



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR OCTOBER 23, 2023

Present: Mayor Frank Bubenik, Council President Valerie Pratt, Councilor Bridget Brooks, Councilor Christen Sacco, Councilor Octavio Gonzalez, Councilor Maria Reyes (virtual)

Absent: Councilor Cyndy Hillier

Call to Order

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

Pledge of Allegiance

Local Veterans led the Pledge of Allegiance.

They announced the upcoming Veterans Recognition Breakfast on November 9th, 9am, at the Juanita Pohl Center. They noted pre-registration is required.

Announcements

1. League of Oregon Cities Good Governance Award

City Manager Sherilyn Lombos and City Engineer Mike McCarthy announced the City won the League of Oregon Cities Good Governance Award.

Public Comment

None.

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 Sacco, Councilor Gonzalez

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of October 9, 2023
2. Consideration of **Resolution No. 5731-23** Contract for Construction of the Tualatin River Greenway Trail Extension
3. Consideration of **Resolution No. 5732-23** Awarding Fiscal Year 2023-24 Outside Agency Grant Funds to Provide Services to the Tualatin Community

Special Reports

1. Quarterly Financial Report- 1st Quarter of FY 2023/2024

Finance Director Don Hudson presented the quarterly financial report for the first quarter of FY 23-24. He highlighted budget-to-actual comparisons for various funds, including building, road utility, road operating, core area parking, water operating, sewer operating, stormwater operating, and sewer operating funds. Director Hudson also shared the city's investment report, noting that the city is in compliance with the investment policy. He mentioned all investments were in AAA-rated funds or higher, and the total book yield was 3.817%.

Director Hudson provided an update on the American Rescue Plan Act (ARPA) funds, noting funds had been allocated for Stoneridge Park renovation, the CPAH waterline, and utility bill assistance. He mentioned there are approximately \$1.5 million in uncommitted funds. Director Hudson stated staff will bring recommendations back to the Council in the next few months on the remaining funds.

Director Hudson discussed the Utility Billing Assistance program, stating he is finalizing the agreement with Community Action for processing applications and qualifying account holders. Once finalized, staff will begin communications with past-due accounts.

Councilor Brooks inquired about the investment portfolio distribution and whether urban renewal funds would be included. Director Hudson confirmed that funds from urban renewal would be invested in the portfolio.

Council President Pratt asked about revenues in the building fund and whether the total year was still expected to increase. Director Hudson stated the increase is still expected, primarily due to the Autumn Sunrise development.

Council President Pratt asked about the utility assistance program and whether it would be a straightforward process for applicants. Director Hudson explained it would be managed by Community Action and will use their processes.

Council Communications

Councilor Brooks reminded everyone that this Wednesday is the Midwest CIO meeting.

Councilor Reyes encouraged those occupying the Core Area Parking Area District to get involved and apply to be on the committee.

Councilor Brooks encouraged residents to participate in the Climate Action Plan Open House online and to complete the Community Survey.

Adjournment

Mayor Bubenik adjourned the meeting at 7:42 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor