

**TUALATIN TOMORROW  
VISION IMPLEMENTATION COMMITTEE**

**MEETING #4**

April 9, 2008

7:30 P.M. – 8:40 P.M.

City Council Chambers

**MEMBERS PRESENT:** Frank Bubenik, June Bennett, Candice Kelly, Larry McClure, Gary Rusynyk, Dave Volz, and Jay Wilcox

**MEMBERS ABSENT:** Monique Beikman, Connie Ledbetter, Neta George

**PARTNERS:** Cindy Haldorson, Legacy Meridian Park Hospital  
Diane Lynch, Wetlands Conservancy  
Joe Lipscomb, Loaves and Fishes  
Linda Moholt, Tualatin Food Pantry  
Scott Schlegel, Community Action  
Carla Thaler, Tualatin Chamber of Commerce  
Sheri Wantland, Clean Water Services  
Steve Wheeler, Clackamas County  
Jill Zurschmeide, Tigard-Tualatin School Board

**GUEST:** Dave Simmons

**STAFF:** Doug Rux, Community Development Director  
Carol Rutherford, Office Coordinator

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**INTRODUCTIONS/AGENDA**

Mr. Bubenik welcomed everyone. VIC members and guests introduced themselves and were encouraged to sign in. Mr. Bubenik reviewed the agenda. He stated that this meeting will follow the new format which was introduced at the March meeting.

**ACCEPTANCE OF MINUTES FROM MARCH 12, 2008 VIC MEETING**

Ms. Zurschmeide mentioned that on page 5 it stated that she missed the past three meetings; she actually only missed the February 20, 2008 meeting. Ms. Kelly stated that the attendance list for the March 12<sup>th</sup> meeting has also been updated to reflect all those who participated in that meeting. MOTION by Kelly, SECOND by Volz, to approve the minutes of the March 12, 2008 meeting with the changes noted above. MOTION PASSED unanimously.

**DISCUSSIONS**

**NEW BUSINESS:**

**Council Work Session Update:**

Mr. Bubenik and Ms. Kelly attended the March 24<sup>th</sup> Council Work Session to present the proposed goals, budget, and position description for the part-time administrative support person. Council members voiced concern over the amount of the proposed budget, particularly as related to the part-time position. Some weren't anticipating any additional costs beyond the approximate \$250,000 already spent for this visioning project. A meeting with the Mayor, Councilor Beikman, Frank, Candice, and Doug is scheduled for April 16<sup>th</sup>.

Mr. Rux stressed that the Tualatin Tomorrow program is going through the budgetary process just like other departments to compete for funding. This issue was discussed at the Steering Committee earlier this evening. If the part-time position is not approved, we will need to identify other ways of proceeding with the project. Mr. Bubenik encouraged VIC members to send emails to the Council members to let them know this is important and should be funded. Ms. Kelly echoed Mr. Bubenik's comments and stated that some individuals didn't understand that this process needs financial support to continue our mission.

Mr. Wheeler inquired about the amount of the proposed budget and what portion is allocated for the part-time position. The request was under \$31,000, with approximately \$20,000 allocated for the position, plus office supplies, computer, phone etc. An additional \$6,000 was identified for the City's "in kind" staff time.

Mr. Schlegel inquired if partisan positions are an issue. Mr. Rux responded that this is not an issue. Council members can be conservative on one issue and take a different position on another project. Mr. Rux stated that he is uncertain of the consensus at this time. This concern was discussed in a luncheon meeting with Councilor Beikman who recommends that we work on it some more and continue to educate the Budget Committee/Council members. We will have a better idea of where things stand following the April 16<sup>th</sup> meeting. VIC members will be advised of the outcome of that meeting.

### **Annual Report to City Council in July:**

The annual report for Tualatin Tomorrow will be presented to the City Council on July 14<sup>th</sup>. Components of the written report will include accomplishments, a recap of the May Community Event, and any proposed new action items. The report and presentation will be made by Frank Bubenik during the "General Business" section of the Council meeting. As this staff report will be submitted to the City Manager for review at the end of June, the Steering Committee will begin working on it following the May 8<sup>th</sup> Community Event and present it to the VIC at the June 11<sup>th</sup> meeting for review and approval.

The June 11<sup>th</sup> meeting will be the last monthly meeting with the VIC. Beginning in FY 08/09, the VIC will meet on a quarterly basis while the Steering Committee will continue to meet monthly.

### **OLD BUSINESS:**

#### **Community Event, May 8, 2008:**

Ms. Kelly provided a comprehensive overview of the components for the Community Event. She distributed an updated floor plan/layout for the main room. Attendees will receive stickers with logos/clip art which will then be deposited in boxes as they visit each area. She queried meeting attendees for which one he/she liked best for the traffic area. The banners previously

used for promoting events on the City's sign pole are being updated. Table banners will be ordered. Vinyl will be used so that they can be retained for future events. The same clip art will be shown on the table banners. We will also purchase a banner for the Chamber of Commerce. The School District and the City have their own banners. English and Spanish flyers have arrived and will be distributed at the end of this meeting as well as at a multitude of local places. We located about ten of the lawn signs that will be reused/updated as well as ordering six new signs. The hospital will provide event signage in addition to some signs that we retained from prior events. The event will be publicized in the May edition of the City Newsletter. It will be one page and is costing only \$300.00. The information is very similar information on the flyer.

We have found someone to do childcare. The Youth Advisory Council and another group will have 20 individuals available to help in various areas including one in each focus and partner areas to do the stickers. Cost estimates for food and beverage came in under the original budget, and we can order more food and drinks if necessary. We will be serving punch, water, coffee, decaf, tea, cracker and cheese platters with fruit, cookies, lemon bars, apples, and mini cheesecakes. 250 water bottles with the Tualatin Tomorrow logo have been ordered as "giveaways." Diane Lynch did a lot of work on them and then Councilor Beikman found a vendor in Tualatin who could offer lower pricing. Bags have been donated by the hospital and Fred Meyer to hold the water bottle and other materials that will be available as handouts. Candice is also working on tablecloths with colors to match to the colors of the various vision/focus areas.

There will be drawings for prizes. Donations have been received from West Coast Bank, TFV&R, and the Chamber. More items are being solicited. We will purchase frames to present information, thanking the numerous donors for their generosity. Ms. Thaler suggested that we request donations for the children in the childcare room. The drawings will be held at the end of the event.

A phone bank will be held on Monday evening, May 5<sup>th</sup> at the Van Raden Center from 7:00 - 8:30 p.m. Volunteers are needed to call area residents. Mr. Bubenik received a spreadsheet from Doug Zenn on every individual contacted during the initial visioning process. This information will serve as a basis for the phone bank. A short script will be prepared. This outreach process may only take an hour. Frank will provide information on the event at the April 14<sup>th</sup> and 28<sup>th</sup> Council meetings which are televised.

We will have access to the main room at the hospital beginning at noon on May 8<sup>th</sup> to do the set up and would like to have everything in place by 5:15 p.m. Diane Lynch offered to write information on the white boards. It would be great if all participants could arrive by 4:30 p.m. There shouldn't be a tremendous amount of set up since the hospital is doing a lot of the work for us.

Mr. McClure suggested that all partners recruit five people to attend. School principals and perhaps teachers as well as members of the Rotary, Lions Club, area churches, etc. should receive personal invitations. Mr. Bubenik stated that we plan to send out an email invitation to all contacts.

Dave Volz and Carla Thaler offered to take photos.

**Update on City of Tualatin Reconciled Action Items:**

Mr. Rux circulated information to the VIC members and stated that a Council Work Session was held in late March to do a reconciliation of the City's items. This document is the refined list and final version of what the City is doing. The City's action items are broken down into categories of: "in process," "to do" within a 2-4 year window, and those in the "parking lot" which are at least five years out. All of these are items that are primary to the City and not a secondary role. This information will be presented at the City's table at the May event.

Jill Zurschmeide stated that she emailed every lead partner with the status of the School District's action items. Let her know if you didn't receive them

**Partner and Focus Area Lead Updates:**

Traffic, Transportation and Connectivity: Dave Volz stated that there will be two tables for this focus area and will include information on the I-5 Connector as well as Commuter Rail. Both Metro and Washington County will provide information. In addition, the City will probably have information on traffic-related items.

Health, Safety and Social Services: Mr. Wilcox stated that Linda Moholt will attend as a representative of the food pantry. We would like Spanish-speaking police officer there. Linda stated that she has a bilingual person who will be invited from social services. This event will also be promoted this Saturday at the Health Fair at the Senior Center. A brief overview of the Health Fair was provided as well as Arbor Week activities. Cindy Haldorson will talk to Jay regarding Meridian Park's participation.

Growth, Housing and Town Center: Gary stated that all actions in this area are by the City and have been updated by Doug Rux. It was suggested that Steve Wheeler or another representative from Clackamas County participate in this area to answer questions regarding the Stafford Hamlet. Mr. Wheeler replied that he could have a representative from the Department of Human Services who can come, but we need to determine what his role would be. There will also be a representative from TriMet at the GHT table. Scott Schlegel volunteered to participate since his organization has a secondary partnership in GHT.

Arts, Culture, Education, Youth and Family Activities: Larry McClure stated that there will be a wide variety of information available including the Heritage Center, PCC Work Source, Youth Advisory Council representatives to talk about the teen programs, Willowbrook, Lumiere players, and the Arts Advisory Committee. A fact sheet will be compiled. Jill will provide information from the school district. Mr. McClure also announced that there is an Art Show opening at the Heritage Center tonight that will run for two weeks.

Parks, Recreation and Natural Areas: Candice has recruited assistance from Dave Simmons. Diane Lynch and Sheri Wantland will also participate.

Tualatin Chamber of Commerce: Carla stated that their focus will be on interactions to support other organizations in the City.

City of Tualatin: Mr. Rux stated that the City has broken their action items into the six focus areas and will highlight one in each area which include: library art, reengagement of the Town Center Plan, bond measure/proposed recreation center, police GREAT program, I-5 landscaping, and the new website that was rolled out last fall.

Linda Moholt announced that a new health clinic opened at Tigard High School today, and future plans could include opening one at Tualatin High School. We could invite Katherine from their Resource Center.

## **ACTIONS:**

### **Any Needed Action on TT Event:**

Mr. Bubenik encouraged anyone interested in helping with the phone bank to email him. Additional prizes are needed for the drawings. Partners are encouraged to bring literature for display/handouts at each focus area. Easels should be provided where people can write down their action items or feedback. Focus area leads should also have pads of paper to write down information.

### **Any Needed Action on Celebrate Tualatin and Crawfish Festival:**

A centerpiece has been ordered from the Flowering Jade. Community Event flyers will be included in the gift bags being created by the Chamber prior to Celebrate Tualatin. There will be an hour of networking prior to the event. This could serve as an opportunity to recruit volunteers for Tualatin Tomorrow. Mr. Bubenik thanked the Chamber for their generosity in allowing our program to have a table to promote Tualatin Tomorrow.

Diane Bonica will be responsible for the float this year, and has emailed Candice that she had a great idea for the theme of the float. It is our goal to have some money left after the May Community Event to apply to the purchase of the supplies for the float and any giveaways (i.e. candy to throw from the float). Ms. Thaler has had offers for two trailers to be used as the base for the float – a 14-foot utility and a flatbed. The Chamber may use the flatbed. The Crawfish Festival is on August 8<sup>th</sup> and 9<sup>th</sup>. Volunteers are needed to ride on the float.

## **PUBLIC COMMENTS**

None

## **ANNOUNCEMENTS/OTHER ITEMS**

Jill Zurschmeide announced that the Governor attended the ribbon-cutting ceremony for the new health center at Tigard High School. This center was built using numerous grants from local health care organizations.

MOTION by Thaler, SECOND by Rux to adjourn the meeting at 8:40 p.m. MOTION CARRIED Unanimously.

Summary notes compiled by: Carol Rutherford, City of Tualatin