



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR AUGUST 14, 2023

Present: Council President Valerie Pratt, Councilor Bridget Brooks, Councilor Maria Reyes, Councilor Christen Sacco, Councilor Octavio Gonzalez

Absent: Mayor Frank Bubenik, Councilor Cyndy Hillier

---

### Call to Order

Council President Pratt called the meeting to order at 7:07 p.m.

### Pledge of Allegiance

### Announcements

Councilor Brooks commended the Tualatin Police Department for their exemplary response during a recent shooting incident. She specifically highlighted their dedication and bravery in extracting an injured Sheriff Deputy from the scene, recognizing their commitment to the department and the community.

#### 1. New Employee Introductions- Police Officers Taylor Grimmatt and CJ Hilgaertner

Police Chief Greg Pickering introduced Police Officers Taylor Grimmatt and CJ Hilgaertner. The Council welcomed them.

#### 2. New Employee Introduction- City Attorney Kevin McConnell

City Manager Sherilyn Lombos introduced City Attorney Kevin McConnell. The Council welcomed him.

### Public Comment

None.

### Consent Agenda

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

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of July 10, 2023
2. Consideration of Approval of a New Liquor License Application for Luxor Nails and Spa
3. Consideration of Approval of a New Liquor License Application for Tanaka
4. Consideration of Approval of a New Liquor License Application for Akira Sushi

5. Consideration of Approval of a New Liquor License Application for Izumi Japanese Steakhouse
6. Consideration of **Resolution No. 5715-23** Authorizing the City Manager to Execute an Intergovernmental Agreement (IGA) with Washington County (the County), Outlining the County's and City's Obligations as they Pertain to the County's Planned Ride Connection Shuttle Stop Improvements
7. Consideration of **Resolution No. 5717-23** Approving an Amendment to an Intergovernmental Agreement with Washington County Concerning Community Development Block Grants
8. Consideration of **Resolution No. 5718-23** Authorizing the City Manager to Sign an Agreement with Tigard-Tualatin School District, Washington County, and the City of Tigard related to Youth Library Services
9. Consideration of **Resolution No. 5719-23** Adopting the City of Tualatin Contingency and Reserve Policy

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

1. Consideration of **Ordinance No. 1478-23** Approving the Building Fee Schedule

Building Official Suzanne Tyler presented the proposed increase in the building division fee schedule. She discussed the fees that would be impacted, provided details about the actual costs of the fees, and offered fee comparisons with other cities. Official Tyler explained that the fee adjustments aim to align the department's fees with the actual costs involved, while also keeping the fees low in comparison to neighboring cities. She stated this adjustment will help to create necessary reserves and maintain the quality of services provided by the department. Official Tyler stated they have provided notice to the state and allowed for public comment on the city's website.

Official Tyler provided updates on questions raised during a previous meeting on July 10th, including issues related to staffing and permitting backlog. She explained the department is currently conducting a comprehensive review of its staffing and review processes. Once this review is complete and efficiencies are identified, the results will be shared with the Council. Official Tyler addressed permit backlog concerns, clarifying that delays often stem from missing information during the submittal process and that revisions at various stages can contribute to the timeline.

### **PUBLIC COMMENT**

None.

### **COUNCIL QUESTIONS**

Councilor Gonzalez inquired about the increased permit fees and who determines the list of projects that require a permit. Building Official Suzanne Tyler stated the list of fees is established upon a city's adoption of a building code, which is outlined in the state building code.

Councilor Reyes raised a question about whether the city pays the state a fee using the fees collected from permits. Official Tyler explained the state mandates a 12% state surcharge, which is collected by the city and then remitted to the state to cover administrative support.

Councilor Gonzalez sought information about permits for structural remodels in residential homes and their impact on the Real Market Value of the homes. He also asked if the city reports this information to the state to adjust the values. Official Tyler stated certain aspects of a home are reported, and the tax assessors' office uses this information to assess property taxes based on the adjusted values.

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

MOTION PASSED

Motion for second reading by title only made by Councilor Brooks, Seconded by Councilor Sacco.

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

MOTION PASSED

Motion to adopt Ordinance No. 1478-23 approving the building fee schedule made by Councilor Brooks, Seconded by Councilor Sacco.

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

MOTION PASSED

## **General Business**

1. Consideration of **Ordinance No. 1479-23** Change to Parking Permit Zone Request from the Residents on SW Blackfoot Drive and Osage Street

Police Chief Greg Pickering presented a permit parking zone on SW Blackfoot Drive and Osage Street during school hours. He stated the addition of this parking zone was requested by the residents in the area. Chief Pickering stated this amendment also extends the school hours to 4pm to cover when the high school releases.

PUBLIC COMMENT

None.

COUNCIL QUESTIONS

Councilor Sacco raised concerns about whether implementing the permit parking zone would truly solve the parking issues in the area or if it would just displace the problem to other neighborhoods. She also expressed concerns about the equity implications of the permit costs..

Councilor Brooks pointed out that the core parking issues around schools are under the jurisdiction of the school board and not within the Council's control. She noted that permit parking zones are the only mechanism the Council has to manage parking in such situations.

Councilor Reyes expressed concerns about potential inconsistency in approving permit parking zones when they have already approved similar zones in other areas.

Chief Pickering explained the school district has taken steps to address the parking problem, including expanding the parking lot and partnering with local churches for overflow parking.

Councilor Gonzalez inquired about the impact on police resources. Chief Pickering clarified that this permit parking program is complaint-driven and won't strain police resources. He mentioned the School Resource Officers work with students on parking and may issue warnings to students found parking in restricted areas.

Councilor Gonzalez asked how many permits each homeowner is allowed to obtain. Chief Pickering responded that homeowners can apply for as many permits as they need.

Councilor Sacco emphasized the need for a collaborative solution and expressed concerns about continually resorting to permit parking zones without addressing the root issues. She suggested partnering with the school district to find a solution.

Councilor Reyes asked about the partnerships with the church and if they charge parking fees. Chief Pickering stated he is unsure if there is a fee structure for parking there.

Councilor Brooks mentioned the school district offers free bus transportation to students to help address parking challenges.

Councilor Sacco stated she wants to make sure hardships are not created for those students who need to drive to school for alternate reasons.

Councilor Gonzalez expressed support for the permit parking zone.

Council President Pratt asked if the overflow parking arrangements at partner churches have sufficient capacity to accommodate all students. City Manager Lombos stated that recent improvements in the school parking lots have provided enough space for student parking, and the partnership with churches offers additional overflow parking options for those who choose not to purchase a permit.

Motion for first reading by title only made by Councilor Brooks, Seconded by Councilor Gonzalez.

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

**MOTION PASSED**

Motion for second reading by title only made by Councilor Brooks, Seconded by Councilor Gonzalez.

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

**MOTION PASSED**

Motion to adopt Ordinance No. 1479-23 change to parking permit zone request from the residents on SW Blackfoot Drive and Osage Street made by Councilor Brooks, Seconded by Councilor Gonzalez.

Voting Yea: Council President Pratt, Councilor Brooks, Councilor Reyes, Councilor Gonzalez  
Voting Nay: Councilor Sacco

MOTION FAILED FOR LACK OF A UNANIMOUS VOTE

**Council Communications**

Councilor Brooks extended her heartfelt wishes to those affected by the tragic wildfire incident in Maui.

Council President Pratt proposed the addition of the city's logo to a letter outlining 'joint values on tolling and pricing congestion' that is being developed by the Clackamas County Coordinating Committee. The Council reached a consensus to support this initiative.

Councilor Sacco brought up a request from a member of the Library Advisory Committee to honor Banned Book Week. Councilor Gonzalez sought more details about the banned books before deciding on whether to support the request.

**Adjournment**

Council President Pratt adjourned the meeting at 8:12 p.m.

Sherilyn Lombos, City Manager

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

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