City *of* Tigard

Tigard Business Meeting – Agenda

TIGARD CITY COUNCIL & LOCAL CONTRACT REVIEW BOARD

MEETING DATE AND TIME:	SEPTEMBER 5, 2023 - 6:30 p.m. Business Meeting
MEETING LOCATION:	Hybrid - City of Tigard - Town Hall - 13125 SW Hall Blvd., Tigard, OR 97223 - See PUBLIC NOTICE below

PUBLIC NOTICE: In accordance with Oregon House Bill 2560, this will be a hybrid meeting where some Council, staff or public will participate in person and some will participate remotely.

How to comment:

- Written public comment may be submitted electronically at www.tigard-or.gov/Comments by noon the day before the meeting date.
- If attending the meeting in person, please fill out the public comment sign-in sheet at the front of the room and come to the microphone when your name is called.
- If you prefer to call in, please call 503-966-4101 when instructed to be placed in the queue. We ask that you plan on limiting your testimony to three minutes.
- You may comment by video through the Teams app. Go to this link to learn how to participate by video: September 5, 2023 Council Meeting (https://www.tigard-or.gov/Home/Components/Calendar/Event/3987/372).

Upon request, the City will 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: 503-718-2419 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

VIEW LIVESTREAM ONLINE: https://www.tigard-or.gov/boxcast

CABLE VIEWERS: The City Council meeting will be shown live on Channel 21 (1st Tuesdays) and Channel 28 (2nd & 4th Tuesdays) at 6:30 p.m. The meeting will be rebroadcast at the following times on Channel 28:

Thursday 6:00 p.m. Friday 10:00 p.m. Saturday 7:30 p.m. Sunday 11:30 a.m. Monday 6:00 a.m.

City *of* Tigard

Tigard Business Meeting –Agenda

TIGARD CITY COUNCIL & LOCAL CONTRACT REVIEW BOARD

MEETING DATE AND TIME: SEPTEMBER 5, 2023 - 6:30 p.m. Business Meeting

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

6:30 PM

1. BUSINESS MEETING

   A. Call to Order

   B. Roll Call

   C. Pledge of Allegiance

   D. Call to Council and Staff for Non-Agenda Items

2. PROCLAMATIONS AND RECOGNITION

   A. PROCLAIM HISPANIC HERITAGE MONTH

   B. PROCLAIM CONSTITUTION WEEK

3. PUBLIC COMMENT **6:40 p.m. estimated time**

   A. Follow-up to Previous Public Comment

   B. Public Comment – Written

   C. Public Comment – In Person

   D. Public Comment – Phone-In

E. Public Comment – Video

4. ADMINISTRATIVE REPORT

5. CONSENT AGENDA: (Local Contract Review Board) The Consent Agenda is used for routine items including approval of meeting minutes, contracts or intergovernmental agreements. Information on each item is available on the city's website in the packet for this meeting. These items may be enacted in one motion without separate discussion. Council members may request that an item be removed by motion for discussion and separate action.

A. VACTOR HXX HYDRO EXCAVATION PURCHASE

- *Consent Agenda - Items Removed for Separate Discussion: Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Council has voted on those items which do not need discussion.*

6. BRIEFING ON THE PLANNING LEGISLATIVE WORK PROGRAM **6:50 p.m. estimated time**

7. LOS EMPRESARIOS DE TIGARD: SPANISH LANGUAGE BUSINESS SUPPORT **7:10 p.m. estimated time**

8. NON-AGENDA ITEMS

9. EXECUTIVE SESSION: The Tigard City Council will go into Executive Session to discuss a performance review of public officers or employees, under ORS 192.660(2) (i). 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. **7:20 p.m. estimated time**

10. ADJOURNMENT **7:50 p.m. estimated time**

AIS-5332 **2. A.**

Business Meeting

Meeting Date: 09/05/2023

Length (in minutes): 5 Minutes

Agenda Title: Proclaim Hispanic Heritage Month

Authored By: Joanne Bengtson

Presented By: Mayor Lueb

Item Type: Motion Requested
Proclamation

Public Hearing Legal Ad Required?: No

Publication Date:

Information

EXPLANATION OF ISSUE

The Mayor received a request from the Hispanic Metropolitan Chamber to proclaim September 15 - October 15, 2023 as Hispanic Heritage Month in Tigard.

ACTION REQUESTED

Teammates are asking Mayor Lueb to issue the proclamation celebrating Hispanic heritage, culture and community.

BACKGROUND INFORMATION

Dates of Previous and Potential Future Considerations

This is the first time the Hispanic Metropolitan Chamber has requested a proclamation for Hispanic Heritage Month.

Public Involvement

According to the Library of Congress, "President Lyndon Johnson issued the first National Hispanic Heritage Month proclamation in 1968 to celebrate and recognize Hispanic American contributions to US society and culture." The observance starts on September 15th to mark the anniversary of independence for the Latin American countries of Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, and Mexico who celebrate their independence on September 16th.

Tigard's teammates organize the popular El Tigre Festival (this year celebrated on October 7, 2023 at Cook Park) to honor Latino culture, food and music while all city departments actively engage and involve our Hispanic community in city leadership and programs.

Impacts (Community, Budget, Policies and Plans/Strategic Connection)

There is no financial impact associated with this proclamation.

ALTERNATIVES & RECOMMENDATION

The Mayor could decide not to issue a proclamation for Hispanic Heritage Month, but City Teammates recommend the issuance of this proclamation as it supports Tigard's Hispanic leaders, businesses and residents and the city's planned celebrations for Hispanic Heritage Month.

ADDITIONAL RESOURCES

Attachments

Hispanic Heritage Month Proclamation

Proclamation

City *of* Tigard

HISPANIC HERITAGE MONTH
SEPTEMBER 15 THROUGH OCTOBER 15

WHEREAS, Hispanic heritage of the United States extends historically over five centuries and has been a consistent and vital influence in our country's growth, development, and long-term success; and

WHEREAS, Hispanic or Latino culture is tied to Iberian ancestry, the rich tapestry of their culture recognizes that Hispanics and Latinos are multiracial and multicultural. Hispanics represent people with origins from over 20 countries throughout the United States, Latin America, South America, and Spain; and

WHEREAS, Oregon's Hispanic population continues to serve as the largest minority group at 14%, representing the fastest growing population. In the City of Tigard, roughly 12% of the population identifies as Hispanic or Latino; and

WHEREAS, Hispanics have, and continue to support Oregon's economy with growing labor force contributions ranging in fields from professional and business services to education and health services, transportation, and utilities to production, and much more; and

WHEREAS, the City of Tigard supports the organizations, institutions, and people assisting with faced disparities encountered by Hispanics such as the achievement gap, health access and outcome disparities; and

WHEREAS, continued access to resources, jobs, and livable wages for Hispanics is imperative for success.

NOW THEREFORE BE IT RESOLVED, I, Mayor Heidi Lueb of the City of Tigard, Oregon do hereby proclaim September 15 through October 15, 2023, as

HISPANIC HERITAGE MONTH

and encourage all residents to join in this observance and participate in events that celebrate the rich cultural traditions of our Hispanic community.

Dated this 5th day of September 2023

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Tigard to be affixed.

_____
Heidi Lueb, Mayor
City of Tigard

Attest:

_____
Jesse B. Raymundo, Deputy City Recorder

AIS-5333 **2. B.**

Business Meeting

Meeting Date: 09/05/2023

Length (in minutes): 0 Minutes

Agenda Title: Proclaim Constitution Week

Authored By: Joanne Bengtson

Presented By: Mayor Lueb

Item Type: Motion Requested
Proclamation

Public Hearing Legal Ad Required?: No

Publication Date:

Information

EXPLANATION OF ISSUE

Mayor Lueb received a request from a Tigard resident with the Daughters of the American Revolution asking for a proclamation commemorating the 1787 adoption of the United States Constitution.

ACTION REQUESTED

Tigard resident Ms. White is asking Mayor Lueb to proclaim September 17-23, 2023 as Constitution Week in Tigard.

BACKGROUND INFORMATION

Dates of Previous and Potential Future Considerations
Constitution Week has been proclaimed annually by Tigard City Council for more than 20 years, at the request of Ms. White and the DAR.

Public Involvement
The first three words of the Constitution are "We the People".

Impacts (Community, Budget, Policies and Plans/Strategic Connection)
There is no financial impact associated with this proclamation.

ALTERNATIVES & RECOMMENDATION

Mayor Lueb could decide not to issue a proclamation for Constitution Week. Teammates recommend its issuance.

ADDITIONAL RESOURCES

Attachments

Constitution Week Proclamation

Proclamation

City *of* Tigard

CONSTITUTION WEEK
SEPTEMBER 17-23, 2023

WHEREAS, on September 17, 1787, the Constitution of the United States of America was signed by 55 delegates to the Constitutional Convention in Philadelphia's Independence Hall; and

WHEREAS, September 17, 2023, marks the 236th anniversary of the drafting of the Constitution; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document that provides Americans with the freedoms we have today; and

WHEREAS, on the anniversary of this important document, it is a great time to learn more about the historical events which led to the framing of the Constitution in September 1787; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.

NOW THEREFORE BE IT RESOLVED, I, Mayor Heidi Lueb of the City of Tigard, Oregon do hereby proclaim September 17-23, 2023 as

CONSTITUTION WEEK

in Tigard, Oregon and encourage all residents to reaffirm the ideals of the Constitution by protecting the freedoms guaranteed to us through this testament to American liberty.

Dated this 5th day of September 2023

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Tigard to be affixed.

_____
Heidi Lueb, Mayor
City of Tigard

Attest:

_____
Jesse B. Raymundo, Deputy City Recorder

AIS-5343	**5. A.**
Business Meeting	
Meeting Date:	09/05/2023
Length (in minutes):	Consent Item
Agenda Title:	Vactor HXX Hydro Excavation purchase
Authored By:	Toni Riccardi
Presented By:	
Item Type:	Motion Requested Local Contract Review Board
Public Hearing Newspaper Legal Ad Required?:	Yes
Public Hearing Publication Date in Newspaper:	08/23/2023

Information

EXPLANATION OF ISSUE

The purpose of this action is to authorize the purchase of a Vactor HXX Hydro Excavator with Owen Equipment Co.

ACTION REQUESTED

Staff recommends that the Local Contract Review Board authorize the purchase of a Vactor HXX Hydro Excavator from Owen Equipment Co. for an estimated value of $622,385.00 and authorize the City Manager to take the necessary steps to execute the purchase through the cooperative price agreement with Sourcewell #101221-VTR.

The good news on this specific purchase is that the actual truck is on the vendor's lot — it was a demo unit with very little use that perfectly meets the city's needs. We will most likely be able to take possession of this asset this month and not need to wait for an undetermined and likely lengthy build time at the mercy of continuing overall supply chain issues.

BACKGROUND INFORMATION

This proposed truck, a Vactor hydro-excavator unit, will be replacing an aged-out combination cleaner (#12-047 - a 2012 vacuum/jetter combo truck) that has been primarily used for its jet feature - which has not been the most efficient approach. The jet feature of the current truck is truly designed for work like cleaning out catch basins, not truly moving through earth like the work requires. By moving to a hydro-excavator that is specially designed and set up for excavation through the ground, our teams will be able to perform their work more efficiently and much safer. With the new truck, teammates will have the ability to work with hot water which moves the dirt and debris easier and quicker than cold water. The new truck will also come with a turret-style boom and better set up front and back which will make it easier, and again safer, for our crews to gain access to work locations.

ALTERNATIVES & RECOMMENDATION

The Local Contract Review Board may choose to reject these purchases and direct staff to forego replacing excavator at this time, which is likely to lead to increased maintenance costs and increased liability.

ADDITIONAL RESOURCES

None

Fiscal Impact

Cost: $622,385.

Budgeted (yes or no): Yes

Where budgeted?: Within the ISF for Fleet

Additional Fiscal Notes:

The total cost of $622,385.00 is fully appropriated in the ISF Fleet Fund via contributions from water fund.

Attachments

No file(s) attached.

AIS-5297 **6.**

Business Meeting

Meeting Date: 09/05/2023

Length (in minutes): 20 Minutes

Agenda Title: Briefing on the Planning Legislative Work Program

Authored By: Tom McGuire

Presented By: Assistant Community Development Director Tom McGuire

Item Type: Update, Discussion, Direct Staff

Public Hearing Legal Ad Required?: No

Publication Date:

Information

EXPLANATION OF ISSUE

This briefing describes the major elements of the Community Development Department Planning Legislative Work Program for the remainder of 2023 and beyond. A memorandum is provided that includes narrative descriptions for each of the legislative (long-range planning) projects scheduled within the next two years. A multi-year timeline is attached that illustrates the timelines for each of the specific legislative projects described in detail in the memorandum.

ACTION REQUESTED

No action, informational briefing.

BACKGROUND INFORMATION

The Community Development Department periodically provides a briefing for the City Council on the status of the latest Planning Legislative Work Program. This briefing provides information on the legislative work program for 2023 and beyond. A multi-year timeline is provided that illustrates the timelines for each of the specific legislative planning projects that are described in detail in the accompanying memorandum. The briefing does not cover all projects that Community Development is involved with but only the legislative/planning projects that involve development code changes.

ALTERNATIVES & RECOMMENDATION

N/A

ADDITIONAL RESOURCES

N/A

Attachments

Council memo

Council chart

City *of* Tigard
Memorandum

To: Honorable Mayor and City Councilors

From: Tom McGuire, Assistant Community Development Director

Re: Community Development Department - Planning Legislative Work Program

Date: August 17, 2023

This memorandum describes some elements of the Community Development Department Planning Work Program for 2023 and beyond. This memorandum provides narrative descriptions for each of the legislative (long-range) projects projected to be addressed in the next two years. The memorandum does not cover all projects that Community Development is involved with but only the legislative projects that involve development code changes. A multi-year timeline is attached that illustrates the timelines for each of the specific legislative planning projects described in detail below.

Legislative Projects

Tigard MADE (Employment Zones Update) and Washington Square Plan District Code and Zoning

The objectives of this project are to promote job growth, economic equity, and environmental sustainability by expanding and modernizing allowed uses within the City's employment zones (commercial and industrial). Allowing for more area-wide mixed-use development would allow for greater job density and better accommodate alternative forms of transportation, like biking and public transit. The project will also identify land use regulations that act as barriers to entry for small business owners, communities of color, and other marginalized communities seeking to open and operate businesses in Tigard. The project will build flexibility into development standards to overcome or remove these barriers, and to incentivize eco-friendly development. The project will also refine definitions, boundaries, and allowed uses in employment zones in order to maximize clarity and encourage development that is the best fit for each part of the city.

With the help of the community, the City adopted a new land use and transportation policy framework for the Washington Square Regional Center (WSRC) in 2021. We are currently working to update the zoning and development regulations in this area to implement the new framework. This is being done as part of the MADE project because of the natural overlap of the two projects.

Tigard HOME (Residential Zones Update)

This project will modernize the City's land use regulations governing residential zones. Residents living in these zones lack walkable access to amenities and services. Additionally, community members frequently express frustration regarding the restrictions governing residential

properties—especially where they concern agricultural activity or home occupations. The update will also address Strategic Plan Objectives and City Council Goals focused on connectivity, opportunity, and equity. By modernizing the Development Code, the City can, allow for well-rounded, balanced, and connected neighborhoods with easy access to a broad range of services. Through the project we will identify, understand, and mitigate barriers to economic prosperity in communities of color, marginalized communities, and small businesses and enhance walkability to services and amenities in residential neighborhoods.

River Terrace 2.0 Community Planning

River Terrace 2.0 community planning is the first step in planning the future of undeveloped land in the City's two new urban growth areas. Totaling over 500 acres to the west and south of the current River Terrace, Tigard's newest neighborhood will feature a wider variety of housing options (mix of housing size, type, and price), transportation options, connections with natural areas, neighborhood-scale commerce, and more.. Equity and inclusion are a key component of the planning process, with the goal of ensuring that we develop a variety of housing types that meet the needs, preferences, and financial capabilities of Tigard's present and future residents. The community plan will also consider the areas place in the larger regional context, particularly integrating with newly-planned areas in King City and Beaverton, as well as connections to regional amenities, transit service, and trails.

Downtown Reimagined

While Tigard's Main Street has seen public and private improvements in recent years, livability in the downtown district is hindered by underdeveloped property, a preponderance of auto-oriented development, and a car-centric transportation. There is demand for new walkable development in Tigard, evidenced by recent rapid investment in the Tigard Triangle. The same level of potential exists in downtown but has been hindered by a development code that has not been responsive to fluctuating market and transportation conditions. Development code updates are needed to facilitate the efficient use of land, explore opportunities for aligning land use with reductions in vehicle miles travelled and emissions, and meeting the dire community (and regional) need for more affordable housing options near services and transit.

Public Improvement Standards Update (TDC 18.900)

Many of the recommendations in the Strategic Plan Code Audit consisted of updates to the City's street and utility standards. Additionally, Public Works Engineering is just completing an update of their Design Manual. This project will be conducted jointly with Public Works Engineering to modernize the public improvement standards in the 18.900 chapters of the Development Code.

FEMA Floodplain Code Update - TMC Title 9 (required by FEMA)

The state Department of Land Conservation and Development (DLCD) Hazard program is set up to assist the Federal Emergency Management Agency (FEMA) in carrying out periodic audits of National Flood Insurance Program (NFIP) participating communities. Tigard is a participating NFIP community and in 2021, Tigard was informed we were on the list of Community Assistance Contact (CAC) visits for that year. The purpose of a CAC is to maintain contact with NFIP participating communities, and ensure that each community is managing their floodplains in compliance with the NFIP requirements. The CACs provide an opportunity for assessing the local floodplain management program. The CAC included a review of the City's floodplain development code and procedures for issuing permits, record keeping for

permits issued, and associated documentation. Based on CAC review we are required to make further updates to our floodplain regulations and procedures. We are essentially required to adopt the FEMA model ordinance and code.

Future Projects

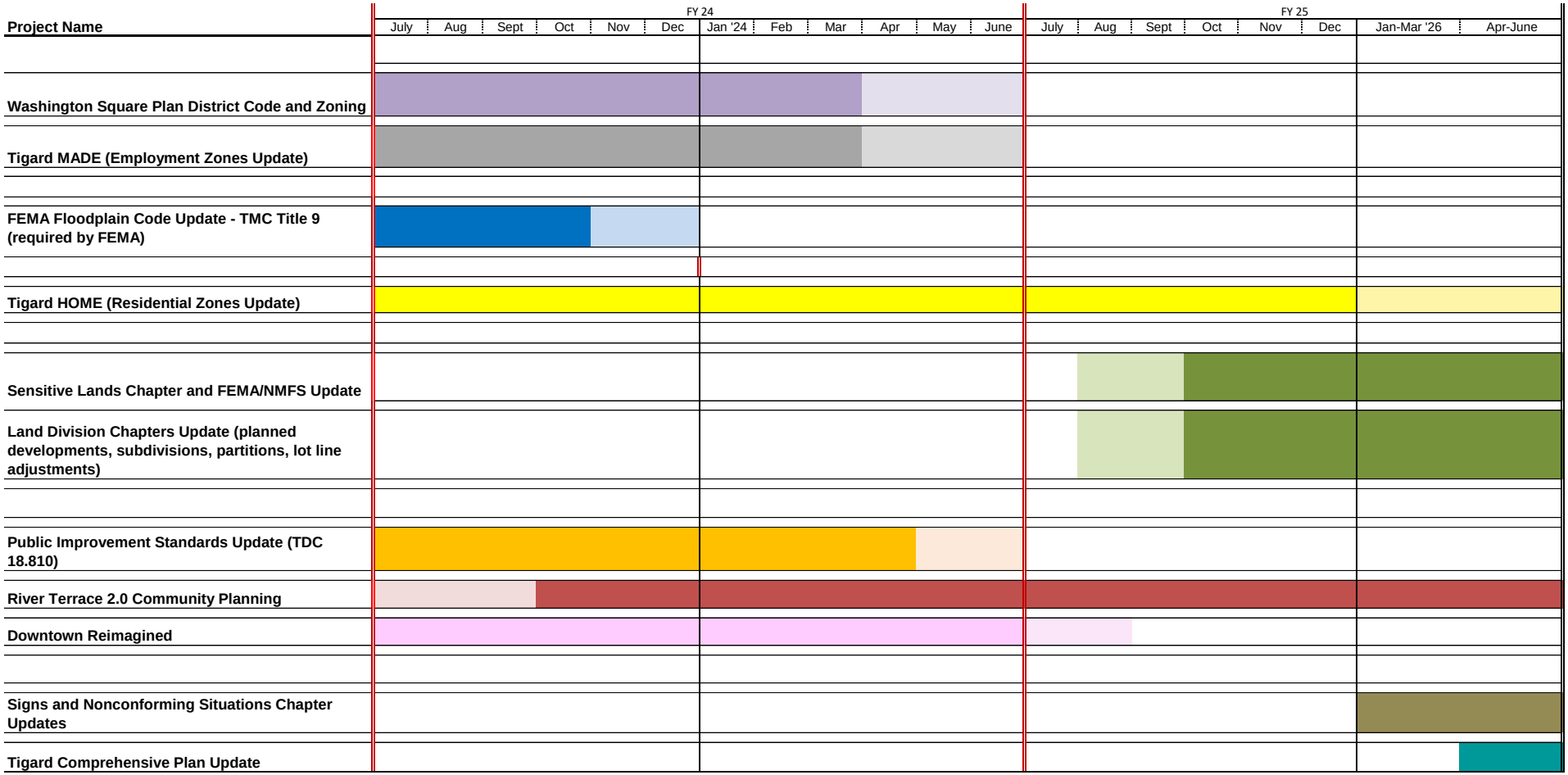
Sensitive Lands Chapter and FEMA/NMFS Update and Land Division Chapters Update (planned developments, subdivisions, partitions, lot line adjustments)
Chapter 18.510 is one of the most problematic chapters in all of Title 18 when it comes to problems of interpretation and implementation. The code language is incomprehensible in some areas and the whole chapter is in need of a complete re-write. Additionally, due to federal lawsuits and the Endangered Species Act, Oregon jurisdictions will soon be required to make code changes to comply with new federal/state environmental regulations.

Additionally, Chapter 18.770 and the 18.800's chapters are the sections of the Development Code that regulate land division and creation of lots. These chapters need updating primarily for modernization and to better support walkability and connectivity through Strategic Plan Goal 2. They are also integrated with the likely changes in the sensitive lands chapter.

Signs and Nonconforming Situations Chapter Updates
The sign code and non-conforming use chapters are almost as difficult to implement as the Sensitive Lands Chapter of Title 18. The sign code also needs to be reviewed and updated to assure compliance with current state law.

Tigard Comprehensive Plan Update
With the adoption of a new Strategic Plan, Council Goals, Transportation System Plan, and several other City policy plans, as well as multiple code and planning policy changes, the Tigard Comprehensive Plan will soon be in need of a major update. It has been nearly 12 years since the current Comprehensive Plan was adopted and it is in need of an overhaul and modernization to reflect current and future City values and aspirations.

Legislative Work Program 9/5/2023



AIS-5290 **7.**

Business Meeting

Meeting Date: 09/05/2023

Length (in minutes): 10 Minutes

Agenda Title: Los Empresarios de Tigard: Spanish Language Business Support

Authored By: Lloyd Purdy

Presented By: Economic Development Coordinator Escalera and Economic Development Manager Purdy

Item Type: Update, Discussion, Direct Staff

Public Hearing Legal Ad Required?: No

Publication Date:

Information

EXPLANATION OF ISSUE

Created in 2020, Los Empresarios De Tigard is a quarterly in-person workshop created to support Spanish speaking business owners and connect them to business support programs in their native language -- to ensure they can fully engage and learn.

ACTION REQUESTED

No formal Council action needed. This is an opportunity to learn about the Los Empresarios De Tigard business support program.

The most recent Los Empresarios de Tigard quarterly workshop was August 24th at 6pm at the Tigard Public Library. The economic development team hosted Spanish language presentations from representatives of Latino Built, Business ImpactNW, and the Oregon Association of Minority Entrepreneurs.

BACKGROUND INFORMATION

Los Empresarios de Tigard addresses a critical need within our local business landscape - the need for a business support forum that fosters collaboration, knowledge sharing, and growth for Spanish-speaking entrepreneurs. During the pandemic, Los Empresarios de Tigard continued as a virtual program. Over the past year, through a collaboration with Adelante Mujeres as the 2022-23 program host, the Los Empresarios de Tigard re-launched as an in-person workshop series with an attendance rate of 35-50 attendees at each quarterly workshop.

Workshops include networking time, introduction to City of Tigard business support programs, and introductions to regional business support partners like Business Impact NW, Latino Built, and Adelante Mujeres. Tigard based business owners, entrepreneurs and residents are invited to attend. Often entrepreneurs from outside of the City of Tigard attend as well.

Benefits to Spanish Speaking Business Owners:

Language Comfort: By offering workshops in Spanish, language barriers that often hinder effective communication and learning are removed. This creates a more inclusive atmosphere where

Spanish-speaking entrepreneurs can fully participate and gain valuable insights.

Networking Opportunities: Los Empresarios de Tigard connects business owners with each other, facilitating the exchange of ideas, experiences, and resources. These connections foster a sense of community and provide access to a network that understands the unique challenges faced by Latinx entrepreneurs.

Exposure to Business Resources: Introduction to experts from various fields, nonprofits, and other small business development programs. This exposure invites these resource providers to connect directly with Spanish-speaking entrepreneurs, expanding their reach and impact.

Consistent Growth: The attendance at workshops has grown consistently, largely due to positive word of mouth and proactive business outreach efforts. This indicates a strong demand for such services among Spanish-speaking business owners in the Tigard community.

Los Empresarios de Tigard empowers Spanish-speaking entrepreneurs, fosters economic growth, and strengthens the bonds within Tigard's diverse community. It aligns with the equity goals of the City's Strategic Plan, aligns with our city's commitment to inclusive economic development, and to the equity, engagement and excellence goals of Tigard's Community Promise.

ALTERNATIVES & RECOMMENDATION

N/A

ADDITIONAL RESOURCES

N/A

Attachments

Event Announcement

Presentation









Los EMPRESARIOS de Tigard

24 de agosto

6:00 - 8:00 PM

Biblioteca de Tigard
13500 SW Hall Blvd Tigard, OR 97223

Regístrese al evento
https://forms.office.com/g/AScAqkbPdU

CIUDAD DE Tigard

LATINOBUILT
AN ASSOCIATION FOR LATINO CONTRACTORS

BusinessImpactNW

OAME
Oregon Association of Minority Entrepreneurs



Los EMPRESARIOS de Tigard

CITY OF Tigard