



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR NOVEMBER 23, 2020

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

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

1. Record Holiday Greeting

2. Clean Water Services Rates for Sewer and Stormwater.

Assistant City Manager Don Hudson presented an update on sewer and stormwater rates. Director Hudson shared current residential rates effective July 1, 2020. He noted Council determined during the last round of increases to hold off on sewer and stormwater rates to see what Clean Water Services would do with their rate. Director Hudson stated Clean Water Services has delayed increases to July 1, 2021 and asked their staff to level any potential future increase. He stated the City was looking at a potential sewer rate increase of 15% and \$0.32 for stormwater pre-pandemic. Director Hudson stated the city has two options currently: implement rate increase as proposed pre-pandemic or to delay rate increases until July 1, 2021. He noted a delayed increase would mean higher than original projected increases in the future.

Councilor Kellogg asked if any of the capital projects that are built in the master plan are critical at this time and what the impacts would be if they are pushed out. Director Hudson stated staff would have to look at the priorities. He noted several of the projects are related to Basalt Creek.

Councilor Brooks asked if there is a potential to use emergency funding for these types of projects. Director Hudson stated he doesn't believe anything would be made available for these types of projects.

Councilor Morrison asked for clarification on Clean Water Services fee increase plan. Director Hudson stated they have to come back with a resolution in January to set the formal action to not increase the rates so they can reassess in July.

Council President Grimes expressed concerns with Clean Water Services and the City increasing their fees at the same time. She would like to see half of the city's rate increase now so that it is more spread out for citizens.

Councilor Pratt asked if the Council delays the fees how long it would take to recover moving forward. Director Hudson stated it would be two years of an 11% increase.

Mayor Bubenik would like to see a small increase now to lessen the impact in the future. He expressed concerns with deferring and the impacts that will have moving forward.

Councilor Kellogg would like to wait until January to make any increases.

Councilor Reyes agreed she would like to evaluate this further in January.

Councilor Brooks would like to see options with step down increments and citizen feedback before making a decision.

Council President Grimes would like to see a list of projects and the priorities so a decision can be made about spreading out the increase.

Council consensus was reached to readdress this in January.

3. COVID-19 Community Grant Program.

Economic Development Manager Jonathan Taylor presented an update on the cities COVID-19 Grant Programs. He stated the city to date has had two areas of focus for grants: small business grants and child care scholarships. Manager Taylor stated these grants are a direct result of the \$680,000 from the federal CARES act funding. He recapped marketing efforts for both programs including email blasts, utility billing mailers, social media, print marketing, and direct engagement. Manager Taylor stated the city to date has spent \$836,000 in local recovery efforts he stated \$584,000 of the \$680,000 has been spent in CARES Act funding. A total of 102 business and 11 children have been assisted from these funds to date. Manager Taylor stated next steps include disbursing the remaining \$95,000 by December 31 as planned and begin preparing for potential additional disbursements by the County. Manager Taylor asked if the Council would like to extend funding to national restaurant chains and offer childcare scholarship to Tualatin workers.

Councilor Pratt asked if the same businesses who applied before can apply again during this freeze. Manager Taylor stated businesses have been qualified for each round of funding. He noted businesses being affected by the current lock down are being prioritized.

Councilor Kellogg would like to continue to focus on local businesses that are effected. He would like to thank staff for their efforts on this.

Council President Grimes asked if businesses can qualify again for another grant. Manager Taylor stated they still qualify and businesses effected by the current lockdown are prioritized.

Council President Grimes asked about the Business Oregon Grants and how they were distributed. She stated she heard they were first come first serve and distributed in 17 minutes. Manager Taylor stated the city still has an additional \$250,000 set side if the need is greater than the \$90,000.

Councilor Brooks stated she would like to extend the childcare grants to Tualatin workers. She asked if there are small entrepreneurial businesses that are not being captured in the grant processes. Manager Taylor stated staff has access to the state business registry and noted the difficulties it sorting out DBAs.

Councilor Reyes asked for more information on prioritizing childcare grants. Manager Taylor stated the grants were first prioritized to citizens. He noted there have been Tualatin workers who have inquired about grants who don't live in Tualatin but have childcare and work here that would like access to grants.

Councilor Brooks asked what types of employees are requesting assistance with childcare grants. Manger Taylor stated on-site workers. He explained how work from home situations would qualify.

Councilor Morrison stated he would like to extend the childcare grants to Tualatin workers as well. He also noted he had concerns with the first come first serve grants issued by Business Oregon and the lack of equity in that process.

Councilor Reyes spoke in favor of extending childcare coverage to Tualatin workers.

Council consensus was reached to extend childcare coverage to Tualatin workers.

Mayor Bubenik asked if businesses are aware they can come back for another round of grant funding. Manager Taylor stated they are aware and the businesses have been reached out to.

Council President Grimes asked if self-employed and contract workers are eligible. Manager Taylor stated they are.

4. *Urban Renewal.*

Economic Development Manager Jonathan Taylor presented timelines for urban renewal. He recapped maps for the Leveton Tax Increment District, District 1: Basalt Creek/SW Area, and District 2: North Area. He presented the proposed overall timeline for District 1 and 2. Manager Taylor stated community engagements has included stakeholder meetings, community forums, and council and community visioning. He presented the Leveton Tax Increment District plan amendment to amend the plan document to expend the remaining fund on identified projects. Manager Taylor stated District 1 goal is to develop an urban renewal plan to finance and implement identified projects from area development plans. He stated staff is proposing establishing a district stakeholder task force to advise the Tualatin Development Commission on plan development. Manager Taylor stated District 2 will begin visioning next year. He stated the next 60 day milestones include a URA 101 for the Staff Advisory Team and a Stakeholder Taskforce Resolution.

Councilor Pratt agreed with the timeline and noted she would like to see a stakeholder task force.

Mayor Bubenik asked about the stakeholder task force and who could fill which positions. Manager Taylor explained who could fill each position.

5. *Council Meeting Agenda Review, Communications & Roundtable.*

Councilor Kellogg stated the final SW Corridor Steering Committee was held on Monday and he noted there is hope for federal infrastructure funds that could potentially move the project forward in the future.

Councilor Pratt stated she attended the HBA Housing and Building forecast meeting and the Police Use of Force meeting. She reminded citizens about Small Business Saturday and encouraged everyone to shop locally.

Councilor Morrison stated he attended the Police Use of Force meeting, Tigard-Tualatin School District guidelines meeting, and the C4 committee meeting.

Councilor Brooks stated she attended the LIP meetings, the League of Oregon cities summit, NW Employees Diversity and Equity roundtable, the Tualatin Arts Advisory Committee meeting, the community listening session on Police Use of Force, and the National League of Cities business meeting.

Mayor Bubenik stated he attended the Metro Mayors Consortium, the Greater Portland Inc. meeting, the Washington County Coordinating meeting, the NW Public Employees Diversity conference, and the Community Conversation on Police Use of Force meeting.

Mayor Bubenik adjourned the meeting at 6:57

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor