

**TUALATIN TOMORROW
VIC STEERING COMMITTEE**

MEETING #19

January 26, 2010

6:39 P.M. – 8:35 P.M.

City Council Chambers, 18880 SW Martinazzi Avenue

MEMBERS PRESENT: Monique Beikman; Frank Bubenik; Ed Casey; Connie Ledbetter; Kelly King; Beverly Robinson; Karen Solano; Jay Wilcox; Bethany Wurtz

MEMBERS ABSENT: Dayna Kam; Larry McClure; Rina Minato; Linda Moholt; Beth Roach; Ben Roberson; Alex Schrimp; Sarah Smurthwaite; Ashley Thiessen

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

AGENDA

Mr. Bubenik called the meeting to order and briefly reviewed the handouts. The budget spreadsheet has been updated as of today.

ACCEPTANCE OF MINUTES FROM NOVEMBER 4, 2009 VIC STEERING COMMITTEE

MOTION by Wilcox, SECOND by Ledbetter, to approve the minutes of the November 4, 2009, VIC Steering Committee meeting. MOTION PASSED unanimously.

NEW BUSINESS

Newsletter: Margie Bradley is awaiting information from Larry McClure for inclusion in the March 2010 newsletter. The newsletter will also include an article on the Health and Safety Fair on April 17th. She may interview Joe Lipscomb, chairperson for the event. Steering Committee members were encouraged to advise Margie no later than February 10th if there is anything else to be included in the insert.

Margie displayed the “blown up” version of the January 2010 newsletter insert which was placed on foam core and will be displayed at the entrance to the library with a brochure holder. This display will continue for future editions of the newsletter at which time the earlier versions may be displayed in other City offices. This display is an outcome of a suggestion at the engagement seminar facilitated by Sheri Wantland from CWS last November.

New Meeting Dates: Frank stated that it was necessary to shift the dates of future Steering Committee and VIC meetings due to a scheduling conflict with Councilor Beikman and Doug Rux. An updated meeting schedule is available. Steering Committee members and meeting attendees were encouraged to update their calendars. We will revisit the schedule at the end of the fiscal year (June 2010) to see if we want to change the meeting dates for FY

2010/2011. As a result of the schedule change, we lost some volunteers who cannot attend on Tuesdays. We will be holding our March 30th VIC meeting at the Heritage Center which could possibly be a venue if we wanted to schedule our meetings for the first or third Wednesday of the month.

ACE Presentation to Council: This presentation is scheduled for February 22nd by Larry McClure. He is currently on vacation and will provide information to Doug Rux no later than February 10th.

Luncheon Review: Frank suggested that Steering Committee members spend the next half hour discussing the luncheon. He has already received feedback from Candice Kelly. Information from Survey Monkey will be cleaned up and posted on the Tualatin Tomorrow website. Meeting attendees initially reported on what went well at the luncheon.

HSS: Jay said that there were lots more people and more discussion at his table. This focus area has experienced a lot of turnover with the partners, and this is the only opportunity to see them face to face and for them to interact with one another. He was assured that there will be some continuity among their organizations.

GLC: Ed described his group as small but hearty! This was a good group with great conversation and ideas. The group is energized to take on a big project to get the Hispanic community more involved in the City and to identify goals set out in the future. Beverly Robinson has offered to assist in this effort.

PRN: Connie said their group had a great time even though the partners from the Tualatin Riverkeepers and National Wildlife Refuge could not attend. Justin Patterson, the new representative from Metro participated. There was great input. Their group discussed volunteerism and was happy to have Victoria Eggleston at her table.

TTC: Bethany had the opportunity to meet new partners who will be great to work with. While it was a smaller table, there was quite bit of interaction and they shared information on variety of topics related to Tualatin as well as doing some problem solving. She felt that the good connections made at this luncheon might have taken longer to happen if this event did not take place. She feels that we are all on the same wave length.

ACE: Karen commented that this group had a good outcome and shared many ideas.

Councilor Beikman reiterated Bethany's positive comments. There was good organization and attendance. The representatives from TVF&R had good things to add.

Doug participated in the GHT focus area and commented that there were representatives from both counties. Nancy Newton from Clackamas County had a different view of visioning and found it engaging at the City level. They discussed numerous things that the City is working on this calendar year including urban renewal, Town Center Plan, SW Concept Plan, and the next round of Metro issues with decisions to be made on the UGB expansion. They also discussed outreach to businesses in the community including flash news alerts, updates to the website, Chamber newsletter, reactivation of the CPO5, and the open house for the

SW Concept Planning Area. Unfortunately while 400-plus people were invited to that event, only 11 attended, comprised mainly of other agencies and some property owners. In looking ahead extensive public outreach will be done to present the proposed extension of the Central Urban Renewal Plan. They also recapped the Engagement Strategy meeting and the ideas to help the City engage the citizens and businesses.

Additional comments included:

- The set-up was very good this year.
- Discussions were lively - Ed Truax brought up interesting issues.
- It was very helpful for everyone to remain at one table for the duration of the meeting. It enabled the conversation to keep going for a longer period of time and promoted a different dialog.
- Frank reviewed Candice's comments which included: good food; room better acoustically; Hayden's good to work with; very impressive that the entire City Council attended the event. Bethany's Rubik Cube was very good – the Mayor never left the table. Flip charts had minimal usage. She felt it was advantageous for the focus area leads to recap what they heard providing some validation.
- Monique felt it was helpful to get notification of the event out early so that the Council members get it on their schedule.
- The two-hour time period worked well. It was agreed that we don't want to shorten the luncheon to 90 minutes based on the travel time for some participants to come to Tualatin.

Frank requested any negative comments. Jay voiced concern about lack of participation from Clackamas County and that efforts should be made to advise citizens that Tualatin is in both Washington and Clackamas counties.

Doug suggested that each of the focus area leads do a one-page synopsis on the event. This information will then be compiled and distributed to everyone while this information is fresh in everyone's mind. It should also include information on where you are on your goals for the remainder of the year. Frank also requested that focus area leads review the list of participants to insure it is accurate and let Margie know if there are any changes. It was noted that Rina Minato and Alex Schrimp did not attend the event.

Possible Alternate Focus Leads: Frank introduced Beverly Robinson and thanked her for attending tonight's meeting. She may be interested in being an alternate focus area lead for GLC. Scott LaPlante is also interested in joining Tualatin Tomorrow (possibly as an alternate in TTC) but has a conflict on Tuesday evenings. Beverly provided a brief summary of her background. She has lived in Tualatin "since Fred Meyer's parking lot was a cow pasture" and has retired three times from working at non-profit organizations. She currently serves on the Library Foundation Board and is a member of the Historical Society. Ed mentioned that she has also been instrumental in the creation of the community calendar.

Budget: Frank briefly reviewed the budget handout which is a "snapshot" review of the budget and expenditures fiscal year to date. We will not be requesting additional money for FY 2010/2011. Some items (i.e. the newsletter insert) were prepaid with money from FY 2008/2009, and the printing of the action plan is a one-time expense. Margie's compensation

will likely include additional hours for the second half of the fiscal year based on projects assigned to her.

Steering Committee members agreed that the newsletter insert works well and should be continued. This, in turn, eliminates the need for allocating funds for mailing expenses. The community event could cost more in future years if we have to pay for the venue. Additional outreach could result in higher expenditures. The cost of office supplies is minimal. The software license is done at two-year intervals. Doug indicated that we could possibly reduce the contingency line item as well as adjusting the printing and postage downward. At the budget presentation, we need to clearly articulate our request as well as justifying why we did not spend all the funds allocated for FY 2009/2010.

A brief discussion was held on items we may likely pay for with FY 2009/2010 funds including supplies for the Crawfish Festival (the theme is "Fiesta" this year!) It was also pointed out that the document provided tonight is a generic overview of the main categories. We maintain Excel spreadsheets which delineate every transaction spent for Tualatin Tomorrow. Connie suggested that the budget could include a breakdown for each event (i.e. Partner luncheon, Crawfish Festival, Annual Event, etc.) Doug suggested that we should consider soliciting community contributions for this program rather than relying solely on City funds.

Doug stated that the City's five-year budget review is scheduled for February 1st at which time Council will look at expenditures and capital projects. The final budget will be presented to Council on June 21st. Frank described the process to convey information to Council and the need to support our request with as much detail as possible.

Newsletter – Foam Core Board in Library: This was already discussed. Additional uses for this display can include the Crawfish Festival and the Chamber luncheon.

Tualatin Road Meeting/Discussion Forum: Frank stated that there is a vocal contingent against the City regarding the proposed northern arterial. Focus was drawn to this proposal as a result of an article written by Kathy Newcomb which was published in "Tualatin Life." It was suggested that this could be a subject for a "hot topic" forum at which time factual information could be presented with presentations by City staff and Metro with a question and answer session to follow.

Critical dates established by Metro for the Regional Transportation Plan include a 45-day comment period beginning on March 15th and public hearings on April 1st. Currently Metro is going through an air quality analysis prior to the next round of open houses. The RTP will be formally adopted in June. After discussion it was agreed that we should avoid scheduling this during the week of March 22nd which is spring break. Doug indicated that more information will become available following a Metro meeting tomorrow night. This timeframe would also coincide quite well for an article in the City newsletter.

Venues for this forum were discussed and it was agreed that the Heritage Center is likely too small. Carol will check availability of the Police Department Training Room. Possible dates were discussed, and it was agreed that the first week in March would be a good time since it would occur prior to the public comment period and open houses to be held by Metro. An

hour and a half (6:30 – 8:00 p.m.) should be allocated for the forum. Refreshments will be provided. Publicity will include the City newsletter, Tualatin Life and the Times, City's news flash, email lists etc.

Steering Committee members briefly discussed issues associated with the northern arterial. It was suggested that a fact sheet be created with information written in layman's terms.

Closely related to this subject is that one of the projects proposed in the Central Urban Renewal Plan, if it is extended, is partial funding for a Tualatin Road extension over the park and through PacTrust. Doug briefly outlined a number of meetings that are being scheduled to update the City Committees as well as an open house scheduled for February 4th in the Council Chambers to communicate this plan. They include TPARK on February 9th, TPAC on February 11th, URAC February 16th and a City committee meeting on February 18th (*note: this date was later changed to February 25th*) to include Tualatin Tomorrow, ARTS, ARB, YAC, and the Library Advisory Committee. Hearings will be held on March 8th for the TDC and March 22nd with City Council. Doug briefed the Government Affairs Council yesterday and an article will appear on the front page of the City newsletter. We can also use the Tualatin Tomorrow email list as another medium for informing residents.

OLD BUSINESS

Update – 2010 Annual Event Planning: This event is scheduled for May 11th from 5:30-7:30 p.m. at the Juanita Pohl Center. Connie reported that the first planning meeting was held last Thursday with Hal Ballard, Beth Roach, Carol and Margie in attendance. Candice may participate in future meetings as a consultant. Connie encouraged other Steering Committee members to participate. She reviewed her notes from the first meeting. It was decided that no door prizes will be distributed, as it was too distracting, some prizes weren't generic enough, and they did not increase attendee traffic. Instead we will emphasize activities and prizes for them. Carol has arranged for placement of the banner on the community sign pole. There will be no phone bank or child care. Report cards will be done, but consideration is being given to displaying the information on a poster on an easel and have a few available as handouts to people with questions. A brief discussion was held regarding translation services. Ed Casey felt that he would like this service to be offered. HSS may have someone who is bi-lingual at the event. It was suggested that we contact the City of Hillsboro to determine how their visioning program handles this issue.

The committee is evaluating food choices. Last year Domino's offered to provide pizza free of charge. Connie also updated attendees on the layout of the Pohl Center and the idea of creating reusable bags to which could contain the Tualatin Tomorrow logo as well as the Farmer's market.

We plan to create a Power Point presentation to provide an orientation for attendees. Consideration is also being given to having forums on a "hot topic." Possible topics could include the dog park, northern arterial, and the SW Concept Plan. Please email Connie with any further suggestions for possible topics.

Website Update: Margie Bradley continues to work on it and has several pages to post. A discussion was held on establishing generic email addresses (i.e opening either a gmail or a hotmail account) for the six focus areas.

Focus Area Leads Reports:

TTC: Bethany provided information on TTC during the follow-up discussions from the luncheon as well as the segment on the proposed transportation forum.

ACE: Larry McClure is on vacation – no report provided.

GLC: Ed and Beverly reported that this area is embarking on a new direction and energy on regarding multi-cultural outreach efforts.

HSS: Jay reported that a new topic in his area is the possible creation of a community garden. There is space available on the Police Department property but no funding for it. This type of project has been highly successful in other areas. Normally there is a nominal charge and limit on it. Margie administered one in California which was very successful with waiting lists for participation. Connie may know of someone to assist with heavy equipment. Jay again referenced turnover in the HSS group. He has met with Lisa Brown from Community Action. The new contact from Kaiser Permanente has retired but Jay is planning to meet with Sara Lee from that organization as well as someone from Grace Community Church.

GHT: Beth Roach is out of town - no report provided.

PRN: Paul Hennon is handling activities associated with the dog park. The city is working with a degraded wetland in that location and with CWS for permits. This area could also include a new sports field. Other activities include Arbor Day, Tonquin Trail, and the SW Tualatin-Sherwood Road Landscaping project.

Chamber of Commerce: Kelly King had nothing to report.

City of Tualatin: Doug reported that staff has received direction from the Council regarding the Tualatin-Sherwood Road Landscaping Project. An RFP for artists for the gateway portion will be done separately from the landscaping improvements. Staff is moving forward with plans for the WES quiet zone in southern Tualatin and wayside horns in the downtown area which should be done within a year. Volunteerism on Martin Luther King Day resulted in a multitude of projects being done including 213 people planting trees. The landscaping at the I-5 intersection has been completed. Urban/Rural Reserves is moving forward with decisions to be made by the end of February. Staff is working on the SW Concept Plan and will give a presentation to Council at the end of February or early March. Staff is working on changes to the comprehensive plan, and decisions should be made by the end of June. The City has purchased property next to Jurgen's Park. Paul Hennon is working on issues with that acquisition which will include greenway and trails along the river.

Margie stated that many activities in the library are focusing on the Hispanic community to gain greater utilization by this group. Jay has talked to the owners of the smaller Hispanic

stores in Tualatin but they reply that they're not a community leader. Councilor Beikman stated that she met two dynamic people at the Community Action meeting. Both can speak English pretty well and serve as a touch point for Hispanic people.

Doug stated that a table will be set up in the library to deal with questions regarding the 2010 census. The City needs to capture as much data as possible regarding minority and homeless residents. This data is important as it directly affects funding and congressional seats.

Chamber Luncheon – 2/25/2010: Tualatin Tomorrow is sponsoring this event which will be held at Hayden's Grill at 11:30 a.m. Frank extended an invitation to the Focus Area leads to attend and stated that Tualatin Tomorrow will cover the cost. We will do a ten-minute presentation to promote additional involvement and support from area businesses. Posters will be displayed and handouts will be on the tables. We also need to purchase a gift certificate (i.e. to a local restaurant) as a door prize. Connie and Beverly stated that they would like to attend. Others were encouraged to email Frank or Margie if they would like to participate.

ACTIONS

Any Needed Actions on Above Items:

- Send newsletter information to Margie by February 10th.
- Focus Area Leads to create a one-page synopsis of the partner luncheon by February 10th.
- Carol to research available dates at the Police Training Room for a "hot topic" forum.
- Margie and Beth will research options for a reusable grocery bag for the annual event
- Frank to contact someone at Hillsboro to discuss outreach to the Spanish community.

PUBLIC COMMENTS

None

ANNOUNCEMENT/OTHER ITEMS

Ed Casey stated that the Library Foundation is holding a fundraiser/silent auction on February 20th. The cost is \$20 per person.

The meeting adjourned at 8:35 p.m.

Summary Notes prepared by Carol Rutherford, City of Tualatin