



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR JULY 13, 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 7:00 p.m.

Announcements

1. Science & Technology Scholarship Winners

Councilor Maria Reyes announced the Science and Technology Scholarship Winners as Justin LeBlanc and Emma Koehmstedt.

Public Comment

None.

Consent Agenda

Motion to adopt the consent agenda made by Councilor Kellogg, Seconded by Councilor Morrison. 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 City Council Work Minutes of June 22, 2020
2. Consideration of Approval of a New Liquor License Application for Brew Dr. Kombucha
3. Consideration of **Resolution No. 5509-20** Authorizing the City Manager to Execute an Intergovernmental Agreement (IGA) with Clean Water Services (CWS) for Construction of the 105th Avenue Sanitary Sewer Upsizing along with the Garden Corner Curves Project
4. Consideration of **Resolution No. 5511-20** Authorizing the City Manager to Execute an Intergovernmental Agreement (IGA) with Washington County for Assurance for City Construction Projects along County Right-of-Way

General Business

1. Consideration of **Resolution No. 5507-20** Awarding the Contract for Construction of the Garden Corner Curves Project, part of the Tualatin Moving Forward Bond Program

Public Works Director Jeff Fuchs and Transportation Engineer Mike McCarthy presented the Garden Corner Curves Construction Contract for approval. Engineer McCarthy stated the project includes a new shared use path, flashing beacons at Moratoc and Blake/108th, a raised

crossing, driver feedback signs, and visual speed reduction. He stated the project had six bids ranging from \$2.9-3.9 million. If approved the construction will begin this summer and be completed in fall of 2021.

Councilor Morrison thanked Councilor Kellogg and Julie McGrowski for their leadership in starting this project years back.

Councilor Pratt stated this will be a great connection into the neighborhoods. She asked how long the road would be closed for construction. Engineer McCarthy stated it would be closed for about a month.

Councilor Kellogg thanked everyone for their hard work on this project. He stated the design accurately reflects the stakeholder's desires.

Councilor Grimes thanked everyone involved in the project.

Motion to adopt Resolution No. 5507-20 awarding the contract for construction of the Garden Corner Curves Project, part of the Tualatin Moving Forward Bond Program made by Councilor Kellogg, Seconded by Councilor Morrison.

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

MOTION PASSED

2. Consideration of **Ordinance No. 1441-20** Updating Tualatin Municipal Code (TMC) Sections 3-3-060 Temporary Water Service and TMC 3-3-070 Hydrant Service

Public Works Director Jeff Fuchs and Management Analyst Nic Westendorf presented proposed changes to the Tualatin Municipal Code regarding temporary water and hydrant services. Analyst Westendorf stated temporary water is defined as temporary access to water for construction use and water provided to allow contractors to connect to fire hydrants with a city meter or self-reporting water use from hydrants on a blue usage card. He stated proposed changes include modified access to temporary water beyond construction usage and increased protection of water system via staff delivered and secured hydrant meters and required backflow prevention on temporary connections. The changes would create a water truck fill station at the Operations Center, eliminate usage cards, and formalize temporary in-ground water connections. Analyst Westendorf stated benefits include better ability to verify water use, provide water for a greater numbers of uses, increased protection of the water system, and ensuring everyone pays their fair share.

Councilor Morrison asked what the additional cost would be to the business. Analyst Westendorf stated fees would be brought forward at a future council meeting for discussion.

Councilor Pratt asked about the removal of the small hydrant meters. Analyst Westendorf stated these are supposed to be temporary permits and using those is not operationally efficient.

Councilor Reyes stated she has a hard time approving the changes without knowing what the cost increases will be for the users. Analyst Westendorf stated there are already existing fees for this program that can be utilized in the code.

Council President Grimes asked about temporary water usage being open to more uses including food trucks. Director Fuchs stated it's not something staff has considered but these meters are supposed to be for temporary uses.

Councilor Brooks asked if there is an estimated cost for water loss and hydrant repair. Analyst Westendorf stated there are too many variables to give an accurate accounting of those numbers.

Councilor Morrison asked if staff would be removing the meters as well. Director Fuchs stated that is the intent.

Councilor Reyes asked who the main users of temporary access are. Analyst Westendorf stated they are typically construction related entities.

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

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

MOTION PASSED

Motion to adopt Ordinance No. 1441-20 updating Tualatin Municipal Code (TMC) Sections 3-3-060 Temporary Water Service and TMC 3-3-070 Hydrant Service made by Council President Grimes, Seconded by Councilor Brooks.

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

MOTION PASSED

3. Consideration of **Resolution No. 5513-20** Authorizing the City Manager to Execute an Intergovernmental Agreement with Business Oregon for a COVID-19 Emergency Business Assistance Program Forgivable Loan

Economic Development Manager Jonathon Taylor presented an Intergovernmental Agreement with Business Oregon for COVID-19 Emergency Business Assistance. He stated the program is financed by the State of Oregon for small business assistance for city run programs. He stated the City received \$35,000 for the program. Manager Taylor stated the City will use the existing Economic Stabilization Fund to administer the grants. The City will be limiting this round of funding to sole proprietors with five employees or less.

Councilor Pratt asked how many businesses would meet the criteria for this grant. Manager Taylor stated he was unsure but is hoping for a good turnout based on the marketing plan that is in place.

Councilor Reyes asked if previous applicants would be reached out to for reapplication. Manager Taylor stated this funding is State funding and will be considered a new program and have a different application process. He stated it will be marketed according to the guidelines.

Councilor Brooks asked what the anticipated average award could be. Manager Taylor stated a minimum of \$2,500 and a maximum of \$5,000.

Mayor Bubenik asked what entities would not be eligible. Manager Taylor stated anyone who received CARES or PPP funding will not qualify.

Councilor Brooks asked if they receive these state funds if it would disqualify a business from future funding. Manager Taylor not at this time.

Councilor Pratt asked if the State application is complex and if there will be assistance in filing the form. Manager Taylor stated the documentation can be cumbersome and business assistance will be available at the Business Resource Center.

Council President Grimes asked what the application period is. Manager Taylor stated the deadline will be July 31.

Motion to adopt Resolution No. 5513-20 authorizing the City Manager to execute an Intergovernmental Agreement with Business Oregon for a COVID-19 Emergency Business Assistance Program Forgivable Loan made by Councilor Brooks, Seconded by Councilor Pratt.
Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt
MOTION PASSED

Council Communications

Councilor Morrison asked about a letter that was received regarding safety concerns and the police force. He would like to see the response to that concern as the police department has lots of positive things to share. Chief Steele stated he spoke with the citizen on the phone regarding actions the department has taken to keep citizens safe and partnerships the city has in place.

Councilor Morrison strongly encouraged citizens to wear masks.

Councilor Kellogg announced he would not be running for re-election during the next election and plans to continue to serve the remainder of his term.

Adjournment

Mayor Bubenik adjourned the meeting at 8:20 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor