City *of* Tigard

# Tigard Business Meeting –Agenda

**TIGARD CITY COUNCIL & LOCAL CONTRACT REVIEW BOARD**

| | |
|---|---|
| **MEETING DATE AND TIME:** | JUNE 28, 2022 - 6:30 p.m. Executive Session; 7:00 p.m. Business Meeting **REVISED 6/23/22 - Agenda Item No. 10 was revised.** |
| **MEETING LOCATION:** | Remote participation only. See **PUBLIC NOTICE** below. |

**PUBLIC NOTICE**: In accordance with the City of Tigard's Safety Plan related to COVID-19 and Oregon House Bill 4212, this will be a virtual meeting where Council and staff will participate remotely. There will be no in-person public testimony during this meeting.

How to comment:

- Written public comment may be submitted electronically at www.tigard-or.gov/Comments. All comments must be submitted before noon the day of the meeting.
- 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

**SEE ATTACHED AGENDA**

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

CABLE VIEWERS: The first City Council meeting of the month may be shown live on Channel 28 at 6:30 p.m. The meeting will be rebroadcast at the following times on Channel 28:

| | | | |
|---|---|---|---|
| Thursday | 6:00 p.m. | Sunday | 11:00 a.m. |
| Friday | 10:00 p.m. | Monday | 6:00 a.m. |

City *of* Tigard

# Tigard Business Meeting –Agenda

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| **MEETING DATE AND TIME:** | JUNE 28, 2022 - 6:30 p.m. Executive Session; 7:00 p.m. Business Meeting **REVISED 6/23/22 - Agenda Item No. 10 was revised.** |
| **MEETING LOCATION:** | Remote participation only. |

6:30 PM

1. EXECUTIVE SESSION: The Tigard City Council will go into Executive Session to discuss real property negotiations, under ORS 192.660(2) (e). 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. Executive Sessions are closed to the public.

7:00 PM

2. BUSINESS MEETING

   A. Call to Order

   B. Roll Call

   C. Pledge of Allegiance

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

3. PROCLAMATIONS AND RECOGNITION

   A. PROCLAIM JULY PARK & RECREATION MONTH

4. PUBLIC COMMENT

   A. Follow-up to Previous Public Comment

B. Update from Police Chief McAlpine

C. Tigard Area Chamber of Commerce

D. Public Comment – Written

E. Public Comment – Phone-In

5. CONSENT AGENDA: (Tigard City Council & 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. Motion to:

A. WATER QUALITY TESTING SERVICES

B. PAVEMENT MANAGEMENT PROGRAM PAVEMENT REHABILITATION (OVERLAY)

- *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. APPOINT AISHIKI NAG TO YOUTH CITY COUNCILOR POSITION EFFECTIVE 7/1/22 **7:15 p.m. estimated time**

7. METRO COUNCILOR ROSENTHAL UPDATE. **7:20 p.m. estimated time**

8. MUNICIPAL COURT UPDATE **7:40 p.m. estimated time**

9. BOARD MEMBER TERM ALIGNMENT **7:55 p.m. estimated time**

10. PUBLIC HEARING AND ADOPTION OF SOLID WASTE FEES **8:20 p.m. estimated time**

11. NON-AGENDA ITEMS

12. ADMINISTRATIVE REPORT

13. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. 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. Executive Sessions are closed to the public.

14. ADJOURNMENT. **8:30 p.m. estimated time**

AIS-4971 **3. A.**

**Business Meeting**

**Meeting Date:** 06/28/2022

**Length (in minutes):** Consent Item

**Agenda Title:** Proclaim July Park & Recreation Month

**Authored By:** Joanne Bengtson

**Presented By:** Rick Gruen

**Item Type:** Proclamation

**Public Hearing Legal Ad Required?:** No

**Publication Date:**

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**Information**

## EXPLANATION OF ISSUE

To recognize and honor the contributions Tigard's Parks & Rec programming makes in the community, we request City Council consider issuing this proclamation in keeping with the National Parks & Recreation observance.

## ACTION REQUESTED

Teammates are asking City Council to proclaim July as Park and Recreation Month to bring attention to the way parks and recreation benefit the community.

## BACKGROUND INFORMATION

### Dates of Previous and Potential Future Considerations

A proclamation celebrating July as Park and Recreation Month has been issued annually by the City Council since 2010.

The National Park Service began observing this event in 1985 to recognize the importance of parks and recreation in establishing and maintaining the quality of life for, and contributing to the physical, economic and environmental well-being of communities. Efforts by the National Recreation and Park Association led to Congress issuing an official resolution for Park and Recreation Month in 2009. The association supports the national park and recreation community and the general public in promoting summer programming and celebrations in support of the field.

### Public Involvement

Recreation will host six Pop Up in the Park events to celebrate Parks & Recreation month in July. Every Pop Up is different! Special guests include the Tigard-Tualatin School District Summer Lunch program, Tigard Public Library, and Oregon Music Academy. See when Recreation will be in your neighborhood: www.tigard-or.gov/recreation. The city is an active member of the National Recreation and Parks Association (NRPA) and this July, the national campaign brings attention to how important it is to support teammates who rise up for their communities in service of equity, climate-readiness, and overall health and well-being.

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

There is no financial impact to issuing this proclamation. It supports the Parks & Recreation System Plan (2022) goal of having a park within a ten-minute walk of everyone. At this time approximately one-third of Tigard's population has to walk more than ten minutes to reach a developed park. It also supports our

Strategic Vision for an equitable community that is walkable, healthy and accessible for everyone.

**ALTERNATIVES & RECOMMENDATION**

Council could choose not to issue the proclamation, but teammates recommend issuing the proclamation.

**ADDITIONAL RESOURCES**

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**Attachments**

Parks & Recreation Month

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# Proclamation

City of Tigard

## JULY is PARK AND RECREATION MONTH

**WHEREAS**, park and recreation programs are an integral part of the Tigard community; and

**WHEREAS,** Tigard recognizes the importance of providing children and adults with a place to connect with nature, interact with friends and family and have fun outdoors; and

**WHEREAS**, park and recreation opportunities are important to establishing and maintaining the quality of life in Tigard and contribute to the general well-being of our residents; and

**WHEREAS**, parks and recreation programs support healthy, active communities and serve the needs of people of all ages and abilities; and

**WHEREAS**, parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

**WHEREAS**, Tigard´s parks, open space, greenways and recreation areas ensure the ecological beauty of our community is maintained with improved water quality, smart development and preservation of wildlife habitat; and

**WHEREAS**, Parks & Recreation teammates provide programming and maintenance for 557 acres of parks (7 community parks, 16 neighborhood parks, 5 linear parks, 5 future parks) and 20 playgrounds, 10 sports fields, 5 basketball courts, 3 community gardens, 3 dog parks and 1 skatepark; and

**WHEREAS**, members of the Parks & Recreation Advisory Board advise City Council and advocate for park and recreation opportunities for a growing Tigard. In recognition of all the benefits the community derives from parks and recreation resources, teammates request the City Council proclaim July as Parks & Recreation Month in the City of Tigard.

**NOW THEREFORE BE IT RESOLVED** the City of Tigard City Council does hereby proclaim,

## JULY - PARK AND RECREATION MONTH

in Tigard, Oregon and encourage residents to get outside and have fun!

Dated this 28th day of June 2022.

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

_____
Jason B. Snider, Mayor
City of Tigard

**Attest:**

_____
Carol A. Krager, City Recorder

AIS-4995 **5. A.**

**Business Meeting**

**Meeting Date:** 06/28/2022

**Length (in minutes):** Consent Item

**Agenda Title:** Water Quality Testing Services

**Authored By:** Toni Riccardi

**Presented By:** Project Manager Jennifer Joe

**Item Type:**

**Public Hearing Legal Ad Required?:**

**Publication Date:**

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**Information**

## EXPLANATION OF ISSUE

The purpose of this action is to approve the Water Quality Testing Services contract.

## ACTION REQUESTED

Staff recommends the Local Contract Review Board award the contract to Eurofins Eaton Analytical, LLC. for Water Quality Testing Services for an estimated amount of $250,000 over the possible five years and direct the City Manager to take the steps necessary to execute the contract.

## BACKGROUND INFORMATION

The city has the need for a contractor to provide water quality testing services. This contractor will provide specified laboratory water testing services within the appropriate or required turnaround times. The contractor will assure the accuracy and precision of laboratory results related to work performed. The major tasks of this work shall be as follows:

The city issued a Request for Proposal for the work in April 2022. Upon closing, the city received proposals from two firms. The firms, and their scores from the evaluation team (out of 300) are as listed:

- Alexin Analytical Laboratories, Inc (269)
- Eurofins Eaton Analytical LLC (283)

As Eurofins Eaton Analytical LLC was determined to best meet the current needs for the city for this project, staff will be recommending Eurofins Eaton Analytical LLC receive the contract award from the Local Contract Review Board. The contract will be for an estimated $50,000 each year for possibly five years. The total cost is not anticipated to exceed $250,000 over the life of the contract.

## ALTERNATIVES & RECOMMENDATION

The Local Contract Review Board may choose to not award this contract. This would cause significant issues with the city's water quality testing programs and result in staff looking for alternative solutions like a shorter term "bridge" agreement.

## ADDITIONAL RESOURCES

None

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## Fiscal Impact

**Cost:** $250,000.00

**Budgeted (yes or no):** Yes

**Where Budgeted (department/program):** Water Fund

**Additional Fiscal Notes:**

The contract will be for an estimated $50,000 each year for possibly five years. The total cost is estimated at $250,000 over the life of the contract. The Water Division annually budgets for this cost within their operations.

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## Attachments

*No file(s) attached.*

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AIS-4996 **5. B.**

| | |
|---|---|
| **Business Meeting** | |
| **Meeting Date:** | 06/28/2022 |
| **Length (in minutes):** | Consent Item |
| **Agenda Title:** | Pavement Management Program Pavement Rehabilitation (Overlay) |
| **Authored By:** | Toni Riccardi |
| **Presented By:** | Project Manager Nichole George |
| **Item Type:** | Motion Requested<br>Local Contract Review Board |
| **Public Hearing Newspaper Legal Ad Required?:** | Yes |
| **Public Hearing Publication Date in Newspaper:** | 05/13/2022 |

**Information**

## EXPLANATION OF ISSUE

The purpose of this action is to seek approval for the Pavement Management Program Pavement Rehabilitation (Overlay) contract.

## ACTION REQUESTED

Staff recommends the Local Contract Review Board award the contract to S-2 Contractors Inc for the Pavement Management Program Pavement Rehabilitation (Overlay) for an estimated amount of $1,576,938.00 and authorize the City Manager to take the steps necessary to execute the contract.

## BACKGROUND INFORMATION

The annual Pavement Management Program (PMP) protects the city's investment in street infrastructure. The program typically includes a combination of minor maintenance projects (slurry seal applications) and major maintenance and rehabilitation projects (pavement overlays). In a pavement overlay project, the pavement on a street has deteriorated due to traffic usage, weather and is at the point where pavement repairs and overlays are necessary to avoid further deterioration and return the street to a good condition. Work under this project will include:

- Upper Boones from 72nd to just beyond Sequoia Parkway
- Bonita Road from 74th Avenue east to just beyond the second railroad crossing
- Backlog streets of
  - Section of Alderbrook Circle
  - Section of Katherine Street
  - Section of 129th Ave

The city issued an Invitation to Bid for the project in May 2022 with notice published in the Daily Journal of Commerce. Upon closing, the city received responses from three contractors:

- S-2 Contractors, Inc - $1,576,938.00
- Brix Estimating - $1,649,377.00
- Kodiak Pacific Construction - $1,811,811.00

The Contracts team has reviewed the bids and determined that S-2 Contractors Inc has submitted the lowest reasonable bid. S-2 Contractors Inc has no State of Oregon Contractor Construction Board

violations and is not on the Bureau of Labor and Industries ineligible list. Accordingly, it is recommended and award for the city's pavement rehabilitation contract to S-2 Contractors Inc in the amount of $1,576,938.00.

## ALTERNATIVES & RECOMMENDATION

The Local Contract Review Board may choose to not award this contract and direct staff to resolicit for the work.

## ADDITIONAL RESOURCES

None

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### Fiscal Impact

**Cost:** $1,576,938
**Budgeted (yes or no):** Yes
**Where budgeted?:** Street Maintenance Fee
**Additional Fiscal Notes:**

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### Attachments

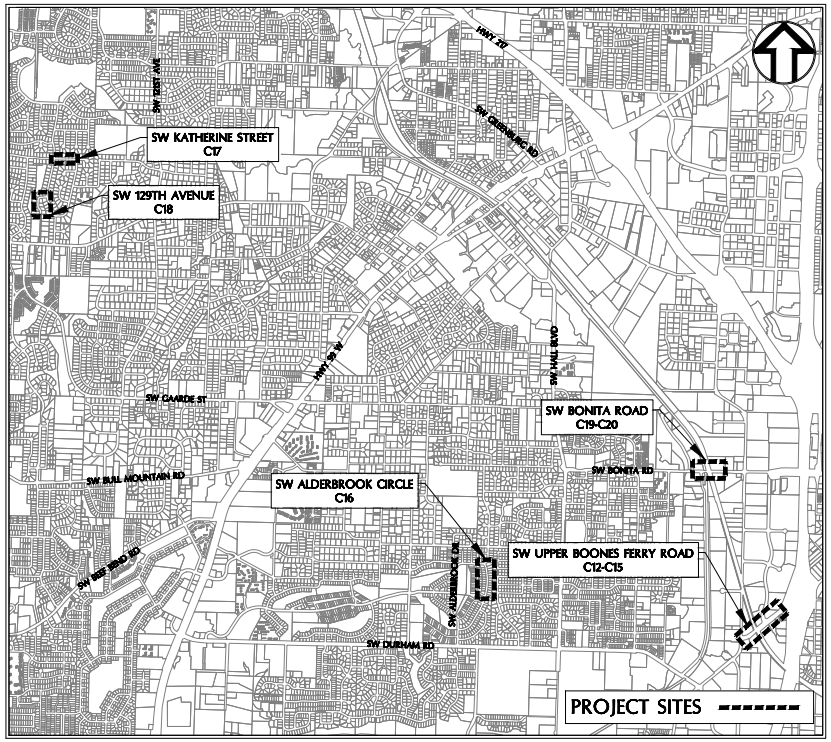
Rehab Summary

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# CITY OF TIGARD

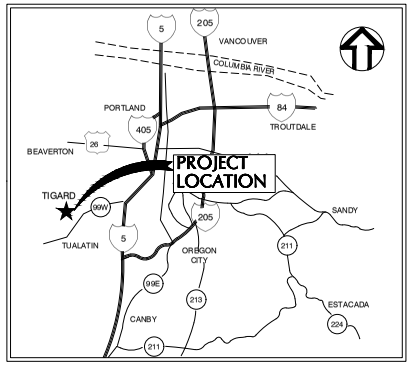
# 2022 PAVEMENT REHABILITATION PROJECT

APRIL 2022




PROJECT SITE MAP

*NOT TO SCALE*




LOCATION MAP

*NOT TO SCALE*


wallis *engineering

Civil Engineer: Wallis Engineering
215 W. 4th Ave., Suite 200
Vancouver, Washington 98660
(360) 695-7041
Contact: Wes Wegner, P.E.

TIGARD

Owner: City of Tigard
13125 SW Hall Blvd
Tigard, Oregon 97223
Tigard Public Works Department
Contact: Nichole George, Project Manager
(503) 718-2584


Other Agencies:

Ziply Fiber
(503) 626-2386
Contact: John Bielec

Portland General Electric
(503) 672-5454
Contact: Jose Velasco

Comcast
(503) 798-5785
Contact: Mircea Burghelea

Genesee and Wyoming Railroad
(503) 508-7440
Contact: Dennis Hannah

NW Natural
(503) 226-4211 Ext. 2967
Contact: Richard Girard

Washington County Signals
(503) 846-7959
Contact: Kevin Ellington

ODOT
(971) 673-6216
Contact: Jim Bailey

REGISTERED PROFESSIONAL ENGINEER
OREGON
JULY 27, 2021
WESLEY MARTIN WEGNER
EXPIRES: 06/30/2022

| NO. | REVISION | BY | DATE |
|---|---|---|---|

ONE INCH | 1"
IF NOT ONE INCH, ADJUST SCALE ACCORDINGLY

DESIGNED BY: TB
DRAWN BY: CK/TB
CHK'D: WMW

COVER

wallis *engineering
PROJECT NO: 1534A
DATE: 4/2022

CITY OF TIGARD
2022 PAVEMENT
REHABILITATION PROJECT

TIGARD

DRAWING NO:
C1

AIS-4967 **6.**

**Business Meeting**

**Meeting Date:** 06/28/2022

**Length (in minutes):** 5 Minutes

**Agenda Title:** Appoint Aishiki Nag to Youth City Councilor Position Effective 7/1/22

**Authored By:** Joanne Bengtson

**Presented By:** Mayor Snider

**Item Type:** Motion Requested

**Public Hearing Legal Ad Required?:** No

**Publication Date:**

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**Information**

## EXPLANATION OF ISSUE

The current youth city councilor term expires on June 30, 2022 and the city launched a comprehensive campaign for eligible students interested in submitting 2023 applications (social media, email, website, Farmers Market, Cityscape, etc.). The interview was conducted on June 13, 2022 by Mayor Snider, Council President Lueb, and former Youth City Councilor and member of the Public Safety Advisory Board, Emilio Calderon. The panel recommended reappointing Aishiki Nag to a second term as Tigard's Youth City Councilor.

## ACTION REQUESTED

City is asking Council to appoint Aishiki Nag to a second, 1-year term as Youth City Councilor to begin July 1, 2022 and ending June 30, 2023.

## BACKGROUND INFORMATION

### Dates of Previous and Potential Future Considerations

The Youth City Councilor program was launched in 2019 and this will be the fourth year a student living in Tigard is appointed to the position.

### Public Involvement

City Management and the Communications team heavily promoted the opportunity to apply. Outreach included a web page, emails to area schools and the TTSD superintendent, social media posts, farmers market, Youth Advisory Council membership, a press release and a front page story in Tigard Life newspaper.

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

The impact to the community in filling this position is improved youth engagement and input on City Council policy decisions.
The budget impact ($3,000) is sufficient to send the youth city councilor to the National League of Cities Congressional Cities Conference in Washington, DC in March 2023 to represent the city's youth.

## ALTERNATIVES & RECOMMENDATION

The City Council could choose to leave the position vacant or they could appoint Youth Councilor Nag to a second term, as she is eligible and it's allowed in Resolution 19-13 which created the role. City teammates recommend her reappointment.

**ADDITIONAL RESOURCES**

In the application submitted for consideration as Youth City Councilor in 2023, Ms. Nag wrote:
I was the Youth City Councilor for the 21-22 term, and I was able to provide input to city council meetings. My main focus was climate change policy as well as providing youth engagement in local government. I was able to create and run Climate Champions where we planned and brainstormed policy ideas, and I also personally wrote a 15-page document on policy recommendations for the Climate Resiliency Plan. During my term, I was also able to lead a Voter Registration Drive where many members of the City Council, Local Representatives and Senators, School Board, and Secretary of State was able to come. I was also able to talk to TYAC and organize local park clean-ups, nature activities and other events to give youth more spaces to volunteer and help the community. I was also able to talk and update the Mental Health Website during my term as well to hopefully provide more resources. I've worked on writing testimony (testified in favor of SB 776), and I'm passionate about youth engagement in civics. Recently I was working on making a voters guide for the 2021 School Board elections for the students at TTSD to make informed decisions, as well as making a video to promote voter registration with my friend.

I'm interested in re-applying for this position because over the past year I was able to get over the initial learning curve of the program and I think I am able to give better input in meetings from now on. I also want to continue working on my main goals throughout the year as well, such as working with the internal team to come up with the finished Climate Resiliency Plan and continue leading Climate Champions. During my time I feel really confident about the work that we have done in the community, especially in driving community awareness of the Climate Resiliency Plan. I want to be able to finish my work with the CRP before my term is over, and I would love to be reconsidered so I can continue working on the program. I also want to continue working with Halsted Bernard on creating a free-fridge program in downtown Tigard to reduce food waste and revitalize the community and help the houseless community in Tigard. For my campaign for voter registration, I want to talk to TYAC and the Teen Library Council to have more voter registration drives throughout the years, as well as open small voter registration drives throughout city events, such as the farmers market. I also am in the midst of talking to Kent and creating a youth team to help promote local businesses in Down Town Tigard, and other ways to get more outside attention to Tigard.

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**Fiscal Impact**

**Cost:** 3,000

**Budgeted (yes or no):** yes

**Where Budgeted (department/program):** 100-0500

**Additional Fiscal Notes:**

this amount covers expenses for a trip to Washington, DC as part of Tigard delegation to the NLC Congressional Cities Conference.

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**Attachments**

Resolution 19-13

Youth City Councilor Program Outline

YCC Press Release 5-11-22

Nag YCC Application 2022-2023

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# CITY OF TIGARD, OREGON
# TIGARD CITY COUNCIL
# RESOLUTION NO. 19- 13

**A RESOLUTION ESTABLISHING A PROGRAM FOR STUDENT REPRESENTATION ON THE TIGARD CITY COUNCIL AND ESTABLISHING CRITERIA FOR A YOUTH CITY COUNCILOR.**

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WHEREAS, the Tigard City Council appreciates the talents and perspectives found among the city's youth; and

WHEREAS, the Mayor and Council recognize the contributions young people can make to city government; and

WHEREAS, the Tigard City Council wishes to encourage youth participation in municipal government by creating a position for a Tigard student in their junior or senior year of high school to advise the City Council on community issues from a youth perspective; and

WHEREAS, participation in governmental proceedings will help develop responsible and knowledgeable future citizens; and

WHEREAS, the student representative will serve as a liaison between the City Council and the young people of the community.

NOW, THEREFORE, BE IT RESOLVED by the City Council that:

SECTION 1: The Tigard City Council hereby establishes a program for naming a junior or senior high school student representative to the City Council with the following criteria for this role:

a. Youth must reside within the city limits of the City of Tigard.
b. Youth must have their parent/guardian's approval to participate in the program.
c. Complete the appropriate application and participate in the interview process directed by the Mayor's Appointment Advisory Committee.
d. Once appointed, the Youth City Councilor will serve as a non-voting member of the City Council for a term of one year, beginning July 1 and ending June 30 of the following year.
e. Only one (1) Youth City Councilor will be appointed to Council at any given time.
f. The Youth City Councilor will attend and participate in at least 75 percent of the regularly scheduled Council meetings and community events provided they do not interfere with school commitments.
g. The Youth City Councilor will sit with the City Council and may participate in all council proceedings except Executive Sessions; student will not have access to confidential information intended for Executive Session discussion.
h. Youth must comply with council rules of procedure and conduct themselves in a professional manner.

i. The Youth City Councilor serves without pay but may be reimbursed for out-of-pocket expenses incurred in the performance of their duties when such expenses have been authorized in advance.

j. The Youth City Councilor may apply for reappointment to the position for a second term provided they meet eligibility requirements.

k. A youth councilor may be removed for cause prior to the end of the term with a majority vote of the full City Council.

l. The Mayor or his designee will serve as a mentor to the Youth City Councilor to offer support and guidance to the student member throughout their tenure on the council.

m. The Youth City Councilor will have a meal allowance for one evening meal before City Council meetings when requested and a travel & training allowance sufficient to cover registration, travel, hotel and per diem expenses for attending one national conference (ex: National League of Cities Congressional Cities Conference, Washington, DC).

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This 2nd day of April 2019.

Jason B. Snider, Mayor
City of Tigard

ATTEST:

Kelly Burgoyne

Kelly Burgoyne, Deputy City Recorder

City *of* Tigard

# TIGARD YOUTH CITY COUNCILOR PROGRAM

**Goal:** **This program would allow the Mayor to appoint one Tigard student to serve as a non-voting, de facto member of the Tigard City Council. The aim of the program is to advise the City Council on community issues from a youth perspective, increase student participation in local government and provide input on issues of importance to Tigard youth.**

**Expectation:**

- The youth councilor will attend *(virtual meetings until Covid-19 meeting norms change)* of the City Council (1st, 2nd, 3rd and 4th Tuesday of each month at 6:30 p.m. at Tigard City Hall, Town Hall) but will not attend executive sessions or be given confidential information for executive sessions.
- The student will be seated with the City Council at meetings and must comply with council rules of procedure and conduct themselves in a professional manner.
- The youth councilor is invited to participate in all City Council activities outside of regularly scheduled council meetings (National Night Out, Meet & Greets, Holiday Tree Lighting Ceremony, etc.) as long as the activity does not interfere with school commitments.
- The Youth City Councilor serves without pay but may be reimbursed for out-of-pocket expenses incurred in the performance of their duties when such expenses have been authorized in advance.

**Eligibility:**

- Only one (1) Youth City Councilor will be appointed to Council at any given time.
- Students are invited to apply at the end of their sophomore or junior year for participation in the following school calendar year.
- Student must be a resident of the City of Tigard but may attend a public or private school serving Tigard residents (*Tigard High School, Westview High or Muslim Educational Trust, Jesuit, St. Mary's of the Valley, etc.*) and maintain passing grades in their classes.
- The student's parent or guardian must give permission for the student to be appointed.

**Term:**

- The Youth City Councilor shall serve a one-year term that commences after July 1 of each year and ends on June 30 of the following year.
- The Youth Councilor is required to have at least 75 percent attendance at council meetings but during the summer may be excused for family vacation, travel or school commitments.

**Application Process:**

- Vacancy should be publicized on the city's website and through outreach to local high schools.
- City Council will identify the questions and form for application.

- Applications shall be forwarded to the city council for consideration and follow the selection process used by the Mayors Appointment Advisory Committee.
- The youth councilor may apply for reappointment to the position for a second term provided they meet eligibility requirements.
- A youth councilor may be removed for cause prior to the end of the term with a majority vote of the full City Council.

**Time Commitment**:

- The student selected to serve as the Youth Councilor will be required to attend an orientation to acquaint student with activities of City Council no later than August 1.
- Students can expect to spend between 12 – 20 hours a month in meeting preparation and attendance.

**Program Impact**

- Position Support
    - The Mayor will serve as the Youth Councilor mentor to assist with questions and advice
    - The Mayor's Executive Asst. will assist with scheduling, travel, etc.
- Budget:
    - $2,500: National Conference (ex: NLC in Washington, DC) travel/training expenses
- Effectiveness Measure:
    - Youth engagement will increase as noted in a yearly evaluation.

# City *of* Tigard
# Press Release

13125 SW Hall Boulevard | Tigard, Oregon 97223 | www.tigard-or.gov

**FOR IMMEDIATE RELEASE | May 11, 2022**

**Contact:**
Jason B. Snider, Mayor
City of Tigard
503-810-0269
Jason@tigard-or.gov

## Now Accepting Applications for Tigard Youth City Councilor Position

Following a successful third year as part of the Tigard City Council, the Youth City Councilor position will continue for another 1-year term. Mayor Snider is now seeking applications from eligible students who reside within Tigard City Limits.

The aim of the program is to advise the City Council on community issues from a youth perspective, increase student participation in local government and provide input on issues of importance to Tigard youth.

To be considered, a student must be a resident of Tigard at the end of their sophomore or junior year of high school and attend a public or private school (Tigard High School, Westview High, Muslim Educational Trust, Jesuit, St. Mary's of the Valley, etc.) where they have and maintain, passing grades in their classes.

The youth city councilor is invited to participate in all City Council activities outside of regularly scheduled council meetings (National Night Out, Meet & Greets, Holiday Tree Lighting Ceremony, etc.) as long as the activity does not interfere with school commitments.

The successful youth city councilor will sit with the City Council at meetings and comply with council rules of procedure and conduct themselves in a professional manner. The youth city councilor must be able to commit to attending regular meetings of the City Council (1st, 2nd, 3rd and 4th Tuesday of each month at 6:30 p.m. – either remotely or in-person at City Hall when Council transitions out of virtual meetings in accordance with Covid-19 precautions) but will not attend executive sessions or be given confidential information for executive sessions.

Mayor Snider said, "We've received outstanding applications from students since this position was created, making this a very competitive interview and selection process. I'm looking forward to hearing the views our next Youth City Councilor will contribute to council deliberations. Our current Youth City Councilor, Aishiki Nag, has brought enthusiasm and drive to climate resiliency, voter registration and the importance of diversity, equity and equality in a thriving community."

A completed application and answers to three essay questions should be submitted by Wednesday, June 1, 2022 for consideration.

Program information and the student application and essay questions are available at www.tigard-or.gov/YCC. If you have questions, email Mayor Snider at Jason@tigard-or.gov.

##

**Name:** Aishiki Nag (11th Grade)
**Mailing Address:** **xxxxxx**
**Lives In City Borders:** Yes
**Primary Phone:** **xxxxxxxx**
**Email:** **xxxxxxx**

1) **Previous Community Involvement:** My previous community activity in Tigard is my involvement with different local government organizations and volunteer organizations. Over my time as a high schooler, I have collected over 400 volunteer hours from working on different projects, as well as volunteering for Packed With Pride, Oregon Food Bank, and volunteering on different campaigns. I've done more micselenious projects associated with the National Honors Society, which I've received a letterman award for. I'm part of youth advocacy groups such as the Tigard Tualatin Student Union, which has worked on legislation, policy and lesson plan to better curriculum for students. I am also part of the Youth Action Team at Next Up Oregon where I work on legislation and community organizing to better youth engagement in local politics. I am an intern at the Oregon League of Conservation Voters and worked on organizing townhalls. I am also part of YEJA part of OPAL Oregon working on Transportation and Environmental justice. I am also part of a robotics team where I work on marketing, budgeting, and outreach events, such as a food drive which I organized!
2) **Other Relevant Information:** I was also the Youth City Councilor for the 21-22 term, and I was able to provide input to city council meetings. My main focus was climate change policy as well as providing youth engagement in local government. I was able to create and run Climate Champions where we planned and brainstormed policy ideas, and I also personally wrote a 15-page document on policy recommendations for the Climate Resiliency Plan. During my term, I was also able to lead a Voter Registration Drive where many members of the City Council, Local Representatives and Senators, School Board, and Secretary of State was able to come. I was also able to talk to TYAC and organize local park clean-ups, nature activities and other events to give youth more spaces to volunteer and help the community. I was also able to talk and update the Mental Health Website during my term as well to hopefully provide more resources. I've worked on writing testimony (testified in favor of SB 776), and I'm passionate about youth engagement in civics. Recently I was working on making a voters guide for the 2021 School Board elections for the students at TTSD to make informed decisions, as well as making a video to promote voter registration with my friend. I am also working on doing lit drops with candidates from the THPRD, Ashley Hartmeir-Prigg, and Ugonna Enyinnaya. I have also participated in letter-writing campaigns!
3) I was encouraged to reapply!
4) Yes, I can attend the meetings! (No conflicts!)

5) **<u>Why I'm Interested in the Position:</u>** I'm interested in re-applying for this position because over the past year I was able to get over the initial learning curve of the program and I think I am able to give better input in meetings from now on. I also want to continue working on my main goals throughout the year as well, such as working with the internal team to come up with the finished Climate Resiliency Plan and continue leading Climate Champions. During my time I feel really confident about the work that we have done in the community, especially in driving community awareness of the Climate Resiliency Plan. I want to be able to finish my work with the CRP before my term is over, and I would love to be reconsidered so I can continue working on the program. I also want to continue working with Bernard Halstead on creating a free-fridge program in downtown Tigard to reduce food waste and revitalize the community and help the houseless community in Tigard. For my campaign for voter registration, I want to talk to TYAC and the Teen Library Council to have more voter registration drives throughout the years, as well as open small voter registration drives throughout city events, such as the farmers market. I also am in the midst of talking to Kent and creating a youth team to help promote local businesses in Down Town Tigard, and other ways to get more outside attention to Tigard,
6) **<u>How I plan on representing the youth:</u>** I plan on representing the Tigard youth in a fair and equitable way. I am currently working on a School Board Voters guide that is a collection of survey responses from the candidates. I asked my peers and used my Instagram platform as a way of collecting questions that the students were concerned about and sent out the questionnaire. I'm also using my ties with the Tigard ASB to lead a push to have 16 and 17-year-olds to pre-register to vote, and 18-year-olds register for the November elections. Using my platform on social media, as well as my ties to the Tigard ASB I can effectively collect popular opinion from the youth of Tigard. I would simply serve as a vessel for public opinion, and highlight the voices of underrepresented communities such as BIPOC and LGBTQIA+ youth. I have always been an advocate for youth participation in politics and I will continue holding surveys on popular topics, as well as holding elected representatives accountable for their word. I plan on using my platform to fill in students and families with major changes in city policy and advocate for progressive policies, such as more mental health resources and a push for clean energy. I want to also lead more youth-concerned projects, that would give more teenagers a leadership role in making their community a better place. If given the opportunity to partake in the City Council, I will come prepared with facts and testimonies from students and have a youth-centered agenda.
7) **<u>Pick one thing the City of Tigard is responsible for that you would like to change:</u>** (A) One of the things in Tigard that I would want to change is having more youth participation and drive youth turnout in local elections, as well as general and midterms. (B) Youth civic engagement is important because many of the decisions being voted on are issued that will directly affect them. Historically youth turnout has been low,

especially in marginalized communities, and oftentimes there is miscommunications and disinformation that may confuse people. Having transparent and accessible information about elections and civic opportunities is important. (C) One plan I have to drive youth voters is having more voter registration drives. The City could host an event to send a team to talk to the high school students and register students to pre-register or register to vote. One of the ways we can easily make this happen is to work with NextUp Oregon Action Fund and ask some of their volunteers to help with the event as well. They are known to host voter registration drives in high school, so this is a feasible goal! With the help of NextUp Oregon I was able to create a voter registration drive and local government night where students were able to meet there elected leaders. Many students came up to me afterwards saying how they finally felt listened to by offficals, so I want to set up more youth oriented town halls to directly collect youth input from students and provide spaces for youth to connect to elected officials.

AIS-4976 **7.**

**Business Meeting**

**Meeting Date:** 06/28/2022

**Length (in minutes):** 20 Minutes

**Agenda Title:** Metro Councilor Rosenthal Update

**Authored By:** Alexandra Richardson

**Presented By:** Metro Councilor Rosenthal

**Item Type:** Update, Discussion, Direct Staff

**Public Hearing Legal Ad Required?:** No

**Publication Date:**

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**Information**

## EXPLANATION OF ISSUE

Metro Councilor Rosenthal will present to Council a Metro Regional Action Update. Council last received an update from Metro Councilor Rosenthal about regional priorities on December 7, 2021.

Potential topics include:

- Regional homeless services
- Metro's housing bond
- Support services
- Keeping the region clean
- Regional Transportation Plan
- Supporting the Economy
- Parks & Nature updates

## ACTION REQUESTED

This is just informational. After a high-level briefing, there will be a question and answer period.

## BACKGROUND INFORMATION

**Dates of Previous and Potential Future Considerations**

March 2, 2021
April 27, 2021
December 7, 2021

**Public Involvement**

N/A

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

Coordinating and collaborating with Metro and other regional partners is a key strategy in achieving the City Council's goals and priorities.

## ALTERNATIVES & RECOMMENDATION

N/A

**ADDITIONAL RESOURCES**

N/A

## Attachments

Metro Councilor Rosenthal Update June 2022



# Metro Regional Action Update

Summer 2022

Our problems are real.

**Our progress is real.**

**Real progress:**

# Regional homeless services

**456**

people placed into supportive housing

**1,406**

households receiving regional rental assistance

**700**

new regionally-funded shelter beds

***July to December 2021***






**‘It gives me a lot of hope’:** Arbor Lodge winter shelter helps people into permanent housing

## Real progress:

# Metro’s housing bond

**180**
affordable homes open

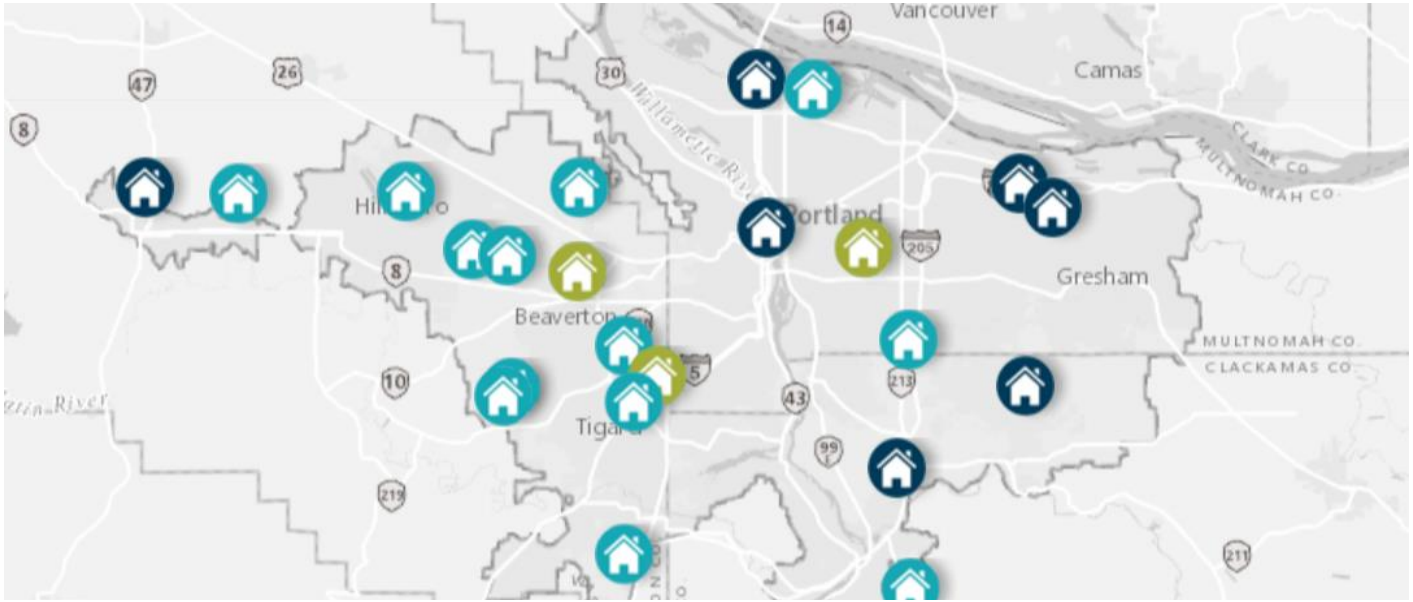
**2,800**
more in design, permitting or construction

**12,000**
people will have affordable homes
from Metro’s bond alone



## Real progress:

# Metro's housing bond



**Real progress:**

# Providing support

- More outreach staff
- More addiction recovery
- Greater regional coordination



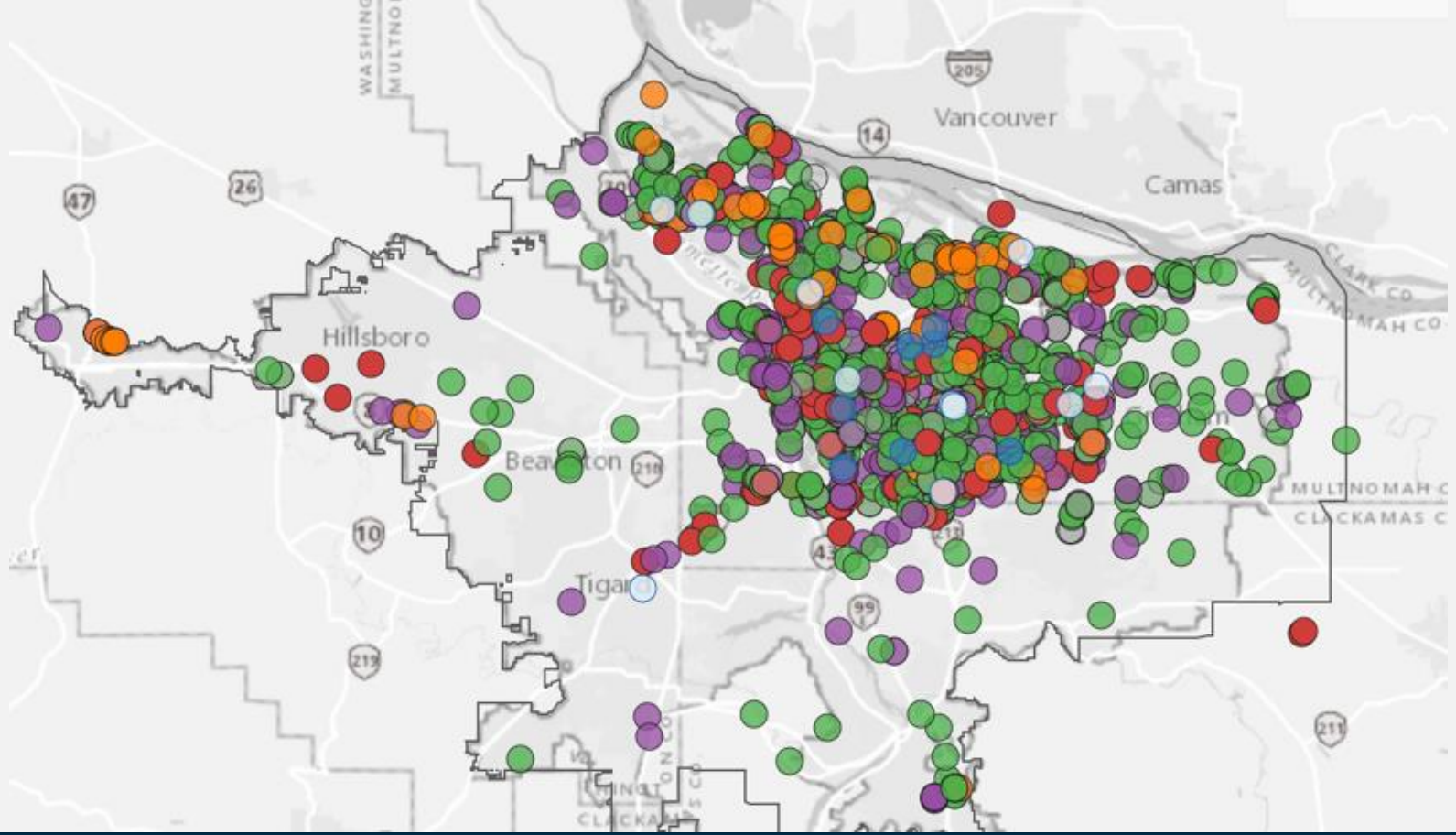
**Real progress:**

# Keeping the region clean

- Better solution for food waste
- Removing waste from streets
  - 2X RID Patrol Crews
  - 826 tons of trash removed in 12 mo
  - 3 day average response time








Metro RID Patrol Data dashboard

ridpatrol.oregonmetro.gov

**Real progress:**

# Transportation ties us together

- Planning for the future:
  Regional Transportation Plan
- Regional flexible funds
- Projects of regional impact



**Working for the region:**

# Supporting the economy

- Oregon Convention Center
- Expo Center
  - Celebrating 100 years
- Portland’5
  - National reopening model
- The Zoo



## Working for the region:

# Parks & Nature

- Regional projects/grants
- New Parks
  - Chehalem Ridge & Newell Creek Canyon



**Working for the region:**

# Parks & Nature

- Critical during pandemic
- Focus on equity
- Levy Renewal







# Creating a region that works for everyone

# Thank you!

## oregonmetro.gov

**Gerritt Rosenthal, Metro District 3**
**gerritt.rosenthal@oregonmetro.gov**



AIS-4981 **8.**

**Business Meeting**

**Meeting Date:** 06/28/2022

**Length (in minutes):** 15 Minutes

**Agenda Title:** Municipal Court Update

**Authored By:** Emily Oberdorfer

**Presented By:** Judge Emily Oberdorfer

**Item Type:** Update, Discussion, Direct Staff

**Public Hearing Legal Ad Required?:** No

**Publication Date:**

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**Information**

**EXPLANATION OF ISSUE**

Municipal Court update.

**ACTION REQUESTED**

Receive update from judge and ask questions about court operations.

**BACKGROUND INFORMATION**

**Dates of Previous and Potential Future Considerations** Last update was in June 2021.

**Public Involvement** None expected.

**Impacts (Community, Budget, Policies and Plans/Strategic Connection)** Community impact of backlog and failures to appear.

**ALTERNATIVES & RECOMMENDATION**

**ADDITIONAL RESOURCES**

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**Attachments**

*No file(s) attached.*

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AIS-4979 **9.**

**Business Meeting**

**Meeting Date:** 06/28/2022

**Length (in minutes):** 25 Minutes

**Agenda Title:** Board Member Term Alignment

**Authored By:** Nicole Hendrix

**Presented By:** Nicole Hendrix, Senior Management Analyst

**Item Type:** Motion Requested
Ordinance
Resolution

**Public Hearing Legal Ad Required?:** No

**Publication Date:**

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**Information**

## EXPLANATION OF ISSUE

As part of a continued effort to improve Tigard's board and committee process and experience, the Tigard team recommends City Council consider action to align board member term expiration dates from June to December. Currently, Park and Recreation Advisory Board (PRAB) and Library Board member terms end in June, as compared to other Tigard board and committee terms which end in December. By aligning term end dates, the City can provide clear expectations to the community on timeline for recruiting members.

To align these board term end dates the Tigard team recommends that chapters and sections of the Tigard Municipal Code (TMC) that reference PRAB and Library Board are repealed and amended. If the TMC is repealed and revised, the Tigard team recommends resolutions amending board bylaws to address items that were removed from the TMC. Lastly, Council is asked to consider resolutions extending the terms of two PRAB members and one Library Board member, allowing their terms to be extended to December 31, 2022.

## ACTION REQUESTED

Council will be asked to consider and adopt the following:

1. An ordinance repealing and amending chapters of the Tigard Municipal Code relating to Park and Recreation Advisory Board (PRAB) and Library Board; and
2. A resolution amending PRAB bylaws; and
3. A resolution amending Library Board bylaws; and
4. A resolution extending the term of PRAB members; and
5. A resolution extending the term of a Library board member.

## BACKGROUND INFORMATION

**Dates of Previous and Potential Future Considerations**
The topic of aligning board member terms was first brought to City Council July 20, 2021 as it related to Board and Committee Process Improvements and the extension of Park and Recreation Advisory Board (PRAB) member terms. The city team sought feedback from Council to update the structure of term end dates so all board and committee member terms ended in December. Council provided historical insight on the current varied term end date structure and asked the city team to consider the additional time commitment which would be required of liaisons during board recruitment and interviews if all board terms ended in December. After that discussion, Council took action to extend the terms of PRAB board members from June to December.

**Public Involvement**
Aligning all board member term end dates is part of a broader effort which began in 2021 to improve board and committee processes. The City leadership team reviewed and supported the team's recommended process improvements in the Spring of 2021. The proposed updates were also discussed with the Park and Recreation Advisory Board and Library Board in June 2021. Additionally, board team liaisons shared their support for an aligned process to ensure board and committee processes are equitable and accessible.

**Impacts (Community, Budget, Policies and Plans/Strategic Connection)**
Aligning board term end dates will provide more access for community members to be part of the board and committee experience by setting clear expectations on timeline of recruitment efforts. This effort supports the City's Strategic Plan vision and priorities to provide exceptional and accessible service.

## ALTERNATIVES & RECOMMENDATION

**Recommendation**
The Tigard team recommends City Council review and adopt the ordinance and resolutions brought forward in this agenda item.

**Alternatives**
- Option A: Adopt the ordinance and all resolutions including any recommended changes by Council.
- Option B: Do not adopt the ordinance and resolutions. This would require Council to direct the Tigard team on recommended next steps.
- Option C: Council may choose to adopt the resolutions for board member term extensions and not adopt the Ordinance or Resolutions for bylaws. This would extend the current board member terms but not make changes to the Tigard Municipal Code or board bylaws. This would require Council to provide guidance on next steps to the Tigard team regarding TMC and bylaw changes.

## ADDITIONAL RESOURCES

Not Applicable

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**Attachments**

PowerPoint - Term Alignment 2022

1. Ordinance Term Alignment 2022
2. Resolution PRAB Bylaws 2022
3. Resolution Library Bylaws 2022
4. Resolution PRAB Term Extension 2022
5. Resolution Library Term Extension 2022

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# Board & Committee Term Alignment

## Ordinance and Resolutions

City of Tigard

City Council

June 28, 2022

# Actions Requested

***With separate motions, consider and adopt:***

1. An ordinance repealing and amending chapters of the Tigard Municipal Code relating to Park and Recreation Advisory Board (PRAB) and Library Board; and
2. A resolution amending PRAB bylaws; and
3. A resolution amending Library Board bylaws; and
4. A resolution extending the term of PRAB members; and
5. A resolution extending the term of a Library board member.

# Ordinance – Tigard Municipal Code

- Repeal Tigard Municipal Code (TMC) Chapter 2.12 Park and Recreation Advisory Board (PRAB)
  - Allow bylaws to guide and determine terms of PRAB
- Repeal TMC Sections 2.36.030 Library Board Terms and 2.36.040 Library Board Responsibilities
  - Allow bylaws to guide and determine terms of Library Board
- Amend Section 2.36.060 Library Fees
  - Update language to reflect current structure

# Resolution – PRAB Bylaws

- Amend to address the removal of Tigard Municipal Code language.
  - Includes revisions to Bylaw sections on Board Composition and Term of Office.

# Resolution – Library Bylaws

- Amend to address the removal of Tigard Municipal Code language.
  - Includes revisions to correct terminology.

# Resolution – PRAB Term Extension

- Extend the term of Ellen Seminara and Scott Winkles as voting members to December 31, 2022.

# Resolution – Library Term Extension

- Extend the term of Helen Allen as an alternate member to December 31, 2022.

# Thank you

City *of* Tigard

# CITY OF TIGARD, OREGON
# TIGARD CITY COUNCIL
# ORDINANCE NO. 22-

AN ORDINANCE REPEALING TIGARD MUNICIPAL CODE CHAPTER 2.12 PARK AND RECREATION ADVISORY BOARD AND REPEALING SECTIONS 2.36.030 LIBRARY BOARD TERMS AND 2.36.040 LIBRARY BOARD RESPONSIBILITIES AND AMENDING SECTION 2.36.060 LIBRARY FEES.

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WHEREAS, Tigard City Council desires that Board and Committee member terms transition from a June expiration date to a December expiration date to align all board term end dates; and

WHEREAS, the Tigard Municipal Code references a June term end date for the Park and Recreation Advisory Board and Library Board; and

WHEREAS, the Park and Recreation Advisory Board and Library Board utilize their own bylaws to guide and determine terms and the City finds this provides a more consistent and flexible approach than maintaining separate chapters of municipal code for each board; and

WHEREAS, the Municipal Code Library Board section on Fees should reflect current fees structure.

NOW, THEREFORE, THE CITY OF TIGARD ORDAINS AS FOLLOWS:

SECTION 1: Tigard Municipal Code Chapter 2.12 Park and Recreation Advisory Board is repealed in its entirety.

SECTION 2: Tigard Municipal Code Sections 2.36.030 Library Board Terms and 2.36.040 Library Board Responsibilities are repealed.

SECTION 3: Tigard Municipal Code Section 2.36.060 Library Fees is amended.

SECTION 4: This ordinance shall be effective 30 days after its passage by the council, signature by the mayor, and posting by the city recorder.

PASSED: By _____ vote of all council members present after being read by number and title only, this _____ day of _____, 2022.

_____
Carol A. Krager, City Recorder

APPROVED: By Tigard City Council this _____ day of _____, 2022.

_____
Jason B. Snider, Mayor

Approved as to form:

_____

City Attorney

_____

Date

# Exhibit A - Ordinance TMC Revisions

## TIGARD MUNICIPAL CODE – 2022 REVISIONS

### Title 2 ADMINISTRATIVE AND PERSONNEL

**Chapter 2.12 ~~PARK AND RECREATION ADVISORY BOARD~~ – OMITTED.**
*Removed in its entirety.*

**Chapter 2.36 PUBLIC LIBRARY**
2.36.010 Title.

The ordinance codified in this chapter shall be known and may be cited as "The City of Tigard Library Ordinance." (Ord. 72-30 §1)

2.36.020 Established.

A public library is established in and for the City of Tigard, Oregon. (Ord. 72-30 §2)

~~2.36.030 Board—Established—Term—Appointment-Meetings—Officers.~~2.36.030 - Omitted

~~A. Established. There is established Library Board of seven members, six of whom shall be residents of the City and one of whom may reside within or outside the Tigard corporate limits.~~

~~B. Term.~~

~~1. The term for each Library Board member shall be four (4) years. Terms commence on July 1 and end on June 30 four years after commencement. Existing members shall complete their terms, with two terms ending each June 30 of each year, except that only one term shall end on June 30, 2005 and each fourth year after that.~~

~~2. The City Council shall appoint a person to a four year term on expiration of the term of any member of the Library Board. If a vacancy occurs for any reason other than expiration of a term, the City Council shall appoint a new member to serve for the duration of the unexpired term. The Library Board shall advise the City Council of any unfilled vacancies.~~

~~3. No person may serve more than two (2) consecutive full terms on the Library Board. A person who is appointed to fill an unexpired term may serve two full consecutive terms immediately after the partial term. A person who has served two consecutive full terms may be appointed to the Library Board no sooner than one full calendar year after expiration of the last term the person served. For purposes of this section, a person who starts a full term is deemed to have served the full term, even if that person does not complete the term.~~

~~4. Members of the Library Board shall receive no compensation.~~

~~C. Meetings. The Library Board shall meet at least six times a year and every meeting of the board shall be publicized in advance and shall be open to the public.~~

~~D. Officers. The Library Board shall, at its first meeting after July 1 of each year, elect a chairperson and a chairperson pro tem. The chairperson shall preside over meetings of the board, and the chairperson pro tem shall preside over meetings when the chairperson is~~

~~absent. If both the chairperson and the chairperson pro tem are absent and a quorum is present, the members present shall by motion decide which of the members present shall preside over the meeting. If the chairperson or chairperson pro tem should resign, the board shall elect a replacement at the first possible opportunity. All terms as chairperson or chairperson pro tem shall terminate on election of a successor.~~

~~E. The Director of Library Services or designee shall serve as secretary to the Library Board and shall keep accurate records of all board meetings, which records shall be made available to the City Manager, City Council, and the public. (Ord. 01-13 §§1—5; Ord. 84-35 §§1, 2; Ord. 77-57 §1; Ord. 72-30 §3)~~

~~2.36.040 Board—Responsibilities.~~ 2.36.040 - Omitted

~~The Library Board shall have the following responsibilities:~~

~~A. To represent the community and to communicate the library needs of the community to the City Council;~~

~~B. To recommend library policies as deemed desirable in the operation and utilization of library facilities to the Council;~~

~~C. To encourage and support active volunteerism in support of the use and improvement of library facilities;~~

~~D. To advise, as the Council may request, in furtherance of the goal to provide the best library service to the public as possible within the constraints of available resources, space and manpower. (Ord. 01-13 §6, Ord. 91-20 §1; Ord. 77-57 §2; Ord. 72-30 §4)~~

2.36.050 Donated funds.

All funds donated to the City for library purposes shall be subject to the same rules, regulations and expenditure control as applicable to appropriated funds; provided, however, that such donated funds shall be accounted for under the caption of "public library donations," and such funds shall be subject to expenditure only for the purposes for which donated, except that funds received from donors without specific limitations as to use may be used for general library purposes. (Ord. 72-30 §5)

2.36.060 Fees.

A. Users and patrons who reside in or have their business within Washington County~~in the city limits of Tigard~~ shall not be required to pay a library privilege fee, but shall be liable to pay ~~such fines or late charges as may~~any fees ~~be~~ as may be prescribed by resolution of the Council.

B. All fees and charges received shall be accounted for as general fund receipts under the heading of "public library." (Ord. 84-35 §3; Ord. 76-55 §1; Ord. 72-30 §6)

# Exhibit B - Ordinance TMC Final

## TIGARD MUNICIPAL CODE – 2022 FINAL

### Title 2 ADMINISTRATIVE AND PERSONNEL

### Chapter 2.12 – OMITTED

### Chapter 2.36 PUBLIC LIBRARY

2.36.010 Title.

The ordinance codified in this chapter shall be known and may be cited as "The City of Tigard Library Ordinance." (Ord. 72-30 §1)

2.36.020 Established.

A public library is established in and for the City of Tigard, Oregon. (Ord. 72-30 §2)

2.36.030 – Omitted.

2.36.040 – Omitted.

2.36.050 Donated funds.

All funds donated to the City for library purposes shall be subject to the same rules, regulations and expenditure control as applicable to appropriated funds; provided, however, that such donated funds shall be accounted for under the caption of "public library donations," and such funds shall be subject to expenditure only for the purposes for which donated, except that funds received from donors without specific limitations as to use may be used for general library purposes. (Ord. 72-30 §5)

2.36.060 Fees.

A. Users and patrons who reside in or have their business within Washington County shall not be required to pay a library privilege fee but shall be liable to pay any fees as may be prescribed by resolution of the Council.

B. All fees and charges received shall be accounted for as general fund receipts under the heading of "public library." (Ord. 84-35 §3; Ord. 76-55 §1; Ord. 72-30 §6)

# CITY OF TIGARD, OREGON
# TIGARD CITY COUNCIL
# RESOLUTION NO. 22-

A RESOLUTION OF THE CITY COUNCIL AMENDING THE BYLAWS OF THE PARK AND RECREATION ADVISORY BOARD.

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WHEREAS, Tigard City Council established the Park and Recreation Advisory Board to advise Tigard City Council and the Public Works Director on park and recreation matters; and

WHEREAS, revisions to the bylaws approved under the resolution are necessary to align Board member term expiration dates from June to December; and

WHEREAS, the bylaws of the Park and Recreation Advisory Board have been revised to reflect the changes in these term ending dates; and

WHEREAS, the bylaws of the Park and Recreation Advisory Board have been revised to reference term limits of board members; and

WHEREAS, references to the Municipal Code Chapter 2.12 Park and Recreation Advisory Board have been removed from the bylaws of the Park and Recreation Advisory Board in accordance with request to repeal Chapter 2.12 from the Municipal Code.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The Park and Recreation Advisory Board Bylaws are amended as shown in Exhibit B.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2022.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

City *of* Tigard

# Park and Recreation Advisory Board

## BYLAWS

### SECTION I. CHARGE AND DUTIES

A. The Park and Recreation Advisory Board hereafter referred to as the "Board" shall have no powers except as conferred by resolution, City Charter, Tigard Municipal Code, or the Oregon Revised Statutes.

B. It shall be the function of the Park and Recreation Advisory Board to act as an advisory body to the City Council.

C. The Board and its members shall conduct itself in a manner that's in keeping with applicable federal, state, and local laws pertaining to conduct and ethics and the City of Tigard Code of Conduct. Any violation of the provisions of such laws shall be grounds for removal from office.

D. The Park and Recreation Advisory Board is charged with advising the City Council on matters pertaining to:

- Park and recreation opportunities for a growing Tigard;
- Input received from Tigard citizens on matters related to parks and recreation; and
- The future of park and recreation efforts in the City of Tigard.

E. The Board may form subcommittees to investigate areas relevant to its charge or duties pursuant to this section.

- Subcommittees may be formed with the approval of a majority of the Board.
- Any findings must be approved by a majority of the Board before they become the findings of the Board.

### SECTION II. COMPOSITION

A. The Board shall consist of seven (7) voting members and up to two (2) alternate members appointed by the City Council with the following representation:

- At least five Board members must be residents of the City of Tigard.
- Up to two Board members may reside outside the Tigard city limits.

(ADD) The two alternate members cannot be non-residents.

B. Membership may temporarily drop below required minimums due to resignations and/or difficulty in recruiting qualified applicants.

### SECTION III. APPOINTMENTS

A. Council shall fill vacancies with individuals who meet the compositional requirements listed in Section II.

B. Appointments of at-large members shall be made by the City Council, with recommendations from the mayor.

(ADD) "...and non-voting members..."

## SECTION IV. TERM OF OFFICE

Change to "January 1"

A. Board members serve for a term of four years beginning ~~July 1~~ on the year of appointment.

B. Any vacancy in the Board shall be filled by appointment by the council and mayor for the unexpired portion of the term. The unexpired portion of a term does not count towards the fulfillment of the maximum number of allowed terms.

C. Members shall receive no compensation for their services.

- If funds are available, Board members may be reimbursed for expenses related to trips or conferences approved by the Board and consistent with city policies.

D. An individual Board member may not act in an official capacity except through the action of the Board.

E. A member who seeks to resign from the Board shall submit a written resignation to the chair of the Board, the staff liaison, or the city recorder's office. If possible, the resignation should allow for a thirty- (30) day notice so the City Council can appoint a replacement.

(ADD) F. Board members may serve a maximum of two (2) four-year terms.

## SECTION V. ORGANIZATION OF THE BOARD

A. At its first meeting after ~~July 1~~, the Board shall elect a chair from its members who shall hold office at the pleasure of the Board.

Change to "January 1"

- **Chair.** The chair shall have general directional powers over the Board. The chair shall preside at all meetings and, in consultation with support staff, set the agendas and notify the Board of all meeting times and places. The chair shall also be an ex-officio member of all subcommittees and shall be the sole spokesperson for the Board unless this responsibility is delegated to support staff.
- **Vice-Chair.** The Board shall elect a vice-chair to preside over the Board in the chair's absence.

B. If the chair should resign, the Board shall, at its next meeting, conduct an election and provide a replacement to fill the unexpired term.

C. Staff liaisons are the primary contacts for City of Tigard boards and the primary interface between these bodies and the City Council, city manager, and departments. Besides serving as a technical resource, staff liaisons are responsible for meeting logistics, member recruitment and recognition, recordkeeping, and monitoring board effectiveness.

## SECTION VI. MEETINGS

A. The regular meeting of the Board shall be held on the second Monday of each month at 7 p.m. at the Public Works Building unless otherwise determined by the Board. If the regular meeting day is a holiday, the meeting will be held on another date decided by the Board.

B. The Board shall meet monthly, no less than six times per year at a time and place that is specified at least five (5) days in advance.

C. The parliamentary authority for the Board is *Robert's Rules of Order Revised*, except where superseded by these bylaws or local, state, or federal law.

D. The chair may call a special meeting, and the chair shall call a special meeting if requested by three or more members. The call shall state the purpose of the meeting. Notice of a special meeting must be in writing and communicated to all members at least five (5) days before the meeting.

E. Agendas and minutes shall be posted for public notice on the City of Tigard web page and in the lobby of City Hall in compliance with Oregon Public Meetings Law. All meetings shall be open to the public. However, the Park and Recreation Advisory Board may go into executive session under the provisions of ORS 192.660. If an executive session is called to order, the appropriate ORS citation will be announced. All discussions are confidential and those present may disclose nothing from the session.

F. A majority of votes of Board members present shall determine the official position of the Board on a given issue. Alternates are not allowed to vote under any circumstances.

G. The chair shall vote on all matters before the Board unless having declared a conflict of interest.

H. Board members shall not send or receive electronic communications concerning any matter pending before the Board during a Board meeting.

- **Electronic Communications** means e-mail, text messages, or other forms of communications transmitted or received by technological means.
- **Electronic Communications Devices** means lap-top computers, blackberries, cell-phones, notebooks, or other similar devices capable of transmitting or receiving messages electronically.

I. Board members shall not use electronic communication devices to review or access information regarding matters not in consideration before the Board during a Board meeting.

## SECTION VII. BOARD MEMBER RESPONSIBILITIES

Members of the Board shall:

- Regularly attend meetings and contribute constructively to discussions.
- Consider and discuss issues from a citywide perspective, as well as that of particular stakeholder or interests.
- Strive to reach consensus on matters under consideration.
- Act with respect and consideration for the viewpoints of others.
- Not make representations on behalf of the City of Tigard or Board whether intentional or not, without authorization.

## SECTION VIII. ATTENDANCE

If a member is unable to attend a meeting, he or she is expected to notify the chair. If a member has missed five (5) regularly scheduled meetings within one year, the issue shall be placed on the upcoming agenda, and upon majority vote of the

Board members present, that position shall be declared vacant. The Board shall forward its action to the mayor and council, who shall fill the vacant position.

## SECTION IX. QUORUM

At any meeting of the Board, a quorum shall be a majority of the current members (excludes alternates) of the Board. No action shall be taken in the absence of a quorum except that the meeting may continue with discussion on agenda items. For the purposes of forming a quorum, members who have disqualified or excused themselves from participation in any matter shall be counted as present.

In the event a quorum will not be present at any meeting, the chair or vice-chair shall notify the Board members in advance so that a decision may be made whether to meet and take no action on agenda items or to reschedule to a different time.

## SECTION X. REMOVAL OF MEMBERS

A. The City Council may remove members of the Board in accordance with Section VIII Attendance.

B. The Council may also remove members, when, in its judgment the conduct of a member does not conform to the City of Tigard Code of Conduct for Boards, Commissions and Committees or based on other conduct unbecoming a representative of the city.

C. The Board may make a recommendation to council for the removal of a member in accordance with Section VII Member Responsibilities. The Board shall forward a recommendation for replacement to the mayor and council in a timely manner.

## SECTION XI. ANNUAL REPORT OF THE BOARD

A. At least once per year, the Board shall schedule a joint meeting with the City Council.

B. The annual joint meeting shall include a summary of key activities and proceedings and any specific suggestions or recommendations which the Board believes would be noteworthy to the council.

## SECTION XII. AMENDMENTS

These bylaws are adopted by resolution of the Tigard City Council, are binding on the Board, and may be amended by the City Council. Boards may propose amendments for council consideration.

City *of* Tigard

# Park and Recreation Advisory Board

## BYLAWS

### SECTION I. CHARGE AND DUTIES

A. The Park and Recreation Advisory Board hereafter referred to as the "Board" shall have no powers except as conferred by resolution, City Charter, Tigard Municipal Code, or the Oregon Revised Statutes.

B. It shall be the function of the Park and Recreation Advisory Board to act as an advisory body to the City Council.

C. The Board and its members shall conduct itself in a manner that's in keeping with applicable federal, state, and local laws pertaining to conduct and ethics and the City of Tigard Code of Conduct. Any violation of the provisions of such laws shall be grounds for removal from office.

D. The Park and Recreation Advisory Board is charged with advising the City Council on matters pertaining to:
- Park and recreation opportunities for a growing Tigard;
- Input received from Tigard citizens on matters related to parks and recreation; and
- The future of park and recreation efforts in the City of Tigard.

E. The Board may form subcommittees to investigate areas relevant to its charge or duties pursuant to this section.
- Subcommittees may be formed with the approval of a majority of the Board.
- Any findings must be approved by a majority of the Board before they become the findings of the Board.

### SECTION II. COMPOSITION

A. The Board shall consist of seven (7) voting members and up to two (2) alternate members appointed by the City Council with the following representation:
- At least five Board members must be residents of the City of Tigard.
- Up to two Board members may reside outside the Tigard city limits.
- The two alternate members cannot be non-residents.

B. Membership may temporarily drop below required minimums due to resignations and/or difficulty in recruiting qualified applicants.

### SECTION III. APPOINTMENTS

A. Council shall fill vacancies with individuals who meet the compositional requirements listed in Section II.

B. Appointments of at-large and non-voting members shall be made by the City Council, with recommendations from the mayor.

## SECTION IV. TERM OF OFFICE

A. Board members serve for a term of four years beginning January 1 on the year of appointment.

B. Any vacancy in the Board shall be filled by appointment by the council and mayor for the unexpired portion of the term. The unexpired portion of a term does not count towards the fulfillment of the maximum number of allowed terms.

C. Members shall receive no compensation for their services.

- If funds are available, Board members may be reimbursed for expenses related to trips or conferences approved by the Board and consistent with city policies.

D. An individual Board member may not act in an official capacity except through the action of the Board.

E. A member who seeks to resign from the Board shall submit a written resignation to the chair of the Board, the staff liaison, or the city recorder's office. If possible, the resignation should allow for a thirty- (30) day notice so the City Council can appoint a replacement.

F. Board members may serve a maximum of two (2) four-year terms.

## SECTION V. ORGANIZATION OF THE BOARD

A. At its first meeting after January 1, the Board shall elect a chair from its members who shall hold office at the pleasure of the Board.

- **Chair.** The chair shall have general directional powers over the Board. The chair shall preside at all meetings and, in consultation with support staff, set the agendas and notify the Board of all meeting times and places. The chair shall also be an ex-officio member of all subcommittees and shall be the sole spokesperson for the Board unless this responsibility is delegated to support staff.
- **Vice-Chair.** The Board shall elect a vice-chair to preside over the Board in the chair's absence.

B. If the chair should resign, the Board shall, at its next meeting, conduct an election and provide a replacement to fill the unexpired term.

C. Staff liaisons are the primary contacts for City of Tigard boards and the primary interface between these bodies and the City Council, city manager, and departments. Besides serving as a technical resource, staff liaisons are responsible for meeting logistics, member recruitment and recognition, recordkeeping, and monitoring board effectiveness.

## SECTION VI. MEETINGS

A. The regular meeting of the Board shall be held on the second Monday of each month at 7 p.m. at the Public Works Building unless otherwise determined by the Board. If the regular meeting day is a holiday, the meeting will be held on another date decided by the Board.

B. The Board shall meet monthly, no less than six times per year at a time and place that is specified at least five (5) days in advance.

C. The parliamentary authority for the Board is *Robert's Rules of Order Revised*, except where superseded by these bylaws or local, state, or federal law.

D. The chair may call a special meeting, and the chair shall call a special meeting if requested by three or more members. The call shall state the purpose of the meeting. Notice of a special meeting must be in writing and communicated to all members at least five (5) days before the meeting.

E. Agendas and minutes shall be posted for public notice on the City of Tigard web page and in the lobby of City Hall in compliance with Oregon Public Meetings Law. All meetings shall be open to the public. However, the Park and Recreation Advisory Board may go into executive session under the provisions of ORS 192.660. If an executive session is called to order, the appropriate ORS citation will be announced. All discussions are confidential and those present may disclose nothing from the session.

F. A majority of votes of Board members present shall determine the official position of the Board on a given issue. Alternates are not allowed to vote under any circumstances.

G. The chair shall vote on all matters before the Board unless having declared a conflict of interest.

H. Board members shall not send or receive electronic communications concerning any matter pending before the Board during a Board meeting.

- **Electronic Communications** means e-mail, text messages, or other forms of communications transmitted or received by technological means.
- **Electronic Communications Devices** means lap-top computers, blackberries, cell-phones, notebooks, or other similar devices capable of transmitting or receiving messages electronically.

I. Board members shall not use electronic communication devices to review or access information regarding matters not in consideration before the Board during a Board meeting.

## SECTION VII. BOARD MEMBER RESPONSIBILITIES

Members of the Board shall:

- Regularly attend meetings and contribute constructively to discussions.
- Consider and discuss issues from a citywide perspective, as well as that of particular stakeholder or interests.
- Strive to reach consensus on matters under consideration.
- Act with respect and consideration for the viewpoints of others.
- Not make representations on behalf of the City of Tigard or Board whether intentional or not, without authorization.

## SECTION VIII. ATTENDANCE

If a member is unable to attend a meeting, he or she is expected to notify the chair. If a member has missed five (5) regularly scheduled meetings within one year, the issue shall be placed on the upcoming agenda, and upon majority vote of the

Board members present, that position shall be declared vacant. The Board shall forward its action to the mayor and council, who shall fill the vacant position.

## SECTION IX. QUORUM

At any meeting of the Board, a quorum shall be a majority of the current members (excludes alternates) of the Board. No action shall be taken in the absence of a quorum except that the meeting may continue with discussion on agenda items. For the purposes of forming a quorum, members who have disqualified or excused themselves from participation in any matter shall be counted as present.

In the event a quorum will not be present at any meeting, the chair or vice-chair shall notify the Board members in advance so that a decision may be made whether to meet and take no action on agenda items or to reschedule to a different time.

## SECTION X. REMOVAL OF MEMBERS

A. The City Council may remove members of the Board in accordance with Section VIII Attendance.

B. The Council may also remove members, when, in its judgment the conduct of a member does not conform to the City of Tigard Code of Conduct for Boards, Commissions and Committees or based on other conduct unbecoming a representative of the city.

C. The Board may make a recommendation to council for the removal of a member in accordance with Section VII Member Responsibilities. The Board shall forward a recommendation for replacement to the mayor and council in a timely manner.

## SECTION XI. ANNUAL REPORT OF THE BOARD

A. At least once per year, the Board shall schedule a joint meeting with the City Council.

B. The annual joint meeting shall include a summary of key activities and proceedings and any specific suggestions or recommendations which the Board believes would be noteworthy to the council.

## SECTION XII. AMENDMENTS

These bylaws are adopted by resolution of the Tigard City Council, are binding on the Board, and may be amended by the City Council. Boards may propose amendments for council consideration.

# CITY OF TIGARD, OREGON
# TIGARD CITY COUNCIL
# RESOLUTION NO. 22-

A RESOLUTION OF THE CITY COUNCIL AMENDING THE BYLAWS OF THE TIGARD PUBLIC LIBRARY BOARD.

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WHEREAS, Tigard City Council established the Tigard Public Library Board to advise Tigard City Council on library matters and to communicate the library needs of the community to the City Council; and

WHEREAS, revisions to the bylaws approved under the resolution are necessary to align Board member term expiration dates from June to December; and

WHEREAS, the bylaws of the Tigard Public Library Board have been revised to reflect the changes in these term ending dates; and

WHEREAS, the bylaws of the Tigard Public Library Board have been revised to change the nomenclature of the Chair Pro Tem to Vice Chair, and added information regarding using alternates; and

WHEREAS, references to the Municipal Code Sections 2.36.030 and 2.36.040 have been removed from the bylaws of the Tigard Public Library Board in accordance with request to repeal Sections 2.36.030 and 2.36.040 from the Municipal Code.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The Tigard Public Library Board Bylaws are amended as shown in Exhibit B.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2022.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

**CITY OF TIGARD**

TIGARD LIBRARY BOARD

BY-LAWS

SECTION I. CHARGE AND DUTIES

A. The Tigard Public Library Board hereafter referred to as the "Board" shall have no powers except as conferred by resolution, City Charter, Tigard Municipal Code, or the Oregon Revised Statutes. ~~As stated in the Tigard Municipal Code, the Library Board for the City of Tigard is established and shall assume and perform the functions delegated to it (2.36.020).~~

B. It shall be the function of the Tigard Public Library Board to act as an advisory body to the City Council.

C. The Board and its members shall conduct itself in a manner that is in keeping with applicable federal, state, and local laws pertaining to conduct and ethics and the City of Tigard Code of Conduct. Any violation of the provisions of such laws shall be grounds for removal from office.

D. The Tigard Public Library Board shall have the following responsibilities:

- To advise the City Manager and City Council of findings and concerns relating to the management, control and operation of City Library facilities;
- To formulate for recommendation to the City Council, rules, regulations, and policies as deemed desirable for the governance, maintenance of order, safety, operation and utilization of library facilities and to monitor the application of all adopted rules, regulations and policies;
- To monitor the operation of the Library for the purpose of identifying any deficiencies in the level of service being provided to the public and to recommend to the City Manager and City Council appropriate remedial actions where deficiencies are found to exist;
- To encourage and support active volunteerism in support of the use and improvement of the Library facilities;
- To ascertain the Library needs of the community and to present to the City Council evaluations and recommendations regarding needs and desires as expressed by library patrons;
- To perform such other duties and to provide such other advice as the City Council may request from time to time in furtherance of the goal of providing the best Library service to the public as is possible under the constraints of available revenue, space, manpower and other public resources.

E. The Board may form subcommittees to investigate areas relevant to its charge or duties pursuant to this section.

- The Chair shall appoint special committees of one or more members for such specific purposes as the functions of the Board may require from time to time. The committee shall be discharged upon completion of the purpose for which it was appointed and after the final report is made to the Board.

- All committees shall make a progress report at Board meetings as needed, or as requested by Chair.

- No committee shall have other than advisory powers, unless by suitable action of the Board, it is granted specific power to act.

## SECTION II. COMPOSITION

A. The Board shall consist of seven members, six of whom shall be residents of the City and one of whom may reside within or outside the Tigard incorporated limits ~~(TMC 2.36.030.A)~~. The Mayor or authorized designee, subject to confirmation by the City Council, shall appoint a person to a four-year term. ~~(TMC 2.36.030.B.2)~~

B. The Board shall also include two alternate members. Alternates are appointed to the Board every two years, at the same time members are appointed. The Mayor or authorized designee, subject to confirmation by the City Council, shall appoint a person as an alternate.

C. Should a vacancy occur for any reason other than expiration of a term, the Mayor or authorized designee, subject to City Council confirmation, shall appoint a new member for the duration of the unexpired term. Members serving as alternates will be given first consideration to fill a mid-term position. ~~(See Resolution 01-21)~~ ~~(TMC 2.36.030.B.2)~~

D. Membership may temporarily drop below required minimums due to resignations and/or difficulty in recruiting qualified ~~applications~~applicants.

E. The Library Director, or ~~his/her~~ authorized designee, shall serve as secretary to the Library Board and shall keep accurate records that will be made available to the City Manager, City Council and interested public. Upon request, the secretary shall issue notices of regular and special meetings, shall have custody of the minutes and other records of the Board, shall notify the appointing body of any vacancies on the Board and shall generally perform such duties associated with that position.

## SECTION III. APPOINTMENTS

A. The Mayor, subject to confirmation by the City Council, shall fill vacancies with individuals who meet the stated requirements listed in Section II.

## SECTION IV. TERM OF OFFICE

**CITY OF TIGARD**

TIGARD LIBRARY BOARD

BY-LAWS

A. Board members serve for a term of four years. ~~-~~Alternate positions serve for a term of two years. Terms commence on ~~July~~ January 1 and end on ~~June 30~~December 31, four years or two years respectively, after commencement ~~(TMC 2.36.030.B.1)~~.

B. Any vacancy in the Board shall be filled by appointment by the Council and Mayor for the unexpired portion of the term. Members serving as alternates will be given first consideration to fill a mid-term position. ~~(See Resolution 01-21)~~ The unexpired portion of a term does not count towards the fulfillment of the maximum number of allowed terms.

C. Members may be reappointed for up to two (2) consecutive terms, ~~not withstanding~~notwithstanding prior appointment to an unexpired term. After a one-year interval, a former member who had served two terms may be reappointed. ~~(TMC 2.36.030.B.3)~~

D. Library Board members shall receive no compensation for their services. ~~(TMC 2.36.030.B.4)~~

E. An individual board member may not act in an official capacity except through the action of the Board.

F. A member who seeks to resign from the Board shall submit a written resignation to the chair of the Board, the staff liaison, or the city recorder's office. If possible, the resignation should allow for a thirty (30) day notice so the City Council can appoint a replacement.

SECTION V. ORGANIZATION OF THE BOARD

A. The officers shall be a Chair~~person~~ and a Vice Chair~~person Pro Tem~~. At its annual meeting ~~September meeting, and thereafter annually,~~ the Board shall elect the Chair~~person~~ and the Vice Chair~~person Pro Tem~~ from its members who shall hold office at the pleasure of the Board. These officers shall serve a term of one (1) year commencing at the annual meeting at which they are elected and ending upon election of their successors.

- ***Chair~~person~~.*** The C~~c~~hair~~person~~ shall have general directional powers over the Board. The Chair~~person~~ shall preside at all Board meetings, appoint all committees, and generally perform all duties associated with that office. In consultation with support staff, the Chair~~person~~ shall set the agendas. The C~~c~~hair~~person~~ shall also be an ex-officio member of all subcommittees and shall be the sole spokesperson for the Board unless this responsibility is delegated to support staff.

- ***Vice Chair~~person Pro Tem~~:*** In event of the absence or disability of the Chair~~person~~, or a vacancy in that office, the Vice Chair~~person Pro Tem~~ shall assume and perform the duties and functions of the Chair~~person~~.
  - In the absence of the Chair~~person~~ and Vice Chair~~person Pro Tem~~ from a Board meeting, the members shall select a temporary C~~c~~hair~~person~~ for the meeting.

B. If the Chair~~person~~ should resign, the Board shall, at its next meeting, conduct an election and provide a replacement to fill the unexpired term.

C. Staff liaisons are the primary contacts for City of Tigard boards and the primary interface between these bodies and the City Council, City Manager, and departments. Besides serving as a technical resource, staff liaisons are responsible for meeting logistics, member recruitment and recognition, recordkeeping, and monitoring board effectiveness.

## SECTION VI. MEETINGS

A. The regular meeting of the Board shall be held monthly at the Tigard Public Library, unless otherwise determined by the Board. If the regular meeting day is a holiday, the meeting will be held on an alternate ~~alternative~~ date of the Board's choice.

B. The Board shall meet at least six times a year at a time and place that is specified at least five (5) days in ~~advance, and~~advance and shall be open to the public ~~(TMC 2.36.030.C)~~.

C. The parliamentary authority for the Board is *Robert's Rules of Order Revised*, except where superseded by these bylaws or local, state, or federal law.

D. Agendas shall be posted for public notice on the City of Tigard web page, in the lobby of City Hall and in the Tigard Public Library in compliance with Oregon Public Meetings Law. All meetings shall be open to the public.

E. A majority of votes of Board members present shall determine the official position of the Board on a given issue. Alternates are not allowed to vote under any circumstances.

F. Board members shall not send or receive electronic communications concerning any matter pending before the Board during a Board meeting.
   a. *Electronic Communications* means e-mail, text messages, or other forms of communication transmitted or received by technological means.
   b. *Electronic Communications Devices* means laptop computers, Blackberries, cell phones, notebooks, or other similar devices capable of transmitting or receiving messages electronically.

G. Board members shall not use electronic communication devices to review or access information regarding matters not in consideration before the Board during a Board meeting.

H. Special meetings may be called by the Chair~~person~~, or secretary to the Board, or at the request of two members, provided that notice be given to all members and the public at least twenty-four (24) hours in advance of the special meeting.

I. The annual meeting, which shall be for the purpose of the elections of officers, shall be held in conjunction with the ~~regular September~~first ~~-~~meeting of the new year. ~~(TMC 2.36.030.D).~~

## SECTION VII. BOARD MEMBER RESPONSIBILITIES

Members of the Board shall:

- Regularly attend meetings and contribute constructively to discussions~~,~~;
- Consider and discuss issues from a Citywide perspective, as well as that of particular stakeholder or interests~~,~~;
- Strive to reach consensus on matters under consideration~~,~~;
- Act with respect and consideration for the viewpoint of others~~,~~;
- Members shall not make representations on behalf of the City of Tigard or Board whether intentional or not, without authorization.

## SECTION VIII. ATTENDANCE

If a member is unable to attend a meeting, ~~he or she is~~they are expected to notify the Chair~~person~~ or staff liaison (or secretary of the Board). If a member has missed more than three (3) unexcused scheduled meetings within one year, the issue shall be placed on the upcoming agenda, and upon majority vote of the Board members present that position shall be declared vacant. The Board shall forward its action to the Mayor and Council, who shall fill the vacant position.

## SECTION IX. QUORUM

A. At any meeting of the Board, a quorum shall be a majority of the current members (excludes alternates) of the Board. No action shall be taken in the absence of a quorum except that the meeting may continue with discussion on agenda items. For the purposes of forming a quorum, members who have disqualified or excused themselves from participation in any matter shall be counted as present.

B. In the event a quorum will not be present at any meeting, the Chair~~person~~ or Vice Chair~~person Pro Tem~~ shall notify the Board members in advance so that a decision may be made whether to meet and take no action on agenda items or to reschedule to a different time.

## SECTION X. REMOVAL OF MEMBERS

A. The City Council may remove members of the Board in accordance with Section VIII: Attendance.

B. The Council may also remove members when, in its judgment, the conduct of a member does not conform to the City of Tigard Code of Conduct for Boards, Commissions and Committees or based on other conduct unbecoming a representative of the City.

C. The Board may make a recommendation to Council for the removal of a member in accordance with Section VII: Member Responsibilities.

## SECTION XI. ANNUAL REPORT OF THE BOARD

A. The Tigard Public Library's Annual Report is considered to be the joint meeting, generally held in ~~May~~the spring, with Board members and Tigard City Council.

B. The Annual Report shall include a summary of key activities and proceedings and any specific suggestions or recommendations which the Board believes would be noteworthy to the Council.

C. The Annual Report shall not be submitted unless approved by the Board.

## SECTION XII. AMENDMENTS

These Bylaws are adopted by resolution of the Tigard City Council, are binding on the Board, and may be amended by the City Council. The Bylaws may also be amended at any meeting of the Board with a quorum present, by unanimous vote of the members present, provided the amendment was stated in the call for a meeting. Such actions of the Board shall be forwarded to the City Council for final adoption.

**CITY OF TIGARD**

# TIGARD LIBRARY BOARD

BYLAWS

## SECTION I. CHARGE AND DUTIES

A. The Tigard Public Library Board hereafter referred to as the "Board" shall have no powers except as conferred by resolution, City Charter, Tigard Municipal Code, or the Oregon Revised Statutes.

B. It shall be the function of the Tigard Public Library Board to act as an advisory body to the City Council.

C. The Board and its members shall conduct itself in a manner that is in keeping with applicable federal, state, and local laws pertaining to conduct and ethics and the City of Tigard Code of Conduct. Any violation of the provisions of such laws shall be grounds for removal from office.

D. The Tigard Public Library Board shall have the following responsibilities:

- To advise the City Manager and City Council of findings and concerns relating to the management, control and operation of City Library facilities;
- To formulate for recommendation to the City Council, rules, regulations, and policies as deemed desirable for the governance, maintenance of order, safety, operation and utilization of library facilities and to monitor the application of all adopted rules, regulations and policies;
- To monitor the operation of the Library for the purpose of identifying any deficiencies in the level of service being provided to the public and to recommend to the City Manager and City Council appropriate remedial actions where deficiencies are found to exist;
- To encourage and support active volunteerism in support of the use and improvement of the Library facilities;
- To ascertain the Library needs of the community and to present to the City Council evaluations and recommendations regarding needs and desires as expressed by library patrons;
- To perform such other duties and to provide such other advice as the City Council may request from time to time in furtherance of the goal of providing the best Library service to the public as is possible under the constraints of available revenue, space, manpower and other public resources.

E. The Board may form subcommittees to investigate areas relevant to its charge or duties pursuant to this section.

- The Chair shall appoint special committees of one or more members for such specific purposes as the functions of the Board may require from time to time. The committee shall be discharged upon completion of the purpose for which it was appointed and after the final report is made to the Board.

- All committees shall make a progress report at Board meetings as needed, or as requested by Chair.

- No committee shall have other than advisory powers, unless by suitable action of the Board, it is granted specific power to act.

## SECTION II. COMPOSITION

A. The Board shall consist of seven members, six of whom shall be residents of the City and one of whom may reside within or outside the Tigard incorporated limits. The Mayor or authorized designee, subject to confirmation by the City Council, shall appoint a person to a four-year term.

B. The Board shall also include two alternate members. Alternates are appointed to the Board every two years, at the same time members are appointed. The Mayor or authorized designee, subject to confirmation by the City Council, shall appoint a person as an alternate.

C. Should a vacancy occur for any reason other than expiration of a term, the Mayor or authorized designee, subject to City Council confirmation, shall appoint a new member for the duration of the unexpired term. Members serving as alternates will be given first consideration to fill a mid-term position.

D. Membership may temporarily drop below required minimums due to resignations and/or difficulty in recruiting qualified applicants.

E. The Library Director, or authorized designee, shall serve as secretary to the Library Board and shall keep accurate records that will be made available to the City Manager, City Council and interested public. Upon request, the secretary shall issue notices of regular and special meetings, shall have custody of the minutes and other records of the Board, shall notify the appointing body of any vacancies on the Board and shall generally perform such duties associated with that position.

## SECTION III. APPOINTMENTS

A. The Mayor, subject to confirmation by the City Council, shall fill vacancies with individuals who meet the stated requirements listed in Section II.

SECTION IV. TERM OF OFFICE

A. Board members serve for a term of four years. Alternate positions serve for a term of two years. Terms commence on January 1 and end on December 31, four years or two years respectively, after commencement.

B. Any vacancy in the Board shall be filled by appointment by the Council and Mayor for the unexpired portion of the term. Members serving as alternates will be given first consideration to fill a mid-term position. The unexpired portion of a term does not count towards the fulfillment of the maximum number of allowed terms.

C. Members may be reappointed for up to two (2) consecutive terms, notwithstanding prior appointment to an unexpired term. After a one-year interval, a former member who had served two terms may be reappointed.

D. Library Board members shall receive no compensation for their services.

E. An individual board member may not act in an official capacity except through the action of the Board.

F. A member who seeks to resign from the Board shall submit a written resignation to the chair of the Board, the staff liaison, or the city recorder's office. If possible, the resignation should allow for a thirty (30) day notice so the City Council can appoint a replacement.

SECTION V. ORGANIZATION OF THE BOARD

A. The officers shall be a Chair and a Vice Chair. At its annual meeting the Board shall elect the Chair and the Vice Chair from its members who shall hold office at the pleasure of the Board. These officers shall serve a term of one (1) year commencing at the annual meeting at which they are elected and ending upon election of their successors.

- ***Chair.*** The Chair shall have general directional powers over the Board. The Chair shall preside at all Board meetings, appoint all committees, and generally perform all duties associated with that office. In consultation with support staff, the Chair shall set the agendas. The Chair shall also be an ex-officio member of all subcommittees and shall be the sole spokesperson for the Board unless this responsibility is delegated to support staff.

- ***Vice Chair:*** In event of the absence or disability of the Chair, or a vacancy in that office, the Vice Chair shall assume and perform the duties and functions of the Chair.
  - In the absence of the Chair and Vice Chair from a Board meeting, the members shall select a temporary Chair for the meeting.

B. If the Chair should resign, the Board shall, at its next meeting, conduct an election and provide a replacement to fill the unexpired term.

C. Staff liaisons are the primary contacts for City of Tigard boards and the primary interface between these bodies and the City Council, City Manager, and departments. Besides serving as a technical resource, staff liaisons are responsible for meeting logistics, member recruitment and recognition, recordkeeping, and monitoring board effectiveness.

## SECTION VI. MEETINGS

A. The regular meeting of the Board shall be held monthly at the Tigard Public Library, unless otherwise determined by the Board. If the regular meeting day is a holiday, the meeting will be held on an alternate date of the Board's choice.

B. The Board shall meet at least six times a year at a time and place that is specified at least five (5) days in advance and shall be open to the public.

C. The parliamentary authority for the Board is *Robert's Rules of Order Revised*, except where superseded by these bylaws or local, state, or federal law.

D. Agendas shall be posted for public notice on the City of Tigard web page, in the lobby of City Hall and in the Tigard Public Library in compliance with Oregon Public Meetings Law. All meetings shall be open to the public.

E. A majority of votes of Board members present shall determine the official position of the Board on a given issue. Alternates are not allowed to vote under any circumstances.

F. Board members shall not send or receive electronic communications concerning any matter pending before the Board during a Board meeting.
   a. *Electronic Communications* means e-mail, text messages, or other forms of communication transmitted or received by technological means.
   b. *Electronic Communications Devices* means laptop computers, Blackberries, cell phones, notebooks, or other similar devices capable of transmitting or receiving messages electronically.

G. Board members shall not use electronic communication devices to review or access information regarding matters not in consideration before the Board during a Board meeting.

H. Special meetings may be called by the Chair, or secretary to the Board, or at the request of two members, provided that notice be given to all members and the public at least twenty-four (24) hours in advance of the special meeting.

I. The annual meeting, which shall be for the purpose of the elections of officers, shall be held in conjunction with the first meeting of the new year.

## SECTION VII. BOARD MEMBER RESPONSIBILITIES

Members of the Board shall:

- Regularly attend meetings and contribute constructively to discussions;
- Consider and discuss issues from a Citywide perspective, as well as that of particular stakeholder or interests;
- Strive to reach consensus on matters under consideration;
- Act with respect and consideration for the viewpoint of others;
- Members shall not make representations on behalf of the City of Tigard or Board whether intentional or not, without authorization.

## SECTION VIII. ATTENDANCE

If a member is unable to attend a meeting, they are expected to notify the Chair or staff liaison (or secretary of the Board). If a member has missed more than three (3) unexcused scheduled meetings within one year, the issue shall be placed on the upcoming agenda, and upon majority vote of the Board members present that position shall be declared vacant. The Board shall forward its action to the Mayor and Council, who shall fill the vacant position.

## SECTION IX. QUORUM

A. At any meeting of the Board, a quorum shall be a majority of the current members (excludes alternates) of the Board. No action shall be taken in the absence of a quorum except that the meeting may continue with discussion on agenda items. For the purposes of forming a quorum, members who have disqualified or excused themselves from participation in any matter shall be counted as present.

B. In the event a quorum will not be present at any meeting, the Chair or Vice Chair shall notify the Board members in advance so that a decision may be made whether to meet and take no action on agenda items or to reschedule to a different time.

## SECTION X. REMOVAL OF MEMBERS

A. The City Council may remove members of the Board in accordance with Section VIII: Attendance.

B. The Council may also remove members when, in its judgment, the conduct of a member does not conform to the City of Tigard Code of Conduct for Boards, Commissions and Committees or based on other conduct unbecoming a representative of the City.

C. The Board may make a recommendation to Council for the removal of a member in accordance with Section VII: Member Responsibilities.

## SECTION XI. ANNUAL REPORT OF THE BOARD

A. The Tigard Public Library's Annual Report is considered to be the joint meeting, generally held in the spring, with Board members and Tigard City Council.

B. The Annual Report shall include a summary of key activities and proceedings and any specific suggestions or recommendations which the Board believes would be noteworthy to the Council.

C. The Annual Report shall not be submitted unless approved by the Board.

## SECTION XII. AMENDMENTS

These Bylaws are adopted by resolution of the Tigard City Council, are binding on the Board, and may be amended by the City Council. The Bylaws may also be amended at any meeting of the Board with a quorum present, by unanimous vote of the members present, provided the amendment was stated in the call for a meeting. Such actions of the Board shall be forwarded to the City Council for final adoption.

# CITY OF TIGARD, OREGON
# TIGARD CITY COUNCIL
# RESOLUTION NO. 22-

A RESOLUTION TO EXTEND THE TERMS OF ELLEN SEMINARA AND SCOTT WINKLES AS VOTING MEBERS OF THE PARK AND RECREATION ADVISORY BOARD.

---

WHEREAS, Tigard City Council established the Park and Recreation Advisory Board to advise Tigard City Council and the Public Works Director on park and recreation matters; and

WHEREAS, the terms of these Park and Recreation Advisory Board Members expire on June 30, 2022; and

WHEREAS, Tigard City Council desires that Board and Commission members terms shall transition from a June expiration date to a December expiration date, and a transition period is required for the Park and Recreation Advisory Board members.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The terms of Ellen Seminara and Scott Winkles, as voting members, are hereby extended to December 31, 2022 as members of the Park and Recreation Advisory Board

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2022.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

# CITY OF TIGARD, OREGON
# TIGARD CITY COUNCIL
# RESOLUTION NO. 22-

A RESOLUTION TO EXTEND THE TERM OF HELEN ALLEN AS AN ALTERNATE MEMBER OF THE TIGARD PUBLIC LIBRARY BOARD.

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WHEREAS, Tigard City Council established the Tigard Public Library Board to advise Tigard City Council on library matters and to communicate the library needs of the community to the City Council; and

WHEREAS, Tigard City Council desires that Board and Commission members' terms transition from a June expiration date to a December expiration date, and a transition period is required for the Library Board members; and

WHEREAS, the Tigard Public Library Board has one Library Board Alternate Member whose term expires on June 30, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The term of Helen Allen, as an Alternate Board member, is hereby extended to December 31, 2022 as an Alternate Member of the Library Board.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2022.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

AIS-4998 **10.**

**Business Meeting**

**Meeting Date:** 06/28/2022

**Length (in minutes):** 10 Minutes

**Agenda Title:** Public Hearing and Adoption of Solid Waste Fees

**Authored By:** Cindy Trimp

**Presented By:** Cindy Trimp

**Item Type:** Motion Requested
Resolution
Public Hearing

**Public Hearing Legal Ad Required?:** Yes

**Publication Date:** 06/22/2022

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**Information**

## EXPLANATION OF ISSUE

This is a follow-up from Council's meeting on June 21, 2022, regarding solid waste management franchise fees and charges. The purpose is to hold a public hearing and consider adopting amended customer rates effective January 1, 2023.

## ACTION REQUESTED

Hold a public hearing on the proposal and amend the adopted FY 2023 Fees and Charges Schedule, approved under Resolution 22-12, to reflect new services and charges for solid waste.

1. Implement additional biweekly glass collection effective September 1 with no rate impact due to the high collection margin.
2. Adopt an amended fee and charges schedule for solid waste collection rates with no inflationary increase for calendar year 2022.
3. Adopt an increase of $.35 to the above rates to add the service of food waste with the collection of yard debris, effective January 1, 2023.

## BACKGROUND INFORMATION

### Dates of Previous and Potential Future Considerations

Council received a presentation from its rate consultant Chris Bell during its meeting on 06/21/2022. Waste Management and Pride, the City's franchised haulers, were also present and provided input.

### Public Involvement-Public comment

A public hearing is being held to allow for community input on prior proposed service changes and corresponding fees.

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

Glass collection will move to every-other-week beginning September 1, 2022. The addition of food waste to yard debris collection will begin January 1, 2023. The amended fees are attached to the proposed resolution.

## ALTERNATIVES & RECOMMENDATION

Council could decide to leave the approved FY 2023 rates as previously adopted and not change services. FY 23 budgeted rates are higher than what is being proposed. If the rates are not decreased, this will likely increase the aggregate profit margin in the remaining calendar year 2022 above what is desired by the City's code.

## ADDITIONAL RESOURCES

### Attachments

Resolution

Solid Waste Fee Schedule 06_21_22

# CITY OF TIGARD, OREGON
# TIGARD CITY COUNCIL
# RESOLUTION NO. 22-

A RESOLUTION AMENDING THE CITYWIDE FEES AND CHARGES SCHEDULE ADOPTED UNDER RESOLUTION NO 22-12

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WHEREAS, the City of Tigard Fees and Charges Schedule was recently adopted as Resolution 22-12; and

WHEREAS, Tigard Municipal Code (TMC) 11.04.090 requires that the City Council annually review the waste haulers aggregate profit margin; and

WHEREAS, City Council has reviewed fees and services provided; and

WHEREAS, the City is proposing changes to certain fees to recover costs or due to previously approved annual adjustment formulas; and

WHEREAS, the City is proposing changes to current services by adopting every-other-week glass collection and adding food waste to yard debris collection.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The fees and charges for Solid Waste Collection Rates for the City of Tigard are adopted as shown in the attached Exhibit A.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2022.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

**Exhibit A**

# City of Tigard, Oregon

## Fees & Charges Schedule

## Fiscal Year 2022 - 2023

**Revised**
**June 28, 2022**

| Revenue Source | Fee or Charge | | Effective Date |
|---|---|---|---|
| **Solid Waste Collection Rates** | | | |
| **Residential Cart Collections** | | | |
| **Recycling only** (carts & food waste and yard debris cart) | $14.98 | | 1/1/2022 |
| | ~~$15.65~~ | $15.33 | 1/1/2023 |
| (recycling cart only) | $8.03 | | 1/1/2022 |
| | ~~$8.39~~ | $8.03 | 1/1/2023 |
| (food waste and yard debris only) | $6.95 | | 1/1/2022 |
| | ~~$7.26~~ | $7.30 | 1/1/2023 |
| **Mini cart (20 gal)** with food waste and ~~with~~ yard debris | $30.44 | | 1/1/2022 |
| | ~~$31.81~~ | $30.79 | 1/1/2023 |
| Food waste and yard debris exempt | $27.75 | | 1/1/2022 |
| | ~~$29.00~~ | $27.75 | 1/1/2023 |
| **Cart (32 gal)** with food waste and ~~with~~ yard debris | $33.79 | | 1/1/2022 |
| | ~~$35.31~~ | $34.14 | 1/1/2023 |
| Food waste and yard debris exempt | $30.98 | | 1/1/2022 |
| | ~~$32.37~~ | $30.98 | 1/1/2023 |
| **Cart (60 gal)** with food waste and ~~with~~ yard debris | $39.16 | | 1/1/2022 |
| | ~~$40.92~~ | $39.51 | 1/1/2023 |
| **Cart (90 gal)** with food waste and ~~with~~ yard debris | $44.04 | | 1/1/2022 |
| | ~~$46.02~~ | $44.39 | 1/1/2023 |
| **On-call service** (mixed waste, recycling cart, food waste and yard debris) | $13.78 | | 1/1/2022 |
| | ~~$14.40~~ | $14.13 | 1/1/2023 |
| **Overload Fee** (Small Extra Bag) | $2.32 | | 1/1/2022 |
| | ~~$2.42~~ | $2.32 | 1/1/2023 |
| **Commercial Cart Collections** | | | |
| 20 gallon | $30.44 | | 1/1/2022 |
| | ~~$31.81~~ | $30.44 | 1/1/2023 |
| 32 gallon | $33.79 | | 1/1/2022 |
| | ~~$35.31~~ | $33.79 | 1/1/2023 |
| 60 gallon | $39.16 | | 1/1/2022 |
| | ~~$40.92~~ | $39.16 | 1/1/2023 |

| Revenue Source | Fee or Charge | Effective Date |
|---|---|---|
| 90 gallon | $44.04 | 1/1/2022 |
| | ~~$46.02~~ $44.04 | 1/1/2023 |
| | ~~$46.02~~ $44.04 | 1/1/2023 |

| | Weekly Collection Frequency | | | | | | |
|---|---|---|---|---|---|---|---|
| | Every other Week | One | Two | Three | Four | Five | |
| One yard | $75.33 | $123.81 | $232.04 | $336.21 | $440.40 | $544.84 | 1/1/2022 |
| | ~~$78.72~~ | ~~$129.38~~ | ~~$242.48~~ | ~~$351.34~~ | ~~$460.22~~ | ~~$569.36~~ | ~~1/1/2023~~ |
| | $75.33 | $123.81 | $232.04 | $336.21 | $440.40 | $544.84 | 1/1/2023 |
| Each additional | | $78.55 | $151.51 | $224.31 | $297.13 | $370.11 | 1/1/2022 |
| | | ~~$82.08~~ | ~~$158.33~~ | ~~$234.40~~ | ~~$310.50~~ | ~~$386.76~~ | ~~1/1/2023~~ |
| | | $78.55 | $151.51 | $224.31 | $297.13 | $370.11 | 1/1/2023 |
| One and 1/2 yards | $89.30 | $159.88 | $296.02 | $432.04 | $568.08 | $704.24 | 1/1/2022 |
| | ~~$93.32~~ | ~~$167.07~~ | ~~$309.34~~ | ~~$451.48~~ | ~~$593.64~~ | ~~$735.93~~ | ~~1/1/2023~~ |
| | $89.30 | $159.88 | $296.02 | $432.04 | $568.08 | $704.24 | 1/1/2023 |
| Each additional | | $108.78 | $211.44 | $314.08 | $416.69 | $519.37 | 1/1/2022 |
| | | ~~$113.68~~ | ~~$220.95~~ | ~~$328.21~~ | ~~$435.44~~ | ~~$542.74~~ | ~~1/1/2023~~ |
| | | $108.78 | $211.44 | $314.08 | $416.69 | $519.37 | 1/1/2023 |
| Two yards | $105.17 | $192.20 | $360.07 | $527.94 | $695.79 | $863.64 | 1/1/2022 |
| | ~~$109.90~~ | ~~$200.85~~ | ~~$376.27~~ | ~~$551.70~~ | ~~$727.10~~ | ~~$902.50~~ | ~~1/1/2023~~ |
| | $105.17 | $192.20 | $360.07 | $527.94 | $695.79 | $863.64 | 1/1/2023 |
| Each additional | | $139.08 | $271.45 | $403.87 | $536.30 | $668.64 | 1/1/2022 |
| | | ~~$145.34~~ | ~~$283.67~~ | ~~$422.04~~ | ~~$560.43~~ | ~~$698.73~~ | ~~1/1/2023~~ |
| | | $139.08 | $271.45 | $403.87 | $536.30 | $668.64 | 1/1/2023 |
| Three yards | $137.00 | $256.63 | $488.15 | $719.57 | $951.02 | $1,182.56 | 1/1/2022 |
| | ~~$143.17~~ | ~~$268.18~~ | ~~$510.12~~ | ~~$751.95~~ | ~~$993.82~~ | ~~$1,235.78~~ | ~~1/1/2023~~ |
| | $137.00 | $256.63 | $488.15 | $719.57 | $951.02 | $1,182.56 | 1/1/2023 |
| Each additional | | $199.44 | $391.40 | $583.34 | $775.29 | $967.26 | 1/1/2022 |
| | | ~~$208.41~~ | ~~$409.01~~ | ~~$609.59~~ | ~~$810.18~~ | ~~$1,010.79~~ | ~~1/1/2023~~ |
| | | $199.44 | $391.40 | $583.34 | $775.29 | $967.26 | 1/1/2023 |
| Four yards | $168.85 | $321.08 | $616.31 | $911.28 | $1,206.25 | $1,505.34 | 1/1/2022 |
| | ~~$176.45~~ | ~~$335.53~~ | ~~$644.04~~ | ~~$952.29~~ | ~~$1,260.53~~ | ~~$1,573.08~~ | ~~1/1/2023~~ |
| | $168.85 | $321.08 | $616.31 | $911.28 | $1,206.25 | $1,505.34 | 1/1/2023 |
| Each additional | | $260.50 | $511.45 | $762.87 | $1,014.32 | $1,265.91 | 1/1/2022 |
| | | ~~$272.22~~ | ~~$534.47~~ | ~~$797.20~~ | ~~$1,059.96~~ | ~~$1,322.88~~ | ~~1/1/2023~~ |
| | | $260.50 | $511.45 | $762.87 | $1,014.32 | $1,265.91 | 1/1/2023 |

| Revenue Source | Fee or Charge | | | | | | Effective Date |
|---|---|---|---|---|---|---|---|
| Five yards | $200.55 | $385.59 | $744.25 | $1,102.91 | $1,461.56 | $1,820.23 | 1/1/2022 |
| | ~~$209.57~~ | ~~$402.94~~ | ~~$777.74~~ | ~~$1,152.54~~ | ~~$1,527.33~~ | ~~$1,902.14~~ | ~~1/1/2023~~ |
| | $200.55 | $385.59 | $744.25 | $1,102.91 | $1,461.56 | $1,820.23 | 1/1/2023 |
| Each additional | | $320.30 | $631.30 | $942.33 | $1,253.39 | $1,564.38 | 1/1/2022 |
| | | ~~$334.71~~ | ~~$659.71~~ | ~~$984.73~~ | ~~$1,309.79~~ | ~~$1,634.78~~ | ~~1/1/2023~~ |
| | | $320.30 | $631.30 | $942.33 | $1,253.39 | $1,564.38 | 1/1/2023 |
| Six yards | $232.41 | $449.74 | $872.09 | $1,294.29 | $1,716.50 | $2,138.83 | 1/1/2022 |
| | ~~$242.87~~ | ~~$469.98~~ | ~~$911.33~~ | ~~$1,352.53~~ | ~~$1,793.74~~ | ~~$2,235.08~~ | ~~1/1/2023~~ |
| | $232.41 | $449.74 | $872.09 | $1,294.29 | $1,716.50 | $2,138.83 | 1/1/2023 |
| Each additional | | $380.40 | $751.00 | $1,121.52 | $1,492.10 | $1,862.71 | 1/1/2022 |
| | | ~~$397.52~~ | ~~$784.80~~ | ~~$1,171.99~~ | ~~$1,559.24~~ | ~~$1,946.53~~ | ~~1/1/2023~~ |
| | | $380.40 | $751.00 | $1,121.52 | $1,492.10 | $1,862.71 | 1/1/2023 |
| Eight yards | $295.96 | $579.74 | $1,129.17 | $1,678.64 | $2,228.07 | $2,777.54 | 1/1/2022 |
| | ~~$309.28~~ | ~~$605.83~~ | ~~$1,179.98~~ | ~~$1,754.18~~ | ~~$2,328.33~~ | ~~$2,902.53~~ | ~~1/1/2023~~ |
| | $295.96 | $579.74 | $1,129.17 | $1,678.64 | $2,228.07 | $2,777.54 | 1/1/2023 |
| Each additional | | $502.29 | $991.88 | $1,481.56 | $1,971.23 | $2,460.83 | 1/1/2022 |
| | | ~~$524.89~~ | ~~$1,036.51~~ | ~~$1,548.23~~ | ~~$2,059.94~~ | ~~$2,571.57~~ | ~~1/1/2023~~ |
| | | $502.29 | $991.88 | $1,481.56 | $1,971.23 | $2,460.83 | 1/1/2023 |

| | Weekly Collection Frequency | | | | | |
|---|---|---|---|---|---|---|
| | One | Two | Three | Four | Five | |
| 1 yard compacted | $279.60 | $524.13 | $759.54 | $993.77 | $1,230.98 | 1/1/2022 |
| | ~~$292.18~~ | ~~$547.72~~ | ~~$793.72~~ | ~~$1,038.49~~ | ~~$1,286.37~~ | ~~1/1/2023~~ |
| | $279.60 | $524.13 | $759.54 | $993.77 | $1,230.98 | 1/1/2023 |
| 2 yard compacted | $434.48 | $814.20 | $1,193.95 | $1,573.66 | $1,953.39 | 1/1/2022 |
| | ~~$454.03~~ | ~~$850.84~~ | ~~$1,247.68~~ | ~~$1,644.47~~ | ~~$2,041.29~~ | ~~1/1/2023~~ |
| | $434.48 | $814.20 | $1,193.95 | $1,573.66 | $1,953.39 | 1/1/2023 |
| 3 yard compacted | $580.45 | $1,104.42 | $1,628.09 | $2,151.90 | $2,675.90 | 1/1/2022 |
| | ~~$606.57~~ | ~~$1,154.12~~ | ~~$1,701.35~~ | ~~$2,248.74~~ | ~~$2,796.32~~ | ~~1/1/2023~~ |
| | $580.45 | $1,104.42 | $1,628.09 | $2,151.90 | $2,675.90 | 1/1/2023 |
| 4 yard compacted | $726.50 | $1,394.81 | $2,062.55 | $2,730.28 | $3,407.27 | 1/1/2022 |
| | ~~$759.19~~ | ~~$1,457.58~~ | ~~$2,155.36~~ | ~~$2,853.14~~ | ~~$3,560.60~~ | ~~1/1/2023~~ |
| | $726.50 | $1,394.81 | $2,062.55 | $2,730.28 | $3,407.27 | 1/1/2023 |

**Drop Box Collections**

| | | |
|---|---|---|
| 10 Cubic Yard Container | $174.74 | 1/1/2022 |

| Revenue Source | Fee or Charge | Effective Date |
|---|---|---|
| | ~~$182.60~~ | ~~1/1/2023~~ |
| | $174.74 | 1/1/2023 |
| 20 Cubic Yard Container | $174.74 | 1/1/2022 |
| | ~~$182.60~~ | ~~1/1/2023~~ |
| | $174.74 | 1/1/2023 |
| 30 Cubic Yard Container | $174.74 | 1/1/2022 |
| | ~~$182.60~~ | ~~1/1/2023~~ |
| | $174.74 | 1/1/2023 |
| 40 Cubic Yard Container | $174.74 | 1/1/2022 |
| | ~~$182.60~~ | ~~1/1/2023~~ |
| | $174.74 | 1/1/2023 |
| All Compactors | $182.02 | 1/1/2022 |
| | ~~$190.21~~ | ~~1/1/2023~~ |
| | $182.02 | 1/1/2023 |
| Delivery | $81.48 | 1/1/2022 |
| ~~normal business hours, Monday-Friday~~ | ~~$85.15~~ | ~~1/1/2023~~ |
| normal business hours, Monday-Friday | $81.48 | 1/1/2023 |
| Special Drop Box Service (added to delivery fee)<br>Saturday delivery or collection, 4-day notification required | $50.00 | 1/1/2021 |
| **Demurrage** | | |
| 20 Cubic Yard Container | $5.99 10/20 Yard Box after 48 hours | 1/1/2022 |
| | ~~$6.26 10/20 Yard Box after 48 hours~~ | ~~1/1/2023~~ |
| | $5.99 10/20 Yard Box after 48 hours | 1/1/2023 |
| 30 Cubic Yard Container | $7.91 30 Yard Box after 48 hours | 1/1/2022 |
| | ~~$8.27 30 Yard Box after 48 hours~~ | ~~1/1/2023~~ |
| | $7.91 30 Yard Box after 48 hours | 1/1/2023 |
| 40 Cubic Yard Container | $7.91 40 Yard Box after 48 hours | 1/1/2022 |
| | ~~$8.27 40 Yard Box after 48 hours~~ | ~~1/1/2023~~ |
| | $7.91 40 Yard Box after 48 hours | 1/1/2023 |
| All Compactors | | |
| Delivery | $9.59 Drop Box with Lid | 1/1/2022 |
| ~~*Service Fee plus actual disposal cost and franchise fee*~~ | ~~$10.02 Drop Box with Lid~~ | ~~1/1/2023~~ |

| Revenue Source | Fee or Charge | Effective Date |
|---|---|---|
| *Service Fee plus actual disposal cost and franchise fee* | $9.59 Drop Box with Lid | 1/1/2023 |
| **Medical Waste Collections**** | | |
| On-Site Pick-up Charge | $37.76 | 1/1/2022 |
| | ~~$39.46~~ | ~~1/1/2023~~ |
| | $37.76 | 1/1/2023 |
| Disposal Cost per up to 17 gallon unit | $24.27 | 1/1/2022 |
| | ~~$25.36~~ | ~~1/1/2023~~ |
| | $24.27 | 1/1/2023 |
| Disposal Cost per 23 gallon unit | $26.42 | 1/1/2022 |
| | ~~$27.61~~ | ~~1/1/2023~~ |
| | $26.42 | 1/1/2023 |
| Disposal Cost per 31 gallon unit | $26.42 | 1/1/2022 |
| | ~~$30.09~~ | ~~1/1/2023~~ |
| | $26.42 | 1/1/2023 |
| Disposal Cost per 43 gallon unit | $33.46 | 1/1/2022 |
| | ~~$34.97~~ | ~~1/1/2023~~ |
| | $33.46 | 1/1/2023 |
| ** Rate is the on-site collection charge plus the disposal cost per medical container unit. | | |
| **Miscellaneous Service Rates** | | |
| Extra mixed waste per cart - overload fee (based on 32 gallon capacity) | $4.79 /occurrence | 1/1/2022 |
| | ~~$5.01 /occurrence~~ | ~~1/1/2023~~ |
| | $4.79 /occurrence | 1/1/2023 |
| Extra yard debris (manual up to 32 gallon) | $3.60 /occurrence | 1/1/2022 |
| | ~~$3.76 /occurrence~~ | ~~1/1/2023~~ |
| | $3.60 /occurrence | 1/1/2023 |
| Additional yard debris service (second 60 gallon cart) | $4.20 /occurrence | 1/1/2022 |
| | ~~$4.39 /occurrence~~ | ~~1/1/2023~~ |
| | $4.20 /occurrence | 1/1/2023 |
| Call back/return for pick up of inaccessible cart per service call | $14.38 /occurrence | 1/1/2022 |
| | ~~$15.03 /occurrence~~ | ~~1/1/2023~~ |
| | $14.38 /occurrence | 1/1/2023 |
| Yard service rate - extra distance away from curb after first 5 feet | $4.79 /occurrence | 1/1/2022 |

| Revenue Source | Fee or Charge | Effective Date |
|---|---|---|
| | ~~$5.01 /occurrence~~ | ~~1/1/2023~~ |
| | $4.79 /occurrence | 1/1/2023 |
| Special service fees | $86.28 /hour | 1/1/2022 |
| | ~~$90.16 /hour~~ | ~~1/1/2023~~ |
| | $86.28 /hour | 1/1/2023 |
| Account reinstatement fee | $30.00 /occurrence | 7/1/2014 |
| NSF check fee | $35.00 /occurrence | 7/1/2014 |
| Tire disposal | Hourly Rate + disposal fee | |