Agenda Item No. 3.A.1
Meeting of 10.11.2011

City *of* Tigard
Tigard Business Meeting - Minutes

TIGARD CITY COUNCIL
MEETING DATE/TIME: July 26, 2011 – 6:30 p.m. – Workshop Meeting
MEETING LOCATION: City of Tigard – Town Hall, 13125 SW Hall Blvd., Tigard, OR 97223

- EXECUTIVE SESSION: The Tigard City Council went into Executive Session at 6:30 p.m. to discuss real property negotiations under ORS 192.660(2) (e).

  Executive Session concluded: 7:11 p.m.

- STUDY SESSION

  City Council Attendance:

Name	Present	Absent
Mayor Dirksen	✓	
Council President Buehner	✓	
Councilor Henderson	✓	
Councilor Wilson	✓	
Councilor Woodard	✓	

  Staff Present: City Manager Prosser, Assistant City Manager Newton, Community Development Director Bunch, Library Director Barnes, Public Works Director Koellermeier, Parks Facilities Manager Martin, Assistant Community Development Director Hartnett, City Attorney Hall, City Recorder Wheatley.

A. Council Direction Regarding Inclusion of the Rural Element (Area 6C) into the Urban Growth Boundary (UGB)

Community Development Director Bunch presented the staff background on this item. He said the issue is whether the council wants to formally endorse inclusion of the rural element into the Urban Growth Boundary during this round of its expansion. Metro Council will be making a decision between October and December. LCDC will then rule on the Urban Growth Boundary (UGB) expansion. The rural element is one of four areas proposed to be included in the UGB. The other areas are north Hillsboro, the area 6B in Beaverton and the Cornelius expansion.

Council's direction is needed because staff will be going to the Metro Technical Advisory Committee (MTAC) next week regarding what the city is planning with the rural element and its plans for Areas 63 and 64. After the MTAC meeting, the Metro Policy Advisory Committee (MPAC) will deliberate and forward recommendations to the Metro Council.

Mayor Dirksen noted Tigard will be moving ahead with the Area 63 and 64 Community Plan. These areas need to be included since they are in the Washington County Concept Plan.

In response to a question from Councilor Henderson, Community Development Director Bunch said the rural element was originally designated as future urban reserve by Metro during Washington County's urban reserve process almost two years ago. This property was included in the reserve because of its strategic location connecting both Areas 63 and 64. It would also facilitate making services available logically and efficiently.

In response to Councilor Henderson's comment that we might be a little ahead of the time schedule, Community Development Director Bunch advised that Washington County thought Area 6C should be a concept plan because there are some major problems with providing infrastructure to Area 63, particularly sewer and transportation. The County wanted to link it with this rural element. This would be an opportune time to put it in. Mayor Dirksen said that in 2002, when Areas 63 and 64 were brought into the UGB, Area 6C was also considered but withdrawn at the last minute for reasons unknown to a number of the participants in the process.

Councilor Woodard asked if Metro is looking to designate Area 6C as an urban reserve. City Manager Prosser acknowledged that the numbering system has gotten muddled over time – 6B is an area west of Beaverton, north of Scholls Ferry. We've been talking about the area south of Scholls Ferry, due west of Area 64 as 6C. Areas 6B and 6C were urban reserve designations and because they are now talking about UGB expansion areas, they are referring to it as 6C.

Community Development Director Bunch said he contacted Metro staff to clarify what is being sought. Metro acknowledged the map was a bit off because of the scale and apologized for the 6C designation on two properties. They are focusing on what is now being referred to as the rural element in the West Bull Mountain Concept Plan. Eventually Areas 63, 64, and the rural element will be renamed. City Manager Prosser suggested the name be River Terrace.

Community Development Director Bunch received confirmation from the council that it formally endorses inclusion of the rural element into the UGB.

B. Administrative Items:

City Manager Prosser reviewed the calendar:
Council Calendar:

August 9, 2011 -	Business Meeting, 6:30 p.m.
August 16, 2011 -	Special Meeting - Executive Session Only: Discuss Finalists for City Manager Recruitment, 6:30 p.m.
August 23, 2011 -	Business Meeting, 6:30 p.m.

City Recorder Wheatley drew council's attention to the written testimony – a July 26, 2011, letter from Sue Beilke – relating to Agenda Item No. 4.

Councilor Henderson congratulated City Attorney Hall on his appointment to the Portland Charter Review Commission.

Study Session concluded: 7:24 p.m.

1. BUSINESS MEETING - July 26, 2011

A. Call to Order Mayor Dirksen called the meeting to order at 7:33 p.m.

B. Roll Call

Name	Present	Absent
Mayor Dirksen	✓	
Council President Buehner	✓	
Councilor Henderson	✓	
Councilor Wilson	✓	
Councilor Woodard	✓	

C. Pledge of Allegiance

D. Council Communications & Liaison Reports : None.

E. Call to Council and Staff for Non-Agenda Items: None.

2. CITIZEN COMMUNICATION

A. Follow-up to Previous Citizen Communication : None.

B. Citizen Communication – None.

Mayor Dirksen reviewed the Consent Agenda:

3. CONSENT AGENDA: (Tigard City Council)

A. Approve Tigard City Council Meeting Minutes:

1. May 15, 2011
2. May 24, 2011
3. June 14, 2011

B. Receive and File the Tigard Public Library Feasibility Study Commissioned by the Tigard Public Library Foundation

C. Approve the Park and Recreation Board Advisory Board Bylaws - Resolution No. 11-28

RESOLUTION NO. 11-28 - A RESOLUTION APPROVING THE PARK AND RECREATION ADVISORY BOARD BYLAWS

D. Adopt Principles of Cooperation and Collaboration Between the City of Tigard and Oregon Department of Transportation - Resolution No. 11-29

RESOLUTION NO. 11-29 - A RESOLUTION ADOPTING PRINCIPLES OF COOPERATION AND COLLABORATION BETWEEN THE CITY OF TIGARD AND THE OREGON DEPARTMENT OF TRANSPORTATION

E. Approve Interim City Manager Employment Agreement

Motion by Councilor Wilson, seconded by Council President Buehner, to approve the Consent Agenda.

The motion was approved by a unanimous vote of City Council present.

Mayor Dirksen	Yes
Council President Buehner	Yes
Councilor Henderson	Yes
Councilor Wilson	Yes
Councilor Woodard	Yes

4. LEGISLATIVE PUBLIC HEARING REGARDING ACCEPTANCE OF THE GREENWAY TRAIL SYSTEM MASTER PLAN, ADOPT MINOR POLICY AND REGULATORY CHANGES, AND ADOPT A PROJECT PRIORITIES LIST

COMPREHENSIVE PLAN AMENDMENT (CPA) 2011-00003 - - GREENWAY TRAILS STANDARDS

REQUEST: The City of Tigard is proposing Comprehensive Plan Amendments to amend the Comprehensive Plan (Policy 8.1.20 Action xix; 8.2.2 Action i, iii, and vi; and adding Actions viii and ix; Transportation System Plan, Policies 1.9; , 3.8; and Tigard Development Code 18.810.110.C. The proposed amendments and additions support the development of greenway trail projects in Tigard. LOCATION: Citywide. ZONE: Citywide. APPLICABLE REVIEW CRITERIA: City of Tigard Community Development Code Chapters 18.380 and 18.390; Transportation System Plan Goals 1 and 3; Comprehensive Plan Policies 1, 2, 5, 8, 11, 12 and 13; and Statewide Planning Goals 1, 2, 5, 8, 11, 12 and 13.

- Mayor Dirksen opened the public hearing.
- City Attorney Hall reviewed the hearing procedures.
- There were no declarations of potential conflict of interest or challenges over the City Council's jurisdiction to consider this matter.
- Former Project Planner Roberts presented the staff report. Accompanying him was Parks Facilities Manager Martin who co-managed the development of the Greenway Trail System Master Plan. The item before the City Council tonight relates to the completed plan and represents three council action items:
    - Approval of the related Comprehensive Plan, Transportation System Plan, and Community Development Code amendments, and
    - Acceptance of the Greenway Trail System Maser Plan (GTSMP), and
    - Adoption of the GTSMP project list.

  Most of the amendments are minor and are not regulatory; they are intended to support the trail development by bolstering the policy basis for greenway trails.

  There is one regulatory amendment. The proposed Community Development Code change relates to neighborhood trails. Part of the work scope for the consultants who assisted in developing the Master Plan was to develop a trail classification system for all trails within the city. In the case of neighborhood trails, which are shortcuts/cut-through routes within neighborhoods providing more direct travel, the consultants are recommending that the minimum width be changed from five feet to three feet. This would expand the number of locations for neighborhood trails.

The Master Plan is recommended to be accepted. It is city practice to *accept* implementation-type plans to provide greater flexibility in its administration. The Master Plan is not intended to be regulatory. Project Planner Roberts further explained the intent of the Master Plan is to provide direction and background detail for completing the greenway trail system.

The project priorities list is recommended for adoption to allow the projects to be included in a Parks System Development Study, managed by Parks Facilities Manager Martin over the next few months.

Main issues that have come up on the Master Plan are:

- Whether greenway trails should be located in the greenway, not on-street. There are four segments in the recommended project list that would be expensive to build because they would go through wetland areas so they are being shown as on-street paths. These four segments would be interim; the ultimate alignment would be within the greenways.
- Receipt of a citizen comment stating that no new trails should be located inside the greenways. (Susan Beilke, July 26, 2011, letter to the Mayor and Council).
- Recommendation that the Washington Square trail be located on-street. A large landowner, after the Advisory Committee and Technical Committee had acted on the project list, said he would donate land for trail right of way and that a tunnel could be used for part of the trail alignment. No recommendation was made on the offer since it was made after the citizen and technical advisory committee had already approved the plan and project list.
- Issue raised by the Park and Recreation Advisory Board (PRAB) and supported by the Planning Commission was that the Greenway Trail System does not serve all areas of the city equally. PRAB suggested a follow-up study be conducted that would identify any overlooked opportunities for trails within the city. Project Planner Roberts said he did not believe there were a lot of opportunities, but said it would be good to do the follow-up study so we could address the potential for bike boulevards. If there is no opportunity for a trail, there might be the possibility of redesigning a street to accommodate bicycle use. The PRAB, Planning Commission, and staff are also recommending the study include another look at the alignment of the Washington Square loop trail.

The PRAB and Planning Commission conducted informal hearings in May and June regarding the recommendations. These were submitted to the City Council. The primary policy addressed was whether there was adequate public involvement. Project Planner Roberts reported on the extensive public involvement in the development of the Plan, including the citizen advisory committee, open houses, newspaper stories, and an interactive web page.

With regard to natural resources protection, the plan is well-balanced. It does not recommend that trails be installed in every case and for every greenway.

Project Planner Roberts said the Plan recommends that in the cases where there are wetlands, that the city install boardwalks instead of filling the wetland.

An environmental consultant participated on the advisory team. The consultant provided an evaluation of the alignments that were under consideration for completing the greenway trails.

Project Planner Roberts advised that the findings of the staff report are:

- The proposed additions and deletions to the Comprehensive Plan, Community Development Code and Transportation System Plan are consistent with state, regional and local goals and policies.
- Evidence is in the record to support acceptance of the Plan and to adopt the project list.
- Planning Commission and staff recommend approval of the land use amendments (ordinance).
- The Park and Recreation Advisory Board and Planning Commission recommend acceptance (resolution) of the Greenway Trail System Master Plan, with the qualification that the city undertake a follow-study of any overlooked opportunities and review of the Washington Square loop alignment.
- The Park and Recreation Advisory Board and Planning Commission also recommend adoption (resolution) of the project list to be included in the forthcoming Park Systems Development Charges study.

- Councilor Wilson asked City Attorney Ramis if site visits should be declared. He advised, for the record, that he visited the sites of all of the top projects. City Attorney Hall thanked Councilor Wilson for the declaration and noted that this is a legislative action item and, therefore, ex parte contacts/bias are not issues for this type of City Council consideration. Mayor Dirksen said he is also aware of many or most of the sites.

- Public Testimony.

    - Dr. Gene Davis, 10875 SW 89th Avenue, Tigard, Oregon 97223, said he is very much in favor of the trail systems. He said he thinks we live in one of the most beautiful places on earth; however, he questions the thinking to not allow trails in the greenway. Often we find places where the trails are not practical, except in the greenway. A trail would not damage the greenway significantly and was glad the trail width was reduced to three feet. He would not like to have the

regulations be too restrictive; trails should be allowable in the greenway and in the 50-foot setback required for developments adjacent to wetlands. This would make for a better system.

Mayor Dirksen said that he thought, as the plan is proposed, there are instances where trails are shown in the greenway, within the setback. He appreciated Dr. Davis' comment for the need to be sensitive to the environment but also to recognize that sometimes the best place to locate a trail would be in the greenway. Project Planner Roberts clarified that the setback is Clean Water Services standard and they allow flexibility in the administration of that standard. The basic requirement is to allow trails within the 50-foot buffer area for streams and wetlands; however, the buffer must be expanded by ten feet if the trail width is ten feet. An exception process must be followed to justify placing the trail within the buffer area.

Mayor Dirksen said the plan recognizes a few constrained areas and calls for the trails to be on-street; in general, off-street is the city's desire.

- Staff Recommendation – Project Planner Roberts said that staff's recommendation is for the council to adopt by ordinance the amendments included in the staff report; approve by resolution acceptance of the Master Plan; and adopt by resolution the project priorities list to go forward to the SDC study.

- Council Consideration:

Motion by Council President Buehner, seconded by Councilor Wilson, to adopt Ordinance No. 11-04.

ORDINANCE NO. 11-04 -AN ORDINANCE AMENDING THE TIGARD COMPREHENSIVE PLAN GOAL 8 – PARKS, RECREATION, TRAILS AND OPEN SPACE; TRANSPORTATION SYSTEM PLAN, GOAL 1 (CPA2011-00003); AND COMMUNITY DEVELOPMENT CODE, CHAPTER 18.810 – STREET AND UTILITY IMPROVEMENT STANDARDS (DCA2011-00001) TO FACILITATE THE IMPLEMENTATION OF THE TIGARD GREENWAY TRAIL SYSTEM MASTER PLAN

The motion was approved by a unanimous roll call vote of City Council present.

Mayor Dirksen	Yes
Council President Buehner	Yes
Councilor Henderson	Yes
Councilor Wilson	Yes
Councilor Woodard	Yes

Motion by Councilor Woodard, seconded by Council President Buehner, to adopt Resolution No. 11-30.

RESOLUTION NO. 11-30 -- A RESOLUTION ADOPTING THE PROJECT PRIORITIES LIST INCLUDED IN THE TIGARD GREENWAY TRAIL SYSTEM MASTER PLAN

The motion was approved by a unanimous vote of City Council present.

Mayor Dirksen	Yes
Council President Buehner	Yes
Councilor Henderson	Yes
Councilor Wilson	Yes
Councilor Woodard	Yes

Mayor Dirksen called for consideration of Resolution No. 11-31, to adopt the project priorities list included in the Greenway Tail System Master Plan.

Motion by Council President Buehner, seconded by Councilor Woodard, to approve Resolution No. 11-31.

Discussion followed.

Councilor Wilson said he looked at all the high priority trail projects. He has a concern about Trail C on 74th Avenue, between Bonita and Durham Roads. As he reviewed the criteria for the trails, it seemed odd because if the evaluation criteria were applied, he did not see how the project could be ranked so high. He commented that the trail would go through an industrial area and cut off from the neighborhoods and as a side trail, it is adjacent to sites such as a roofing company, sign company and industrial park where there is a lot of truck traffic. It appears dangerous. This trail is also one of the most expensive projects ($.5 to 1.5 million). He said he would rather see improvements to 79th Avenue as a bike boulevard rather than to spend this money on a trail that he does not think will get much use. He said he would oppose this project unless he can be convinced otherwise. He asked for discussion on this project.

Mayor Dirksen said he uses that street to travel from his house to Cook Park – he uses the Fanno Creek Trail, goes past the library and through the condominium neighborhood, which links to Milton Court and Bonita Road. From there it is a direct shot south to Durham Road. This road gets used a lot for bicyclists as a north/south commuter route in Tigard. Councilor Wilson said he thinks that many of the bicyclists use Hall Boulevard. He said he has traveled this area and uses 79th Avenue and is unsure why the industrial route would be better than 79th. He would rather spend the money improving 79th Avenue as a bike boulevard.

Project Planner Roberts said the criteria referred to by Councilor Wilson (cost, connectivity, safety and security) were used to rank projects within alternative alignments for gaps in the trail. The criteria was not used to prioritize projects. He acknowledged it was somewhat vague with regard to selection of the first, second and third priority projects. The rationale for the Trail C improvement was that it is a direct connection between Milton Court and the segment connecting Durham Road to Ki-a-kuts Bridge. The plan includes an alternative to the side path, but it is quite expensive – it would be separated from the road by a five-foot island and accommodate two-way bike and pedestrian traffic. The Plan's alternative proposes to stripe the road with shared-lane on-street markings.

Councilor Wilson said this project might have risen to the top because the reviewers were considering this was a better option than those routes that went through the greenway. Because of environmental impacts, it automatically rose to a high priority not because it was particularly safe or pleasant for a biker.

Mayor Dirksen said he thinks this piece of trail only becomes important if the portion from the library to Milton Court is done; however, it is a lower priority than the 74th Avenue trail. It seems that the two are linked. Mayor Dirksen said he could support the low-cost alternative because the traffic volumes are low (unimproved street). Project Planner Roberts agreed that for the time-being, striping would be adequate on this segment. The Brown property is included in an MTIP project (Crescent connection) and it might be constructed in just a few years.

Councilor Wilson asked Project Planner Roberts if residents commented on a bike boulevard on 72nd Avenue. Project Planner Roberts said he did not hear much and Council President Buehner said the residents are opposed to it. The ultimate alignment of the Fanno Creek trail would be closer to 74th Avenue than 79th – and there would be no reason why bike treatments could not be done on both. Mayor Dirksen commented that a portion of 79th has had minimal improvements in anticipation of future development being required to improve the street. He said there are sight-distance problems and narrow right-of-way width and adding a bike boulevard would probably require quite a bit of additional street improvement. In the past, the city had considered forming a Local Improvement District (LID) to improve the street and there was a large amount of opposition from the neighborhood. The concern was that the street would become a pass-through street. Even a bike boulevard might meet with local opposition. Councilor Wilson said it might be possible to improve bike access, but downplay it for vehicles – that might be acceptable to the neighbors. Project Planner Roberts said the TSP identifies both streets, 79th and 74th, as bike routes.

Mayor Dirksen recommended the documents indicate that there will be a continuing evaluation of the projects. He suggested the council could go forward with the recommendation as presented with the caveat that a study of this area be part of that follow-up. Councilor Wilson indicated that this would be acceptable. The Mayor confirmed for Project Planner Roberts that this follow-up would specifically include looking at 79th Avenue for treatments – and possibly even as an alternative to Item C.

Councilor Woodard commented on the 85th Avenue trail to Durham and Ki-a-kuts with the range of the project costing $131,000 to $3+ million. The trail is very short. He asked if the resolution is approved, will the city be committed to fund these projects or would this come up for later review. This strip on 85th was also identified in the TSP as a priority per Project Planner Roberts. The high cost relates to building a tunnel under the elevated railroad. Project Planner Roberts said the resolution, if adopted, would be for the specific purpose of the SDC study – it is not mandatory for the city to fund the projects. City Manager Prosser said the approved resolution would mean that this would be used to set the Parks SDC. This would have to proceed to the Capital Improvement Program process and would be publicly vetted and prioritized. The City Council and Budget Committee would review also.

Councilor Henderson noted there is a bridge over Summer Creek, which he had not seen previously. Project Planner Roberts said this bridge would provide access for the neighborhood to the main trail. This bridge is also in the TSP. The city already owns right of way in this area. Mayor Dirksen said this connection would be useful to the neighborhood, but might be a challenge because of the cost. Flooding occurs regularly in the area.

Mayor Dirksen noted concerns by some that portions of the trail would not be accessible during certain times of the year because of flooding. The city's plans on some portions, such as Grant Street, is to build elevated boardwalks so the trail is above the 100-year floodplain. This is appreciated by residents and acknowledged this would be an expensive option. He suggested study be done to determine if a lower-cost option could be found (instead of a boardwalk). He asked for dialogue about alternative surfaces for raised pathways. Project Planner Roberts said any site-specific improvement would need to follow a land-use approval process.

Resolution No. 11-31 adopting the project priorities list was approved by a unanimous vote of City Council members present.

Mayor Dirksen	Yes
Council President Buehner	Yes
Councilor Henderson	Yes
Councilor Wilson	Yes
Councilor Woodard	Yes

*(*Note: The public hearing was closed by Mayor Dirksen. See Agenda Item No. 5, after the City Recorder's staff report.)*

5. CONSIDER ORDINANCE TO AMEND TIGARD MUNICIPAL CODE SECTION 1.01.080 TO DESIGNATE THE ASSOCIATED PRESS (AP) STYLEBOOK GUIDELINES FOR THE TIGARD MUNICIPAL CODE - ORDINANCE NO. 11-05

ORDINANCE NO. 11-05 -- AN ORDINANCE AMENDING TIGARD MUNICIPAL CODE SECTION 1.01.080 DESIGNATING THE ASSOCIATED PRESS STYLEBOOK GUIDELINES TO BE APPLIED WHEN PREPARING CODIFIED EDITIONS OF ORDINANCES FOR PUBLICATION AND DISTRIBUTION IN THE TIGARD MUNICIPAL CODE (TITLES 1-17) AND THE COMMUNITY DEVELOPMENT CODE (TITLE 18) AFTER DECEMBER 31, 2010

City Recorder Wheatley presented this agenda item. The Code does not specify a writing guideline when creating code language. Recently staff implemented the Associated Press (AP) Style Guidelines for day-to-day work. City Recorder Wheatley explained she would like to have the guidelines designated and in place so that in time the code format would become consistent throughout. City Attorney Ramis reviewed the proposal and was agreeable to using the AP Style so long as its application would not change meaning or intent of an ordinance. The proposed ordinance would apply to code amendments made after 2010 for application of the AP Style Guidelines.

**Mayor Dirksen noted he had inadvertently missed a step in the above hearing procedure and did not close the public hearing. He announced the hearing was closed.*

Council President Buehner commented that this proposal was timely as the City Council will soon be considering major revisions of the Community Development Code.

Mayor Dirksen asked about the choice of styles. He said a few other government agencies use the AP Style but referred to the Oregon State Administrative Services Stylebook and the U.S. Government Printing Office. City Recorder Wheatley said the choice for AP Style was to be consistent with what staff is using for documents in other areas of the city and to avoid requiring staff to follow different guidelines when composing city documents.

Mayor Dirksen agreed a Style Guideline was good for consistency, but was curious why AP was chosen over other styles. Assistant City Manager Newton agreed with Councilor Wilson's comment about AP Style being easy to read noting that one of the City Council's goals is for effective communication with the citizens and AP Style is recognized as a clear communication style for the average reader.

In response to a question from Council President Buehner, City Recorder Wheatley explained that adopting an ordinance would give her an opportunity to change format to reflect the AP style as long as those style edits did not change the intent of the ordinance.

Council members commented on a number of style guidelines that they had used and had learned in the past. City Manager Prosser agreed there are numerous style guidelines and the Design and Communications staff and the City Recorder have focused on the AP Style.

Motion by Council President Buehner, seconded by Councilor Wilson, to approve Ordinance No. 11-05, amending the Tigard Municipal Code Section 1.01.080 designating the Associated Press Stylebook Guidelines to be applied when preparing codified editions of ordinances for publication and distribution in the Tigard Municipal Code, Titles 1-17, and the Community Development Code, Title 18, after December 31, 2010.

The motion was approved by a unanimous roll-call vote of City Council present.

Mayor Dirksen	Yes
Council President Buehner	Yes
Councilor Henderson	Yes
Councilor Wilson	Yes
Councilor Woodard	Yes

6. SECOND QUARTER COUNCIL GOAL UPDATE

The following Executive Staff were present to discuss progress on the City Council goals: Library Director Barnes, Community Development Director Bunch, Public Works Director Koellermeier, Finance and Information Services Department Director LaFrance, Assistant to the City Manager Mills, Assistant City Manager Newton, Police Chief Orr and Human Resources Director Zodrow.

City Manager Prosser introduced this agenda item. Staff prepared a Council Goal Work Plan. For the first quarter report, the Executive Staff presented the report and Executive Staff members are present tonight to comment on significant accomplishments for the goals.

Community Development Director Bunch:

- Tigard Triangle Town Center Designation – Implement the Comprehensive Plan by showing substantial progress on the new Tigard Triangle Master Plan.

  This is a phase-in goal with work beginning this year. It is expected that the Planning Commission will prepare a scope of work for council's consideration in 2012.

There are a lot of things going on with the Pacific Highway corridor (high capacity transit) relating to the Tigard Triangle. The groundwork has been set by identifying station area communities within the Triangle. Tigard has agreed with Metro to put together a process to designate the Tigard Triangle as a Town Center. Staff is also working on a set of alternative mobility standards with Oregon Department of Transportation (ODOT), Metro and others to utilize efficiencies associated with mobility through alternative transportation modes to provide higher roadway capacity. All of this work will provide an excellent background for work on the Tigard Triangle Master Plan.

- Update Tree Code. Staff has developed draft code language for every topic for the urban forestry code revisions project. Staff is working with a citizens advisory committee to create a list of guiding principles for each of the topics communicating essential elements. Staff is working with a consultant to develop the urban forestry manual. These items will come before the Planning Commission and City Council in 2012.

  Mayor Dirksen said he has been impressed with the work so far. The Tree Code is something that Tigard along with cities in Oregon and across the United States have struggled to find a balance. He has received comments from a variety of interests expressing optimism on the direction of the Tree Code.

- High Capacity Transit (HCT) Land Use Study. The study is progressing with a completion date set for December. Staff held project design workshops. The alternatives are being developed for station community areas. Coming before the City Council will be recommendations for adoption of legislative amendments – amendments to the Comprehensive Plan and the further development and creation of tools for council to implement land use designations/patterns that will support the development of high capacity transit. Community Development Director Bunch said the focus is not solely on HCT, but for what HCT can do for this community – it is about prosperity, livability, the ability to provide employment and housing options and choices, and the creation of a great place to live.

- Expand the Town Center Designation to include the Tigard Triangle and work with regional partners to modify the State Transportation Planning Rule. The expanded designation will provide added capacity within the Tigard Triangle for mobility standards. Tigard staff has been active at the state and regional level. Senior Transportation Planner Gray was appointed to the statewide Transportation Planning Rule-Making Advisory Committee and is also working directly with a local group. Staff continues to participate in the regionally coordinated Southwest Corridor Plan.

- Work with partners on urbanization policy issues. This is coming to fruition through a triple-majority annexation petition submitted for River Terrace. Beaverton has withdrawn territory from portions of the utility corridor that will be used to service this area. Staff is working with Tigard property owners and the Washington County

organization, and it is anticipated that this annexation effort will be complete by September 30, 2011.

- Downtown – holding a developer's forum to assess downtown redevelopment opportunities. Staff has worked with Consultant Michelle Reeves on downtown marketing and organizational proposals to create a marketing and organization plan. Council received a presentation from Ms. Reeves. Staff is also working with Leland Consulting for a year five progress review of the urban renewal district.

  Staff has been working closely with property owners in the downtown. Several economic appraisals have been completed on properties. Staff is working with the City Center Advisory Commission to identify more properties for public open space.

Public Works Director Koellermeier:

- Staff conducted an exercise and identified 15 potential solutions for the Greenburg/Tiedeman/North Dakota intersections. Staff is now evaluating these.

- Ash Avenue crossing connection. Staff has developed preliminary designs for an overpass, an underpass and an at-grade crossing. More information will be ready next quarter.

- Complete plans for parkland acquisition. Council has been kept updated on the Park and Recreation Advisory Board's work. The council will be considering some properties prioritized by the PRAB soon. The Summer Creek Master Plan scope is complete and work will begin this next quarter. Work will also begin on East Butte Park.

Assistant City Manager Newton and Human Resources Director Zodrow:

- Advance methods of communication – communication is a part of everyone's job. Assistant City Manager Newton advised staff has made progress – the council now has on file a communication plan for all of its goals. Staff has been looking at communication as projects are started and to take time to think about how they are going to interact with citizens and other stakeholders.

  Assistant City Manager Newton said the city's Logo and Design Standards will be one of the featured articles in the September or October Local Focus magazine. There is a lot of interest from other cities in the state on the work that Tigard has been doing in this area. The AP Style Guidelines were just adopted tonight for the Tigard Municipal Code/Community Development Code. The focus on a consistent style is to facilitate effective citizen communications.

  Assistant City Manager Newton reported on the Cityscape. From citizen surveys, this publication is the most popular communication tool among Tigard citizens. Staff is doing well meeting postal deadlines. Ms. Newton will be looking at ways to help staff meet internal deadlines.

Ms. Newton said another citizen survey will be conducted this fall. In September staff will be before the council to ask for ideas for development of the survey.

- Human Resources Director Zodrow referred to the council goal to support efforts to change the organizational culture. Culture can impact every part of the work place and is critical. The efforts over the last several years were focused on aligning the culture to our "Place to Call Home" community identification and bring out the best in our employees – hire the best employees – and, keep the best employees. To determine how well staff is engaged in the values, a survey was conducted. Based on the survey, 80 percent of the employees are more aware of the city values than they were a year ago. The City Values Team and the Executive Staff felt that this awareness increase says a lot about how the values are beginning to root themselves in the way employees view their work and the organization. The survey showed that 92 percent of employees reported they are living the values in all aspects of their jobs. The survey indicated that 39 percent of the employees said they see improvement on their own on-the-job behaviors as a result of the values program. Another 62 percent believed they saw their co-workers behaviors improve as a result of the values program and 59 percent thought the managers were living the values of the program. Finally, 39 percent of the employees said they saw improvement with delivery of service to the public. The Values Team continues to meet monthly to discuss the program and to look for ways to refresh the program.

  Mayor Dirksen said he was impressed with the efforts to quantify the success of the program. Councilor Wilson commented on one of the abusive letters received at City Hall recently – staff members unfailingly respond respectfully and professionally even when the initial contact is disrespectful. He referred to how easy it is to be critical – but you can often turn people around if you respond well. The public is our customer and we work for them. Councilor Wilson said he appreciates the work that is being done in this area and he hopes all employees will get on board with the values program.

Public Works Director Koellermeier:

- Continue the coordination with Lake Oswego on the water partnership. This effort is on schedule and a little bit "under budget." This week a land use approval was submitted for the raw water intake pump station in Lake Oswego. Also planned for this week is the final selection process for the design team. The Oversight Committee met recently and adopted a monthly meeting schedule to address timely issues and to prepare for future issues. Council President Buehner said she recently talked to the Gladstone Planning Commission President; he reported that the process so far had been "refreshing."

Finance and Information Services Department Director LaFrance:

- Hold the line on the General Fund budget. In the last quarter, the proposed budget was produced after going through the Budget Committee process and the hearing before the City Council. Through these processes, the Budget Committee, City Council and staff

up in the third quarter. This is a good tool to vet with developers and investors who are active in downtown areas.

Council President Buehner commented that as the review of the Leland report is conducted and given the economic downturn and the slow recovery, she asked if staff could look at whether there should be an extension of the urban renewal district. Community Development Director Bunch said this could be reviewed.

Councilor Woodard noted Consultant Reeves had referred to a downtown association and a manager to facilitate operations. He asked about the history of a downtown association. Community Development Director Bunch said there has been no association since he has been with the City of Tigard. There is a Tigard Downtown District Association. There has been no development association. He referred to his experience with Gresham and Albany. The association can be helpful to create the needed relationships. Consultant Reeves had reported the need to build upon existing resources. Community Development Director Bunch noted the way that Albany reinvented itself so it is now a progressive downtown. Councilor Woodard said he would hope to begin to work to bring the downtown businesses together. Community Development Director Bunch said he agreed that an association is important to bring together an engaged and forward-thinking constituency.

City Manager Prosser asked Chief Orr, Assistant to the City Manager Mills and Library Director Barnes to comment on activities occurring that were important, but not on the City Council goal list.

Chief Orr reported in addition to routine work of the Police Department, they also worked on:

- Community Shred Event, 3,700 pounds of material shredded and accepted food donations.
- Along with the Drug Enforcement Administration, the Police Department conducted a Pharmaceutical Drug Take Back Day to avoid having them get into the environment. They collected 550 pounds of drugs. This is an event they will continue to sponsor every quarter.
- Worked with School District and Washington County agencies for a Safe Prom Night. There were no reported drinking incidents that night.
- Citizens Academy where 23 individuals graduated, bringing the total number of people going through the academy to 425 graduates.
- St. Anthony Catholic Church, the Police Department and other agencies had a forum on how we treat people with mental illness in the community. More forums are planned in the future. Tigard Police Department has gotten high marks for how they treat these individuals and they will continue to work with them on a close basis.

Councilor Henderson asked about fireworks – who is in charge? Police Chief Orr acknowledged that personal fireworks are getting worse – getting out of control. This is the highest call-volume

day, including New Year's Eve. He talked about their efforts to curtail. He has met with other chiefs to deal with this and also to look at ways to involve the community. Another problem is that it is not just fireworks on the 4th of July, but the activities extend for several days before and after.

Council President Buehner asked if would help if there was an ordinance to limit when these types of fireworks could be used. Chief Police Orr said they are looking to other agencies for what they are doing. Mayor Dirksen said that many of these fireworks are already illegal.

Library Director Barnes:

- April – Annual appreciation event for volunteers. Volunteers contribute the equivalent to 12 FTE per month with a monetary value of $225,000 for the fiscal year.
- Circulation for the fiscal year was 1.5 million.
- Communication efforts underway with the public using a variety of formats.
- Jean Auel, author, was at the library for an event. Her final book is now published.
- About 80 people attended the Kaiser shipyard presentation.

Assistant to the City Manager Mills:

- She noted her appreciation for the City Council's approval of the police in-car video systems, which makes the job for the Police Department and the Risk Management Division much easier by providing dependable visual and audio recordings.
- Staff has been reviewing telecommunication franchise revenues; the city has 25 providers now operating in the city.
- The city has experienced an upturn in the number of people contacting us asking for assistance. Staff is currently conducting two back-to-school drives internally to provide school supplies for students. Employees are making private donations and taking the time to give to the community.

Mayor Dirksen acknowledged the comprehensive goal update. He and the City Council members expressed appreciation for the presentation format.

7. COUNCIL LIAISON REPORTS: None.

8. NON AGENDA ITEMS

Mayor Dirksen announced that tonight is City Manager Prosser's last City Council meeting. Mr. Prosser is retiring at the end of this month.

The Mayor read a proposed resolution.

RESOLUITON NO. 11-32 – A RESOLUTION BY THE TIGARD CITY COUNCIL EXPRESSING APPRECIATION TO CITY MANAGER CRAIG PROSSER FOR THE OUTSTANDING PUBLIC SERVICE HE HAS GIVEN THE CITY SINCE 1999. Council members wished him well and thanked Mr. Prosser for his contributions and hard work.

Motion by Mayor Dirksen, seconded by Council President Buehner, to approve Resolution No. 11-32.

The motion was approved by a unanimous vote of City Council present.

Mayor Dirksen	Yes
Council President Buehner	Yes
Councilor Henderson	Yes
Councilor Wilson	Yes
Councilor Woodard	Yes

A plaque was also presented to City Manager Prosser by Mayor Dirksen.

9. EXECUTIVE SESSION: Not held.

10. ADJOURNMENT: 9:28 p.m.

Motion by Councilor Wilson, seconded by Council President Buehner, to adjourn the meeting.

The motion was approved by a unanimous vote of City Council present.

Mayor Dirksen	Yes
Council President Buehner	Yes
Councilor Henderson	Yes
Councilor Wilson	Yes
Councilor Woodard	Yes

Catherine Wheatley

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: October 11, 2011