



TUALATIN CITY COUNCIL

OFFICIAL MEETING MINUTES FOR APRIL 27, 2026

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

Call to Order

Mayor Bubenik called the meeting to order at 7:03 p.m.

Pledge of Allegiance

Announcements

1. Proclamation Declaring May 2026 as Mental Health Awareness Month in the City of Tualatin

NAMI Outreach and Development Manager Gary Marschke shared information on NAMI and mental health awareness.

Councilor Brooks read the proclamation declaring May 2026 as Mental Health Awareness Month in the City of Tualatin.

2. Proclamation Declaring the Week of May 10-16, 2026 as National Police Week in the City of Tualatin

Police Chief Greg Pickering presented information on National Police Week.

Council President Pratt read the proclamation declaring the week of May 10-16, 2026 as National Police Week in the City of Tualatin.

3. Proclamation Declaring the Week of May 3-9, 2026 as Public Service Recognition Week in the City of Tualatin

Human Resource Director Stacy Ruthrauff presented information on Public Service Recognition Week.

Councilor Gonzalez read the proclamation declaring the week of May 3-9, 2026 as Public Service Recognition Week in the City of Tualatin.

4. Proclamation Declaring May 10-16, 2026 as National Prevention Week in the City of Tualatin

Tualatin LEAP Member presented information on the group, noting their motto is Prevention is Connection.

Councilor Hillier read the proclamation declaring May 10-16, 2026 as National Prevention Week in the City of Tualatin.

5. State of the City Announcement

Mayor Bubenik announced that the State of the City will be held on May 19, 5:30 p.m., at the Grand Hotel at Bridgeport. It is a free event open to the public.

Public Comment

None.

Consent Agenda

Motion to adopt the consent agenda made by Council President Pratt, Seconded by Councilor Sacco. Voting Yea: Mayor Bubenik, Council President Pratt, Councilor Brooks, Councilor Reyes, Councilor Hillier, Councilor Sacco, Councilor Gonzalez

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of April 13, 2026
2. Consideration of Approval of Late Liquor License Renewal for 2026

Special Reports

1. Outside Agency Grant Awardee- Borland Free Clinic

Borland Free Clinic Director Jordan Skornik presented information regarding the organization. Director Skornik thanked the Council for its support through the grant program and stated the organization's mission is to bring hope and healing to vulnerable individuals in the community. He explained all services are provided at no cost to patients.

Director Skornik shared a brief history of the organization and provided an overview of services and community partnerships. He reported that in 2025 the clinic served 526 patients, the majority of whom were uninsured. He stated 143 volunteers contributed more than 6,500 hours of service and the clinic provided approximately \$300,000 in free medical care. Director Skornik noted approximately one-third of patients served are residents of Tualatin.

Councilor Reyes thanked the organization for its service to the community.

Mayor Bubenik expressed appreciation for the organization's work and noted support for the addition of a new physician to expand services.

Councilor Brooks thanked Director Skornik for sharing the organization's challenges and stated it is important for the community to understand those needs.

General Business

1. Eviction Prevention Discussion

Homelessness City/County Liaison Megan Cohen presented information regarding eviction prevention. Liaison Cohen provided background, stating Council previously expressed interest in eviction prevention strategies following a presentation on safe parking. She noted eviction prevention is identified as a 2026 Council priority to support resources and programs that help

residents remain housed. Liaison Cohen reviewed the current eviction prevention landscape, noting funding sources include federal, state, Metro Supportive Housing Services funds, and private contributions such as nonprofit and faith-based organizations. She explained residents may access rent assistance through eviction court processes, coordinated entry systems, and local service providers. She noted when direct rent assistance is not available, other forms of support such as food assistance, utility bill support, and clothing assistance are often used to help offset costs.

Liaison Cohen outlined Tualatin specific investments, including the Outside Agency Grant program, the City/County Homelessness Liaison position, the Tualatin Utility Bill Assistance Program, advocacy through the City's legislative agenda, and support for affordable housing development. She identified potential enhancement opportunities, including continued legislative advocacy, increased outreach and connection to services through City departments such as the Library and Police, participation in regional decision making at the county and Metro levels, refining Outside Agency Grant funding priorities, and exploring new funding allocations.

Councilor Brooks asked about gaps in funding and limitations in access points for services. She stated she would like that information documented to support advocacy efforts and asked for an estimate of the funding gap.

Councilor Sacco expressed interest in focusing Outside Agency Grant funding more directly on eviction prevention efforts and requested additional information on how current funding is distributed. Liaison Cohen discussed how surrounding jurisdictions allocate funds and potential models for prioritization.

Councilor Hillier asked whether there are agencies that specifically serve youth and how many youth are impacted locally. Liaison Cohen stated Oregon has the highest rate of youth homelessness in the United States and noted youth specific services are part of the broader system.

Councilor Hillier asked what low-income housing providers exist in Tualatin beyond Plambeck Gardens. Liaison Cohen stated she will research and provide additional information following the meeting.

Councilor Hillier asked whether assistance programs are available for homeowners at risk of foreclosure. Liaison Cohen stated programs for mortgage assistance differ from rental assistance and are more limited.

Council President Pratt emphasized the importance of ensuring City funds are used as effectively as possible and stated she would like to better understand which programs provide the greatest impact.

Councilor Brooks asked about the status of the Tualatin Utility Bill Assistance Program, including how the program is performing and remaining funding levels. Liaison Cohen stated she will need to follow up with specific data.

2. Review of Library Cooperative Intergovernmental Agreements between the City of Tualatin and Washington County

City Manager Sherilyn Lombos presented a review of the Washington County Cooperative Library Services Intergovernmental Agreements. Manager Lombos provided historical background, stating the cooperative began in 1976 with a voter approved tax measure to fund library services in Washington County. She noted Tualatin joined the cooperative in 1977 and that five local option levy renewals have been approved since 2006. She stated the 2026-27 Washington County Cooperative Library Services budget includes funding from the recently approved levy.

Manager Lombos explained there are currently two intergovernmental agreements: the Washington County Cooperative Library Services Agreement and the Public Library Network, Services, and Funding Intergovernmental Agreement. She stated that the Cooperative Agreement is a perpetual agreement establishing governance structure, roles, and processes among member libraries and Washington County. She noted it was originally approved in 2006 with amendments in 2007 and 2016. The second agreement is a five-year funding agreement aligned with the levy cycle and outlines operational terms, minimum service requirements, ownership and management of the information network, services provided by WCCLS, services provided by member libraries, and funding allocation and distribution.

Manager Lombos stated the WCCLS funding and governance project began in January 2024. She reported that in October 2025 the funding allocation methodology and service boundaries were approved, followed by voter approval of a five-year local option levy in November 2025. She stated the governance and intergovernmental agreement drafting process is currently underway.

Manager Lombos reviewed the structure of the cooperative, noting it includes Washington County and nine member cities, as well as three nonprofit libraries. She stated WCCLS operates as a county department governed by the Board of County Commissioners and provides infrastructure and services connecting the libraries into a unified system. She stated Tualatin's service population is estimated at 30,148, which includes the City of Durham but not yet the unannexed areas of Basalt Creek.

Manager Lombos outlined responsibilities of member libraries, including collections, community outreach, staffing, programming, technology, and operations. She outlined WCCLS responsibilities including systemwide collections, outreach support, technology infrastructure, and operational coordination.

Manager Lombos presented information on the centralized collection project, a multi-year effort to transition from decentralized to centralized management of physical collections. She explained that currently each library manages its own collection, while digital collections are already centralized. She stated the project is intended to create efficiencies and cost savings across the system and is anticipated to be implemented beginning in July 2027. She noted Tualatin is advocating for a phased implementation, continued local input, and preservation of community-focused collections.

Manager Lombos reviewed funding allocations, stating Tualatin's proposed allocation for Fiscal Year 2026-27 is approximately \$2,009,850. She explained the funding formula includes service area population, staffing levels, and cost factors, and noted funding provisions address distribution, adjustments, and reporting requirements.

Councilor Brooks asked about the estimated population used to determine Tualatin's user base, noting the city experiences a significant daily influx of people beyond its residential population.

She expressed interest in better understanding how those factors are reflected in funding allocation calculations.

Councilor Brooks asked how a potential downturn in County funding would affect baseline funding levels. City Manager Lombos stated funding levels are tied to property tax revenues rather than the County's general fund and would fluctuate accordingly.

Councilor Brooks asked about maintaining Tualatin's local collection and the potential impacts of centralized collection management on fundraising efforts by the Tualatin Library Foundation. She expressed concern about the differences between the current model and a centralized system.

Manager Lombos reviewed governance structure, stating the WCCLS Executive Board includes 12 voting members representing participating libraries, along with non-voting county representatives. She stated the Library Leadership Group also includes representatives from all member libraries and supports decision making. She emphasized decisions are intended to be collaborative and supported by shared accountability, communication, and reporting requirements.

Manager Lombos outlined next steps, stating initial feedback to Washington County is due May 1, followed by a county work session and consideration of revisions. She stated the agreement is expected to return to Council for adoption in June. She also outlined areas where Council may wish to advocate, including maintaining local control of collections, ensuring involvement in funding decisions, and reinforcing the need for strong communication within the cooperative.

PUBLIC COMMENT

Tualatin Library Foundation representative Emily Yonker stated the Foundation Board is unanimously opposed to the agreement as drafted. She expressed concern that the agreement would reduce local control over library collections and stated the Foundation believes it is in the community's best interest to retain local decision-making authority.

COUNCIL QUESTIONS

Councilor Gonzalez expressed concern regarding the complexity of the governance structure and potential impacts of county funding reductions. He stated he does not want the city to lose local control.

Councilor Sacco asked what services are funded through WCCLS. Manager Lombos stated funding supports collections, courier services, and systemwide infrastructure. Councilor Sacco asked about staffing costs associated with those services. Manager Lombos stated she will follow up with additional information.

Councilor Sacco asked what portion of the collection would remain locally controlled. Manager Lombos stated that is still under development.

Councilor Sacco asked whether Library Foundation supported materials would remain with the library. Library Supervisor Sarah Juesdason confirmed those materials would remain in Tualatin.

Councilor Sacco also asked whether current hours and staffing levels would be maintained. Manager Lombos stated they would remain unchanged.

Mayor Bubenik asked how funding gaps would be addressed if county revenues decline. Manager Lombos stated the city would be responsible for covering any shortfall.

Councilor Sacco asked how risks related to county revenue fluctuations could be mitigated. Manager Lombos stated there are no guarantees in the agreement and risk mitigation options are limited.

Councilor Sacco expressed concern about maintaining equitable representation among member cities. Manager Lombos stated the agreement does not create an imbalance in decision-making authority.

Councilor Sacco asked about the service area boundaries and whether they include portions of Clackamas County. City Manager Lombos stated the service area includes the entire City of Tualatin.

Councilor Sacco asked about how those boundaries were determined. City Manager Lombos stated a consultant conducted an equity analysis and determined that using established service area boundaries is the simplest and most consistent approach for calculating user population and funding allocations.

Councilor Hillier asked about potential cost savings associated with the centralized collections project. City Manager Lombos stated any savings realized through the program would remain within the City's library budget.

Councilor Hillier expressed interest in including a resolution or exit clause within the agreement.

Councilor Reyes asked for clarification on the decision-making process within the cooperative. City Manager Lombos explained that decisions are made through a collaborative structure involving the WCCLS Executive Board and the Library Leadership Group, with member libraries participating in shared governance and providing input on systemwide decisions.

Councilor Brooks asked how population figures are calculated and expressed concern about potential impacts to Tualatin if other libraries are less successful. She also expressed concern regarding the county's financial stability and noted a desire for more community outreach on the agreements.

Council President Pratt asked about the funding allocation formula. Manager Lombos stated it is based on service area population, staffing levels, and cost factors.

Council President Pratt asked why funding allocations must be finalized before services begin. Manager Lombos explained the levy expires June 30, 2026, requiring a new agreement to distribute funds.

Council President Pratt asked what would happen if the city does not sign the agreement. Manager Lombos stated the city would not receive WCCLS funding.

City Attorney Kevin McConnell provided legal review and expressed concerns regarding the termination clause and lack of clear provisions for addressing breaches of the agreement.

Councilor Gonzalez asked whether funding would continue if the agreement were terminated. City Attorney McConnell stated additional clarification is needed.

Councilor Hillier asked whether termination language should be clarified in both agreements. City Attorney McConnell stated further coordination with County attorneys is needed.

Councilor Brooks asked for clarification regarding ownership of collections and funding if the agreement is terminated. City Attorney McConnell stated intergovernmental agreements are entered into in good faith and those details require further clarification.

Mayor Bubenik asked about the centralized collections process, noting it was described as collaborative, and requested clarification on what constitutes a “collaborative process.” City Attorney Kevin McConnell stated intergovernmental agreements are inherently collaborative in nature and noted the term is not specifically defined within the agreement.

Mayor Bubenik asked about the role of the WCCLS Manager and whether that position has authority to dictate policy. He expressed concern that policy decisions should remain with the Executive Board and Library Leadership Group. City Manager Lombos confirmed that policy direction is the responsibility of the Executive Board and Leadership Group.

Mayor Bubenik asked about the interpretation clause in the agreement. City Attorney McConnell stated the clause is standard in intergovernmental agreements.

Mayor Bubenik asked who determines the timeline for implementation of the centralized collections project. City Manager Lombos stated the project is currently being managed by WCCLS in coordination with the Library Leadership Group.

Mayor Bubenik asked who retains control over library facilities and how space within the library is used. City Attorney McConnell stated the County does not have authority over city-owned facilities and the City retains control over use of its spaces.

Mayor Bubenik asked about the termination clause. City Attorney McConnell stated additional clarification may be needed and noted that termination provisions are an important consideration within the agreement.

Mayor Bubenik asked about the decision-making structure within the cooperative. City Manager Lombos stated the cooperative is intended to be governed by the member cities through the established board and leadership structure.

Mayor Bubenik asked about Exhibit D and whether library funding allocations can change in future years. City Manager Lombos stated the initial year establishes a base allocation; with future year adjustments determined through the agreed-upon methodology.

Mayor Bubenik asked for clarification on whether centralized collection efforts apply to both digital and physical materials. Supervisor Jesudason clarified the current discussion pertains to physical collections, as digital collections are already managed centrally.

Mayor Bubenik stated residents can provide input to Washington County Commissioners at a public event scheduled at Perlo where community members can attend and ask questions regarding the agreement and related topics.

3. Consideration of Recommendations from the Council Committee on Advisory Appointments

Council President Pratt, Councilor Reyes, and Councilor Sacco thanked all applicants for applying. They read the names of the recommended applicants.

Motion to accept the recommendations as presented made by Council President Pratt, Seconded by Councilor Reyes.

Voting Yea: Mayor Bubenik, Council President Pratt, Councilor Brooks, Councilor Reyes, Councilor Hillier, Councilor Sacco, Councilor Gonzalez

MOTION PASSED

Council Communications

Councilor Brooks stated she attended the Tualatin Riverkeepers Earth Day celebration.

Adjournment

Mayor Bubenik adjourned the meeting at 10:45 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor