



TUALATIN CITY COUNCIL

OFFICIAL MEETING MINUTES
FOR SEPTEMBER 08, 2025

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

ABSENT: Councilor Christen Sacco

Call to Order

Mayor Bubenik called the meeting to order at 7:01 p.m.

Pledge of Allegiance

Announcements

1. Proclamation Declaring the Month of September 2025 as National Preparedness Month in the City of Tualatin

Council President Pratt read the proclamation declaring the month of September 2025 as National Preparedness Month in the City of Tualatin.

Management Analyst Lindsay Marshall encourage all residents to practice preparedness. Tualatin CERT Team members accepted the proclamation.

2. Proclamation Declaring September 11 as 9/11 Remembrance Day

Councilor Hillier read the proclamation declaring September 11th as 9/11 Remembrance Day.

3. Proclamation Declaring September 15-October 15, 2025 as Hispanic Heritage Month

Councilor Reyes and Councilor Gonzalez read the proclamation declaring September 15-October 15, 2025 as Hispanic Heritage Month.

Public Comment

Danny O'Neal expressed concerns with the Norwood Development, specifically the communications between the city and the developer regarding the size of the planter strip. He emphasized the importance of protecting the existing trees in the area and requested that the city make efforts to preserve them.

Ken Allen spoke regarding tree preservation along Norwood Road. He stated that City staff have sent emails suggesting positions that conflict with City Engineer Mike McCarthy's previous statement that tree preservation was a priority. Mr. Allen requested that the Council give staff the authority to move forward with preserving the trees.

Consent Agenda

Motion to adopt the consent agenda made by Council President Pratt, Seconded by Councilor Brooks.

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

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of August 25, 2025
2. Consideration of **Resolution Nos. 5908-25, 5909-25, 5910-25** Accepting Grant Funds for Traffic Safety Enforcement through the Oregon Department of Transportation

Special Reports

1. Tualatin Community Emergency Response Team (CERT) 2024-2025 Annual Report

Management Analyst Lindsey Marshall and CERT President Cathy Holland, along with Board Members Andy Wilson, John Carmody, Heather Schlacter, and Allen Parachini, presented the annual CERT report. President Holland reported that CERT hosted the annual Emergency Preparedness Fair and provided in-person basic training. She stated the program currently has 195 trained members, with 125 active, 83 ham radio license holders, and 64 GMRS radio license holders. President Holland stated CERT mobilizes at community events such as the Blender Dash, Viva Tualatin, and the Pumpkin Regatta to assist with parking lot management. Member Schlacter announced that the 3rd Annual Emergency Preparedness Fair will take place on September 13th at the Tualatin Library. Members Carmody and Wilson provided updates on the amateur radio program.

President Holland shared that while FEMA's future support is uncertain, Oregon has established a large CERT network, and Tualatin continues preparing citywide through partnerships with neighborhoods and businesses. She emphasized that Tualatin CERT is a 501(c)(3) volunteer-run organization supported by the City, offering programs such as Tualatin Neighborhood Ready and CERT training. Upcoming projects include completing the mobile communications unit, holding fall and spring CERT training, expanding the neighborhood radio network, planning the next preparedness fair, and adjusting programs as FEMA guidance changes. Member Parachini added that CERT will participate in a countywide training on October 25th and offer CPR classes to members.

Council President Pratt asked how someone can obtain a radio. President Holland stated that information on different makes and models are available on the CERT website. Member Wilson added that training on the devices is available through CERT.

Councilor Brooks asked about the status of the City's emergency plan. President Holland stated that CERT submitted their portion to the city for review. Director Hudson stated staff would check its current status.

Councilor Hillier stated she would like to see Tualatin CERT collaborate with Tualatin Together to support their Safety Town events.

Mayor Bubenik asked if refresher training courses are available for GMRS radios. Member Wilson stated CERT would be happy to host such training.

General Business

1. Consideration of **Resolution No. 5911-25** Supporting the Replacement of the Washington County Cooperative Library Services (WCCLS) Local Option Levy, Ballot Measure 34-345

Motion to adopt Resolution No. 5911-25 supporting the replacement of the Washington County Cooperative Library Services (WCCLS) Local Option Levy, Ballot Measure 34-345 made by Council President Pratt, Seconded by Councilor Brooks.

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

MOTION PASSED

Council Communications

Councilor Brooks stated that the Manager position for the Regional Water Consortium is open and offered to share information with anyone interested.

Councilor Hillier raised concerns with the City's liquor license application process. She suggested considering an increase in the application fee and adding questions related to compliance and training requirements.

Mayor Bubenik asked if the City has the authority to change the application. City Attorney Kevin McConnell stated he would need to do some research.

Mayor Bubenik asked who is responsible for compliance. Police Officer Jeremy Rankin stated that enforcement is handled by OLCC.

Council President Pratt asked if the Council has authority to approve or deny liquor license applications. Attorney McConnell stated the city may provide a recommendation, but OLCC is the agency that makes final determinations.

Councilor Brooks requested additional information about liquor licensing before the Council considers any changes. Councilor Reyes agreed that more information would be useful.

Mayor Bubenik asked if staff could provide an informational training on liquor licensing. Attorney McConnell stated he could prepare materials for Council review.

Adjournment

Mayor Bubenik adjourned the meeting at 8:18 p.m.

Sherilyn Lombos, City Manager

_____/ Nicole Morris, Recording Secretary

_____/ Frank Bubenik, Mayor