

**TUALATIN TOMORROW
VISION IMPLEMENTATION COMMITTEE**

MEETING #11

September 9, 2009
6:37 P.M. – 8:47 P.M.
Library Community Room

MEMBERS PRESENT: Monique Beikman; Frank Bubenik; June Bennett; Ed Casey; Candice Kelly; Connie Ledbetter; Larry McClure; Beth Roach; Ben Roberson; Alex Schrimp; Sarah Smurthwaite; Bethany Wurtz; Jay Wilcox

MEMBERS ABSENT: Jill Anderson; Dayna Kam; Rina Minato; Karen Solano; Ashley Thiessen

PARTNERS: Hal Ballard, Washington County Bicycle Trans. Coalition
Mike Dahlstrom, Washington County
Steve Fletcher, Providence
Sara Lee, Kaiser Permanente
Joe Lipscomb (for Paula Stewart), Loaves and Fishes
Gerry Pruyn, Rolling Hills Community Church
Scott Schlegel, Washington County Community Action Network
Dana Terhune, Tigard-Tualatin School Board
Cassandra Ulven, TVF&R (left 7:00 p.m.)
Steve Wheeler, Clackamas County
Jennifer Wilson, Wetlands Conservancy

STAFF: Carol Rutherford, Office Coordinator
Doug Rux, Community Development Director
Margie Bradley, Tualatin Tomorrow Champion

INTRODUCTIONS/AGENDA

Frank Bubenik welcomed everyone, and attendees introduced themselves. Handouts of materials to be discussed at tonight's meeting are available, if needed.

ACCEPTANCE OF MINUTES FROM JUNE 10, 2009 VIC MEETING

MOTION by Kelly, SECOND by Casey, to approve the minutes of the June 10, 2009 meeting.
MOTION CARRIED unanimously.

DISCUSSIONS

NEW BUSINESS:

Parks, Recreation, and Natural Areas (PRN) Presentation to City Council: Connie Ledbetter reported that it went great. Jill Anderson and Dayna Kam assisted in the presentation. They followed an outline, did a short PowerPoint presentation, and distributed four pieces of literature from the Partners. She highly recommended the PowerPoint slides

for subsequent presentations by other focus areas. The September 2009 City newsletter contained an insert for Tualatin Tomorrow which highlighted, in part, the PRN focus area. The Tualatin Riverkeepers may do a presentation to the Council in November regarding low impact development in the Tualatin River basin.

Event Planning 2009/2010: Frank reviewed Tualatin Tomorrow's Schedule and Work Plan for FY 09/10. We will host/participate in five events with the goal being to do a few things well. These events include the Crawfish Festival, Partner lunch, sponsorship of the February Chamber Luncheon at the Tualatin Country Club, the Health and Safety Fair, and our Annual Event in May 2010. Council presentations will continue at two-month intervals plus delivery of our annual report in July 2010. Margie Bradley continues to create the bimonthly newsletter inserts. Updates to the Tualatin Tomorrow website are scheduled for October 2009 and April 2010.

Partner Luncheon January 2010: Frank talked to the catering staff at Hayden's Lakefront Grill. They agreed to host this event for us without any charge for the facility and offer a box lunch menu similar to last year. Possible dates are January 13, 14, or 21st and will run from 11:30 a.m. – 1:30 p.m. Prior to the end of this meeting, attendees will be requested to review their calendars and select a date. The format of the luncheon meeting will be slightly different based on feedback from the February 2009 event and will involve participation by the Partners in only one focus area for a period of 1 ½ hours. This will result in a more in-depth discussion and participants will not feel rushed. The Focus Area leads will have at least one month to think about the format and appropriate structure for this time period. Last time the Partners had homework to do prior to the luncheon. We likely will do something similar for this year's event to make the time more productive. We have not yet decided if there will be a lead speaker.

Partner Survey Format: Frank reviewed a copy of the survey which was completed by all Partners prior to the February 2009 Partner Luncheon. The goal tonight is to review this document and make recommendations for changes prior to it being placed on Survey Monkey. Partners will again be requested to complete a survey form for every action assigned to them. When using Survey Monkey, the Partners will be required to log in, complete the contact information at the top of the form (one time only) and note the strategy and action numbers.

Question 1: The Parking Lot box has been removed, as all actions will now be incorporated into the Action Plan document. Meeting attendees discussed the terminology used to describe this process and the appropriate order for the options. It was agreed that there should be four categories: (1) has begun/underway (2) continuing/ongoing (3) fully implemented/finished and (4) not started/no plans to implement which should be the last option.

A brief discussion was held to determine the best way for a Lead Partner to document if they cannot perform a specific action and want to be dropped so that another Partner can be identified to facilitate the action. It was agreed that this should occur via verbal dialog between the Partner and the Focus Area Lead. If Option #4 (above) is selected, the survey should have a mechanism built into it to not go through the remainder of the questions (#2-6A) and immediately go to the end of the survey form.

Question 2: It was suggested that there could be a box that indicates “no date” for the timeline. Beth inquired if there should be a category for an ending date or how long it may take to implement.

Question 3: It was suggested that additional comments can be documented to clarify a “yes” answer and, if space permits, allow the explanation to occur in the Question 3 area rather than waiting for the comments section in Question 6A. A brief discussion was held regarding the “Partner Assistance Team” which is not yet formed but could be created based on need. When creating the charter/organizational structure for Tualatin Tomorrow, the formation of a Partner Assistance Team was included.

Question 4: Partners stated that this question has caused some confusion. Information could be documented in a comment box to assist in serving as a model/boiler plate for other Partners to complete their action item, thus avoiding “re-inventing the wheel.” It was agreed that we should provide some context to this question.

Question 5: This dovetails with Question #4.

Question 6: The verbiage could be modified to ask if Partners are “working with” or “know of” possible support partners. 6A could be expanded to ask “who/how/why.” A related question was if the lead partners are aware of who all the supporting partners are.

Frank will update the survey based on this discussion. Prior to the Partners completing the survey, they will receive a copy of the updated action plan document which will delineate the current status of all action items. The approximate timeline is to update the survey document by the end of September and post it on Survey Monkey, allowing the Partners approximately two months (until the end of November) to complete their responses. This will allow at least one month to calculate the results of the data and share it with the Focus Area leads prior to the Partner luncheon. The results compiled prior to the February Partner luncheon was 80-90 pages, and we will endeavor to find a way to synthesize the data to be less cumbersome.

Larry McClure inquired if it was permissible to request that supporting partners complete the survey. Frank responded that this is appropriate. It was suggested that the names, addresses, and email information for supporting partners be forwarded to Margie so that they can be included in future correspondence on this topic. When the survey is ready, a link will be placed on the Tualatin Tomorrow website in addition to notification via email.

Mike Dahlstrom suggested sharing this information with the community so that they can see the progress being made. Frank stated that this can be done. The information will be published in an Excel spreadsheet and look professional. It can also be highlighted in a future City Newsletter insert and serve as an impetus for lead partners to report on their progress.

Chamber Luncheon February 25, 2010: Tualatin Tomorrow will sponsor this event at which time Mayor Ogden will deliver the “State of the City” speech. Frank and Candice will do a ten-minute presentation and distribute literature. This is considered part of the Speakers Bureau/outreach program and will provide us with the opportunity to interface with the local business community. Partners and members of the VIC are welcome to attend the luncheon although it would be at their own expense.

Tualatin Community Health and Safety Fair: This will be held on Saturday, April 17th. Joe Lipscomb (in attendance this evening) is the chairperson. They've held their first meeting and plan to build on the success of last year. Steve Fletcher from Providence said they will be glad to sponsor it. Legacy will also be well represented. Given the broad base for the 2010 event, it may require use of three buildings (Juanita Pohl Center, Lafky House and the Van Raden Center). Plans are to shorten the hours (i.e. 10:00 a.m. – 1:00 p.m.) The first formal organizational meeting will be held in December. Joe stated that they were hoping that the City would help out financially, but that is not going to happen. As a result, they may need to do some fundraising.

Tualatin Tomorrow Co-Chair Position: Based on the structure of this committee, Candice's term as co-chair expires at the end of this year. We are looking for a replacement. She assured the VIC that she will continue to represent Tualatin Tomorrow at the Health and Safety Fair and will insure a smooth transition to the new co-chair.

2010 Annual Event Planning: Connie will chair this event. She has formed a small committee and printed out the portion of the minutes from the June 10, 2009 VIC meeting that critiqued the April annual event. Options for a location are being evaluated and could include:

- The Grand Hotel which just opened near Bridgeport Village. Their meeting room can accommodate over 100 people, and we can use our own caterer. They also have smaller conference rooms available. The only drawback is that it is not in the heart of Tualatin. Their grand opening is scheduled for September 17th.
- The Library Community Room. This is a bit small, but consideration could be given to renting a large tent to be located in the plaza area. Parking is an issue.
- Tualatin High School, but that is expensive. A Town Hall had been held at Hazelbrook Middle School, but that area had acoustic issues.
- Community rooms at a local church, but we may not want to be associated with an individual faith-based location.
- Renting tents for placement around Tualatin Commons.

Connie requested that meeting attendees email her with any additional suggestions for a venue. Steve Wheeler commented that all places contribute to the town, and local businesses would want to be considered that way. The goal is to hold the event at various venues throughout the City.

Options for a date were discussed. Mid-May is preferable, and it would be desirable for it to be a month after the Health and Safety Fair. May 12th is the regular date for the VIC Steering Committee, and it was agreed that this date should be avoided since it likely will be needed for last-minute coordination. May 13th was ruled out due to a scheduling conflict for Doug Rux. Options include May 18, 19 or 20th. Beth Roach suggested that we could schedule the VIC Steering Committee week earlier (May 5th).

The planning committee will convene as soon as possible and will consist of five members including Scott Schlegel, Hal Ballard, Margie, and Beth (if meetings can be scheduled during the day). *(NOTE: Following Scott Schlegel's offer to serve on this committee, we were advised that effective September 26, 2009, he will no longer be the Tualatin Tomorrow*

representative for Community Action). Connie inquired about the budget allocated for the annual event. Carol will provide her with that information. Meeting attendees agreed that 5:30 – 7:30 p.m. would be the preferable timeframe for the event.

Connie discussed options for advertising/promoting the annual event. We didn't do a phone bank last year but conducted one the previous year. She asked if we had any thoughts, and Margie responded that she considers calls of this nature an intrusion and ineffective. Others concurred. Frank sent out three email blasts prior to the April 2009 event which may be more effective. Doug suggested promoting it in the March and May 2010 newsletter inserts. The Chamber newsletter is another effective media.

OLD BUSINESS:

Tualatin Tomorrow Newsletter Insert: Margie reported that this has been well received by the City Manager and has had good feedback from area residents. The November issue will feature the Health Safety and Social Services (HSS) focus area. The deadline for submission of information is the end of the first week of October. A photograph of Jay Wilcox is needed. Meeting attendees were encouraged to contact Margie with any ideas for additional articles. These newsletter inserts are available for viewing on the Tualatin Tomorrow website.

Vision and Strategic Action Plan Document – Reprint: Margie reported that this document was very challenging to update, but it is finally done and will be presented to Council on September 28th. Frank and Candice will do the presentation under the “General Business” segment of the meeting. *(NOTE: This was later placed on the Consent Agenda so no participation by Frank and Candice was required.)* The “track changes” feature will show Council what changes are being proposed. After acceptance, we will do the final proofing. 300 hard copies will be printed and the electronic version posted on The Tualatin Tomorrow website.

Crawfish Festival and Parade: This was a fun event with 12 people walking in the parade including Bethany and her daughter. The floats (three covered wagons) won first prize and were later raffled off. The youth volunteers helped with the button maker which was very popular. Scott Schlegel helped to staff the booth. Margie is following up on contact information from 6-8 individuals including the minister of a new church in Tualatin to solicit volunteers. The majority of people who stopped by the booth knew of our program. We even talked with someone who knew about other visioning projects that expressed interest in ours. Next year we'll purchase more candy.

Partner Reports/Questions: Partners in attendance provided a brief report of current activities in their organizations:

Community Action: Scott Schegel reported that two AmeriCorps workers started today. Their organization is trying to build something county-wide with faith-based groups. There is a summit later this month, and it will be interesting to see what comes out of that. The goal is to unite churches and other religious organizations as part of the community. Stimulus funds have been received to address the homeless and poverty by generating more jobs. Funding also supports home weatherization, rental assistance and the Head Start program. Community Action continues to determine how funds can be applied to be most useful in the

community. 1.6 million dollars was raised through the end of June, but we are seeing over 1,000 individuals per month who have received eviction notices.

Washington County Bike Coalition: Hal Ballard reported that they have opened a shop on TV Highway. He will try to solicit someone from the Tualatin area as an alternate for his position with Tualatin Tomorrow. At the present time the Bicycle Coalition's key mission is to promote safety. They are trying to secure funding for the Safe Routes to Schools. This program is not yet started in Tualatin. The primary hardship is the time commitment – it needs a champion in the school district to move it along. Their immediate goal is to start the program in one area school.

Wetlands Conservancy: Jennifer Wilson reported that the Hedges Creek project is running smoothly. She is recruiting volunteers to work in the marsh and plant native shrubs and trees. She inquired if she could bring a flyer to the December meeting. She was encouraged to provide Margie with a supply which could be distributed in the library. Ben Roberson stated that this could be a THS Key Club project. Jennifer provided them with the Wetlands Conservancy website information. It is also posted on Earth Share. She is currently working on a six-month calendar.

Providence: Steve Fletcher stated that the Bridgeport Providence Health Center is going well and continues to grow. System-wide, they are seeing an increase in charity care. In 2008, Oregon had 77 million dollars in charity or reduced-cost care, a 21% jump from 2007, and we are forecasting a level about 17% higher in 2009 before leveling off in 2010. There is tremendous pressure to accommodate these individuals. Providence is taking a close look at sponsorships and granting funds to identify where the need is greatest. Providence recently opened a clinic in the Wilsonville area.

Washington County: Mike Dahlstrom stated that the subject of urban/rural reserves in the three area counties and Metro is a huge topic with the outcome being to identify where growth will occur in 40-50 years. Decisions are currently being made by the counties and will be reviewed by the Regional Steering Committee next month prior to a recommendation being forwarded to Metro. This, in part, becomes a lifestyle decision – do we want urban services or sprawl? Weekly updates are posted on the websites for the three counties.

Rolling Hills Community Church: Gerry Pruyn stated that the food pantry has opened at Rolling Hills, and they are currently addressing logistical issues on how to provide food for Tualatin's homeless – i.e. transport them there or bring food here. The Methodist Church will continue to offer shelter during inclement weather. He distributed a flyer on "Times are Tough," a forum on September 26th at Sunrise Church in Hillsboro to address issues on hunger and homelessness. He serves on the Board of Directors for the Jubilee transition home for homeless men in Tigard. This program could expand to Tualatin and will aid them in getting them off the streets, into a work program and ultimately housed in apartments.

Meals on Wheels: Joe Lipscomb stated that they have seen a 25% increase in this program, and they now provide 500-600 meals per month. In addition, the Juanita Pohl Center serves approximately 1200 lunches per month. Paula Stewart needs additional volunteers to help provide these meals.

Kaiser Permanente: Sara Lee announced that Kaiser opened a new medical office in Beaverton to provide services due to the continued growth west of the City and in Washington County. This facility has also created new jobs.

Tigard-Tualatin School District: Dana Terhune is the new representative for the school district, replacing Jill Zurschmeide. Some students returned to class today, and the remainder will start tomorrow. They are continuing to pursue all options to address the funding issue to allow the pools at both high schools to remain open. A decision needs to be made by June 30, 2010 or both pools will be closed forever. Petitions are being circulated, and 1900 additional signatures are needed within the next week.

Clackamas County: Steve Wheeler reaffirmed what Mike Dahlstrom said regarding involvement in land use planning and the urban/rural reserves program. Clackamas County will make their decision tomorrow. They have been taking testimony and listening to comments the last two days. He also highlighted the issue with approximately 3,000 Tualatin residents residing in Clackamas County and their need for library services. A committee has been formed, and their first meeting was productive. Clackamas County has also been reviewing options for a major jail expansion. The initial project has been scaled back considerably due to bonding capacity. They are now planning to do a 25 million dollar capital project with 50 beds.

City of Tualatin: Councilor Beikman announced that the City is spearheading “Walk to School Day” on October 7th. Every school is being visited to garner support to encourage students to either walk or ride their bicycles that day. We hope there will be an ongoing effort by the PSO’s to encourage students on a daily basis to walk or bike to school to promote health, community involvement and reduce obesity in children. Doug Rux provided an update on funding for wayside horns in the downtown area and provided an overview of the draft of the Regional Transportation Plan (RTP) update which will be released by Metro on September 15th. Following the release of that document, there will be a 30-day comment period as well as several open houses. This document is critical to Tualatin to continue to address traffic issues in our area.

Focus Area Reports/Questions

Health, Safety and Social Services: Jay attended meeting with Gerry at Rolling Hills. He will begin interfacing with Gerry on an on-going basis to address numerous issues affecting HSS.

Traffic, Transportation and Connectivity: Bethany has taken over as Focus Area lead from Dave Volz who was instrumental in addressing many transportation-related issues over the past 3-4 years. She has attended several meetings to become familiar with the numerous issues affecting Tualatin and will review the RTP document when it is released next week.

Governance, Leadership and Community Engagement: Ed Casey indicated that he has experienced great leadership from the high school including members of the YAC and Key Club. Efforts continue to compile a community calendar to document the many events that occur in Tualatin including churches, the City, schools etc.

Growth, Housing and Town Center: Beth Roach announced that there are now eight members (including Ben Roberson, Hayden's catering manager, a representative of the Grange) serving on the committee to start a Farmers' Market. They have created a work list and timeline and continue to address the legalities of this event including laws, insurance, and developing a budget. They will need to open a bank account. It was suggested that they try to recruit a bank to help sponsor it (i.e. Umpqua Bank.)

Arts, Culture, Education, Youth and Family Activities: Larry McClure announced that the Employment Department has offered the services of an older worker free of charge for three months. Plans are underway for a Harvest Festival, and the YAC will host a salsa tasting contest with the local Mexican restaurants competing. The former Rich's Kitchen building is now open and has been restored to its 1913 original look. This is a great addition to the historical structures in the downtown area which also include the Heritage Center (which had been created after the relocation of an old church.) While the Tualatin Elementary School will be demolished and a senior living facility constructed on the site, the new facility will use many elements from the original school in an effort to preserve its heritage.

Parks, Recreation and Natural Areas: There was an article in a recent edition of the Tigard/Tualatin Times regarding the opening of the Cooper Mountain Nature Park. The City is offering increased recreational activities for all age groups including children. These are highlighted in their "Get Out Guide." As many of these programs are not subsidized, they will have a higher enrollment cost. There was a good turnout for the movies and concerts on the Commons this summer. Plans for the "off leash pet area" (aka dog park) are currently on hold.

ACTIONS:

Any needed actions on any other of the above items:

Frank requested that meeting attendees review their calendars to determine which of the proposed three dates would be best for the Partner luncheon. Following a show of hands for January 13, 14th or the 21st, the consensus was January 14th. Steve Wheeler is not available on that date.

OTHER ITEMS

Public Comments

None

Announcements/Other Items

None

The meeting was adjourned at 8:47 p.m.

Summary notes compiled by: Carol Rutherford, City of Tualatin