



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR MAY 26, 2020

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Bridget Brooks, Councilor Robert Kellogg, Councilor Paul Morrison, Councilor Maria Reyes, Councilor Valerie Pratt

Call to Order

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

Public Comment

None.

Consent Agenda

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

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of May 11, 2020
2. Consideration of **Resolution No. 5494-20** Authorizing the City Manager to Execute an Extension of the Intergovernmental Agreement Between the TriCounty Metropolitan Transportation District Of Oregon (Trimet), the City Of Portland, and the City of Tualatin for Transit Police Services
3. Consideration of **Resolution No. 5495-20** Authorizing a Full Faith and Credit Borrowing and Related Matters.

Special Reports

1. Republic Services Annual Report and Request to Consider a Rate Adjustment

Management Analyst Lindsay Marshall introduced Republic Services General Manager Jason Jordan, Municipal Relations Manager KJ Lewis, and Business Unit Finance Manager Will Mathias. Mr. Jordan presented an overview of the history of Republic Services with the City of Tualatin. Mrs. Lewis spoke to the revamping of the recycling system that is being considered by the legislature. She also spoke to Republic's extensive community involvement. Mrs. Lewis addressed Republic's response to the pandemic via community education through brochures, social media, and their website.

Councilor Reyes stated she wants to work with Republic on how to help the Hispanic community learn how to use their services more effectively.

Councilor Brooks thanked Republic for their environmental and community engagement efforts.

Mr. Mathias presented Republic's proposed rate increase. He stated the last rate adjustment was 6% in 2018. The current rate proposal is an increase of 3.1%. Mr. Mathias stated this increase will help them remain flat and not dip below the profitability range by 2022. He shared their schedule of expenses and rate comparable for surrounding cities.

Mayor Bubenik asked for clarification on what the Metro Tipping Fee is and who sets the rate. Manager Jordan stated Metro has authority over the flow of solid waste in the region. He stated for every ton of garbage generated there is roughly a \$30 fee. He noted increases happen from Metro as needed.

Manager Jordan stated Metro is proposing a transfer station in Cornelius. He stated the concern Republic has is in regards to the new transfer station is the minimum tons Metro needs to collect and the ability for Republic to take waste to their own transfer stations which will affect their efficiency in collection.

Councilor Brooks asked if there used to be credit for recycling or has it always been a fee. Manager Jordan stated previously recycling was shipped to China at a nominal cost and then they reduced their contamination threshold which in turn caused fees to increase.

Councilor Brooks asked about the paper bag vs. plastic bag discussions. Manager Jordan stated the problem they see with plastic bags is that they get caught in the conveyer belts and cause inefficiencies in the system.

Councilor Morrison asked if Republic has started fall curbside pickup again. Manager Jordan stated they had to shift volume for commercial to residential at the beginning of COVID to make sure basic services could be maintained. He stated they have since resumed the service.

Councilor Morrison asked how many natural gas trucks are serving Tualatin. Manager Jordan stated 19 natural gas trucks are serving the city.

Councilor Morrison asked if any state wide legislation would result in the reduction or elimination of the recycling fee. Manager Jordan stated it is hard to tell due to the instability in the recycling market currently.

Councilor Pratt asked about the inflation estimates being low in Republic's budget. Mr. Mathis stated they took a three year rolling trend on increases to come to that estimate.

Council President Grimes commended Republic Services for their community outreach and engagement. She asked why the cities bins are so much cheaper than surrounding areas. Manager Jordan stated each city is looked at individually based on their initiatives and then Republic provides the best rate possible.

Councilor Reyes asked if the potential increase in tipping fees has been factored into this years proposed increases. Manager Jordan stated they will have to reevaluate next year how any increases have impacted their bottom line.

Councilor Kellogg thanked Republic for all they have done for the community. He requested a can insurance policy be built into the next round of the city's franchise agreement. He asked about the advantages of the City and Republic offering a food scraps program. Mr. Jordan stated Republic has been talking with city staff what a potential food scraps program could look like for Tualatin.

Tualatin Chamber of Commerce Linda Moholt thanked Republic Services for providing the highest service for the fairest price in the region.

Motion to have staff prepare a resolution for the proposed rate adjustment made by Councilor Pratt, Seconded by Councilor Kellogg.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

MOTION PASSED

Councilor Brooks stated she would like Republic to consider a local food scraps program.

2. Tualatin's Economy: Recognizing Our Past and Charting Our Future

Economic Development Manager Jonathon Taylor presented the 2019 Economic Development Annual Report. He stated his mission is to retain and cultivate growth of existing business and attract new industry while creating and maintaining a positive business climate within our community. Manager Taylor stated there are two strategies for accomplishing this. The first is business retention, expansion, and recruiting. He stated two projects were assisted this past year that totaled \$106 million dollars in capital investments. The businesses added 108,000 in new and expanded square feet in Tualatin and brought 366 announced jobs. Manager Taylor stated he visited 30 businesses this year across six business sectors and worked with businesses to help secure over \$250,000 in grants in the form of strategic reserve funds, trade assistance, and capital access. Manager Taylor noted the city saw 176 new business licenses filed in 2019 which increased new employment to 1,232 new jobs.

Manager Taylor stated strategy two is about business climate and competitive positioning. He conducted a site tour with the Port of Portland that hosted 125 attendees and visited three total properties. In addition, he worked with a committee to create a site readiness toolkit to help businesses move into a development ready site. Manager Taylor stated tourism was a new item that was added to the economic development portfolio this year to help encourage visitor attraction by investing transient lodging tax in capital development, events, placemaking, visitor services, and marketing. He stated this year the city committed tourism dollars in the following ways: \$20,500 to the Tualatin Chamber of Commerce, \$20,000 to a digital photography library, \$2,000 to the Portland Trailblazer yearbook, \$10,000 to the Viva Tualatin event, and \$20,000 to the Pumpkin Regatta.

Councilor Pratt asked who the city is trying to reach with the Portland Trail Blazer yearbook. Manager Taylor stated the advertisement was to showcase Tualatin to the region and to show Tualatin's role in Portland's success.

Councilor Reyes asked how we are encouraging businesses to occupying vacant locations. Manager Taylor stated the city has a very low vacancy rate of 2%. He noted the city's office vacancy rate sits at about 12.2% which is standard in the industry.

Manager Taylor presented a recovery outline for Tualatin. He stated the plan is to manage and implement an effective, efficient, and nimble local economic recovery effort, in collaboration with vital partners, that charts a path for future economic prosperity. He stated Business Oregon conducted a survey of Oregon businesses to gather information on economic impacts of COVID-19. The survey had over 5,000 responses and found that 28% of Oregon businesses saw revenue decline by 90% or more in April. Business impacts from COVID-19 included decreased

sales, decreased hours for workers, temporary business closures, inability to pay expenses, supply and workforce interruptions, layoffs, inability to pay rent, and permanent business closure. Manager Taylor stated business categories with the largest revenue declines included the Accommodation and Arts, Entertainment, and Recreation sectors.

Manager Taylor stated there are four response and recovery phases: disaster, stabilization, preservation, and enhancement. He stated the city quickly mobilized city resources after the disaster that included a business resource page, an Economic Stabilization fund, and participation on the Regional Strategic Committee. He stated the city is currently in the stabilization phase (1-6 months after disaster). Manager Taylor stated this phase works to stabilize existing or at risk businesses from disruptions or closures. Manager Taylor stated the next phase is the preservation phase (6-12 months after disaster). He stated the phase works to preserve economic response efforts to stabilize the local economy while preparing for the future economic health of our residents, businesses, and workers. Manager Taylor stated the last phase is the enhancement phase which is a commitment to combining and enhancing our past economic successes and our current recovery efforts to ensure a bright economic future.

Councilor Brooks thanked Manager Taylor for his care for the local business community during this time. She asked about employment recovery in Tualatin and for clarification on what Greater Portland Inc. does. Manager Taylor stated the city doesn't want to duplicate efforts so they are making sure local businesses have access to local workforce centers to help establish themselves back into the economy. Mayor Bubenik stated Greater Portland Inc. (GPI) is the economic engine for the area. He stated they established the Small City Consortium for cities can't afford the full investment into GPI. Mayor Bubenik stated he meets with the group monthly to talk about development projects around the area.

Councilor Reyes asked if there is a way to advocate for micro businesses in the area. Manager Taylor stated there are some matching grant funds the City has applied to the State for to help get funds into these types of businesses. Mayor Bubenik stated the Mayor's Consortium is working with the County on funneling some of the funds they received into businesses in cities.

Council President Grimes asked about the potential locations for the Business Recovery Center. Manager Taylor stated there are three locations considered: Tualatin, Beaverton, and Hillsboro. He added there will also be a location in a rural community.

Councilor Brooks asked if the state would be reimbursing the business grants the city issued. Manager Taylor stated the City's program is qualified to be considered for reimbursement.

Council President Grimes asked if the city can be a resource to help businesses line up vendors when they are in need. Manager Taylor stated the Business Recovery Centers could assist with items like this. City Manager Lombos stated the goal would be to have the County serve in that capacity and not the city.

Tualatin Chamber of Commerce Director Linda Moholt stated this is an incredibly innovative plan and she is happy with how quickly the city is moving.

3. Council Advance Debrief

Assistant to the City Manager Megan George presented the City Council Advance debrief. She spoke to the ideas that were considered mission critical for the council. The 2019 vision was reviewed and the council reaffirmed the 2030 vision statement. She stated the council looked at

top issues for 2020 including Diversity, Equity, and Inclusion both internal and external, water supply and conservation, the library levy, parks funding, transportation, housing, community identity, cyber security, economic development, growth, and climate. Manager George stated after discussion and review the council established its 2020/21 priorities as housing, environment, transportation, diversity, community assets, and economic development.

Councilor Brooks stated she would like to see the climate action plan under the environment priorities.

Council President Grimes asked to have growth added under economic development as it is listed as one of the top issues.

Manager George recapped Council team dynamics that where then translated to the “Keys to Our Success” section of the placemat.

4. COVID-19: Tualatin’s Response, Adjustments, and What’s Next

City Manager Lombos presented Tualatin’s COVID-19 response. She recapped where Tualatin has been and the timeline of events to date. She highlighted items including the closure of city facilities and the declaration of emergency in March. Manager Lombos stated the guiding principles during this time have been to keep the public and our employees safe, follow state and county guidelines, and keep providing services. She stated 40% of employees are working onsite and over 150 pieces of technology have been deployed to allow staff to work from home. She recapped ongoing services for the Police Department, Community Development, Public Works, Human Resources, Legal, Administration, Information and Maintenance Services, and Finance departments. City Manager Lombos spoke to the plans going through phase one of the pandemic. Items in phase one include limited public access to city facilities, limited employees in the workplace, framework for continuing services, most programs and events will remain virtual, conduct meetings virtually as much as possible, use of meetings rooms will be limited, interoffice mail resumes, and no non-essential work related travel.

Finance Director Don Hudson spoke to municipal court services. He stated staff has maintained a presence onsite to process citations. Director Hudson stated in-person arraignments will resume in phase one with physical distancing and safety protocols in place. Human Resources Director Stacy Ruthrauff spoke to how Volunteer Services and the Library have adjusted various services. Parks and Recreation Director Ross Hoover spoke to how his department has carried forth various park projects and taken some of their programming online. Library Director Jerianne Thompson spoke to how they have pivoted to virtual programming including story time videos, STEAM videos, and trivia.

General Business

1. Consideration of **Ordinance No. 1437-20** establishing a Core Area Parking District (CAPD) Tax Rate for Fiscal Year 2020/21

Maintenance Services Manager Clay Reynolds presented an ordinance for a CAPD tax increase. He stated the increase is done by the municipal code index average for 2019 of 1.26%, which is on average a \$10 increase per business. He stated the increase will help keep pace with inflation costs for maintenance and improvements outlined in the ADA plan.

Councilor Kellogg stated this increase will allow the city to maintain the lots into the foreseeable future.

Motion for first reading by title only made by Councilor Kellogg, Seconded by Council President Grimes.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

MOTION PASSED

Motion for second reading by title only made by Councilor Kellogg, Seconded by Council President Grimes.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

MOTION PASSED

Motion to adopt Ordinance No. 1437-20 establishing a Core Area Parking District (CAPD) Tax Rate for Fiscal Year 2020/21 made by Councilor Kellogg, Seconded by Councilor Brooks.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

MOTION PASSED

Council Communications

Mayor Bubenik recessed the meeting from 11:05 p.m. to 11:10 p.m.

Councilor Pratt stated the Tualatin Police Department is holding a Prescription Drug Take Back this Saturday from 11am- 2pm, at the Police Department. She encouraged citizens to support local businesses and wear masks when in public.

Councilor Brooks stated she virtually attended the Policy Advisory Board meeting and the Arts Advisory Committee meeting. She thanked city staff for their commitment and dedication.

Council President Grimes stated she is thankful for the city's amazing leadership team during this time.

Councilor Reyes stated she virtually attended the Policy Advisory Board meeting.

Mayor Bubenik stated he attended a meeting with State Representatives on the reopening plan for the state. He stated he participated in the Neighbors Nourishing Communities plant handout event, the Washington County Coordinating Committee meeting, and the Mayor's meeting with the Tigard-Tualatin School District.

Mayor Bubenik adjourned the meeting at 11:23 p.m.

Adjournment

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

/ Frank Bubenik, Mayor