City *of* Tigard

Tigard Business Meeting –Agenda

TIGARD CITY COUNCIL

MEETING DATE AND TIME:	OCTOBER 24, 2023 - 4:45 p.m. Executive Session 6:30 p.m. Business Meeting
MEETING LOCATION:	Hybrid - City of Tigard - Town Hall - 13125 SW Hall Blvd., Tigard, OR 97223 - See PUBLIC NOTICE below

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

How to comment:

- Written public comment may be submitted electronically at www.tigard-or.gov/Comments by noon the day before the meeting date.
- If attending the meeting in person, please fill out the public comment sign-in sheet at the front of the room and come to the microphone when your name is called.
- If you prefer to call in, please call 503-966-4101 when instructed to be placed in the queue. We ask that you plan on limiting your testimony to three minutes.
- You may comment by video through the Teams app. Go to this link to learn how to participate by video: October 24, 2023 Council Meeting (https://www.tigard-or.gov/Home/Components/Calendar/Event/4281/372).

Upon request, the City will endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-718-2419 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

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

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

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

City *of* Tigard

Tigard Business Meeting –Agenda

TIGARD CITY COUNCIL

MEETING DATE AND TIME: OCTOBER 24, 2023 - 4:45 p.m. Executive Session 6:30 p.m. Business Meeting

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

4:45 PM

1. EXECUTIVE SESSION: The Tigard City Council will enter into an Executive Session to discuss the job-related performance of city officials, under ORS 192.660 (2) (i). All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660 (4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

6:30 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. PUBLIC COMMENT

   A. Follow-up to Previous Public Comment

   B. Public Comment – Written

   C. Public Comment – In Person

D. Public Comment – Phone-In

E. Public Comment – Video

4. CITY MANAGER REPORT **6:45 p.m. estimated time**

5. BOARD, COMMITTEE AND COMMISSION APPOINTMENTS **6:50 p.m. estimated time**

6. PUBLIC HEARING: TIME, PLACE AND MANNER ORDINANCE UPDATE
7:30 p.m. estimated time

7. PHOTO TRAFFIC ENFORCEMENT PROGRAM UPDATE **7:55 p.m. estimated time**

8. NON-AGENDA ITEMS

9. 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.

10. ADJOURNMENT **8:25 p.m. estimated time**

AIS-5346 **5.**

Business Meeting

Meeting Date: 10/24/2023

Length (in minutes): 40 Minutes

Agenda Title: Board, Committee, and Commission Appointments

Authored By: Nicole Hendrix

Presented By: Mayor Heidi Lueb

Item Type: Motion Requested
Resolution

Public Hearing Legal Ad Required?: No

Publication Date:

Information

EXPLANATION OF ISSUE

The City of Tigard has ten standing boards, committees, and commissions all of which will have member openings in January 2024, those boards are:

- Audit Committee,
- Budget Committee,
- Committee for Community Engagement,
- Library Board,
- Park and Recreation Advisory Board,
- Planning Commission,
- Town Center Advisory Commission,
- Tigard Transportation Advisory Committee,
- Tigard Youth Advisory Council, and
- Water Advisory Board.

The recommendations being considered by City Council will aim to fill those openings by appointing new or reappointing existing members.

Board members are key to informing the development of Tigard's programs and policies. These volunteers dedicate time and expertise to serve as an important link to community needs and represent community values.

ACTION REQUESTED

City Council is asked to consider passing ten separate resolutions to appoint new or reappoint existing members for each board, committee, and commission; these appointments are recommended by the Mayor.

BACKGROUND INFORMATION

Applications to serve on a City board are open year-round for anyone to apply. Applications that were received by July 31, 2023 were considered.

A total of 45 applications were received from 30 new applicants and 15 existing members. Out of the 30 new applicants, 63% are Caucasian, 11% Latino, 7.5% Asian, 7.5% Two or more races, 11% Did not answer. The primary ways applicants heard about this opportunity were through social media, City Website or Cityscape Newsletter, and word of mouth.

Tigard Mayor Heidi Lueb reviewed applications and interviewed applicants in August and September, 2023.

An additional recruitment period from September 25-October 9, 2023 was conducted to develop recommendations for the positions listed below. Those recommendations will be brought to City Council for consideration in November.

- 1 Audit Committee: alternate
- 2 Library Board: 1 voting and 1 alternate
- 1 Park and Recreation Advisory Board: alternate
- 2 Town Center Advisory Commission: 1 voting and 1 alternate

ALTERNATIVES & RECOMMENDATION

The Mayor recommends approving the attached resolutions to appoint board and committee members.

The Council may decide to not appoint some or all of the recommendation. This would require recruiting new applicants to fill vacancies.

ADDITIONAL RESOURCES

Attachments

Resolution Audit Committee
Resolution Budget Committee
Resolution Committee for Community Engagement
Resolution Library Board
Resolution Park and Recreation Advisory Board
Resolution Planning Commission
Resolution Town Center Advisory Commission
Resolution Tigard Transportation Advisory Committee
Resolution Tigard Youth Advisory Council
Resolution Water Advisory Board
PowerPoint - Board Appointments 2023

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 23-

A RESOLUTION RE-APPOINTING JOY LI AS A VOTING MEMBER TO THE AUDIT COMMITTEE.

WHEREAS, Tigard City Council established the Audit Committee to manage the audit contract with the city's outside audit firm and oversee the city's internal control management; and

WHEREAS, one vacancy was created on the Audit Committee when the term expired for Elizabeth Gils Carbo; and

WHEREAS, Mayor Lueb recommends re-appointing Joy Li to the city's Audit Committee

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

SECTION 1: Joy Li is reappointed to Audit Committee as a voting member for a 3-year term, effective January 1, 2024 through December 31, 2026.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2023.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 23-

A RESOLUTION RE-APPOINTING KELLI PEMENT AS A VOTING MEMBER AND APPOINTING SCOTT DUDDY AS A VOTING MEMBER TO THE BUDGET COMMITTEE.

WHEREAS, Tigard City Council established the Budget Committee to deliberate on the proposed budget submitted by the City Manager and send an approved budget to City Council for adoption; and

WHEREAS, ORS 294.412(2) states that the budget committee should consist of the members of the governing body and a number, equal to the number of members of the governing body, of electors of the municipal corporation appointed by the governing body, and;

WHEREAS, two vacancies were created on the Budget Committee when terms expired for Kelli Pement and Tim Cadman, and;

WHEREAS, Mayor Lueb recommends re-appointing Kelli Pement and appointing Scott Duddy to the city's Budget Committee.

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

SECTION 1: Kelli Pement is re-appointed to Budget Committee as a voting member for a 3-year term, effective January 1, 2024 through December 31, 2026.

SECTION 2: Scott Duddy is appointed to Budget Committee as a voting member for a 3-year term, effective January 1, 2024 through December 31, 2026.

SECTION 3: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2023.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 23-

A RESOLUTION APPOINTING ALLIE ALEXANDER, JENNIFER CALLAWAY, STACEY GHODDUSI, JEREMY HAJDU-PAULEN, CAITLIN JOHNSON, DIEGO RIVERA-VIGIL, AND RACHEL ROUNDY AS MEMBERS TO THE COMMITTEE FOR COMMUNITY ENGAGEMENT.

WHEREAS, Tigard City Council established the Committee for Community Engagement to inspire active two-way community engagement, broad participation of diverse community members and encourage shared responsibility and ownership to use knowledge, skills and experience to improve the community and advance the city's strategic vision; and

WHEREAS, Mayor Lueb recommends appointing Allie Alexander, Jennifer Callaway, Stacey Ghoddusi, Jeremy Hajdu-Paulen, Caitlin Johnson, Diego Rivera-Vigil, and Rachel Roundy to the Committee for Community Engagement.

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

SECTION 1: Allie Alexander is appointed to Committee for Community Engagement as a member for a 3-year term, effective January 1, 2024 through December 31, 2026.

SECTION 2: Jennifer Callaway is appointed to Committee for Community Engagement as a member for a 2-year term, effective January 1, 2024 through December 31, 2025.

SECTION 3: Stacey Ghoddusi is appointed to Committee for Community Engagement as a member for a 4-year term, effective January 1, 2024 through December 31, 2027.

SECTION 4: Jeremy Hajdu-Paulen is appointed to Committee for Community Engagement as a member for a 4-year term, effective January 1, 2024 through December 31, 2027.

SECTION 5: Caitlin Johnson is appointed to Committee for Community Engagement as a member for a 2-year term, effective January 1, 2024 through December 31, 2025

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SECTION 6: Diego Rivera-Vigil is appointed to Committee for Community Engagement as a member for a 4-year term, effective January 1, 2024 through December 31, 2027.

SECTION 7: Rachel Roundy is appointed to Committee for Community Engagement as a member for a 4-year term, effective January 1, 2024 through December 31, 2027.

SECTION 8: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2023.

_____
Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 23-

A RESOLUTION RE-APPOINTING KATE RISTAU AS A VOTING MEMBER, APPOINTING LILI DIAZ AS AN ALTERNATE MEMBER, AND ROSE HULETT AS A VOTING MEMBER TO THE LIBRARY BOARD.

WHEREAS, Tigard City Council established the Library Board to communicate with the City Manager and Council about Tigard Public Library's policies, budget, facilities, and other needs of the community to provide quality library service; and

WHEREAS, Mayor Lueb recommends re-appointing Kate Ristau and appointing Lilia Diaz and Rose Hulett to the city's Library Board.

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

SECTION 1: Kate Ristau is re-appointed to Library Board as a voting member for a 4-year term, effective January 1, 2024 through December 31, 2027.

SECTION 2: Lili Diaz is appointed to Library Board as an alternate member for a 1-year term, effective January 1, 2024 through December 31, 2024.

SECTION 3: Rose Hulett is appointed to Library Board as a voting member for a 4-year term, effective January 1, 2024 through December 31, 2027.

SECTION 4: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2023.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 23-

A RESOLUTION RE-APPOINTING KEN BARKER AS A VOTING MEMBER AND APPOINTING DENISE STEPHENS AS AN ALTERNATE MEMBER TO THE PARK AND RECREATION ADVISORY BOARD.

WHEREAS, Tigard City Council established the Park and Recreation Advisory Board to advise the Public Works Director and City Council regarding park and recreation policies, budget, facilities, programs, and other needs of the community to provide quality park and recreation services; and

WHEREAS, there are current vacancies on the Park and Recreation Advisory Board; and

WHEREAS, Mayor Lueb recommends re-appointing Ken Barker and appointing Denise Stephens to the city's Park and Recreation Advisory Board.

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

SECTION 1: Ken Barker is re-appointed to Park and Recreation Advisory Board as a voting member for a 4-year term, effective January 1, 2024 through December 31, 2027.

SECTION 2: Denise Stephens is appointed to Park and Recreation Advisory Board as an alternate member for a 2-year term, effective January 1, 2024 through December 31, 2025.

SECTION 3: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2023.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 23-

A RESOLUTION RE-APPOINTING BIJETA CHOUDHURY AS A VOTING MEMBER, RE-APPOINTING ALTERNATE COMMISSIONER DAN MURPHY AS A VOTING MEMBER, AND APPOINTING ZACHARY CLAIRMONT AND APRIL SABBE AS ALTERNATE NON-VOTING MEMBERS OF THE TIGARD PLANNING COMMISSION.

WHEREAS, Tigard City Council established the Planning Commission to review land use and transportation policy proposals; to advise City Council on updates to the Tigard Comprehensive Plan, Tigard Community Development Code, and Tigard Zoning Map; and

WHEREAS, there are two vacancies for voting members, and two vacancies for alternate non-voting members on the Planning Commission; and

WHEREAS, Bijeta Choudhury, Dan Murphy, Zachary Clairmont and April Sabbe applied for appointments; and

WHEREAS, the Mayor recommends that Council re-appoint Bijeta Choudhury and Dan Murphy as voting members; and appoint Zachary Clairmont and April Sabbe as alternate non-voting members.

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

SECTION 1: After completing an unexpired partial term, Bijeta Choudhury is re-appointed to Planning Commission as a full voting member for a 4-year term, effective January 1, 2024 through December 31, 2027.

SECTION 2: Former non-voting Alternate Dan Murphy is re-appointed to Planning Commission as a full voting member for a 4-year term, effective January 1, 2024 through December 31, 2027.

SECTION 3: Zachary Clairmont and April Sabbe are appointed to Planning Commission as non-voting alternate members for 2-year terms, each effective January 1, 2024 through December 31, 2025.

SECTION 4: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2023.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 23-

A RESOLUTION RE-APPOINTING CHRIS SJOLIN AS A VOTING MEMBER, APPOINTING SUSANA ELY AS A VOTING MEMBER, PATTY LOFGREN AS A VOTING MEMBER, BRYAN PURDIN AS A VOTING MEMBER, AND JOHN GOODHOUSE AS AN ALTERNATE MEMBER TO THE TOWN CENTER ADVISORY COMMISSION.

WHEREAS, Tigard City Council established the Town Center Advisory Commission to make recommendations to the Town Center Development Agency and the City Council on Tax Increment Financing (TIF) policy, budget, and implementation to improve Tigard's TIF districts; and

WHEREAS, there exists five upcoming vacancies for voting members and two vacancies for non-voting alternate members; and

WHEREAS, the Mayor recommends that Council reappoint Chris Sjolin and appoint Susana Ely, Patty Lofgren, and Bryan Purdin as voting members; and appoint John Goodhouse as a non-voting alternate member.

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

SECTION 1: Chris Sjolin is re-appointed to Town Center Advisory Commission as a voting member for a 3-year term, effective January 1, 2024 through December 31, 2026.

SECTION 2: Susana Ely is appointed to Town Center Advisory Commission as a voting member for a 3-year term, effective January 1, 2024 through December 31, 2026.

SECTION 3: Patty Lofgren is appointed to Town Center Advisory Commission as a voting member for a 3-year term, effective January 1, 2024 through December 31, 2026.

SECTION 4: Bryan Purdin is appointed to Town Center Advisory Commission as a voting member for a 3-year term, effective January 1, 2024 through December 31, 2026.

SECTION 5: John Goodhouse is appointed to Town Center Advisory Commission as an alternate member for a 3-year term, effective January 1, 2024 through December 31, 2026.

SECTION 6: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2023.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 23-

A RESOLUTION APPOINTING DAVID FISCHER AS A VOTING MEMBER AND APPOINTING BARRETT JOHNSON AS A VOTING MEMBER TO THE TIGARD TRANSPORTATION ADVISORY COMMITTEE.

WHEREAS, Tigard City Council established the Tigard Transportation Advisory Committee to serve as an advisory body to Council and City team members. The Committee provides a venue for community involvement opportunities in transportation matters and increases community awareness of transportation issues that affect the City of Tigard; and

WHEREAS, there currently exists two vacancies for voting members of the Tigard Transportation Advisory Committee; and

WHEREAS, after reviewing applications and interviewing applicants, Tigard's Mayor Heidi Lueb recommends that Council appoint David Fischer and Barrett Johnson as voting members of the Tigard Transportation Advisory Committee.

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

SECTION 1: David Fischer is appointed to Tigard Transportation Advisory Committee as a voting member for a 3-year term, effective January 1, 2024 through December 31, 2026.

SECTION 2: Barrett Johnson is appointed to Tigard Transportation Advisory Committee as a voting member for a 3-year term, effective January 1, 2024 through December 31, 2026.

SECTION 3: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2023.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 23-

A RESOLUTION RE-APPOINTING AYLA LENIGER, ARÉANA MANN, CHELSY VICENTE XILOJ, SCARLETT VICENTE XILOJ AND APPOINTING MOLLY FAST, SHRIYA MYNENI, KIMBERLY VARGAS, AND CHLOE WILSON AS MEMBERS TO THE TIGARD YOUTH ADVISORY COUNCIL.

WHEREAS, Tigard City Council established the Tigard Youth Advisory Council in 2003 as a, "student volunteer group whose mission is to empower, improve, and connect the lives of Tigard youth"; and

WHEREAS, the Tigard Youth Advisory Council acts as an advisory board to the Tigard City Council to create civic engagement opportunities for local youth; and

WHEREAS, Mayor Lueb recommends the following individuals to city's Youth Advisory Council.

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

SECTION 1: Ayla Leniger is re-appointed to Tigard Youth Advisory Council as a member for a 1-year term, effective immediately through December 31, 2024.

SECTION 2: Aréana Mann is re-appointed to Tigard Youth Advisory Council as a member for a 1-year term, effective immediately through December 31, 2024.

SECTION 3: Chelsy Vicente Xiloj is re-appointed to Tigard Youth Advisory Council as a member for a 1-year term, effective immediately through December 31, 2024.

SECTION 4: Scarlett Vicente Xiloj is re-appointed to Tigard Youth Advisory Council as a member for a 1-year term, effective immediately through December 31, 2024.

SECTION 5: Molly Fast is appointed to Tigard Youth Advisory Council as a member for a 1-year term, effective immediately through December 31, 2024.

SECTION 6: Shriya Myneni is appointed to Tigard Youth Advisory Council as a member for a 1-year term, effective immediately through December 31, 2024.

SECTION 7: Kimberly Vargas is appointed to Tigard Youth Advisory Council as a member for a 1-year term, effective immediately through December 31, 2024.

SECTION 8: Chloe Wilson is appointed to Tigard Youth Advisory Council as a member for a 1-year term, effective immediately through December 31, 2024.

SECTION 9: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2023.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 23-

A RESOLUTION RE-APPOINTING KEN HENSCHEL AS AN AT-LARGE MEMBER AND APPOINTING MICHAEL BREWIN AS AN AT-LARGE MEMBER TO THE WATER ADVISORY BOARD.

WHEREAS, Tigard City Council established the Water Advisory Board to act as an advisory body to the City Council and staff to continue to work together with the City of Durham and Tigard Water District as good stewards of a fully integrated water supply system for current and future water system users within the Tigard Water Service Area; and

WHEREAS, Mayor Lueb recommends re-appointing Ken Henschel and appointing Michael Brewin to the city's Water Advisory Board.

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

SECTION 1: Ken Henschel is re-appointed to Water Advisory Board as an at-large member for a 4-year term, effective January 1, 2024 through December 31, 2027.

SECTION 2: Michael Brewin is appointed to Water Advisory Board as an at-large member for a 4-year term, effective January 1, 2024 through December 31, 2027.

SECTION 3: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2023.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard



City of Tigard
Board, Committee, & Commission Appointments

October 24, 2023

CITY OF Tigard

Audit Committee

Name	Position	Term
Joy Li	Reappointment, Voting	3 year

Budget Committee

Name	Position	Term
Kelli Pement	Reappointment, Voting	3 year
Scott Duddy	Voting	3 year

Committee for Community Engagement (CCE)

Name	Position	Term
Stacey Ghoddusi	Voting	4 year
Jeremy Hajdu-Paulen	Voting	4 year
Diego Rivera-Vigil	Voting	4 year
Rachel Roundy	Voting	4 year
Allie Alexander	Voting	3 year
Jennifer Callaway	Voting	2 year
Caitlin Johnson	Voting	2 year

Library Board

Name	Position	Term
Kate Ristau	Reappointment, Voting	4 year
Rose Hulett	Voting	4 year
Lili Diaz	Alternate	1 year

Park and Recreation Advisory Board (PRAB)

Name	Position	Term
Ken Barker	Reappointment, Voting	4 year
Denise Stephens	Alternate	2 year

Planning Commission

Name	Position	Term
Bijeta Choudhury	Reappointment, Voting	4 year
Dan Murphy	Reappointment, Voting	4 year
Zachary Clairmont	Alternate	2 year
April Sabbe	Alternate	2 year

Town Center Advisory Commission (TCAC)

Name	Position	Term
Chris Sjolin	Reappointment, Voting	3 year
Susana Ely	Voting	3 year
Patty Lofgren	Voting	3 year
Bryan Purdin	Voting	3 year
John Goodhouse	Alternate	3 year

Tigard Transportation Advisory Committee (TTAC)

Name	Position	Term
David Fischer	Voting	3 year
Barrett Johnson	Voting	3 year

Tigard Youth Advisory Council (TYAC)

Name	Position	Term
Ayla Leniger	Reappointment, Voting	1 year
Aréana Mann	Reappointment, Voting	1 year
Chelsy Vicente Xiloj	Reappointment, Voting	1 year
Scarlett Vicente Xiloj	Reappointment, Voting	1 year
Molly Fast	Voting	1 year
Shriya Myneni	Voting	1 year
Kimberly Vargas	Voting	1 year
Chloe Wilson	Voting	1 year

Water Advisory Board

Name	Position	Term
Ken Henschel	At-large	4 year
Michael Brewin	At-large	4 year



Welcome Board & Committee Members!
Thank you for serving your community.

AIS-5355	**6.**
Business Meeting	
Meeting Date:	10/24/2023
Length (in minutes):	25 Minutes
Agenda Title:	Public Hearing: Time, Place, Manner Ordinance Update
Authored By:	Kim Ezell
Presented By:	City Attorney Rihala and Program Manager Ezell
Item Type:	Motion Requested Ordinance Public Hearing - Legislative
Public Hearing Legal Ad Required?:	Yes
Publication Date:	

Information

EXPLANATION OF ISSUE

Time, Place, Manner amendment to remove prohibition on camping stoves and an update on Time restrictions around the region as requested by Council.

ACTION REQUESTED

Staff requests Council consider the ordinance amending the Time, Place, Manner regulation. Staff also requests guidance on whether to propose any other updates to the Time, Place, Manner regulations, particularly the Time regulations.

BACKGROUND INFORMATION

Tigard's response to camping in the City is an evolving concern. In light of that, when Council enacted Tigard's new camping rules in Ordinance 23-03, the body asked for regular updates on the implementation of the ordinance beginning in August 2023 and every six months thereafter. On August 22, staff provided a briefing on the implementation of Time, Place, Manner in Tigard. At the August Council meeting, Council directed staff to consider the Manner regulations through a risk lens and return to Council with a recommendation on addressing open fires versus cooking kits in the regulations and to provide an update on Time restrictions in the region.

This item is to consider removing the prohibition of camp stoves in the regulations and to provide the requested update.

Dates of Previous and Potential Future Considerations

Council was first briefed on Time, Place, Manner considerations on May 9, 2023 and Council passed Time, Place, Manner regulations on May 23rd. Staff did the first update on the implementation of Time, Place, Manner on August 22.

Public Involvement

Significant public involvement has been done throughout the Time, Place, Manner rule-setting and implementation process including community group briefings, one-on-one meetings with concerned stakeholders, and broad engagement through the website.

Input from the stakeholder group, CHART, which is composed of the City's institutional partners who are impacted by houselessness was solicited. CHART recommended the City allow reasonable accommodations for houseless community to cook and heat food. CHART also asked the City to continue seeking alternatives for keeping houseless community members warm during the winter months.

Impacts (Community, Budget, Policies and Plans/Strategic Connection)
Council adopted 'Reduce Houselessness' as a 2023-2024 Council Goal. A key element of staff's action plan to accomplish the Goal is to enact and implement a time, place, manner ordinance that will support the entire community.

ALTERNATIVES & RECOMMENDATION

Council may choose to adopt the proposed amendment to the Time, Place, Manner regulations and direct staff to propose amendments to any other aspect of the current regulations.

ADDITIONAL RESOURCES

Tigard's Time, Place, Manner
Regulations: https://library.qcode.us/lib/tigard_or/pub/municipal_code/item/title_7-chapter_7_80-7_80_030

Attachments

TPM Update 10.24

OrdinanceAmendmentTPMFires

Time, Place, Manner Update

Council Presentation

October 24, 2023

PRESENTATION OUTLINE

Section	Summary
1	Ordinance Amendment
2	Time Provisions around the Region

Ordinance Amendment

Time, Place, Manner Amendment

Current State

- Fire of all kinds is prohibited in Tigard's ordinance due to perceived danger

Recommendation

- Remove the prohibition of camp stoves to allow houseless community members to heat food

Time Provisions Around the Region

Time Restrictions

Jurisdiction	Restriction
Tigard	Camping prohibited 9 am – 7 pm
Beaverton	Camping prohibited 7:30 am – 9 pm
Hillsboro	Camping prohibited 7 am – 7 pm
Tualatin	Camping prohibited 7 am – 7pm
Sherwood	Camping prohibited 7am – 9 pm
Washington County	Camping allowed for up to 5 days
Portland	Camping prohibited 8 am – 8 pm

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
ORDINANCE NO. 23-

AN ORDINANCE AMENDING TIGARD MUNICIPAL CODE SECTION 7.80.030.D.5 REGARDING PROHIBITED FIRES

WHEREAS, the Tigard City Council adopted Ordinance 23-03 on May 23, 2023, establishing reasonable time, place, and manner restrictions on camping within the City; and

WHEREAS, Council directed staff to review the ordinance every six months; and

WHEREAS, community service providers are distributing food that requires heat preparation for houseless community members; and

WHEREAS, the ability of houseless community members to consume warm or cooked food should be considered in evaluating the overall reasonableness of the City's regulations; and

WHEREAS, based on community input and Council direction, the City wishes to remove the prohibition on cookstoves from the City's code.

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

SECTION 1: Tigard Municipal Code Section 7.80.030.D is amended as follows (additional text in underline and deleted text in ~~strikethrough~~):

5. A person without available shelter may not~~: (a)~~ start or maintain any fire for the purpose of burning any combustible material in or around a campsite. ~~; or (b) use a gas heater in or around a campsite.~~

SECTION 2: 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 _____, 2023

_____
Carol A. Krager, City Recorder

APPROVED: By Tigard City Council this _____ day of _____, 2023.

_____
Heidi Lueb, Mayor

Approved as to form:

City Attorney

Date

Exhibit A

Tigard Municipal Code Chapter 7.80

Prohibited Camping

7.80.010 Definitions.

"Available shelter" means a shelter that has space for a person experiencing homelessness. A shelter is not available if the shelter:

1. Is at capacity and does not have space to accommodate the person experiencing homelessness;
2. Has a maximum stay rule or temporal requirement or deadline the person has exceeded or not met;
3. Has excluded the person from the shelter for any lawful reason;
4. Cannot reasonably accommodate the person's mental health or physical needs;
5. Is unavailable due to the person's family status, age, gender, gender identity, sexual orientation, or other status;
6. Is unavailable to the person because the shelter has rules about alcohol or drug use that the person does not meet;
7. May prohibit a minor child to be housed in the same facility with at least one parent or legal guardian;
8. Requires participation in religious activity or receipt of religious information or religious teaching the person does not wish to participate in or receive; or
9. Requires a person to leave their pet(s) unattended in order to stay at the shelter. This section does not apply to service animals under the Americans with Disabilities Act.

"Camp" means to set up or remain in or at a campsite for the purpose of establishing or maintaining a permanent or temporary place to live.

"Camp materials" may include, but are not limited to, tents, huts, awnings, lean-tos, chairs, tarps or tarpaulins, cots, beds, sleeping bags, blankets, mattresses, sleeping or bedding materials, food or food storage items, or similar items that are or appear to be used as living or sleeping accommodations, or to assist with living or sleeping activities.

"Campsite" means any place where the use of any tent, lean-to, shack, or other structure is placed, established, or maintained for the purpose of maintaining a permanent or temporary place to live and includes all camp materials.

"City park" means any parkland, public parkways, public squares, trails, greenways, playgrounds, and other recreation areas, whether publicly or privately owned, dedicated, leased, or otherwise set aside for public use and not under the supervision or control of any other public agency.

"Freeway" means a highway for through traffic where access to the highway is fully controlled except as may be allowed at designated interchanges and includes Interstate 5 and Highway 217.

"Person experiencing homelessness" means a person who lacks a fixed, regular, and adequate nighttime residence.

"Person without available shelter" means a person experiencing homelessness and who does not have access to available shelter.

"Property where homeless services are provided" means any property where regular, direct services to persons experiencing homelessness are provided or have been provided in that calendar year. Such services include, but are not limited to service of food prepared on-site or offsite, showering or bathing, storage for personal property, case management, or laundry facilities.

"Right-of-way" means an area that allows for the passage of people, goods, or utilities. Right-of-way may include freeways, pedestrian connections, and streets. A right-of-way may be dedicated or deeded to the public for the public use or owned by the City or other public body.

"Shelter facility" means a building that provides, or has provided in that calendar year, emergency shelter on a temporary basis for individuals and families who lack permanent housing.

7.80.020 Prohibited Camping.

It is unlawful for any person to camp in or upon any right-of-way or City park, unless specifically authorized by this Chapter or by local emergency declaration.

7.80.030. Time, Place, and Manner Regulations.

A. A person without available shelter may camp only if all of the following time, place, and manner regulations are met.

B. Time Regulations. A person without available shelter may camp between the hours of 7 p.m. and 9 a.m. After 9 a.m., a person without available shelter must dismantle the campsite and remove all personal property and camp materials from the campsite.

C. Place Regulations. A person without available shelter may not camp in the following places at any time:

1. Within any environmentally sensitive lands, as defined by the Tigard Community Development Code.

2. Within any City parking lot.

3. Within any City park.

4. Within 500 feet from a shelter facility or a property where homeless services are provided.

5. Within 500 feet from a public or private elementary school, secondary school, or career school attended primarily by minors.

6. Within 500 feet from an egress or ingress to a freeway.

7. Within any vision clearance area, as defined by Tigard Community Development Code Chapter 18.930.

8. On SW Main Street, SW Burnham Street, SW Commercial Street, or SW Tigard Street between SW Main Street and SW Tiedeman Ave.

D. Manner Regulations. A person without available shelter may camp if the person without available shelter complies with all of the following manner regulations:

1. A campsite or camp materials may not obstruct that portion of the sidewalk, multi-use path or pedestrian path in a manner that results in less than 36 inches of unobstructed width for passage as required by the Americans with Disabilities Act.

2. A campsite or camp materials may not obstruct any portion of any street, bike lane, or bike path intended for travel for vehicle, bicycle, pedestrian or other legal mode of travel or impair unobstructed use thereof.

3. A campsite or camp materials may not create a physical impairment to pedestrian ingress and egress, including within 10 feet of driveways or 10 feet of entrances or exits from buildings.

4. A camp or camp materials may not create a physical impairment to emergency ingress or egress or emergency response including within 10 feet of any fire hydrant, utility pole, or other utility, fire gate/bollards, or public infrastructure used for emergency response.

5. A person without available shelter may not (a) start or maintain any fire for the purpose of burning any combustible material in or around a campsite; or (b) use a gas heater in or around a campsite.

6. A person without available shelter may not accumulate, discard, or leave behind in or around a campsite (a) any rubbish, trash, garbage, debris, or other refuse; (b) any unsanitary or hazardous materials; or (c) any animal or human urine or feces.

7. A person without available shelter may not erect, install, place, leave, or set up any type of permanent or temporary fixture or structure of any material or materials in or around a campsite. For purposes of this subsection, a "permanent or temporary fixture or structure" does not include a tent, tarpaulin, or other similar item used for shelter that is readily portable.

8. A person without available shelter may not dig, excavate, terrace soil, alter the ground or infrastructure, cause environmental damage, or damage vegetation or trees in or around the campsite.

9. A campsite must be limited within a spatial footprint of 12 feet by 12 feet, or 144 square feet, and a campsite may not be within 20 feet of another campsite. Multiple persons without alternative shelter may camp together in a single campsite, subject to the limitations of this subsection.

10. Unauthorized connections or taps to electrical or other utilities, or violations of building, fire, or other relevant codes or standards, are prohibited.

11. Obstruction or attachment of camp materials to public infrastructure or private property structures, including bridges or bridge infrastructure, fire hydrants, utility poles, streetlights, traffic signals, signs, fences, trees, vegetation, vehicles or buildings is prohibited.

7.80.040 Violation.

A. Violation of this Chapter is punishable as follows:

1. Class 3 civil infraction;
2. Citation in lieu of arrest for criminal trespass in the second degree; or
3. Arrest for criminal trespass in the second degree.

B. A civil infraction or citation in lieu of arrest issued pursuant to Section 7.80.040(A)(1) or (2) may be accompanied by an order of exclusion for up to 60 days.

C. An arrest for criminal trespass pursuant to Section 7.80.040(A)(3) may be accompanied by an order of exclusion for not more than 180 days.

D. Nothing in this Section is intended to prescribe any particular or order of violation or penalty. A police officer has discretion to impose a violation tailored to the circumstances and necessary to maintain the health and safety of persons experiencing homelessness and the community.

AIS-5313 **7.**

Business Meeting

Meeting Date: 10/24/2023

Length (in minutes): 30 Minutes

Agenda Title: Photo Traffic Enforcement Program Update

Authored By: Lisa Shaw

Presented By: Lt. Erickson, Sgt. Doughty, Court Clerk Fenton & Finance Director Kang

Item Type: Update, Discussion, Direct Staff

Public Hearing Legal Ad Required?: No

Publication Date:

Information

EXPLANATION OF ISSUE

Police Department, Municipal Court, and Finance teammates will provide City Council with an overview of the City's photo traffic enforcement program which is active for red light and speed enforcement at the following intersections along Pacific Highway (99W):

* 72nd Avenue
* Hall Boulevard
* Durham Road

The overview will include a history, a discussion of current law enforcement and court operations, program statistics and a financial update in order to prepare for a discussion about the program's future.

ACTION REQUESTED

This overview is informational only in advance of direction at a November meeting. Teammates will address Council questions.

BACKGROUND INFORMATION

Dates of Previous and Potential Future Considerations

August 2010 – At the direction of City Council, the Police Department presented an informational briefing about photo red light enforcement.
June 2015 – Council directed the Police Department (PD) to conduct a traffic study on the feasibility of implementing a photo red light program.
August 2016 – The traffic survey and staff report were submitted to Council for consideration. Council directed staff to determine the public's level of support.
April 2017 – Police provided the results of the survey to City Council along with a request to move forward with photo traffic enforcement.
May 2017 – Police staff reported to Council, recommending implementation.
July – August 2018 – A full Request for Proposal (RFP) process was initiated, and the process identified a top vendor.
September 18, 2018 – City Council reviewed the implementation plan to begin using photo enforcement technology.
September 25, 2018 – City Council voted to award Photo Enforcement Systems and Related Services

Contract to the top vendor.
July 2020 – Intersection speed program implementation
February 25, 2021 – Photo Enforcement Financial update memo submitted to City Council
August 12, 2021 – Photo Enforcement Financial update memo submitted to City Council
October 24, 2023 – Staff provides City Council with a program overview.
November 2023 – Staff seeks Council direction on the future of the photo traffic enforcement program

Public Involvement
The Police Department led a robust public awareness campaign for the photo enforcement program in the 12 months leading up to the March 2020 implementation.

Efforts included discussions and flyers at community events, social media posts, advertisements in local newspapers and magazines, interviews with news media as well as a variety of other outreach methods.

The PD continues to highlight the program on a regular basis through a variety of channels, including the Chief's dashboard which is presented to City Council on a monthly basis, information provided to attendees during Community Academy sessions and other community events, the PD's annual reports as well as updates to our traffic webpage and social media posts.

Impacts (Community, Budget, Policies and Plans/Strategic Connection)
Most importantly, the program supports traffic safety along Pacific Highway. The technology provides the Police Department with a safe and effective way to enforce traffic laws at three otherwise logistically difficult and busy intersections.

Photo enforcement of red light and speed infractions is also consistent with Safe Streets for All practices.

While the program has not yet recovered all initial start-up costs, it is, on average, financially self-sustaining.

The original contract term was for five years and would have ended October 31, 2023. Last year, the City extended the contract by one year. The contract will now expire on October 31, 2024.

ALTERNATIVES & RECOMMENDATION

Informational overview only; no decision points at this time.

ADDITIONAL RESOURCES

Additional programmatic information about photo traffic enforcement may be found on the Police Department webpages dedicated to traffic safety:

https://www.tigard-or.gov/your-government/departments/police/traffic-safety/photo-traffic-enforcement

Statistical information about the program is reported regularly in the Chief's monthly dashboards which are available to the public after they are presented to City Council:

https://www.tigard-or.gov/your-government/departments/police/information-resources/police-transparency-data

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Attachments

Overview Presentation
Municipal Court memo

C I T Y O F T I G A R D

Respect and Care | Do the Right Thing | Get it Done

Photo Traffic Enforcement Program Review and Update

October 24th, 2023

Agenda

- What is Photo Traffic Enforcement?
- Tigard Photo Traffic Enforcement History
  - Council Review and Program Implementation
  - Alignment with Council Goals, Strategic Vision, and Transportation Safety
- Current Operations
  - Current System Locations
  - How Enforcement Occurs
  - Tigard Specific Program Information
  - System Maintenance and Service
  - Example of Violation Event Data
- Program Statistics
- Citation Packet
- Public Awareness
  - Prior to citations being issued
  - Continuing Efforts
- Data Driven Decisions for Future Planning
- Municipal Court Update
- Finance Department Update

What is Photo Traffic Enforcement?

Red Light & Intersection Speed

Photo Enforcement uses automated cameras and other sensors to capture evidence, for both red light violations and violations of speed, and then using that evidence to issue citations and prosecute in the appropriate court venue. **The purpose is to enhance traffic safety through technology in ways we are unable to do with boots on the ground.**

- Participating agencies will submit a biennial report
- All citations must be reviewed and signed by a trained and authorized Police Department Employee
- For speed, must be at least 11mph over the posted limit
- For both speed and red light, must have advisory signs posted
- Requires a Public Information Campaign prior to enforcement
- ODOT locations require ODOT permission and adherence

Tigard Photo Traffic Enforcement History

Council Review and Program Implementation

- August, 2010 – Police Department provide information briefing at Council's direction.
- June, 2015 to August, 2016 – Councils directs Police Department to conduct studies on feasibility of implementing Photo Traffic Enforcement; results of studies are presented to Council.
- January, 2017 to May, 2017 – Community survey taken and completed showing 62% of community approves of Photo Traffic Enforcement in Tigard.
- February, 2018 to August, 2018 – Full Request for Proposal (RFP) process initiated and identified top vendor – Conduent – for system implementation
- October, 2018 to January, 2020 – Permitting and approval process with Oregon Department of Transportation; Installation of system begins
- March, 2020 – Photo Redlight begins enforcement
- July, 2020 – Using Photo Redlight systems to enforce speed limit violations begins

Tigard Photo Traffic Enforcement History

Alignment with Council Goals, Strategic Vision, and Transportation System Plan

Enhance Community Safety and Accessibility

- Mitigate frequency and severity of crashes at and near intersection
- Improve pedestrian safety

Tigard: an equitable community that is walkable, healthy, and accessible for everyone.

Transportation System Plan

- Goal 1 – Providing a safe, comfortable, and connected transportation system for all users, especially pedestrians and other vulnerable users.

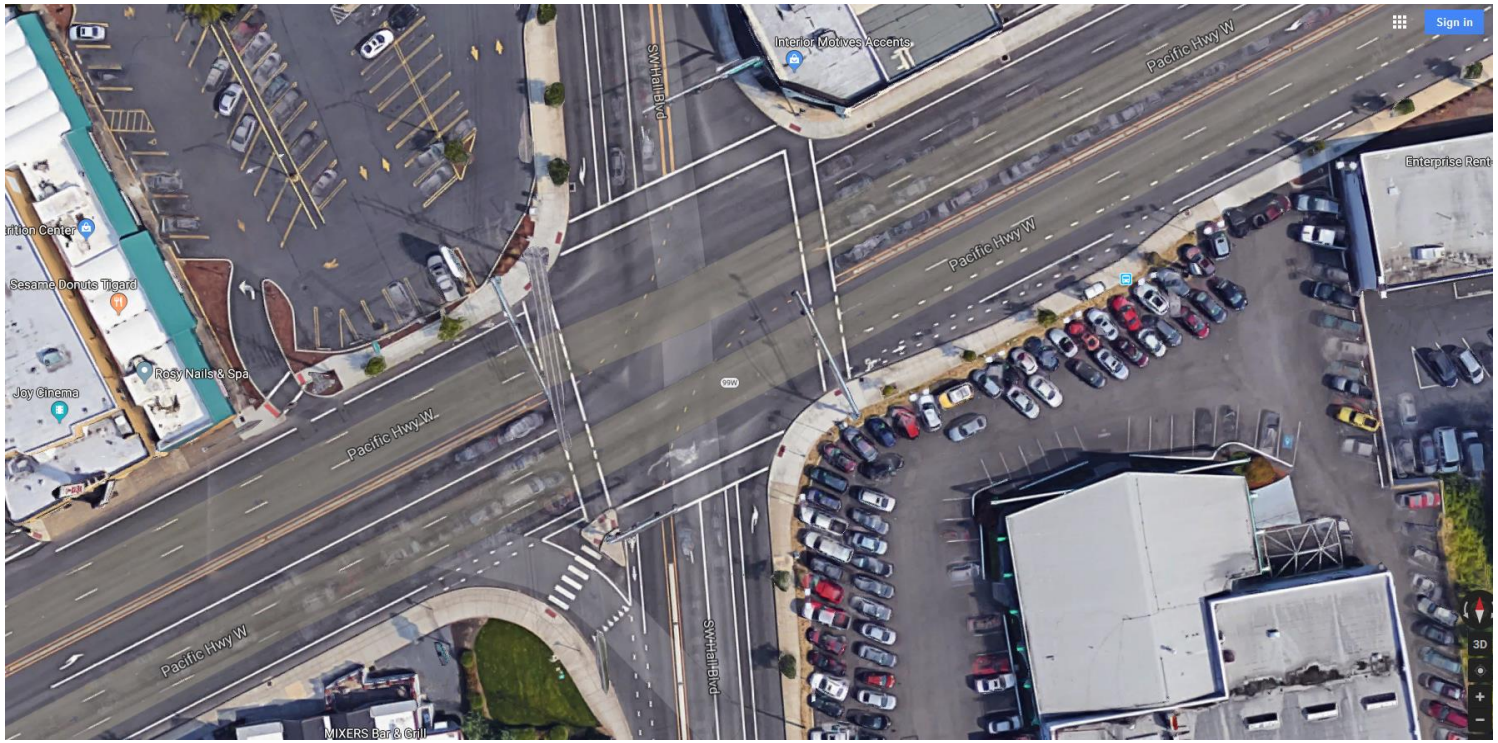
Tigard Photo Traffic Enforcement History

Current System Locations

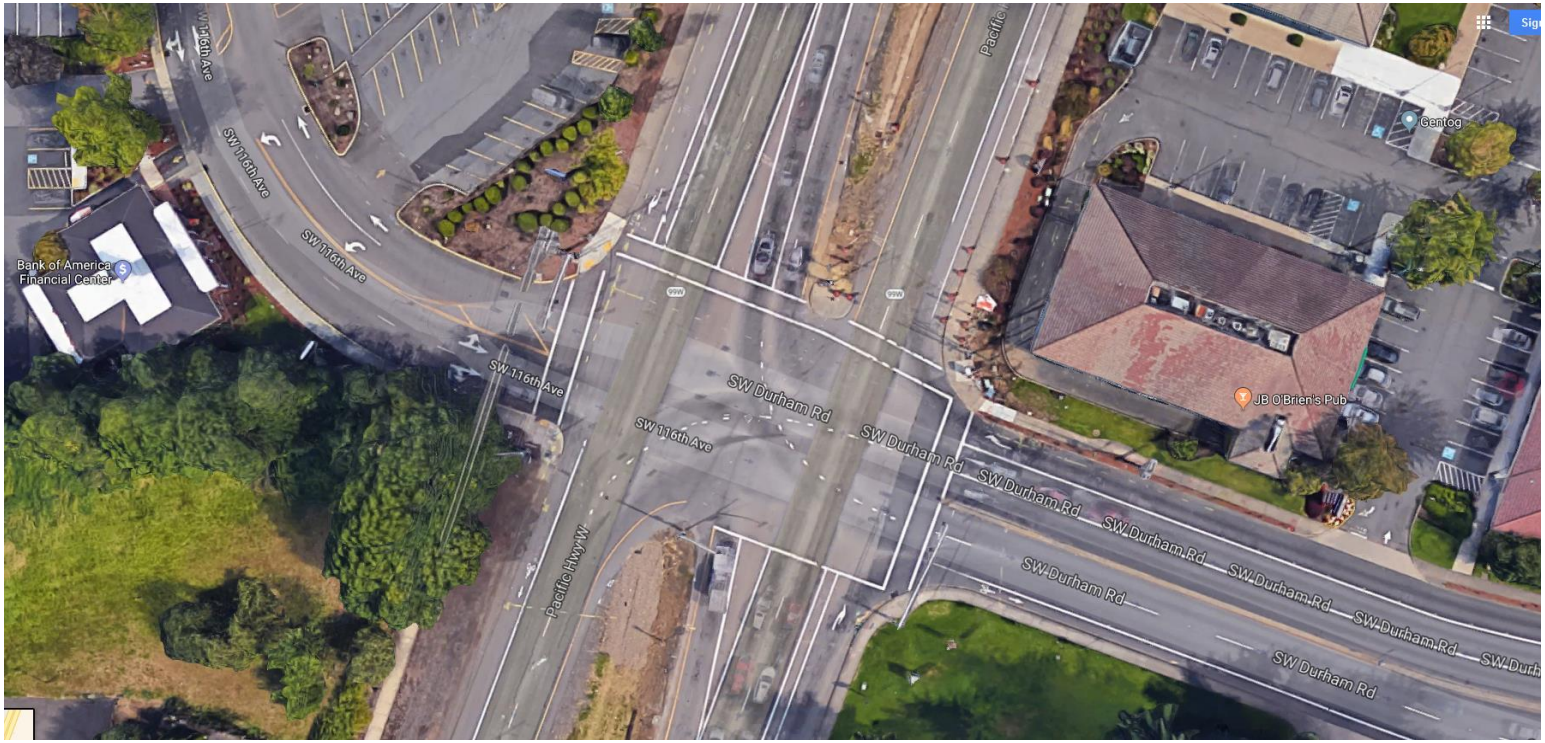
Based on the information collected leading up to implementation, we determined these three intersection were the best locations of the initial installation:

SW Pacific HWY @ Hall BLVD	North/South on Pacific Hwy and North on Hall Blvd
SW Pacific HWY @ Durham Rd	North/South on Pacific Hwy
SW Pacific HWY @ 72nd Ave	North/South on Pacific Hwy

SW Pacific HWY @ Hall BLVD



SW Pacific HWY @ Durham Rd



SW Pacific HWY @ 72nd Ave



Current Operations

How Enforcement Occurs

- Violation Detection (applying rules set by ORS and PD users)
- Data (photos and brief video clip) sent securely to vendor
- Double verification of DMV information and image clarity
- Forwarded to PD (event portal) for sworn officer review
- Vendor prints and mails approved citations with customer link
- Certificate of Innocence and Non-Liability forms are included
- Vendor forwards adjudication package to municipal court

Current Operations

Tigard Specific Program Information

- Vendor contract is housed within the Police Department Operations Budget
- Revenues fund two positions within the Police Department
    - Traffic Safety Sergeant
    - Evening Traffic Safety Officer
- Approved for Part-Time Photo Traffic Enforcement Specialist
- Currently utilizing Traffic Safety Officers and Officers on modified duty status to review PTE Events

System Maintenance and Service

- Computerized Maintenance Management System (CMMS)
- CMMS self reports any anomalies and pages out technicians
- Daily Real-Time system support
- System performance test and proper firing of all subsystems
- Onsite preventative maintenance support
- Annual system calibration and certification
- Maintenance hotline and local service contact
- Customer care hotline for the public
- Local office with Field Service Technicians

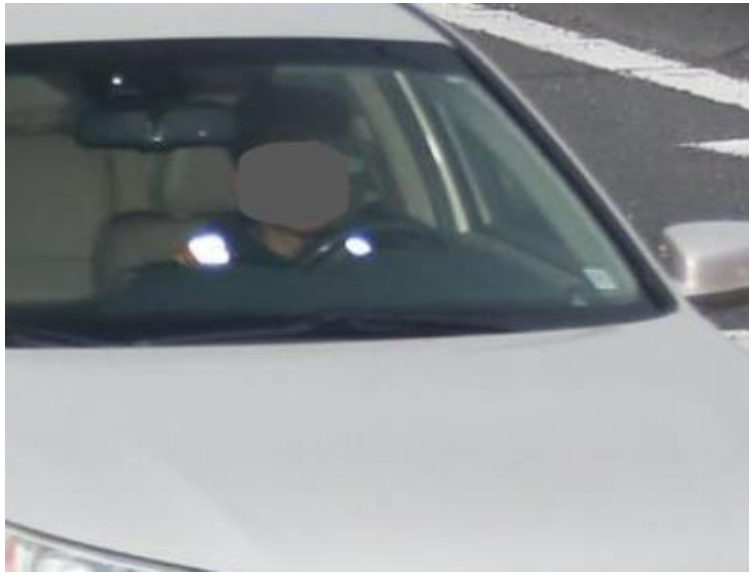
CITY OF TIGARD



2023-07-10 06:38:35.1 Location: 6001[SW Pacific Hwy (99W) NB @ Hall Blvd -Posted Speed: 35MPH] Event Type: Red Light Violation
Event 26592 Rear Image 1/2 Lane: 3 Speed: 40 MPH Time Into Phase: 0.6S Amber Time: 4.0 S



2023-07-10 06:38:35.8 Location: 6001[SW Pacific Hwy (99W) NB @ Hall Blvd -Posted Speed: 35MPH] Event Type: Red Light Violation
Event 26592 Rear Image 2/2 [+0.6S] Lane: 3 Speed: 40 MPH Time Into Phase: 1.2S Amber Time: 4.0 S





Example of Current System Operation



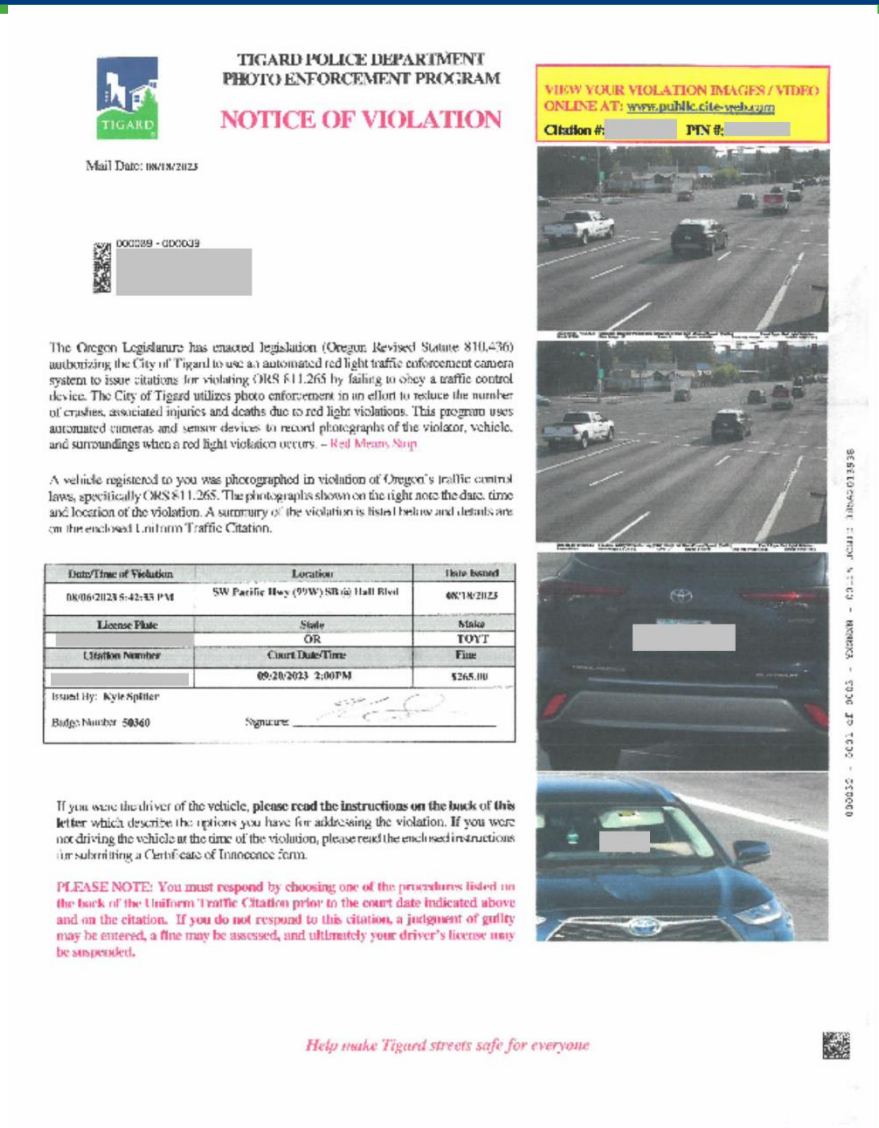
Program Statistics – Red Light
March, 2020 to July, 2023

		2023 YTD	2022	2021	2020	Total
Durham Rd	Total	205	373	378	145	
	Issued	128	297	316	114	855
Hall Blvd	Total	2,073	4,056	3,550	1,677	
	Issued	1,700	3,497	3,169	1,483	9,849
72nd Ave	Total	923	1,337	1,491	1,108	
	Issued	682	1,112	1203	898	3,895

Program Statistics – Intersection Speed
July, 2020 to July, 2023

		2023 YTD	2022	2021	2020	Total
Hall Blvd	Total	1,055	3,149	2,172	1,828	
	Issued	863	2,694	1,969	1,634	7,160
72nd Ave	Total	4,763	10,203	15,301	10,824	
	Issued	3,954	8,907	13,761	9,670	36,292

Citation Packet



TIGARD POLICE DEPARTMENT
PHOTO ENFORCEMENT PROGRAM

NOTICE OF VIOLATION

VIEW YOUR VIOLATION IMAGES / VIDEO ONLINE AT: www.public.cite-web.com

Citation #: [redacted] PIN #: [redacted]

Mail Date: 08/18/2023

000389 - 000039 [redacted]

The Oregon Legislature has enacted legislation (Oregon Revised Statute 810.436) authorizing the City of Tigard to use an automated red light traffic enforcement camera system to issue citations for violating ORS 811.265 by failing to obey a traffic control device. The City of Tigard utilizes photo enforcement in an effort to reduce the number of crashes, associated injuries and deaths due to red light violations. This program uses automated cameras and sensor devices to record photographs of the violator, vehicle, and surroundings when a red light violation occurs. – Red Means Stop

A vehicle registered to you was photographed in violation of Oregon's traffic control laws, specifically ORS 811.265. The photographs shown on the right note the date, time and location of the violation. A summary of the violation is listed below and details are on the enclosed Uniform Traffic Citation.

Date/Time of Violation	Location	Date Issued
08/06/2023 5:42:33 PM	SW Pacific Hwy (99W) SB @ Hall Blvd	08/18/2023
License Plate	State	Make
[redacted]	OR	TOYT
Citation Number	Court Date/Time	Fine
[redacted]	09/20/2023 2:00PM	$265.00

Issued By: Kyle Splitter

Badge Number 50360 Signature: _____

If you were the driver of the vehicle, **please read the instructions on the back of this letter** which describe the options you have for addressing the violation. If you were not driving the vehicle at the time of the violation, please read the enclosed instructions for submitting a Certificate of Innocence form.

PLEASE NOTE: You must respond by choosing one of the procedures listed on the back of the Uniform Traffic Citation prior to the court date indicated above and on the citation. If you do not respond to this citation, a judgment of guilty may be entered, a fine may be assessed, and ultimately your driver's license may be suspended.

Help make Tigard streets safe for everyone

C I T Y O F T I G A R D

INSTRUCTIONS

ONLINE PAYMENT: To enter a plea of no contest and pay your fine online with a credit card, go to www.tigard-or.gov/ticket (Visa/MC/Discover accepted). This action will enter your plea, pay your fine, and close your case.

PAYMENT BY MAIL: To plead no contest and pay by mail, sign the appropriate location on the back of the citation (Option 1 or Option 2 depending on your intent of closing your case OR submitting a letter of explanation to the judge) and mail the citation to Tigard Municipal Court, 13125 SW Hall Blvd., Tigard, OR 97223, in the enclosed envelope prior to the court date listed on the front of your citation. Make checks or money orders payable to: City of Tigard. Write your citation number and license plate number on your check or money order to ensure proper credit.

PAYMENT BY PHONE: The court does not accept payments over the telephone.

APPEAR IN PERSON: To review your options, you may appear in person at the Tigard Municipal Court counter, 13125 SW Hall Blvd., Tigard, OR 97223. Methods of payment accepted are cash, check, money order or credit card (Visa/MC/Discover). Please bring identification.

APPEAR FOR ARRAIGNMENT: You may appear for arraignment on the date listed on the front of your citation.

CONTEST THE CITATION AND REQUEST A TRIAL: Before entering a plea of not guilty, please view the video at www.public.cite-web.com. To plead not guilty and request a trial, sign the appropriate option located on the back of the citation and mail the citation to Tigard Municipal Court, 13125 SW Hall Blvd., Tigard, OR 97223, prior to the court date listed on the front of your citation. If you have questions, please call (503) 718-2478.

IF YOU WERE NOT THE DRIVER: If you were not the driver of the vehicle at the time and location described on the citation, you may fill out the enclosed Certificate of Innocence form and return it along with a legible photocopy of the front and back of your driver's license. If your form and attachments are properly submitted, your citation will be dismissed. If your form and attachments are not properly submitted, information is omitted, or you do not include a photocopy of the front and back of your driver's license, the citation will not be dismissed and the incomplete form will be returned to you.

QUESTIONS: If you have any questions or wish to inquire about payment options or opportunities to participate in a traffic safety program, please contact the Tigard Municipal Court prior to making any payment at (503) 718-2478. Court hours are Monday – Thursday, 8:00 a.m. – 6:00 p.m.

FOR CITATIONS ISSUED IN THE NAME OF A PERSON *NOT DRIVING* THE VEHICLE

CITY OF TIGARD

Citation No. <Insert Citation Number>

CERTIFICATE OF INNOCENCE FORM

Instructions

If you were not the driver of the vehicle at the time and location described in the citation, you may fill out the Certificate of Innocence form below and return it along with a legible photocopy of your driver's license. If your form and attachments are properly submitted, your citation will be dismissed.

1. Read and fill out this form.
2. Photocopy your driver's license (front and back). Attach the photocopies to this form.
3. Mail the completed form and photocopies to:

Tigard Municipal Court
13125 SW Hall Blvd.
Tigard, OR 97223

4. If you have any questions about this form or your citation, please call (503) 718-2478.

Important Note

A police officer may verify your Certificate of Innocence by comparing the violation photograph(s) with your driver's license photograph. If the officer believes the vehicle's registered owner was the driver at the time of the violation, a citation will be reissued. If you receive a reissued citation, a registered owner may not submit a Certificate of Innocence in response to the reissued citation.

Certificate of Innocence

I truly swear or affirm under the penalty of law that I was not the driver of the vehicle when it was detected in violation as detailed below:

DATE & TIME OF VIOLATION	LOCATION OF VIOLATION	LICENSE PLATE
<mm/dd/yy & hh:mm am/pm>	<Location>	<State & Plate>

DECLARATION

I CERTIFY THAT THE FOREGOING IS TRUE AND CORRECT

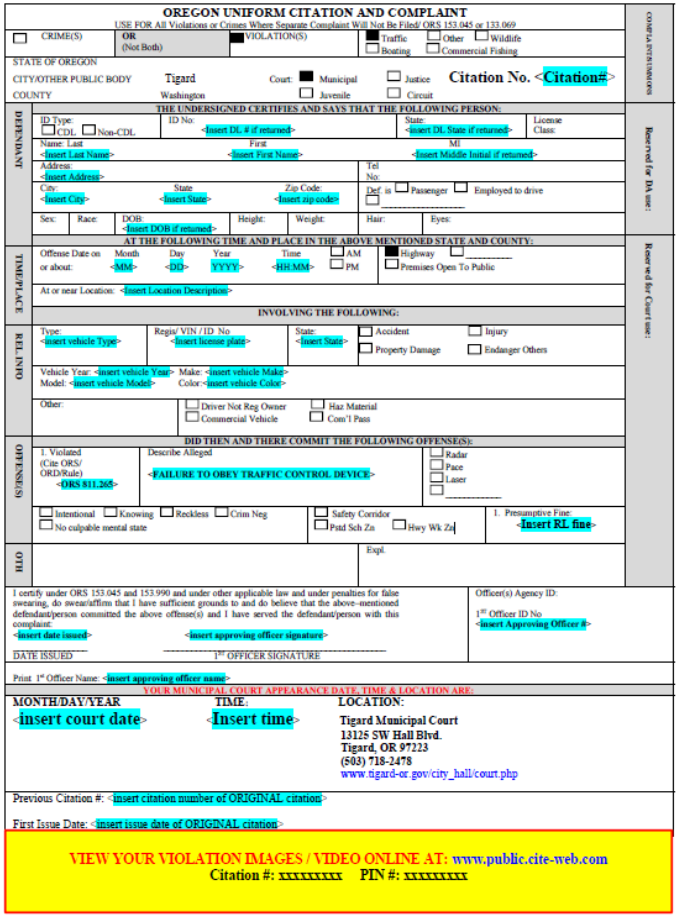
Signature: _____ **Date:** _____

Printed Name: _____ **Issued By:** <Insert Issuing Officer's Name>

Be sure to attach a photocopy of the front & back of your driver's license.

CITY OF TIGARD

UNIFORM TRAFFIC CITATION



OREGON UNIFORM CITATION AND COMPLAINT

USE FOR All Violations or Crimes Where Separate Complaint Will Not Be Filed/ ORS 153.045 or 133.069

CRIME(S) | OR (Not Both) | VIOLATION(S) | Traffic | Other | Wildlife | Boating | Commercial Fishing

STATE OF OREGON

CITY/OTHER PUBLIC BODY: Tigard — Court: Municipal | Justice | Citation No. <Citation#>

COUNTY: Washington — Juvenile | Circuit

COMPLETA INTERNATIONAL

DEFENDANT

THE UNDERSIGNED CERTIFIES AND SAYS THAT THE FOLLOWING PERSON:

ID Type: CDL | Non-CDL — ID No: <Insert DL # if returned> — State: <Insert DL State if returned> — License Class:

Name: Last <Insert Last Name> — First <Insert First Name> — MI <Insert Middle Initial if returned>

Address: <Insert Address> — Tel No:

City: <Insert City> — State: <Insert State> — Zip Code: <Insert zip code> — Def. is Passenger | Employed to drive

Sex: — Race: — DOB: <Insert DOB if returned> — Height: — Weight: — Hair: — Eyes:

Reserved for DA use:

TIME/PLACE

AT THE FOLLOWING TIME AND PLACE IN THE ABOVE MENTIONED STATE AND COUNTY:

Offense Date on or about: Month <MM> Day <DD> Year <YYYY> Time <HH:MM> AM | PM — Highway | Premises Open To Public

At or near Location: <Insert Location Description>

Reserved for Court use:

REL INFO

INVOLVING THE FOLLOWING:

Type: <Insert vehicle Type> — Regis/ VIN / ID No: <Insert license plate> — State: <Insert State> — Accident | Injury | Property Damage | Endanger Others

Vehicle Year: <Insert vehicle Year> Make: <Insert vehicle Make>
Model: <Insert vehicle Model> Color: <Insert vehicle Color>

Other: — Driver Not Reg Owner | Commercial Vehicle | Haz Material | Com'l Pass

OFFENSE(S)

DID THEN AND THERE COMMIT THE FOLLOWING OFFENSE(S):

1. Violated (Cite ORS/ ORD/Rule): <ORS 811.265>

Describe Alleged: <FAILURE TO OBEY TRAFFIC CONTROL DEVICE>

Radar | Pace | Laser | _____

Intentional | Knowing | Reckless | Crim Neg | No culpable mental state

Safety Corridor | Pstd Sch Zn | Hwy Wk Zn

1. Presumptive Fine: <Insert RL fine>

LOD

Expl.

I certify under ORS 153.045 and 153.990 and under other applicable law and under penalties for false swearing, do swear/affirm that I have sufficient grounds to and do believe that the above-mentioned defendant/person committed the above offense(s) and I have served the defendant/person with this complaint:

<Insert date issued> — DATE ISSUED

<Insert approving officer signature> — 1ST OFFICER SIGNATURE

Officer(s) Agency ID:

1st Officer ID No <Insert Approving Officer #>

Print 1st Officer Name: <insert approving officer name>

YOUR MUNICIPAL COURT APPEARANCE DATE, TIME & LOCATION ARE:

MONTH/DAY/YEAR	TIME	LOCATION:
<insert court date>	<Insert time>	**Tigard Municipal Court** **13125 SW Hall Blvd.** **Tigard, OR 97223** **(503) 718-2478** www.tigard-or.gov/city_hall/court.php

Previous Citation #: <insert citation number of ORIGINAL citation>

First Issue Date: <insert issue date of ORIGINAL citation>

VIEW YOUR VIOLATION IMAGES / VIDEO ONLINE AT: www.public.cite-web.com
Citation #: xxxxxxxxx PIN #: xxxxxxxxx

<INSERT CITATION #>

A COMPLAINT WILL BE FILED AGAINST YOU IN THE COURT SHOWN ON THE FRONT OF THIS CITATION.

READ CAREFULLY

If the front of this citation shows you are charged with a VIOLATION, you must select one option listed below:

OPTION 1 — **Enter a plea of no contest and pay the court the amount of the presumptive fine** written on the front of this citation. If the court accepts your plea, the court may not impose a fine that is more than the amount of the presumptive fine.

Sign/date here: _____(signature), _____ (date)

OPTION 2 — **Enter a plea of no contest and send a letter of explanation.** You must do all of the following before the date and time this citation requires you to appear in court. If you respond by mail, the mail must arrive at the court before you are required to appear.

1. Sign/date here: _____(signature), _____ (date); **AND**
2. Send or take to the court this citation and the **full amount of the presumptive fine; AND**
3. Attach a written statement explaining the circumstances of the violation(s) charged.

IMPORTANT: If you choose this option, you will make a written appearance and waive your right to a trial. The court may consider your written statement when establishing the amount of the fine. The court cannot impose a fine that is less than the minimum fine amount. If the court finds you guilty, the court may keep all or part of the money you pay. The court will not fine you more without giving you notice to come to the court for a hearing.

OPTION 3 — **Enter a plea of not guilty and request a trial** by doing one of the following:

A. **GO TO THE COURT** on or before the date and time written on the front of this citation to plead not guilty and request a trial.
B. **SUBMIT A WRITTEN REQUEST FOR A TRIAL** by doing **all** of the following **before** the day and time this citation requires you to appear in court. If you respond by mail, the mail must arrive at the court before you are required to appear.

1. Sign/date here: _____(signature), _____ (date); **AND**
2. Send or take to the court this citation by itself or with a written request for a trial.

IMPORTANT: You have a right to a trial. The court will give you notice of the time and place when you MUST appear in person and may impose penalties if you do not appear. The court may require you to deposit money to assure your appearance if you failed to appear on any offense charges in the past. If the court finds at trial that you are guilty, the court cannot impose a fine that is less than the minimum fine amount. The court will not impose a fine if it finds you not guilty.

OPTION 4 — **Trial by Affidavit:** Contact the court before the date and time this complaint/summons requires you to appear to determine if you qualify for a trial by affidavit. If so, the trial will be based upon sworn, written statements. Future court appearances may not be necessary. If you do not qualify or the court does not offer this option, you must comply with one of the other options listed above.

NOTICE

1. **IF YOU FAIL TO FOLLOW THESE INSTRUCTIONS, THE COURT MAY** ISSUE A WARRANT FOR YOUR ARREST **and/or may suspend your license if you fail to appear on a citation for a traffic offense.**
2. THE COURT MAY SEND YOU A NOTICE AND REQUIRE YOU TO APPEAR AT THE COURT FOR A HEARING.
3. For traffic offenses, this record will be sent to the licensing authority of the state where you are licensed to drive to decide if a license suspension is appropriate.
4. For violations, you must notify the court and the prosecuting attorney's office before you are required to appear in court if you are going to have an attorney represent you.
5. **For violations, if you do not pay the full presumptive fine amount in advance and do not appear, the court may enter a conviction and a judgment against you for more than the presumptive fine and up to the maximum penalty allowed by law for the charged offense(s) including the maximum fines / fees, restitution, and collections.**

Make checks payable to City of Tigard. Mail correspondence to:

TIGARD MUNICIPAL COURT
13125 SW Hall Blvd.
TIGARD, OR 97223

Traffic School / Good Driver Incentive: You may qualify for Tigard's Traffic Safety Program which could result in dismissal of the ticket. You may also be eligible for a reduction of the fine. For information about the Traffic Safety Program, please visit: www.tigard-or.gov/city_hall/court.php

Public Awareness

Prior to March, 2020 implementation we engaged in numerous public awareness efforts:

- Over 40 community events attended
- Nearly 30 social media posts
- Advertised on a billboard on SW Pacific Hwy near SW 72nd Ave
- Advertisements in local newspapers and magazines
- Several radio and television news interviews in English and Spanish
- Kiosk in the lobbies of Bridgeport Cinemas, City Hall, and Police Department

Public Awareness

These efforts are a continuous part of the program:

- Violation data included on the Chief's Dashboard information presented to Council monthly
- Documented in the Police Department's Annual Report
- Program information conveyed to 3 session of the Community Academy
- Given a forum at the 2021 Let's Talk Transportation Meeting
- Local television news feature in November 2022
- Continuously updated webpage that can be mirrored in a variety of languages
- Social media posts, including videos of near collisions captured

Example of near collision



Tigard Photo Traffic Enforcement

National and International Studies and Data

U.S. Department of Transportation

- 54% reduction in all crash types and 48% reduction in injury crashes

National Highway Transportation Safety Administration (NHTSA)

- Red light cameras do not cause crashes
- Research showed reduction (20% to 25%) in dangerous crashes such as near head-on and t-bone type crashes against a potential for an increase (15%) in lower impact rear-end collisions

Insurance Institute for Highway Safety (IIHS)

- Research showed 13% to 29% reduction in all types of crash and 24% reduction in injury t-bone type crashes

Data Driven Decisions for Future Planning

Crash Statistics Reported by ODOT

Street 1	Street 2	2016 - 2019	2020 - 2022
Pacific HWY	Gaarde St	56 (14)	9 (3)
Pacific HWY	Hall Blvd	90 (22.5)	29 (9.67)
Pacific HWY	Greenburg Rd	40 (10)	9 (3)
Pacific HWY	Walnut St	32 (8)	7 (2.33)
Pacific HWY	Bull Mountain Rd	36 (9)	10 (3.33)
Pacific HWY	72nd Ave	41 (10.25)	13 (4.33)
Pacific HWY	68th PKWY	37 (9.25)	9 (3)
Pacific HWY	Durham Rd	27 (6.75) (Yearly Average)	16 (5.33)

Data Driven Decisions for Future Planning

Safe Streets for All (SS4A)

- Future applications of Photo Enforcement Systems in coordination with the Transportation Safety Plan
- SS4A will help determine how, when, and where Photo Enforcement Systems can be used to address safety issues
- Task force and technical advisory committee approach

For more information:
https://www.tigard-or.gov/your-government/departments/community-development/transportation

Municipal Court
2023 Photo Enforcement Update

- Providing education to our community
- 2,000 to 20,000 cases per year
- 3.5 FTE to 9.65 FTE
- Doubled the time court is in session
- Exploring community service option

For more information:
https://www.tigard-or.gov/your-government/departments/municipal-court

Finance Department

2023 Photo Enforcement Update

Tigard Photo Enforcement Program						
As of June, 2023		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
		Actual	Actual	Actual	Actual	Actual*
Program Revenue		**-**	**32,588**	**1,071,327**	**1,565,281**	**1,525,921**
Program Expenditures		**413,715**	**364,016**	**909,225**	**1,230,856**	**1,472,347**
Annual Program Results		***(413,715)***	***(331,428)***	***162,102***	***334,425***	***53,574***
Ending Program Balance		(413,715)	(745,143)	(583,041)	(248,616)	(195,042)

** Unaudited actuals through June 2023 (year is not officially closed)*

Next Steps

- Current contract is set to expire at the end of October, 2024
    - Originally expired in October, 2023 but was extended to allow more time to consider path forward
- Staff will return with a recommendation in a month for Council's consideration of the options
    - To continue with program as is
    - To discontinue using Photo Enforcement
    - To continue with modifications

Questions?



City *of* Tigard
Memorandum

To: Honorable Mayor and City Council

From: Honorable Emily Oberdorfer

Re: Municipal Court Photo Enforcement Update

Date: October 24, 2023

This memo will update the Council regarding the City's photo traffic enforcement program. Since enforcement went live, the court has significantly expanded in caseload and staff size. We have developed new policies and procedures to accommodate the increased caseload and are constantly adapting to improve our impact on the community. The Court works with the Finance team and the Police Department to track the financial impact, scheduling, community benefit, and education opportunities. Leaders from those teams will update Council regarding the enforcement and financial pieces.

What We Do:
Our caseload has jumped from an average of roughly 2,000 cases per year to slightly over 20,000. The judicial process and trial rights are the same as tickets issued by officers on the roadside, but significant administrative differences exist. In addition to in-person citations, clerks now download the photo enforcement tickets from the server every business day. They ensure the court receives all the filings expected and contacts the Police Department when something is off.

The process is slightly different for defendants as well. Initial citations issued through the photo enforcement program come with either a Certificate of Innocence for humans or a Certificate of Non-Liability for businesses. The court is required by law to dismiss the citation upon receipt of a complete and timely COI or CNL. The completed documents are sent to the Police Department for additional review and potential reissue.

How We Do It:
Before photo enforcement implementation, significant renovations were completed to enlarge the physical court office and ensure compliance with the laws and regulations regarding confidential personal information. More specifically, the Court changed places with Utility Billing and added a secure door. We also expanded our team almost threefold.

In FY 17-18, the Court team was budgeted for 3.25 FTE plus .25 of the Central Services Director. Our current budgeted staffing level is 9.65 FTE, which is appropriate for our current workload. We also added a half day of trials and "open court" weekly to help ensure we are meeting speedy trial deadlines and providing excellent customer service.