heather Heidel. The Council welcomed her.

Public Comment

None.

Consent Agenda

Motion to adopt the consent agenda made by Council President Pratt, Seconded by Councilor Sacco.

Voting Yea: Mayor Bubenik, Council President Pratt, Councilor Brooks, Councilor Reyes, Councilor Hillier, Councilor Sacco, Councilor Gonzalez

MOTION PASSED

1. Consideration of **Resolution No. 5751-24** Awarding the Contract for Construction of Veterans Plaza at the Tualatin Commons
2. Consideration of the System Development Charge Annual Reports for Fiscal Year 2022-23

Special Reports

1. Juanita Pohl Center Advisory Committee Annual Report

Juanita Pohl Center Advisory Committee Member Susan Noack and Center Supervisor Sara Shepard presented their annual report. Member Noack outlined the committee's responsibilities, which include sharing ideas for future programming, advocating for active older adults, and supporting efforts to boost attendance and participation. She expressed gratitude for the center's partnerships and highlighted its benefits, such as improved health, life enrichment, and social engagement. Member Noack showcased events at the center including a billiard tournament series, the Veterans breakfast, Tai Chi classes, and hikes. She stated over the past year, the center was rented out 204 times, with 21,180 guests attending. Member Noack noted that the

dining room chairs were reupholstered this past year. She stated in 2024, the action plan remains focused on providing and expanding high-quality programs and services for active older adults, with an emphasis on wellness. She stated the center also aims to increase diversity and awareness while fostering new sponsorship opportunities.

Councilor Brooks encouraged people of all ages to check out the activities at the center.

Council President Pratt thanked those from the center who participated in the holiday letter writing. She stated it was a great success in the community.

Councilor Reyes thanked the center for allowing the Pili Group to hold their events there. She asked how the center is funded. Supervisor Shepard stated the center is funded from the general fund.

2. Outside Agency Grant Awardee- Tualatin Food Pantry

Tualatin Food Pantry Executive Director Danielle Schneider and Board Member Mike Shiffer provided an overview of their organization. Director Schneider explained they operate as a partner agency of the Oregon Food Bank, serving clients from several neighboring areas. She emphasized they are a low-barrier service provider, meaning they do not require proof of income or residency for assistance. Director Schneider stated in 2023, they served 10,295 households, totaling 34,820 individuals. Mr. Shiffer shared the history of the Tualatin Food Pantry and its journey to becoming a successful service provider in the community.

Council President Pratt expressed admiration for the pantry's significant impact, serving approximately 10% of Tualatin's population.

Councilor Hillier commended the pantry for engaging local students and providing them with opportunities to participate.

Council President Pratt inquired about how individuals can volunteer or donate. Director Schneider directed them to the pantry's website.

Councilor Brooks expressed gratitude to the pantry for its service to the community.

Mayor Bubenik acknowledged Mike Shiffer for his dedication to the Tualatin Food Pantry and presented him with a certificate of recognition.

General Business

1. Consideration of the Planning Division Work Plan for Fiscal Years 2023-24 and 2024-25

Assistant Community Development Director Steve Koper and Senior Planner Erin Engman presented the planning division work program. Director Koper introduced the planning team and outlined their responsibilities, which includes current planning, long-range planning, housing policy, and public outreach. He shared statistics from the previous fiscal year, including 219 land use applications, 1,012 calls, and 2,835 emails received by the division.

Director Koper highlighted the council priorities that guide the department's work, using them as a guiding principle in completing their tasks. Planner Engman then presented a proposed long-range project plan list, which includes ongoing, legally required, adoption-ready, and potential projects. She also shared a short-term project list, which encompassed items like pickleball use

in general commercial areas, cannabis hours of operation, durable goods sale in the central commercial zones, and electric vehicle sales in mixed-use commercial zones. These projects could be completed within a 4-6 month timeframe.

Planner Engman discussed future mid-term projects, including updates to the tree code and initiatives to increase density, both of which align with the comprehensive plan policy and the climate action plan. She also mentioned long-term projects such as the downtown vision and planning, as well as a development code overhaul, which would require additional staff and funding.

Planner Engman requested acceptance of the Planning Division work plan, noting that the next steps would involve staff returning to a future work session to outline the process, timelines, and other details for the short-term projects.

Councilor Brooks expressed her appreciation for the organization of the plan and how it aligns with other city initiatives.

Council President Pratt inquired about the creation of the short-term project list. Planner Engman explained the list is generated from input received from stakeholders within the community.

Council President Pratt sought more information about the proposed durable goods sales in the central commercial areas. City Manager Lombos clarified that the city has been approached about filling the empty Hagggen's shopping center, potentially with a flooring company. She noted that use is not currently allowed.

Councilor Sacco asked about the timeline for the short-term project list. Director Koper indicated that the department would return to a future work session with more concrete timeframes if directed to do so.

Councilor Hillier suggested removing cannabis hours of operation from the short-term project list, citing the reasonable hours of operation for other similar businesses. Councilors Sacco, Reyes, and Gonzalez preferred to leave the item on the list for further discussion.

Councilor Brooks raised concerns about the density of buildings and its environmental impact, suggesting that incentives for sustainable practices be embedded into city plans.

Council President Pratt asked if there is room in the plan to accommodate any mandates that may come from the legislature. Director Koper assured that staff would continue to balance the workload and communicate timelines to the Council.

Mayor Bubenik inquired about the completion of the stormwater master plan. Director Koper explained that progress on the plan was halted due to issues related to the Basalt Creek area.

2. Updates to Tualatin's Vehicle Parking Regulations to Comply with State-Mandated Climate Friendly and Equitable Communities (CFEC) Rulemaking

Assistant Community Development Director Steve Koper and Senior Planner Erin Engman provided an overview of the Climate Friendly and Equitable Communities (CFEC) rulemaking as it pertains to parking management. Planner Engman explained that CFEC is a legislative program aimed at reducing greenhouse gas emissions from transportation in metropolitan regions of Oregon, which mandates parking reform. She outlined the historical context of

minimum parking requirements in the city, which have traditionally been established based on surveys of nearby cities or consulting the Institute of Transportation Engineers (ITE) handbooks. These requirements often pose regulatory barriers for businesses, as parking construction is costly and the expenses are passed down to tenants.

Planner Engman discussed the CFEC policy, detailing its phases. Phase one requirements, effective December 1, 2022, mandate one parking space per residential unit and eliminate required parking in certain areas and uses. Additionally, electric vehicle (EV) requirements, effective March 31, 2023, stipulate that multi-family developments must provide conduit to serve 40% of all parking spaces, while commercial developments must provide conduit for 20% of all spaces. Planner Engman spoke to phase two of the mandates, effective June 30, 2024, providing three options: repeal, create a fair parking policy, or reduce regulations. She stated staff recommends option one, repealing minimum parking citywide, as it can be accomplished within current capacity and aligns with the majority of neighboring cities' choices. Planner Engman stated option two, creating a fair parking policy, would require reprioritization of projects and unknown funding sources for ongoing resources. She stated option three, reducing regulations, would also require reprioritization and potential impacts on livability.

Planner Engman presented a schedule for repealing parking minimums, aiming for adoption by May 2024. She stated staff seeks policy direction from Council and recommends option one to repeal parking minimums.

Councilor Brooks raised a question about the building and access requirements for electricity in residential and commercial lots and how they are reflected in the options presented. Planner Engman clarified that these requirements are outright mandates and will be written into the city's code and applied to development applications.

Council President Pratt expressed her support for option one and sought clarification on the definition of a frequent transit route. Planner Engman explained that a frequent transit route is one where buses stop at least twice hourly, five days a week.

Council President Pratt also inquired about the possibility of buildings being constructed with no parking spots. Planner Engman noted that while technically feasible, it is unlikely due to the typical requirement for a parking study to secure funding for development projects.

Council President Pratt asked about parking maximums in the downtown area and the potential for constructing parking structures. Planner Engman explained that maximums are specified in the Oregon Administrative Rules (OAR), though she didn't have specific information about constructing a parking garage.

Councilor Sacco expressed concerns about the impact of option one on the redevelopment of the downtown area and how funding might affect parking in that area. She emphasized the importance of ensuring that the chosen option sets Tualatin up for future success.

Mayor Bubenik shared concerns about the long-term implications of option one and its potential effects on future development in the city.

Councilor Reyes questioned who mandated these requirements. Planner Engman clarified that they stem from an executive order.

The Council reached consensus to proceed with option one to repeal parking minimums.

Council Communications

Councilor Brooks acknowledged the winter weather event last week and the hardships it created for people.

Mayor Bubenik acknowledged the passing of Mike McKillip, former City Engineer, and City of Durham Mayor Gary Scherado.

Adjournment

Mayor Bubenik adjourned the meeting at 9:02 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor