



# **TUALATIN CITY COUNCIL**

## **OFFICIAL WORK SESSION MEETING MINUTES**

### **FOR SEPTEMBER 22, 2025**

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

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Mayor Bubenik called the meeting to order at 5:03 p.m.

#### **1. *Conversation with County Commissioner Snider.***

Washington County Commissioner Jason Snider thanked the Council for the invitation and expressed his appreciation for the opportunity to attend. He provided introductory remarks and opened the floor to questions.

Council President Pratt asked about the proposed library funding allocation. Commissioner Snider explained that the County Commission has a session scheduled to continue discussions on this issue. He stated other cities had raised similar concerns about contributions to library funding but emphasized that the County currently lacks a mechanism to impose taxes in a way that would alter allocations. Commissioner Snider explained that urban unincorporated areas benefit from services without directly paying into city operations, and while this is a long-standing issue, the only long-term solution is eventual annexation into cities.

Council President Pratt asked why some jurisdictions received larger allocation increases than others. Commissioner Snider acknowledged that it is a contentious issue and explained that the Commission is attempting to distribute resources equitably in areas with higher demand. He noted that service area usage data is considered as part of the process.

Council President Pratt also asked if the proposed 5% increase would apply for only one year or if it would grow over time. Commissioner Snider responded that Commissioners are hesitant to make long-term commitments given economic uncertainty, but agreed that reevaluation will be needed regularly.

Council President Pratt asked about the County's top priorities for the coming year. Commissioner Snider stated that funding certainty has decreased compared to nine months ago. He said the County's primary concern is sustaining existing services, especially in the face of state-mandated requirements and decreasing revenues.

Councilor Sacco asked whether strategies are being considered to address the County's financial challenges. Commissioner Snider responded that the County is reviewing potential new revenue sources and noted that some revenue streams, such as franchise fees for use of county rights-of-way, have not been fully pursued in the past.

Councilor Brooks asked how many nonprofit libraries operate in the county. Commissioner Snider responded that there are three.

Councilor Brooks also asked if there is a strategic plan for communicating with constituents about funding challenges, expressing concern about moving forward with programming without reliable, long-term resources. Commissioner Snider stated that planning and evaluation are ongoing.

Councilor Brooks shared her broader concerns about equity, citing her experience with the State Transportation Improvement Program (STIP) where Tualatin was not included. She emphasized the importance of equitable treatment for all communities. Commissioner Snider acknowledged her concern and stated that inequities affect his entire district as well. He emphasized that sustaining services in the large urban unincorporated area is not sustainable without structural reform.

Councilor Brooks asked how the city could support the County's efforts. Commissioner Snider encouraged the city to monitor work related to urban services and stated the importance of collaboration.

Councilor Brooks raised concerns about centralization of library services and the potential for disenfranchisement. Commissioner Snider assured her that the County is committed to maintaining local service quality and would not support changes that failed to meet at least 80% of community needs.

Councilor Brooks asked about potential efficiency improvements, particularly regarding federal requirements and administrative burdens. Commissioner Snider said those operational details are being reviewed and agreed that streamlining processes could help reduce bureaucratic inefficiencies.

Council President Pratt thanked Commissioner Snider for his candid responses and requested more frequent updates.

Mayor Bubenik asked about the County's role in providing services to unincorporated areas given current financial pressures. He expressed concern about reliance on levy funding and suggested that counties should be equally accountable for supporting these areas. Commissioner Snider responded that property tax reform will be necessary and noted that levies are designed to support both cities and unincorporated areas. He emphasized that the library system is highly valued and that the Commission is working to find an equitable solution, though frustrations remain.

Mayor Bubenik thanked Commissioner Snider for his attendance and reiterated the City's interest in participating in ongoing discussions. Commissioner Snider expressed appreciation for the dialogue and reaffirmed the County's commitment to listening to cities.

## **2. Sidewalk Maintenance Program Backlog Review.**

Public Works Management Analysts Lindsay Marshall and Public Works Intern Jackson Porterfield presented an update on the city's sidewalk maintenance program backlog. Analyst Marshall recapped the citywide sidewalk assessment conducted in 2024, during which a contractor inspected every sidewalk and marked trip hazards. She explained that the purpose of the assessment was to build a complete dataset of repair needed.

Intern Porterfield stated that most sidewalk damage has resulted from tree roots and other causes. He outlined the proposed approach for addressing the backlog, including three key

measures: continuing to utilize Parks staff for some repairs; aligning with Council's direction by removing grinding from the program and incorporating low-emission concrete to meet Climate Action Plan goals; and implementing a one-time, two-year "catch-up" program to bring sidewalks up to standard. Intern Porterfield described estimated costs, noting that bids were recent and reliable, and explained that funding would come from \$300,000 in annual program funds combined with other identified sources. He stated the first round of repairs, if approved, would occur in summer and fall 2026 with completion of the remaining work in 2027.

Councilor Brooks asked whether the assessment considered only trees or all sidewalk damage. Analyst Marshall clarified that the assessment documented sidewalk defects.

Councilor Brooks asked about tree species most likely to damage sidewalks. Intern Porterfield identified the Armstrong maple as a frequent culprit.

Councilor Brooks also asked whether innovative repair methods such as foam injection could be considered. Analyst Marshall responded that staff had piloted foam repairs with a homeowner and found them cost-effective.

Councilor Sacco asked whether the city would fund the entire program. Analyst Marshall stated the costs would be fully covered by the city.

Councilor Sacco also asked how future problems would be addressed. Analyst Marshall said this program focuses on the current backlog, and broader policy conversations would be needed later.

Councilor Gonzalez thanked staff for their work and asked for clarification on low-emission concrete. Public Works Director Rachel Sykes stated that she could bring back additional information later.

Councilor Gonzalez expressed concern about the 24% contingency estimate and warned against excessive change orders. He suggested the project might be completed faster. Analyst Marshall explained that while the work itself would take about 18 months, spanning two fiscal years would allow for staged funding and appropriate timing of construction seasons.

Councilor Gonzalez asked how the city would ensure it stays on pace. Analyst Marshall explained that progress would be measured against the 2024 assessment and that staff were considering cost-sharing with homeowners in future programs to expand capacity.

Council President Pratt asked about available funds for the project. Assistant City Manager Don Hudson stated that \$2.5 million was budgeted, with top priorities including improvements at Parque Las Casitas and the adjacent trail. He stated final costs are still being refined but are expected to be under \$1 million.

Council President Pratt spoke to the importance of catching up on repairs and noted community frustration when required street trees cause sidewalk damage. She asked if the city has data on which trees will cause problems next. Analyst Marshall replied that projections are difficult, but staff know there are approximately 11,000 street trees with 1,100 not yet inventoried.

Councilor Brooks asked whether the program would help preserve the city's tree canopy. Analyst Marshall stated that the program will involve replanting, and staff will coordinate with Parks and arborists to ensure canopy replacement.

Mayor Bubenik asked about property owners responsible for their own repairs and whether the city provides preferred vendors. Analyst Marshall explained that staff will bring forward new program criteria, including guidance on private repairs, and will consider publishing a list of preferred vendors to meet anticipated demand.

### **3. CFEC Walkable Design Standards.**

Community Development Director Aquilla Hurd-Ravich and Senior Planner Erin Engman presented an update on the Climate-Friendly and Equitable Communities (CFEC) rulemaking process related to walkable communities.

Planner Engman explained that CFEC rules are intended to reduce greenhouse gas emissions and create more livable neighborhoods by promoting compact, mixed-use, pedestrian friendly and walkable developments. She noted that the rules apply statewide and require cities to evaluate how their comprehensive plans and development codes support walkable areas. She outlined key requirements, including reducing reliance on automobiles, ensuring access to essential services within walking distance, and addressing equity in transportation and land use planning.

Director Hurd-Ravich stated the city must demonstrate compliance through amendments to its Comprehensive Plan and Development Code. She stated staff have been reviewing potential impacts on zoning, housing, and transportation policies. She added that coordination with Metro, Washington County, and neighboring cities will be important to align growth strategies and ensure consistency across jurisdictions.

Planner Engman discussed the timeline for implementation, noting that certain plan and code amendments are due to the state by 2026. She highlighted upcoming public engagement opportunities, including community workshops, to gather input on how Tualatin can meet CFEC requirements while reflecting local values and needs.

Councilor Gonzales asked what considerations for the elderly, people with babies in strollers, etc., have been taken in MUC zones. Planner Engman stated she will look into this.

Councilor Gonzales asked if case studies on other cities have been conducted and referenced. Director Hurd-Ravich stated the city is the case study as being one of the first cities to adopt the TSP under the new CFEC.

Councilor Brooks asked how many drive-thrus are in the city. Planner Engman stated that she was surprised to see there are more than she originally thought.

Councilor Brooks stated she prefers the first option listed in the presentation.

Mayor Bubenik stated that he agrees with Councilor Brooks in choosing the first option and possibly the second as he keeps in mind that more housing is needed and would be a better use of the land available in the city.

Councilor Reyes asked for clarity on what areas the code will be applied to. She stated the first option is too restrictive and would like to have variety for seniors and those that cannot get out of their vehicles.

Councilor Sacco stated she leans toward the second option for reasons including equity and future possibilities.

Councilor Gonzales stated he is leaning toward the third or fourth options.

Council President Pratt stated she is leaning toward the first option.

Councilor Brooks stated she prefers to vote with a full council present.

Planner Engmann stated next steps including the deadline for adoption being December 2025.

City Manager Lombos stated there will not be a full council present until the first meeting of November.

Director Hurd-Ravich stated that while CFEC sets state-level expectations, cities have flexibility in determining how best to meet them. She stated they will move forward with the first option as that had the most support from the Council.

#### **4. Council Meeting Agenda Review, Communications & Roundtable.**

Councilor Gonzales stated he participated in the city booth at the Grange Farmers Market last Saturday.

Councilor Sacco stated she attended the IDEA Advisory Committee meeting.

Councilor Brooks stated she attended the PAB meeting, the Arts Committee meeting, and participated in the mayor's call.

Council President Pratt stated she attended the C4 Metro Sub-committee meeting, the AARP Conference on Aging, and the Clean Water Services Essentials Training.

Mayor Bubenik stated he attended the Washinton County Mayors informal Zoom meeting, CERT's Emergency Preparedness Fair, the Grange Farmers Market, Zero Touch Ribbon Cutting, AARP Age Friendly Summit, the METRO Mixer, SE Washington County Mayors Lunch, and met with the Tigard-Tualatin School District Superintendent.

City Manager Lombos made several announcements. She stated the next Grange Farmers Market will be on September 28<sup>th</sup> and invited all to attend. She stated the Clean Up Event at Parque Las Casitas was a great success and shared positive feedback from residents. Manager Lombos stated the City's Public Works Department is in the process of procuring seismic valves for the water tanks. Additionally, she stated the Neighborhood Transportation Safety Program open call for projects closes on September 30<sup>th</sup>. Lastly, she announced a \$100,000 grant through Oregon State Parks was awarded to the City.

#### **Adjournment**

Mayor Bubenik adjourned the meeting at 7:00 p.m.

Sherilyn Lombos, City Manager

\_\_\_\_\_/ Erika Pagel, Recording Secretary

\_\_\_\_\_/ Frank Bubenik, Mayor