



# **TUALATIN CITY COUNCIL**

## **OFFICIAL WORK SESSION 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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## **Work Session**

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

### **1. Food Cart Policy Discussion.**

Assistant Community Development Director Steve Koper and Senior Planner Erin Engman led a discussion on food carts. Planner Engman provided an overview of existing policies under Municipal Code Chapter 9-10, which require permits and stipulate conditions such as unobstructed vehicle and pedestrian access, on-site waste management, and self-contained systems. She noted that food carts may only operate on paved surfaces and only one is allowed per site, except in the Basalt Creek Employment zone where a pod is permitted. A zoning map of eligible locations was shared, and seating requirements under Oregon Health Authority rules were discussed. Staff asked for Council input on potential code amendments.

Councilor Sacco stated she supports exploring food carts in the CORA area to create a walkable community gathering space. She shared that the IDEA Committee had also expressed interest in food carts as a way to encourage economic diversity and community inclusion.

Councilor Brooks asked what other cities are doing to support food carts. She stated she liked how the City of Tigard offers opportunities for new food cart operators. She suggested allowing a drink or ice cream stand on the commons as a way to draw people to the area.

Council President Pratt stated she would like to see food carts at the lake during the summer. She asked what the screening requirements were. Planner Engman explained they involve landscaping intended to soften the look of the site.

Council President asked why food carts cannot be located on gravel lots. Planner Engman responded that the city requires all developed lots to be paved.

Councilor Reyes asked whether the gravel lot requirement is a city or state regulation. Director Koper clarified it is a city regulation.

Councilor Reyes stated she would like to learn more about food carts and explore other areas of the city for this opportunity.

Councilor Gonzalez stated he is interested in screening requirements to ensure food cart pods appear clean and well-maintained. He asked whether these sites would be located on private land or sponsored by the city.

Councilor Hillier stated she would like food carts to be allowed in more zones. She expressed interest in exploring potential outcomes of changing the code to allow food cart pods on gravel lots and learning how other cities are approaching food cart development.

Mayor Bubenik stated he would like to see how food carts could be allowed in the CORA area. He noted that any changes should consider traffic and parking impacts so the Council can understand potential unintended consequences of introducing food carts downtown.

## **2. City Council 2025 Priorities.**

City Manager Sherilyn Lombos presented the City Council's 2025 priorities. She stated the Council met from February 28 to March 1 to develop updated priorities and team agreements. City Manager Lombos stated the team agreements we reaffirmed as: "We are one team," "We are prepared," "We are strategic," and "We are innovative." She asked if Council would like to include further definitions. Council consensus was to retain the abbreviated statements without added detail.

City Manager Lombos reviewed the Council's existing vision statements, which the Council affirmed without changes. She then presented the seven priority areas aligned with the vision.

Councilor Brooks stated that even if a topic is not explicitly listed, she does not want that to be a limiting factor. She would like to see neighborhood engagement applied broadly across city topics.

Councilor Gonzalez requested that the term CIO (Community Involvement Organization) be spelled out in future materials. He also suggested the City should breathe more life into the CIO program by discussing it more at committee meetings and increasing collaboration.

City Manager Lombos outlined outcomes and actions for the second and third priorities: housing and economic development.

Council President Pratt spoke to the economic development action related to destination signage. She noted it should focus on highlighting commons areas and their amenities.

Councilor Brooks asked if updated brochures are available as part of the city's brand refresh and expressed interest in adding more wayfinding markers throughout the city. City Manager Lombos responded that the Chamber Directory is the closest existing resource for a brochure.

City Manager Lombos shared outcomes and actions for the fourth priority, transportation.

Council President Pratt stated she appreciates receiving regular transportation updates.

Mayor Bubenik stated that both north-south and east-west connections in Basalt Creek are equally important. He wants to ensure promotion of TriMet service in the area so that the community is aware of available options.

Councilor Brooks emphasized the importance of communicating the city's unique features to residents.

City Manager Lombos presented outcomes and actions for the fifth priority, the environment.

Councilor Brooks stated she is interested in efforts to help cool the city and address urban heat.

City Manager Lombos shared information on the sixth priority, parks.

Council President Pratt stated she would like to see a partnership with the school district on playing fields added to the list. City Manager Lombos stated these efforts are related to the bond program.

City Manager Lombos thanked the Council for their feedback. She stated that staff appreciates the additional clarity on priorities, as it informs and directs the work of the organization. She noted that funding for the identified priorities will be incorporated and reflected throughout the upcoming budget process.

### **3. CORA Community Advisory Committee Appointments.**

Mayor Bubenik stated that two Council members are needed to serve on the CORA Community Advisory Committee (CAC). He and Councilor Sacco will serve as primary members and proposed Council President Pratt as the alternate.

Councilor Brooks stated she supports the proposed appointments.

Councilor Reyes expressed a desire to serve on the committee and asked how the appointments were decided. Mayor Bubenik stated that he selected himself and Councilor Sacco because they had served on the original committee.

Mayor Bubenik stated that committee member appointments will return to the Council for final approval. City Manager Lombos clarified that while the categories of committee members were approved by Council, the individual names will not come back for confirmation.

Councilor Reyes asked why the Aging Task Force is listed as a defined category. Mayor Bubenik stated that it ensures representation from that segment of the community.

Councilor Reyes stated she would like a Spanish-speaking member included to better engage with that portion of the community. Economic Development Manager Sid Sidaro stated he would be presenting to the Latino Network and could seek a representative from the group. Council consensus was reached to add the Latino Networking group as a committee category.

City Manager Lombos stated that the CAC is not the only opportunity for community involvement and that there will be many opportunities to participate over the coming years.

Mayor Bubenik added that all Council members are Development Commissioners and will ultimately have decision-making authority on the process.

Council President Pratt asked how frequently the Council would receive updates. Manager Sidaro stated the Council representatives will report back as needed. City Manager Lombos stated milestone updates will also be provided.

Councilor Reyes stated she would like to be as involved as possible in the process.

Councilor Brooks expressed interest in being part of the creative process. She also emphasized the importance of considering environmental factors and parks planning.

Councilor Gonzalez stated he was concerned the Hispanic community was not originally included in the advisory committee and noted that they represent a significant portion of the population. He stated this should have been a first consideration.

Council President Pratt acknowledged it was an oversight and apologized for the impact.

Councilor Hillier concurred and acknowledged her role in the oversight.

Councilor Reyes stated it was unacceptable that representation for the Hispanic community was not included from the outset.

City Manager Lombos stated that staff will provide an update on committee selections once they are finalized.

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

City Manager Lombos presented her manager's report. She stated CIO meetings are underway and she continues to participate in WCCLS governance and funding discussions. She noted that a budget update will come to the Council in May. She provided updates on discussions related to police department facility needs and funding sources, stated that HR is bringing Paid Leave Oregon in-house to improve employee service, and reported that the city's AI policy is being developed alongside public education classes at the Juanita Pohl Center. She announced that Public Service Appreciation Week is next week and highlighted the new art installation at Veterans Plaza.

Councilor Gonzalez asked if there is an update on the EV charging station grant. City Manager Lombos stated there is no update at this time. Mayor Bubenik stated the city will continue to advocate for the funding.

Councilor Brooks reported attending the Policy Advisory Board meeting and noted the Veterans Plaza art installation is underway.

Councilor Sacco reported attending the IDEA Committee meeting, provided an update on the upcoming Pride Stride event, and noted her attendance at the State of the City event.

Councilor Hillier reported attending the Ibach CIO Annual Meeting, the State of the City, the Volunteer Celebration, and a town hall hosted by congressional representatives on Medicare and Social Security.

Council President Pratt reported attending the C4 Metro meeting and the Core Area Parking Advisory Committee meeting.

Mayor Bubenik reported attending the WEA Board Meeting, Sherwood's State of the City, a QPO tour with the Chamber, the League of Oregon Cities Legislative Update, a town hall with Representative Walters and Senator Wagner, the State of the City event, the Chamber Board Meeting, the MMC meeting, and the Volunteer Appreciation event.

#### **Adjournment**

Mayor Bubenik adjourned the meeting at 6:45 p.m.

Sherilyn Lombos, City Manager

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

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