



City of Tigard

Tigard Workshop Meeting – Agenda

TIGARD CITY COUNCIL

MEETING DATE AND TIME: September 17, 2013 - 6:30 p.m.

MEETING LOCATION: City of Tigard - Town Hall - 13125 SW Hall Blvd., Tigard, OR 97223

PUBLIC NOTICE:

Times noted are estimated.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

VIEW LIVE VIDEO STREAMING ONLINE:

<http://live.tigard-or.gov>

Workshop meetings are cablecast on Tualatin Valley Community TV as follows:

Replay Schedule for Tigard City Council Workshop Meetings - Channel 28

- Every Sunday at 7 a.m.
- Every Monday at 1 p.m.
- Every Wednesday at 2 p.m.
- Every Thursday at 12 p.m.
- Every Friday at 3 p.m.

SEE ATTACHED AGENDA



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6:30 PM

- **EXECUTIVE SESSION:** The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

1. WORKSHOP MEETING
 - A. Call to Order- Tigard City Council
 - B. Roll Call
 - C. Pledge of Allegiance
 - D. Council Communications & Liaison Reports
 - E. Call to Council and Staff for Non-Agenda Items
2. JOINT MEETING WITH TIGARD TRANSPORTATION ADVISORY COMMITTEE
6:35 PM - Estimated Time
3. STRATEGIC PLANNING WITH CONSULTANT ALYSSA GASCA
7:20 PM - Estimated Time
4. COUNCIL LIAISON REPORTS
5. NON AGENDA ITEMS

6. ADJOURNMENT - 9:30 PM - Estimated Time

AIS-1294

Workshop Meeting

Meeting Date: 09/17/2013

Length (in minutes): 45 Minutes

Agenda Title: Joint meeting with Tigard Transportation Advisory Committee

Submitted By: Judith Gray, Community Development

Item Type: Joint Meeting-Board or Other Juris. **Meeting Type:** Council
Workshop
Mtg.

Public Hearing: No

Publication Date:

Information

ISSUE

Council will meet with members of the Tigard Transportation Advisory Committee (TTAC) to discuss issues and priorities for the coming year.

STAFF RECOMMENDATION / ACTION REQUEST

Discuss and provide feedback and/or direction on TTAC's work program and priorities.

KEY FACTS AND INFORMATION SUMMARY

Annual meeting of the Tigard Transportation Advisory Committee with the City Council to inform and receive feedback on TTAC priorities. Issues for discussion include proposed clarifications and changes to the TTAC bylaws.

OTHER ALTERNATIVES

n/a

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

Long-Range Objectives: Tigard citizens are involved in the community and participate effectively.

DATES OF PREVIOUS COUNCIL CONSIDERATION

Joint meetings are held annually.

Attachments

Sept 10 Memo - TTAC Recommendations for Changes to Bylaws



City of Tigard Memorandum

To: Mayor Cook and City Council
From: Judith Gray
Re: TTAC recommendations for changes to Bylaws
Date: September 10, 2013

A joint meeting of Council and TTAC is scheduled for September 17 during the regular scheduled work session. Among the discussion items are proposed changes to TTAC bylaws.

TTAC has been reviewing their bylaws in order to make them consistent with other Tigard boards and commissions. These discussions have given rise to potential additional changes. The two most substantive changes are intended to clarify TTAC's work program and provide flexibility in committee composition and recruiting.

PROPOSED CHANGES TO SECTION I. CHARGE AND DUTIES

Proposed changes to the Charges and Duties section of the bylaws are shown herein, followed by the section of the bylaws that would be removed. The primary purpose of the proposed change is to clarify TTAC's charge to maintain a project list for potential use of net motor vehicle fuel tax revenue. The proposed language provided below (item D) is taken from Tigard Municipal Code section 3.65.270 Use of Tax Revenues. While this project list does not have the authority to allocate funds, TTAC is obligated to develop the list for advisory purposes. In the past, this obligation has been met through TTAC's annual project prioritization.

In addition to this obligation, TTAC has numerous interests and abilities (item E). In general, TTAC is interested in serving the city in areas where their input is most valuable. A survey of TTAC members was conducted as part of this process; the results are attached to this memorandum.

Proposed New Bylaws (to be added)

- D. The Committee shall create and maintain a project list, which designates in order of priority, the projects for which net motor vehicle fuel tax revenue shall be used subsequent to sufficient funds being collected to fully finance and pay for the Greenburg Road/Highway 99/Main Street intersection improvements.

- E. TTAC may serve in an advisory role to staff and Council on a broad range of relevant transportation issues reflecting city priorities and work program capacity, including:
 - 1. Project prioritization for funding in the Capital Improvement Program
 - 2. Preparation of multimodal transportation system plans and corresponding transportation financing/capital investment programs
 - 3. Developing funding mechanisms and sources to implement transportation projects
 - 4. Traffic safety
 - 5. Public involvement and education in transportation matters
 - 6. Input on project development and concept design

Existing Bylaws (to be removed and replaced) – Formatting has been changed for clarity

- TTAC is charged with advising City Council on matters pertaining to:
 - 1. Planning and development of a comprehensive transportation network for the City of Tigard, including:
 - a. Preparation of multimodal transportation system plans and corresponding transportation financing/capital investment programs;
 - b. Development of funding mechanisms and sources to implement transportation projects and ensure adequate maintenance of the existing transportation infrastructure;
 - c. Public involvement and education in transportation matters; and,
 - d. Ways to improve traffic safety and accessibility in all transportation modes.
 - 2. The Committee shall assist and advise City Council and staff regarding development of traffic safety programs and public education about traffic safety. The Committee shall also provide a venue for citizen involvement opportunities in transportation matters. Furthermore, it shall also work to increase community awareness of transportation issues that affect the City of Tigard.
 - 3. The Committee shall coordinate its tasks, actions, and recommendations with other City advisory commissions and committees. This includes, but is not limited to:
 - a. the Planning Commission regarding the relationship between land use and transportation; the Parks Commission concerning trails and pathways, and
 - b. the Budget Committee concerning matters of transportation related funding.

PROPOSED CHANGES TO SECTION II. COMPOSITION

TTAC is also recommending that Council consider changes in the composition of TTAC. The current bylaws specify a total of eleven members, comprised of eight residents and three businesses. TTAC requests Council consider the following changes:

- Expand the “business” representative to include representatives of employers or major institutions. For example, this could include a member representing the school district or other service district that is not technically a “business.”
- Allow flexibility in the composition, with either two or three business/employer/institution representatives.
- Provide Council with the option of appointing one or two citizen representatives who are not residents of Tigard. This is intended to provide Council with flexibility for individuals who can contribute value to TTAC due to unique personal or professional experience.

Specific changes are provided in track changes below:

- A. The Committee shall consist of eleven (11) members appointed by the City Council with the following representation and restrictions: who are residents of Tigard or own businesses or property within the City as follows
1. There shall be at least two (2) and at most three (3) representatives who own or have primary management responsibility for businesses, employers, or major institutions within the City of Tigard;
 2. Up to nine (9) and at least Eight (8) persons who are residents of Tigard and who represent a cross-section of interests in the community at large. Effort shall be made to recruit a youth member and persons representing interests in a person with an interest in alternative transportation modes.
 3. At the discretion of the mayor and Council, up to one (1) of the above resident positions may be filled by a nonresident who has professional or personal experience that would contribute to the overall purpose of the Committee.

TTAC Member Survey Report
July 22, 2013

As TTAC is updating bylaws and preparing for the joint meeting with Council, it seems a great time to get input from the group about TTAC's role and function. Please consider these questions from your personal experience, but also with the perspective of TTAC as an on-going committee.

1. Please tell us which transportation topics you think are the best fit to prioritize TTAC's work program.							
	Topic	Not a priority	Low-neutral	Neutral	Neutral-High	Priority	Responses
a	Project prioritization and the Capital Improvement Program	0	0	0	1	8	9
b	Funding stability, including continuous revenue sources and grant opportunities	0	1	1	6	1	9
c	Input on project development and concept design	0	0	0	3	6	9
d	Planning for transit, including high capacity transit	0	0	0	2	5	7
e	Participation in outreach to the Tigard community	0	0	5	3	2	9

2. Tigard staff appreciate the time you dedicate to TTAC. Please help us know how we are doing and how we can do better.

		Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	Responses
a	In general, I feel that my time preparing for and attending TTAC meetings is used effectively.	0	0	0	6	3	9
b	I am given ample opportunity to prepare for TTAC meetings.	0	0	0	5	4	9
c	Technical information provided is at an appropriate level of detail for participation by an engaged citizen committee.	0	0	0	6	3	9
d	TTAC's input regarding transportation issues is heard and respected by staff.	0	0	0	5	4	9
e	TTAC's input to Council is heard and respected in city transportation decisions.	0	0	1	5	3	9
f	The frequency of TTAC meetings is about right for relevant topics and city decisions.	0	0	1	5	3	9

AIS-1407

Workshop Meeting

Meeting Date: 09/17/2013

Length (in minutes): 2 Hours

Agenda Title: Strategic Planning with Alyssa Gasca, Consultant

Prepared For: Joanne Bengtson **Submitted By:** Joanne Bengtson, City Management

Item Type: Update, Discussion, Direct Staff **Meeting Type:** Council Workshop Mtg.

Public Hearing No

Newspaper Legal Ad Required?:

Public Hearing Publication

Date in Newspaper:

Information

ISSUE

A strategic plan articulates a clear vision for the city and is a proposed direction of change. This workshop session is an opportunity for a joint City Council and Executive Staff dialogue about a draft strategic plan for Tigard. This is the first such joint discussion that has taken place; no decisions or final vision or goals will be determined at this meeting. The meeting is designed to bring together near-term milestones (through December 2014) established by the Council at the September 12, 2013 workshop; with the long-term (25-year) vision and focus areas in development through a current strategic planning effort.

STAFF RECOMMENDATION / ACTION REQUEST

Executive staff requests the City Council to participate in a discussion of the vision and goals and outcomes the city should seek as the strategic plan is developed, and discuss the alignment of the Council's vision and goals discussed in January 2013 with the evolving vision and focus areas in the plan that is being developed.

KEY FACTS AND INFORMATION SUMMARY

Over the last two months, the city's executive staff have met approximately seven times with strategic planning consultant, Alyssa Gasca, to continue to develop a draft strategic plan for the city that builds on the vision the Council discussed at their January 10 goal-setting meeting. In addition to those meetings, City Council has participated in one-on-one meetings with consultant Joe Hertzberg in a goal-setting workshop on September 12 to establish milestones for key focus areas for the city; and one-on-one meetings with Ms. Gasca in

preparation for this discussion.

Results of the Council's goal setting meeting on September 12, 2013 will allow Council and city staff to align the agency's priorities, vision and draft goals into the strategic plan. Future steps to test these vision and goal concepts with the public will be developed this fall.

OTHER ALTERNATIVES

n/a

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

Strategic planning has the potential to affect almost all the plans for the major issues that Council has identified as priority for 2013: Water Partnership, Economic Development, Southwest Corridor, River Terrace. This relates to the city's financial sustainability (a 2012 goal); and the five-year council goal to identify funding and implement a plan for city facility needs. Long-term Council goals also include continuing to pursue opportunities to reduce traffic congestion, and to continue to implement the Downtown Urban Renewal Plan. Finally, the 2012 Mayor's Blue Ribbon Task Force suggested that Tigard "needs a strategic plan that clearly articulates the city's vision for what it hopes to accomplish and that supports a stronger identity and brand. This effort is crucial to implementing the task force recommendations in the areas of economic development, partnerships and marketing, education and communication."

DATES OF PREVIOUS CONSIDERATION

The City Council's prior discussion about strategic planning occurred on May 21, 2013, and the Council considered a first draft of a strategic plan developed by Executive Staff at its January 10, 2013 workshop.

Attachments

[Strategic Planning - Today's Strengths and Future Wishes](#)

[Strategic Planning - Draft Future Vision Statement](#)

Today's Strengths

- Geographic location/easy access.
- Committed staff and City Council: best for the city.
- Parks and natural resources.
- Fiscally responsible.
- Education.
- Volunteer involvement.
- Strong feeling of community.
- Stable population/workforce skilled.
- Transportation network.

Future Wishes – 25 years

- Connection (between areas of Tigard)
 - Two hearts.
 - Between Triangle and Downtown.
 - Light rail/bus service.
 - Ten minute maximum travel/2-3 modes.
 - Washington County with equal treatment for bus/light rail service – trolley/local bus services.
- Parks and Recreation.
 - District.
 - Schools serve as centers.
 - Stadium (multi-sport) – amateur complex, arena.
 - Tualatin Hills Park and Recreation District model.
 - Recreation center (YMCA).
 - Zip lining as destination.
- Neighborhoods:
 - Sustainable
 - Live, work, play within twenty minutes walking distance.
 - Universal design (built for any age).
 - Vibrant communities.
- Downtown (Examples: Redding, Ashland).
 - Urban, walkable, live, work, shop, play there.
 - Gathering place/common area.
 - Vibrant, evocative/want to go back there.
 - Convention center and amphitheater.
- Revamped property tax system.
 - Stable, secure funding.
- Own Zip Code.
- Long-term water supply.

- Willamette. (Tigard has water rights on the Willamette)
- Owner.
- Reuse (purple pipe). (Use for irrigation and to migrate into Fanno Creek)
- Annexation.
 - All area with in Urban Planning Area.
 - Which directions to grow (new areas beyond).
- Economy-robust!
 - More employment land.
 - Strong employment.
 - All who live here can work here.
 - Retail and high tech/complementary.

Vision

- ***The most walkable community in the Pacific Northwest where people of all ages enjoy healthy and interconnected lives***