



TUALATIN CITY COUNCIL

OFFICIAL WORK SESSION MEETING MINUTES

FOR JUNE 09, 2025

PRESENT: Mayor Frank Bubenik, Councilor Bridget Brooks, Councilor Maria Reyes, Councilor Cyndy Hillier, Councilor Christen Sacco (via zoom)

ABSENT: Council President Valerie Pratt, Councilor Octavio Gonzalez

Mayor Bubenik called the meeting to order at 5:00 p.m.

1. 2026-2030 Capital Improvement Plan Review.

Management Analyst Cody Field presented the proposed 2026–2030 Capital Improvement Plan (CIP). He explained that the CIP outlines and prioritizes funding for projects related to infrastructure, facilities, vehicles, equipment, and technology. The plan serves multiple purposes, including coordinating capital projects, plan for necessary rate adjustments, create an approved list for grants, establish an approved list for SDC funding, and prioritize limited funding. Analyst Field reviewed the structure of the document, noting that projects are organized by category and funding source, with each project detailed on a dedicated page. He also noted that a list of unfunded projects is included at the end of the plan.

Analyst Fiels stated the total estimated cost of all projects over the five-year period is \$211,185,954. He highlighted several key projects, including enhancements at the Juanita Pohl Center, interior updates at the police station, renovations at Las Casitas Park, expansion of the badge access program, the railroad grade separation study, and multiple utility infrastructure upgrades.

Councilor Reyes asked where the public could access this information. Analyst Field stated that the City's master plans are available on the Engineering Division's webpage.

Councilor Hillier asked about the railroad feasibility study and whether funds would be reallocated if the project were deemed infeasible. Analyst Field clarified that the funds would remain in the Capital Improvements Fund for future use.

Councilor Brooks asked for an example of a CIP project not tied to a master plan. Analyst Field responded that many General Fund-supported facility projects fall into this category and cited repairs to existing City buildings as an example.

Mayor Bubenik inquired about the flexibility of CIP funding and whether it could be reallocated if a new grant opportunity arose. Analyst Field confirmed that the CIP is adaptable and can be updated as needed.

2. Juanita Pohl Center Meal Options

Recreation Manager Julie Ludeman and Juanita Pohl Center Supervisor Sara Shepard presented meal service options following changes to the Meals on Wheels People (MOWP) program.

Supervisor Shepard reviewed the history of the program at the center, which began in 1982 and has evolved into the current partnership with MOWP. She noted that prior to the pandemic, the center served a high volume of in-person meals, but service has since shifted to home delivery with limited on-site lunch service two days per week.

Supervisor Shepard stated that beginning July 1, MOWP will discontinue its congregate meal program to focus solely on home-delivered meals. In response, staff have developed options to for the center, including discontinuing the program, using the MOWP Diners Club card, establishing an in-house meal service, or hiring a catering company. Supervisor Shepard stated staff is recommending hiring a catering company, noting its flexibility, community input on menu options, and the ability to enhance social and drop-in programming during lunch hours. She stated budget impacts are estimated at \$30,000–\$40,000 in City contributions. Supervisor Shepard stated that additional goals for the program include increasing meal participation, developing sponsorships and scholarships, and expanding programming around lunchtime.

Councilor Brooks asked whether the MOWP Diners Club card would supplement congregate meals. Supervisor Shepard confirmed it would be in addition to the in-person program.

Councilor Hillier asked how meal days were selected and how the program would be funded. Manager Ludeman stated that Tuesdays and Fridays were chosen based on caterer availability and past attendance.

Councilor Reyes inquired about forming a 501(c)(3). Manager Ludeman stated this could be considered in the future. Councilor Reyes also expressed support for the Diners Club card.

Councilor Sacco voiced support for continuing the meal program and expanding services.

Mayor Bubenik asked why participation had not rebounded post-COVID. Supervisor Shepard explained that Tualatin is considered a satellite site and funding is being redirected to MOWP's main centers.

Mayor Bubenik expressed concern about a fixed \$5 meal fee and suggested maintaining a donation-based approach to avoid discouraging participation.

Councilor Brooks asked about programming to accompany lunches. Supervisor Shepard shared examples of upcoming events designed to engage participants during meal service.

City Manager Lombos stated the funds for the program will be included in the upcoming budget.

3. Council Meeting Agenda Review, Communications & Roundtable

City Manager Sherilyn Lombos shared her Manager's Report. She stated the federal earmark request for the 65th and Borland project is still in the running, and staff is continuing to monitor developments related to the state transportation package. She shared that a blood drive in partnership with BloodWorks NW would be held at the Police Department on June 10. City Manager Lombos reported that the Summer Reading Program had kicked off, the Blender Dash event was held over the weekend and was sold out, and she attended the Key Leader's Breakfast. She also mentioned that the Grange Market has a community booth space, and Council President Pratt inquired about having Councilors staff the booth on behalf of the City.

Councilor Brooks stated she attended the Key Leader's Breakfast, the Regional Water Providers Consortium meeting, and met one-on-one with Metro Councilor Rosenthal.

Councilor Sacco stated she attended the final Budget Committee meeting, the Key Leader's Breakfast, the Council Committee on Advisory Appointments meeting, and the Community Advisory Committee meeting for the Downtown Revitalization project.

Councilor Hillier stated she attended the Blender Dash and commented on the success of the event.

Councilor Reyes stated she attended the Council Committee on Advisory Appointments meeting and a Chamber of Commerce networking event.

Mayor Bubenik stated he attended Pioneer Days and the Portland Sister City event. He shared that he was interviewed by Metro regarding the City's Urban Growth Boundary expansion, and met with ODOT staff to discuss the Boones Ferry/Mohawk project.

4. *Conversation with County Commissioner Snider.*

Washington County Commissioner Jason Snider addressed the Council to engage in open dialogue and respond to any questions or concerns. He stated he is meeting with every city council in the county to listen and gather input on issues of importance.

Councilor Brooks raised concerns about the future of the countywide library levy and asked for clarification regarding potential cutbacks and the rationale for not increasing the levy rate. Commissioner Snider stated that the levy rate is likely to increase, but the county is also working to improve efficiencies and ensure a base level of service for all jurisdictions. He acknowledged that WCCLS (Washington County Cooperative Library Services) funding and service distribution are ongoing challenges and emphasized the need for a levy package that can pass voter approval. Councilor Brooks expressed concern that Tualatin already receives a disproportionately low level of service compared to other communities and expressed concern that the city may be asked to make even greater sacrifices.

Councilor Hillier shared concerns about equity, emphasizing that equal is not the same as equitable. She asked for more consideration on how regional decisions impact cities like Tualatin and stressed that the city is not currently being adequately served.

Councilor Hillier asked about a new behavioral health resource center being built in Hillsboro and how Tualatin residents would be able to access the site. Commissioner Snider responded that the Hillsboro facility would eventually be joined by a second site to improve accessibility. He acknowledged that transportation access is a known concern.

Councilor Reyes shared concerns raised by fellow councilors and would like to see better availability of services in the eastern portion of the county. She asked how community members can report neighborhood issues such as street lighting and road conditions to the county. Commissioner Snider encouraged her to reach out directly with specific concerns and noted that he welcomes hearing about local issues.

Mayor Bubenik stated that Tualatin's library is one of the most heavily used in the system and noted the proposed funding model would reduce services. He urged the county to reevaluate how

levy funding is distributed and called for a more equitable approach. Commissioner Snider stated that the levy must be structured in a way that works for all cities in the county to pass and noted that the county is still refining the details. He stated the levy's success will require strong public support and partnerships with all city governments.

Councilor Brooks reiterated that the Tualatin Library is well-used and highly valued, and she asked the county to recognize that with more appropriate funding.

Adjournment

Mayor Bubenik adjourned the meeting at 6:35 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor