



# **TUALATIN CITY COUNCIL**

## **OFFICIAL MEETING MINUTES FOR APRIL 28, 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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### **Call to Order**

Mayor Bubenik called the meeting to order at 7:00 p.m.

### **Pledge of Allegiance**

### **Announcements**

1. Proclamation Declaring the Week of May 4-10, 2025 as Public Service Recognition Week in the City of Tualatin

Human Resources Director Stacy Ruthrauff introduced public service recognition week honoring city employees.

Councilor Gonzalez read the proclamation declaring the week of Week of May 4-10, 2025 as Public Service Recognition Week in the City of Tualatin.

2. Proclamation Declaring the Week of May 11-17, 2025 as National Police Week in the City of Tualatin

Police Chief Greg Pickering introduced National Police Week.

Council President Pratt read the proclamation declaring the week of May 11-17, 2025 as National Police Week in the City of Tualatin.

3. Proclamation Declaring May 11-17, 2025 as National Prevention Week in the City of Tualatin

Members of the Tualatin High School Leadership, Education, Advocacy, and Prevention (LEAP) Youth Alliance presented on National Prevention Week. They explained that LEAP is a student-led club focused on substance misuse prevention and the importance of mental health as a contributing factor. The students shared that the club uses evidence-based strategies to raise awareness and empower youth to make healthy choices.

They described National Prevention Week as an opportunity to educate peers about the science behind addiction and promote informed decision-making. Events planned for the week include school outreach and activities designed to engage students in substance use prevention.

Councilor Sacco thanked the students for their leadership and advocacy.

Councilor Hillier read the proclamation declaring May 11-17, 2025 as National Prevention Week in the City of Tualatin.

#### 4. Gathering Market at Winona Grange Announcement

Council President Pratt and Councilor Hillier announced the The Winona Grange Gathering Market to be held every fourth Sunday, May-September, 2025, at the Winona Grange. The market will include farmers, food vendors, artisans, musicians, and story time for children.

#### 5. Proclamation Declaring April 30, 2025 as Vietnamese-American Remembrance Day in the City of Tualatin

Thao Tu, President of the Vietnamese Community of Oregon, thanked the Council for approving the proclamation for Vietnamese-American Remembrance Day.

Councilor Sacco read the proclamation declaring April 30, 2025 as Vietnamese-American Remembrance Day in the City of Tualatin.

#### 6. New Employee Introduction- Community Development Director Aquilla Hurd-Ravich

City Manager Sherilyn Lombos introduced Community Development Director Aquilla Hurd-Ravich. The Council welcomed her.

### 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 14, 2025
2. Consideration of Approval of a New Liquor License Application for Tualatin Luxor Nails and Spa
3. Consideration of Approval of a New Liquor License Application for Oregon Wine Services and Storage
4. Consideration of Approval of Late Liquor License Renewal for 2025
5. Consideration of **Resolution No. 5874-25** Authorizing the City Manager to Execute a Grant Agreement for a Metro Area Communications Commission Grant; and Appropriating Special Purpose Revenues in the City's General Fund During the FY 2024-25 Budget
6. Consideration of **Resolution No. 5875-25** Authorizing the City Manager to Execute an Agreement with Washington County for Installation of Photo Enforcement Equipment Along Washington County Roads
7. Consideration of **Resolution No. 5876-25** Authorizing the City Manager to Execute a Professional Services Agreement with Otak, Inc. for Martinazzi Sewer Trunk Upsizing (Priorities 3 & 4) - Engineering and Construction Management

8. Consideration of **Resolution No. 5877-25** Authorizing the City Manager to Amend and Extend a Contract for Street Sweeping Operations with Great Western Sweeping
9. Consideration of **Resolution No. 5878-25** Authorizing Acceptance of Grant Funds for Retail Theft Enforcement
10. Consideration of **Resolution No. 5879-25** Awarding a Contract for Construction of Little Woodrose Park Rehabilitation Project

## **Special Reports**

### **1. Outside Agency Grant Awardee- Tualatin Food Pantry**

Tualatin Food Pantry Executive Director Danielle Schneider presented an update on the pantry's services. She stated the pantry operates out of Rolling Hills Community Church and provides low-barrier access to food and supplies. Director Schneider stated clients can access the pantry twice per month and receive five days' worth of provisions. She noted that the pantry currently serves over 1,050 households monthly, totaling more than 4,000 people.

Council President Pratt asked about locally grown produce. Director Schneider stated many community members donate homegrown fruits and vegetables, which are very popular.

Councilor Reyes asked how the pantry ensures services are not abused. Director Schneider explained that they use a tracking system through the Oregon Food Bank.

Councilor Brooks asked why the Oregon Food Bank is providing fewer supplies. Director Schneider stated that federal program cuts have reduced available resources.

Councilor Brooks asked how residents can organize a food drive. Director Schneider encouraged anyone interested to contact the pantry for assistance.

Mayor Bubenik thanked Director Schneider and acknowledged the challenges food insecurity poses, particularly amid federal funding reductions.

### **2. Tualatin Valley Fire and Rescue State of the District**

Tualatin Valley Fire and Rescue Division Chief James Smario presented the State of the District. He highlighted wildfire deployments in Oregon and California. Chief Smario stated that Tualatin had 3,551 service calls in 2024, most of which were EMS-related. He described three programs launched within EMS: the Advanced Practice Community Paramedic, Advanced Resource Medic, and Nurse Navigation/Dispatch Health. Chief Smario stated that a recently passed local option levy will sustain the district for the next ten years. He discussed challenges in recruitment and reviewed progress on capital projects funded by the 2021 bond. Chief Smario stated work is underway at Stations 35, 20, and 22, as well as at the training center.

Councilor Hillier thanked TVF&R for their service and praised their creative approach to improving community care.

Councilor Brooks asked about lessons learned from interstate mutual aid. Chief Smario said they gained a strong appreciation for Tualatin's robust water infrastructure and backup systems.

Mayor Bubenik thanked the department for its ongoing work.

### 3. Tualatin Planning Commission Annual Report

Assistant Community Development Director Steve Koper and Planning Commission Chair Bill Beers presented the Planning Commission's 2024 Annual Report. Director Koper highlighting the statutory role of the Planning Commission in advancing Oregon's Statewide Planning Goal 1, which focuses on citizen involvement in land use decisions. He noted that the Planning Commission is among the most active advisory bodies in the City and expressed gratitude to the members for their dedication and service. Director Koper stated in 2024, the Commission held eight meetings and reviewed a range of proposals and updates. These included development code amendments, mandates related to the Climate Friendly and Equitable Communities (CFEC) parking reforms, zone map changes, and updates to Comprehensive Plan policies. The Commission also reviewed the updated Stormwater Master Plan, the Basalt Creek Parks and Recreation Plan, and zoning changes associated with the Norwood development. He stated additional items included a conditional use permit and a sign variance. Director Koper shared that the Commission received several informational presentations during the year, including updates on the Transportation System Plan, a TriMet session, a presentation from Ride Connection, and legal training to support commissioners in their decision-making roles.

Chair Beers reflected on the experience of serving on the Commission, calling it rewarding and meaningful. He thanked the Council for their continued support and noted that many commissioners are also active on other city committees, further demonstrating their strong commitment to the community.

Councilor Brooks thanked the Commission for its time, effort, and attention to detail in reviewing complex issues.

Council President Pratt expressed appreciation for the Commission's depth of analysis and thoughtful recommendations.

Mayor Bubenik echoed his thanks, acknowledging the Commission's role in helping the Council make well-informed policy decisions.

### **Public Hearings - Legislative or Other**

#### 1. Consideration of **Ordinance No. 1498-25** Vacating a 4,959 square-foot Right-of-Way Tract of Land Identified as the Northerly Unimproved Street Stub of SW 68th Avenue

Mayor Bubenik opened the public hearing for the City Council to consider Ordinance No. 1498-25, vacating a 4,959 square-foot Right-of-Way tract of land identified as the northerly unimproved street stub of SW 68<sup>th</sup> Avenue on Tax Map 2S124DD, created by the "Stoneridge" subdivision plat and authorizing the City Manager to take any and all actions necessary to implement the Ordinance (VAC25-0001). He stated the hearing is held pursuant to ORS 271.120.

Associate Planner Madeline Nelson and Assistant Community Development Director Steve Koper presented the vacation. Planner Nelson stated that the subject property is a remnant public right-of-way created as part of the "Stoneridge" subdivision and has since been informally maintained as open space. The proposed vacation would allow the property to be officially incorporated into the

adjacent city park. She confirmed that the applicable approval criteria had been met and that all affected property owners had provided consent.

#### PUBLIC COMMENT

None.

#### COUNCIL QUESTIONS

Council President Pratt asked what the consequences would be if the vacation were not approved. Director Koper stated that continuing to use the site as a park within the right-of-way could pose complications in the future related to ownership and management.

Mayor Bubenik closed the hearing.

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

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

#### MOTION PASSED

Motion for second reading by title only made by Council President Pratt, Seconded by Councilor Brooks.

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

#### MOTION PASSED

Motion to adopt Ordinance No. 1498-25 vacating a 4,959 square-foot right-of-way tract of land identified as the northerly unimproved street stub of SW 68th Avenue made by Council President Pratt, Seconded by Councilor Brooks.

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

#### MOTION PASSED

#### **Public Hearings - Quasi-Judicial**

1. Consideration of **Ordinance No. 1499-25** Requesting the Annexation of 54.79 acres of Land Located at Tonquin Loop, west of Grahams Ferry Road, and North of Basalt Creek Parkway into the City of Tualatin from Unincorporated Washington County

Mayor Bubenik opened the public hearing to consider Ordinance No. 1499-25, a request to approve an annexation of 54.79 acres of land located at Tonquin Loop, west of Grahams Ferry Road, and north of Basalt Creek Parkway into the City of Tualatin from unincorporated Washington County. He read the required land use statements.

Assistant Community Development Director Steve Koper and Associate Planner Madeline Nelson presented the staff report for ANN 24-0001. She stated that the site is designated within the Basalt Creek Employment Planning District and that the application satisfies the annexation

criteria outlined in the Tualatin Development Code. Planner Nelson stated there is no development proposed at this time and that any future development would require a separate architectural review and site plan approval. She stated staff recommends approval.

Applicant Representative with AKS Engineering and Forestry Melissa Slotemaker shared a map of the annexation area and affirmed that the request is procedural, with no proposed site alterations. She emphasized the annexation aligns with long-term planning efforts and is necessary to enable future development.

#### PUBLIC COMMENT

None.

#### COUNCIL QUESTIONS

None.

Mayor Bubenik closed the hearing.

Motion for first reading by title only made by Councilor Brooks, Seconded by Councilor Reyes.  
Voting Yea: Mayor Bubenik, Council President Pratt, Councilor Brooks, Councilor Reyes, Councilor Hillier, Councilor Sacco, Councilor Gonzalez

#### MOTION PASSED

Motion for second reading by title only made by Councilor Brooks, Seconded by Councilor Reyes.  
Voting Yea: Mayor Bubenik, Council President Pratt, Councilor Brooks, Councilor Reyes, Councilor Hillier, Councilor Sacco, Councilor Gonzalez

#### MOTION PASSED

Motion to adopt Ordinance No. 1499-25 requesting the annexation of 54.79 acres of land located at Tonquin Loop, west of Grahams Ferry Road, and north of Basalt Creek Parkway into the City of Tualatin from Unincorporated Washington County made by Councilor Brooks, 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 reported that the Policy Advisory Board is advocating to protect Community Development Block Grant funds. She also noted the recent passing of State Senator Erin Woods and Moses Ross and extended her condolences.

Mayor Bubenik announced an upcoming ribbon cutting at Veterans Plaza.

### **Adjournment**

Mayor Bubenik adjourned the meeting at 8:50 p.m.

Sherilyn Lombos, City Manager

\_\_\_\_\_/ Nicole Morris, Recording Secretary

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