

## **TUALATIN TOMORROW STEERING COMMITTEE**

### **MEETING #10**

December 12, 2006  
6:30 P.M. – 8:30 P.M.  
Police Facility

**MEMBERS PRESENT:** Monique Beikman; Diane Bonica; Frank Bubenik; Neta George; Scott Peterson; David Simmons; Dave Volz; Jay Wilcox

**MEMBERS ABSENT:** Chris Barhyte; Steve Chrisman; Alaina Hahn; Maria Olmedo; Charlie Sitton; Skip Stanaway

**STAFF:** Carol Rutherford, Office Coordinator; Elizabeth Stepp, Senior Planner

**CONSULTANT:** Doug Zenn, Zenn Associates

**GUESTS:** Candice Kelly; Connie Ledbetter

---

### **INTRODUCTIONS/AGENDA REVIEW**

The meeting convened at 6:35 pm. Frank Bubenik welcomed everyone. Attendees introduced themselves, and Frank reviewed the agenda.

### **TOWN HALL REVIEW**

Steering Committee members and guests provided input on their perceptions of the Town Hall. Comments included:

- Good turnout and enthusiasm from all. This event builds trust and respect for the visioning program, and people got connected.
- Acoustic issues during the break-out session; consider holding the next Town Hall at Tualatin High School to provide additional space.
- Some people felt that the high school students should have had more drama in their presentation.
- Miscue on slides was a distraction.
- Logistical and organizational issues at the registration table; there are things that we could do differently next time to aid in the flow of attendees including planning for more “walk ins.”
- Shorten the time of the slide presentation, and allocate additional time to discuss the issues and prioritize goals.
- Having City staff, elected officials and the Police Chief reinforced the importance of this event.
- The number of volunteers was OK for this size event.

The “Vision Ideas Scorecard Results” handout summarized the results of the breakout sessions. We are not at a stage to make choices and prioritize the goals; this material should not be construed as a “vote.” More qualitative

information will be obtained at the upcoming workshops. Town Hall, Picture Tualatin and website comments will be pulled together and linked to the action items.

## **NOVEMBER AND DECEMBER WORKSHOPS**

**Lead Partners Workshop, November 30<sup>th</sup>** Mr. Zenn stated that this is the first time this workshop was done this early in the process. Forty lead partners including City staff and City Council (except Bergstrom) walked through the process, setting an agenda for future discussions. The Chamber of Commerce and the City were frequently targeted as lead partners. The lead partner should be local since Metro or the Federal government interests are too broad to meet Tualatin's goals. However, the lead partners could be a hybrid group. The results of the workshop will be reviewed to identify if there are already things that are being done. Participants will have until the end of December to submit their responses.

**City Staff Workshops, December 4<sup>th</sup> and 14<sup>th</sup>** The December 4<sup>th</sup> workshop had 17 staff attending; it covered all topic areas except growth and transportation. The December 14<sup>th</sup> workshop will focus on growth and transportation issues and will mimic the format of the Lead Partner workshop. An estimated 40-60% of the identified goals will be the responsibility of the City. Between 30 to 35 City staff will participate in this process, and each department will then review the action items to identify which is relevant to their department, and report this information to Elizabeth.

**January Community Action Planning Workshops** We have identified resources from various agencies and groups to invite to the January workshops. In response to an inquiry from Mr. Volz, Ms. Stepp confirmed that the City is expecting to evaluate the results of the project and incorporate those results into budget planning to help facilitate the goals. The City will be charged with prioritizing approximately 120 actions. City Council and the Department managers will review them to determine how they get folded into the process. Mr. Zenn stressed that the project's outcomes and city budgeting priorities also impacts other lead partner agencies.

There is a segment of the population in Tualatin that is difficult to reach - low income individuals and non-English speaking families. The low- income Hispanic residents are the hardest to reach; they could be 11-19% of our population. Diane Bonica stressed that this the school district has the same problem due, in part, to them being a very mobile group. The school district has someone who knows the core people and speaks for their entire community. Tualatin Tomorrow does have information in Spanish on our website and the library has done some outreach. Mr. Zenn stated that the City of Hillsboro spent a lot of money during the first five years to have information translated, and finally have had some effective results. Ms. Stepp will talk with Mrs. Bonica to get contact information

for the resource person that the school district uses. Maria Olmedo is also a good resource. It was suggested to have signs in Spanish. Local stores and the food pantry could also promote the program. Transportation could be an issue too for those relying on bus service.

The next series of workshops are scheduled for January 11<sup>th</sup> at Legacy Meridian Park Hospital, January 20<sup>th</sup> at the United Methodist Church, and January 24<sup>th</sup> at Hazelbrook Middle School. Lead partners will be invited and may bring other members from their organizations. Steering Committee members were requested to sign up for one or more focus groups. Mr. Zenn explained the process in detail. The format will be similar to that done last summer. Assignments for some Action items might be put on hold until a lead partner is identified. Some Action items may be tabled to be revisited later.

The Growth, Housing and Town Center topic area will be combined with the Traffic, Transportation and Connectivity area and will be on Saturday, January 20<sup>th</sup> from 10:00 a.m. to 4 p.m. Dave Simmons and Dave Volz will participate.

A brief discussion was held regarding the size of the groups and the selection process to participate in this workshop. The database currently contains approximately 800 people and will be a vital resource. Other media will also be used including the City newsletter, press releases etc. Past participants and lead partners will be the primary focus. Committee members in attendance communicated their preferences for focus group assignments to Mr. Zenn.

## **LOOKING AHEAD**

**City Council Sub-Committee** City Council appointed Mayor Ogden and Council members Boryska, and Barhyte to this sub-committee. Ed Truax is the alternate. The Council has received an up-to-date schedule and will continue their participation and support in the upcoming workshops.

**Drafting Committee** The Vision Ideas Drafting Committee had ten members, but probably half will drop off. Solicitation of new volunteers will start in late January or February. The Drafting Committee will meet up to three times.

**Spring Community Forum:** Mr. Zenn requested that Committee members think about outreach items – which ones were effective and could be used again. Options include the City Newsletter, database, phone calls, high school involvement, service organizations, signage, banners, speaker's bureau, etc. Positive feedback was received regarding the yard signs and banner at Tualatin Commons. The Chamber newsletter is sent to everyone in Tualatin each May. The next wave of I-5 to 99W connector meetings will also be occurring during this time period. We need to avoid overlapping in meeting/outreach schedules. Mr. Volz will talk to the I-5 to 99W Connector group to insure as much synergy as possible.

**Implementation Team:** Mr. Zenn provided an overview of the post action plan period and discussed several possible models. Some cities have maintained the format currently in place having the Steering Committee remaining intact, with liaisons assigned to the lead partners. The second model goes to the other extreme, forming a new committee of the lead partners, allowing them to monitor themselves. The advantage to this approach is peer pressure and ownership of the action. A third model is a mix with a combination of the Steering Committee and lead partners.

Zenn Associates has an 18-month commitment and will work on the next steps after this process is complete. His most recent project in California did a hybrid, rotating focus areas throughout the year. Hillsboro is also a hybrid of the lead partner concept, dominated by the lead partners with a few “at large” spots, and a “mover/shaker” mentality. To the opposite end, Australia has an organic model—not overwhelmed by one group and is considered an incubator of sorts.

### **NEW TUALATIN TOMORROW STEERING COMMITTEE MEMBERS**

Members on the Steering Committee are decreasing, and it is our goal to fill spots with individuals willing to participate on a regular basis. Let Doug Zenn or Elizabeth Stepp know if there is anyone who would like to apply. It may be desirable to obtain a candidate from the east side of Tualatin. There are approximately 2,000 residents in this area and this person could provide a different perspective. After reviewing the applications, the co-chairs of the Steering Committee will make a recommendation to the Council. This group will also be soliciting another co-chair since Ms. Beikman will be stepping down to assume a position on Tualatin’s City Council in January 2007. Applications will be presented to the City Council at their January 8<sup>th</sup> meeting. It was suggested that this committee follow suit with other City committees where two unexcused absences would result in being dropped from the committee.

### **PUBLIC COMMENT**

None

### **ANNOUNCEMENTS/NEXT MEETING**

It was agreed to continue with meetings on the third Wednesday of each month. The next Steering Committee will be on January 17<sup>th</sup> at the Heritage Center.

The meeting adjourned at 8:20 p.m.

Summary minutes prepared by: Carol Rutherford, City of Tualatin