



TUALATIN CITY COUNCIL

OFFICIAL WORK SESSION MEETING MINUTES FOR MARCH 23, 2026

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

Mayor Bubenik called the meeting to order at 6:00 p.m.

1. City Manager's Employment Agreement.

Human Resources Director Stacy Ruthrauff and City Attorney Kevin McConnell presented information regarding the City Manager's employment agreement. Director Ruthrauff explained the employment agreement process, stating Council Rules require a performance review and reexamination of the City Manager's employment agreement each biennium. She stated a salary evaluation is conducted following the review and noted the most recent evaluation found the City Manager's compensation was approximately 9% below comparable jurisdictions. She stated the current salary does not reflect a competitive wage relative to surrounding cities or the tenure of the City Manager. Director Ruthrauff recommended adjusting the compensation to \$224,211.

Councilor Brooks asked whether the City of Sherwood was included as a comparable jurisdiction in the analysis. Director Ruthrauff stated Sherwood is not typically included as a comparable city.

Council consensus was reached to approve the recommended compensation adjustment.

Director Ruthrauff stated a resolution will be brought forward on the consent agenda to approve the amendments to the employment agreement.

2. Requests for Proclamation.

Council consensus was reached to add both proclamation requests to future meetings.

3. Council Meeting Agenda Review, Communications & Roundtable.

City Manager Sherilyn Lombos presented the Manager's Report. She stated staff are focusing on economic development efforts and have entered a small contract with EcoNorthwest to update the City's cluster analysis, which will inform updates to the City's economic profile. She reported attending the Clean Water Services Advisory Commission meeting, where a cost-of-service study was discussed, and noted Clean Water Services will present it to the Council on April 13th. She stated staff are continuing coordination with Clean Water Services on the Purple Pipe project and an update will be provided in the spring or summer. She reported a kickoff meeting was held with design engineers for the seismic valve project. She stated the Nyberg Trail project is nearing completion and noted the Tualatin Public Library is offering spring break programming.

Councilor Brooks stated she attended the National League of Cities Conference.

Councilor Sacco asked whether the Council would consider a proclamation for Autism Awareness Month on behalf of the Inclusion, Diversity, Equity, and Access (IDEA) Committee. Council consensus was reached to add the proclamation to an upcoming agenda.

Councilor Hillier stated she attended the IDEA Committee meeting and the Washington County Consolidated Communications Agency meeting.

Councilor Reyes stated she attended the Core Area Parking District Board meeting.

Council President Pratt stated she attended the Community Advisory Committee presentations related to the Downtown Revitalization Project and the Metro C4 meeting.

Mayor Bubenik stated he attended the Community Advisory Committee presentations for the Downtown Revitalization Project, the Washington County Coordinating Committee meeting, an ODOT presentation regarding Statewide Transportation Improvement Program (STIP) funding, the Joint Policy Advisory Committee on Transportation (JPACT) meeting, and the Greater Portland Inc (GPI) meeting.

Adjournment

Mayor Bubenik adjourned the meeting at 6:35 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor