Tigard Business Meeting
AGENDA

TIGARD CITY COUNCIL

MEETING DATE AND TIME:	DECEMBER 2, 2025 - 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 two minutes.
- You may comment by video through the Teams app. Go to this link to learn how to participate by video: https://www.tigard-or.gov/your-government/video-public-testimony-registration

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 contacting: City Recorder Carol Krager at 503-718-2419 (voice) / carolk@tigard-or.gov 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.

Tigard Business Meeting
AGENDA

TIGARD CITY COUNCIL
MEETING DATE AND TIME: DECEMBER 2, 2025 - 6:30 p.m. Business Meeting
MEETING LOCATION: Hybrid - City of Tigard - Town Hall - 13125 SW Hall Blvd., Tigard, OR 97223

1. BUSINESS MEETING **6:30 p.m.**

   A. Call to Order

   B. Roll Call

   C. Pledge of Allegiance

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

2. PUBLIC COMMENT **6:35 p.m. estimated time**

   A. Public Comment – Written

   B. Public Comment – In Person

   C. Public Comment – Phone-In or Video

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

4. LEGISLATIVE PUBLIC HEARING: RIVER TERRACE 2.0 ANNEXATION **6:50 p.m. estimated time**

5. QUASI-JUDICIAL PUBLIC HEARING: SANDERS PROPERTY ANNEXATION, ZONE CHANGE, AND COMPREHENSIVE PLAN MAP CHANGE **7:10 p.m. estimated time**

6. LEGISLATIVE AGENDA 2026 DISCUSSION **7:30 p.m. estimated time**

7. TRANSIENT LODGING TAX (TLT) STRATEGIC PLAN DEVELOPMENT UPDATE
7:55 p.m. estimated time

8. IDENTIFY FINALISTS FOR COUNCILOR APPOINTMENT **8:30 p.m. estimated time**

9. PUBLIC HEARING: DISCUSS THE PROCESS FOR HIRING AN INTERIM CITY MANAGER
9:00 p.m. estimated time

10. NON-AGENDA ITEMS

11. ADJOURNMENT **9:20 p.m. estimated time**

AIS-5985 **4.**

Business Meeting

Meeting Date: 12/02/2025

Length (in minutes): 20 Minutes

Agenda Title: Legislative Public Hearing: River Terrace 2.0 Annexation

Authored By: Schuyler Warren

Presented By: Assistant Community Development Director Warren

Item Type: Motion Requested
Ordinance
Public Hearing - Legislative

Information

EXPLANATION OF ISSUE

The properties that are collectively part of the River Terrace 2.0 planning area have petitioned to be annexed to the City of Tigard's jurisdictional boundaries as part of an area brought into the Urban Growth Boundary in 2023.

ACTION REQUESTED

The city received a petition requesting annexation of 39 properties into the City of Tigard. This request is for City Council to adopt an ordinance effectuating the proposed annexation.

BACKGROUND INFORMATION

The City of Tigard proposes to annex 39 parcels located between SW Scholls Ferry Rd. to the north, SW Beef Bend Rd. to the south, SW Vandermost Rd. to the west, and SW 150th Ave. to the east. These properties are collectively part of the River Terrace 2.0 area that was brought into the Urban Growth Boundary through a legislative action taken by Metro in February 2023. The properties are currently under Washington County zoning and land use authority and will remain so until the city adopts the River Terrace 2.0 Community Plan.

The River Terrace 2.0 area consists of two former Urban Reserves that were collectively the focus of a Concept Plan prepared by the City of Tigard and submitted to Metro in October 2021, in support of an application to expand the Urban Growth Boundary. The Metro Council voted to add these areas to the regional Urban Growth Boundary in February 2023, through a land swap that removed a roughly equivalent amount of land from elsewhere in the region. The city is currently preparing a Community Plan that will apply new zoning and development standards to this area, and will include infrastructure plans and a financing strategy to support development and growth. Until this planning is complete, the current Washington County zoning and development standards will continue to apply.

At the November 12, 2024 meeting, City Council directed staff to pursue annexation with a property tax phase-in as an incentive for annexing to the city. That property tax phase-in will give property owners of the 39 parcels making up this annexation a full discount of city property taxes in the first year following annexation. They will receive a 50 percent reduction in year two, and full property taxes will be assessed every year thereafter. If a property redevelops prior to the end of the phase-in, the full rate would apply to that property.

Property owners were notified in June 2025 of the option to complete a legislative annexation of the River Terrace 2.0 area. Annexation requires a triple majority of the following:

- A majority of property owners within the proposed annexation area,
- Property owners representing the majority of land area, and
- Property owners representing a majority of the assessed value.

The city received well over 50 percent in all three categories.

Dates of Previous and Potential Future Considerations
11/12/24 - Council directed staff to proceed with annexation and offer a property tax phase-in to owners.

Public Involvement
Staff has conducted significant and ongoing engagement about annexation with property owners in the River Terrace 2.0 planning area. Notice of the annexation was sent to over 900 properties surrounding the area.

Impacts (Community, Budget, Policies and Plans/Strategic Connection)
There is expected to be only a minor impact on the budget to provide interim city services to the area until development occurs. Most properties are extremely low-density and rural in use. The properties will contribute no city property taxes in year one, 50 percent of the assessed city property taxes in year two, and full property tax in year three. Full property taxes will also apply at the time of development.

ALTERNATIVES & RECOMMENDATION

The Planning Commission has forwarded a recommendation to annex the properties as proposed. Staff concur with this recommendation.

The City Council could instead opt not to annex these properties, which would require property annexation at a later date in order to allow development.

ADDITIONAL RESOURCES

N/A

Fiscal Impact

Fiscal Information:

The estimated city property tax revenue for the subject properties is as follows:

2026 - $40,904
2027 - $42,132
2028 - $43,395

Applying the discounted rates from the phase-in reduces these revenues to:

2026 - $0
2027 - $21,066
2028 - $43,395

The phase-in represents a reduction in overall revenue of approximately $61,970. However, if these properties were not to annex at this time, no additional revenue would be generated and so the annexation still represents an overall net increase in revenue over baseline.

Attachments

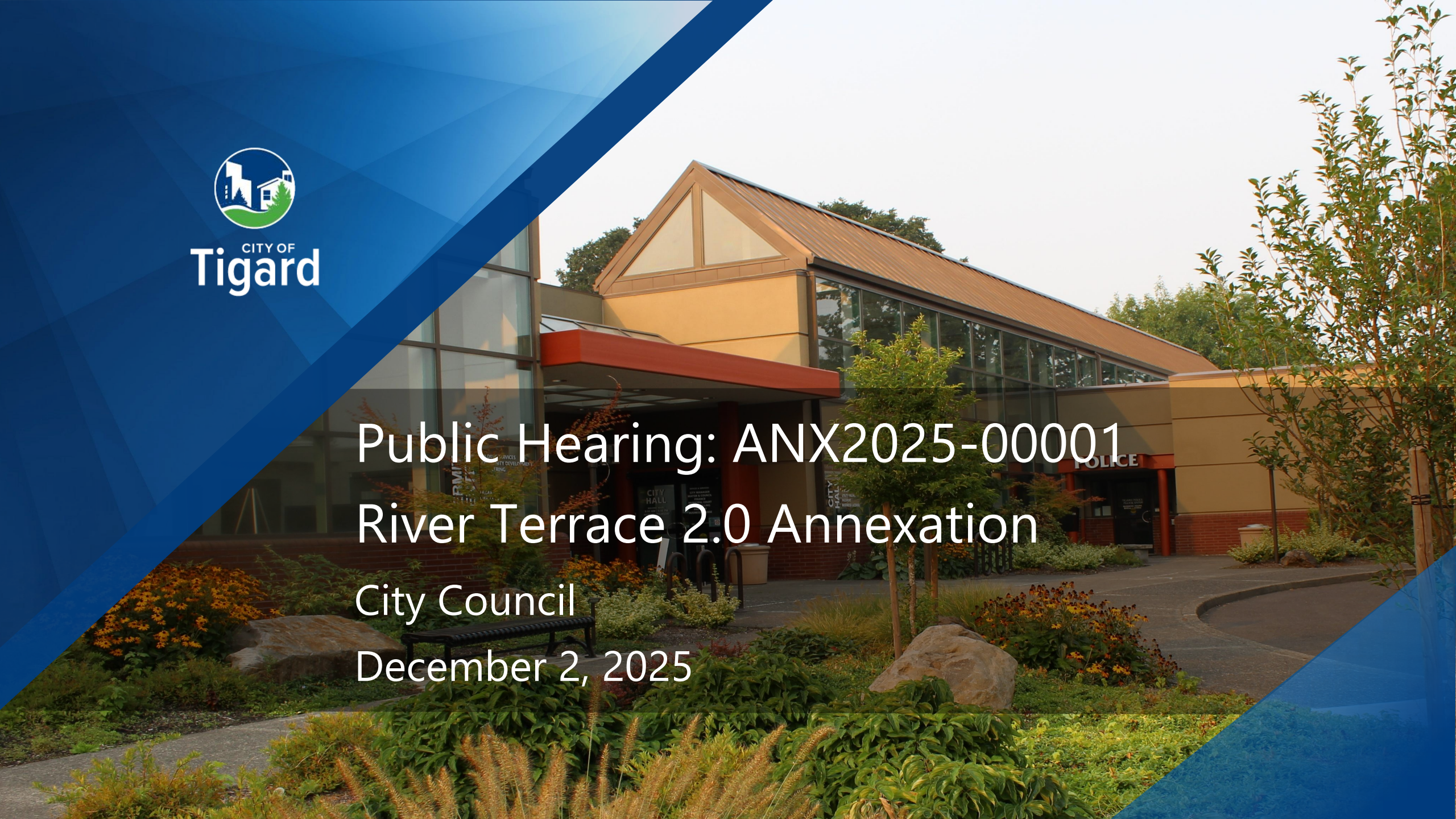
Presentation
Ordinance
Exhibit A - Legal Description
Exhibit B - Planning Commission Recommendation
Public Comments

CITY OF Tigard

Public Hearing: ANX2025-00001 River Terrace 2.0 Annexation

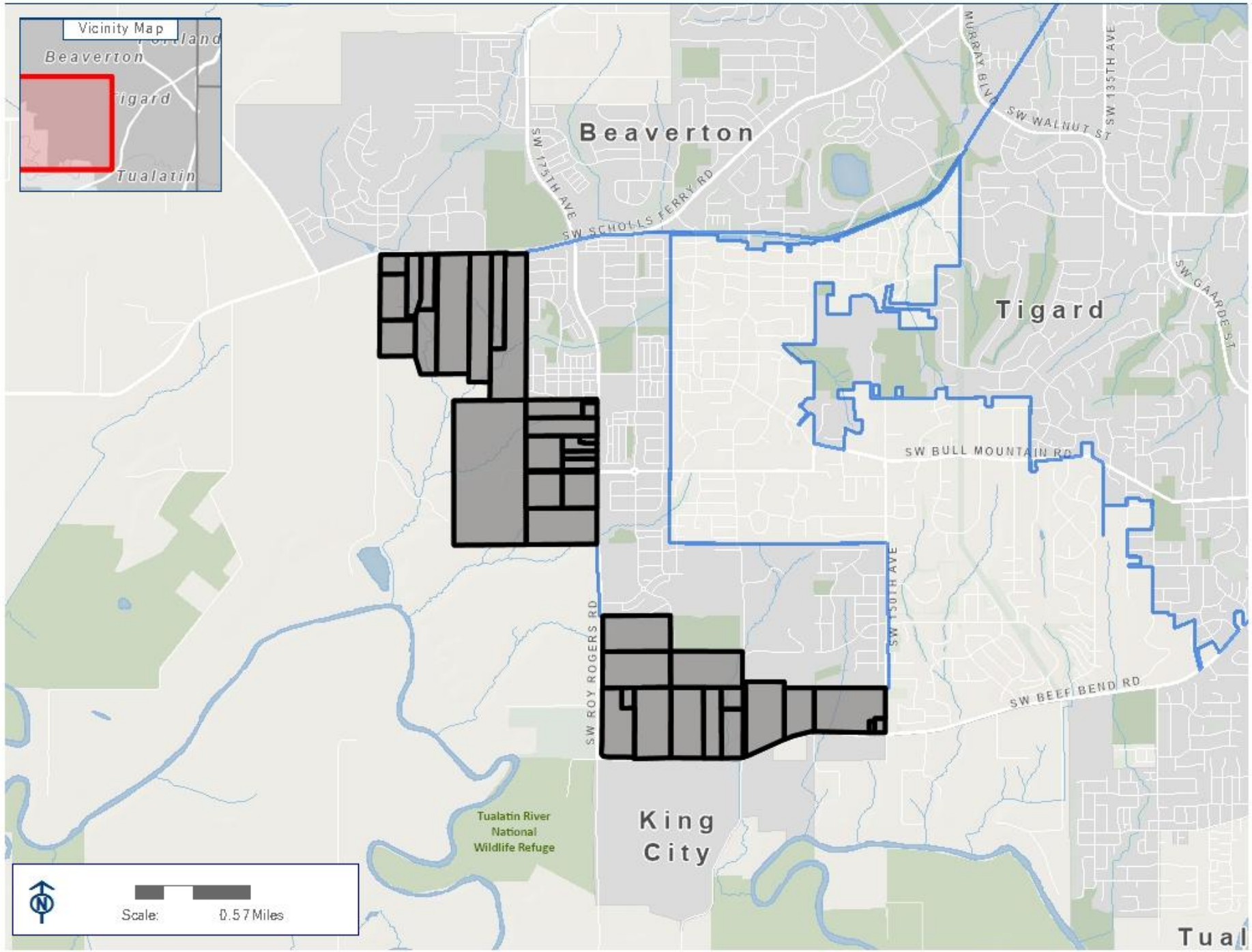
City Council

December 2, 2025



Annexation Proposal

- City has received petition to annex approximately 500 acres of land
- Subject properties are two former urban reserves collectively known as the River Terrace 2.0 planning area
- Brought into Urban Growth Boundary in February 2023


Vicinity Map
Beaverton
Tigard
Tualatin
Beaverton
SW 173TH AVE
SW SCHOLLS FERRY RD
MURRAY BLVD
SW WALNUT ST
SW 135TH AVE
Tigard
SW GAARDE ST
SW BULL MOUNTAIN RD
SW ROY ROGERS RD
SW 150TH AVE
SW BEEF BEND RD
Tualatin River
National
Wildlife Refuge
King
City
Scale:
0.57 Miles
Tual

Annexation Process and Criteria

- ORS 222 – state procedures
- Metro Code 3.09 – Metro procedures
- Tigard Comprehensive Plan – city policies
- Tigard Community Development Code 18.710 and 18.720 – city procedures

Annexation Petitions Under ORS 222.170

- "Triple Majority"
- Requires assent from:
  - Majority of property owners
  - Majority of owners of land area
  - Majority of owners of assessed value.

Triple Majority Criteria Are Met

- Petitions received from:
  - Owners of 28 of 39 properties (71.8%)
  - Owners of 407.37 of 487.29 acres (83.6%)
  - Owners of $94M of $110M of assessed property value (85%)

Legislative Process

- Two local criteria
  - Complies with Metro Code 3.09 –demonstrated in staff report
  - Is in the city's best interest

City's Interest in Annexation

- Predictability and Certainty
- Orderly Deployment of Infrastructure
- Streamlining the Development Process
- Saving City, Developers, and Property Owners Money

Interim Zoning

- Typically, city Comprehensive Plan and Zoning Map will be applied to newly annexed areas
- No Comprehensive Plan yet for these areas
- Interim Washington County zoning map and standards will continue to apply
- Local designations will be changed with adopted Community Plan

Public Comments

- Concerns about the Urban Growth Boundary and urgency
- Traffic and transportation
- Environment and natural areas
- Housing findings

Staff Recommendation

- Planning Commission forwarded a recommendation to the City Council to annex these properties.
- Staff concurs with the Planning Commission recommendation.



CITY OF
Tigard

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
ORDINANCE NO. 25-

AN ORDINANCE ANNEXING THIRTY-NINE (39) PARCELS OF LAND TOTALING APPROXIMATELY 487 ACRES, APPROVING THE RIVER TERRACE 2.0 ANNEXATION (ANX2025-0001), AND WITHDRAWING PROPERTIES FROM THE TIGARD WATER DISTRICT, WASHINGTON COUNTY ENHANCED SHERIFF'S PATROL DISTRICT, AND WASHINGTON COUNTY URBAN ROAD MAINTENANCE DISTRICT

WHEREAS, the City of Tigard is authorized by ORS 222.111(2) and ORS 222.170 to annex contiguous territory upon receiving written consent from owners of land in the territory proposed to be annexed; and

WHEREAS, the City of Tigard is authorized by ORS 222.120(5) and 222.520 to withdraw properties which currently lie within the boundaries of the Tigard Water District, Washington County Enhanced Sheriff's Patrol District, and Washington County Urban Road Maintenance District upon completion of the annexation; and

WHEREAS, the Tigard Planning Commission held a public hearing on November 3, 2025, and Tigard City Council held a public hearing on December 2, 2025, to consider the annexation of thirty-nine (39) parcels of land consisting of those properties reflected in the exhibits to this ordinance and withdrawal of said parcels from the Tigard Water District, Washington County Enhanced Sheriff's Patrol District, and Washington County Urban Road Maintenance District; and

WHEREAS, pursuant to Metro 3.09, ORS 222.120, and 222.524, notice was given and the City held two (2) public hearings on the issue of annexation into the City on November 3, 2025 and December 2, 2025; and

WHEREAS, pursuant to ORS 222.524, the City must declare the withdrawal of the annexed properties from the Tigard Water District, Washington County Enhanced Sheriff's Patrol District, and Washington County Urban Road Maintenance District; and

WHEREAS, the annexation has been processed in accordance with the requirements of Metro 3.09, and has been reviewed for compliance with the Tigard Community Development Code and the Comprehensive Plan, and the annexation substantially addresses the standards in Metro 3.09 regulating annexations; and

WHEREAS, the current zoning and development standards of Washington County will continue to apply to these properties until the city completes Comprehensive Planning and Zoning maps; and

WHEREAS, the City intends to apply a property tax phase-in as allowed under OAR 150-222-0100; and

WHEREAS, the Council desires to expedite development of the River Terrace once the comprehensive planning process is complete; and

WHEREAS, the Tigard City Council has carefully considered the testimony at the public hearing and determined that withdrawal of the annexed properties from the applicable service districts is in the best interest of the City of Tigard.

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

SECTION 1: The Tigard City Council hereby annexes the subject parcels as described and shown in the attached **Exhibit "A"** and withdraws said parcels from the Tigard Water District, Washington County Enhanced Sheriff's Patrol District, and Washington County Urban Road Maintenance District.

SECTION 2: The Tigard City Council adopts the "Planning Commission Recommendation to the City Council" (ANX2025-0001) as findings in support of this decision; a copy of the recommendation is attached hereto as **Exhibit "B"** and incorporated herein by this reference.

SECTION 3: City staff is directed to take all necessary measures to implement the annexation, including filing a certified copy of this ordinance with Metro for administrative processing, filing with state and county agencies as required by law, and providing notice to utilities.

SECTION 3: City staff is directed to take all necessary measures to implement a phase-in of city property taxes equivalent to zero percent (0%) in the first tax year following annexation, fifty percent (50%) in the second tax year following annexation, and one hundred percent (100%) in the third tax year and all subsequent tax years following annexation. This phase-in will end and the full tax rate will be assessed for any eligible property or properties at the time of any tax reassessment triggered by development or redevelopment of that property or properties.

SECTION 4: If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, such invalidity does not affect the other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

SECTION 5: Pursuant to ORS 222.120(5), the effective date of the withdrawal of the properties from the Tigard Water District, Washington County Enhanced Sheriff's Patrol District, and Washington County Urban Road Maintenance District will be the effective date of this annexation.

SECTION 6: In accordance with ORS 222.180 and ORS 308.225, this ordinance will be effective on June 30, 2026 following its passage by the Council, signature by the Mayor, posting by the City Recorder, and filing with the Secretary of State and Department of Revenue.

PASSED: By _____ vote of all council members present after being read by number and title only, this _____ day of _____, 2025.

Carol A. Krager, City Recorder

APPROVED: By Tigard City Council this _____ day of _____, 2025.

Yi-Kang Hu, Mayor

Approved as to form:

City Attorney

Date

EXHIBIT A

AKS ENGINEERING & FORESTRY
12965 SW Herman Road, Suite 100, Tualatin, OR 97062
P: (503) 563-6151 F: (503) 563-6152

AKS Job #8470-01

EXHIBIT A

City Annexation
River Terrace South

A tract of land located in the Southeast One-Quarter of Section 7, the Southwest One-Quarter of Section 8, the Northeast One-Quarter and the Northwest One-Quarter of Section 17, and the Northeast One-Quarter of Section 18, Township 2 South, Range 1 West, Willamette Meridian, Washington County, Oregon, and being more particularly described as follows:

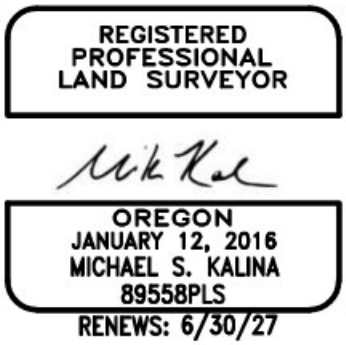
Beginning at the southwest corner of the plat of "River Terrace Crossing", also being the south one-quarter corner of said Section 8 and also being on the City of Tigard city limits line (Assessor's Map 2S.1.08DC);

1. Thence along the south line of said Section 8 and said city limits line, Easterly 1,365 feet, more or less, to the easterly right-of-way line of SW 150th Avenue (Assessor's Map 2S.1.17AA);
2. Thence leaving said city limits line along said easterly right-of-way line, Southerly 834 feet, more or less, to the northerly right-of-way line of SW Beef Bend Road, also being on the City of King City city limits line (Assessor's Map 2S.1.17AA);
3. Thence along the southerly extension of said easterly right-of-way line and said city limits line, Southerly 25 feet, more or less, to the centerline of SW Beef Bend Road (Assessor's Map 2S.1.17AA);
4. Thence along said centerline and said city limits line, Westerly 1,479 feet, more or less, to the northerly extension of the east line of Document Number 2012-061969 (Assessor's Map 2S.1.17);
5. Thence leaving said city limits line and continuing along said centerline, Westerly 675 feet, more or less, to the northerly extension of the west line of said Deed and said city limits line (Assessor's Map 2S.1.17);
6. Thence continuing along said centerline and the westerly extension thereof and said city limits line, Westerly 3,303 feet, more or less, to the westerly right-of-way line of SW Roy Rogers Road (Assessor's Map 2S.1.18);
7. Thence leaving said city limits line along said westerly right-of-way line, Northerly 2,634 feet, more or less, to the westerly extension of the southerly line of the plat "South River Terrace No. 2", also being on the City of Tigard city limits line (Assessor's Map 2S.1.07DA);
8. Thence along said westerly extension and the southerly line of said plat and said city limits line, Easterly 1,325 feet, more or less, to the northwest corner of Partition Plat No. 2021-008 (Assessor's Map 2S.1.08CC);
9. Thence along the westerly line of said Partition Plat and said city limits line, Southerly 656 feet, more or less, to the southwest corner thereof (Assessor's Map 2S.1.08CC);
10. Thence along the southerly line of said Partition Plat and said city limits line, Easterly 1,314 feet, more or less, to the northwest corner of Document Number 2003-126171, also being on the westerly line of Partition Plat No. 1990-006 (Assessor's Map 2S.1.08CD);

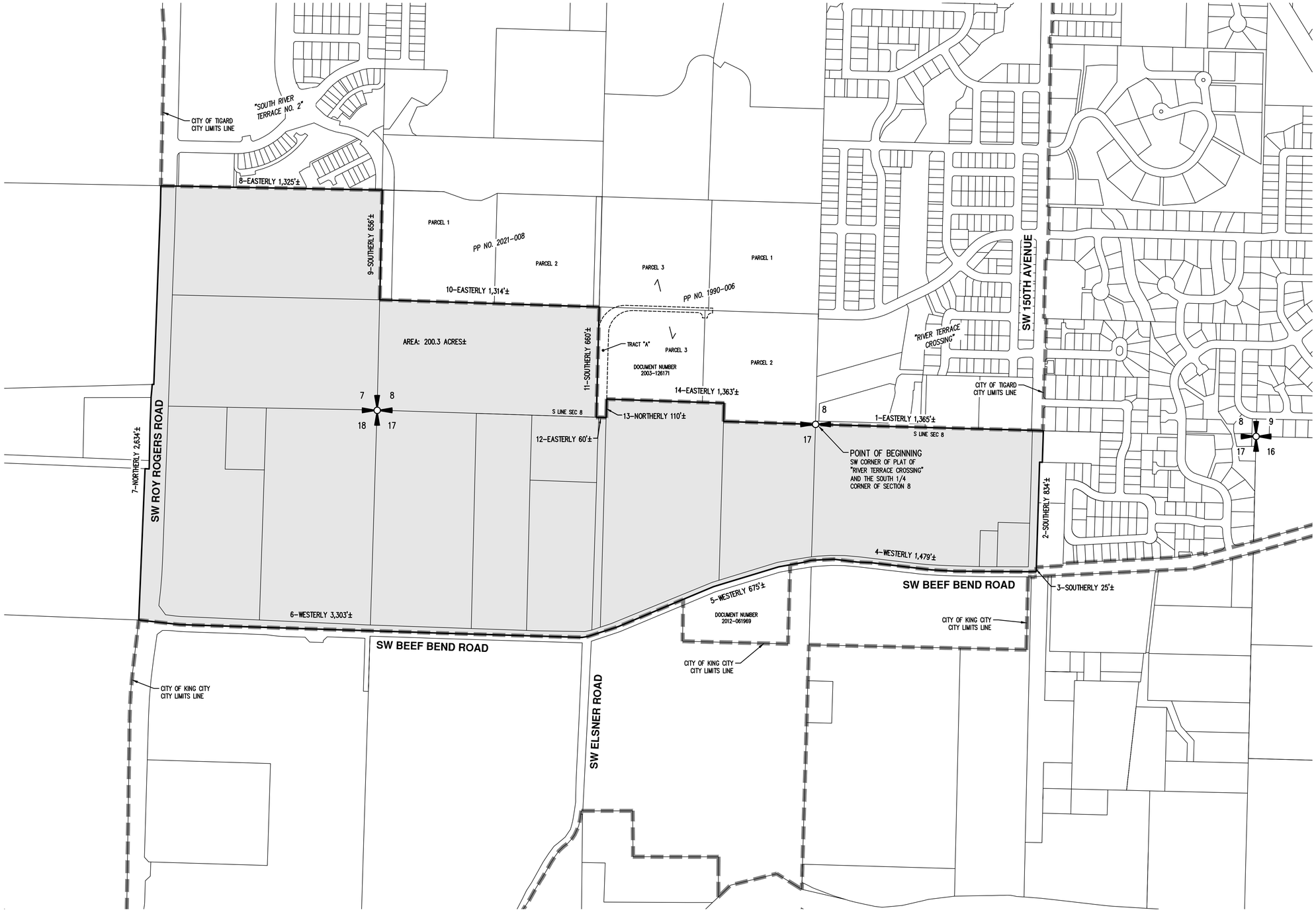
11. Thence along the westerly line of said Partition Plat and said city limits line, Southerly 660 feet, more or less, to the south line of said Section 8 (Assessor's Map 2S.1.08CD);
12. Thence along said south line and said city limits line, Easterly 60 feet, more or less, to the easterly line of Tract "A" of said Partition Plat (Assessor's Map 2S.1.08CD);
13. Thence along said easterly line and said city limits line, Northerly 110 feet, more or less, to the southerly line of Parcel 3 of said Partition Plat (Assessor's Map 2S.1.08CD);
14. Thence along said southerly line and the southerly line of Parcel 2 of said Partition Plat and said city limits line, Easterly 1,363 feet, more or less, to the Point of Beginning.

The above described tract of land contains 200.3 acres, more or less.

9/15/2025



A TRACT OF LAND LOCATED IN THE SOUTHEAST ONE-QUARTER OF SECTION 7, THE SOUTHWEST ONE-QUARTER OF SECTION 8, THE NORTHEAST ONE-QUARTER AND THE NORTHWEST ONE-QUARTER OF SECTION 17, AND THE NORTHEAST ONE-QUARTER OF SECTION 18, TOWNSHIP 2 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, WASHINGTON COUNTY, OREGON



N

SCALE: 1" = 300 FEET

300 0 60 150 300

ORIGINAL PAGE SIZE: 22" x 34"

AKS ENGINEERING & FORESTRY, LLC
12965 SW HERMAN RD, STE 100
TUALATIN, OR 97062
503.563.6151
WWW.AKS-ENG.COM

ENGINEERING - SURVEYING - NATURAL RESOURCES
FORESTRY - PLANNING - LANDSCAPE ARCHITECTURE

CITY ANNEXATION
RIVER TERRACE SOUTH
TIGARD
WASHINGTON COUNTY
OREGON

CITY ANNEXATION (SOUTH)

DESIGNED BY:
DRAWN BY: WCB/CC
MANAGED BY: MSK
CHECKED BY: MSK
DATE: 9/15/2025

REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON
JANUARY 12, 2016
MICHAEL S. KALINA
89558PLS
RENEWS: 6/30/27

REVISIONS

JOB NUMBER
8470–01

SHEET
01

AKS DRAWING FILE: 8470–01 ANNEXATION.DWG | LAYOUT: 02

AKS ENGINEERING & FORESTRY
12965 SW Herman Road, Suite 100, Tualatin, OR 97062
P: (503) 563-6151 F: (503) 563-6152

AKS Job #8470-01

EXHIBIT A

City Annexation
River Terrace West

A tract of land located in the Northwest One-Quarter and the Southwest One-Quarter of Section 6, the Northeast One-Quarter and the Northwest One-Quarter of Section 7, Township 2 South, Range 1 West, Willamette Meridian, Washington County, Oregon, and being more particularly described as follows:

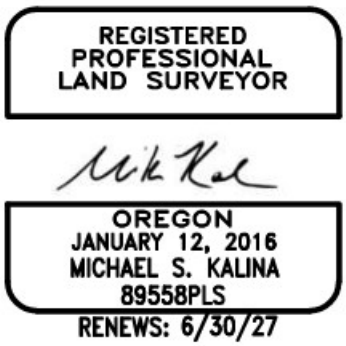
Beginning at the southwest corner of the plat of "Riverside at Scholls Meadow", also being the south one-quarter corner of said Section 6, and also being on the City of Tigard city limits line (Assessor's Map 2S.1.06DC);

1. Thence along the southerly line of said plat and said city limits line, Easterly 1,297 feet, more or less, to the westerly right-of-way line of SW Roy Rogers Road (Assessor's Map 2S.1.07);
2. Thence along said westerly right-of-way line and said city limits line, Southerly 2,640 feet, more or less, to the northerly line of Document Number 2004-146737 (Assessor's Map 2S.1.07);
3. Thence leaving said city limits line along said northerly line, Westerly 2,613 feet, more or less, to the southwesterly corner of Document Number 98-066690 (Assessor's Map 2S.1.07);
4. Thence along the westerly line of said Deed, Northerly 2,636 feet, more or less, to the northwesterly corner thereof (Assessor's Map 2S.1.07);
5. Thence along the northerly line of said Deed, Easterly 664 feet, more or less, to the southeasterly corner of Document Number 2021-037967 (Assessor's Map 2S.1.06);
6. Thence along the easterly line of said Deed, Northerly 330 feet, more or less, to the easterly northeast corner thereof (Assessor's Map 2S.1.06);
7. Thence along the northerly line of said Deed, Westerly 1,421 feet, more or less, to the northerly northwest corner of said Deed, also being on the easterly line of Document Number 2000-045804 (Assessor's Map 2S.1.06);
8. Thence along said easterly line, Northwesterly 350 feet, more or less, to the northeasterly corner thereof (Assessor's Map 2S.1.06);
9. Thence along the northerly line of said Deed and the westerly extension thereof, Westerly 695 feet, more or less, to the westerly right-of-way line of SW Vandermost Road (Assessor's Map 2S.2.01);
10. Thence along said westerly right-of-way line, Northerly 1,874 feet, more or less, to the centerline of SW Scholls Ferry Road per County Road Note 3278 and Survey Number 31940, also being on the City of Beaverton city limits line (Assessor's Map 2S.1.06B);
11. Thence along said centerline and said city limits line, Easterly 2,729 feet, more or less, to the westerly line of the plat of "River Terrace Northwest", also being on the City of Tigard city limits line (Assessor's Map 2S.1.06DB);

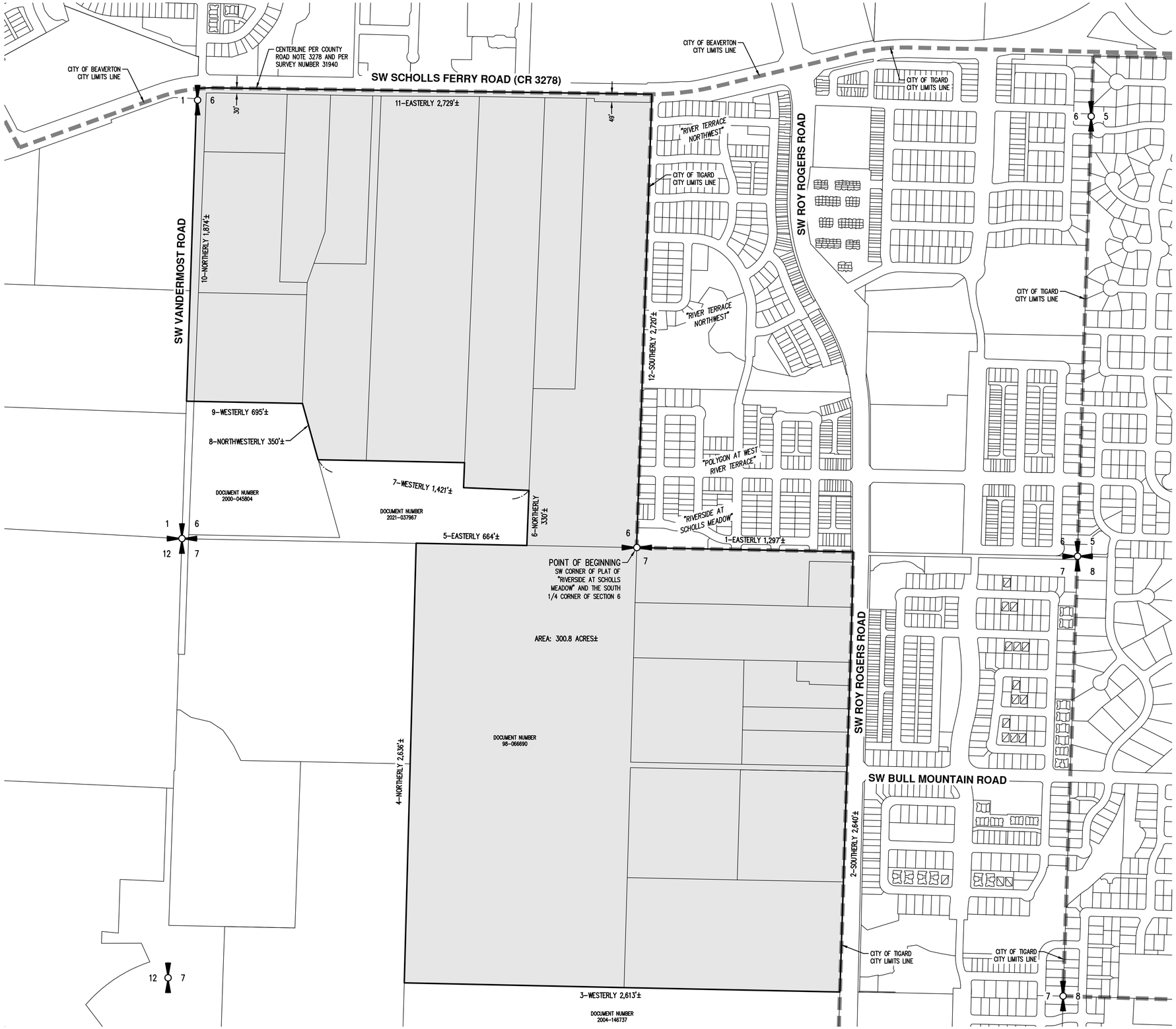
12. Thence leaving said City of Beaverton city limits line along said westerly line and the west line of said “Riverside at Scholls Meadow” and said City of Tigard city limits line, Southerly 2,720 feet, more or less, to the Point of Beginning.

The above described tract of land contains 300.8 acres, more or less.

9/15/2025



A TRACT OF LAND LOCATED IN THE NORTHWEST ONE-QUARTER AND THE SOUTHWEST ONE-QUARTER OF SECTION 6, THE NORTHEAST ONE-QUARTER AND THE NORTHWEST ONE-QUARTER OF SECTION 7, TOWNSHIP 2 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, WASHINGTON COUNTY, OREGON



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ENGINEERING · SURVEYING · NATURAL RESOURCES
FORESTRY · PLANNING · LANDSCAPE ARCHITECTURE

CITY ANNEXATION
RIVER TERRACE WEST
TIGARD OREGON
WASHINGTON COUNTY

CITY ANNEXATION (WEST)

DESIGNED BY:
DRAWN BY: WCB/CC
MANAGED BY: MSK
CHECKED BY: MSK
DATE: 9/15/2025

REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON
JANUARY 12, 2016
MICHAEL S. KALINA
89558PLS
RENEWS: 6/30/27

REVISIONS

JOB NUMBER
8470-01

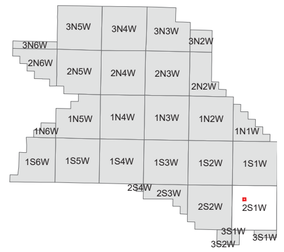
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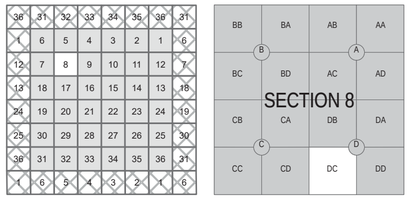
AKS DRAWING FILE: 8470-01 ANNEXATION.DWG | LAYOUT: 01

RIVER TERRACE SOUTH

2S108DC

WASHINGTON COUNTY OREGON
SW 1/4 SE 1/4 SECTION 8 T2S R1W
SCALE 1"= 100'





FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.washingtoncountyor.gov/gis

- Plat Lot Corner
- Adjusted Lot Corner
- Lot Corner in Road
- Urban Land Hook
- Initial Point of Plat
- Approximate DLC Corner
- Found DLC Corner
- Stationing
- Taxlot Line
- Old Lot Line
- Plat Boundary
- Easement ROW
- Easement Centerline
- Condo Unit Boundary
- Public Road Centerline
- Railroad Centerline
- Stream
- Donation Land Claim
- Tax Code Line
- 15-12 Tax Code
- Approximate Section Corner
- Found Section Corner

Cancelled Taxlots For: 2S108DC

100, 101, 102, 103, 104, 11701, 12501, 200, 300, 400, 500, 600, 700, 800, 900, 1000, 1100, 1200, 1300, 1400, 1500, 1600, 1700, 1900, 2000, 2100, 2200, 2300, 2400, 2500, 2600, 2700, 2800, 2900, 3000, 3100, 3200, 3300, 3400, 3500, 3600, 3700, 3800, 3900, 4000, 4100, 4200, 4300, 4400, 4500, 4600, 4700, 4800, 4900, 5000, 5100, 5200, 5300, 5400, 5500, 5600, 5700, 5800, 5900, 6000, 6100, 6200, 6300, 6400, 6500, 6600, 6700, 6800, 6900, 7000, 7100, 7200, 7300, 7400, 7500, 7600, 7700, 7800, 7900, 8000, 8100, 8200, 8300, 8400, 8500, 8600, 8700, 8800, 8900, 9000, 9100, 9200, 9300, 9400, 9500, 9600, 9700, 9800, 9900, 10000, 10100, 10200, 10300, 10400, 10500, 10600, 10700, 10800, 10900, 11000, 11100, 11200, 11300, 11400, 11500, 11600, 11800, 11900, 12000, 12100, 12200, 12300, 12400, 12500, 13000, 13200, 11700

Feet
0 50 100 200 300

Assessment CARTOGRAPHY Taxation

PLOT DATE: 2/4/2025
Rotation: 0

FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

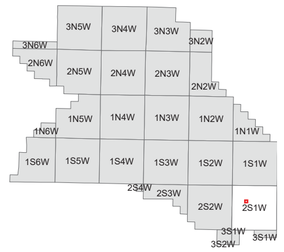
Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

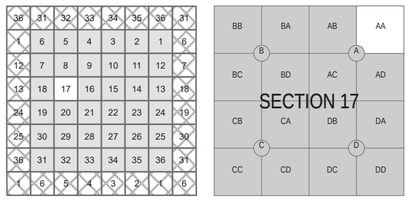
Digmap

TIGARD
2S108DC

2S117AA

WASHINGTON COUNTY OREGON
NE 1/4 NE 1/4 SECTION 17 T2S R1W
SCALE 1"= 100'





FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.washingtoncountyor.gov/gis

- Plat Lot Corner
- Adjusted Lot Corner
- Lot Corner in Road
- Urban Land Hook
- Initial Point of Plat
- Approximate DLC Corner
- Found DLC Corner
- Stationing
- Taxlot Line
- Old Lot Line
- Plat Boundary
- Easement ROW
- Easement Centerline
- Condo Unit Boundary
- Public Road Centerline
- Railroad Centerline
- Stream
- Donation Land Claim
- Tax Code Line

15-12 Tax Code

Approximate Section Corner

Found Section Corner

Cancelled Taxlots For: 2S117AA
2301, 2100, 2201, 2300, 2700, 2000, 2200, 2400

Feet
0 50 100 200 300

Assessment CARTOGRAPHY Taxation

PLOT DATE: 8/16/2024
Rotation: 0

FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

Digmap

KING CITY
2S117AA

RIVER TERRACE SOUTH

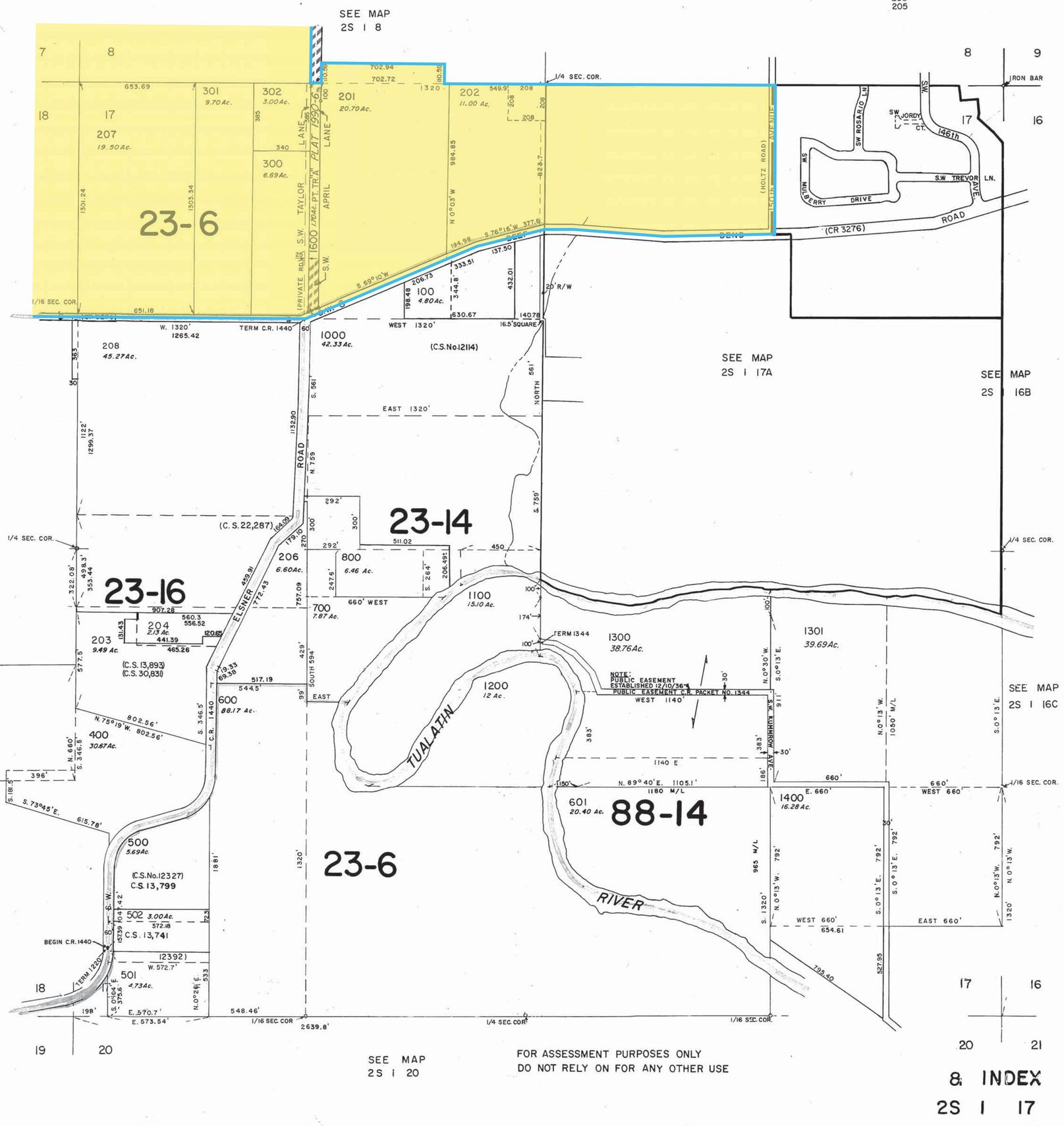
SECTION 17 T2S R1W W.M.

WASHINGTON COUNTY OREGON

SCALE 1" = 400'

2S 1 17
& INDEX

Tax Lot 1500 Cancelled
900
200
205



FOR ASSESSMENT PURPOSES ONLY
DO NOT RELY ON FOR ANY OTHER USE

TRACED 2/8
9/16/59

2S 1 17
& INDEX

RIVER TERRACE SOUTH

SECTION 18 T 1S R1W W.M.

WASHINGTON COUNTY OREGON

2S 1 18

SCALE 1"=400'

SEE MAP 2S 1 7

SEE MAP 2S 2 13

SEE MAP 2S 1 17

SEE MAP 2S 1 19

TL 1290 CANCELLED
1301
1403
1500
801
200

FOR ASSESSMENT PURPOSES ONLY
DO NOT RELY ON FOR ANY OTHER USE.

23-4

23-6

23-14

23-16

88-3

ROGERS

ROY

S.W. LASICH LANE (PRIVATE)

ELSNER

TUALATIN RIVER

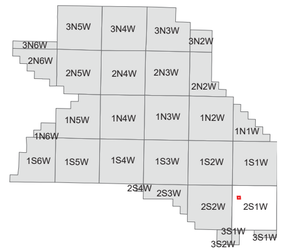
S.W. AVENUE (PRIVATE)

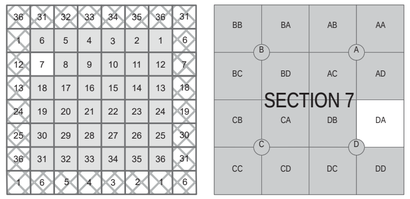
JSW 9/9/59

RIVER TERRACE SOUTH

2S107DA

WASHINGTON COUNTY OREGON
NE 1/4 SE 1/4 SECTION 7 T2S R1W
SCALE 1"= 400'





FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.washingtoncountyor.gov/gis

Cancelled Taxlots For: 2S107DA
None

Feet
0 50 100 200 300

Assessment CARTOGRAPHY Taxation

PLOT DATE: 5/10/2023
Rotation: 0

FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

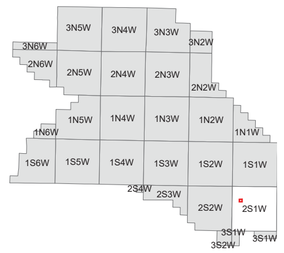
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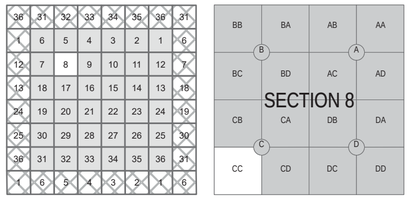
Digmap

TIGARD
2S107DA

2S108CC

WASHINGTON COUNTY OREGON
SW 1/4 SW 1/4 SECTION 8 T2S R1W
SCALE 1"= 100'





FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.washingtoncountyor.gov/gis

- Plat Lot Corner
- Adjusted Lot Corner
- Lot Corner in Road
- Urban Land Hook
- Initial Point of Plat
- Approximate DLC Corner
- Found DLC Corner
- Stationing
- Taxlot Line
- Old Lot Line
- Plat Boundary
- Easement ROW
- Easement Centerline
- Condo Unit Boundary
- Public Road Centerline
- Railroad Centerline
- Stream
- Donation Land Claim
- Tax Code Line
- 15-12 Tax Code
- Approximate Section Corner
- Found Section Corner

Cancelled Taxlots For: 2S108CC
100

Feet
0 50 100 200 300

Assessment CARTOGRAPHY Taxation

PLOT DATE: 6/10/2024
Rotation: 0

FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

Digmap

TIGARD
2S108CC

RIVER TERRACE SOUTH

S00-11-26
332.40

SW 60'

AVE 35'

161ST

SW 20'

SW 35'

659.88

668.00

805.72

632.53
657.10
S89-15-04W

681.52
659.30

645.51
660.51

300
9.94 AC

100
10.00 AC
1

3

494.52

634.26

393.58

635.30
S89-18-02W

23-08

24.03

252.09
R=160'

R=140'
220.58

30'

21'

15'

39.22

39.52

4.92

R=25'

5.08

EASEMENT 9901175

659.86

60'

LANE

TR "A"

APRIL

393.69

400
8.15 AC

505.23

200
10.00 AC
2

182 100.25 50.00
183 100.24 42.00
2S108DC32900
184 100.23 42.00
185 100.21 42.00
186 100.20 50.00
187 100.19 42.00
188 100.19 42.00
189 85.18 41.00

SW

85.17
190 100.16 51.00
2S108DC33600
191 100.16 59.00
192 100.15 42.00
2S108DC33800
193 100.15 50.00
194 100.14 42.00
2S108DC34000
195 100.13 59.00
2S108DC34100
196 100.13 42.00
2S108DC34200
197 100.12 42.00
2S108DC34300
198 85.12 41.00

SW

226.82

AVEN

2S108DC32200
177 90.00 42.00
176 90.00
175 90.00 33.36
174 90.00 33.36
2S108DC31800
173 90.00 25.64
2S108DC31700
172 90.00 25.64
171 90.00 42.64
2S108DC31500
170 75.00 56.00

BROOKDALE

EVERGLADE

75.00
169 90.00 56.41
2S108DC31300
168 90.00 38.41
2S108DC31200
167 90.00 42.00
166 90.00 39.00
2S108DC31000
165 90.00 47.00
2S108DC30900
164 90.00 40.40
163 90.00 50.81
2S108DC30700
162 90.00 41.81
161 61.71 53.58

SW

MOUNTAIN

2S108DC34400
TR 'K'

345.30

N00-48-45W
661.90

530.53

RIVER

2S108DC13100
2.05 AC
TRACT'O'

437.42

266.14

104.69

2S108DC13400
1.73 AC
TRACT'R'

415.75

TRACT "M"

23-15

SW

110.59

60'

572.70

130.22

110.54

702.74

549.83

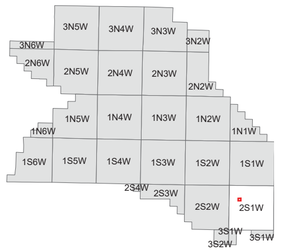
1/4 CORNER

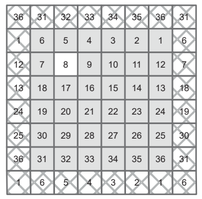
60.00

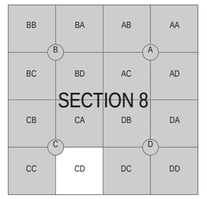
1/4 CORNER

2S108CD

WASHINGTON COUNTY OREGON
SE 1/4 SW 1/4 SECTION 8 T2S R1W
SCALE 1"= 100'







FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.washingtoncountyor.gov/gis

- Plat Lot Corner
- Adjusted Lot Corner
- Lot Corner in Road
- Urban Land Hook
- Initial Point of Plat
- Approximate DLC Corner
- Found DLC Corner
- Stationing
- Approximate Section Corner
- Found Section Corner
- Taxlot Line
- Old Lot Line
- Plat Boundary
- Easement ROW
- Easement Centerline
- Condo Unit Boundary
- Public Road Centerline
- Railroad Centerline
- Stream
- Donation Land Claim
- Tax Code Line

15-12 Tax Code

Cancelled Taxlots For: 2S108CD
None

Feet
0 50 100 200 300

Assessment CARTOGRAPHY Taxation

PLOT DATE: 6/10/2024
Rotation: 0

FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

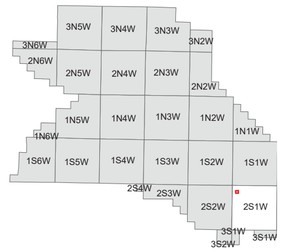
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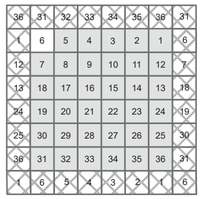
Digmap

2S108CD

2S106DC

WASHINGTON COUNTY OREGON
SW 1/4 SE 1/4 SECTION 6 T2S R1W
SCALE 1"= 100'





FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.washingtoncountyor.gov/gis

Cancelled Taxlots For: 2S106DC
16100

Feet
0 50 100 200 300

Assessment CARTOGRAPHY Taxation

PLOT DATE: 9/18/2023
Rotation: 0

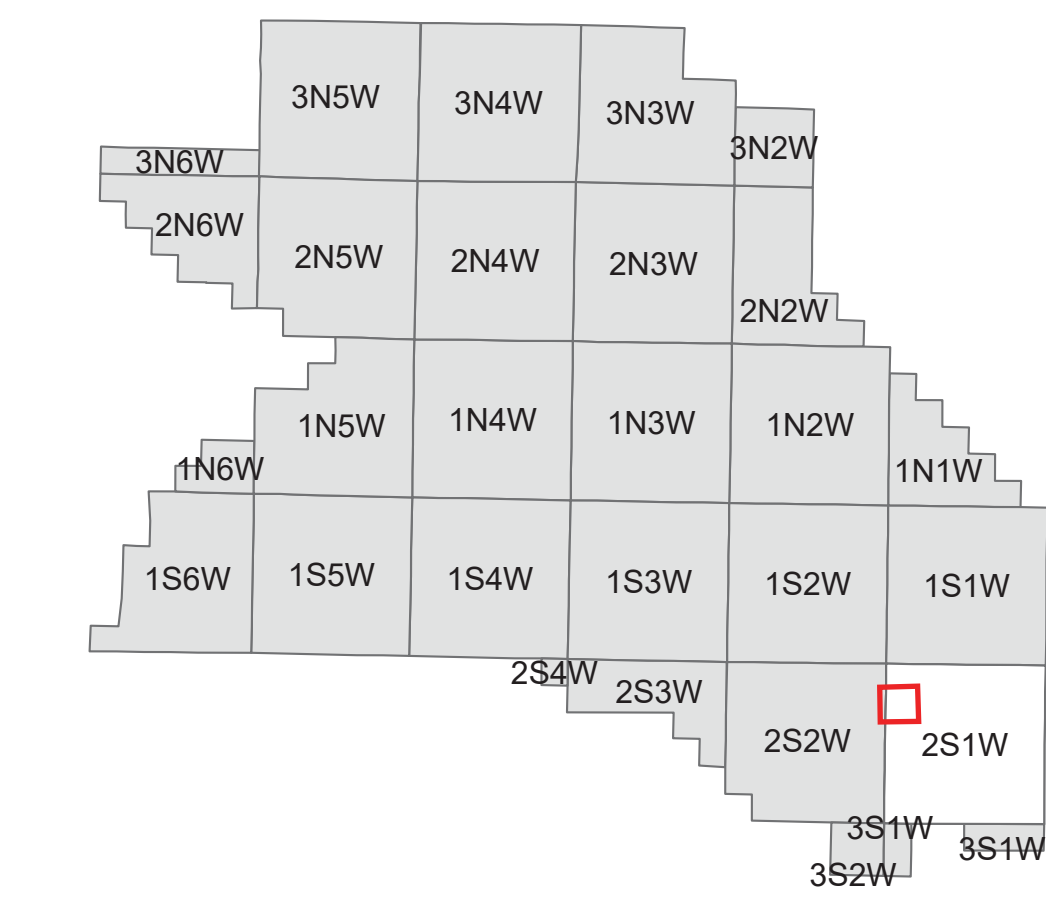
FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

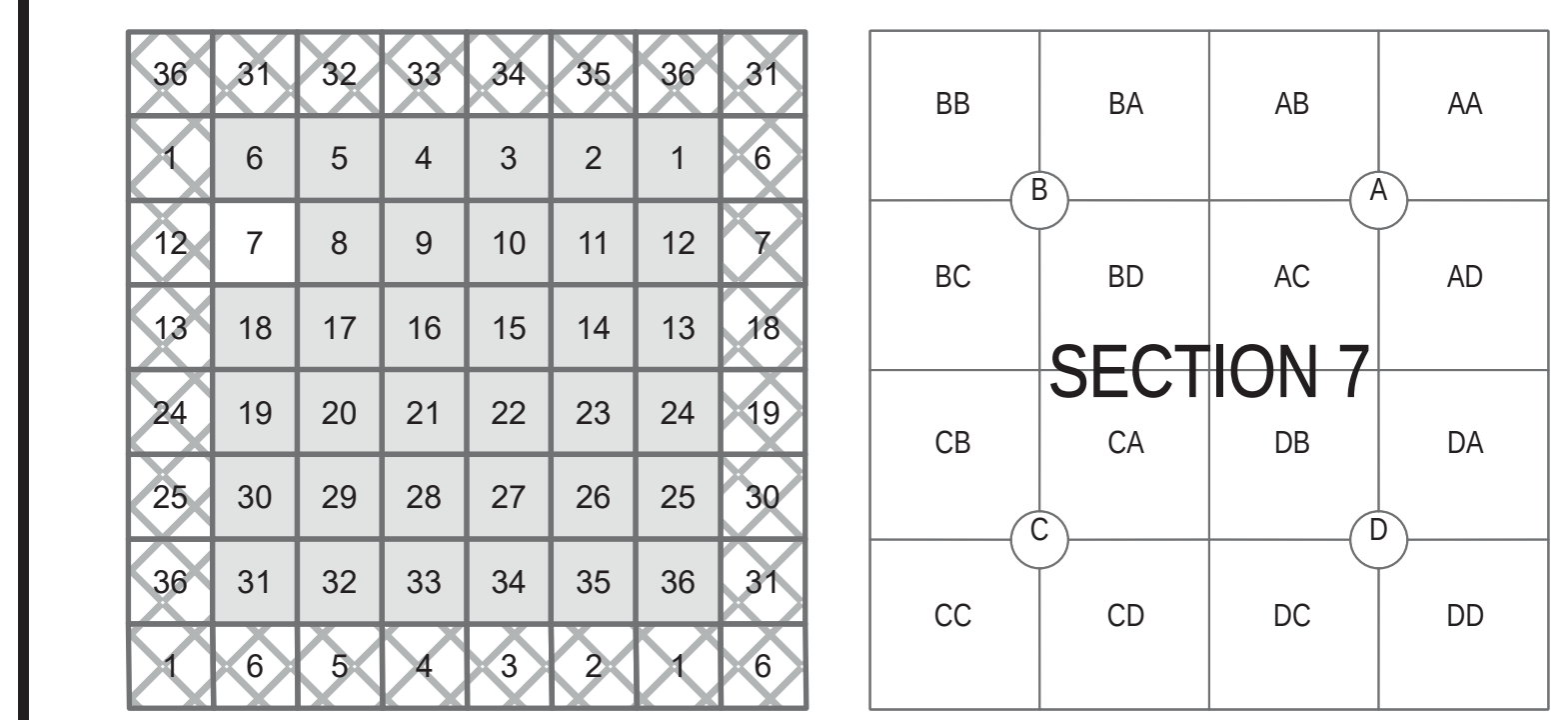
Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

Digmap

TIGARD
2S106DC

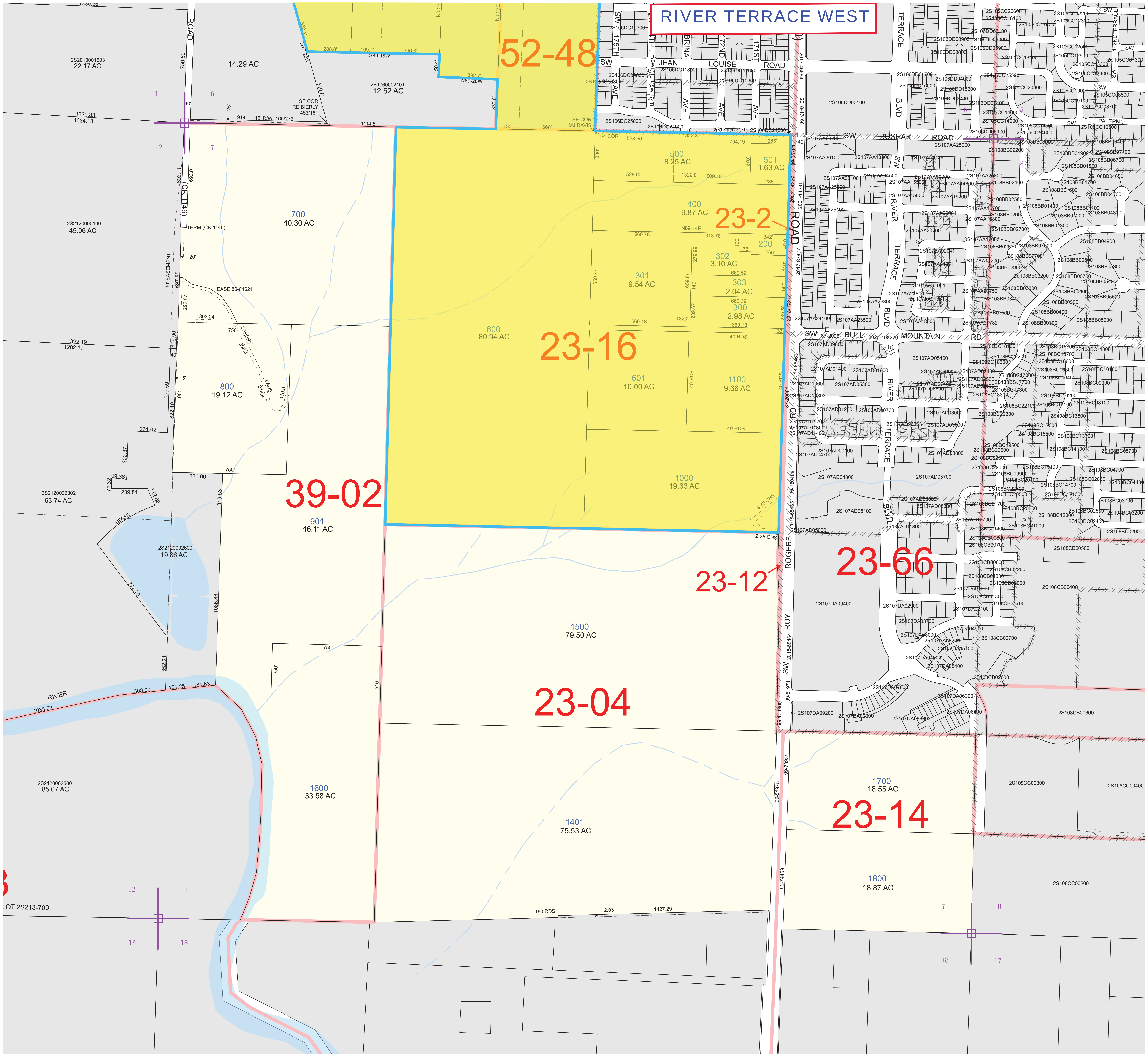
WASHINGTON COUNTY OREGON
SECTION 7 T2S R1W
SCALE 1"= 400'





FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.washingtoncountyor.gov/gis

- Plat Lot Corner
- Adjusted Lot Corner
- Lot Corner in Road
- Urban Land Hook
- Initial Point of Plat
- Approximate DLC Corner
- Found DLC Corner
- Stationing
- Taxlot Line
- Old Lot Line
- Plat Boundary
- Easement ROW
- Easement Centerline
- Condo Unit Boundary
- Public Road Centerline
- Railroad Centerline
- Stream
- Donation Land Claim
- Tax Code Line
- 15-12 Tax Code
- Approximate Section Corner
- Found Section Corner



Cancelled Taxlots For: 2S107
502, 701, 1304, 1301, 900, 100, 101, 102, 103, 104, 105, 106, 1200, 1300, 1302, 1303, 1305, 1900, 2000, 1400

Feet
0 200 400 800 1,200

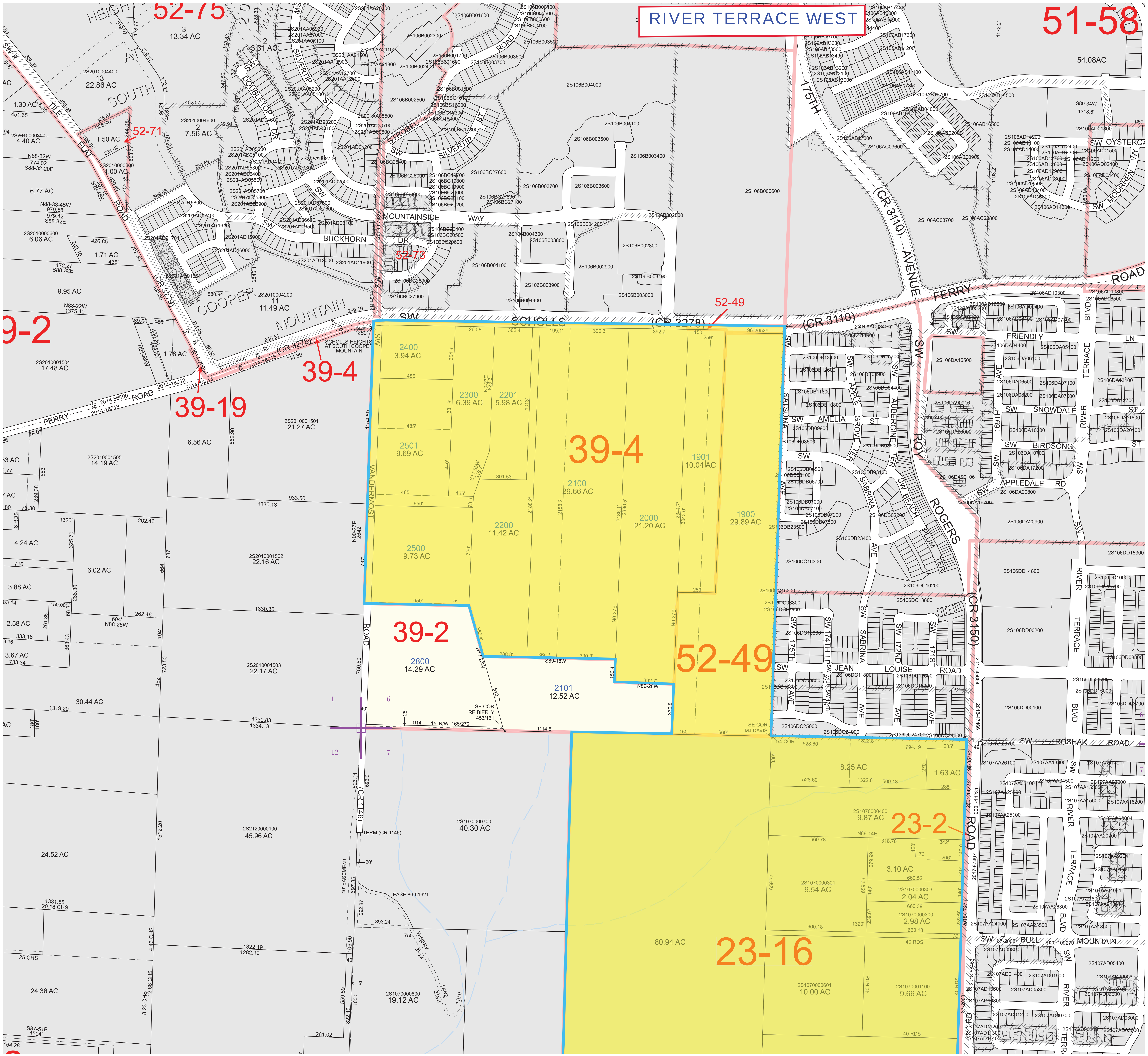
Assessment CARTOGRAPHY Taxation
WASHINGTON COUNTY OREGON 1843

PLOT DATE: 6/10/2024
Rotation: 0

FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

Digmap



2S106

WASHINGTON COUNTY OREGON
SECTION 6 T2S R1W
SCALE 1"= 100'

BB	BA	AB	AA
BC	BD	AC	AD
CB	CA	DB	DA
CC	CD	DC	DD

SECTION 6

FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.washingtoncountyor.gov/gis

- Plat Lot Corner
- Adjusted Lot Corner
- Lot Corner in Road
- Urban Land Hook
- Initial Point of Plat
- Approximate DLC Corner
- Found DLC Corner
- Stationing
- Taxlot Line
- Old Lot Line
- Plat Boundary
- Easement ROW
- Easement Centerline
- Condo Unit Boundary
- Public Road Centerline
- Railroad Centerline
- Stream
- Donation Land Claim
- Tax Code Line
- 15-12 Tax Code
- Approximate Section Corner
- Found Section Corner

Cancelled Taxlots For: 2S106
2600, 2700, 401, 300, 104, 1201, 3600, 3700, 106, 1802, 201, 100C1, 1200C1, 100, 101, 102, 105, 202, 203, 204, 2900, 3000, 3100, 3200, 1500, 1600, 1700, 1800, 1801, 200, 205, 1000, 1100, 1101, 1200, 1400, 1401, 3400, 3500, 3800, 301, 302, 400, 402, 403, 404, 500, 600, 700, 800, 103, 3301, 3300

Feet
0 200 400 800 1,200

WASHINGTON COUNTY OREGON 1843
Assessment CARTOGRAPHY Taxation

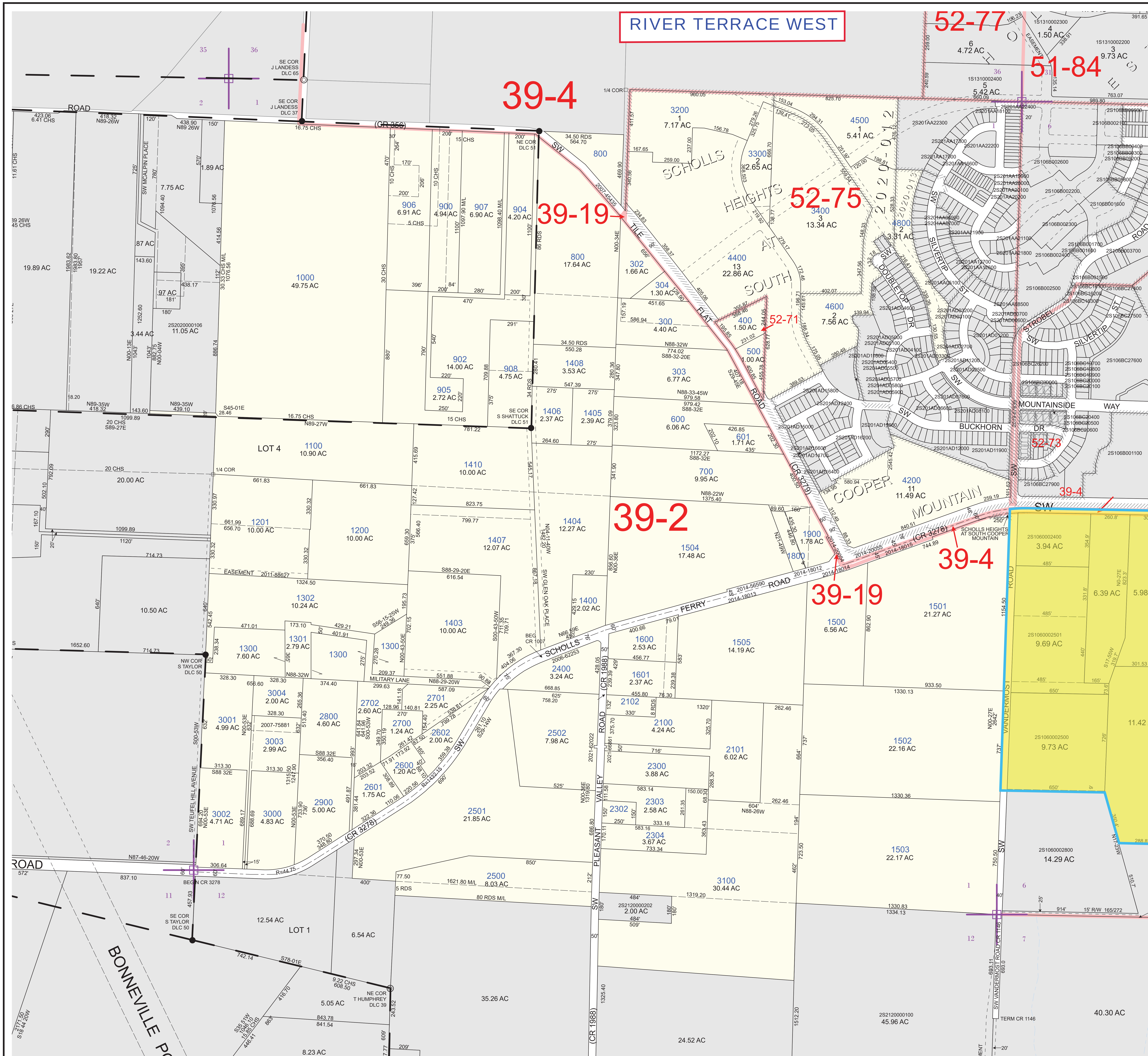
PLOT DATE: 6/10/2024
Rotation: 0

FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

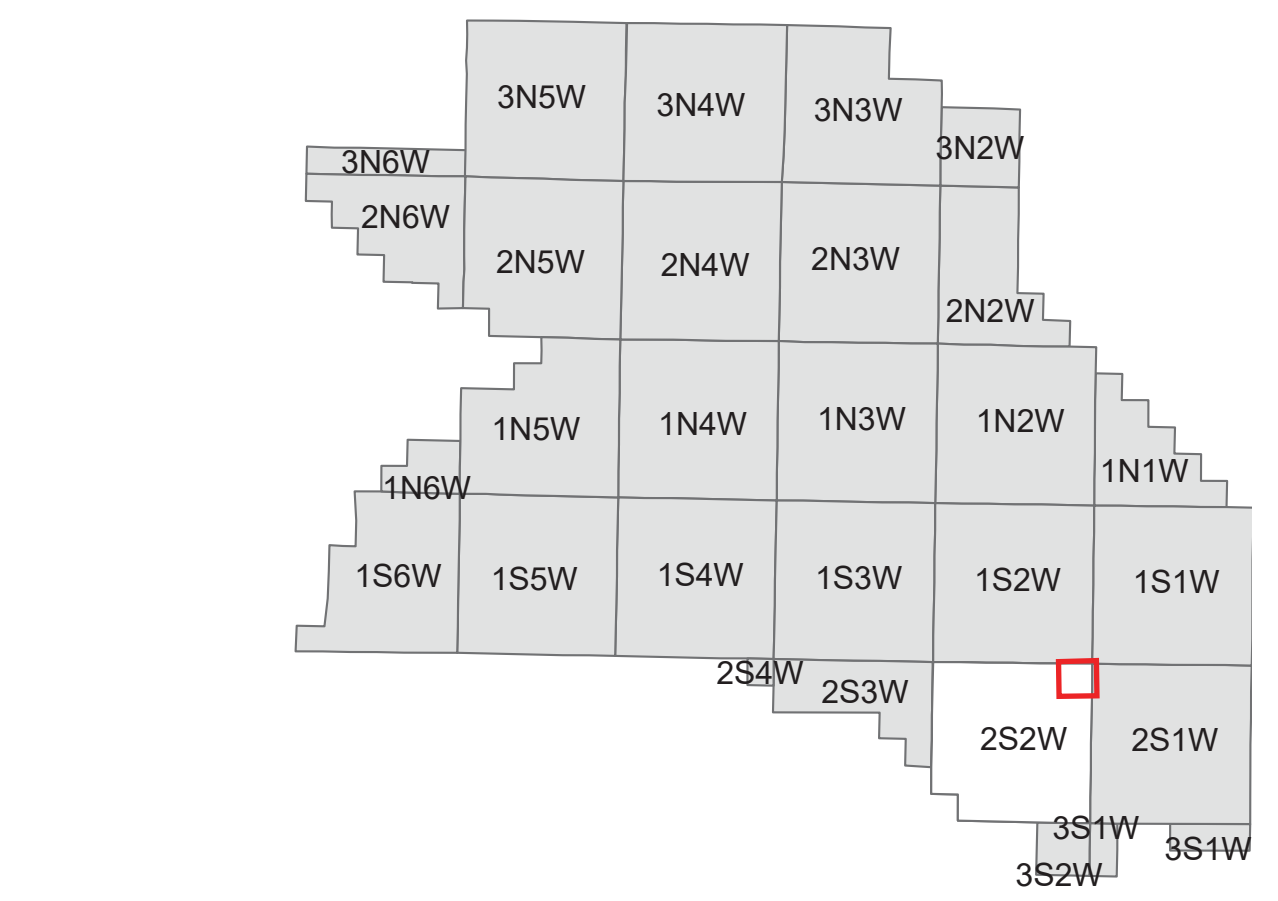
Digmap

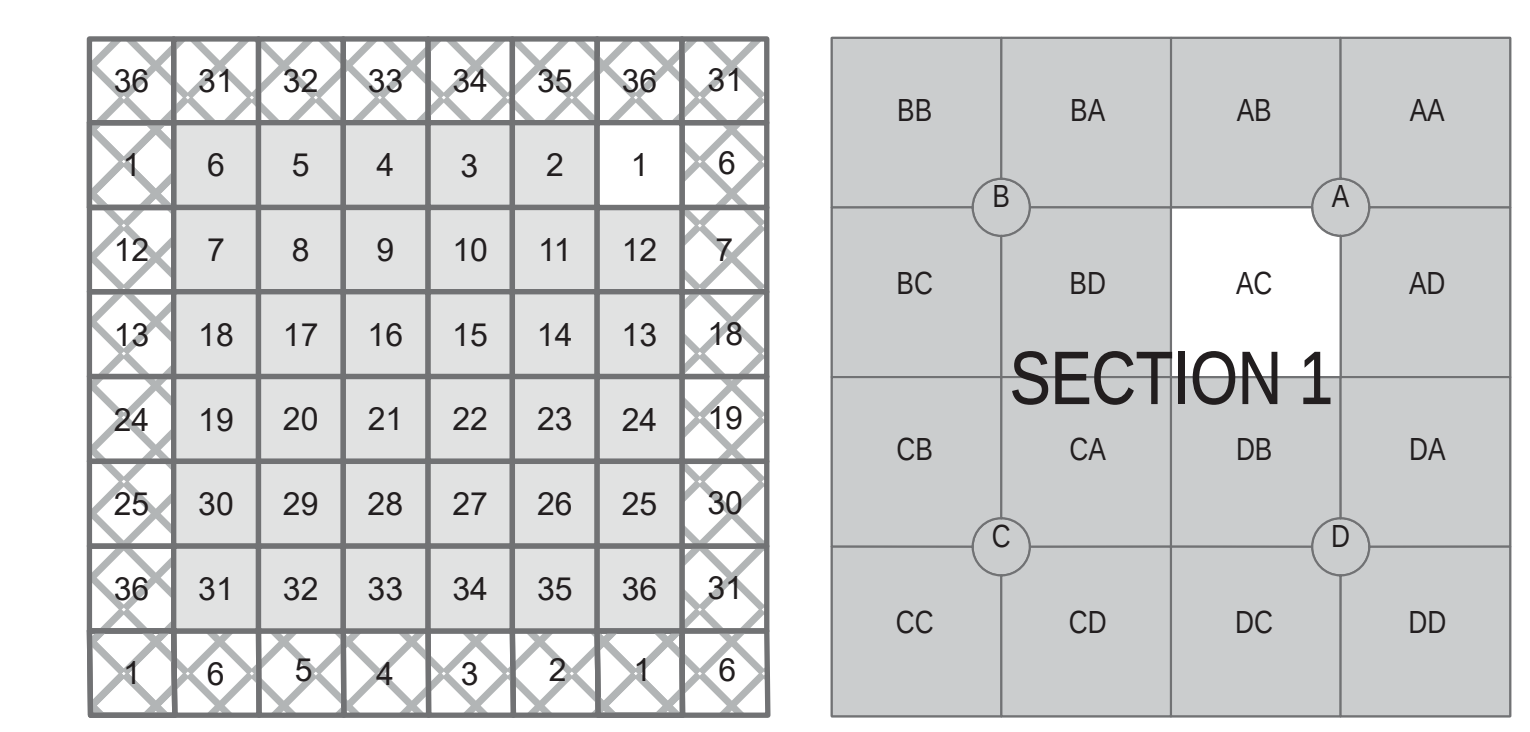
TIGARD
2S106



2S201

WASHINGTON COUNTY OREGON
SECTION 1 T2S R2W
SCALE 1"= 400'





FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.co.washington.or.us

Cancelled Taxlots For: 2S201
301, 903, 2301, 100, 200, 3600, 3301, 4201, 3700, 4700, 3800, 3900, 4000, 4100, 4300

Feet
0 200 400 800 1,200

Assessment CARTOGRAPHY Taxation

PLOT DATE: 3/10/2023
Rotation: 0 0

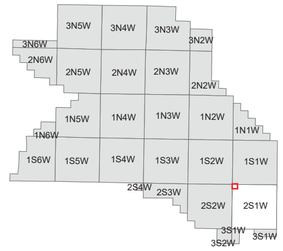
FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

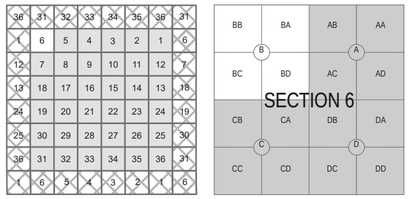
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Digmap

BEAVERTON
2S201

WASHINGTON COUNTY OREGON
NW 1/4 SECTION 6 T2S R1W
SCALE 1"= 200'





FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.washingtoncountyor.gov/gis

Cancelled Taxlots For: 2S106B
300, 400, 800, 900, 1000, 1200, 1300, 700, 101, 102, 102M1, 500, 200, 204, 203, 1500, 1400, 1700, 1800, 1900, 2000

Feet
0 100 200 400 600

Assessment CARTOGRAPHY Taxation

PLOT DATE: 6/21/2023
Rotation: 0

FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

Digmap

BEAVERTON
2S106B

RIVER TERRACE WEST

51-44

51-36

23-66

2S106DB

WASHINGTON COUNTY OREGON
NW 1/4 SE 1/4 SECTION 6 T2S R1W W.M.
SCALE 1"= 100'

36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6
12	7	8	9	10	11	12	7
13	18	17	16	15	14	13	18
24	19	20	21	22	23	24	19
25	30	29	28	27	26	25	30
36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6

FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.co.washington.or.us

BB	BA	AB	AA
BC	BD	AC	AD
CB	CA	DB	DA
CC	CD	DC	DD

SECTION 6

Cancelled Taxlots For: 2S106DB

24100,24350,24351,24400,24500,24600,24700,24800, 24900,25000,25100,25200,25300,

Feet
0 50 100 200 300

Assessment CARTOGRAPHY Taxation

PLOT DATE: 2/11/2021
Rotation: 0

FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

TIGARD
2S106DB

Digmap

EXHIBIT B

Hearing Date: December 2, 2025 Time: 6:30 P.M.

PLANNING COMMISSION
RECOMMENDATION TO CITY COUNCIL
FOR THE CITY OF TIGARD, OREGON

120 DAYS = N/A

SECTION I. APPLICATION SUMMARY

FILE NAME:		**RIVER TERRACE 2.0 ANNEXATION**
CASE NO:	**Annexation (ANX)**	**ANX2025-0001**

PROPOSAL: The City of Tigard proposes to annex into its corporate boundary 39 parcels located between SW Scholls Ferry Rd. to the north, SW Beef Bend Rd. to the south, SW Vandermost Rd. to the West, and SW 150th Ave. to the East. These properties are collectively part of the River Terrace 2.0 area that was brought into the Urban Growth Boundary through a legislative action taken by Metro in February of 2023. The properties are currently under Washington County zoning and land use authority and will remain so until the City adopts the River Terrace 2.0 Community Plan.

APPLICANT: City of Tigard
13125 SW Hall Blvd.
Tigard, OR 97223

OWNER: Multiple owners

LOCATION: Shown in attachments

COUNTY ZONE: FD-20: Future Development, 1 units/20 acres

CITY ZONE: None, County Zoning will continue to apply until the adoption of the River Terrace 2.0 Community Plan.

APPLICABLE REVIEW CRITERIA: Tigard Community Development Code Chapters 18.710 and 18.720; Tigard Comprehensive Plan Policies 1.1 and 14.2, Metro Code Chapter 3.09; Statewide Planning Goal 10; and Oregon Revised Statutes (ORS) Chapter 222

SECTION II. PLANNING COMMISSION RECOMMENDATION

The Planning Commission find that the proposed annexation (ANX2025-0001) meets all the approval criteria as identified in ORS Chapter 222, Statewide Planning Goal 10, Metro Code Chapter 3.09, Comprehensive Plan Goals 1 and 14, and Community Development Code Chapters 18.710 and 18.720. Therefore, the Planning Commission recommends APPROVAL of ANX2025-0001 to City Council.

SECTION II. BACKGROUND INFORMATION

The River Terrace 2.0 area consists of two former Urban Reserves that were collectively the focus of a Concept Plan prepared by the City of Tigard and submitted to Metro in October 2021 in support of an application to expand the Urban Growth Boundary. The Metro Council voted to add these areas to the regional Urban Growth Boundary in February of 2023 through a land swap that removed a roughly equivalent amount of land from elsewhere in the region. The City is currently preparing a Community Plan that will apply new zoning and development standards to this area, and will include infrastructure plans and a financing strategy to support development and growth. Until this planning is complete, the current Washington County zoning and development standards will continue to apply.

SECTION III. APPLICABLE REVIEW CRITERIA AND FINDINGS

State: ORS Chapter 222
Regional: Metro Code Chapter 3.09
City: Comprehensive Plan Goals 1 and 14
Tigard Community Development Code (TCDC) Chapters 18.710 and 18.720

OREGON REVISED STATUTES
ORS Chapter 222 — City Boundary Changes; Mergers; Consolidations; Withdrawals

222.111 Authority and procedure for annexation.

(2) A proposal for annexation of territory to a city may be initiated by the legislative body of the city, on its own motion, or by a petition to the legislative body of the city by owners of real property in the territory to be annexed.

Finding: The City of Tigard is initiating this annexation on petition to the Council under the provisions of ORS 222.170.

(5) The legislative body of the city shall submit, except when not required under ORS 222.120, 222.170 and 222.840 to 222.915 to do so, the proposal for annexation to the electors of the territory proposed for annexation and, except when permitted under ORS 222.120 or 222.840 to 222.915 to dispense with submitting the proposal for annexation to the electors of the city, the legislative body of the city shall submit such proposal to the electors of the city. The proposal for annexation may be voted upon at a general election or at a special election to be held for that purpose.

Finding: The City of Tigard is not required to submit the proposal for annexation to the electors of the territory proposed for annexation or the city because it is exempted by the provisions of ORS 222.170 and ORS 222.120 as detailed below.

222.120 Procedure for annexation without election; hearing; ordinance subject to referendum.

(1) Except when expressly required to do so by the city charter, the legislative body of a city is not required to submit a proposal for annexation of territory to the electors of the city for their approval or rejection.

Finding: The City of Tigard is not required by its charter to submit a proposal for annexation of territory to

the electors of the city for approval or rejection. The city is utilizing the process of ORS 222.120 to annex the subject territory without an election.

(2) When the legislative body of the city elects to dispense with submitting the question of the proposed annexation to the electors of the city, the legislative body of the city shall fix a day for a public hearing before the legislative body at which time the electors of the city may appear and be heard on the question of annexation.

Finding: The City has fixed a day for a public hearing before the legislative body on December 2, 2025 at which time the electors of the city may appear and be hear on the question of annexation.

(3) The city legislative body shall cause notice of the hearing to be published once each week for two successive weeks prior to the day of hearing, in a newspaper of general circulation in the city, and shall cause notices of the hearing to be posted in four public places in the city for a like period.

Finding: City staff published a public hearing notice was published in The Tigard Times for two successive weeks (with publish dates on October 23 and October 30, 2025) prior to the November 3, 2025 public hearing before the Planning Commission. Public hearing notices were posted in seven public places on October 9, 2025 (Tigard City Hall, Tigard Permit Center, Tigard Public Works, and at four locations around the subject site).

ORS 222.170 Annexation by consent before public hearing or order for election

(1) The legislative body of the city need not call or hold an election in any contiguous territory proposed to be annexed if more than half of the owners of land in the territory, who also own more than half of the land in the contiguous territory and of real property therein representing more than half of the assessed value of all real property in the contiguous territory consent in writing to the annexation of their land in the territory and file a statement of their consent with the legislative body on or before the day:

(a) The public hearing is held under ORS 222.120 (Procedure for annexation without election), if the city legislative body dispenses with submitting the question to the electors of the city; or

(b) The city legislative body orders the annexation election in the city under ORS 222.111 (Authority and procedure for annexation), if the city legislative body submits the question to the electors of the city.

Finding: The public hearing for this annexation is being held under the procedures of ORS 222.120 as detailed above. Petitions have been submitted to the city from owners of property in the area. The petitioners represent more than half of the owners of land in the territory (28 of 39 properties, or 71.8 percent), who also own more than half of the land in the contiguous territories (407.37 of 487.29 acres, or 83.6 percent), who also represent more than half of the assessed value of all real property in the contiguous territory ($94,171,330 of $110,772,600, or 85.0 percent.)

Public hearings for deliberations on this proposed annexation were scheduled before Planning Commission (on November 3, 2025) and before City Council (on December 2, 2025). City staff published, posted, and mailed notice of the public hearings as follows: a public hearing notice was published in The Tigard Times for two successive weeks (with publish dates on October 23 and October 30, 2025) prior to the November 3, 2025 public hearing before the Planning Commission; public hearing notices were posted in four public

places on October 9, 2025 (Tigard City Hall, Tigard Permit Center, Tigard Public Works, and at the subject site); and public hearing notices were mailed to all interested parties, and neighboring property owners within 500 feet of the subject site on October 8, 2025.

Conclusion: Based on the foregoing, staff find that the applicable requirements of ORS 222 are met.

STATEWIDE PLANNING GOAL 10
3.09.030 Notice Requirements

Finding: This annexation is part of the process of the urbanization of the River Terrace 2.0 planning area. A Concept Plan was prepared for this area in 2021. As part of that Concept Plan, the city adopted an updated Housing Needs Analysis (HNA). That HNA identified a need of 7,416 housing units by 2040. The city currently has a capacity for only 4,206 of those units according to the same HNA. This annexation will allow the city to proceed with urbanizing these lands to accommodate the identified housing need, which is likely to be even higher than originally identified due to changes in the way housing need is determined under the Oregon Housing Needs Analysis.

Conclusion: Based on the foregoing, staff find that Statewide Planning Goal 10 is satisfied.

METRO CODE CHAPTER 3.09 LOCAL GOVERNMENT BOUNDARY CHANGES
3.09.030 Notice Requirements

- **A. The notice requirements in this section apply to all boundary change decisions by a reviewing entity except expedited decisions made pursuant to section 3.09.045. These requirements apply in addition to, and do not supersede, applicable requirements of ORS Chapters 197,198, 221 and 222 and any city or county charter provision on boundary changes.**
- **B. Within 45 days after a reviewing entity determines that a petition is complete, the entity shall set a time for deliberations on a boundary change. The reviewing entity shall give notice of its proposed deliberations by mailing notice to all necessary parties, by weatherproof posting of the notice in the general vicinity of the affected territory, and by publishing notice in a newspaper of general circulation in the affected territory. Notice shall be mailed and posted at least 20 days prior to the date of deliberations. Notice shall be published as required by state law.**
- **C. The notice required by subsection (B) shall:**
  1. **Describe the affected territory in a manner that allows certainty;**
  2. **State the date, time and place where the reviewing entity will consider the boundary change; and**
  3. **State the means by which any person may obtain a copy of the reviewing entity's report on the proposal.**

Finding: This proposed annexation is considered a boundary change decision by a reviewing entity, and will not be processed as an expedited decision; therefore, these notice requirements apply. City staff determined this application was complete on September 24, 2025. Notice was provided to the subject properties that deliberations on this proposed boundary change were scheduled before Planning Commission (scheduled for November 3, 2025) and before City Council (scheduled for December 2, 2025). City staff posted public hearing notices in seven public places (Tigard City Hall, Tigard Permit Center, Tigard Public Works, and at

four intersections around the subject site) on October 9, 2025, more than 20 days prior to the first hearing; city staff mailed public hearing notices to all interested parties, and neighboring property owners within 500 feet of the subject site on October 8, 2025, more than 20 days prior to the first hearing; and the city published a public hearing notice in The Tigard Times for two successive weeks (with publish dates on October 23, and October 30, 2025) prior to the November 3, 2025 public hearing before the Planning Commission. These notices provide a mapped description of the affected territory, the date, time, and place of the hearings, and the contact information for obtaining more information and the staff report.

3.09.045 Expedited Decisions
This proposed annexation is not being processed as an expedited decision, but Metro Code 3.09.050.D requires that the standards in Sections 3.09.045.D and 3.09.045.E be addressed.

D. To approve a boundary change through an expedited process, the city shall:
1. Find that the change is consistent with expressly applicable provisions in:
a. Any applicable urban service agreement adopted pursuant to ORS 195.065;

Finding: The Tigard Urban Service Agreement is between the City of Tigard, Washington County, Metro, and the service districts for water, sewer, public safety, parks, and transportation. The agreement outlines the role, provision, area, and planning/coordination responsibilities for service providers operating in the Tigard Urban Services Area. The Community Plan will include plans and funding mechanisms for all urban services and the same will be made available to the proposed annexation territory. The proposed annexation complies with the provisions of that agreement, which designates Tigard as the planning authority for urbanization of these lands.

The Urban Planning Area Agreement between the City of Tigard and Washington County provides coordination of comprehensive planning and development, defines the area of interest, and includes policies with respect to the active planning area and annexation. The applicable annexation policies include acknowledgements that the city is the ultimate planning, annexation, and urban services provider within the subject territory.

b. Any applicable annexation plan adopted pursuant to ORS 195.205;

Finding: There is no adopted annexation plan associated with this proposal. Therefore, this provision does not apply.

c. Any applicable cooperative planning agreement adopted pursuant to ORS 195.020(2) between the affected entity and a necessary party;

Finding: ORS 195.020(2) speaks to cooperative agreements between counties or Metro with each special district that provides an urban service within the boundaries of the county or the metropolitan district. Examples of special districts include those for utilities, police, fire, and schools. Upon approval of this proposed annexation, the City of Tigard will provide sewer and stormwater services to the site; the City of Tigard Police Department will provide public safety services, instead of the Washington County Sheriff's Office; and the subject site will be removed from the Washington County Urban Road Maintenance District. City of Tigard will continue to provide water services to the site, and Tualatin Valley Fire and Rescue (TVF&R) will continue to provide fire protection and emergency medical services to the site. The special districts serving this territory have been notified of this annexation and are participating

d. Any applicable public facility plan adopted pursuant to a statewide planning goal on public facilities and services;

Finding: The City of Tigard Public Facility Plan was adopted in 1991, in compliance with Statewide Planning Goals and Guidelines, and Oregon Administrative Rules Chapter 660, Division 11. The city makes appropriate updates to the Public Facility Plan on a regular basis as part of the Periodic Review process as required by Oregon Administrative Rules Chapter 660, Division 25. The completion of the River Terrace 2.0 Community Plan will make further amendments to these plans and Goal 11 of the Tigard Comprehensive Plan.

e. Any applicable comprehensive plan;

Finding: There is not yet a Comprehensive Plan for this territory. The City is currently in the process of completing a Community Plan for this territory and it will be applied upon adoption. This standard is not applicable.

f. Any applicable concept plan; and

Finding: The properties in this territory are the subject of the River Terrace 2.0 Concept Plan, which supported the City's application to Metro for inclusion of this territory into the Urban Growth Boundary. Annexation of this territory will not conflict with the goals and vision of the Concept Plan, and will advance the work related to the Community Plan and the mutual goals of Metro and the City to expedite housing development to address regional housing need.

2. Consider whether the boundary change would:

a. Promote the timely, orderly and economic provision of public facilities and services;
b. Affect the quality and quantity of urban services; and
c. Eliminate or avoid unnecessary duplication of facilities or services.

Finding: The Concept Plan approved by Metro through its action to add the subject territory to the Urban Growth Boundary demonstrated that these areas could be added to the city's jurisdiction and urbanized in an orderly and timely manner, while providing for sustainable infrastructure funding. Urban services will be provided to the area in a similar manner to the current provision. The City of Tigard Police Department will provide public safety services, instead of the Washington County Sheriff's Office; and the subject site will be removed from the Washington County Urban Road Maintenance District. Clean Water Services will continue to provide stormwater and sewer service. Tualatin Valley Fire and Rescue will continue to provide fire protection and emergency medical services to the site. Library services will continue to be provided through the Washington County Cooperative Library Service. City of Tigard will add water service to the area.

E. A city may not annex territory that lies outside the UGB, except it may annex a lot or parcel that lies partially within and outside the UGB.

Finding: The subject territory is not located outside the UGB.

3.09.050 Hearing and Decision Requirements for Decisions Other Than Expedited Decisions

A. The following requirements for hearings on petitions operate in addition to requirements for boundary changes in ORS Chapters 198, 221 and 222 and the reviewing entity's charter, ordinances or resolutions.
B. Not later than 15 days prior to the date set for a hearing the reviewing entity shall make available to the public a report that addresses the criteria identified in subsection(D) and includes the following information:

Finding: This staff report was made available to the public on October 16, 2025, more than 15 days prior to the public hearing before Planning Commission.

1. **The extent to which urban services are available to serve the affected territory, including any extra territorial extensions of service;**

Finding: As addressed in the River Terrace 2.0 Concept Plan, infrastructural urban services can be provided to the territory with development. The Community Plan will include refined infrastructure system plans for implementing this service expansion.

2. **Whether the proposed boundary change will result in the withdrawal of the affected territory from the legal boundary of any necessary party; and**

Finding: The proposed annexation territory will remain within Washington County, but will be withdrawn from the Washington County Enhanced Sheriff's Patrol District, and the Washington County Urban Road Maintenance District upon completion of this annexation request.

3. **The proposed effective date of the boundary change.**

Finding: A public hearing regarding this annexation request will take place before Tigard City Council on December 2, 2025. Council will make a decision on this application, with a recommendation from Planning Commission. If Council adopts findings to approve Case No. ANX2025-0001, the effective date of this annexation will be upon filing with the Oregon Secretary of State, as outlined in ORS 222.180.

C. The person or entity proposing the boundary change has the burden to demonstrate that the proposed boundary change meets the applicable criteria.

Finding: The proposed boundary change meets the applicable criteria, as demonstrated through the findings in this staff report.

D. To approve a boundary change, the reviewing entity shall apply the criteria and consider the factors set forth in subsections (D) and (E) of section 3.09.045.

Finding: The factors set forth in Metro Code Sections 3.09.045.D and 3.09.045.E have been previously addressed in this report.

<u>Conclusion</u>: Based on the foregoing, staff find that the applicable requirements of Metro Code 3.09 are met.

<u>CITY OF TIGARD COMPREHENSIVE PLAN</u>

Goal 1.1: Provide citizens, affected agencies, and other jurisdictions the opportunity to participate in all phases of the planning process.

The City of Tigard maintains an ongoing citizen involvement program. To ensure citizens were provided an opportunity to be involved in all phases of the planning process, city staff issued public notices for this proposed legislative annexation. City staff posted public hearing notices in seven public places on October 9,

2018 (Tigard City Hall, Tigard Permit Center, Tigard Public Works, and at four intersections around the subject site); city staff mailed public hearing notices to all interested parties, and neighboring property owners within 500 feet of the subject site on October 8, 2025; and the city published a public hearing notice in The Tigard Times for two successive weeks (with publish dates on October 23, and October 30, 2025) prior to the November 3, 2025 public hearing before the Planning Commission. Additionally, this staff report was made available to the public on October 16, 2025, more than 15 days prior to the public hearing before Planning Commission.

Goal 14.2: Implement the Tigard Urban Services Agreement through all reasonable and necessary steps, including the appropriate annexation of unincorporated properties.
Policy 1: The City shall assign a Tigard zoning district designation to annexed property that most closely conforms to the existing Washington County zoning designation for that property.

Finding: The City does not maintain a zoning district equivalent to the Future Development – 20 zoning designation currently applied to the subject properties. Washington County Zoning will continue to apply until the adoption of the River Terrace 2.0 Community Plan.

Policy 2: The City shall ensure capacity exists, or can be developed, to provide needed urban level services to an area when approving annexation.

Finding: The River Terrace 2.0 Concept Plan demonstrated that urban level services can be developed to serve the area. Refined urban services plans including infrastructure plans will be adopted with the River Terrace 2.0 Community Plan.

Policy 3: The City shall approve proposed annexations based on findings that the request:
A. Can be accommodated by the City's public facilities and services; and
B. Is consistent with applicable state statute.

Finding: The River Terrace 2.0 Concept Plan demonstrated that annexation and development of this area can be accommodated by the City's public facilities and services.. Refined urban services plans including infrastructure plans will be adopted with the River Terrace 2.0 Community Plan.

As addressed earlier in this report, staff finds the applicable provisions of ORS 222 have been met, consistent with this policy.

Policy 4: The City shall evaluate and may require that parcels adjacent to proposed annexations be included to:
A. Avoid creating unincorporated islands within the City;
B. Enable public services to be efficiently and effectively extended to the entire area; or
C. Implement a concept plan or sub-area master plan that has been approved by the Planning Commission or City Council.

The subject territory is bordered by areas that are either already annexed to the City of Tigard or other cities, are under the planning authority of other cities, or are undesignated lands or rural reserves ineligible to be annexed to the Urban Growth Boundary and the City.

<u>Conclusion</u>: Based on the foregoing, staff find that the applicable requirements of the Tigard Comprehensive Plan are met.

CITY OF TIGARD COMMUNITY DEVELOPMENT CODE (TITLE 18)

Chapter 18.710 Land Use Review Procedures
18.710.120 Type IV Procedure

Finding: A legislative annexation is processed through a Type IV Legislative Procedure, as governed by Chapter 18.710 of the City of Tigard Community Development Code (TCDC), using the approval criteria contained in TDC 18.720.030. City Council will make a decision on this application, with a recommendation from Planning Commission. Additionally, TCDC 18.710 requires two public hearings: one before Planning Commission (on November 3, 2025), and one before City Council (on December 2, 2025). City staff followed public noticing requirements, in accordance with TCDC Section 18.710.090, Metro Code Chapter 3.09, and ORS Chapter 222. City staff posted public hearing notices in four public places on October 9, 2025 (Tigard City Hall, Tigard Permit Center, Tigard Public Works, and at major intersections around the subject site); city staff mailed public hearing notices to all interested parties, and neighboring property owners within 500 feet of the subject site on October 9, 2025; and the city published a public hearing notice in The Tigard Times for two successive weeks (with publish dates on October 23, and October 30, 2025) prior to the November 3, 2025 public hearing before the Planning Commission.

Chapter 18.720 Annexations
18.720.030 Approval Process

A. A legislative annexation application is processed through the Legislative procedure, as provided in Section 18.710.120.

Finding: This application is for a legislative annexation and is being processed through a Type IV Procedure, as governed by TCDC 18.710, using the approval criteria contained in TDC 18.720.030. City Council will make a decision on this application, with a recommendation from Planning Commission.

18.720.030 Approval Criteria

A. Approval Criteria. The approval authority will approve or approve with modification an annexation application when all of the following are met:

1. The annexation complies with Metro Code 3.09; and

Finding: As demonstrated through the findings in this staff report, this proposed quasi-judicial annexation is in compliance with Metro Code Chapter 3.09. The specific sections of Metro Code Chapter 3.09 that apply to this application are addressed above.

2. The annexation is in the city's best interest.

Finding: As addressed under Metro Code Section 3.09.045.D.2 of this staff report, this proposed annexation will help to promote the timely, orderly and economic provision of City of Tigard public facilities and services; affect the quality and quantity of urban services; and eliminate or avoid unnecessary duplication of facilities or services. Additionally, the addition of these lands will help the City, the region, and the State of Oregon to meet their housing goals, including the provision of undersupplied housing types.

Conclusion: Based on the foregoing, staff find that the applicable requirements of the Tigard Community Development Code are met.

SECTION V. OTHER STAFF AND AGENCY COMMENTS

The City of Tigard Engineering Division, Police Department, and Public Works Department were sent copies of the applicant's proposal and had no objections.

Tualatin Valley Fire and Rescue was sent a copy of the applicant's proposal and had no objections.

SECTION VI. PUBLIC COMMENTS

City staff mailed public hearing notices to all interested parties, and neighboring property owners within 500 feet of the subject site on October 8, 2025. On October 10, 2025, staff received an email from Robin van der Hoest asking general questions of what was being proposed. On October 11, 2025, staff received an email from Raja Vellanki expressing concern about the urban growth boundary, asking questions about the urgency behind annexation, and expressing concern about planning for traffic and transportation. On October 29, staff received comments from Housing Land Advocates suggesting expanded Goal 10 findings. On October 31, staff received comments from Peng Li expressing concerns about traffic and infrastructure, environmental and natural areas, scale, timing, and risk, and neighborhood compatibility and community impact. Peng Li also provided recommendations. As of October 31, 2025, no other public comments were received.

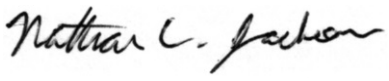
SECTION VII. CONCLUSION

The Planning Commission finds that the proposed annexation meets all applicable approval criteria, outlined in ORS Chapter 222, Statewide Planning Goal 10, Metro Code Chapter 3.09, Comprehensive Plan Goals 1 and 14, and Tigard Community Development Code Chapters 18.710 and 18.720. Therefore, the Planning Commission recommends approval of this annexation by City Council.



November 6, 2025

PREPARED BY: Schuyler Warren
Assistant Director of Community Development



Nathan Jackson, Planning Commission President

Dated this 12th day of November 2025.

Attachments:

Attachment 1: Map and Legal Description

Schuyler Warren

From: Robin van der Hoest <robin.van.der.hoest@gmail.com>
Sent: Monday, October 13, 2025 8:23 AM
To: Schuyler Warren
Subject: Re: River Terrace 2.0 annexation letter

You don't often get email from robin.van.der.hoest@gmail.com. Learn why this is important

Hi Schuyler,

Thanks for clarifying. Good to know no changes to current state.

Have a good week!

Sent from Gmail Mobile

On Mon, Oct 13, 2025 at 08:17 Schuyler Warren <SchuylerW@tigard-or.gov> wrote:

> Good morning Robin.
>
> The letter you received is regarding the annexation of lands near you. There is no action being taken related to the jurisdictional boundaries that apply to your property.
>
> For clarification, your property and all of the others on Clementine Street are within the City of Tigard, not the City of Beaverton.
>
> If you have further question, please don’t hesitate to reach out.
>
> Thanks,
>
> Schuyler
>
> ---

Schuyler Warren (he/him)

Assistant Director

Community Development

City of Tigard

schuylerw@tigard-or.gov | 503.718.2437

From: Robin van der Hoest <robin.van.der.hoest@gmail.com>
Sent: Friday, October 10, 2025 5:18 PM
To: Schuyler Warren <SchuylerW@tigard-or.gov>
Subject: River Terrace 2.0 annexation letter

You don't often get email from robin.van.der.hoest@gmail.com. Learn why this is important

Hi Schuyler,

We received the notice letter of the annexation of river terrace 2.0.

We live on clementine street in the current river terrace community, which sits within the Beaverton boundary today.

Does the letter indicate that in the future our neighborhood is planning to fall within the Tigard boundary?

The included map is a bit confusing to me.

Thanks for clarifying.

Robin

Sent from Gmail Mobile

DISCLAIMER: E-mails sent or received by City of Tigard employees are subject to public record laws. If requested, e-mail may be disclosed to another party unless exempt from disclosure under Oregon Public Records Law. E-mails are retained by the City of Tigard in compliance with the Oregon Administrative Rules “City General Records Retention Schedule.”

Schuyler Warren

From: Schuyler Warren
Sent: Monday, October 13, 2025 8:12 AM
To: 'Raja S V'
Subject: RE: Land use annexation -River Terrracd 2.0

Hello Raja,

Thank you for your comments and questions. I want to clarify that the notice you are responding to does not involve an Urban Growth Boundary decision. The Urban Growth Boundary was amended through a land swap by Metro in February of 2023.

The land involved in that land use action is currently the subject of a Community Plan. There is no development currently happening on the land and there won't be until planning is complete.

The Community Plan considers infrastructure and roads along with other policy matters such as funding.

You can get more information about the planning here: https://www.tigard-or.gov/your-government/departments/community-development/planning/projects/river-terrace-2-0

If you would like the applications for annexation, please file a public records request here: https://www.tigard-or.gov/community-support/public-records/public-records-request-form

Thanks,
Schuyler

Schuyler Warren (he/him)
Assistant Director
Community Development
City of Tigard
schuylerw@tigard-or.gov | 503.718.2437

From: Raja S V <rajasekharv@yahoo.com>
Sent: Saturday, October 11, 2025 10:00 PM
To: Schuyler Warren <SchuylerW@tigard-or.gov>
Subject: Land use annexation -River Terrracd 2.0

You don't often get email from rajasekharv@yahoo.com. Learn why this is important

The primary purpose of Urban Growth Boundary (UGB) to separate urban and rural lands, and by using planning tools and forecasts to guide future development in a sustainable and strategic way.

There is lot of money to be made by a few parties based on the decisions related to UGB.

The land swaps should be made only under extremely rare circumstances. Otherwise this can lead to corruption.

There are lot of homes already being built in the opened up land. What is dire urgency for bringing the proposed land also for development? What are the disadvantages of not annexing the land for now? I am concerned that there is too much development happening at a rapid space with out proper planning of roads and infrastructure. Where there any studies as far as traffic patterns if this land swap is made?

How can I get access to alll of the applications for Annexation?

Regards,
Raja Vellanki

Schuyler Warren

From: Mathew Hogan from Fair Housing Council of Oregon <mathew.jamesfhco@gmail.com>
Sent: Wednesday, October 29, 2025 8:40 AM
To: Schuyler Warren
Subject: ANX2025-0001

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Schuyler,
I have reviewed the staff report for ANX2025-0001 from the City's website. It's a great amendment, I think the board here would just like to see a section addressing Goal 10 and to be a bit specific.
It currently says, "*As addressed under Metro Code Section 3.09.045.D.2 of this staff report, this proposed annexation will help to promote the timely, orderly and economic provision of City of Tigard public facilities and services; affect the quality and quantity of urban services; and eliminate or avoid unnecessary duplication of facilities or services. Additionally, the addition of these lands will help the City, the region, and the State of Oregon to meet their housing goals, including the provision of undersupplied housing types*. ."
How, specifically, will ANX2025-0001 meet the city's housing goals? Many cities make reference to Housing Needs Assessment (HNA) or their Buildable Lands Inventory (BLI).
This may be helpful to you, Findings Guidance. Let me know if I can help in some way, we would love to submit a positive letter in support of this amendment for the hearing on 11/3/25.

Powered by HubSpot.

Schuyler Warren

From: Peng Li <lipengit@gmail.com>
Sent: Friday, October 31, 2025 10:49 PM
To: Schuyler Warren
Subject: Strong Opposition to River Terrace 2.0 Annexation (ANX2025-0001)

Follow Up Flag: Follow up
Flag Status: Flagged

You don't often get email from lipengit@gmail.com. Learn why this is important

Dear Members of the Planning Commission:

I am writing to express my strong opposition to the proposed annexation identified as ANX2025-0001 (commonly known as River Terrace 2.0) and to urge the City of Tigard to carefully reconsider whether this project, in its current form and at its proposed scale, is appropriate. My concerns revolve around traffic and infrastructure impacts, environmental sustainability and natural-area preservation, and the ability of the City and region to absorb the scale of development rather than rely solely on ambitious planning documents.

1. Traffic, Transportation & Infrastructure Strain
The proposed annexation would bring major new development to the area between Scholls Ferry Road and Roy Rogers Road. Given the existing traffic conditions on those corridors and neighboring cities (including Beaverton, where I reside), adding a large number of new units—and presumably new vehicle trips—risks exacerbating congestion, increasing travel times, and placing undue burden on our transportation network.

Beyond traffic, there is my concern about whether utilities (water, sewer, storm-water) and public service infrastructure (fire, schools, parks) are sufficiently planned and funded. The Housing Plan for River Terrace 2.0 anticipates ~20 dwelling units per net acre and at least 3,000 units in the area. Achieving such density will require massive infrastructure investment. I ask: who bears the risk if costs escalate or development timelines are delayed? What assurances exist that infrastructure will keep up with growth, not lag behind it?

2. Environmental and Natural Areas / Urban Growth Boundary (UGB) Considerations
The annexation involves land in the urban reserve and UGB expansion area. Converting greenfield land to high-intensity residential development carries environmental risks: loss of natural habitats, increased impervious surface and runoff, potential strain on downstream drainage systems, and diminished buffer zones between developed areas and open space. Given the priority that our region places on sustainability, climate adaptation, and preserving natural systems, I believe the City needs to provide stronger guarantees that these factors will be addressed proactively.

While the Housing Plan document mentions climate-resilient development, green infrastructure, and natural area integration, it also candidly notes that “implementing a bold, innovative vision … will require both thoughtful regulations and intentional support outside the zoning code” and that “new greenfield contexts … are particularly challenging.” That phrasing suggests risk. I believe that annexation should not proceed until those risks are mitigated and infrastructure and service commitments are fully guaranteed and transparent.

3. Scale, Timing & Development Risk
The scale of this proposed annexation and neighborhood development is considerable. The project references roughly 500 acres of land for future neighborhoods. The opportunity—and challenge—is that such large-scale planning requires long-term commitment, phasing, and flexibility for market fluctuations. If market conditions shift, the community might be left with unfinished infrastructure, piecemeal development, or less than envisioned public amenities.

The question for the City and for stakeholders like myself is: are we ready to commit to the full build-out and do we have assurances—not just aspirational statements—that public benefits (parks, affordable housing, transit access) will

materialize, not be deferred indefinitely? The Planning Commission should ensure that annexation approvals include enforceable conditions and timelines, not just conceptual commitments.

4. Neighborhood Compatibility and Community Impact
As a resident of the broader metro area, I value stable, livable neighborhoods with amenities, green space, and comfortable transitions—not sudden dense infill without context. The annexation area should ensure compatibility with adjacent neighborhoods, minimize adverse impacts on quality of life, ensure adequate public services, and maintain green buffers. I worry that without robust safeguards, the newly annexed area could place stress on nearby existing communities—not only in Tigard but across boundary lines (including Beaverton).

Recommendations
Given my concerns, I respectfully request the following actions before proceeding with annexation:

1. Require a detailed phasing and infrastructure delivery plan, with defined triggers for each development phase (e.g., roads, utilities, parks, schools).
2. Assure financial accountability: identify who pays for off-site infrastructure, storm‐water mitigation, transit enhancements, and ensure that costs are not deferred or passed onto existing neighborhoods or future taxpayers without full transparency.
3. Guarantee environmental protections, including conservation of natural areas, adequate buffers, low-impact development standards, and clear monitoring and enforcement.
4. Maintain commitment to community benefits that are concretely defined (parks, trails, affordable housing, transit access) with timelines and binding agreements—not vague intentions.
5. Ensure engagement with adjacent jurisdictions and neighborhoods (including Beaverton) so that regional impacts are assessed, and the project is not siloed within Tigard’s boundary but considers cross-border effects.

In conclusion, I believe that annexation of the River Terrace 2.0 area has potential—but only if the City of Tigard proceeds with caution, transparency, and rigorous commitments. As currently proposed in ANX2025-0001, I remain unconvinced that the necessary infrastructure, phasing safeguards, and community benefit assurances are sufficiently robust. I urge the Planning Commission to either delay approval until these issues are resolved or require stronger conditions tied to annexation.

Thank you for the opportunity to provide comment and for your careful consideration of these matters. I hope the City will ensure that growth is equitable, sustainable, and respectful of existing neighborhoods and natural systems.

Sincerely,
Peng Li

AIS-5986 **5.**

Business Meeting

Meeting Date: 12/02/2025

Length (in minutes): 20 Minutes

Agenda Title: Quasi-Judicial Public Hearing: Sanders Property Annexation, Zone Change, and Comprehensive Plan Map Change

Authored By: Schuyler Warren

Presented By: Senior Planner Lindor

Item Type: Motion Requested
Ordinance
Public Hearing - Quasi-Judicial

Information

EXPLANATION OF ISSUE

Council will hold a quasi-judicial public hearing and consider adoption of an ordinance to annex one property into Tigard city limits. The parcel is located at 14105 SW 164th Avenue (Washington County Tax Map 2S108BB, Tax Lot 02400).

ACTION REQUESTED

The Planning Commission has forwarded a recommendation to City Council to approve the proposed Sanders Annexation (ZCA2025-00001) by adoption of the attached ordinance.

BACKGROUND INFORMATION

The subject property (14105 SW 164th Ave; WCTM 2S108BB Tax Lot 02400) is located on the west side of SW 164th Avenue; south of SW Rhus Court, and north of SW Wood Place. According to the Washington County Assessment and Taxation report, the site was developed with a detached, single-family dwelling in 1974. As defined by Washington County Land Use Districts, the property is zoned R-6 (Residential, 5 units/acre minimum density, 6 units/acre maximum density). Upon approval of this annexation, the property will be zoned RES-C under the City of Tigard zoning designations.

The applicant petitioned to annex into the City of Tigard in order to provide utility services to their site. In the spring of 2025, the applicant notified the city that their septic system was failing and requested connection to the city's public sewer system. The city granted the applicant the ability to connect to our system immediately to address the emergency under the condition that the property owner would be required to annex to the city. The owner initiated the annexation process prior to connecting to city sewer.

On November 3, 2025, the Planning Commission held a public hearing to consider this application for annexation (ZCA2025-00001). No public testimony was received at the hearing. After a brief deliberation, the Planning Commission unanimously approved sending the City Council a recommendation to approve this annexation.

Public Involvement

Public notice was provided in the Tigard Times for two consecutive weeks, posted on their website and posted in three public places. A notice was also posted on the city's website and mailed to

interested parties, public agencies and all property owners within 500 feet of the site.

ALTERNATIVES & RECOMMENDATION

Staff is recommending the City Council approve the annexation Ordinance before them tonight.

Council may also choose to:

1. Deny the ordinance, or
2. Amend and adopt the ordinance.

ADDITIONAL RESOURCES

N/A

Attachments

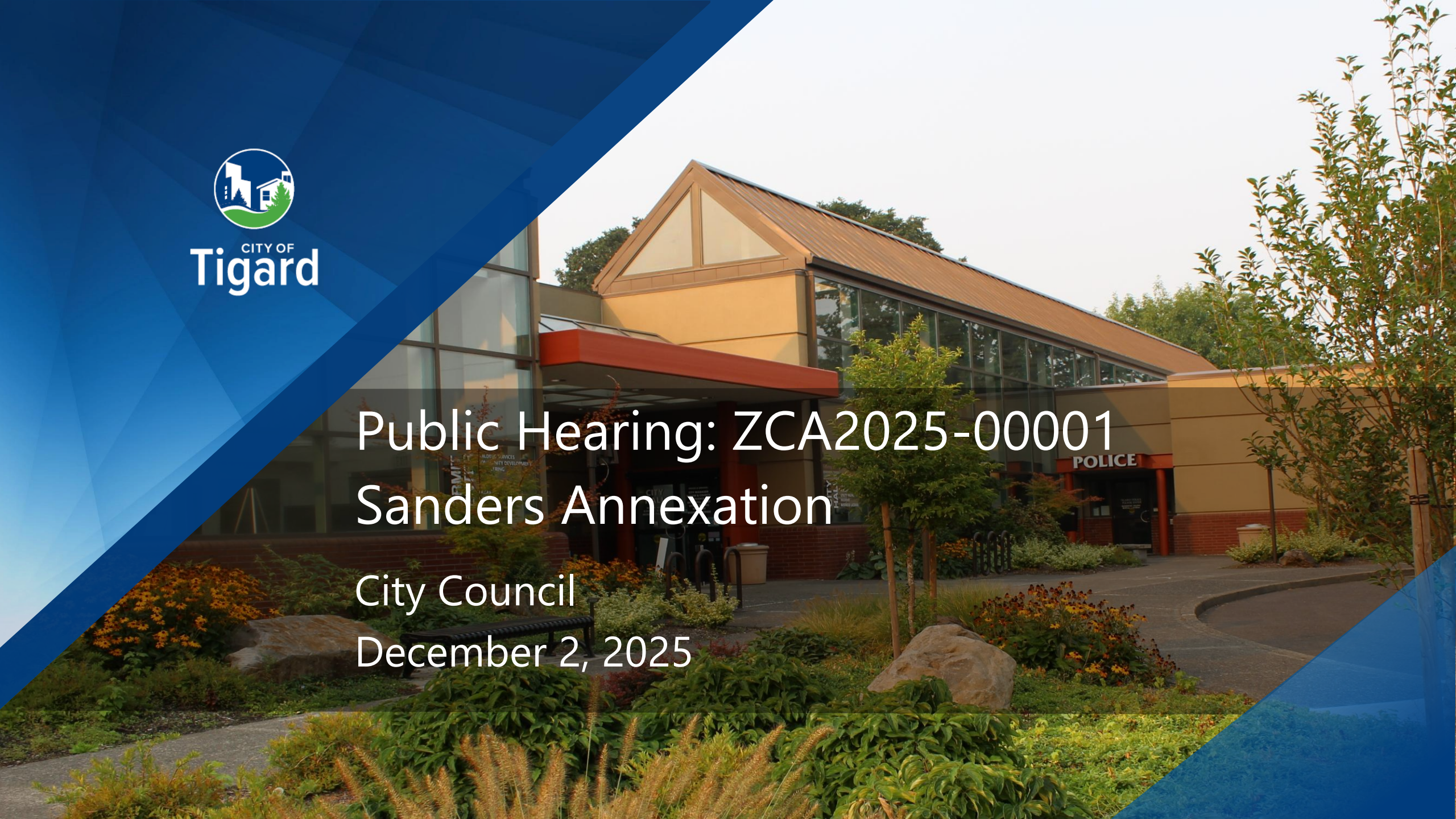
Presentation

Ordinance

Exhibit A: Map

Exhibit B: Legal Description

Exhibit C: Planning Commission Recommendation

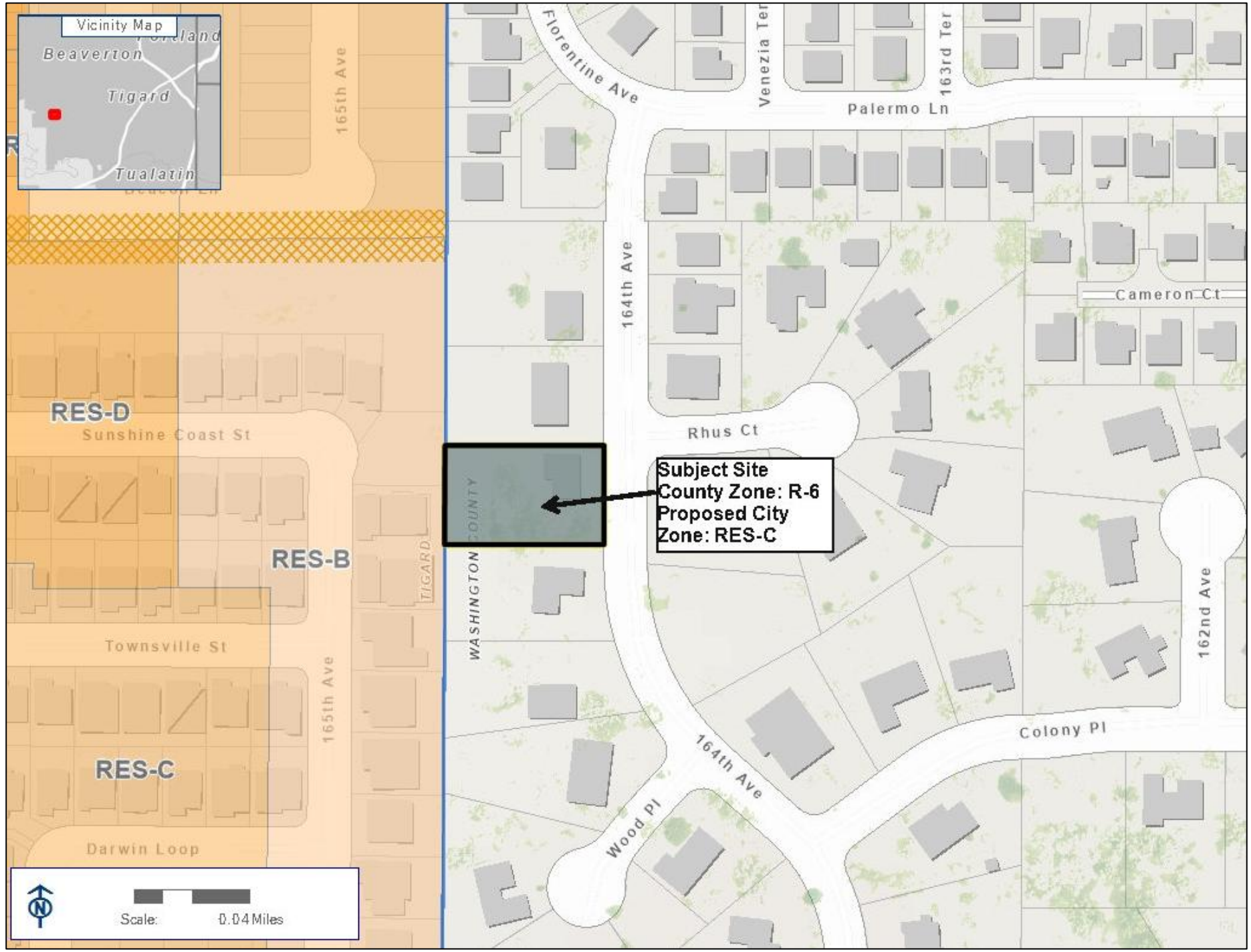


CITY OF Tigard

Public Hearing: ZCA2025-00001 Sanders Annexation

City Council

December 2, 2025


Vicinity Map
Beaverton
Tigard
Tualatin
165th Ave
Florentine Ave
Venezia Ter
163rd Ter
Palermo Ln
164th Ave
Cameron Ct
RES-D
Sunshine Coast St
Rhus Ct
Subject Site
County Zone: R-6
Proposed City
Zone: RES-C
RES-B
TIGARD
WASHINGTON COUNTY
Townsville St
165th Ave
162nd Ave
Colony Pl
164th Ave
Wood Pl
RES-C
Darwin Loop
Scale:
0.04 Miles

Staff Recommendation

Planning Commission has reviewed the proposed plans and recommends approval of the Annexation (ZCA2025-00001) to the City Council.

Staff concurs with the Planning Commission recommendation.


Thank you!
CITY OF
Tigard

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
ORDINANCE NO. 25-

AN ORDINANCE ANNEXING ONE (1) PARCEL OF LAND TOTALING APPROXIMATELY .46 ACRES, APPROVING THE SANDERS ANNEXATION (ZCA2025-00001), AND WITHDRAWING PROPERTIES FROM THE TIGARD WATER DISTRICT, WASHINGTON COUNTY ENHANCED SHERIFF'S PATROL DISTRICT, AND WASHINGTON COUNTY URBAN ROAD MAINTENANCE DISTRICT

WHEREAS, the City of Tigard is authorized by ORS 222.120(4)(b), ORS 222.125, and ORS 222.170(1) to annex contiguous territory upon receiving written consent from owners of land in the territory proposed to be annexed; and

WHEREAS, the City of Tigard is authorized by ORS 222.120(5) and 222.520 to withdraw properties which currently lie within the boundaries of the Tigard Water District, Washington County Enhanced Sheriff's Patrol District, and Washington County Urban Road Maintenance District upon completion of the annexation; and

WHEREAS, the Tigard Planning Commission held a public hearing on November 3, 2025, and Tigard City Council held a public hearing on December 2, 2025, to consider the annexation of one (1) parcel of land consisting of Washington County Tax Map (WCTM) 2S108BB, Tax Lot 02400 and withdrawal of said parcel from the Tigard Water District, Washington County Enhanced Sheriff's Patrol District, and Washington County Urban Road Maintenance District; and

WHEREAS, pursuant to Metro 3.09, ORS 222.120, and 222.524, notice was given and the City held two (2) public hearings on the issue of annexation into the City on November 3, 2025 and December 2, 2025; and

WHEREAS, pursuant to ORS 222.524, the City must declare the withdrawal of the annexed properties from the Tigard Water District, Washington County Enhanced Sheriff's Patrol District, and Washington County Urban Road Maintenance District; and

WHEREAS, the Tigard Community Development Code states that upon annexation, the zone is automatically changed to the City zoning which most closely implements the City's comprehensive plan map designation, or to the City designations which are the most similar; and

WHEREAS, the annexation has been processed in accordance with the requirements of Metro 3.09, and has been reviewed for compliance with the Tigard Community Development Code and the Comprehensive Plan, and the annexation substantially addresses the standards in Metro 3.09 regulating annexations; and

WHEREAS, the Tigard City Council has carefully considered the testimony at the public hearing and determined that withdrawal of the annexed property from the applicable service districts is in the best interest of the City of Tigard.

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

SECTION 1: The Tigard City Council hereby annexes the subject parcel as described and shown in the attached **Exhibits "A" and "B"**, and withdraws said parcel from the Tigard Water District, Washington County Enhanced Sheriff's Patrol District, and Washington County Urban Road Maintenance District.

SECTION 2: The Tigard City Council adopts the "Planning Commission Recommendation to the City Council" (ZCA2025-00001) as findings in support of this decision; a copy of the recommendation is attached hereto as **Exhibit "C"** and incorporated herein by this reference.

SECTION 3: City staff is directed to take all necessary measures to implement the annexation, including filing a certified copy of this ordinance with Metro for administrative processing, filing with state and county agencies as required by law, and providing notice to utilities.

SECTION 4: If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, such invalidity does not affect the other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

SECTION 5: Pursuant to ORS 222.120(5), the effective date of the withdrawal of the properties from the Tigard Water District, Washington County Enhanced Sheriff's Patrol District, and Washington County Urban Road Maintenance District will be the effective date of this annexation.

SECTION 6: This ordinance will be effective 30 days after its passage by the Council, signature by the Mayor, and posting by the City Recorder. In accordance with ORS 222.180, the annexation will be effective upon the effective date of this ordinance and filing with the Secretary of State.

PASSED: By _____ vote of all council members present after being read by number and title only, this _____ day of _____, 2025.

_____
Carol A. Krager, City Recorder

APPROVED: By Tigard City Council this _____ day of _____, 2025.

Yi-Kang Hu, Mayor

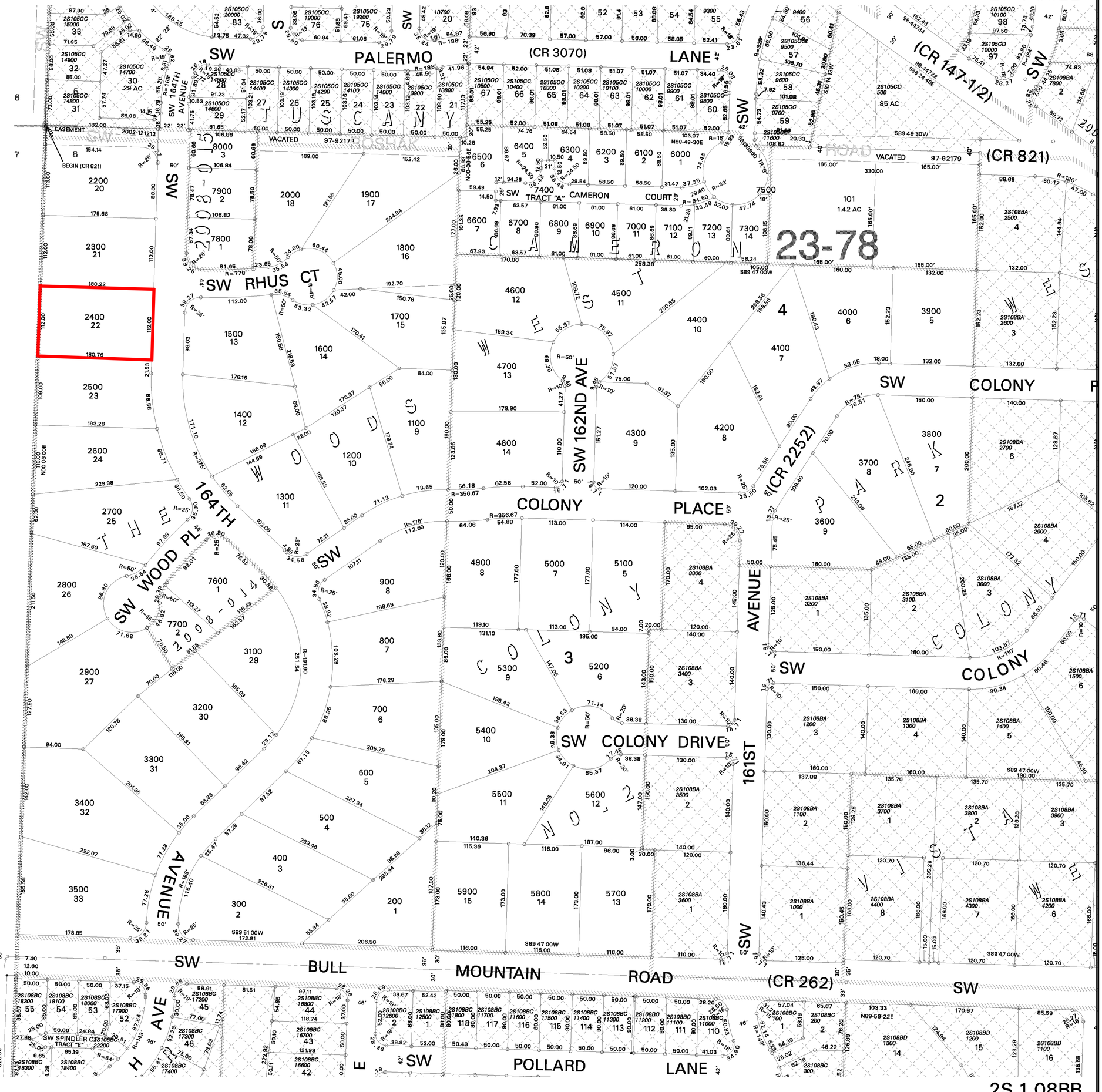
Approved as to form:

City Attorney

Date

EXHIBIT A

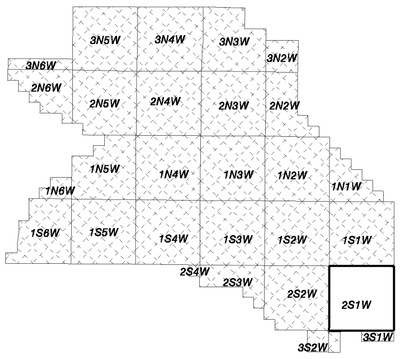
2S 1 08BB



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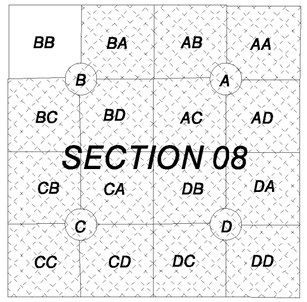
2S 1 08BB



WASHINGTON COUNTY OREGON
NW1/4 NW1/4 SECTION 08 T2S R1W W.M.
SCALE 1" = 100'

36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6
12	7	8	9	10	11	12	7
13	18	17	16	15	14	13	18
24	19	20	21	22	23	24	19
25	30	29	28	27	26	25	30
36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6

FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT www.co.washington.or.us



Cancelled Taxlots For: 2S108BB
1000,102,100,3000,2100,

ANNEXATION CERTIFIED BY
WASHINGTON COUNTY
CARTOGRAPHY
3/6/2025

Assessment
CARTOGRAPHY
Taxation

PLOT DATE: September 22, 2008

FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

2S 1 08BB

EXHIBIT B

LEGAL DESCRIPTION FOR ANNEXATION

Lot 22, "The Woods", Washington County, Oregon

ANNEXATION CERTIFIED

BY _____

MAR 06 2025

WASHINGTON COUNTY A & T
CARTOGRAPHY

EXHIBIT C

Hearing Date: December 2, 2025 Time: 6:30 P.M.

PLANNING COMMISSION
RECOMMENDATION TO CITY COUNCIL
FOR THE CITY OF TIGARD, OREGON

120 DAYS = N/A

SECTION I. APPLICATION SUMMARY

FILE NAME:		**SANDERS ANNEXATION**
CASE NO:	**Zone Change Annexation (ZCA)**	**ZCA2025-00001**

PROPOSAL: This proposal is to annex one (1) parcel of land, located at 14105 SW 164TH Avenue, into the City of Tigard in order to connect to city sewer.

APPLICANT: James H. Sanders
14105 SW 164th Ave
Portland, OR 97224

OWNER: Same as applicant

LOCATION: 14105 SW 164th Avenue; WCTM 2S108BB, Tax Lot 02400

COUNTY ZONE: R-6: Residential, 6 units/acre

CITY ZONE: RES-C: Residential-C

APPLICABLE REVIEW CRITERIA: The approval standards for annexations are described in Community Development Code Chapters 18.710, 18.720, and 18.910, Comprehensive Plan Goal 1, Goal 11, Goal 12, and Goal 14; Metro Code Chapter 3.09; and Oregon Revised Statutes (ORS) Chapter 222

SECTION II. PLANNING COMMISSION RECOMMENDATION

The Planning Commission finds that the proposed annexation (ZCA2025-00001) meets all the approval criteria as identified in ORS Chapter 222, Metro Code Chapter 3.09, Community Development Code Chapters 18.710 and 18.720, and the following Comprehensive Plan Goals and Policies: Goal 1.1; Goal 6.2, Policy 10; Goal 11.1, Policy 4; Goal 11.3, Policy 6; Goal 12; and Goal 14.2, Policies 1-4. Therefore, the Planning Commission recommends APPROVAL of ZCA2025-00001 to City Council.

SECTION II. BACKGROUND INFORMATION

The 0.46-acre site (14105 SW 164th Avenue; WCTM 2S108BB, Tax Lot 2400) is located on the west side of SW 164th Avenue; south of SW Rhus Court, and north of SW Wood Place. According to the Washington County Assessment and Taxation report, the site was developed with a detached, single-family dwelling in 1974. The property is also occupied by an attached garage, paved driveway, and associated landscaping. As defined by Washington County Land Use Districts, the subject site is R-6 (Residential, 5 units/acre minimum density, 6 units/acre maximum density). Upon approval of this proposed annexation, the subject property will be zoned (RES-C), under City of Tigard designations.

On November 3, 2025, Planning Commission held a public hearing to consider this application for annexation (Case No. ZCA2025-00001). No public testimony was received at the hearing. After a brief deliberation, Planning Commission unanimously recommended approval of this annexation to City Council.

SECTION III. APPLICABLE REVIEW CRITERIA AND FINDINGS

State: ORS Chapter 222
Regional: Metro Code Chapter 3.09
City: Tigard Comprehensive Plan Goal 1.1; Goal 11.1 (Policy 4), and Goal 11.3 (Policy 6), Goal 12, Goal 14.2 (Policies 1-4. Tigard Community Development Code (TCDC) Chapters 18.710, 18.720 and 18.910.

OREGON REVISED STATUTES
ORS Chapter 222 — City Boundary Changes; Mergers; Consolidations; Withdrawals

222.111 Authority and procedure for annexation.

(2) A proposal for annexation of territory to a city may be initiated by the legislative body of the city, on its own motion, or by a petition to the legislative body of the city by owners of real property in the territory to be annexed.

(5) The legislative body of the city shall submit, except when not required under ORS 222.120, 222.170 and 222.840 to 222.915 to do so, the proposal for annexation to the electors of the territory proposed for annexation and, except when permitted under ORS 222.120 or 222.840 to 222.915 to dispense with submitting the proposal for annexation to the electors of the city, the legislative body of the city shall submit such proposal to the electors of the city. The proposal for annexation may be voted upon at a general election or at a special election to be held for that purpose.

222.120 Procedure for annexation without election; hearing; ordinance subject to referendum.

(1) Except when expressly required to do so by the city charter, the legislative body of a city is not required to submit a proposal for annexation of territory to the electors of the city for their approval or rejection.

(2) When the legislative body of the city elects to dispense with submitting the question of the proposed annexation to the electors of the city, the legislative body of the city shall fix a day for a public hearing before the legislative body at which time the electors of the city may appear and be heard on the question of annexation.

(3) The city legislative body shall cause notice of the hearing to be published once each week for two successive weeks prior to the day of hearing, in a newspaper of general circulation

in the city, and shall cause notices of the hearing to be posted in four public places in the city for a like period.

This application to annex the subject property (14105 SW 164th Avenue; WCTM 2S108BB, Tax Lots 2400) was submitted by the property owners. Additionally, the City of Tigard Charter does not expressly require the city to submit a proposal for annexation of territory to the electors of the city for their approval or rejection. Therefore, an election is not required for this annexation application. However, the city is required to follow the public hearing and public noticing requirements outlined in ORS 222.120.

Public hearings for deliberations on this proposed annexation were scheduled before Planning Commission (on November 3, 2025) and before City Council (on December 2, 2025). City staff published, posted, and mailed notice of the public hearings as follows: a public hearing notice was published in The Tigard Times for two successive weeks (with publish dates on October 23 and October 30, 2025) prior to the November 3, 2025 public hearing before the Planning Commission; public hearing notices were posted in four public places on October 9, 2025 (Tigard City Hall, Tigard Permit Center, Tigard Public Works, and at the subject site); and public hearing notices were mailed to all interested parties, and neighboring property owners within 500 feet of the subject site on October 8, 2025. This requirement is met.

222.125 Annexation by consent of all owners of land and majority electors.
The legislative body of a city need not call or hold an election in the city or in any contiguous territory proposed to be annexed or hold the hearing otherwise required under ORS 222.120 (Procedure for annexation without election) when all of the owners of land in that territory and not less than 50 percent of the electors, if any, residing in the territory consent in writing to the annexation of the land in the territory and file a statement of their consent with the legislative body. Upon receiving written consent to annexation by owners and electors under this section, the legislative body of the city, by resolution or ordinance, may set the final boundaries of the area to be annexed by a legal description and proclaim the annexation.

This application to annex the subject property (14105 SW 164th Avenue; WCTM 2S108BB, Tax Lots 2400) was submitted by the property owners. The application included consent from all owners of the land proposed for annexation, therefore, an election is not required.

Conclusion: Based on the foregoing, staff find that the applicable requirements of ORS 222 are met.

METRO CODE CHAPTER 3.09 LOCAL GOVERNMENT BOUNDARY CHANGES

3.09.030 Notice Requirements

- **A. The notice requirements in this section apply to all boundary change decisions by a reviewing entity except expedited decisions made pursuant to section 3.09.045. These requirements apply in addition to, and do not supersede, applicable requirements of ORS Chapters 197,198, 221 and 222 and any city or county charter provision on boundary changes.**
- **B. Within 45 days after a reviewing entity determines that a petition is complete, the entity shall set a time for deliberations on a boundary change. The reviewing entity shall give notice of its proposed deliberations by mailing notice to all necessary parties, by weatherproof posting of the notice in the general vicinity of the affected territory, and by publishing notice in a newspaper of general circulation in the affected territory. Notice shall be mailed and posted at least 20 days prior to the date of deliberations. Notice shall be published as required by state law.**

C. The notice required by subsection (B) shall:
1. **Describe the affected territory in a manner that allows certainty;**
2. **State the date, time and place where the reviewing entity will consider the boundary change; and**
3. **State the means by which any person may obtain a copy of the reviewing entity's report on the proposal.**

This proposed annexation is considered a boundary change decision by a reviewing entity, and will not be processed as an expedited decision; therefore, these notice requirements apply. City staff determined this application was complete on September 24, 2025 and notified the applicant on September 24, 2025 that deliberations on this proposed boundary change were tentatively scheduled before Planning Commission (scheduled for November 3, 2025) and before City Council (scheduled for December 2, 2025). City staff posted public hearing notices in four public places on October 9, 2025 (Tigard City Hall, Tigard Permit Center, Tigard Public Works, and at the subject site); city staff mailed public hearing notices to all interested parties, and neighboring property owners within 500 feet of the subject site on October 8, 2025; and the city published a public hearing notice in The Tigard Times for two successive weeks (with publish dates on October 23, and October 30, 2025) prior to the November 3, 2025 public hearing before the Planning Commission. This requirement is met.

3.09.045 Expedited Decisions
This proposed annexation is not being processed as an expedited decision, but Metro Code 3.09.050.D requires that the standards in Sections 3.09.045.D and 3.09.045.E be addressed.

D. To approve a boundary change through an expedited process, the city shall:
1. **Find that the change is consistent with expressly applicable provisions in:**
   a. **Any applicable urban service agreement adopted pursuant to ORS 195.065;**

The Tigard Urban Service Agreement is between the City of Tigard, Washington County, Metro, and the service districts for water, sewer, public safety, parks, and transportation. The agreement outlines the role, provision, area, and planning/coordination responsibilities for service providers operating in the Tigard Urban Services Area. As addressed under Comprehensive Plan, Goal 11: Public Facilities and Services of this report, staff finds that all urban services are available to the proposed annexation property, and have sufficient capacity to provide service.

The Urban Planning Area Agreement between the City of Tigard and Washington County provides coordination of comprehensive planning and development, defines the area of interest, and includes policies with respect to the active planning area and annexation. The applicable annexation policies include the assignment of comprehensive plan and zoning designations addressed later in this report, and acknowledgements that the city is the ultimate service provider of urban services within the Tigard Urban Service Area. This requirement is met.

   b. **Any applicable annexation plan adopted pursuant to ORS 195.205;**

There is no adopted annexation plan associated with this proposal. Therefore, this provision does not apply.

   c. **Any applicable cooperative planning agreement adopted pursuant to ORS 195.020(2) between the affected entity and a necessary party;**

ORS 195.020(2) speaks to cooperative agreements between counties or Metro with each special district that provides an urban service within the boundaries of the county or the metropolitan district. Examples of special districts include those for utilities, police, fire, and schools. Upon approval of this proposed annexation, the City of Tigard will provide sewer and stormwater services to the site; the City of Tigard Police Department will provide public safety services, instead of the Washington County Sheriff's Office; and the subject site will be removed from the Washington County Urban Road Maintenance District. City of Tigard will continue to provide water services to the site, and Tualatin Valley Fire and Rescue (TVF&R) will continue to provide fire protection and emergency medical services to the site. This requirement is met.

d. Any applicable public facility plan adopted pursuant to a statewide planning goal on public facilities and services;

The City of Tigard Public Facility Plan was adopted in 1991, in compliance with Statewide Planning Goals and Guidelines, and Oregon Administrative Rules Chapter 660, Division 11. The city makes appropriate updates to the Public Facility Plan on a regular basis as part of the Periodic Review process as required by Oregon Administrative Rules Chapter 660, Division 25. As addressed under Comprehensive Plan, Goal 11: Public Facilities and Services of this report, staff finds the proposed annexation is consistent with the applicable provisions of the City of Tigard Public Facility Plan. This requirement is met.

e. Any applicable comprehensive plan;

This proposed quasi-judicial annexation is in compliance with the City of Tigard Comprehensive Plan. The specific sections of the Comprehensive Plan that apply to this application will be addressed later in this report.

f. Any applicable concept plan; and

There is no applicable concept plan associated with this proposal. Therefore, this provision does not apply.

2. Consider whether the boundary change would:
- **a. Promote the timely, orderly and economic provision of public facilities and services;**
- **b. Affect the quality and quantity of urban services; and**
- **c. Eliminate or avoid unnecessary duplication of facilities or services.**

The applicant proposes to annex the subject site in order to connect to City of Tigard sewer. As addressed under Comprehensive Plan, Goal 11: Public Facilities and Services of this report, staff finds that all public facilities and services are available to the proposed annexation property, and have sufficient capacity to provide service. Upon approval of this proposed annexation, the City of Tigard will provide sewer and stormwater services to the site; the City of Tigard Police Department will provide public safety services, instead of the Washington County Sheriff's Office; and the subject site will be removed from the Washington County Urban Road Maintenance District. City of Tigard will continue to provide water services to the site, and TVF&R will continue to provide fire protection and emergency medical services to the site. The proposed annexation will not adversely impact levels of service within the City of Tigard. This requirement is met.

E. A city may not annex territory that lies outside the UGB, except it may annex a lot or parcel that lies partially within and outside the UGB.

The subject site is not located outside the UGB. Therefore, this provision does not apply.

3.09.050 Hearing and Decision Requirements for Decisions Other Than Expedited Decisions

A. The following requirements for hearings on petitions operate in addition to requirements for boundary changes in ORS Chapters 198, 221 and 222 and the reviewing entity's charter, ordinances or resolutions.

B. Not later than 15 days prior to the date set for a hearing the reviewing entity shall make available to the public a report that addresses the criteria identified in subsection(D) and includes the following information:

This staff report was made available to the public on October 16, 2025, more than 15 days prior to the public hearing before Planning Commission. This requirement is met.

1. The extent to which urban services are available to serve the affected territory, including any extra territorial extensions of service;

As addressed under Comprehensive Plan, Goal 11: Public Facilities and Services of this report, staff finds that all public facilities and services are available to the proposed annexation property, and have sufficient capacity to provide service. This requirement is met.

2. Whether the proposed boundary change will result in the withdrawal of the affected territory from the legal boundary of any necessary party; and

The proposed annexation area will remain within Washington County, but will be withdrawn from the Washington County Enhanced Sheriff's Patrol District, and the Washington County Urban Road Maintenance District upon completion of this annexation request. This requirement is met.

3. The proposed effective date of the boundary change.

A public hearing regarding this annexation request will take place before Tigard City Council on December 2, 2025. Council will make a decision on this application, with a recommendation from Planning Commission. If Council adopts findings to approve Case No. ZCA2025-00001, the effective date of this annexation will be upon filing with the Oregon Secretary of State, as outlined in ORS 222.180. This requirement is met.

C. The person or entity proposing the boundary change has the burden to demonstrate that the proposed boundary change meets the applicable criteria.

The proposed boundary change meets the applicable criteria, as demonstrated through the findings in this staff report.

D. To approve a boundary change, the reviewing entity shall apply the criteria and consider the factors set forth in subsections (D) and (E) of section 3.09.045.

The factors set forth in Metro Code Sections 3.09.045.D and 3.09.045.E have been previously addressed in this report.

<u>Conclusion</u>: Based on the foregoing, staff find that the applicable requirements of Metro Code 3.09 are met.

CITY OF TIGARD COMPREHENSIVE PLAN

Goal 1: Citizen Involvement
Goal 1.1: Provide citizens, affected agencies, and other jurisdictions the opportunity to participate in all phases of the planning process.

The City of Tigard maintains an ongoing citizen involvement program. To ensure citizens were provided an opportunity to be involved in all phases of the planning process, city staff issued public notices for this proposed quasi-judicial annexation. City staff posted public hearing notices in four public places on October 9, 2018 (Tigard City Hall, Tigard Permit Center, Tigard Public Works, and at the subject site); city staff mailed public hearing notices to all interested parties, and neighboring property owners within 500 feet of the subject site on October 8, 2025; and the city published a public hearing notice in The Tigard Times for two successive weeks (with publish dates on October 23, and October 30, 2025) prior to the November 3, 2025 public hearing before the Planning Commission. Additionally, this staff report was made available to the public on October 16, 2025, more than 15 days prior to the public hearing before Planning Commission. This goal is satisfied.

Goal 6: Environmental Quality
Goal 6.2: Ensure land use activities protect and enhance the community's water quality
Policy 10: The City shall continue to facilitate the extension of the City's wastewater system to neighborhoods without service within the Tigard Urban Service Area, provided:

A. properties benefiting from the extension pay their fair share of the cost; and
B. annexation occurs prior to any property receiving service.

The city is facilitating the extension of the City's wastewater system to a property that was previously on septic. The property owner has obtained permits, paid for the connection to the city system therefore has paid their fair share of the cost.

In this case the annexation is occurring after connection to sewer due to the complete failure of the septic system. The city allowed connection on the condition that the property owner agreed to annex to the city. This goal is satisfied.

Goal 11: Public Facilities and Services

As detailed in the City of Tigard Comprehensive Plan, Public Facilities and Services refer to Stormwater Management, Water Supply and Distribution, Wastewater Management, Community Facilities, and Private Utilities. In addition, the Comprehensive Plan's Glossary includes public safety, parks, and transportation under Public Facilities and Services. As detailed in findings below, staff concludes that all public facilities and services are available to the proposed annexation area and have adequate capacity to serve the subject site.

Stormwater – City of Tigard Public Works Department. The applicant is not requesting City of Tigard stormwater services at this time. However, city stormwater infrastructure is available adjacent to the site: there is an existing public drainageway going through the property. The City of Tigard Public Works Department reviewed the proposal and determined there is adequate capacity to serve the existing property.

Water – City of Tigard Public Works Department. The property is located within the Tigard Water Service Area. The subject site is currently served by an existing 6-inch water main along SW 164th Avenue. The City of Tigard Public Works Department reviewed the proposal and determined there is adequate capacity to serve the existing property.

Sewer – City of Tigard Public Works Department. The applicant proposes to annex the subject property in order to connect to City of Tigard sewer. This is consistent with City of Tigard Comprehensive Plan Goal 11.3, Policy 6: "The City shall require a property to be located within the City limits prior to receiving City wastewater services." City of Tigard sewer infrastructure is available by an existing eight-inch sanitary main located in a public sanitary easement that terminates in a manhole at the northwest corner of the property. The City of Tigard Public Works Department reviewed the proposal and determined there is adequate capacity to serve the existing property.

Police – City of Tigard Police Department. The Washington County Sheriff's Office currently provides police services to the subject property. If this annexation request is approved, the site will be withdrawn from the Enhanced Sheriff's Patrol District, and the City of Tigard Police Department will provide public safety services to the site. The City of Tigard Police Department reviewed the applicant's proposal and had no objections.

Fire – Tualatin Valley Fire and Rescue. The subject property is located within the service area for TVF&R. Accordingly, TVF&R currently provides fire protection and emergency medical services to the site, which will not change with this annexation request. TVF&R reviewed the applicant's proposal and had no objections.

Parks – City of Tigard Public Works Department. The applicant proposes to annex a .046-acre property into the City of Tigard. Staff has reviewed the applicant's proposal and determined that this request will not adversely impact the city's ability or capacity to provide for parks and recreational needs.

Streets – City of Tigard Engineering Division. The subject property currently connects to SW 164th Avenue via an existing residential driveway. SW 164th Avenue is currently under the Washington County's jurisdiction. The proposed annexation will not impact the existing transportation system. In addition, the property will be removed from the Washington County Urban Road Maintenance District. The City of Tigard Engineering Division reviewed the applicant's proposal and had no objections.

Goal 11.1: Develop and maintain a stormwater system that protects development, water resources, and wildlife habitat.
Policy 4: The City shall require a property to be located within the City limits prior to receiving stormwater services.

The applicant is not requesting City of Tigard stormwater services at this time. However, city stormwater infrastructure is available adjacent to the site: there is an existing public drainageway going through the property. The City of Tigard Public Works Department reviewed the proposal and determined there is adequate capacity to serve the existing property. This goal is satisfied.

Goal 11.3: Develop and maintain a wastewater collection system that meets the existing and future needs of the community.
Policy 6: The City shall require a property to be located within the City limits prior to receiving

wastewater services.

The applicant proposes to annex the subject property in order to connect to City of Tigard sewer. This is consistent with City of Tigard Comprehensive Plan Goal 11.3, Policy 6: "The City shall require a property to be located within the City limits prior to receiving City wastewater services." City of Tigard sewer infrastructure is available by an existing eight-inch sanitary main located in a public sanitary easement that terminates in a manhole at the northwest corner of the property. The City of Tigard Public Works Department reviewed the proposal and determined there is adequate capacity to serve the existing property. This goal is satisfied.

Goal 12.1: Provide a safe, comfortable, and connected transportation system for all users.

The subject property currently connects to SW 164th Avenue, which is currently under Washington County's jurisdiction. The proposed annexation will not impact the existing transportation system. In addition, the property will be removed from the Washington County Urban Road Maintenance District. The City of Tigard Engineering Division reviewed the applicant's proposal and had no objections. This goal is satisfied.

Goal 14.2: Implement the Tigard Urban Services Agreement through all reasonable and necessary steps, including the appropriate annexation of unincorporated properties.
Policy 1: The City shall assign a Tigard zoning district designation to annexed property that most closely conforms to the existing Washington County zoning designation for that property.

The applicable Tigard zoning district designation for the subject property is addressed under TDC Sections 18.720.030.B and 18.720.030.C of this report. This goal is satisfied.

Policy 2: The City shall ensure capacity exists, or can be developed, to provide needed urban level services to an area when approving annexation.

As addressed under Comprehensive Plan, Goal 11: Public Facilities and Services of this report, staff finds that all urban level services are available to the proposed annexation property and have sufficient capacity to provide service. This goal is satisfied.

Policy 3: The City shall approve proposed annexations based on findings that the request:
A. Can be accommodated by the City's public facilities and services; and
B. Is consistent with applicable state statute.

As addressed under Comprehensive Plan, Goal 11: Public Facilities and Services of this report, staff finds that all City of Tigard public facilities and services are available to the proposed annexation property and have sufficient capacity to provide service.

As addressed later in this report, staff finds the applicable provisions of ORS 222 have been met, consistent with this policy.

Policy 4: The City shall evaluate and may require that parcels adjacent to proposed annexations be included to:
A. Avoid creating unincorporated islands within the City;
B. Enable public services to be efficiently and effectively extended to the entire area; or
C. Implement a concept plan or sub-area master plan that has been approved by the Planning Commission or City Council.

The subject property (14105 SW 164th Avenue; WCTM 2S108BB, Tax Lots 2400) are bordered by the City of Tigard to the west, and Unincorporated Washington County to the north, east, and south. This annexation will not create an "island" of unincorporated land and will shrink the existing "island" that is currently unincorporated. It is not necessary to include the adjacent properties in this annexation request. This annexation will enable public services to be efficiently and effectively extended to the subject properties. There is no concept plan or sub-area master plan that has been approved by the Planning Commission or City Council that is applicable to these properties. Accordingly, this proposed annexation request is consistent with the policy outlined above.

Conclusion: Based on the foregoing, staff find that the applicable requirements of the Tigard Comprehensive Plan are met.

CITY OF TIGARD COMMUNITY DEVELOPMENT CODE (TITLE 18)

Chapter 18.710 Land Use Review Procedures
18.710.080 Type III-Modified Procedure

A quasi-judicial annexation is processed through a Type III-Modified Procedure, as governed by Chapter 18.710 of the City of Tigard Community Development Code (TCDC), using the approval criteria contained in TDC 18.720.030. City Council will make a decision on this application, with a recommendation from Planning Commission. Additionally, TCDC 18.710 requires two public hearings: one before Planning Commission (on November 3, 2025), and one before City Council (on December 2, 2025). City staff followed public noticing requirements, in accordance with TCDC Section 18.710.090, Metro Code Chapter 3.09, and ORS Chapter 222. City staff posted public hearing notices in four public places on October 9, 2025 (Tigard City Hall, Tigard Permit Center, Tigard Public Works, and at the subject site); city staff mailed public hearing notices to all interested parties, and neighboring property owners within 500 feet of the subject site on October 9, 2025; and the city published a public hearing notice in The Tigard Times for two successive weeks (with publish dates on October 23, and October 30, 2025) prior to the November 3, 2025 public hearing before the Planning Commission.

Chapter 18.720 Annexations
18.720.020 Approval Process

A. A quasi-judicial annexation application is processed through a Type III-Modified procedure, as provided in Section 18.710.090. Quasi-judicial annexations are decided by the City Council with a recommendation by Planning Commission.

This application is for a quasi-judicial annexation and is being processed through a Type III-Modified Procedure, as governed by TCDC 18.710, using the approval criteria contained in TDC 18.720.030. City Council will make a decision on this application, with a recommendation from Planning Commission.

18.720.030 Approval Criteria

A. Approval Criteria. The approval authority will approve or approve with modification an annexation application when all of the following are met:

1. The annexation complies with Metro Code 3.09; and

As demonstrated through the findings in this staff report, this proposed quasi-judicial annexation is in

compliance with Metro Code Chapter 3.09. The specific sections of Metro Code Chapter 3.09 that apply to this application are addressed above. This criterion is met.

2. The annexation is in the city's best interest.

As addressed under Metro Code Section 3.09.045.D.2 of this staff report, this proposed annexation will help to promote the timely, orderly and economic provision of City of Tigard public facilities and services; affect the quality and quantity of urban services; and eliminate or avoid unnecessary duplication of facilities or services. Accordingly, staff finds this proposed annexation is in the city's best interest. This criterion is met.

B. The comprehensive plan designation and the zoning designation placed on the property is the city's base zone that most closely implements the city's or county's comprehensive plan map designation. The assignment of these designations occurs automatically and concurrently with the annexation. In the case of land that carries county designations, the city will convert the county's comprehensive plan map and zoning designations to the city designations that are the most similar. A zone change is required if the applicant requests a comprehensive plan map or zoning map designation other than the existing designations. A request for a zone change may be processed concurrently with an annexation application or after the annexation has been approved. Within the Washington Square Regional Center, the assignment of city comprehensive plan and zoning designations will be as provided in Chapter 18.670, Washington Square Regional Center Plan District.

C. Conversion table. Table 18.720.1 summarizes the conversion of the county's plan and zoning designations to city designations that are most similar.

TDC TABLE 18.720.1
CONVERSION TABLE FOR COUNTY AND CITY COMPREHENSIVE PLAN AND ZONING DESIGNATIONS

Washington County Land Use Districts/Plan Designation	City of Tigard Zoning	City of Tigard Zone Name
R-6 Res. 6 units per acre	RES-C	Residential-C

TDC Table 18.720.1 summarizes conversions of the county's plan and zoning designation to the city's designations that are most similar. As outlined in the table above, the assignment of city designations for the subject property will be based on these conversions and will occur automatically and concurrently with the proposed annexation. Under Washington County designations, the subject site is R-6 (Residential, 6 units per acre). Upon approval of this proposed annexation, the subject property will be RES-C (Medium Density Residential), under City of Tigard designations.

18.910.050 Easements

A. Easements. Easements for sewers, drainage, water mains, electric lines or other public utilities shall be either dedicated or provided for in the deed restrictions, and where a development is traversed by a watercourse or drainageway, there shall be provided a stormwater easement or drainage right-of-way conforming substantially with the lines of the watercourse.

B. Utility easements. A property owner proposing a development shall make arrangements with the city, the applicable district, and each utility franchise for the provision and dedication of utility easements necessary to provide full services to the development. The city's standard

width for public main line utility easements shall be 15 feet unless otherwise specified by the utility company, applicable district, or City Engineer.

The proposed development is traversed by a drainage way flowing east to west along the southern and western portions of the property. Additionally, the existing public sanitary sewer manhole located near the northwest corner of the property must be included in a 15-foot by 15-foot public utility easement. Easements for public utilities must be provided at the time of land use approval. Proposed easements are depicted in the preliminary plans. The following conditions of approval are required to meet this standard:

> Within 90 days of the effective date of the annexation, the applicant must record all applicable utility easements including, but not limited to, for access, surface water drainage, and sanitary sewer and provide recorded copies to the City.

With conditions of approval, this standard is met.

18.910.090 Sanitary Sewers

A. Sewers required. Sanitary sewers shall be installed to serve each new development and to connect developments to existing mains in compliance with Clean Water Services requirements and the comprehensive plan.

The applicant submitted a permit for the sewer connection in compliance with Clean Water Services requirements and the comprehensive plan. This standard is met.

Conclusion: Based on the foregoing, staff find that the applicable requirements of the Tigard Community Development Code are met.

SECTION V. OTHER STAFF AND AGENCY COMMENTS

The City of Tigard Engineering Division, Police Department, and Public Works Department were sent copies of the applicant's proposal and had no objections.

Tualatin Valley Fire and Rescue was sent a copy of the applicant's proposal and had no objections.

SECTION VI. PUBLIC COMMENTS

City staff mailed public hearing notices to all interested parties, and neighboring property owners within 500 feet of the subject site on October 8, 2025. On October 13, 2025, staff received a phone call from Sally and John Quinn, 16537 SW Sunshine Coast Street, asking general questions of what was being proposed. As of November 5, 2025, no other public comments were received.

SECTION VII. CONCLUSION

The Planning Commission finds that the proposed annexation (ZCA2025-00001) meets all applicable approval criteria, outlined in TDC Chapters 18.710 and 18.720; Comprehensive PlanGoal 1.1, Goal 11.1 , Policy 4, Goal 11.3, Policy 6, Goal 12, and Goal 14.2, Policies 1 to 4; Metro CodeChapter 3.09; and ORS Chapter 222. Therefore, the Planning Commission recommends approval of this

annexation to City Council.

Agnes Lindor

PREPARED BY: Agnes Lindor
Senior Planner

November 6, 2025

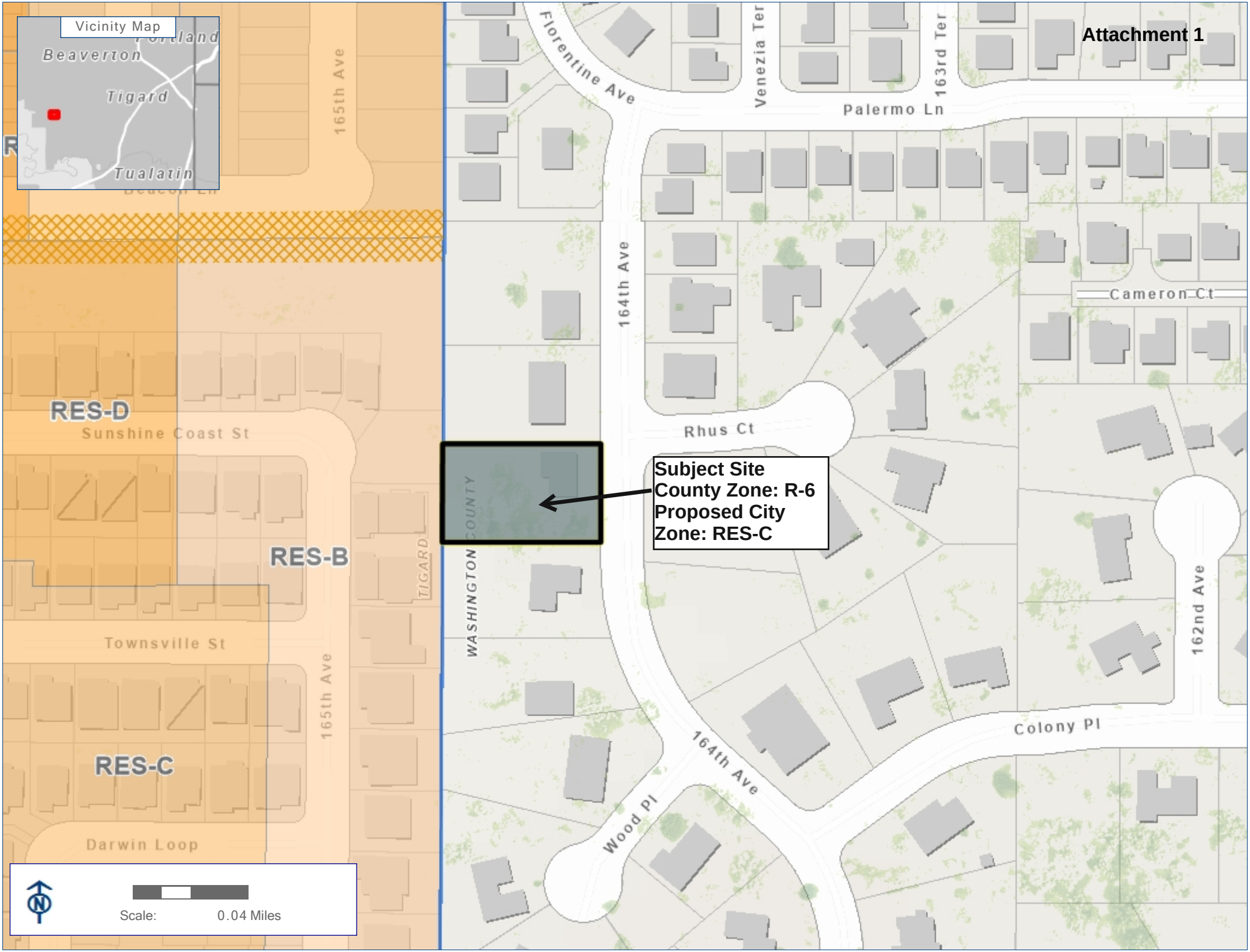
Nathan C. Jackson

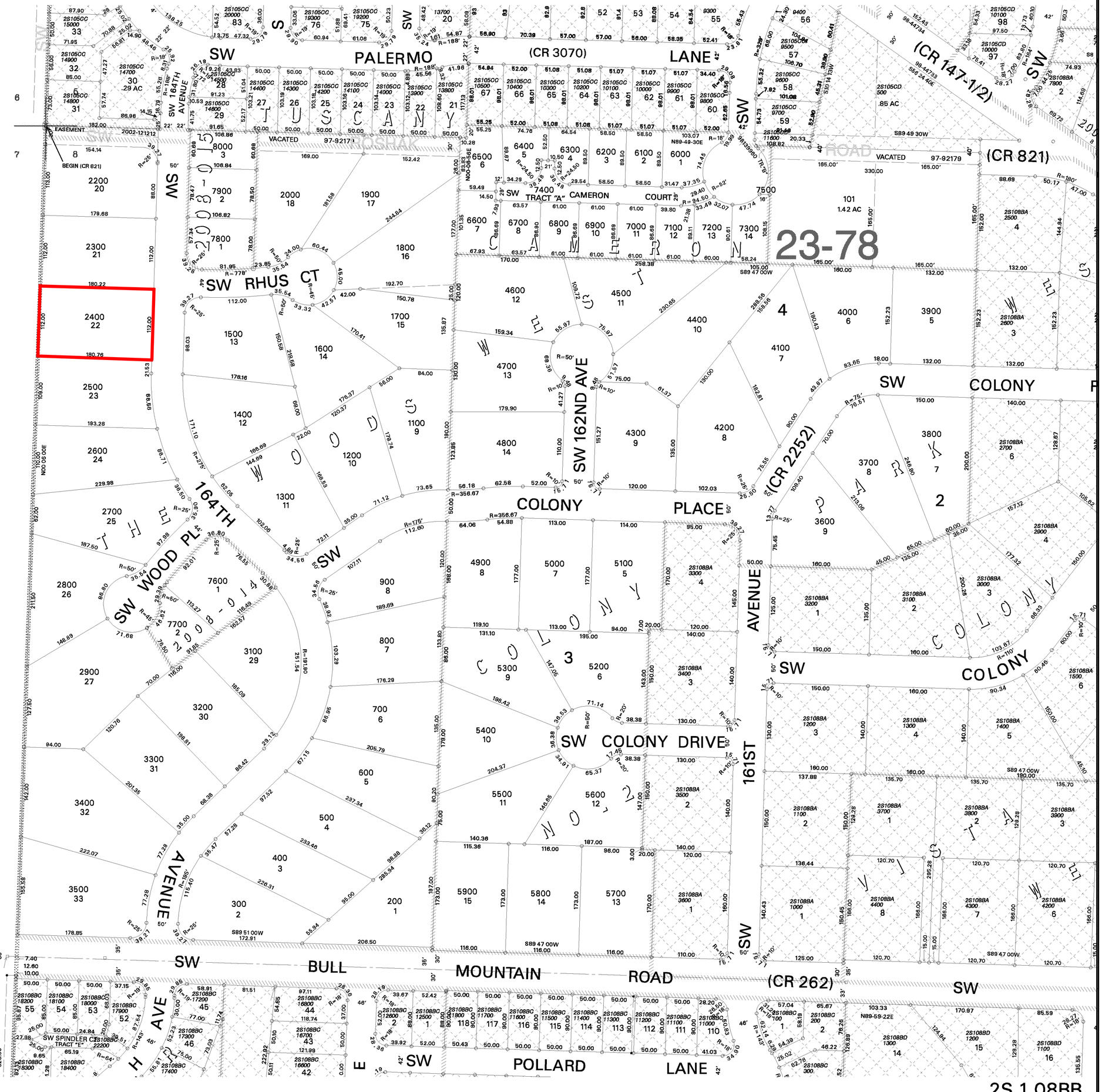
Nathan Jackson, Planning Commission President

Dated this 12th day of November 2025.

Attachments:

Attachment 1: Zoning Map
Attachment 2: Map and Legal Description


Attachment 1
Vicinity Map
Beaverton
Tigard
Tualatin
Florentine Ave
Venezia Ter
163rd Ter
Palermo Ln
165th Ave
164th Ave
Cameron Ct
Rhus Ct
RES-D
Sunshine Coast St
RES-B
TIGARD
WASHINGTON COUNTY
Subject Site
County Zone: R-6
Proposed City
Zone: RES-C
Townsville St
165th Ave
162nd Ave
RES-C
Colony Pl
164th Ave
Wood Pl
Darwin Loop
Scale: 0.04 Miles

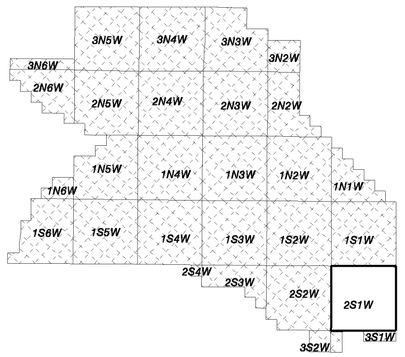


dig2s1w08

2S 1 08BB

2S 1 08BB

Attachment 2



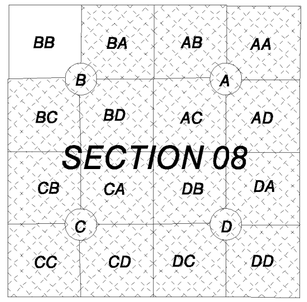
WASHINGTON COUNTY OREGON

NW1/4 NW1/4 SECTION 08 T2S R1W W.M.

SCALE 1" = 100'

36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6
12	7	8	9	10	11	12	7
13	18	17	16	15	14	13	18
24	19	20	21	22	23	24	19
25	30	29	28	27	26	25	30
36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6

FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT www.co.washington.or.us



Cancelled Taxlots For: 2S108BB
1000,102,100,3000,2100,

ANNEXATION CERTIFIED BY
WASHINGTON COUNTY
CARTOGRAPHY
3/6/2025

WASHINGTON COUNTY OREGON 1843

Assessment
CARTOGRAPHY
Taxation

PLOT DATE: September 22, 2008

FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

LEGAL DESCRIPTION FOR ANNEXATION

Lot 22, "The Woods", Washington County, Oregon

ANNEXATION CERTIFIED

BY _____

MAR 06 2025

WASHINGTON COUNTY A & T
CARTOGRAPHY

AIS-5902 **6.**

Business Meeting

Meeting Date: 12/02/2025

Length (in minutes): 25 Minutes

Agenda Title: Legislative Agenda 2026

Authored By: Nicole Hendrix

Presented By: Assistant to the City Manager Hendrix and Interim City Manager Tritsch

Item Type: Update, Discussion, Direct Staff

Information

EXPLANATION OF ISSUE

Each year, City Council considers its council goals as well as community priorities, issues, and opportunities in developing its legislative agenda. These are conveyed in agency meetings and used to inform partnerships, support, and opposition of bills, investments, and programs. Legislative agendas highlight city priorities and are one tool to advocate for important initiatives. In addition to the legislative agendas, the city and its partners pursue specific opportunities that align with our values as they arise.

While state leaders have identified the maximum two bills each they are able to introduce during the short session, the priorities adopted by City Council will guide advocacy and support in Salem for Tigard's positions.

The attached draft agenda for 2026 provides overarching priority areas along with specific requests the Tigard team will pursue in the upcoming year. The attached 2025 Federal Agenda is recommended by staff to be unchanged for 2026.

ACTION REQUESTED

City Council is asked to provide guidance on Tigard's 2026 State Legislative Agenda and adopt both agendas. City Council can also provide guidance on whether they would like to update the federal agenda annually or bi-annually. If the latter, the Council's priorities at the federal agenda would remain unchanged over the two year period; City Council is always able to respond to emerging issues, pursue grants, and advocate for additional positions at any time.

BACKGROUND INFORMATION

Dates of Previous and Potential Future Considerations

This will be the first time Council discusses the legislative agenda for the state's 2026 short session. Based on current needs and priorities, staff recommend focusing on the areas of homelessness, housing, and transportation in this legislative agenda.

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

Legislative agendas help guide policy and advocacy for Tigard. The recommended agenda advances key initiatives guided by Tigard's Community Promise, Council Goals, and Strategic Plan values of equitable, walkable, healthy, and accessible. Upon approval, design of the agenda will be finalized and then distributed to key partners, neighboring jurisdictions, and other organizations with shared goals.

ALTERNATIVES & RECOMMENDATION

The Tigard team recommends City Council affirm the legislative agenda as presented. In addition, the team recommends the Federal Agenda remain the same from 2025, and that Council consider biannual updates to the federal agenda.

City Council is always welcome to provide additional direction and feedback.

ADDITIONAL RESOURCES

N/A

Attachments

Draft Legislative Agenda 2026

Legislative Agenda Presentation

2025 Federal Agenda

City of Tigard
MEMORANDUM
13125 SW Hall Boulevard, Tigard, Oregon 97223 • www.tigard-or.gov

To: Honorable Mayor and City Council

From: Interim City Manager Tritsch

Re: Legislative Agenda 2026 – Council Priorities and Positions, Discussion Document

Date: November 20, 2025

The Oregon legislative session 2026 is scheduled to begin on February 2, 2026. This short session is limited to a maximum of 35 days, and is often used to clean up, clarify, and correct existing bills. Tigard City Council members provided individual feedback on legislative positions for Council's consideration during the meeting on December 2, 2025. These items were reviewed by the professional team and members of our state lobbyists at CFM. They are described here for Council consideration.

Topic area: Homelessness

1. Establish an ongoing, stable funding mechanism to support existing shelters and support services to provide a permanent statewide shelter program. This would build off of HB 3644, and support the sustainability of such a program to ensure a consistent and coordinated response. Areas specific to Tigard:
   - Advocate for use/distribution of funding to apply to Safe Parking Programs
   - Support sustainable shelter funding that would benefit Tigard's three shelters (Good Neighbor Center, Just Compassion, Family Promise of Tualatin Valley)
2. Provide needed support for municipalities to more effectively respond to homelessness, unsheltered camping, and behavioral health crises of people in the public right-of-way. State policy support includes funding and additional flexibility to HB 3115 (revisit but not repeal this rule). Specifically:
   - Look for opportunities for state funding of police enforcement and encampment cleanup related to houselessness
   - Support behavioral health and street outreach funding that would benefit Tigard's ongoing efforts to resource individuals experiencing houselessness

Topic area: Housing

1. Expand targeted infrastructure investment funding. Without infrastructure funding, the state's ambitious housing production goals will not come to fruition. Cities are hearing from developers that they cannot or will not build the types of housing shown by the OHNA to be in the greatest need (middle housing and small units for 80-120% AMI) without subsidy due

to infrastructure costs. The state should invest in helping cities meet their OHNA targets by unlocking development potential for middle housing.

2. Allow cities to catch up. Pause further major housing policy bills until cities have a chance to implement the work imposed in the last three sessions. The list of requirements and deadlines has grown significantly and cities and DLCD need a chance to implement without further policy changes. This time will also allow the Legislature and the Governor's office to determine the impact that previous bills are having on housing production and make minor changes as needed.

Topic area: Transportation

1. Revisit parking minimums. Review HB 2001 language on parking minimums or parking caps to bring back parking minimums or allow for local rulemaking. Specific details:
   - We are challenged to provide adequate parking within the right-of-way given pressure to keep right-of-way widths at a minimum while providing adequate space for pedestrians (some sidewalks are 8-10 feet wide), bike facilities, parking, and stormwater treatment.
   - There are cost implications to removing parking minimums. Costs can be borne by home owners and renters who have to lease off-street parking or search for limited parking options near their home.

2. Facilitate the jurisdictional transfer or urban arterials. Update HB 2793 to remove Section 3 (3)(a) requiring the accepting jurisdiction provide at least 20 percent of the cost of the jurisdictional transfer. The local jurisdiction should also be able to request state funding to front load five years of future maintenance costs.
   - When receiving jurisdictions accept a roadway from the state, they are accepting operations and maintenance costs in perpetuity. The state is also removing these costs from their books forever. By including the first five years of maintenance costs, the state is allowing the local jurisdiction the opportunity to build up revenue to fund out-year maintenance. The state still comes out ahead financially.

2026 Tigard Legislative Agendas

City Council

December 2, 2025

Council Action

- Consider adopting the proposed 2026 state legislative agenda
- Consider continuing the federal agenda from 2025
- Consider adopting the federal agenda biannually

Agenda Development & Considerations

- City Council Feedback
- Input for internal team subject matter experts and leadership
- CFM Advocates
- National League of Cities and League of Oregon City priorities
- City Initiatives such as Council Goals, Strategic Plan, and Community Promise:
  - ❖Equity
  - ❖Environment
  - ❖Economy
  - ❖Engagement
  - ❖Excellence

State Legislative Items

Transportation

- Facilitate jurisdictional transfers or urban arterials
- Revisit parking minimums

Housing

- Expand infrastructure investment funding
- Pause housing policy bills to allow cities to current rules

Homelessness

- Establish stable funding mechanism for shelters and support services
- Receive support for responsive cities, such as funding for police support and street outreach

Federal Legislative Agenda

- Project and program specific funding requests
- Transportation and infrastructure

Project and Program Specific Funding Requests

The City will pursue federal grants and funding opportunities for projects that advance Tigard's vision and values.

Public Safety Facility Planning.

BUILDING A BETTER TIGARD

Tigard is committed to public safety, emergency response, and service reliability, during our best days and our worst (during disaster events). The City of Tigard seeks funding to plan and design a resilient facility for our emergency responders - Tigard Police and Public Works – and to house our Emergency Operations Center. This new resilient and green facility will support service continuity, regional partnership, and community support in emergency situations. Current city facilities, including those for Police, Public Works, and Emergency Operations, are functionally limited, seismically unsafe, and overcrowded.

72nd Ave Corridor Improvements.

Tigard is requesting $15,792,000 from the Rebuilding American Infrastructure with Sustainability and Equity Grant Program (RAISE) towards final design and construction of *The Ave* – A New Mobility Corridor for an Equitable Tigard Triangle project. Federal funding will leverage almost $4,000,000 in non-federal funding to implement a Complete Streets design along SW 72nd Avenue, transforming a congested, automobile-oriented arterial, into an attractive, safe, multimodal street for all users.



Cook Family Park ADA-Accessible Boat Dock.

The City of Tigard is seeking $730,000 to build an ADA-accessible boat dock at Cook Family Park with a total project cost of $910,000, increasing community access to the Tualatin River, a valuable natural resource in Tigard. The City has committed $180,000 and will seek state funding to leverage any federal support.

Heat Pump Financial Assistance Program.

TIGARD HEAT PUMP CASH-IN PROGRAM

The City supports efforts to secure funding to continue the successful Heat Pump incentive program, first launched in summer 2024. Tigard established a program that incentivizes homeowners to install new energy efficient heat pumps with financial assistance of up to $11,000 per home. Within two months, the City allocated the majority of the $200,000 fund, primarily for low income and older adults, with continued community demand.

This agenda highlights key city priorities and is one tool to support and advocate for important initiatives. In coordination with our partners, Tigard will pursue specific opportunities that align with our values as they arise.

Transportation and Infrastructure

The City of Tigard supports equitable, accessible, safe, and climate-friendly transportation and infrastructure policy and investments. Tigard plans to pursue opportunities accessible to cities from the Infrastructure Investment and Jobs Act and Inflation Reduction Act.

Transportation Reauthorization Bill.

Tigard supports protecting funding opportunities within the transportation reauthorization bill that can be used to expand surface and public transportation programs, in key areas of the City such as the greenfield site known as River Terrace.

Resilient Infrastructure.

Cities need federal support to build and invest in sustainable, resilient, and inclusive infrastructure. Backup emergency power generation for water intake and treatment is one example of resilient infrastructure that Tigard is pursuing funding for in partnership with the City of Lake Oswego. Direct investment will help meet the growing demands on our infrastructure to support resilient communities.

Southwest Corridor Light Rail.

The City of Tigard supports funding to deliver this valuable transit corridor that provides expanded access to jobs, education, and affordable housing. Tigard is joined by agencies and cities, including Portland, Beaverton, and Tualatin, working to extend light rail service. Once complete, Southwest Corridor Light Rail is expected to carry around 40,000 passengers daily and reduce congestion throughout the region and on major corridors, including I-5.

Electric Mobility Transition.

Tigard supports further increased access to electric mobility infrastructure and incentives for electric mobility adoption in low-income households and communities to ensure that the electric mobility transition is equitable. The City supports funding inclusive of micro-mobility modes, shared mobility, and Mobility as a Service models.

Affordable Housing.

Tigard supports legislation to remove barriers for local governments to address the housing affordability crisis and federal investments that increase access to, and supply of, affordable housing units or funding programs.

Additional Opportunities

Tigard ZIP Code.

As part of the National ZIP Code Advocacy Coalition, Tigard is seeking an adjustment of 97223 or 97224 to list Tigard as the primary city and bring addresses within city boundaries into those ZIP codes. Tigard supports efforts to expedite review and implementation of such changes to afford cities their own identifiers.

Affordable Childcare.

Tigard supports the creation of a grant program to lower the barrier to entry for at-home childcare and explore other opportunities to increase facilities within the city, and reduce the cost.

Restore Advanced Refunding.

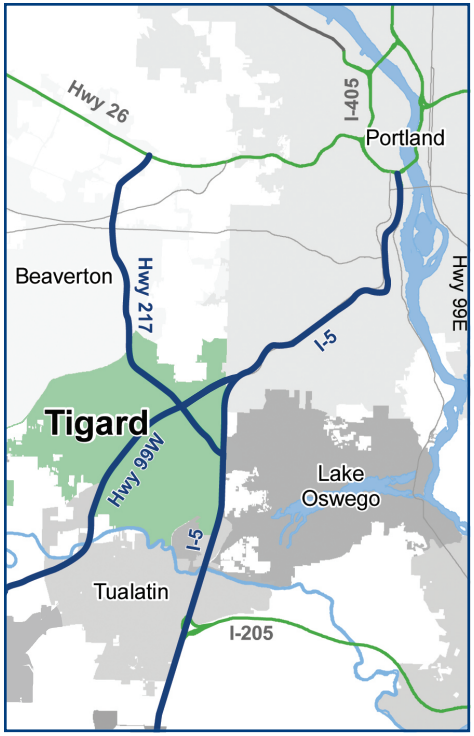
The City supports refinancing of municipal bonds which was eliminated in the 2017 tax bill. Refinancing bonds lowers the debt service for local governments and is a financing tool that reduces the burden on community members.

Restore State and Local Tax (SALT) Deductions.

Tigard supports restoring SALT deductions since the City's residents pay an unequitable portion of their income in taxes as a result of upper limit placed on SALT deductions in the 2017 tax bill.

Council Action

- Consider adopting the proposed 2026 state legislative agenda
- Consider continuing the federal agenda from 2025
- Consider adopting the federal agenda biannually



Tigard, Oregon

Tigard is Oregon's 12th largest city with a population of 56,392. The city is largely residential and offers a mix of industrial, commercial and retail space which results in a daytime population around 100,000. Due to the demand placed on its transportation, water and public safety resources, Tigard faces big-city infrastructure issues.

Tigard's vision is to be an "equitable community that is walkable, healthy, and accessible for everyone." This vision, along with strategic priorities, objectives, and metrics, provide guidance and direction for the city's priorities.

Our Community Promise, or "5 E's", is the lens through which we approach all initiatives, guiding the Tigard team in all we do. Our 5 E's are: Equity, Environment, Economy, Engagement, and Excellence.

Representing Tigard - City Council


Heidi Lueb
Mayor


Maureen Wolf
Council President


Faraz Ghoddusi
Councilor


Yi-Kang Hu
Councilor


Heather Robbins
Councilor


Jake Schlack
Councilor


Jeanette Shaw
Councilor


Shriya Myneni
Youth Councilor

councilmail@tigard-or.gov | 503-718-2482

CITY OF Tigard

13125 SW Hall Boulevard, Tigard, Oregon 97223
503.639.4171 | www.tigard-or.gov



Tigard, Oregon

2025 Tigard Federal Legislative Agenda







CITY OF Tigard

Project and Program Specific Funding Requests

The City will pursue federal grants and funding opportunities for projects that advance Tigard's vision and values.

Public Safety Facility Planning.

BUILDING A BETTER TIGARD

Tigard is committed to public safety, emergency response, and service reliability, during our best days and our worst (during disaster events). The City of Tigard seeks funding to plan and design a resilient facility for our emergency responders - Tigard Police and Public Works – and to house our Emergency Operations Center. This new resilient and green facility will support service continuity, regional partnership, and community support in emergency situations. Current city facilities, including those for Police, Public Works, and Emergency Operations, are functionally limited, seismically unsafe, and overcrowded.

72nd Ave Corridor Improvements.

Tigard is requesting $15,792,000 from the Rebuilding American Infrastructure with Sustainability and Equity Grant Program (RAISE) towards final design and construction of *The Ave* – A New Mobility Corridor for an Equitable Tigard Triangle project. Federal funding will leverage almost $4,000,000 in non-federal funding to implement a Complete Streets design along SW 72nd Avenue, transforming a congested, automobile-oriented arterial, into an attractive, safe, multimodal street for all users.



Cook Family Park ADA-Accessible Boat Dock.

The City of Tigard is seeking $730,000 to build an ADA-accessible boat dock at Cook Family Park with a total project cost of $910,000, increasing community access to the Tualatin River, a valuable natural resource in Tigard. The City has committed $180,000 and will seek state funding to leverage any federal support.

Heat Pump Financial Assistance Program.

TIGARD HEAT PUMP CASH-IN PROGRAM

The City supports efforts to secure funding to continue the successful Heat Pump incentive program, first launched in summer 2024. Tigard established a program that incentivizes homeowners to install new energy efficient heat pumps with financial assistance of up to $11,000 per home. Within two months, the City allocated the majority of the $200,000 fund, primarily for low income and older adults, with continued community demand.

This agenda highlights key city priorities and is one tool to support and advocate for important initiatives. In coordination with our partners, Tigard will pursue specific opportunities that align with our values as they arise.

Transportation and Infrastructure

The City of Tigard supports equitable, accessible, safe, and climate-friendly transportation and infrastructure policy and investments. Tigard plans to pursue opportunities accessible to cities from the Infrastructure Investment and Jobs Act and Inflation Reduction Act.

Transportation Reauthorization Bill.

Tigard supports protecting funding opportunities within the transportation reauthorization bill that can be used to expand surface and public transportation programs, in key areas of the City such as the greenfield site known as River Terrace.

Resilient Infrastructure.

Cities need federal support to build and invest in sustainable, resilient, and inclusive infrastructure. Backup emergency power generation for water intake and treatment is one example of resilient infrastructure that Tigard is pursuing funding for in partnership with the City of Lake Oswego. Direct investment will help meet the growing demands on our infrastructure to support resilient communities.

Southwest Corridor Light Rail.

The City of Tigard supports funding to deliver this valuable transit corridor that provides expanded access to jobs, education, and affordable housing. Tigard is joined by agencies and cities, including Portland, Beaverton, and Tualatin, working to extend light rail service. Once complete, Southwest Corridor Light Rail is expected to carry around 40,000 passengers daily and reduce congestion throughout the region and on major corridors, including I-5.

Electric Mobility Transition.

Tigard supports further increased access to electric mobility infrastructure and incentives for electric mobility adoption in low-income households and communities to ensure that the electric mobility transition is equitable. The City supports funding inclusive of micro-mobility modes, shared mobility, and Mobility as a Service models.

Affordable Housing.

Tigard supports legislation to remove barriers for local governments to address the housing affordability crisis and federal investments that increase access to, and supply of, affordable housing units or funding programs.

Additional Opportunities

Tigard ZIP Code.

As part of the National ZIP Code Advocacy Coalition, Tigard is seeking an adjustment of 97223 or 97224 to list Tigard as the primary city and bring addresses within city boundaries into those ZIP codes. Tigard supports efforts to expedite review and implementation of such changes to afford cities their own identifiers.

Affordable Childcare.

Tigard supports the creation of a grant program to lower the barrier to entry for at-home childcare and explore other opportunities to increase facilities within the city, and reduce the cost.

Restore Advanced Refunding.

The City supports refinancing of municipal bonds which was eliminated in the 2017 tax bill. Refinancing bonds lowers the debt service for local governments and is a financing tool that reduces the burden on community members.

Restore State and Local Tax (SALT) Deductions.

Tigard supports restoring SALT deductions since the City's residents pay an unequitable portion of their income in taxes as a result of upper limit placed on SALT deductions in the 2017 tax bill.

AIS-5975 **7.**

Business Meeting

Meeting Date: 12/02/2025

Length (in minutes): 35 Minutes

Agenda Title: Transient Lodging Tax (TLT) Strategic Plan Development Update

Authored By: Danelle Hauther

Presented By: Economic Development Manager Hauther and ECOnorthwest Project Director Cadence Petros

Item Type: Update, Discussion, Direct Staff

Information

EXPLANATION OF ISSUE

Staff will present Council with an update on the Transient Lodging Tax (TLT) Strategic Plan, focusing on outcomes from the city workshop held Tuesday, November 18, 2025. The workshop provided foundational input on Tigard's long-range TLT vision, strategic spending categories, and prioritization themes.

ACTION REQUESTED

Council is being asked to receive the update on work completed to date, and provide guidance on: the emerging themes, draft expenditure categories, and additional considerations for development of the draft plan.

BACKGROUND INFORMATION

Project Research and Analysis

EcoNorthwest was engaged to conduct a comprehensive analysis to inform the TLT Strategic Plan. This included:

- A Peer City Analysis, including interviews with personnel in each peer city (Albany, Beaverton, Redmond, Springfield, Sherwood, and Dundee) to understand governance, spending frameworks, grant programs, and destination development practices.
- Interviews with key City of Tigard staff, including Interim City Manager Emily Tritsch, City Attorney Shelby Rihala, and Finance Director Eric Kang, to understand current practices, legal context, financial structures, and opportunities for improvement.
- Interviews with regional and industry partners, including Washington County Economic Development staff and representatives from the Oregon Restaurant and Lodging Association (ORLA), to integrate broader tourism, lodging, and regional perspectives into the analysis.

Workshop Overview (Nov. 19)

A half-day workshop was held on November 19, 2025, to engage a cross-section of internal and external stakeholders. Councilor Robbins attended as the Council liaison, providing governance context and Council priorities throughout the discussion.

Key partners in attendance included:

- City Council Liaison
- Explore Tualatin Valley
- Tigard Chamber of Commerce
- City staff from:
    - City Management
    - Public Works, Parks & Recreation
    - Finance
    - Police Department
    - Community Development
    - Redevelopment
    - Economic Development

The workshop covered:

- TLT statutes, allowable uses, and existing practices.
- Peer city models and comparative approaches.
- Interview-style conversation with City Attorney Rihala, covering legal parameters and working through various case-study examples of TLT funding eligibility.
- Development of Tigard's aspirational TLT vision for the next 5-10 years.
- Identification and initial prioritization of strategic spending categories to guide future investments.

Next Steps
EcoNorthwest will synthesize the workshop input and interviews into:

- A draft vision statement,
- A refined set of 3–5 expenditure categories,
- Early recommendations for a TLT allocation framework.

These will be shared with Council during this presentation.

Dates of Previous and Potential Future Considerations
Previous:

- August 26, 2025: City Council presentation introducing the scope of work for TLT Strategic Plan Development and requesting assignment of a Council Liaison to the project.
- November 19, 2025: Project Workshop (with Councilor Robbins participating as liaison).

Upcoming:

- January 6, 2026: Presentation of DRAFT TLT Strategic Plan.
- February 10, 2026: Review and adopt a TLT Strategic Plan.

Impacts (Community, Budget, Policies and Plans/Strategic Connection)
Community Impact: Increases alignment of TLT investments with visitor experience improvements, arts and culture, and community amenities.

Budget Impact: Guides long-term allocation of Tigard's TLT resources, including a fund balance of more than $2 million.

Policy Alignment: Supports Council Goal 2: Elevate Economic Opportunity and complies with

ORS320.350.

ALTERNATIVES & RECOMMENDATION

Staff is asking Council to provide direction on elements of the Transient Lodging Tax (TLT) Strategic Plan, which is in development.

City Council could decide not to give feedback or direction, but staff recommends Council provide staff with their preferences for developing a draft plan.

ADDITIONAL RESOURCES

N/A

Attachments

TLT Presentation

CITY OF TIGARD TRANSIENT LODGING TAX STRATEGY

CITY COUNCIL MEETING

December 2, 2025



ECOnorthwest
IMPACT THROUGH INSIGHT

CITY OF Tigard

PRESENTATION OVERVIEW

- Project Purpose
- Background
  - State Requirements for TLT
  - How Tigard Uses TLT
  - Peer Cities Case Studies
- Visioning Workshop Process & Outcome
- Next Steps
- Q&A

PROJECT PURPOSE

- Establish a **strategic framework** to guide the City's use of Transient Lodging Tax (TLT) revenue

Goals:

- Understand how Tigard uses TLT compared to peer cities
- Co-develop a framework for allocating TLT revenue

STATE REQUIREMENTS FOR TLT

- Oregon law (ORS 320.350) sets **strict rules** for how cities can use TLT revenues implemented after July 1, 2003.

The 70/30 Rule:

- **At least 70%** must be spent on *tourism promotion* or *tourism-related facilities*.
- **Up to 30%** may be used for *general city services*.

HOW CAN TLT BE USED?

- **Tourism promotion** includes marketing, festivals, visitor centers, and events designed to attract visitors. It also includes tourism related strategic planning and research.
- **Tourism-related facilities** includes visitor centers, convention centers, arts and recreation venues, and other capital improvements that substantially support tourism.
  - Cities can use TLT to finance or refinance debt for these facilities

HOW DOES TIGARD USE TLT?

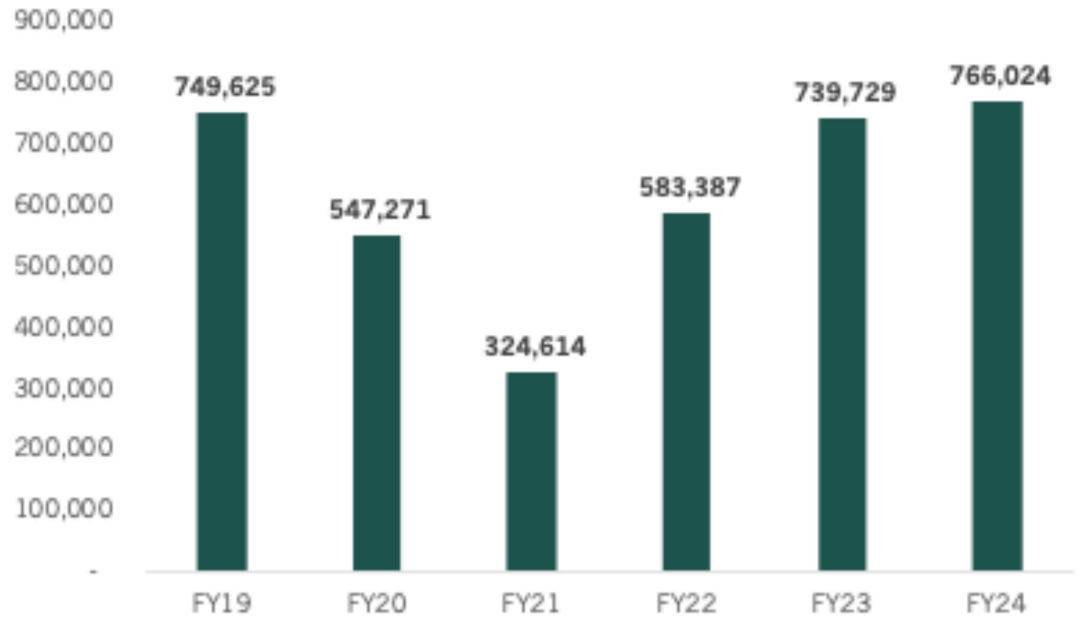
A conservative approach, with limited structure and a growing fund balance.

- Used for events, visitor center, and recreation venues
- Tigard adopted a 2.5% local TLT in 2017, generating ~$750K annually.
- City follows the 70/30 rule:
  - 30% for general services
  - 70% for tourism-related activities (event grants, tourism facilities)

HOW DOES TIGARD USE TLT?

TLT Revenue Key Facts:

- Revenue dropped during COVID -19 but has since rebounded **(~$766K in FY24**)
- The **TLT fund balance now exceeds $2M**, as the city has historically spent less than collected
- **Spending is ad hoc**, generally allocated without formal strategy



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HOW IS TLT USED IN PEER CITIES?

Use Type	Definition	Albany	Beaverton	Redmond	Sherwood	Springfield	Dundee*
Major Capital and Facility Investments	Use TLT as a financing or incentive tool for capital projects.						
Arts and Culture	Direct TLT into arts programming and cultural events.						
Tourism Promotion and Destination Marketing	Direct a portion of TLT revenue to destination marketing organizations (DMOs) or visitor associations.						
Economic Development and City Services	Blend TLT with general fund activities that indirectly supports tourism.						

* Unique case study of TLT revenue-sharing

WORKSHOP PROCESS

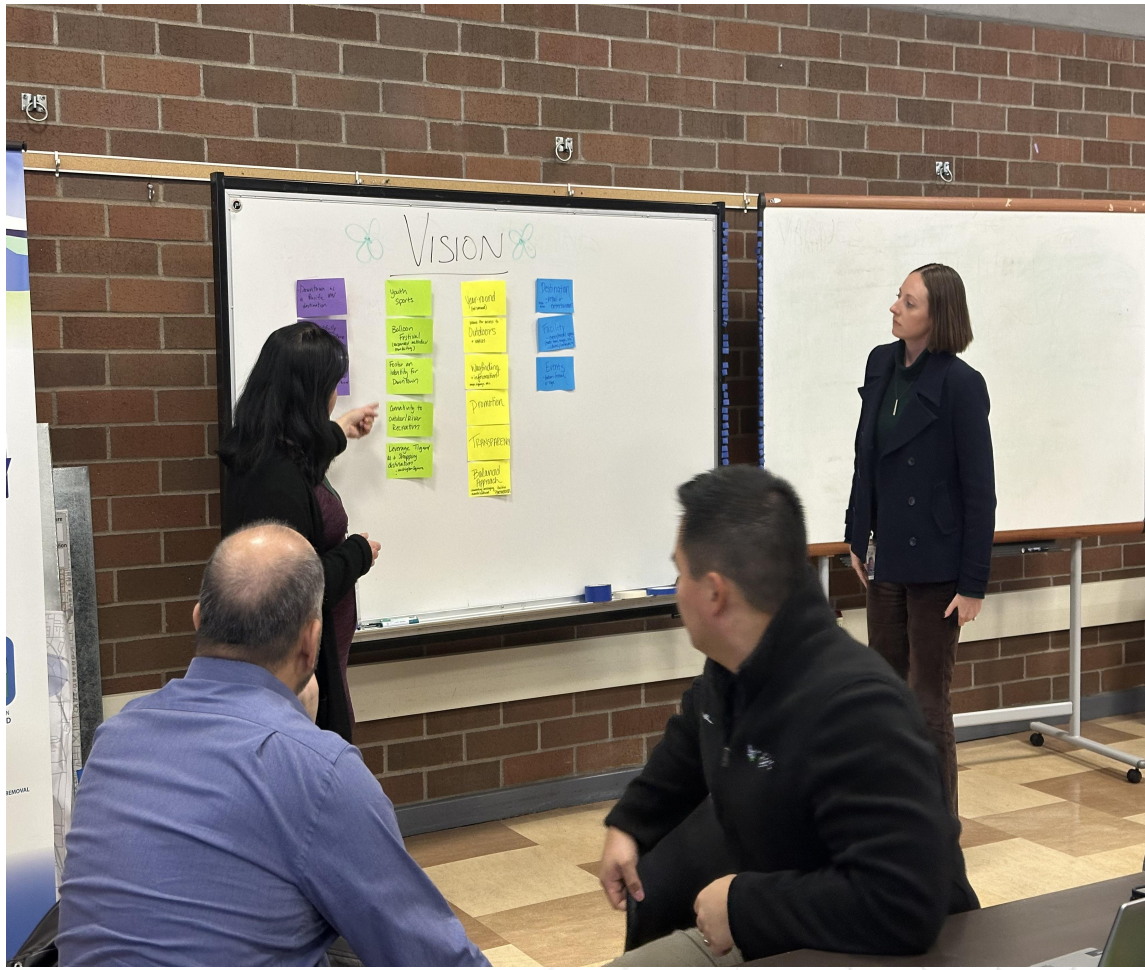
- Introduction to TLT
- Case Study Details
- TLT Legal Considerations
- Establish TLT Vision
- Develop Spending Categories
- Prioritize Categories



ECOnorthwest

CREATE THE VISION

- A vision statement defines the desired future state that can be created through intentional use of TLT resources.
- Workshop Vision Brainstorming Question:
  - Think ahead five to ten years. If the City has used TLT wisely and strategically, what is different in Tigard? What positive outcomes for visitors and the community are now in place?



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TIGARD'S DRAFT VISION

"Through a thoughtful and balanced approach supported by strong partnerships, Tigard uses TLT funds to attract visitors, strengthen a recognizable brand identity, and foster year-round experiences that highlight Tigard's recreation assets, entertainment offerings, and destination appeal in ways that benefit the community, businesses, and visitors alike."



DEVELOP AND PRIORITIZE SPENDING CATEGORIES

Expenditure categories turn Tigard's TLT vision into a clear structure for how funds should be used.

They define the major types of investments that strengthen the visitor experience and benefit the community.

Prioritizing categories helps the City move from what is eligible to what is most important.



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EXPENDITURE PRIORITIES

Priority 1: Promotion & Marketing

- Includes investments in City-led and partner efforts that attract visitors by sharing Tigard's story, developing the city's brand, and promoting the events, amenities, and experiences that draw people to Tigard.

Priority 2: Destination Improvements

- Include enhancements to visitor-serving places and amenities that support access, navigation, and the experience of exploring Tigard, including improvements to infrastructure, wayfinding, recreation connections, and other features that help visitors find and enjoy what Tigard has to offer.

Priority 3: Events & Entertainment

- Includes support for programming and activities offered throughout the year by the City and its partners that attract visitors and create a regional draw for Tigard.



NEXT STEPS

- **Draft TLT Framework**
  December 2025
- **Final Adoption**
  January 2026

Q&A

Contact Info:

Matt Craigie
Craigie@econw.com

City of Tigard
Danelle Hauther
Danelle.Hauther@Tigard-or.gov



AIS-6021 **8.**

Business Meeting

Meeting Date: 12/02/2025

Length (in minutes): 30 Minutes

Agenda Title: Identify Finalists for Councilor Appointment

Authored By: Emily Tritsch

Presented By: Interim City Manager Tritsch

Item Type: Motion Requested
Update, Discussion, Direct Staff

Information

EXPLANATION OF ISSUE

Council will discuss their top three to four candidates for the City Council vacancy and determine who to interview at the December 9th Council meeting.

ACTION REQUESTED

Deliberate and identify three to four applicants to be interviewed for the vacancy on the City Council.

BACKGROUND INFORMATION

Councilor Hu's appointment to mayor on October 7, 2025 created a vacant councilor seat. At the October 21, 2025 Council Meeting, the Council opted to appoint someone to fill the seat for the remainder of the term ending December 31, 2026. This seat will be on the November 2026 general election ballot. The appointment application was advertised on the City's webpage and social media on October 29, 2025 with a deadline to apply by 5:00 p.m. on November 20, 2025. Fourteen applicants met the eligibility requirements of Section 5.3 of the Tigard City Charter and are registered voters who have resided continuously in Tigard for 12 months preceding the appointment. The following community members submitted an application before the deadline and met eligibility requirements: Dolly Specht, Jana Gutierrez, Matthew Albertson, Al Haddadi, Shawne Martinez, Kate Ristau, Levi Kuhlman, Rafael Palacios, Benjamin Wells, John Goodhouse, Tom Anderson, Pia Wilson-Body, Glenn Armstrong, and Gabriel Velasquez.

The remaining timeline directed by the City Council is:

- December 2: Council deliberates and identifies three to four finalists to be invited to interview with the City Council at the December 9, 2025 Council Meeting.
- December 9: Council conducts a 30-minute interview with each finalist, including five minutes for follow-up questions on their resume and responses to supplemental questions. Following the interviews and discussion, Council will select the individual to be appointed.

ALTERNATIVES & RECOMMENDATION

N/A

ADDITIONAL RESOURCES

N/A

Attachments

01 - Dolly Specht
02 - Jana Gutierrez
03 - Matthew Albertson
04 - Al Haddadi
05 - Shawne Martinez
06 - Kate Ristau
07 - Levi Kuhlman
08 - Rafael Palacios
09 - Benjamin Wells
10 - John Goodhouse
11 - Tom Anderson
12 - Pia Wilson-Body
13 - Glenn Armstrong
14 - Gabriel Velásquez

Lindsay Bartholomew

From: ;)DollyPS [redacted]
Sent: Thursday, November 6, 2025 1:26 AM
To: Carol Krager; Lindsay Bartholomew
Subject: City Council App
Attachments: CV_dps_2025.pdf; Disrupt 2_PanganSpecht.pdf

You don't often get email from dollyspecht@aol.com. Learn why this is important

Hi, Carol and Lindsay!

I filled out the form on the website for the City Council vacancy. However, I don't believe it went through as I didn't get any confirmation, nor did the page move forward.

I copied info and here it is:

City Council Vacancy Application Questions

All fields below are required.

*Your Name
Dolly Specht

*Residential Address (Street, City, State, Zip)
[redacted] Tigard, OR 97223

*Phone
[redacted]

*Email
[redacted]

*How long have you lived in Tigard?
36 years

*Do you own a business in Tigard? If yes, business name/address
Perfect Plus Professional Support (currently inactive, but still registered)

*How did you hear about this vacancy?
I pay attention to what goes on in the city.

*Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.
To start, I'm a longtime (always involved) community volunteer. I've served in multiple capacities over 3 decades with TTSD, St. Anthony, my Washington

Square Estates HOA, CPO4M, WaSqRegional Center Task Force, Committee for Community Engagement (since it was Neighborhood Networks), etc. I know I can bring to the table immigrant perspective that is relevant in today's climate, moving forward.

*Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?
Honestly, this is not a subject I'm prepared to address at the moment in specifics. However, I know from experience the impact these measures have effected in our community. For me to make any recommendations at present would mean I'd really have to study current stats, and I'm not focused on that yet.

*From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.
TRUST. With most recent (unfortunate) events, I think it is important for the Council to be more visible and available outside of Council Meetings so that community members are more comfortable "outside of agenda" More dialogues with community would be helpful, more reach out... more visibility, especially in fun events and then "work the room" so to speak.

*Why are you interested in this council position?
I've always said I'd NEVER RUN for office, but I've also always said I would consider an appointment. I consider this time serendipitous, and I am stepping up to the opportunity. I am confident I would add more color and joy to the council, too. :)

***Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.**
Disrupt 2_PanganSpecht.pdf

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

Also, it looks like my resume/cv is not listed, so I will attach two items:

1) my resume

2) the chapter on me in a published book titled Disrupt 2.0 (a 6-volume series available on Amazon, featuring leading Filipina women across the globe)

References (in no particular order - how many do you require)

- Atty. Enrico Tadeo, Honorary Consul General of the Philippines (for Oregon & Washington)
- Fr. Don Guttman, Pastor, St. Clare Parish
- Jim Long, Chair, Washington County CPO4M
- City of Tigard employees: Leandro Barrientos, Judi Martin, Maddie Bauer, Joanne Bengston,
- Allen Luong, Jeffrey Allen Gallery & Vietnamese Cultural Arts Alliance
- retired Principals: Rose Rosinski - St. Anthony's/All Saints, Pam Henslee - THS, Vicky Foiles - Fowler MS
- Principal Chris Harris, St. Clare School
- St. Clare Pre-School Director Nancy Melzer
- Filipino Priests in Portland: Fr. Cary Reniva, Fr. Maro Escano, Fr. Rodel deMesa, Fr. Pao Dayto
- Filipino Community Leaders of the Council of Filipino American Associations of Oregon
- Religious of the Assumption nuns in Philadelphia: Sr. Loreto Mapa & Sr. Gertrude Borres

Please let me know if more information is needed.

With much appreciation always!

Dolly P Specht

[redacted]

Curriculum Vitae



Dolly P. Specht

[redacted]
Tigard, Oregon 97223-1142
Cell – [redacted]
Home – [redacted]
[redacted]

Professional History:

Co-Author: *"Filipinos in the Willamette Valley"* ©2010

Owner/Boss Lady, Perfect Plus Professional Support
1991 to Present – Tigard, Oregon
- Provides administrative assistance, computer support, data entry & transcriptions, special event planning and management, auction administration, fundraising coordination

Office Manager, Western Realty Advisors, Inc.
2001 to 2014 – Tualatin, Oregon
- Managed the administration of office: including layouts, compilation and presentation, property information research, word processing, photo editing, and final report production.

Substitute Employee, Tigard-Tualatin School District
2001 to 2012 – Tigard, Oregon
- Classroom/teacher aide and administrative assistant

Print Specialist, All Saints & Saint Anthony Schools
1995-2002 – Portland & Tigard, Oregon
- Designed and produced all print materials.

Office Manager, Shared Secretarial Services
1989 to 1991 – Beaverton, Oregon
- Managed staff and serviced several clients in various industries and professions.

Administrative Assistant, Mackey & Associates
1985 to 1989 – Marina del Rey, California
- Screened and processed insurance applications and claims. Provided customer service and liaised between clients and insurance carriers.

Public Relations Coordinator, San Miguel Corporation
1983 to 1985 – Manila, Philippines
- Coordinated corporate special events, employee PR training, and hosted corporate foreign guests.

Store Activities Representative, McDonalds Philippines
1981-1983 – Makati, Philippines
- Coordinated and implemented store marketing and special events promotions.

Education:

Bachelor of Science in Psychology (Pre-Med), 1983
Assumption College, San Lorenzo
Makati City, Philippines

Current Public Service:

- Oregon President, National Federation of Fil-Am Assns
- Board Chair, Filipino American Chambers of Commerce Foundation, Inc.
- Steering Committee Member, Washington County CPO4
- Treasurer, Washington Square Estates HOA
- Top 100 Most Influential Filipina Women in the US
- Advocate and Member, Gawad-Kalinga
- Communications Director, United Assumption Alumnae Association Abroad
- Board Member, Assumption Alumnae Assn of BC
- Lector, Eucharistic Minister, Religious Educator, Pastoral Council Chair, St. Clare Parish, Portland
- Member/Alto, Portland's Singing Christmas Tree
- Member, Oregon Filipino American Lawyers Organization
- Member, Social Media/ADHOC Committee, Council of Filipino American Associations

Past Civic Engagements:

- Chair, Philippine American Chamber of Commerce of Oregon
- Chair, City of Tigard Committee for Community Engagement
- President, Filipino American National Historical Society-Oregon Chapter
- Board Member, Meguko Foundation
- Board Member, Toys For Kids Foundation
- Ambassador for Peace, UN Peace Federation
- Volunteer, Habitat for Humanity-Portland, Oregon
- Newsletter Editor, Washington Square Estates Homeowners' Association
- Fundraising Chair, The Dambana (The Filipino Shrine) at The Grotto in Portland, Oregon
- Auction Chair, Tigard High School
- Auction Chair, OHSU/CRYC Heart of Gold
- VP and Auction Chair, Friends of Doernbecher/ Women for Children
- Auction Chair, Toys for Kids Foundation
- Vice President/President, Tigard High School PSO
- President, Fowler Middle School – PSO, Tigard, Oregon
- President, St. Anthony Parents Association (StAPA), Tigard
- Auction Administrative Coordinator: St. Clare, All Saints School, St. Anthony School
- Auction Program Editor and Producer: La Salle High School, St. Mary's Academy
- Pastoral Council Chairperson, St. Anthony Parish
- School Board Secretary, St. Anthony Parish School
- Scrip Coordinator: St. Anthony School, All Saints School, Mary Woodward Elementary, Fowler Middle School and Tigard High School

Other:

2020 Tigard Chamber of Commerce Leadership Graduate
Awardee Top 100 Most Influential Filipinas in the U.S.

Carol Krager

From: ;)DollyPS [redacted]
Sent: Friday, November 7, 2025 3:29 PM
To: Lindsay Bartholomew; Carol Krager
Subject: Re: City Council App

should I try the form again online?

Following are my truncated references:

1) fmr Tigard City Mayor John Cook - [redacted]
2) fmr Tigard City Mayor Jason Snider - [redacted]
3) Philippines Honorary Consul General Atty. Enrico Tadeo -- [redacted]
4) Mariela Fletcher, Chairperson, National Federation of Filipino American Associations -- [redacted]

With much appreciation always!

Dolly P Specht

[redacted]

DOLLY PANGAN SPECHT

Owner, Perfect Plus Professional Support
FWN100™ U.S. 2009

Servant Leader

While thinking of what to write, what to discuss, what to share, my husband, Mike, tried to help me with ideas. In a sea of suggestions, one struck out. He said, "First, you break all the rules." It was from a book he was reading *First, Break All The Rules: What The World's Greatest Managers Do Differently* by Buckingham and Cuffman (1999).

From this title he reminded me of all the times I have broken rules, and as a consequence made a difference.

First, Break All The Rules

When my daughter Michaela, our first born, started Kindergarten in 1992, the Catholic school she enrolled in did not wear uniforms. In fact, in the entire Archdiocese of Portland, it was the only Catholic school not in uniforms. Immediately volunteering into the parent association organization, I found myself very involved, offering my professional administrative services for share hours, a parochial requirement. When I proposed uniforms, the entire administration and school board laughed and said that my idea was preposterous, and that the school was not interested. Of course I challenged that rule and offered to take it to the entire school body for a vote. What I thought was a simple procedure turned out to be a very trying one, one that involved more research than I expected, and generated antagonism with hate mail that I had never encountered before. I stood my ground, used my own children as models for the sample uniform, and ran the entire uniform campaign. To make the challenge even more difficult, the school board wanted sixty percent approval, not even a simple majority rule. Of course I did not accomplish this on my own, but my perseverance won over some parent

leaders and I can say that the uniform worn by the children of St. Anthony School in Tigard, Oregon is of my doing.

SAVING THE OUTDOOR SCHOOL AND ALL THINGS EDUCATIONAL

Several years ago, I walked into the Oregon State Capitol building as a volunteer for the Asian Pacific American Network of Oregon (APANO). Although I didn't do very much for this organization except represent our Filipino community, I participated during a Legislative Advocacy Day at the State Capitol. It was on this day that we encountered Senator Ginny Burdick. Much to my surprise, she greeted me with "I remember you, you almost single-handedly saved the Outdoor School program from being cut out of Tigard school district's curriculum." And then she proceeded to talk about how I rallied parents and sponsors to keep the program alive and taking the issue as far as I could. Senator Burdick referred to the time when I was the vice president of Fowler Middle School Parent Support Organization. The outdoor school program was such an important issue for me personally that I was willing to fight for it and by our meeting I had already forgotten all about it. We even recalled that the humor and irony to this was that I fought for the program because I hated camping. Outdoor school in the curriculum was the only way my children were going to experience the exploration of nature.

While working as a parent volunteer throughout my kids academic life, I have encountered many experiences that have pushed me to do more, and mostly stemmed out for solving my own issue. Another example is the student supplies program I created. When I was a young student, I found school supplies shopping to be very exciting. When I became a parent, I learned that there had to be more thought put into the exercise so as to save money and find the best deals for my three children. Because I found good discounts in bulk-buying, I offered to buy supplies for other parents in my children's classes. This effort grew to become an entire school supplies program providing complete pre-packaged needs for every grade level, at a very discounted price. It became such a successful fundraiser and service program that a company decided to commercialize the system.

As a volunteer, I always felt the gratitude of others for what I do. As a volunteer, I have experienced over and over again the pleasure of giving instead of receiving. As a volunteer I discovered that many are inspired when time, talent and treasure are shared generously and freely.

It was during this time of school volunteer work that I discovered my knack for fundraising. Our parochial school had an annual auction held at our school

gym, and was quite small and basic. During the early 1990s, school auctions were fellowship activities raised funds. Equipped with my administrative expertise, I found much to contribute and do. I was so successful in raising the level of production and presentation, and also funds, I began to get hired by other schools. I have been credited with the development of auction programs that are widely used today. Our efforts allowed us to build a middle school, a library, and a social hall. Hands-on meant that I literally assembled, with my own hands, and power tools of course, close to 100 student desks! I instigated work parties among parents so we could all make a contribution to our school while developing life-long friendships among us. Many of these friends, and the elementary school principal were present our daughter's wedding, 22 years later in 2014.

Volunteer work has opened many doors for me. Aside from giving me the opportunity to meet and mingle with people from all walks of life, it has always been very gratifying to be among individuals with passion and dedication. As a volunteer, I was most complimented when the principal of our kids school made room for me in the building, giving me my own office and workspace when she recognized the value of having me at school fulltime. When it was time for her to move to a different school, she even offered me a paid position, as she knew I would not have any motivation to volunteer at her new organization.

My Income-Generating Endeavors

One of the greatest blessings of my life, so far, is that I have not had to work. Life has always been easy for me. Yet, I was first among my friends to do so. During a time when the prevailing cultural stereotype was that only students who needed to work actually worked, I started earning money by assisting a friend in her new job putting together catalogs for conventions. Then McDonald's, new to the Philippines at that time did something I consider revolutionary. They actively recruited young lads and ladies from exclusive schools to work their stores in affluent areas. I was hired to help in the opening of Store #4 in Makati, and not to flip burgers, but to be on the activities and marketing team, in charge mainly of socializing with customers and hosting parties. What a gig! I only worked there for a year, but a significant year in that I was on duty when the news of the assassination of Benigno Aquino, Jr. broke, and there was chaos in the restaurant. But I digress…

While at McDonalds, an executive from San Miguel Corporation offered me a job in their public relations department. At first I rejected the offer since I already had two sisters and three brothers working for the conglomerate from which our father had retired. I knew for a fact that I there would be comparisons as my father

had set high standards. However, the offer was too good to pass. It was there that I met my husband and my life was suddenly changed.

Married and relocated to Southern California I had an opportunity for reinvention. A job was offered to me there, too. It was only when we moved to Oregon that I looked for a job for the first time in my life. I was only 25, and now a mother of two. I still really did not need to work, but having no social circle in our new city, I decided working would be the best networking opportunity. My mother lived with us anyway, so childcare was not a concern.

In 1988 I found Portland, Oregon to be unfamiliar with Filipinos and our skill set. I kept running into almost prejudicial inquiries during job interviews, as there was no such thing as political incorrectness at that time. Not too keen on my choices, I decided to try a temp service and because my organizational, communication, and typing skills were exemplary, yes, I typed, not keyboarded, 130 words accurately per minute, opportunities for work were abundant. During every temp job I was offered a permanent position. I finally took one at a secretarial service company. They offered me the opportunity to learn in one setting about varied businesses. When I left the secretarial service company, pregnant with our last child, some of my favorite clients put together a package that set me up in my own business, Perfect Plus Professional Support. The name was a play on a criticism made by my previous employer, who once told me "the problem with you is that you don't recognize things when they're good enough. For you, things always need to be perfect plus!"

Perfect Plus Professional Support kept me busy for more than 20 years. My clients all told me that I was great because I always came across as happy and loving the service that I provided. I was joyful in what I did because I had the freedom to choose which jobs I would do. In all of those jobs I had the flexibility of time, since they were all project based. In the beginning, one client even gave me the use of an executive suite for a year, rent-free. Another client gave me a computer, another a printer, and most importantly, they allowed me to bring my baby to everything.

For over 20 years, I received income from things I truly enjoyed doing. That was my measure of success.

Because I love, I serve.

In 2004, my Assumption High School batch 1979 celebrated our jubilee year. In Assumption, tradition dictates that silver jubilarians host the homecoming activities in the month of October. By then I was the president of the Fowler Middle School Parents Association in Tigard. This year involved extensive bi-coastal, trans-Pacific volunteer work via emails and teleconferences.

Activities in both Assumption, Manila and Fowler, Tigard provided such enlightening lessons in volunteerism. Volunteer activity here in the U.S. is such an

everyday natural thing to do. It was not true where I came from.

One of my best friends, Vicky Salvador, wrote a song that says "I've been loved, and I've loved in return, and it's this that I want you to learn: to respond to that call and say, because I love, I serve." This has become an anthem of sorts for Assumption girls, myself included. Another saying is "to whom much is given, much is expected." I live by that religiously, no pun intended.

In 2006, after a Catholic Mass where I was serving, a parishioner named Pia de Leon approached me and asked. "Are you Filipina?" When I said yes the next question was "Are you from Assumption?" Surprised and excited by her question I replied, "Yes, are you?" She said no, but invited me to coffee later. Right off the bat we clicked, and she interrogated me about my non-involvement in the Filipino community. I told her I was very busy as it was with all my other volunteer work. She tried to talk me into stepping into a leadership within the Filipino community, which I firmly declined. At the end of our visit, she gave up saying, "Assumptionista ka nga!" ["You're an Assumption girl, alright!"] That statement challenged my very core, and I was determined to represent the very best of my alma mater!

I requested a task and was asked to chair a fundraiser for Gawad-Kalinga (GK) [to give care] Oregon, then just newly organized. We produced a well-attended fundraising concert which successfully financed the building of thirty GK-Oregon homes in Tarlac and Camarines Sur provinces in the Philippines. The overwhelming feeling of grace enraptured me during and after that experience. I even made it back to the Philippines to actively participate in a GK Build in 2007, and since then I have sponsored a volunteer team to work and participate in GK challenges.

In 2007, after the GK homes were built, another challenge was offered. I was tasked with fundraising for The Dambana, the Filipino Shrine at The Grotto, which is the National Sanctuary of Our Lady of Sorrows in Portland, Oregon. It is a legacy for all Filipinos that will remain long after I am gone. It brings me joy knowing I had something to do with that. There is no plaque, but I know that it is there because I helped.

There were more and more opportunities for involvement in the Filipino community, I asked myself why had I avoided engagement in the Filipino community for more than 20 years? I think part of the answer was that I enjoyed doing things, accomplishing tasks by my very own merit, and not because of who I was by affinity. For all of my growing up years, I rebelled against the labels I had been assigned. I was the granddaughter of national hero Epifanio de los Santos, the daughter of Manuel Pangan of San Miguel Corporation, and the sister of popular comedian Chiquito. I come from an accomplished family. For as long as I can remember I wanted to break out and be on my own, and this led me to my life in America. That said, I want to put it on record that I did not marry to come to America. I chose my

husband because, above all else, he was the only one who offered me love without all the attached labels, and without even understanding what the labels were.

In 2010 I served as the president of the Filipino American National Historical Society of Oregon, the Chapter One of FANHS. During my tenure I co-wrote the book *Filipinos in the Willamette Valley*. This is a pictorial account of the migration and development of the Filipino community in Oregon. It is the 11th volume in a series of *Filipinos in…* titles all over the United States printed by Arcadia Publishing.

I recognize my accomplishments as projects that sometimes involved significant heartache, intrigue, and disappointments; and were always born out of sacrifice and lots of love; but that in the end produced long lasting results.

"LOVE NEVER SAYS: I HAVE DONE ENOUGH!" – SAINT MARIE EUGENIE OF JESUS

Since I moved to the United States, my only connection to my previous life has been my association with my alma mater, Assumption College. Assumption is a Catholic institution founded in France by St. Marie Eugenie of Jesus. The campus I attended was established in 1958 at the exclusive enclave of San Lorenzo Village in Makati. Many critics have said we were just a finishing school, but our education stressed critical intelligence, thoughtful citizenship and compassionate service.

As the youngest child, and the only Assumption girl in my family, I did not share with my elder sisters any school affinities. Given that my closest sister is eight years my senior, it is understandable that we had very little in common, except our dress and shoe sizes. I instead developed a lot of other sisterly relationships in school. One of the best things about going to Catholic convent schools is that we were forced upon each other since we were together pretty much from Kindergarten through the rest of our academic life, and in my case, all through college. I spent a significant amount of my life with my friends from school, much more than with my family. It is therefore an understatement to say that Assumption has influenced my life.

In Assumption I was not an exceptional student. I belonged to an honors class, but was not counted among them. My saving grace, I believe, was my sense of humor. I like to believe that I get along with others based on shared laughter. I have been told on more than one occasion that I am one of those with infectious joy.

In 2011, at the 9th Assumption Alumnae Association Abroad's (AAAA) Triennial, I volunteered to host the next gathering in Portland, even though there

was not a local alumnae chapter. I was motivated by my drive to serve. For Triennial in Oregon. Beginning January 2014, eight months prior to the event I began to overcome often very high hurdles. Many doubted my capability of putting this together and so reservations did not come in on schedule. I had minimal funding so I made a personal financial commitment to make all the bookings and vendor arrangements. That was understandable because there is no bulk of alumnae in the state of Oregon, therefore attendees would all have to travel in.

Through it all I was steadfast in my faith and conviction that I was doing this as a service to all. It was my conviction that I would be guided by the spirit of our Mother Foundress, St. Marie Eugenie of Jesus. I had very little encouragement, but those who supported me were strong and steadfast in pushing me forward. I was extremely grateful for a handful of elder alumnae who provided me moral support throughout the process, embodying what the true Assumption spirit is all about. I had the endorsement and most importantly, the prayers of Assumption nuns the world over. That, in and of itself, was the grace and driving force.

Our event succeeded famously, for those in attendance had come from afar and walked away with a spirit filled with renewed vigor and devotion. From that event sprung a commitment to have annual retreats. The First Annual Assumption Retreat, held in Philadelphia in September 2015, occurred during the first US Papal Visit of Pope Francis. It was a wonderful gathering of over 200 alumnae who traveled and joined the millions of faithful Catholics in all the Papal activities in Philadelphia.

AAAA is committed to giving back to our alma mater by supporting the Missions of the Assumption. Additionally, wherever there is a chapter, it is also an objective to make a significant impact in the local community, for where we are planted, we bloom. As an Assumption woman, there will always be a voice inside whispering "Love never says: I've done enough!"

Be the Difference.

When I was in high school, I had a favorite sweatshirt with a silkscreen of a row of penguins, and one of them was in a Hawaiian shirt. I loved the shirt and the message that it delivered. Even when watching Sesame Street, one of my favorite segments was "one of these things is not like the other…."

I have never felt the need to conform. I was big on tweaking the norm. I am a graduate of Psychology. My original intent was to become a Psychiatrist but changed my mind when I had my unfinished Clinical Psychology homework in hand, and realized I preferred to party. Realizing that a profession in the medical field involved endless study, I simply worked enough to graduate with decent grades. I slid through my entire academic life in the upper part of all my classes, but never worked hard enough to top it. At that time, that was one of the ways

I enacted being different.

After graduation, I swore off reading books. This was an intentional and different decision. I read a lot, but not books. I read journals, magazines, signs, newspapers, and newsletters. But books, I stayed away from. This was just my way of being different. I am so determined to live each present moment that I seek to learn from people, in person, instead.

Be the difference is the general maxim of my life. From my marriage to how we raised our children, we made an extra effort to be different. Circumstance led to our children spending their pre-school winter months in the Philippines. My mother who was widowed a month prior to my wedding lived with us from my honeymoon in 1986 to 2012. My mother living with us was a concept foreign to all my husband's circle of family and friends. I was the first Filipina they had ever known. Thirty years later in a climate of diversity, my family is still the only Filipino family they know.

From California to Oregon our lives were very "white," much like the TV shows I used to watch about American life. We were very *Wonder Years* for a while, and then *Knots Landing*, but not at all *Modern Family*. I had easily assimilated into my western life, bringing to that life only my Catholic faith tradition. Our children do not speak Tagalog, although they used to come home with heavy accents, depending on the yaya [nanny] assigned to them. By the time they entered school, they were the only Fil-Ams in all their classes, in all their grade levels. Only then I decided that to be different, I would start to instill Filipino values in them.

One of these values is respect for elders. This was very important to me because I found that to be most lacking in American life. I did not allow our children to call adults by their first names as I made it clear to them that people who are older have lived a much longer life to deserve the respect of the young. Therefore, my kids grew up calling our adult friends uncles and aunts, or acquaintances Miss and Mister, but using first names. In effect, these adults have appreciated this value and have grown to be our extended families. Now my children introduce friends as "this is my Uncle so-and-so, not by blood, but by respect." In fact, even as an adult myself, I cannot call decade-older people by their first names.

Another important value is hospitality, which fits in with service. Filipino hospitality is extraordinary in that we make sacrifices to make others feel welcome. It is our great ability to put others first. It is by putting others first that my children have grown to be very welcoming and inclusive, sensitive to making sure that nobody is left out.

As a non-fulfilled psychologist, I made conscious and deliberate effort to apply my education within my family by conducting group dynamics and counseling style meetings as soon as they were able to voice out their opinions and accept

others. We had family conferences.

We were different all right. As adults my kids openly discuss with others how skewed I was in raising them, but that everything we did has made them the well-rounded, decent humans they are today. Our children's views are consolation enough for me, but additional affirmation has come from others who always compliment us on them.

Now, Just be Appropriate.

I find that as I have gotten older I now make sure that I stay appropriate even while being different. Appropriate is a big word in my life, and I find it a very difficult one apply.

Every day, everywhere, I come across inappropriate things. We live in a world that is all about disclosure to the point of too much information. Manners are sacrificed for rights, and there is a general state of mean-ness. Our world is in a global state of knowing and connection. It not only seems that there are cameras everywhere, there ARE cameras everywhere. We are all being watched, and we all need to be appropriate.

So what now?

I have learned that we live in a world of busy-ness, where we forget to stop and wonder and cannot find time to just sit and absorb and share happiness. I want to always effect infectious joy simply by serving, simply by sharing, and most importantly, simply by laughing.

I had a most wonderful friend who died of cancer many years ago. During her last year, we spent the time together almost daily, reviewing her life, living the rest of it as best she can, and planning her exit. She taught me so much about living. She was an atheist, but hands-down the kindest person I had ever known. She was a teacher. She noticed once that I kept buying bookmarkers, but do not read books. One day she gave me one that read the words of Martin Luther King, Jr.: "I may not do great things, but I can do small things in a great way."

I also read on another bookmarker the words of Gandhi: "The best way to find yourself is to lose yourself in the service of others." I now know who I am, with the labels that I claim for myself, and not dictated by others.

I am a servant leader.

❋

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Jana Gutierrez

* **Residential Address (Street, City, State, Zip)**
[redacted]

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
3 Years

* **Do you own a business in Tigard? If yes, business name/address**
No I do not

* **How did you hear about this vacancy?**
On Facebook

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
I would complement the diversity of thought and perspectives of the Tigard City Council by bringing a community-focused and service-oriented perspective. I believe in helping the homeless, strengthening our community, and upholding the law — values that reflect both compassion and civic responsibility. For example, I would advocate for initiatives that connect local businesses, nonprofits, and faith-based organizations to provide job training and transitional housing for those experiencing homelessness. This approach promotes collaboration across different sectors and ensures that solutions are both sustainable and inclusive. In addition, I value listening to and learning from residents of all backgrounds. I would make it a priority to engage with underrepresented voices — including renters, young families, and those living on fixed incomes — to ensure their experiences shape policy decisions. Finally, my commitment to abiding by the law ensures that I approach decision-making with integrity and respect for due process. By balancing empathy with accountability, I can contribute a thoughtful, pragmatic perspective to the council's deliberations.

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
Measures 5 and 50 are permanent parts of the Oregon Constitution and remain in effect today which impose limits on property taxes based on a property's real market value (RMV) which is closely tied to Measure 50, which further refined the property tax limitations. These two measures have significantly reduced Oregon's property tax burden per capita and made school funding more dependent on the state's general fund, which is largely derived from more volatile income taxes. I would explore new measures which can legislate to make significant changes to property tax transfers for seniors, the disabled, and those affected by wildfires, as well as inherited properties. I would explore other related measures to legislate, which give voters the right to approve property taxes, and propose measures like a Local Taxpayer Protection Act aiming to reform measures 5 and 50.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
The most important issue facing the city of Tigard is business and property taxes which effect the general fund to provide a stable revenue stream for essential public services. I would propose to convene a advisory group to establish a reference point of discussion for Property based strategies and Business based strategies.

* **Why are you interested in this council position?**
I have a strong desire to make a positive impact on the city I live in.

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
Jana Gutierrez Resume for Tigard City Council.pdf

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

JANA GUTIERREZ

PURCHASING ADMINISTRATIVE ASSISTANT

ABOUT

15 years experience supporting executive management within multiple Divisions in a County agency. 5 years experience supporting the CEO of a Construction Firm.

CONTACT

[redacted]
Tigard, OR

[redacted]

SKILLS

- 20+ years of complex administrative experience working within a County Agency and other large firms;
- Excellent interpersonal and communication skills;
- Highly experienced with tracking and maintaining divisional budgets;
- Highly experienced managing Public Record Act Requests and records retention.

EXPERIENCE

ADMINISTRATIVE ASSISTANT
Clean Water Services
3/24 - 12/24

- Complex travel management for 20+ staff members- Book registration, hotel & air;
- Process Travel Reimbursements;
- Credit card reconciliation;
- Assist with meeting preparation, conference room set up & ordering food.

EXECUTIVE ASSISTANT
United Employees Labor Association
2020-2024

- Answer all incoming calls and process incoming mail;
- Schedule onsite and virtual meetings;
- Transcribe meeting minutes;
- Accounts receivable and payable.

ADMINISTRATIVE ASSISTANT
Orange County Sanitation District
2006 - 2020

- Assisted in coordinating, developing and monitoring a multi-million dollar budget; compiling annual budget requests, prepared revenue projections; recommended expenditure requests for designated accounts, and monitored approved budget accounts;
- Assisted Engineers with updating Scope's of Work as needed in preparation for upcoming Bids & RFP's;
- Prepared bid documents, contract stipulations, process specifications, liability and insurance requirements;
- Coordinated, and assisted with the administration of contracts, change orders, amendments, addendums, extensions,
- Entered requisitions and purchase orders as needed to support program budget and change orders;
- Prepared Bids/RFP Packages for District as needed to hire outside contractors;
- Prepared Board Agenda reports;
- Supervised and trained Program Assistants as needed;
- Obtain Vendor quotes for Source Control Monitoring Equipment;
- Ordered new equipment as needed for Source Control Department;
- Processed Public Records Act Requests;
- Tracked and maintained all historical divisional records;
- Processed all incoming mail for divisions;
- Booked and attended confidential divisional management meetings.

Lindsay Bartholomew

From: Bo Gutierrez [redacted]
Sent: Wednesday, November 12, 2025 9:17 AM
To: Lindsay Bartholomew
Subject: Re: Jana Gutierrez - City Councilor Application 2025

Good Morning Lindsay,

My references are as follows:

Fara Botzheim - [redacted]

Laurissa Thompson - [redacted]

Celestino Rozada - [redacted]

Please let me know if I can be of further assistance. I look forward to hearing back from you.

Sincerely,

Jana Gutierrez

From: Lindsay Bartholomew <lindsay.bartholomew@tigard-or.gov>
Sent: Monday, November 10, 2025 12:20 PM
To: [redacted]
Cc: Carol Krager <carolk@tigard-or.gov>
Subject: Jana Gutierrez - City Councilor Application 2025

Hello Jana Gutierrez,

Thank you for applying! Your application has been received.

Will you please send us three references and provide their contact information?
Thank you,

Lindsay Bartholomew (she/her) | **Deputy City Recorder**
City of Tigard | City Management
Direct: 503.718.2417
13125 SW Hall Boulevard, Tigard OR 97223 | tigard-or.gov

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Matthew Albertson

* **Residential Address (Street, City, State, Zip)**
[redacted] Tigard, OR 97223

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
About 31 years, overall.

* **Do you own a business in Tigard? If yes, business name/address**
No.

* **How did you hear about this vacancy?**
I heard about the vacant position when I heard that Yi-Kang Hu was voted by the council to be Tigard's Mayor.

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
My background would be a valuable and complementary addition to the impressive professional expertise already present. While this council has a foundation in data-driven, analytical professions like medicine, law, and public policy, my background as a poet and recent graduate of PSU's Honors College is rooted in political science and the humanities. This has trained me in a different, but still rigorous, form of analysis. When we analyze a complex issue like a new housing development, my colleagues may focus on the quantitative data (the density, the budget, the traffic impacts, and the like). I am trained to complement that by asking about the qualitative data and the resident-centered narrative: How does this design impact community cohesion? What is the human story of the displacement or opportunity created? The best policy is made at the intersection of both quantitative data and a deep understanding of the human story. I would also bring a distinct perspective on stakeholder engagement form my experience with the Northwest Oregon Legislative Fellowship. This gives me a direct, structured understanding of the specific needs and challenges of communicating with Tigard's families. When we discuss "housing affordability," I can ensure we are making policy that works for the people who build and serve our community. Lastly, my time as an intern with Senator Starr's office in Salem provides a practical understanding of the state legislative process. This is not an abstract skill; it is directly relevant to our city's challenges. When this council advocates for crucial reforms, like fixing the structural flaws of Measures 5 and 50, I can provide insight into the process of how that work gets done. I can help our team build coalitions and craft the specific, targeted message needed to be successful at the state level. My role would not be as a duplication of the existing expertise, but as a crucial complement to it, adding a humanities-driven, legislatively-pragmatic lens to our shared work.

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
These measures are the most significant structural challenge to effective local governance in Oregon. The property tax limits in these measures were passed with the understandable goal of protecting homeowners from unpredictable tax hikes. In the time since, their design has created a set of severe, long-term consequences that have locked our cities into a system of structural inequity and fiscal instability. For Tigard, the primary impact has been a widening gap in the tax burden. Since a property's assessed value can only grow by 3% annually (from Measure 50), regardless of its true market value, we now have a system where two neighbors in identical homes can pay entirely different property taxes. A long-time resident's protected low assessment is not extended to a new family, who begins paying taxes on a value which may be two or three times higher. This penalizes new homeowners and businesses, forcing them to shoulder a disproportionate share of the cost for the essential services, parks, libraries, police, &c., that all residents enjoy. This is then compounded by the problem of "compression," a flaw from Measure 5 that creates critical budget instability. When the tax limits collide, the law mandates that voter-approved local option levies are the first revenues to be cut. This is a deeply anti-democratic mechanism. It means that when Tigard residents explicitly vote to fund a specific service, that revenue is not guaranteed. With this restriction, long-range planning for essential services, from fire protection to park services, is made exceptionally difficult and undermines the will of Tigard residents. To correct this, I'd advocate for two common-sense reforms at the state level. First, we have to address the equity gap by amending the system to reset a property's assessed value to its real market value upon its sale. The new owner would then receive the same 3% cap protection, ensuring stability for them while gradually, and fairly, bringing our tax base in line with market realities; secondly, we must restore local control by changing the statutory order of compression. Voter-approved bonds and levies, the community's direct will, must be among the last revenues to be cut, not the first. These reforms would balance the system, respect the decisions of local voters, and provide the fiscal stability needed for responsible city governance.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
From my perspective, the key issue facing the Tigard City Council is the interconnected crisis of housing affordability and homelessness. This is the most critical issue because it impacts every other community goal. A lack of stable, affordable housing strains our public safety resources, impacts our local businesses' ability to hire and retain a workforce, and creates insurmountable barriers for children to succeed in our schools. Every major priority, from economic vitality to public health, rests on the foundation of stable housing. That said, the sheer scale and complexity of this crisis means that no single policy will solve it. Real progress requires a level of focus and collaboration that has recently been challenged. Our success is not just based on good ideas; it is fundamentally dependent on a stable, unified, and functional partnership between the City Council, staff, and our regional partners in Washington County. Our approach must be multi-pronged. We must adopt a comprehensive strategy for housing. We have to broadly permit multiplexes in existing neighborhoods to meet state housing requirements (HB2001) as well as continue to prioritize cottage clusters, which our city's zoning code encourages as an ideal, community-oriented housing solution. Next, we must commit to a process of effective governance to see this strategy through. The council must set a clear, unified policy direction and then empower our professional city staff to implement it, helping where we can to ensure results. With a healthy, collaborative government, we will be empowered to solve the external challenge of housing. My focus would be on rebuilding and strengthening those networks, as internal cohesion is the essential prerequisite for delivering the tangible results on housing that Tigard residents need.

* **Why are you interested in this council position?**
My interest in this position is straightforward: I am committed to the future of Tigard as a longtime resident, and my specific skills and perspective are what this council needs at this moment. We face significant, long-term challenges. To solve those external challenges, we must have a stable, collaborative, healthy government on the inside. My interest is in the practical, necessary work of good governance. I'm not a doctor or a lawyer. I am a poet and a scholar. This has trained me to analyze complex problems by focusing on the human narrative and qualitative data. I am for a functional, respectful, and effective city government. I have the temperament and skillset to work as a pragmatic partner who can help this council move forward on the hard work that matters most to tomorrow's prosperity.

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
Albertson References.docx

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

Matthew D Albertson

Writer | Editor | Organizer

Emerging writer and community organizer with a passion for finding common ground while establishing personal connection.

Experience

Oct 2024 – Present
Co-Organizer *The Graft Union Reading Series*

Co-manage monthly poetry and prose readings, coordinating logistics, invited readers, and open mic participation.
Assist in production of low-cost zines/chapbooks featuring local authors.
Lead outreach efforts to build audience and engage the Portland literary community.
Support the development of a non-hierarchically structured nonprofit with membership and workshop offerings.

Feb 2025 – May 2025
Legislative Aide *Senator Bruce Starr*

Drafted a bimonthly newsletter to communicate local, national, and world events with constituents.
Monitored bills, prepared legislative summaries, and tracked constituent and stakeholder feedback to inform strategy.
Managed constituent services, fielded policy inquiries and pitches, and recorded constituent interactions.
Monitored news in Senator Starr's district for constituents' achievements for outreach from the Senator's office.

January 2022 – June 2022
Managing Editor, Alchemy: Issue 49 *Portland Community College*

Read and selected submissions for publication.
Communicated suggested edits to authors from the US and abroad [e.g., Bangladesh, New Zealand, and India].
Copyediting the final draft of the literary magazine.
Co-presented the final product to contributors at conferences.

Education

2023 – 2025
Bachelor of Science – Political Science
Portland State University Honors College

Skills

- Data entry
- Community Collaboration
- Microsoft Office
- Google Suite
- InDesign
- Public Speaking
- Event Planning

Contact

[redacted]
Tigard, OR 97223
[redacted]
[redacted]

Will Anderson email: [redacted] phone: [redacted]

Will Anderson led the Northwest Oregon Legislative Fellowship during my tenure; he is currently on the Milwaukie City Council.

Megan Savage email: [redacted] phone: [redacted]

Megan Savage was professor overseeing PCC's *Alchemy* during my tenure; she can speak to my work as a managing editor, both overseeing and working as part of a team.

David Morril email: [redacted]; phone: [n/a in China]

David Morril was one of my co-founders of the entrepreneurial enterprise IntegrAIte Academy.

Matt Chelf email: [redacted] phone: [redacted]

Matt Chelf was my college creative writing professor; he can speak to the quality of my work and its overall, interdisciplinary quality.

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Al (Ali) Haddadi

* **Residential Address (Street, City, State, Zip)**
[redacted]

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
10+ years

* **Do you own a business in Tigard? If yes, business name/address**
No

* **How did you hear about this vacancy?**
CCE-Meeting and email

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
I would bring an engineer's problem-solving mindset and community focus to the City Council. After 17 years working in a diverse company and in leadership, I've learned to listen to different viewpoints and find balanced solutions. I also lead quarterly cultural and belonging meetings at work, serve as Vice Chair of Tigard's Committee for Community Engagement, and organize Persian cultural celebrations in the city. These experiences help me promote inclusion, understanding, and teamwork , values that strengthen the Council and our community.

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
Measures 5 and 50 have limited Tigard's ability to keep up with rising costs for essential services. I think the community should have a direct voice. Before changing tax limits, we could bring it to a public vote, explain the impacts clearly, and let residents decide whether raising the cap is worth the improved city services. It's also important that the public is well informed before voting . we can work with volunteers and community groups (CCE) to help share accurate information, answer questions, and make sure everyone understands how these measures affect our city's ability to maintain and improve services.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
I think the Council's 2025 goals have already identified the most important priorities for Tigard , housing, economic growth, livability, and resilient city services. The key challenge is balancing these goals while keeping Tigard affordable and sustainable. I would focus on expanding diverse housing options, supporting local businesses, and maintaining reliable infrastructure. By engaging residents early and working closely with community partners, we can make real progress on these priorities and keep Tigard a great place to live, work, and play.

* **Why are you interested in this council position?**
Through my three years serving on Tigard's Committee for Community Engagement, I've seen how much positive change happens when residents get involved. That experience inspired me to take the next step and contribute at the council level, where I can help shape policies that strengthen community connection and transparency. With my engineering and leadership experience, I can also bring strong problem-solving skills, teamwork, and a practical mindset to help the council make balanced, data-driven decisions for Tigard's future.

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
Al Haddadi Resume 2025 Tigard.doc

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

Al Haddadi (Ali)

[redacted]
Tell: [redacted]

Experienced Engineering Supervisor with over 15 years in semi-truck, fuel cell, air, and vehicle system development. Skilled in leading cross-functional teams, managing complex projects, and driving innovation in heavy-duty transportation. Dedicated to community service through leadership in Tigard's Committee for Community Engagement and completion of the Tigard Police Citizen.

Academic History

- M.S. Mechanical Engineering - Portland State University, Oregon, May 2008

ACCOMPLISHMENTS

- Serving on the City of Tigard Committee for Community Engagement (CCE) since 2022; currently hold the position of Vice Chair, supporting initiatives that strengthen communication, inclusivity, and collaboration between residents and city leadership.
- Completed the Tigard Police Citizen Academy and received certification from the Tigard Police Department, gaining firsthand understanding of public safety operations and community–police collaboration.
- Organizing Persian community cultural celebrations in Tigard to promote diversity, cultural awareness, and community engagement.
- Certified Six Sigma Green Belt (Structured Problem Solving)– The Ohio State University
- Selected for an exclusive program focusing on leadership development, including 8 months of intensive training (Senior Engineers-Emerging Leader Program)
- Successfully led a team of engineers in India and Mexico, handling training, coordination, and communication for Powertrain- Department
- Project leader for composite solution for Metal Brackets
- Led teams in electric truck projects for both heavy-duty and mid-duty applications, focusing on air tank design and routing.
- Facilitated Chassis Chief of Engineer-Technical Staff meetings, fostering effective cross-departmental communication and collaboration.
- Developed VBA code (macros) for Catia, enabling seamless integration with Excel for enhanced productivity and data management
- 4 Approved Patents**:** Fuel cell exhaust and air intake systems (Super Truck III), transmission cooling line clamp, and mid-chassis plastic bracket.
- AI/ Machine Learning-certification from University of New Mexico and leading augmenting AI to reduce CWOs/ pilot program

PROFESSIONAL HISTORY

DAIMLER TRUCK NORTH AMERICA- Technical Engineering Project Supervisor II 12/2023-present

Leading a team of direct reports to manage, mentor, and provide technical guidance on new DTNA Brake Department projects.

- Leading task forces on challenging and critical Chassis/ Brake department
- Manage and facilitate project and strategic planning efforts
- Lead CVE strategic initiatives and ensure progress to agreed timelines
- Develop and implement KPIs to ensure Chassis Department meets PAR project deadlines

DAIMLER TRUCK NORTH AMERICA - Senior Lead Engineer II, Portland, Oregon: 1/2022-11/2023

Fuel cell –Air Intake and Water Emission System/ Aftertreatment System for Conventional Engines

Team Lead

- Leading the development and implementation of air intake and water/steam exhaust systems for a Hydrogen Fuel Cell Truck. Collaborated closely with Mercedes Truck-Germany and the Product Validation team
- Leading Aftertreatment Combustion Engine Integration projects within regulatory and vehicle development programs as technical lead
- Developing system level requirements, component specifications and vehicle validation plans for ATS,

DAIMLER TRUCK NORTH AMERICA - Senior Engineer II and Team leader, Portland, Oregon:

Air Tanks and Air Dryers 7/2018 – 1/2022

- Developed, designed, and resolved problems related to air tanks and air dryers. -
- Provided effective support and supervision to staff members
- Supervised both direct and contractual staff to ensure efficient and effective operations.
- Led a comprehensive recall campaign: Managed all aspects including communication (in coordination with NHTSA), logistics, and customer relations
- Hired and mentored engineering interns by directing project work and sharing knowledge

DAIMLER TRUCK NORTH AMERICA - Senior Engineer I, Portland, Oregon: 11/2015 – 7/2018

PATHWAYS –ROUTING & CLIPPING

- Developed optimal vehicle routing pathways for flexible and wiring components that support global cost improvement - shared with other Daimler Trucks Divisions and manufacturing requirement for time efficient and cost-effective assembly.
- Led project-level, supervising direct, contractual staff and outside resources (Engineers in India and Mexico)
- Group representative in various project-based, cross-functional teams.

DAIMLER TRUCK NORTH AMERICA - Engineer III, Portland, Oregon: 9/2012-12-2015

POWERTRAIN- Radiator Plumbing and Transmission Oil Cooler 9/2012-12-2015

- Powertrain Project Coordinator: Overall concept designer and project organizer. Coordinator between Market strategy, Engineering Platform Management and Powertrain Engineering.
- Coordinated director's weekly alignment meetings between managers and department engineers to review open issues and program updates
- Worked on truck parts' failures-projects from Daimler Test Center or customer return. (ZEUS Projects & FRACAS)

DAIMLER TRUCK NORTH AMERICA/WESTERN STAR - Engineer II, Portland, Oregon:

CHASSIS- specialty HD vehicles 12/2010 – 8/2012

- Created driveline layout, Axles, front and rear suspension layout for AWD Trucks

DAIMLER TRUCK NORTH AMERICA - Engineer I, Portland, Oregon: 8/2009 – 11/2010

CURRENT PRODUCT ENGINEER-CHASSIS

- Product design for the following Western Start-modules:
  Fuel tanks, tool/battery boxes, cab/sleeper mounts, steps, underslungs & fuel delivery systems

DAIMLER TRUCK NORTH AMERICA - *COMPLETED ROTATIONAL-CAREER PROGRAM,* Portland, Oregon 8/2008 – 7/2009

- Liaison Engineering at Portland Plant (12 weeks) /New Product Team – Fuel Tanks Engineering (12 weeks)
- Drawing Standards & Quality Team (12 weeks)/Frame Layout Group (8 weeks)

ENGINEERING TOOLS & SKILLS

- NX, CATIA V5 ▪ Solid Works ▪ Inventor ▪ Auto CAD ▪ VBA(Macros), Python, Azure Machine Learning

VOLUNTEERING AND SELECTED GRADUATE COURSES:

- City of Tigard - Board Member (Vice Chair of Committee for Community Engagement and DE&I) since February 2022 for a four-year term
- Completed 35 hs of in-person PMI (Project Management Institute) training
- Completed a 10-week Tigard Police Community Academy training program
- Successfully completed a 16-week Data Science and Data Engineering bootcamp (AI) at the University of New Mexico
- Completed an advanced GD&T course and workshop
- Completed Failure Analysis Cours and Semiconductor Manufacturing-Material Science at PSU

Carol Krager

From: A H [redacted]
Sent: Monday, November 17, 2025 7:27 PM
To: Carol Krager
Cc: Lindsay Bartholomew
Subject: Re: References
Attachments: image001.jpg

Hello Carol,

My apologies! Below are three references with their contact information. Please let me know if you have any questions.

Thanks
Ali

1- Dennis Doyle
[redacted]

2- Rahi Ghazimorad
[redacted]

3- Arman Feuzati Hagh
[redacted]

Thanks
Ali Haddadi

On Mon, Nov 17, 2025, 2:27 PM Carol Krager <carolk@tigard-or.gov> wrote:

> Hello Ali,
>
> We received you application for the city council vacancy and appreciate your interest. I noticed you did not attach any references. Would you be able to email me with at least three references and their contact information?
>
> Thank you, and please let me know if you have any questions.

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Shawne Martinez

* **Residential Address (Street, City, State, Zip)**
[redacted] Tigard, OR 97223

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
12 years

* **Do you own a business in Tigard? If yes, business name/address**
No

* **How did you hear about this vacancy?**
I attend City Council meetings and stay informed through community events.

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
As a car-free bike Dad, I move through Tigard by bicycle, walking, public transit and sometimes skateboarding. I experience the smells, sounds and textures of our city from outside of a car, interacting with neighbors on the street and on the bus. I see our neighbors who are camping outside as I walk past them at night. I shop at our downtown stores as they are just a short bike ride from my apartment. As a renter, I have the perspective of someone who lives in high-density housing. As the parent of an elementary school kiddo, I know the struggles of the congestion of school drop-off and pick up. I appreciate our parks, playgrounds and green spaces as our children need more time outside and less screen time. Spending much of my time on a bicycle exposes me to the air pollution, sound pollution and terrible land-use policies that car-centric city planning brings to our community. When I volunteer in our community, I see the needs of our neighbors including food, shelter, safe spaces, clean streets, green spaces and places for fun!

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
Limiting taxes to 1990's policy is great for homeowners, but not great for our communities. Money paid to the city for services has not kept up with rising costs over the past 30+ years. We must propose property taxes that are fair to all who use community services and infrastructure while accounting for folks who may be on a fixed income. High income earners and large employers should pay more than low income earners and small businesses. We must build more high density housing near the downtown core that generates more tax base than large single family homes on the urban growth boundary.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
The most important issue facing the Tigard City Council (and all of humanity) is human caused climate change. As we continue to extract and burn fossil fuels for energy, our planet is warming much faster than anticipated. Summers are hotter and storms are more severe causing billions of dollars in damage every year. We must reduce fossil fuel emissions and increase the resilience of our city. Taking BOLD action on climate now will save Tigard taxpayers money in the near future, as well as promote a healthier community through reduced exposure to pollution. We must focus on making Tigard more walkable and bikeable to reduce car trips. We must build efficient multi-family housing that is close to jobs. We must increase solar and wind power generation. We must decarbonize Tigard for a better tomorrow.

* **Why are you interested in this council position?**
Being involved with city government in enjoyable to me, especially the transportation sector. As a volunteer on the Tigard Transportation Advisory Committee, I have been exposed to the many decisions our traffic engineers and city planners must make to keep our streets safe for all people. I am also interested in housing and climate policy. I want to make Tigard safe and vibrant for my young daughter and all of my neighbors. Policy change is essential to move away from destructive patterns of the past. We must continue the path forward to a bright future for all!

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
Shawne Martinez Resume 2025.docx
_Shawne Martinez References.docx

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

Shawne Martinez

[redacted]
Tigard, OR 97223
[redacted]
[redacted]

EXPERIENCE

Cycle Oregon, Portland, OR — Program Coordinator

July 2023 - present

Train-the-trainer position introducing school PE teachers to the JumpStart curriculum of bike safety. Maintenance and transportation of a bicycle fleet of 400 bikes and 8 large trailers. Attendance of community bike fairs and weekly meetings with Safe Routes to School stakeholders.

Tigard Tualatin School District, Tigard,OR — *Student Supervision*

November 2021 - June2023

Metzger Elementary School- supervising students during lunch. Cleaning, setting up tables. Part time.

KO Custom Fab, Boring, OR — *Welder/Fabricator*

January 2013 - December 2015

Layout, cut, bend and weld handrails and gates. On-site delivery and installation.

Innovative Equine Systems, Minden, NV — *Shop Foreman*

April 2005 - December 2013

Order materials, create cut lists, cut, weld, bend, powdercoat, package, ship and deliver custom horse barn interiors. Horse stalls, barn doors and accessories.

Boart Longyear, Dayton, NV. —Environmental Driller
2002-2005

Operation, maintenance and transport of various drilling rigs taking soil samples and setting monitor wells for groundwater contamination throughout the United States. Directly supervising 2-4 person crews.

EDUCATION

SKILLS

Community engagement.

Street-level neighborhood awareness.

35,000+ miles on bicycles.

Involved in city government

Class A Commercial Driver's License and motorcycle endorsement

Volunteerism

Tigard Transportation Advisory Committee.

Climate Action Tigard

BikeLoudPDX

Washington County Adopt-A-Road

Metzger Elementary Bike Bus

Metzger Metzger Elementary 5th grade bike safety

Meals On Wheels

Tigard graffiti cleanup

Tigard litter pickup

Tigard tree planting

Tigard wayfinding committee

TTSD Budget Committee

Mariner High School, Everett, WA — *HS Diploma*

1995

Portland State University, Portland, OR — Portland Traffic and Transportation noncredit course sponsored by the Portland Bureau of Transportation (PBOT)

League of American Bicyclists — League Certified Instructor. Ambassador for better biking through education.

LANGUAGES

English

PROJECTS

Metzger Bike Bus — *Ride Leader*

Helping families ride bikes to school.

Shawne Martinez

References:

Sarah Hedges
Principal Durham Elementary School
[redacted]

David Lord
5th Grade Teacher Metzger Elementary
[redacted]

Dave Roth
Former Senior Transportation Planner
City of Tigard
[redacted]

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Kate Ristau

* **Residential Address (Street, City, State, Zip)**
[redacted] Tigard, OR 97224

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
2007

* **Do you own a business in Tigard? If yes, business name/address**
Hope Well Books - Independent Publishing [redacted] Tigard, OR

* **How did you hear about this vacancy?**
I was aware of the vacancy due to serving on the library board and following local news. Councilor Schlack also connected with me.

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
Thank you for opening up applications for the city councilor position. My background is in the arts, as well as nonprofit management. I am the Executive Director of Willamette Writers (a 60-year old Oregon nonprofit with over 1300 members), and I am the President of the Science Fiction and Fantasy Writers Association – a global nonprofit. I have served on the Tigard Library Board since 2017, and I have lived in Tigard since 2007. During that time, I have come to know the city as a mom, a leader, a citizen, and a reader. My experience in nonprofit and change management as well as budgetary and financial policy and planning would provide particular support to the council during this time of transition. At the Science Fiction and Fantasy Writers Association, I recently guided a staff and board transition. My goal was transparency, honesty, and communication, guided by a broader strategic approach. This focus on strategy also helped me as we built out the library's strategic plan in 2021. My experience with the Tigard Library strategic planning also helped me guide four other organizations through the strategic planning process. I now have a good eye for organizational stability, financial controls, and long-term planning. But the perspective I would bring to the council is not just a strategic one. My focus as a leader has always been on building a collaborative community of support and consideration, where the work of my teams is valued and treated with care. For example, as the City Council supervises employees and oversees human resources processes, my skills in managing staff and volunteers (over 75 day-to-day volunteers at Willamette Writers) would provide a knowledgeable perspective rooted in cooperative practice. Also, as a former University of Oregon (4 years) and Western Oregon University (4 years) writing instructor, I understand how to help students and peers reach those goals they set. The approach is simple: work together. That is the perspective I will bring to the City Council. As a middle class, middle aged white woman, I realize I have a tremendous amount of privilege, and as a leader, my goal has always been to use that privilege to the benefit of others, centering the people who should be leading the conversation: our diverse community. It would be my honor to represent them and focus on positive, productive change while I served on the council.

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
I first learned about these measures in Leadership Tigard. Former Mayor John Cook spoke about the cap on local taxes – which I now understand to mean that there is a 3% cap on assessed value growth. Why that matters is Tigard already has a permanently low levy rate of $2.5131 per $1,000. That cap on growth, combined with a low permanent levy rate and compression mandated by measure 5 along with increased cost of services means that the City of Tigard can't raise enough money without extra levies. Put simply, the measures cap revenue even as expenses have continued to increase (particularly post-2020). That means we see the city having to return to voters time and time again for levies to increase revenue to support basic public services. We saw that with the recent public service levy. For comparison, cities like Medford locked in their permanent rate at $5.2953 per 1,000 in the 90's with Measure 50. In Leadership Tigard, we discussed how Tigard has a large day-time population that works in Tigard but heads home at the end of the day. We support tens of thousands more people than pay property taxes, and we locked in at a very low rate. It's not sustainable as it is nearly impossible to accurately project revenues as levies may or may not be approved by voters. Yes, we can move to fees for services, but that only gets Tigard so far because fees can be unpopular, limited by law, and they don't always cover the full cost of services. All of this makes it hard to fund everything Tigard needs; we don't have reliable, steady revenue sources. The two primary actions I would suggest are: 1. Adjust the revenue cap to match inflation. This would help support a more balanced budget with predictable revenues linked to expected increases in expenses and services (without having to keep going back to the ballot box). 2. Limit measure 5's compression rules. Compression rules do not account for the will of the voters when they vote for levy increases – they are voting for an increase in available funds, not a decrease in revenue. My caveat here is that these actions must be tied to commensurate support services and incentives around affordable housing. These measures were put in place in the 90's to rein in taxes and make housing more affordable. We need to further explore how to do that in Tigard in concert with these actions.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
While the most important issues facing the city of Tigard include budgetary constraints and houselessness, the council must first deal with their own body. We cannot skip over the mayoral transition or the need for pointed communications and clear staff and council support. Of course, as an outsider, I cannot guess at the internal workings of the council. But when encountering any difficult organizational issue, I would first begin by auditing, interviewing, and training so I could understand current resources, gaps, and structural issues. I did this when approaching the work of the Science Fiction and Fantasy Writers Association. I interviewed departing staff and current volunteers, documenting as I went. I kept track of where people were at, what was missing, and what they needed. When we gathered together (which we did, a lot!), I made sure to give everyone space to share what they were working on, what was blocking them, and what changes they would like to see moving forward. Sometimes we can't get to the work we need to do until we address the ways we – or our systems – are failing. Stepping into leadership means taking on the work of those who came before you AND preparing the work for those who come after you. I would expect our immediate work to be discussing skillsets, how we plan to work together, and how

things can be different going forward. The mayoral transition and public communications point to a hostile work environment and a lack of support for each other. While the Council does not oversee many employees personally, they set the tone and direction of the city through the focus of their time, the use of the city budget, and the ways they communicate to staff and to the community at large. Yes, we have human resources limitations around particular discussions, and I have no doubt I will encounter these during training and onboarding. But the work of the city doesn't change; we will continue the City's strategic work toward an equitable community, while laying the groundwork for a new collaborative direction.

* **Why are you interested in this council position?**
I grew up on a farm in rural Illinois. In 2005, I married my high school sweetheart, Bob. We moved to Oregon and settled in Tigard when his job brought us here. Both of us grew up in single parent households with limited income. Scholarships and loans got us both through college, and reduced-price and free school lunches got me through high school. I worked hard to make good grades while often juggling two jobs. With Bob's help, we've built a comfortable life where we are able to support and give back to our community. I've always seen public service as a privilege and a goal. We give the time we have to support others who need it. Up until this point, I've given thousands of hours and dollars each year to nonprofits, from Tualatin Valley Creates to the Oregon Poetry Association to the Science Fiction and Fantasy Writers Association. Two years ago, I registered for Leadership Tigard, wondering how I could support my local community more – from finance and development to the arts. I met wonderful leaders and friends in the Leadership Tigard Cohort, but my biggest takeaway was that leadership comes in many forms, and leaders do not have all the answers. Good leaders work with the teams they have, support them, and when they can – they build those teams with focused hiring and core supportive services. Leaders don't have to have the answers because they pool their resources and work with and train the teams they have. They lead by example and lead positively from the front, while setting an example of service and kindness. I know I can be such a leader. Leadership Tigard simply showed me that those leaders in my cohort were not so different from me. Sure, I elevated the arts conversation, but come on – how empty would we be without movies, culture, languages, plays and books? The arts expand our lives and give us empathy. I take that empathy and bring it right back into my leadership. I'd like to be that kind of leader in Tigard: empathetic, kind, and collaborative. That is why I am interested in the City Council position: I believe my current skillset in leadership, organizational and change management, budgetary forecasting and strategic direction could positively impact the community I love.

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
Kate Ristau Resume 2025.docx

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

KATE RISTAU

[redacted] Tigard, OR 97224 | [redacted] | [redacted]

EDUCATION

University of Oregon, Eugene, OR
M.A. Folklore — 2008

Illinois State University, Bloomington-Normal, IL
B.A. English – *Honors, Magna Cum Laude* — 2003

University of Limerick, Ireland
Irish Studies Program — 2002

SELECT PUBLICATIONS

Published Novels & Games

Shadow Girl, Shadow Queene, Shadow & Shimmer, Not a Pipe — 2018, 2020, 2023
Asterion's Curse, Morrigan's Revenge, End of Time, Hope Well Books — 2016, 2019, 2021
Wylde Wings, Mythwakers, Comma Primer, Hope Well Books — 2022, 2023
*Sidekick Bakery, Flower Shoppe for Heroes***,** Pixelberry — 2022, 2023

Articles/Essays/Short Stories

The New York Times, The Washington Post, Literary Mama **-** Monthly Column

WORK EXPERIENCE

Willamette Writers
Executive Director — 2019-present
Business Manager — 2017-2019

Another Read Through
Bookseller — 2016-2017

Western Oregon University
Writing Instructor — 2010-2014

University of Oregon
Writing Instructor — 2007-2010

Peet's Coffee and Tea
Assistant Manager/Coffee & Tea Specialist — 2005–2008

AmeriCorps
Program Leader — 2003-2005

SKILLS

Strategic planning	Budgeting	Staff leadership
Partnership development	Program management	Volunteer coordination
Board relations	Event coordination	Facilities support
Fundraising & development	Social media marketing	Product sales

SELECT WRITING WORKSHOPS & PANELS

Norwescon
Adult and teen writing workshops 2018-present

Portland Book Festival
Middle grade panelist and moderator 2016-present

Workshops for teens and tweens
West Linn Library, Tigard Library, Barnes & Noble, Salem Library, Geneseo Library (monthly online workshops from 2019-present) 2013-present

VOLUNTEER PARTICIPATION

Science Fiction and Fantasy Writers Association
President 2024-present

Tigard Public Library
Board Chair 2017-present

Oregon Poetry Association
Vice President 2023-2025

Tualatin Valley Creates
Vice President 2021-2024

Science Fiction and Fantasy Writers Association
Producer - Nebula Awards 2020-2024

Willamette Writers
Communications Director / Chapter Chair / Resource Council 2014-2019

VoiceCatcher
Young Voices Coordinator 2018-2022

Big Brother, Big Sister
Volunteer 2007-2012

REFERENCES (ADDITIONAL REFERENCES AVAILABLE ON REQUEST)

Halsted Bernard
[redacted]
Tigard Library Board Director

Maren Bradley Anderson
[redacted]
Willamette Writers Board President

Mary Robinette Kowal
[redacted]
Past SFWA President

G.R. Theron
[redacted]
Norwescon Writing Programming

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Levi Kuhlman

* **Residential Address (Street, City, State, Zip)**
[redacted]Tigard, OR, 97223

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
Going on 2 years but have had family here for awhile.

* **Do you own a business in Tigard? If yes, business name/address**
No I do not.

* **How did you hear about this vacancy?**
Through participating in Council meetings.

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
In my work as an executive recruiter for public sector organizations across the West Coast, I have a unique vantage point on how leadership teams function and how diversity of thought, or the lack of it, affects entire communities. I work closely with cities, counties, special districts, and quasi governmental agencies to evaluate leadership needs, understand organizational culture, and recruit executives who can serve diverse populations. This gives me a broad understanding of how policy, operations, and community expectations come together, and it has reinforced my belief that a City Council is strongest when it intentionally incorporates different perspectives and lived experiences. One of the most important lessons I have learned is that diversity of thought requires intentional listening. I enter conversations expecting to learn something I have not considered, and I regularly speak with people from different cultural, socioeconomic, and professional backgrounds, including frontline employees, community advocates, senior executives, and elected officials. Some of the most meaningful insights I receive come from individuals who are not always the most prominent voices in the room. My ability to listen deeply, ask clarifying questions, and bring forward different viewpoints helps create more complete and thoughtful decision making. A recent example comes from the City of Pasadena's City Manager recruitment, where I recommended including two or three leaders from local Safe Streets and Keep Pasadena Moving coalitions in the interview process. The intention was not to diminish the Council's authority, but to give these groups an authentic opportunity to feel included and heard. Their perspectives about transportation safety, accessibility, and neighborhood quality added valuable context and helped strengthen community trust in the process. This experience reaffirmed the importance of inviting voices that represent different experiences, even in high-level decision spaces. I have also seen firsthand the consequences when organizations overlook diversity, equity, inclusion, and belonging. Agencies that embrace a wide range of perspectives tend to build stronger relationships with their communities and make more sustainable decisions, while those that do not often face preventable challenges such as public distrust and operational blind spots. As a Councilor, I would draw on these experiences to support inclusive engagement and transparent communication...

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
Measures 5 and 50 were intended to create tax stability, but over time they have limited the ability of local governments, including Tigard, to keep up with rising service demands. Measure 50's 3 percent assessed value limit grows far more slowly than the real cost of providing police, fire, parks, transportation, library services, and general operations. This forces cities into a "do more with less" mentality, where each budget cycle requires stretching existing resources, delaying maintenance, reducing service hours, or relying on one-time savings. Measure 5's compression further restricts local control by reducing revenue from voter approved levies when total tax rates hit the constitutional limits. These structural constraints were not designed for today's community expectations or the cost of maintaining modern infrastructure. Instead of expecting voters to approve major statewide reforms, I believe the Legislature can help ease the burden on cities by focusing on practical, targeted changes that improve flexibility and efficiency without raising tax rates. First, the state could create dedicated matching funds for public safety, transportation maintenance, and deferred infrastructure, allowing cities like Tigard to catch up on backlogs without needing new local taxes. Second, the Legislature could simplify or consolidate overlapping state mandates that require cities to perform tasks without providing corresponding funding, freeing up local staff time and budgets. Third, the state could give cities more authority to pursue shared services, regional partnerships, and modern service delivery models, which can reduce costs while maintaining or enhancing quality. Finally, the state could provide limited, temporary relief from compression for voter approved levies, not by changing tax caps, but by offering a state backfill when communities choose to support specific essential services. My rationale is that these approaches respect the intent of Measures 5 and 50, do not increase the tax burden on residents, and still give cities viable tools to move beyond the constant "do more with less" cycle. These incremental solutions create breathing room for cities to maintain safe, reliable, and equitable services while staying within Oregon's long-standing tax framework.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
There are many important issues I could highlight, but I want to focus on something very recent and deeply felt by the community, especially among residents who already experience higher levels of uncertainty. One of the more important issues facing the Tigard City Council right now is maintaining trust and safety by clearly communicating the roles and jurisdiction of city, state, and federal law enforcement. Recent federal activity in the region has created fear and confusion for many residents, including immigrants, undocumented citizens, and citizens who are unsure which agency holds authority in their neighborhoods or who they can turn to for protection or in a time of need. Because Tigard has a large Hispanic and immigrant population, it is especially important that the City help residents understand what the City controls, what the state controls, and what the federal government controls, while still doing everything possible to keep people safe. I would recommend a focused approach that includes multilingual and culturally responsive communication about jurisdiction and residents' rights, stronger coordination with nearby cities, such as Hillsboro and Washington County so local governments can respond together when federal actions affect our communities, and expanded community safety programs that build trust between local

police and the people they serve. This issue is critical because when residents do not feel safe or informed, it impacts every other area of civic life. From participation in public meetings to willingness to report crimes or seek services. By improving clarity, strengthening relationships, and centering vulnerable communities, the City can help ensure that all Tigard residents feel protected, respected, and supported.

* **Why are you interested in this council position?**
I am interested in serving on the Tigard City Council because I genuinely love this work. I know it may sound unusual, but local government is where I found my calling. I am drawn to the challenge of working strategically, doing more with less, and helping create a positive, inclusive environment where staff and community members feel valued and supported. I want to help Tigard continue to be an easy and welcoming place to live, work, shop, and build a future. I may not know exactly where my career will lead, but I do know the principles that guide me: I stand up for what is right, I hold myself to high ethical standards, I treat people with respect even in difficult moments, and I show up every day ready to listen, understand, and collaborate. I am easy to work with, I enjoy the process of governing without being political, and I avoid drama because it does not move us toward our shared goals. Although I am early in my career, I have already learned a great deal and accomplished more than many expect at my age. I take pride in that, not for the recognition, but because it shows what is possible when someone brings humility, curiosity, and a genuine commitment to public service. I want to bring those qualities to Tigard's City Council and serve a community I respect and care about.

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
Levi_Resume.docx
Mayor of Tillamook.docx
Letter of Intent .docx

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

Levi Kuhlman

[redacted]
Cell: [redacted] Email: [redacted]
LinkedIn: [redacted]

Core Competencies

Leadership • Public Policy • Community Engagement • Ethical Governance • Strategic Planning • Fiscal Oversight •Intergovernmental Relations • Conflict Resolution •Communication • Equity and Inclusion • Critical Thinking • Problem Solving • Collaboration • Stakeholder Relations • Decision Making • Public Speaking • Constituent Services

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Profile

I am a dedicated Executive Recruiter specializing in the public sector, partnering with cities, counties, special districts, nonprofits, City Councils, and Boards of Supervisors to identify and place exceptional leadership talent. Grounded in a servant leadership philosophy, I approach every engagement with a focus on continuous improvement and a commitment to leaving organizations stronger than I found them. My work is driven by a deep passion for public service and community impact, and I take pride in helping agencies build inclusive, high-performing teams that advance their mission and serve their residents effectively. Known for my professionalism, strategic mindset, and ability to build trust across diverse stakeholder groups, I bring a thoughtful and people-centered approach to every search, ensuring a positive experience for both clients and candidates.

Professional Experience

Executive Recruiter (8/2022–Present) WBCP Inc., Rogue River, OR

In my role as an Executive Recruiter for the public sector, I lead complex, multi-phase recruitment projects and provide strategic guidance to City Councils, Boards of Supervisors, nonprofit boards, and executive leadership teams. I oversee a project manager and a direct report while managing all aspects of the recruitment lifecycle, including strategic scheduling, candidate sourcing, interview facilitation, and comprehensive screening. I develop and implement tailored recruitment strategies that support organizational goals, integrate AI-driven tools to improve workflow and candidate evaluation, and lead technological process improvements across our ERP and CRM systems. My portfolio includes successful Director level recruitments in Housing, Community Development, Intergovernmental Affairs, Public Policy, Public Safety, Fire Services, Police, Engineering, Water Utilities, and additional technical and administrative areas. I excel at presenting high-quality finalists, building consensus among hiring authorities, and ensuring a streamlined, equitable, and well-communicated process from start to finish.

Levi Kuhlman

[redacted]
Cell: [redacted] Email: [redacted]
LinkedIn: [redacted]

Real Estate Broker (1/2019–2022) Corvallis, OR

As an accomplished Real Estate Broker, I have consistently excelled in helping buyers and sellers navigate the intricacies of the real estate market. With a keen focus on achieving client satisfaction, I specialize in showcasing properties, networking, and conducting comprehensive document reviews to ensure accuracy and compliance with state regulatory standards. My day-to-day responsibilities involve collaborating with clients, negotiating deals, and providing expert guidance throughout the entire buying or selling process. I also manage a dedicated marketing team of four, enhancing property visibility and driving successful transactions.

Youth/Adult Soccer Official and College Division 1 Official (01/2010–3/2020) State of Oregon

As the youngest Division I soccer official at the time, I officiated matches within the United States Western Conference Division 1-3 universities, supporting fair play, consistency, and overall game integrity. I trained under FIFA officials at regional and national tournaments, which strengthened my leadership, decision-making, and interpersonal communication skills. Officiating was not just a role for me but a passion. I value the relationships built on and off the field and the deep sense of community within the officiating world. Although my career was halted due to COVID-19 and later by injuries requiring multiple surgeries, my commitment to the sport has not faded. I remain strongly interested in mentoring and developing young officials, using my experience to help them grow in confidence, professionalism, and love for the game.

Education and Training

Western Governors University — BS Business Administration *(December 2025)*
Western Governors University — MBA *(Expected 2026)*
Executive Leadership Coursework – Centerpoint Leadership Academy
Oregon State University (2018–2021)
Oregon Real Estate Licensee (2019–Present)
AI Integration for Public Service
OCCMA Conference
League of Oregon City's Conference
Cal City's City manager Conference
ACWA Conference
ICMA Conference

References Available upon request

Levi Kuhlman
[redacted] Tigard, OR, 97223
[redacted]
[redacted]
October 4th, 2025

Dear Mayor Pro Tempore Wolf, Councilor Ghoddusi, Councilor Hu, Councilor Robbins, Councilor Shaw, and Youth Councilor Hellhake,

It is with great enthusiasm that I submit this letter of intent for consideration to serve on the Tigard City Council. My passion for public service is grounded in the belief that, while I cannot do all the good the world needs, the world needs all the good work I can do. I see this opportunity as a way to contribute meaningfully to my community, continue growing as a public servant, and help advance the important work already being done in Tigard.

I currently serve as an executive recruiter specializing in the public sector, working alongside cities, counties, and special districts across the West Coast and beyond. My experience has given me a strong understanding of open meetings laws, ordinance development, and executive-level positions such as City Attorney, Housing Director, Human Resources Director, IT/IS Systems, PWs/Engineering, Water Quality and Community Development leadership roles.

In addition, I bring a solid knowledge base in land use, zoning, transportation planning, mixed-use, high density projects and ADU policy, rent control and stabilization, economic development, and small-business growth—topics that align closely with Tigard's ongoing priorities. I approach these issues with a strategic and critical thinking mindset, supported by a genuine love for technology and its potential to make government processes more efficient and accessible for residents. I thrive on brainstorming, creative problem-solving, and collaborating with others to find innovative, practical solutions. I have facilitated public meetings ranging from 20 to over 300 participants and deeply value the opportunity to engage directly with community members. Public service is not just my profession— I truly believe that it is my calling. I love making a difference, and I want to be part of the decisions that shape the place we call home.

Central to my work and values is a commitment to Diversity, Equity, Inclusion, and Belonging (DEIB). I believe that good governance requires ensuring every community member feels seen, heard, and valued. While I don't know exactly where my career will lead, I know I was put here for a reason—to serve, to listen, and to bring people together. I'm excited to learn from each of you and to contribute to the continued success of a city that represents thoughtful growth, inclusion, and community pride.

Thank you for your consideration. I would be honored to serve the residents, City staff, and my fellow Councilors with integrity, enthusiasm, and always with a smile.

Sincerely,
Levi Kuhlman

Aaron Burris
[redacted] Tillamook, OR 97141
[redacted] | [redacted]
October 4, 2025

Dear City Council,

It is my pleasure to recommend Levi Kuhlman for appointment to the Tigard City Council. As Mayor of Tillamook, I had the opportunity to work closely with Levi during our recent City Manager recruitment, where he demonstrated exceptional professionalism, transparency, and a genuine respect for public engagement.

Levi played a key role in facilitating a community meet-and-greet attended by approximately 30 residents, ensuring an open and welcoming forum for feedback. He also developed and managed surveys for City staff and the public, helping our Council and community gather valuable insight to inform our decision making process. In addition, he coordinated outreach with key stakeholders including representatives from our local hospital, school board, planning commission, Senator Webber, and other community partners.

Throughout our work together, Levi demonstrated humility, strong communication skills, and is an authentic and personable professional. His approach reflects a deep belief that public service is about listening, collaborating, and creating space for every voice to be heard.

I am confident Levi will be a thoughtful, collegial, and engaged partner to you as you continue to make Tigard a great and easy place to live, work, and do business. He will serve the people of Tigard, City staff, and his colleagues with integrity, enthusiasm, and always with a smile.

Sincerely,
Aaron Burris
Mayor, City of Tillamook

City of Tillamook
The Dairylands

Lindsay Bartholomew

From: Levi Kuhlman [redacted]
Sent: Monday, November 24, 2025 3:07 PM
To: Lindsay Bartholomew
Cc: Carol Krager
Subject: Re: Levi Kuhlman - City Councilor Application 2025

Hi Lindsay,

Below are my references for the City Council process:

Wendi Brown, CEO WBCP, [redacted]

Christy Wurster, former City Manager/Interim of City of Monmouth, City of Sweet Home, City of Brookings, City of Silverton, City of Fairview [redacted]

Terri Maus-Nisich, Former Assistant CEO, County of Santa Barbara, [redacted]

I do have others I would be happy to share, so please let me know if these are satisfactory or not.

Thanks,
Levi

On Mon, Nov 24, 2025 at 11:00 AM Levi Kuhlman [redacted] wrote:

> Hi Lindsey,
>
> I am in meetings till about 1pm but I will get you those additional references right after I am off.
>
> Thanks,
> Levi
>
> On Thu, Nov 20, 2025 at 8:31 AM Lindsay Bartholomew <lindsay.bartholomew@tigard-or.gov> wrote:
>
> > Hello Levi Kuhlman,
> >
> > Thank you for applying! Your application has been received.
> >
> > Will you please send us three references and provide their contact information?

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Rafael Palacios

* **Residential Address (Street, City, State, Zip)**
97224

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
5 and a half years

* **Do you own a business in Tigard? If yes, business name/address**
No

* **How did you hear about this vacancy?**
Through the City's website

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
I would complement the diversity of thought and perspectives of the Tigard City Council because my specific age (77), birthplace (Colombia), native language (Spanish) and culture (Hispanic), education (Engineering), degrees (BSc., MSc., MBA) and certifications (PMP, Lean Six Sigma, Change Facilitator, NCRC, Supervisory and Leadership Skills, Microsoft Tools).

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
I am not an expert on property tax issues, and I could hardly make proposals to solve the problem that some cities and school districts face due to insufficient revenue to cover their expenses in fulfilling their duties. However, I believe the State of Oregon should consider imposing sales or consumption taxes, as the necessary revenue is needed to meet the increased demand for goods and services from a growing population with increasing purchasing power. This would create a more equitable tax system, since state revenue would come from the very citizens who demand those services, not just from homeowners.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
The Tigard City Council faces many challenges and objectives, making it difficult to prioritize and achieve. From my own perspective, I see three main areas or "clients" to address: the citizens, its employees, and the environment. Regarding the first "client," I believe access to affordable housing is fundamental. We should consider families starting out, facilitating or subsidizing their down payment; also, established families, promoting employment and entrepreneurial opportunities to create businesses and organize companies. For families nearing the end of their working lives, we should offer opportunities for a dignified, healthy, and fulfilling retirement. Regarding the second "client," employees need ongoing training, development, and career advancement opportunities that make them more productive and competent, while also fostering greater commitment to the city and its citizens. In addition, they need adequate offices and equipment for their proper performance, but it is also essential to create a high-quality organizational culture and an effective management style. The third "client," nature and the environment, also need constant attention and care to ensure their sustainability in the face of pollution and climate change. Air and water quality are fundamental for all living beings inhabiting the city, including citizens and residents. Fortunately, we have excellent infrastructure in terms of parks, forest reserves, and green spaces, which must be maintained and improved.

* **Why are you interested in this council position?**
I am interested in this council position because I want to serve my community. I represent a segment of the population that have not always been heard, such as retirees in Summerfield, as well as many qualified immigrants who have come legally to this country to contribute their knowledge to big corporations, helping them to grow. Now, as an American citizen and a retiree, I feel committed with my adopted country and my current community.

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
Rafael Palacios - 2025 updated resume.docx
SCA's Reference Letter for Rafael Palacios.pdf
Tim Gross' Reference Letter for Rafael Palacios.pdf
Jacki Mitchell's Reference Letter for Rafael Palacios.pdf
Bob Ludlum's Reference letter for Rafael Palacios.pdf

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

RAFAEL PALACIOS

Tigard, OR [redacted] [redacted]

PROFILE

Broad experience in project management; business systems analysis; knowledge management; master data management; product lifecycle; strategic planning; organizational change; environmental sustainability; social responsibility. U.S. American citizenship. Bilingual Spanish-English.

EDUCATION

- M.B.A, International Business Administration, University of Wales, United Kingdom.
- M.S., Systems Engineering (Computer Sciences), National University, Bogota, Colombia.
- B.S., Electronics Engineering, Pontificia Universidad Javeriana, Bogota, Colombia.

EXPERIENCE

Researcher/Writer/Author/Assistant, Freelance**,** Portland (OR) and Bogota (Colombia) Jun 2019 – Present

- Researched on Colombia's history; culture; peace processes; civil rights; environmental sustainability; entrepreneurship; and competitiveness.
- Edited/published the book "Cultural Transformation in Colombia based on Values", through Page Publishing, in 2022.
- Traveled and presented the book at different venues in Colombia, in person and remotely.
- Published a number of articles, at the blogs: "Memoirs"; "Publications"; "International Travels"; "Peace in Colombia", "Climate Change & Environmental Sustainability"; and "City of Tigard Group".
- During the 2023-2024 school year, collaborated part time as a Title I Reading Assistant at Charles F. Tigard Elementary School.
- Organized a civic group at Summerfield neighborhood, devoted to engage people in the City of Tigard life and discuss its main issues, in 2025.

Business Operations Manager, Radiant Systems (HP Corvallis, OR) Jan 2019 – May 2019

- Responsible of purchase order lifecycle management from global suppliers, working with multiple requestors and vendors to guarantee assurance of supply chain & cost accuracy.

Business Advisor & Part-Time Faculty, LBCC-SBDC, Albany (OR) Sep 2016 – Dec 2018

- Assisted small business owners on a one-to-one basis with a wide variety of business management challenges, and helping potential entrepreneurs develop their initiatives.
- Taught & developed courses for business creation at the Small Business Development Center and the Business Management department, to promote students learning.

Associate Financial Analyst, Symantec, Springfield (OR) Oct 2015 – Feb 2016

- Member of the Order to Cash Global Credit and Collection team. Responsible for the credit risk mitigation and collection of Accounts Receivable, using an Oracle system.
- Tax withholding process, ensuring accuracy and quality of data entered across Oracle system, focused on Latin America Region.

Senior Management Consultant, KDI Americas, Portland (OR) Oct 2014 – Jun 2015

- Researched on Colombian consulting market on Change Management, and wrote a book on Change Management based on Values.
- Developed a Knowledge Management model based on his own experience, comprised by five modules that help career development and facilitate knowledge acquisition, use and sharing.
- Designed the Ambassador Sharing Knowledge technique as an effective approach to engage team members and drive service efficiency, innovation and customer satisfaction.

PDM Project Manager, Hewlett-Packard Co. (HP), Roseville, California Aug. 2007 – June 2013

- Led a distributed team in a global environment using proven project management skills to develop training solutions focused on end-to-end processes of the global parts supply chain.

- Acted as liaison between technical and business teams to help enable successful implementation of technology projects included in the Master Data & Knowledge Management program
- Created the Knowledge Management and Social Media Ambassadors Program, managing cross-functional and cross-cultural teams, and maintaining effective work relationships.
- Led team of six Subject Matter Experts to develop the Master Data Certification Program for Product Lifecycle Managers and Product Data Managers.
- Worked with multiple stakeholders to understand business needs and develop knowledge management cases and solutions for the global parts supply chain processes.

Business Systems Analyst II, Hewlett-Packard Co. (HP), Corvallis, Oregon July 2001 – July 2007

- Provided service activities related to New Products Introduction (NPI), and supported HP consumer products through administration of the WARP/Newton systems.
- Researched/solved issues on the NPI process, reported through Action Request Module. Designed metrics and prepared monthly reports on performance of NPI process.
- Managed World-class Administration and Repair Program (WARP), maintaining data, assigning access permissions to its users, and producing Brio reports for consumer products.
- As Green Belt certified professional, led continual process improvement plan on the New Products Introduction processes, following Lean Six Sigma methodology.
- Interacted with software developers that designed and implemented the Newton system in United States, and participated in its implementation in Canada & Latin America Region.
- Created technical documentation to support system requirements, system design, system security, operational manuals and users' guides.

General Manager / Owner, New Information Technologies (NTI Ltd.), Bogota, Colombia June 1994 – June 2001

- Led a team to design and develop a managerial information system for statistics production at the National Bureau of Statistics (DANE) in Colombia.
- Prepared a strategic plan for investments in radio-communications equipment at Transit & Transport Secretary (STT) in Bogota, Colombia.
- Analyzed the usage statistics, different demand models for telephone services, and the billing system at ETB in Bogota, to prepare an investment plan and provide recommendations on billing factors.
- Assessed public bid proposals to acquire a DBMS and implement an international trade system based upon Electronic Data Interchange (EDI) at INCOMEX in Bogota.
- Led a task-force to prepare a feasibility study on IT platform acquisition for the Electoral Tribunal of Panama, contracted by the US Agency for International Development office in Panama.

Technical & Administrative Manager, Computing Center & Technical Services (SISE), Bogota, Colombia June 1992 – May 1994

- Responsible for HR, Finance, IT, Technical Support, and Customer Service Departments that provided computing services to 15 different government agencies in Bogota.
- Led technological strategy to guide company purchase of hardware and software platforms.
- Directed Total Quality Control program to reduce costs and improve customer satisfaction, by which SISE was nominated for the Colombian Quality Award.

Organization & Systems Director, National Training Service (SENA), Bogota, Colombia Mar. 1988 – Apr. 1992

- Formulated and implemented a complete organizational re-structuring process for SENA nationwide.
- Led a cultural change program based on continuous quality improvement nationwide.
- Managed IT strategic plan for three years, with 23 projects and a budget of $7M, developing and implementing six information systems
- Led the preparation and evaluation of two public bids to acquire and install four regional data centers and 30 Local Area Networks (LAN) for same number of vocational centers.

Director of Data Processing, National Bureau of Statistics (DANE), Bogota, Colombia Mar. 1982 – Feb. 1988

- Directed four divisions, with 180 employees in total.
- Directed the Administration of a national computing service center for 40 governmental agencies.
- Led the development of a tracking system to report the Colombian presidential election.
- Prepared several regulations and standards on information systems for the Colombian public sector.

Electronic Data Processing Manager, KODAK, Bogota, Colombia Aug. 1981 – Feb. 1982

- Supervised the implementation of the Planning, Marketing, Distribution, and Financial general systems.
- Worked with IT staff and business unit users to define reporting needs, and disaster recovery plans.
- Coordinated the installation of the company's main computer (IBM System/34) in a new site.

TEACHING

- Curso Básico de Administración, LBCC, Small Business Development Center, 2018 and 2019
- Business Essentials, Business Management Department, Linn-Benton Community College, 2016
- Knowledge Management & Social Media: Concepts and Applications, GPSC University, 2012
- Master Data Fundamentals, GPSC University, Hewlett-Packard Company, 2010
- Management Information Systems, Business School, Javeriana University, 2000
- Entrepreneurship and Small Business, St. Buenaventura University, Bogota, 2000
- Managerial Control Systems, Graduate Program in Finance, Externado of Colombia, 1997-2000
- Business Policy, Business Administration School, Javeriana University, 1996
- Organizational Development, St. Thomas University, Graduate Program in Business, 1995
- Total Quality Management, Graduate Program in Quality Engineering, Catholic University, 1994
- Systems Analysis and Design courses for tax related professionals in the Tax Administrations of Panama (Panama, 1978), Ecuador (Quito, 1979), Honduras (Tegucigalpa, 1980), and Peru (Lima, 1981)
- Linear Programming, Operations Research, and Computers; Civil Engineering and Business Administration Schools, St. Thomas University (Bogotá, 1973-1978).

PUBLICATIONS

- "Colombian Culture Transformation based on Values", Page Publishing, 2021.
- "Management based on Values", self-publishing, Bogota, Colombia, 2015.
- "BASES of Knowledge Management", self-publishing, Bogota, Colombia, 2014.
- "Change Management – Case Studies", self-publishing, Bogota, Colombia, 2013.
- "State and Society: A Prospective Approach from the Business Administration Field," Universitas Humanistica Review (ISSN-0120-4807) No. 49 (January 2000).
- "Government Redesign," Business Administration Review, Javeriana University, 1999.
- "Values Teaching: a challenge for Managers", Javeriana University, 1998.
- "Impact of New Information Technologies in the SENA and Javeriana University Cases," Latin American Symposium on Systems Approach, Universidad de los Andes, 1996.
- "Municipal Strategic Management", Seminar and Workshop. Catholic University, 1995.
- "Global Economy, New Information Technologies and Quality Management," ACCIO, 1991.
- "Uses of the Computer in Education," IV Latin American Conference on Uses of the Computer in Educational Institutions, UNAM, Mexico, 1989.
- "Computers as an Efficient Tool for Training," X National Computing Congress, Colombia, 1988.
- "Information-National Resource," II World Conference of Transborder Data Flows, Intergovernmental Bureau of Informatics (IBI), Italy, 1987.
- "Computerization Guide for Public Sector Entities," DANE, Colombia, 1986.
- "The Computer Within Your Reach," DANE, 1983, 1985. An award was received from CREI, Spain, 1985.
- "Systematization of the Colombian Public Sector: Evolution, Present Situation, Conclusions, and Recommendations," SISTEMAS Review Nos. 2,3,4, ACIS, Bogota, Colombia, 1982/83.

CERTIFICATES

- Change Facilitator Certification, KDI Americas LLC, Portland (OR), February 2015
- NCRC / National Career Readiness Certificate, Work Source Oregon, October 2013.
- Supervisory and Leadership Skills Certificate, Sierra College, Rocklin (CA), April 2011.
- Microsoft tools: Outlook, SharePoint, Word, Excel, PowerPoint, Project, Visio, Office 2010.
- PMP / Project Management Professional, Project Management Institute, July 2007.
- GB / Green Belt Certificate, Hewlett-Packard Lean Six Sigma Program, June 2006.

COMMUNITY SERVICE

- City of Tigard, Committee for Community Engagement (CCE), Member designated by Tigard's Mayor, October 2024 – July 2025.
- Tigard City Council's candidate, ran for office in October 2024 general elections, achieving over 4,000 votes.
- Rotary Club in Sherwood (OR): international projects in Colombia; member of the Peace Committee and fundraising activities, January 2023-December 2024.
- St Mary's Parish, Albany (OR), Member of the Finance Council & Hispanic Group, Jan 2017 – Jan 2020.
- Project Management Institute - Corvallis branch, Guest Speaker: Management by Values; May 2015
- APQC: presented "Master Data & Knowledge Management Program at Global Support Delivery Supply Chain of HP", at the SCM Community Call in March 2013.
- GSD Supply Chain University at HP: Ambassadors Sharing Knowledge (ASK); Knowledge Management: Concepts and Application, Master Data Fundamentals, 2012.
- HP Global Parts Supply Chain University: Delivered three lectures on Master Data Fundamentals, and two on Knowledge Management & Social Media, 2010-2011
- Knights of Columbus, Council # 9202, Lincoln, California: Collaborated as Recorder and in fundraising activities, 2009-2010.
- Live Green Group leader at Lincoln, California: Organized, promoted and facilitated three North West Earth Institute (NWEI) discussion courses at the local Public Library, 2010.
- Hewlett-Packard Inc.: proposed and led a company-wide initiative called "IPG as Global Citizen", jointly with HP Sustainability Network in Corvallis, Oregon 2006.

HONORS

- Committee for Community Engagement member, designated by City of Tigard's Mayor, October 2024.
- Hewlett-Packard Award for outstanding efforts and exemplifying the HP Way, April 2007.
- Competent Communicator Certificate, Toastmasters International, Corvallis, May 2006.
- Judge in the computing area, Intel ISEF contest, Portland (OR), May 2004.
- Assessor of the Colombian Quality Award, National Council of Standards, 1997-1998.
- Scholarship awarded by the British Council, Technical Cooperation Program, 1985-1986.
- Silver Prize "I CREI Contest of Information Technology Teaching", Spain, 1985.

Reference letter

3 mensajes

Rafael Palacios Cortés [redacted] 12 de noviembre de 2025, 11:18 a.m.
Para: JoAnn and/or Bob Ludlum [redacted]

Hi Bob,

As you know, the Tigard City Council has opened a council member vacancy, to be filled through an appointment process. I am interested in being considered in that process.

I am writing to request a letter of reference from you, in PDF format, detailing what you know about my contributions to the community, and my commitment to the City of Tigard.

I appreciate your cooperation.

Rafael Palacios
[redacted]

JoAnn and/or Bob Ludlum [redacted] 14 de noviembre de 2025, 3:35 p.m.
Para: Rafael Palacios Cortés [redacted]

Hi Rafael,

Here is my reference letter. Hope you find it useful.

Best wishes ,

Bob

Rafael Palacios would be an excellent addition to the Tigard City Council. As a volunteer he has assisted the city with community outreach and worked on a citizens committee that helped reopen and revitalize the Tigard Senior Center.

Rafael Palacios holds a Bachelor's degree in Electronics Engineering, and Master's degrees in Systems Engineering and International Business Administration (MBA). His multi facetted career has included management of hi-tech companies, advisor to Central and South America countries, college instructor and administrator, founder of a consulting firm, author of books and articles.

Rafael is a proven leader—strong, productive, and a true champion of Tigard's future.

Bob Ludlum
Long time resident &
Advocate for civic engagement

Rafael Palacios Cortés [redacted] 14 de noviembre de 2025, 5:47 p.m.
Para: JoAnn and/or Bob Ludlum [redacted]

Hi Bob,

Thank you very much for your prompt response; it's greatly appreciated.

Best regards,
Rafael
[Texto citado oculto]

[redacted]

Tigard, OR 97224
November 13, 2025

My name is Jacqueline Mitchell, and I am pleased to be writing this letter of reference for Rafael Palacios Cortes. Rafael has been our neighbor for more than 5 years now. We are a small HOA community of 12 units in the larger community of Summerfield in Tigard. After just two years in our community, Rafael volunteered to serve on the Board of Directors (a two-year term); and he also volunteered to take over the role as Treasurer. He remains as Treasurer now after 3 years, and we sincerely appreciate his dedication and review of the work performed by our Management Company, and in distributing the monthly financial reports with analysis to our residents. For your reference, I have served as President and Chair of our HOA for more than 8 years now. With only 12 units, volunteers to manage our Association are much appreciated and often fill extended terms.

During his time on the Board, our HOA undertook two large projects: re-roofing for which we went to bid in 2023, the work was done in 2024; and replacement of all wood shingles and replacement of any wood rot, as well as painting, new lighting and numbering for each of our 12 units. We went to bid in 2024 and the work was completed in 2025. These were two of the biggest projects required by an HOA. The projects were very successful and Rafael was instrumental in evaluating the proposals we received and finalizing our contract agreements.

As stated above, Rafael continues as Treasurer at this time and his responsibility includes the review of our monthly financials prepared by our Management Company and distributing the financials with an analysis to each home owner. He is thorough in his review, raising any questions with the Management Company directly. I value his “analysis and review” and depend on him to flag any problems he might see.

He is an asset in maintaining our community and is well respected and appreciated by each of us.

Very truly yours,

Jacqueline Mitchell
[redacted]
Tigard, OR 97224
[redacted]

Gmail

[redacted]

19 de noviembre de 2025, 12:17

Para: Rafael Palacios Cortés [redacted]

To Whom It May Concern,

On behalf of the Summerfield Community Association, I am pleased to offer this letter of recommendation for Rafael Palacios. Rafael has been an active and engaged member of our community, consistently demonstrating a genuine commitment to fostering connection, involvement, and positivity among our residents.

Rafael is always seeking new opportunities to bring people together and foster a sense of community spirit. His upbeat, encouraging attitude has made him a welcome presence at events and meetings alike, where he regularly contributes thoughtful insights and a collaborative mindset.

In addition to his community involvement, Rafael has shown a clear passion for local government and civic engagement. His interest in understanding how our systems work—and how they can be improved—reflects a strong sense of responsibility and a desire to make meaningful contributions.

We are grateful for Rafael's involvement in Summerfield and are confident that he will continue to be an asset to any organization or initiative he chooses to participate in.

Sincerely,

Summerfield Civic Association

[redacted]

19 de noviembre de 2025, 1:37

Rachel,

Thanks very much to you and to the SCA, for the positive letter of reference.

Regards,
Rafael Palacios
[Texto citado oculto]

Charles F. Tigard Elementary School
[redacted]
Tigard, OR 97223
[redacted]

November 12, 2025

To Whom It May Concern:

This letter is to verify that Rafael Palacios was employed by the Tigard-Tualatin School District as a Title I Reading Assistant at Charles F. Tigard Elementary School during the 2023–2024 school year.

In this role, he provided small-group and individual reading support to students, assisted with assessment and progress monitoring, and worked under the supervision of licensed teaching staff to implement reading interventions aligned with the school's Title I program.

If you have any questions or require additional information regarding Mr. Palacios's employment, please feel free to contact me at [redacted]

Sincerely,

Tim Gross

Principal

Charles F. Tigard Elementary School

Tigard-Tualatin School District

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Benjamin Wells

* **Residential Address (Street, City, State, Zip)**
[redacted] Tigard, OR 97224

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
13 years

* **Do you own a business in Tigard? If yes, business name/address**
No

* **How did you hear about this vacancy?**
City of Tigard Newsletter

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
Having lived in the same Tigard neighborhood since 2012, I bring more than a decade of firsthand experience with how city decisions influence daily life. I have witnessed Tigard's ongoing work to expand housing options, improve walkability, and strengthen the sense of community. Many of these efforts have been successful and have added value to our neighborhoods, while others have revealed challenges that require thoughtful refinement. This long-term perspective allows me to understand what residents appreciate, what has been effective, and where improvements can create better outcomes for the community. My experience is shaped by both living and working in Tigard. I interact every day with the city's infrastructure, services, businesses, and public spaces. This dual perspective provides insight into how policies affect individuals who rely on Tigard not only as their home, but also as their workplace and primary community. I understand the practical realities that residents and workers experience, and I seek to view city decisions through that lens. I also bring strong financial acumen that would complement the existing strengths of the City Council. I approach financial decisions with an emphasis on long-term sustainability, responsible stewardship of public resources, and transparency. I consider how investments align with community priorities, how limited resources can be used most effectively, and how to balance affordability with stability. My financial perspective is grounded in practicality and an interest in outcomes that improve daily life while supporting long-term community health. Together, my lived experience in Tigard, my daily engagement as both a resident and a worker, and my financial strengths offer a balanced and thoughtful approach to public service. I am committed to ensuring that Tigard continues to grow in a way that is inclusive, well-planned, and reflective of the needs and values of the people who call it home. I would welcome the opportunity to contribute to this work through service on the City Council.

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
Measures 5 and 50 were created to protect homeowners from rapidly rising property taxes, and that intent remains important today. However, the limits established in the 1990s no longer align with the cost of providing modern services in communities like Tigard. As a result, the City faces a growing gap between rising service demands and the constrained revenues available to meet them. This affects essential areas such as public safety, transportation, parks, library services, and long-term infrastructure maintenance. Tigard experiences the same challenges facing cities across Oregon. The 3 percent annual growth cap on assessed value does not keep pace with increases in personnel, materials, construction costs, and inflation. Because the City's permanent tax rate cannot be adjusted, Tigard must rely more heavily on fees and utility charges, which place higher relative burdens on lower-income households and do not provide the long-term stability needed for responsible planning. Compression under Measure 5 further reduces voter-approved revenue and limits Tigard's ability to maintain consistent service levels. Respecting the intent to protect homeowners, I would encourage the state legislature to consider targeted, balanced reforms. First, the legislature could allow cities limited flexibility to adjust their permanent tax rate within narrow bounds, but only with direct voter approval. This would ensure that any change reflects community support and avoids sudden increases for property owners. Second, the assessed-value growth limit could be modernized by indexing it to inflation or municipal cost drivers, helping cities keep up with rising expenses without placing homeowners at risk of dramatic tax spikes. Additionally, extending the duration of local option levies, or permitting conditional renewals with voter oversight, would improve stability without undermining taxpayer protections. Finally, authorizing a wider range of optional, voter-approved local revenue tools would help cities fund essential infrastructure and modern services while reducing reliance on regressive fees. These updates would preserve the spirit of Measures 5 and 50 while giving cities like Tigard the tools they need to maintain public safety, invest in infrastructure, and sustainably serve growing communities. I believe this balanced approach respects taxpayers, strengthens local decision-making, and supports the long-term prosperity of Tigard.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
From my perspective, the most important issue facing the Tigard City Council at the moment is addressing cultural and internal challenges within the City organization. The resignations and turnover over the past year highlight the need to ensure that the City is a professional, inclusive, and supportive place of work. A healthy organizational culture is critical because City employees are responsible for delivering the services and implementing the policies that affect every resident. If internal challenges persist, morale, productivity, and service delivery suffer, and it becomes harder to attract and retain talented staff. Ensuring the City workforce reflects Tigard's inclusive and diverse values is essential for providing equitable services to all residents. While financial and policy issues—such as funding infrastructure, maintaining public safety, and managing growth—remain important, these challenges cannot be effectively addressed without first building a strong organizational culture. The City must model the professionalism, collaboration, and inclusivity it seeks to cultivate in the community. I would propose a multi-pronged approach: Assess and Improve Organizational Culture Conduct an independent assessment of workplace culture and employee engagement to identify systemic issues and actionable improvements in communication, accountability, and inclusivity. Strengthen Leadership and Accountability Ensure City leadership is trained in management, inclusive practices, and conflict resolution, with clear expectations for

behavior, performance, and alignment with City values. Embed Inclusivity and Equity in Policies Align HR policies, hiring practices, and professional development programs with Tigard's commitment to diversity and equity, and create safe avenues for employees to contribute ideas and feedback. Maintain Transparency with the Community Communicate progress publicly to build trust and demonstrate that Tigard is committed to a professional, inclusive workplace reflective of its residents' values. By prioritizing internal culture, the City Council strengthens the foundation for addressing broader challenges, including infrastructure, financial sustainability, and service delivery. A professional, inclusive, and accountable organization enables Tigard to manage growth, maintain high-quality services, and meet the needs of all residents effectively.

* **Why are you interested in this council position?**
I am interested in serving on the Tigard City Council because I want to help shape a community that I, and future residents, will be proud to call home 20 years from now. Having lived in Tigard since 2012, I have witnessed the city grow and evolve, and I am deeply committed to ensuring it remains livable, inclusive, and vibrant for generations to come. I am motivated to address the challenges our community faces today, including growth, infrastructure, public services, and organizational effectiveness, in a way that is thoughtful and fiscally responsible. I want to ensure that every decision made strengthens the city, supports residents, and invests wisely in the future. My perspective is grounded in long-term resident experience and practical problem-solving, which I believe will bring value to Council discussions and decision-making. Serving on the Council is an opportunity to contribute directly to shaping Tigard's future. I am eager to work with fellow council members, city staff, and the community to make decisions that maintain our neighborhoods, improve services, and guide the city's growth with care and foresight. I want to help build a Tigard that continues to be a place where people can live, work, and thrive, today and for decades to come.

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
ben_wells_resume_2024.2.pdf

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

Benjamin Wells

Portland, Oregon | [redacted] | [redacted] | [redacted]

EXECUTIVE LEADERSHIP | BUSINESS OPTIMIZATION | GROWTH STRATEGY

A driven, **passionate,** and seasoned **software leader** who possesses a fervor for cultivating **scalable organizations** through the **optimization** of people, processes, and technology. An extensive career spanning **+8 acquisitions with 2 successful exits** and encompassing roles ranging from pioneering **corporate strategy** to championing **operational excellence**. **Consistently achieve** significant and **quantifiable results** for organizations by encouraging **collaboration** across all levels and functions. Effectively aligns **organizational goals and objectives** with a history of realizing **strong double-digit growth**.

CORE COMPETENCIES

Professional Services | Program Management | Contracts & Negotiation | Mergers & Acquisitions | Due Diligence | Business Process Optimization | Vendor Management | Coaching & Mentoring | Revenue Forecasting | Financial Modelling | Business Case Evaluation | Risk Identification & Mitigation | Board & C-Suite Presentations

KEY ACHIEVEMENTS

- **Secured $1.4B acquisition by Roper Technologies (Nasdaq: ROP)** through leading a double carve-out acquisition and multiple organizational change initiatives.
- **Elevated operating margins by 30%+** by establishing Business Process Outsourcing for Customer Service teams.
- **Boosted renewals rates by 11% over a 3-year period** by operationalizing processes through Salesforce, Gainsight, and Pendo.
- Achieved **40%+ improvement in billable resource utilization** and **curtailed revenue leak by 45%+** through the implementation of Professional Services Automation and process standards.
- **Onboarded 100+ employees within 12 months** by forming a Technical Training team and developing a comprehensive onboarding program.

PROFESSIONAL EXPERIENCE

Symphony Talent — Dec 2023 – Present

Vice President, Strategic Programs

- **Cost Optimization:** Lead the decommissioning effort of legacy services to consolidate the technology stack and create a unified client base that resulted in **annualized savings of +$1M.**
- **CPQ Acceleration:** Reengineered systems and processes for proposal, approval, quote and contracting resulting in **+80% reduction** in effort and **+50% reduction** in contracting phase duration of opportunities
- **Revenue Recognition:** implemented processes to migrate services revenue recognition from milestone basis to percent-complete basis resulting in a more predictable one-time revenue forecast.

Syntellis Performance Solutions (previously KaufmanHall Software) — Nov 2016 – Sep 2023

Senior Director, Corporate Strategy & Development

- **Project Leadership:** Handpicked by the Executive Leadership team to oversee **$20M+** development project to modernize SaaS platform, featuring reimagined and re-platformed applications.

- **Revenue Generation:** Achieved **$740K ARR** in the first seven months post-launch through new pricing structure for visual reporting solution.
- **Sales Optimization:** Increased opportunity close rate by **18%** and doubled overachievement bookings budget via new sales booking reporting and automations.
- **System Implementation:** Led cross-functional teams to implement new systems and integrate processes across Finance, Accounting, Sales, Customer Support, Professional Services, Training and Renewal operations as part of double carve-out acquisitions. Expedited business systems setup in five months, resulting in early termination of **12+** month expected transition service agreements.
- **Strategic Networking:** Built pipeline of **50+** qualified targets for acquisition, partnerships, and investment through professional networking.
- **Operational Efficiency:** Improved operating margin by **30%+** by establishing Business Process Outsourcing for Support and Professional Services.
- **Customer Retention:** Enhanced renewals rates by **11%** over three years through Salesforce, Gainsight, and Pendo integrations.
- **Customer Support:** Reduced case volume by **18%** and case duration by **23%** in one year through an integrated self-service support portal.
- **Executive Leadership:** Served as **chief of staff** to business unit GMs and CEO, leading key internal meetings.
- **Reporting Standards:** Accountable for establishing reporting protocols for monthly board meetings with Thoma Bravo and Madison Dearborn Partners.

Director, Professional Services Operations

- **Resource Optimization:** Achieved **40%+ improvement in billable resource utilization** and **45%+ reduction in revenue leakage** by implementing Professional Services Automation and new processes.
- **Team Development:** Built and led a six-member Project Management Office, achieving an average billable utilization rate of **over 75%.**
- **Service Enhancement:** Standardized service offerings, streamlining Statement of Work creations and **increasing the average billable rate by 28%.**
- **Talent Onboarding:** Successfully **onboarded 100+ employees in 12 months** via a comprehensive Technical Training program.
- **New Revenue Streams:** Generated an **additional $1M in first-year revenue** by creating a new billable service offering for application certification, certifying 60+ customers in first four months.
- **Budget and P&L Management:** Created and maintained a resource capacity planning model for effective budgeting and P&L management.
- **Acquisition Alignment:** Spearheaded integration activities post-acquisition to align tools, processes, and personnel with organizational standards.

Springbrook Software (acquired by Accela, Inc.) Jul 2009 – Oct 2016

Director of Delivery – West Region

- **P&L Responsibility**: Approved resourcing decisions and customer concessions to balance business needs against customer satisfaction.
- **Sales Oversight:** Reviewed sales opportunities involving service components to optimize revenue potential.
- **Resource Management:** Monitored and managed resource allocation, utilization, and staffing to optimize productivity.

EDUCATION & TRAINING

Bachelor of Science Degree – Accountancy · Oregon State University

Bachelor of Science Degree – Business Administration – Management Information Systems · Oregon State University

Leading SAFe Course · Scaled Agile

Lean Portfolio Management Course · Scaled Agile

Thoma Bravo Senior Leadership Training Program · Verb+
STG Leadership Academy Class #3 – Symphony Talent Group

VOLUNTEER EXPERIENCE

Oregon Food Bank · Volunteer leader with over 250 lifetime hours coordinating the repacking of fresh and frozen food
Habitat for Humanity · Master trim and finish carpenter with over 500 volunteer hours leading and teaching the trade
American Red Cross · Regular blood donor with more than 3 gallons lifetime blood donated

References for Benjamin Wells

Stephen Hodges
Instructor/ Program Manager for Student Engagement: College of Business – Oregon State University
[redacted]

Joshua Hollabaugh
Internal Medicine Physician – Kaiser Permanente Northwest
[redacted]

Mary Katherine (MK) White
Former General Manager - Performance Management Business Unit – Syntellis Performance Solutions
[redacted]

Charlie Velasquez
Former Chief Corporate Development Officer – Syntellis Performance Solutions
[redacted]

Stacy Lutz
Vice President, Client Success– Symphony Talent
[redacted]

Rachel Montgomery
Chief Customer Officer – PatientNow
[redacted]

Joe Muehlhauser
Vice President of Client Support – Syntellis Performance Solutions
[redacted]

City Council Vacancy Application Questions

All fields below are required.

* Your Name
John Goodhouse

* **Residential Address (Street, City, State, Zip)**
[redacted] Tigard OR 97224

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
50 years

* **Do you own a business in Tigard? If yes, business name/address**
Goodhouse Insurance Agency [redacted] Tigard OR 97223 Beach Hut Deli [redacted] Tigard OR 97223 Ultra Botanicals Boutique [redacted] Tigard OR 97223

* **How did you hear about this vacancy?**
Watching council meetings

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
I am a lifelong Tigard resident; my children have all gone to Tigard Schools as well as myself and I am a business owner in both urban and rural district that can bring a business voice to the Council. I served on the Tigard City Council for 8 years and have been involved in the community serving on board, nonprofits, and many volunteer positions. I can bring institutional knowledge to the Council from my many years serving on the Council, along with working on many projects, and being part of successfully passing Tigard's first safety levy.

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
While I was on Tigard City Council I actively advocated being part of the Oregon League of Cities for Measure 5 and 50 reform. Due to 5 & 50 the City of Tigard was locked into one of the lowest tax rates in the area which has put a strain on the city to provide the need services to the residents. Giving local choice back to the cities and avoiding unfunded mandates are a few things the State legislation can do to help cities. I will continue to work with LOC and our surrounding cities for reform of 5 & 50.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
Currently a focus on city transparency, economic devolvement, the growing homeless crisis, better outreach with our residents, and representing our entire community with an unbiased approach. When I was on council, we did monthly council outreach with the community in which all councilors did listening sessions with the community. I believe it's important for the council to be active and in touch with all members and businesses, to fully understand what our community wants and needs. Without knowing what is needed and expected from the council we cannot properly make a decision on how to address the issues.

* **Why are you interested in this council position?**
I believe I can bring a needed business voice to the council along with institutional knowledge of projects and operating of the City of Tigard. I have been part of hiring both a Police Chief and City Manager along with knowledge and passing a successful safety levy all which are useful for the upcoming year.

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
John Goodhouse.pdf

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

John Goodhouse

[redacted] | [redacted] | [redacted] Tigard OR 97224

Experience

Goodhouse Insurance Agency, Tigard OR — December 2013 to Present

Beach Hut Deli, Tigard OR — August 2021 to Present

Education

B.S. in Management, Communication & Leadership-Concordia University

A.A.S in Computer Aided Drafting & Design-ITT Technical Institute

Community & Civic Involvement

-Tigard City Councilor and Council President

-National League of Cities-Board of Directors

-Family Promise of Tualatin Valley Board of Directors

-National Leagues of Cities-Race, Equity and Leadership Committee

-City of Tigard Planning Commission

-City of Tigard TCAC committee

-League of Oregon Cities Finance Committee

-LOT Water Advisory Board

-Passed 1st Tigard Safety Levy

-Business owner in both of Tigard's Urban Renewal Districts

-Worked on both River Terrace 1.0 and 2.0

-Willamette River Water Coalition-Board Chair

-Tigard Chamber of Commerce Government & Public Policy

-Advocated for Tigard Families and Businesses during the Covid Pandemic

Lindsay Bartholomew

From: John Goodhouse [redacted]
Sent: Thursday, November 20, 2025 2:35 PM
To: Lindsay Bartholomew
Cc: Carol Krager
Subject: Re: John Goodhouse - City Councilor Application 2025

Below are references:

Tigard Police Officers Association President Gabe Stone [redacted]

Sherwood Council President Kim Young [redacted]

Adam Morris [redacted]

Margaret McConnell [redacted]

John Goodhouse

*****New Address*****

[redacted]

Tigard, OR 97223

Cell [redacted]

Office [redacted]

HOME | LIFE | AUTO | COMMERCIAL | BUSINESS

***affiliated with Choices Insurance**

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Tom Anderson

* **Residential Address (Street, City, State, Zip)**
[redacted] Tigard, Or 97224

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
19 years

* **Do you own a business in Tigard? If yes, business name/address**
Yes. Tigard Real Estate /home office [redacted]

* **How did you hear about this vacancy?**
Local media.

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
Each Council member brings with them their own experiences. I cannot presume other members thinking on a topic without some discussion. However, these are the following experiences that have shaped my thoughts and perspective of my community: 7 years on Tigard Planning Commission, 2 of those years as President. 4 years on Tigard City Council. Business owner in Tigard with a store front downtown for 6 years, member of the TDA. 10-year member of Tigard Rotary, and current President. Long time member of the Tigard Chamber of Commerce. Current board President of my Tigard church. My two children attended Tigard schools from K through 12. I am very familiar with the local nonprofits with an in-depth knowledge of Just Compassion, Packed with Pride, Project Homeless Connect, Family Promise, Good Neighbor Center and the Caring Closet. I am a member of the Tualatin Valley Community Band based in Tigard and I currently volunteer 3 hours a week at Twality Middle school in their band

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
The Council should understand that Tigard's permanent tax rate was set below many neighboring cities and that we have an uneven starting point. It would be nice if Tigard and other cities in the same predicament did not have to continually ask voters to fund basic services through local option levies. Some actions to improve the tax revenue of the cities are: • Go back to Real Market Value for homes and recast value when the home changes ownership in a sale so that similar properties have a similar burden. • Raise the limited annual growth rate of taxable property value to over 3% of the assessed value to closely align with inflation and market surges. • Do away with the compression clause and have people pay the total price tag of what they voted for. All of these solutions are debated every year at the State Legislature, but no one has proposed serious tax reform since 1997. The League of Oregon cities is probably the biggest lobbyist group fighting for changes to 5 and 50 and they have not made any headway. As a Tigard Councilor you must understand the implications of any Levy that is imposed on Property owners, as Property owners bare a disproportionate burden to fund the city compared to non-property owners. A way to even that out would be to incorporate a statewide sales tax on retail consumption. But Oregon has continually rejected the idea of a sales tax and relies heavily on property taxes.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
Tigard needs a new Police station, and I have been a proponent for a new location for many years. The Bond measure going out next year is critical for the public safety of Tigard. Voters have to be educated that the current facilities are unsustainable and a detriment to the efficiency of the department. The bond measure will face resistance because voters will have to approve yet another tax increase so it will have to be well crafted and promoted in a way that shows value to the city and region.

* **Why are you interested in this council position?**
I am interested in this position because I enjoy the process of getting things done in local government. You should choose me only if you want someone with experience and a calm and stable presence on the Council. The ramp up time for me would be very short and we could get to the business of 2026 quickly. You would gain some historical and institutional knowledge that I could bring on certain topics that may be lacking now. By appointing me there would be no public perception of hand picking your next councilor to give them an incumbent's advantage in the November 2026 election. If your desire as a council is to appoint someone new to the council to train and groom the next leaders for the city, that would be totally acceptable. If you feel that the council could use some stability, I am available.

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
TA_Resume.pdf

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

Tigard, OR 97224 | [redacted] | [redacted]

TOM ANDERSON

PROFESSIONAL SUMMARY

Results driven salesperson with 25 years of experience in real estate sales and management. Adept at identifying clients needs and providing solutions, with a proven track record of customer satisfaction. I can work independently, have good organization skills and can explain complex scenarios. I am a quick learner as well as a team leader. I am mature and handle conflicts with diplomacy and tact.

SKILLS

- Client Concerns
- Time management mastery
- Contracts
- Negotiator Specialist
- Market analysis expertise
- Closing Documents

WORK HISTORY

PRINCIPAL BROKER 01/2014 to Current

Tigard Real Estate. Tigard, OR

- Developed strong relationships with clients, resulting in repeat business and referrals.
- Coordinated seamless closings between all parties involved in real estate transactions, ensuring timely completion.
- Assisted clients in navigating complex legal documentation during real estate transactions, reducing confusion and stress levels.

PRINCIPAL BROKER 01/2011 to 12/2013
Real Estate Auctions.com, Portland
Full service real estate broker with an emphasis on Auctions.

Include REO's, Short Sales, and distressed properties.

PRINCIPAL BROKER 02/2005 to 12/2010
John L Scott Real Estate, Tigard
Ran sales meetings and oversaw transactions and contracts.

Managed 20+ agents while maintaining market share and positive culture.

EDUCATION

Washington State University, Pullman, WA
Bachelor of Arts

Lindsay Bartholomew

From: Tom Anderson [redacted]
Sent: Thursday, November 20, 2025 4:29 PM
To: Lindsay Bartholomew
Subject: Re: Tom Anderson - City Councilor Application 2025

References for Tom Anderson

John Cook - [redacted]

Jason Snider - [redacted]

Jim Wallace - [redacted]

Thank you,

Tom Anderson
On Thursday, November 20, 2025 at 04:21:58 PM PST, Lindsay Bartholomew <lindsay.bartholomew@tigard-or.gov> wrote:

Hello Tom Anderson,

Thank you for applying! Your application has been received.

Will you please send us three references and provide their contact information?

Please keep in mind that the deadline is today, November 20th, at 5:00 pm.

Thank you,

Lindsay Bartholomew (she/her) **| Deputy City Recorder**
City of Tigard | City Management
Direct: 503.718.2417
13125 SW Hall Blvd., Tigard, OR 97223 | www.tigard-or.gov

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Pia Wilson-Body

* **Residential Address (Street, City, State, Zip)**
[redacted]

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
20 years

* **Do you own a business in Tigard? If yes, business name/address**
N/A

* **How did you hear about this vacancy?**
I learned about the opening from council members during a city council meeting.

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
I would enhance the Tigard City Council by offering a unique combination of long-term community experience, cross-sector leadership, and a strong understanding of governance. Each element of my background shapes how I listen, problem-solve, and engage with complex issues, adding significant value to the Council's decision-making process. As a resident for 20 years, I have firsthand experience with the changes and challenges within our neighborhoods. This long-term involvement enables me to provide a community-focused perspective during various phases of growth—from evolving housing needs to transportation improvements and shifts in business development. I understand the priorities of long-standing residents while also recognizing the needs of newer families and individuals shaping the city's future. Professionally, my experience spans finance, human resources, business operations, and philanthropy, culminating in my role as President of the Intel Foundation. These roles have required me to balance budgets, lead multidisciplinary teams, analyze organizational systems, and prioritize investments for long-term impact. For example, in my foundation leadership role, I evaluated proposals from organizations serving diverse populations. These decisions required both objective financial analysis and careful consideration of community outcomes, skills that translate directly to city budgeting and policy assessment. My service on nonprofit boards further enriches the perspective I would bring to the Council. As the past National Board Chair of the YWCA, I collaborated with members across the country, representing various communities and priorities. This role demanded collaboration, consensus-building, and respect for a wide range of lived experiences. Additionally, as a trustee of the Oregon Historical Society, I engaged with issues affecting communities with diverse cultural histories, which required sensitivity and an understanding of different narratives. My experience as a Murdock Trust Fellow exposed me to regional challenges across the nonprofit, business, and philanthropic sectors, highlighting the importance of problem-solving from multiple perspectives. I would bring this same approach to the Council, ensuring decisions are grounded in data and lived experiences. By combining proven leadership with a commitment to community engagement, I am prepared to contribute effectively to the Tigard City Council's initiatives and goals.

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
An important issue facing Tigard and other local governments in Oregon, primarily due to Measures 5 and 50, is the limitation on local revenue. While these measures were intended to protect taxpayers by capping property taxes and restricting assessed value growth, they have inadvertently created significant long-term funding challenges for municipalities. This constraint directly affects the city's ability to adapt to the community's changing needs and priorities. One pressing example of this challenge is the rising issue of homelessness. Tigard is experiencing an increasing number of residents facing housing instability; however, limited revenue makes it difficult to expand essential services such as outreach programs, shelters, and supportive services. City officials often depend on unpredictable grants or partnerships to meet these growing demands. Still, these funding sources may not consistently keep pace with the growing number of individuals and families in need of assistance. As a result, many vulnerable residents remain underserved, placing additional strain on the community as a whole. To address this urgent challenge, the Oregon Legislature should consider flexible solutions that empower cities to meet their critical needs while upholding taxpayers' interests. Potential strategies could include targeted, voter-approved local levies, modest adjustments to the current rules on assessed value growth, or the establishment of state-local partnerships focusing on vital services like homelessness prevention. Such measures would enable cities like Tigard to have the tools necessary for adequate community support. Adopting a phased, exploratory approach would allow cities the opportunity to pilot these innovative solutions, make necessary adjustments, and find a balanced approach between fiscal responsibility and community priorities. By working collaboratively, we can explore new pathways for enhancing the quality of life for all residents. Together, we can foster a community where everyone has access to essential services and support, paving the way for a resilient future for Tigard.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
From my perspective, the key issue facing the Tigard City Council is managing sustainable, balanced growth—particularly in housing, infrastructure, community services, and homelessness. Tigard is at a pivotal moment: the demand for diverse, affordable housing is increasing, population trends are evolving, and residents wish to maintain the suburban character while embracing regional changes. Thoughtful management of these challenges will be essential for the city's long-term health and livability. Housing remains at the forefront of this discussion. Tigard needs to expand housing options so that long-term residents can age in place, new families can establish roots, and essential workers—such as teachers and small-business employees—can afford to live in our community. Growth should honor neighborhoods' character while ensuring planning efforts are strategic and responsive to evolving needs. The visibility of homelessness is another pressing concern. While Tigard may not be at the heart of the regional crisis, the city needs to continue to proactively partner with Washington County, nonprofits, mental health organizations, and housing agencies to provide shelter, outreach, and pathways to stability. Addressing homelessness not only enhances public safety but also strengthens community pride and overall neighborhood health. As we face increased density, our infrastructure and services must keep pace with growth. Maintaining robust parks, stormwater systems, utilities, gathering spaces, and safety

services will be essential to preserving our quality of life. To effectively navigate these interconnected challenges, the Council should continue to emphasize long-range planning with inclusive engagement, strengthen partnerships to support sustainable growth, conduct thorough financial assessments, and ensure transparent communication with residents. By actively engaging diverse voices and collaborating with various stakeholders, we can address housing, homelessness, and infrastructure needs more effectively. With thoughtful planning and collaborative governance, Tigard will remain a thriving community that residents are proud to call home.

* **Why are you interested in this council position?**
I am pleased to share my interest in serving on the Tigard City Council. Having called this community home for over 20 years, I have built meaningful relationships and embraced a strong sense of civic duty. I am eager to continue giving back and making positive contributions to our community. My professional background includes finance, human resources, business operations, and organizational leadership, culminating in my role as President of a corporate foundation. Throughout my career, I have gained a solid understanding of balancing budgets, building effective teams, managing complex systems, and stewarding resources responsibly. These skills are essential for effective city governance and ensuring that taxpayer dollars are spent wisely and efficiently. In addition to my professional experience, I have devoted much of my life to mission-driven service. I have served on numerous national and local nonprofit boards, including as the past National Board Chair of the YWCA, a trustee of the Oregon Historical Society, and a Murdock Trust Fellow. These roles have enhanced my ability to listen to the community, collaborate with diverse groups, navigate different viewpoints, and oversee policy and strategic direction with both empathy and rigor. I understand that good governance requires compassion as well as a commitment to achieving results. My vision for Tigard is one where we prioritize transparency and accountability while fostering inclusivity and teamwork. I believe in a collaborative approach to decision-making that engages residents in meaningful dialogue, understands their needs, and creates solutions that reflect our community's values and priorities. With my background and commitment, I am prepared to advocate for policies that support our shared goals centered around Tigard's 5 E's.

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
Pia Wilson-Body Resume 25 (Rev 1125).pdf
Pia Wilson-Body Resume 25 (Rev 1125).pdf

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

Pia Wilson-Body

Portland, OR 97223 ♦ [redacted] ♦ [redacted]

Professional Summary

Dynamic and results-oriented leader with a proven track record in steering corporate foundations to achieve significant social impact. Extensive experience in leading philanthropic initiatives and driving community engagement strategies that align with organizational values and business objectives. Expert in building strong partnerships with non-profits, community organizations, and stakeholders to create and implement innovative programs that address pressing social issues. A strategic thinker with exceptional communication and interpersonal skills, adept at translating corporate goals into impactful philanthropic endeavors. Proven ability to inspire teams and mobilize resources for maximum effect, ensuring that philanthropy serves as a catalyst for change and community development.

Professional Accomplishments

- Launched the Million Girl Moonshot and Moonshot Ohio initiative to engage 1 million more girls in STEM learning opportunities through after-school and summer programs
- Led Intel 2030 Corporate Responsibility Strategy and Inclusion goals to increase senior leadership and technical workforce representation by 2030.
- Drove humanitarian crisis campaign to support Ukrainian refugees in 2021. Partnered with N50, Geeks without borders and WWT to deliver portal connectivity centers (PCC) serving thousands of refugees.
- Corporate strategist for the 2020 Social Equity and Justice Initiative framework in partnership with XPRIZE Foundation, Center of Policing and Vera Institute.
- Spearheaded Intel's COVID19 *Women's Impact Study* and community campaign. Donated $10 million to support local communities, including $6 million for relief efforts and $4 million from Intel Corporation and subsidiaries, along with one million gloves, masks, and essential equipment for healthcare workers.
- Expanded the reach of *She Will Connect* Africa to more than five million women across the African continent, empowering them with an array of digital literacy skills. Enriched a similar program, *She Will Connect US*, to encourage 2,200 high-school age young women to pursue technology, engineering and computer science.
- Set the pace for volunteerism in the industry. Via Intel Volunteer Challenge program framework, motivated some 68,000 Intel employees to volunteer more than 1.5-million hours of service globally, leading to 4.5k CBO and NP organizations receiving grant awards totaling $12 million. Recipient of the *2020 BeCause Award*
- Partnered with International Rescue Committee (IRC) Project Core to train more than 1,000 refugee-migrant children as part of international, four-country youth skills development
- Coordinated Rebuilding Communities in Puerto Rico, with Intel employees volunteering over 3,500 hours to assess technology and infrastructure needs after the devastation of Hurricane Maria. Equipped 30 schools across the island with state-of-the art computer labs and 2,000 NUC PCs. $2.5M donated equipment and labor to Puerto Rico's schools.
- Drove Intel's Human Rights Day campaign marked the largest employee giving matching event in Intel's history
- Designed and delivered Intel Veterans Employment Training to support former First Lady Michelle Obama and Dr. Jill Biden's "Joining Forces' ' initiative.

Expertise for Delivering High-Yield Outcome

- Strategic Positioning and Planning
- Budgetary Management, Fiscal Oversight & Compliance
- Policy, Program Development, Management & Implementation
- Foundation and Grant Management
- Change Management
- Stakeholder Management
- Local & Congressional Govt Affairs and Corporate Responsibility
- People Management & Executive Coaching
- Media Relations and Communication
- Board Governance

Work History

-

President, Foundation/Director of Global Diversity, 05/2018 to 1/2024
Intel Foundation – Hillsboro, OR
Annually invests over $45 million from the Intel Foundation, a private 501(c)(3), in resources and budget to achieve a primary goal of improving lives in communities, aligning with Intel's five philanthropic objectives internationally. Intel is a $70 billion multinational technology company.

- Led and managed a diverse portfolio of investments and initiatives in STEM, disaster relief, national community initiatives, and global employee matching programs.
- Responsible for a $5M corporate budget to support HBCU, HIS and Minority Serving institutes for research, faculty support, curriculum and program development, and student scholarships in support of Intel's workforce development initiatives.
- Developed and implemented new strategies and policies in collaboration with executive partners to establish and achieve long-term business objectives, providing companies with strong and sustainable organizational leadership.
- Partnered closely with organizational leadership, including board of directors, to strategically affect direction of operations and long-term planning related to philanthropic issues.
- Leveraged the use of complex decision-making models to drive investment decisions, measurable outcomes
- Engaged with global thought and peer leaders in public and private sectors to understand current issues of opportunity and concern and to develop creative solutions with measurable results
- Developed and sustained long term relationships with external stakeholders, media and elected officials to strategically position Intel as a global community corporate partner.

Executive Director, 01/2015 to 01/2018
Intel Foundation – Hillsboro, OR
Successfully led and implemented a three-year strategic plan for the Intel Foundation. Developed and provided oversight to policies, grant operations, and procedures in alignment with strategic plan and key initiatives while developing measurable objectives in areas of a planned giving, special events and grants to support the multi year strategy.

- Championed a Disaster Relief employee match campaign to aid survivors devastated by natural disasters
- (Puerto Rico, Houston, Mexico, Costa Rica, and Napa Valley) in partnership with Worldwide Technology resulting in Intel Foundation matched $1 million in employee giving, donated $500K tech equipment and collaborated with government officials in PR and Mexico to rebuild communities.
- Collaborated with private and public thought leaders to build a coalition with the US State Department, UN Foundation and Girl Up to promote gender equity in tech fields by closing the gender gap in STEM. This led to Intel's sponsorship and active role in planning the cross-cultural Women in Science (WiSci) Girls STEAM Camp in Windhoek, Namibia, Tbilisi, Georgia, Peru, Rwanda for 600 high school girls from various countries over five years
- Invested, created and served as lead sponsor, drove programming and planning behind the scenes, presence at the event world's largest science fair to get to the best and brightest to compete for prizes up to $100K; Intel Science and engineering fair sponsored for 20 years – lead sponsor and directed the planning and execution of annual Intel Science and Engineering Fair (ISEF)

Senior Director, Global Diversity and External Relations, 01/2013 to 01/2015
Intel Corporation – Hillsboro, OR
Led the team in developing innovative strategies to build external partnerships and enhance corporate reputation through effective resource allocation and strategic planning to achieve results.

- Directed and implemented the full strategic and integrated communication launch of Intel’s $300-million Diversity in Technology Initiative.
- Executed a strategic positioning initiative to develop/deliver Intel's first Reddit Ask Me Anything featuring Intel's CEO, Brian Krzanich. Fortune magazine rated the session as one of the best business-related AMAs for 2014, generating 382,269 page views/320,210 unique viewers.

- Launched a campaign to raise awareness and recognition of Intel as a global business and corporate leader resulting in Intel being recognized with 20 Diversity honors and awards, including Top 100 Human Rights Campaign, Corporate Equality Index, Military Times Best for Vets Employers, and Latino Magazine Latino Top Company), which positioned Intel as "Great Place to Work."
- Increased Intel's profile among millennials with the launch of ##ILOOKLIKEANENGINEER campaign bringing 230K views, 109K social referrals, 84K social shares in the first week of launch.

Interim Chief Diversity Officer, 01/2012 to 01/2013
Led the development and implementation of programs to create and cultivate a welcoming and inclusive workplace of choice for people from diverse backgrounds including race, gender, sexual orientation, and diversability in line with Intel's business values.

- Managed a team of 25 professionals including four direct reports and a $7.5m budget
- Designed and executed a leadership development program to increase the retention, support the advancement and increase job satisfaction among African American and Latinx Intel employees. Over 40% of those graduates went on to be promoted within Intel.
- Served as a Strategic Advisor to Intel's Women and Girls campaign to promote gender equity within Intel as an employer of choice and sponsored the critically acclaimed documentary Girl Rising, a CNN presentation
- Co-led awareness and education campaign to foster an inclusive workplace. Sponsored national-acclaimed "It Gets Better Anti-Bullying project" and underwrote Alan Turing Decoded movie.

Director, Workforce Diversity and Inclusion, 01/2009 to 01/2012
Intel Corporation – Hillsboro, OR
Developed a global strategy to attract new talent, to monitor and increase the progression and development of protected classes of employees, specifically focusing on populations with the greatest gaps to full representation.

- Managed three Diversity and Inclusion Program Managers with $2.5-million budget
- Established strong relationships with industry thought leaders and external organizations to position Intel as an industry leader in Diversity and workplace of choice for target audiences
- Co-created a Scholar to Hire strategy to increase representation of underrepresented populations in the fields of technology and engineering. The first year of the program netted a 56% increase in diverse hire
- Positioned Intel as lead sponsor of Intel Computer Clubhouse Network, an innovative and award winning after-school technology program reaching 25,000 underserved youth in 20 countries. This program was launched in collaboration with MIT, Boston Museum and Clubhouse network to increase diversity and close the digital divide.

Earlier Professional Experience

- **Intel.** Diversity Education Manager and Human Resource Director
- **Chrysler Corporation.** Leadership Training, Sales, Financial Operations, Human Resources

EDUCATION

Bachelor of Arts: Economics **Spelman College** -

Executive Coaching Certification, Hudson Institute

AFFILIATIONS

-

Governor Appointed *State of Oregon Investment Council Member*
Fellow, M.J. Murdock Charitable Trust
Immediate Past Chair, YWCA USA National Board of Directors
Board Member, Equal Opportunity Schools (EOS)
Board Trustee, Oregon Historical Society
Member, International Women's Forum
Past Board Chair, Center for Women's Leadership (Portland State University), American Heart Association Go Red (Bay Area)

MEDIA REFERENCES

2023 Portland Business Journal Executive of the Year:https://www.bizjournals.com/portland/news/2023/05/11/executives-of-the-year-2023-pia-wilson-body.html
CNN Crisis and Connectivity in Ukraine: https://sponsorcontent.cnn.com/interactive/intel/N50/
Catalyzing Innovation to advance racial equity: catalyzing-innovation-advance-racial-equity –
Superpowers for Good by Devin Thorpe**:** Superpower for Good featuring Pia Wilson-Body
Award Recipient: The Elite 100 Diversity Women: -Elite-100-a-tribute-to-black-women-executives
2021 WITI Digital Inclusivity Summit keynote speaker**:** https://summit.witi.com/
Elevate Us Fund giving circle: https://oregoncf.org/ways-to-give/donor-stories/pia-wilson-body-and-the-elevate-us-fund/
Portland Business Journal Empowering Others: http://bizj.us/1q9ezv
Million Girl Moonshot : Million-girls-moonshot-Press Rel
Portland Business Journal Collective Impact: https://blogs.intel.com/csr/2017/04/intel-will-connect-connecting-u-s-middle-school girls-innovation-experiences/#gs.bxb0aj
Intel CSR Covid19 Pandemic Response: https://newsroom.intel.com/news/intel-allocates-6-million-coronavirus-relief-builds-previous efforts/#gs.bx5kj8
Fast Company Transforming Refugees: https://www.fastcompany.com/40529447/the-intel-foundation-is-betting-it-can-transform refugees-into-tech-workers
Just Means Puerto Rico Rebuilt: http://www.justmeans.com/article/engaged-around-the-world-five-principles-for-increasing-employee volunteerism
American Heart Association 2020 Go Red for Campaign: : https://www.youtube.com/watch?v=2S2sJbEL7eg **CNN Presents** Girl Rising: https://blogs.intel.com/csr/2019/10/girl-rising-sokha-chen-graduates-college/#gs.bx7vue **Chamber Business** Intel Science and Engineering Fair: https://chamberbusinessnews.com/2019/05/21/young-scientists-awarded-more
than-5-million-at-intel-international-science-and-engineering-fair/
Intel CSR She Will Connect: https://blogs.intel.com/csr/2017/04/intel-will-connect-connecting-u-s-middle-school-girls-innovation experiences/#gs.bxb0aj
https://blogs.intel.com/csr/2017/04/intel-will-connect-connecting-u-s-middle-school-girls-innovation-experiences/#gs.bxb0aj **Intel Science and Engineering Fair**: https://twitter.com/search?q=%23IntelISEF%20pia&src=typed_query&f=top **Obama Archives:** https://obamawhitehouse.archives.gov/sites/default/files/docs/joining_forces_first_anniversary_accomplishments.pdf

Carol Krager

From: Pia Wilson-Body [redacted]
Sent: Friday, November 21, 2025 5:14 AM
To: Lindsay Bartholomew
Cc: Carol Krager
Subject: Re: Pia Wilson-Body - City Councilor Application 2025

> You don't often get email from pwilsonbody@gmail.com. Learn why this is important

Below are the references per your request.

1. Dr. Ann Horak: former Vice-Chair of YWCA USA
[redacted]
2. Eric Weaver: former colleague and board member of EOS
[redacted]
3. Stacy Thompson: lifetime friend and former elected official school board (Ohio)
[redacted]

Pia Wilson-Body
Sent from my iPhone

> On Nov 20, 2025, at 7:39 PM, Lindsay Bartholomew <lindsay.bartholomew@tigard-or.gov> wrote:
>
> Hello Pia Wilson-Body,
>
> Thank you for applying! Your application has been received.
>
> Will you please send us three references and provide their contact information?
>
> Please keep in mind that the deadline is today, November 20th, at 5:00 pm.
>
> Thank you,
>
> **Lindsay Bartholomew** (she/her) **| Deputy City Recorder**
> City of Tigard | City Management
> Direct: 503.718.2417
> 13125 SW Hall Blvd., Tigard, OR 97223 | www.tigard-or.gov
>
> <image001.png>

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Glenn Armstrong

* **Residential Address (Street, City, State, Zip)**
[redacted]

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
11 years

* **Do you own a business in Tigard? If yes, business name/address**
no

* **How did you hear about this vacancy?**
I realized when the mayor's position became available and it would be filled by one of the city council members that the city council members position would need to be filled. I heard and confirmed the details of this through city council meetings. Thank you for accepting my application for the role of city council member for the following year.

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
1. **Local Upbringing**: While I didn't grow up in Tigard, my extensive time living in the area has given me a unique perspective. I've experienced Tigard through various economic situations, which allows me to understand the community from both an insider and outsider viewpoint. 2. **Diverse Experiences**: My interactions with both long-time residents and newcomers from around the world enrich my perspective. I've engaged with people from various cultures, including those from Southeast Asia and Latin America, which has shaped my understanding of our community's diversity. 3. **Fresh Perspective**: As someone new to government, I bring a willingness to ask questions and explore insights through the learning process. My fresh eyes can contribute to the diversity of thought within the Tigard City Council. Having lived in or around Tigard for most of my life, I have seen the community evolve. I grew up in Aloha, spent time with friends in Tigard, and later moved here as an adult. My experiences range from living in a one-bedroom apartment with my family to working various jobs while attending school. Over the years, I have witnessed Tigard transform from a quiet bedroom community to a more vibrant area with significant investments in infrastructure and public safety. I have observed improvements in walkability and traffic safety, particularly regarding pedestrian safety along Hwy. 99. While some residents express concerns about fiscal responsibility, I believe my lifelong perspective can contribute to discussions about balancing community investment with budget considerations. My background is diverse not only in terms of location but also in the experiences I've had with various cultures. I have worked alongside individuals from different backgrounds and have seen the blending of cultures in our community. I welcome this integration and believe it can enrich our shared experiences. I also bring an objective viewpoint, as I am not currently associated with the council or city government. For example, I have questions about recent budget requests, such as the significant increase in taser capacity for police and the use of drones for surveillance. I believe it's essential to thoroughly evaluate such expenditures, especially when concerns have been raised. Regarding city-sponsored events, I propose a more community-driven approach. Instead of the city leading celebrations, we could waive fees for residents who want to host events, ensuring that

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
Measures 5 and 50 limit property tax revenue based on assessed values, starting with a 10% drop and capping increases at 3% annually, regardless of rising expenses or home values. This disproportionately affects new buyers and reduces city tax revenue, impacting essential services like education, transportation, and mental health. I recommend against replacing lost revenue with "sin taxes" from sources like lotteries, alcohol, or cannabis. Relying on harmful activities for funding is problematic; gambling, for instance, can lead to increased crime and homelessness, creating additional costs for the state. While cannabis may have therapeutic benefits for some, its legalization can also lead to negative consequences, including poor motivation and increased mental health issues. Revenue from cannabis should be dedicated solely to mental health and substance abuse treatment. At the state level, I suggest addressing the intent of Measures 5 and 50 to lower taxes, despite my disagreement with this approach. The state should define its basic role and identify necessary costs. After identifying shortfalls, cost-cutting measures should be implemented, followed by exploring new revenue sources through a thorough cost-benefit analysis that considers human impacts. Taxing corporations or implementing a lower inheritance tax could be more equitable solutions than relying on vice-related taxes. Ultimately, we need to balance the budget while considering the importance of various programs. Residents should decide whether they prefer fair tax increases to address revenue shortages or to manage the consequences of insufficient funding. To effectively address the impacts of Measures 5 and 50, we must prioritize critical areas: law enforcement, education, environmental protection, transportation, and commerce. We should engage with affected communities, assess needs, and weigh options collaboratively before proposing changes. This approach will help ensure that solutions are inclusive and address the most pressing issues.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
While I believe fiscal responsibility is the primary role of the city council, it cannot be achieved solely through financial focus. Engaging the community and amplifying unheard voices is essential for serving everyone effectively. At my workplace, our top value is "People first," which aligns with fiscal responsibility. By prioritizing customer satisfaction and employee well-being, we ensure financial health. Similarly, the city should prioritize its residents, fostering a positive environment that encourages productivity and community engagement. When people feel represented and involved, we can better address their needs and avoid blind spots in decision-making. Fiscal responsibility should focus on spending for the populace, identifying the top five essentials for life, liberty, and productive engagement without overtaxing the working class. As a bedroom community, we must ensure access to basic needs like food, clothing, and shelter. The city's role is to create an environment that supports community values rather than dictate them. We should maximize the effective use of taxpayer money, identifying "must-do" expenses and securing funding for them before considering

"should-do" and "nice-to-have" projects. For example, when evaluating the proposed lighting along Fanno Creek, we must consider installation costs, ongoing maintenance, and potential hidden costs, such as increased police patrols or litter. Regarding the library's heating system, we should assess whether it was foreseeable and consider smaller, expandable projects for future needs. The new police station should also be designed with future maintenance costs in mind, possibly in phases to allow for adjustments based on earlier phases. Infrastructure maintenance is crucial; every new project incurs future costs. For instance, while turf is inexpensive to install, it requires significant ongoing maintenance. In contrast, well-chosen plants may have higher initial costs but lower long-term maintenance needs. Lastly, it's vital to ensure that living in Tigard remains affordable. Rising housing costs are pricing people out of the city, despite improvements. We must balance development with the needs of all residents, as evidenced by increased food pantry visits. I will investigate these issues further to inform my decisions on the city council if elected.

* **Why are you interested in this council position?**
I am passionate about problem-solving and eager to contribute to the city council with energy, focus, and critical thinking. I excel at building relationships and learning from diverse perspectives, which I believe is essential for effective discussions. This is a crucial time for the council, and I feel that my fresh perspective would be beneficial for the one-year appointment. I agree with the youth counselor that the residents of Tigard should be included in the appointment process for the mayor, and I believe the same principle applies to the city council. Having recently joined the budget committee and closely observing the council's activities, I am confident that I can serve as a strong representative for all Tigard residents, including those who may currently feel unheard. I share your commitment to serving the people of Tigard and believe I can positively contribute to the council's processes and effectiveness. Glenn Armstrong Thank you,

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
Glenn Armstrong Letter or Recommendation 11.20.25.pdf

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

Glenn Armstrong
[redacted]
Tigard, OR 97223
[redacted]
[redacted]

Goals of participating in the Tigard City Council

To bring a dedicated voice of reason to the city council of Tigard to facilitate the implementation of thoughtful policy that will stand the test of time as well as serve Tigard residence in the current and near future. I believe the current make up of the city council too has a good balance of desire to make good decisions and policy and also the effectiveness to implement policy that will stand the test of time as well as serve Tigard residence in the current and near future. My goal of the city council position is to add to the discussion of the decision making and to confirm or challenge the direction of various items as I measure them against reason of my own life and lived experiences as well as reach out and engage with others in Tigard to get as whole of a picture as I can for what residence of Tigard need and want for the city. Below is my work history to accompany the questionnaire and letters of reference that have been submitted. Thank you for your consideration for the appointed position.

PROFESSIONAL SUMMARY

With over 30 years of experience in the landscape industry in the Portland metropolitan area working with customers, managing accounts and leading people, I am uniquely qualified to immediately benefit your city council.

Skills

- Growing a portfolio and collaborating with clients on budgets and yearly projects.
- Managing people; hiring, training, and retaining personnel.
- Managing material and equipment; procurement, inventory control, fleet service.
- Sales; customer service, enhancements, acquisition, and retention.
- Budgeting; create and work within a budget.
- Project Management; commercial and residential.
- Horticulture; holistic understanding through education and experience.

Work Experience

Pacific Landscape Management Inc. June 2015 to Present

Account manager, including: PGE utility portfolio manager, HOA account manager while initiating HOA service offering, and currently Commercial clients.

- Grow portfolio with PGE three fold over one year and increase contract size from one of three regions to managing all three regions.
- Part of the initial HOA team when we first separated out this clientele type from commercial. Participated in role out of this differentiation and grow the service in the region.

- Commercial account manager for large portfolio that has grown over the years and maintain customer satisfaction through customer service collaboration and working with field personnel and others in company to create systems and procedures and maintain and company moral and strength.

Crystal Greens Landscape Inc., formally Landgraphics Inc……June 1999-May 2015 Account Manager, Branch Manager

- Manage maintenance and extra work on commercial landscape accounts from: West including Astoria, Hillsboro, Beaverton, SW, and NW Portland. South including Tigard, Tualatin, Woodburn, Keiser, Salem, Albany and Corvallis.
- Managed facility including fleet of vehicles and machines.
- Maintained customer contact and worked with sales staff to foster good relations with customers and meet expectations.
- Provide proposals and supervision for essential services and enhancements.
- Worked with irrigation team to maintain systems for customers' water consumptions concerns and landscape quality.

Royal Pacific Gardens……..February 2002-July 2005 Owner

- Ran small residential landscape company with 4 employees.
- Performed year-round full service maintenance. Designed and installed full yard landscapes with irrigation.

Education and Licenses

Oregon State University, Corvallis Oregon……1996-1999

Bachelor of Science, Horticulture

Oregon Commercial Pesticide Applicator License

Oregon Landscape Contractor License

Lindsay Bartholomew

From: Glenn Armstrong [redacted]
Sent: Sunday, November 23, 2025 5:52 PM
To: Lindsay Bartholomew; Carol Krager
Subject: Re: Glenn Armstrong - City Councilor Application 2025
Attachments: Glenn Armstrong Letter of Recomendation (Ángel Ponce Bustamante).pdf; Glenn Armstrong Tigard City Council resume 11-23-2025.pdf; Glenn Armstrong Letter of Recomendation (Greg Long).pdf; Glenn Armstrong Letter of Recomendation (Samedy Kem).pdf; Glenn Armstrong Letter or Recommendation (David Grover).pdf

You don't often get email from glennsarm42@gmail.com. Learn why this is important

Hello Lindsay and Carol,

Here are the (4) letters of reference and (1) resume to accompany the application for the Tigard City Council appointment. I am not sure if these are admissible since it is after the deadline but I will submit them in the hope that they are.

I am not sure if you accept three or four references as the portal said there was room for five documents then Lindsays email indicated there were only three requested. Sorry for the oversight on my part if it is only three that are accepted.

If you have any questions please let me know.

The references are provided by:
David Grover [redacted]
Samedy Kem [redacted]
Greg Long [redacted]
Ángel Ponce Bustamante [redacted]

Thank you,
Glenn Armstrong

On Fri, Nov 21, 2025 at 1:52 PM Glenn Armstrong [redacted] wrote:

> Hello Lindsay,
>
> Attached are three references to accompany my application to the Tigard City Council appointment.
>
> They are provided by:
> David Grover [redacted]
> Samedy Kem [redacted]
> Greg Long [redacted]
>
> Thank you,

Ángel Ponce Bustamante
[redacted]
Gresham OR 97030
[redacted]
[redacted]

11/22/2025

Dear Members of the Tigard City Council,

I am pleased to submit this letter of recommendation for Glenn Armstrong in support of his appointment to the Tigard City Council. As a Renovation Manager at Pacific Landscape Management for ten years, I have been consistently impressed by Glenn's deep commitment to fostering cultural diversity and inclusion within our community.

Glenn has a rich background in team building with people from different cultures. His experience working with Hispanic communities have equipped him with a profound understanding of the challenges and opportunities faced by our city's multicultural residents.

One of the standout qualities of Glenn is his ability to bridge cultural divides and promote dialogue among different groups.

Glenn understands that a vibrant community thrives on its diversity and actively seeks to create an environment where everyone feels valued and heard.

In addition to his professional experiences, Glenn embodies the values of empathy and respect, making him an ideal candidate for the Tigard City Council. I am confident that his unique perspective and dedication to cultural inclusivity will contribute positively to our city's governance and help foster an environment where all residents can thrive.

I strongly endorse Glenn for this appointment and believe he will be a valuable asset to the Tigard City Council. Thank you for considering this recommendation. Please feel free to reach out if you have any questions or need further information.

Sincerely,

Ángel Ponce Bustamante

Dear Council Members,

It is my understanding that Glenn Armstrong is looking to put his hat in the ring to fill an empty Tigard City Council seat.

I believe Glenn would be a great addition to the City Council due to both his professional and personal skills.

I have known Glenn for more than three years now and am constantly impressed by his drive and commitment to excel. Once Glenn sets his mind to something, he is going to complete it, and he is going give it his best effort. I also appreciate that he is always on time. That seems to be a lost skill in today's world.

I also appreciate his people skills. He has a very calming and reassuring presence. I have watched how others gravitate to him to ask for advice and it is easy to see he accepts this role with ease. He is someone that has excellent listening skills and he will provide thoughtful answers.

Glenn is one of the great reliable and empathetic men in our world today.

Sincerely,



Greg S. Long

Sr. Loan Officer Willamette Valley Bank NMLS#239857

[redacted] Tigard, OR 97224

Off: [redacted]

Samedy Kem
[redacted]
Aloha, Oregon 97003
971.563.0552

November 21, 2025

RE: Letter Of Recommendation

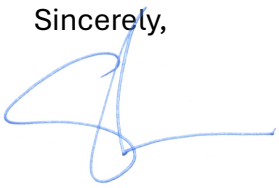
To the Members of the Tigard City Council:

It is my honor to write this letter of recommendation for Glenn Armstrong. I have known Glenn since we were in the third grade, and over the years, I have witnessed his unwavering integrity, thoughtfulness, and dedication to doing what is right.

While Glenn and I may not always share the same political views or perspectives on every issue, one value we have always agreed upon is the importance of doing the right thing. Glenn exemplifies this principle in everything he does. He approaches every discussion with respect and an open mind, valuing dialogue over division. Even in disagreement, Glenn listens carefully and encourages others to share their views — not to argue, but to understand.

His integrity, willingness to engage with people of all backgrounds, and consistent moral compass make him an exceptional example of the kind of leadership and civility we need in our community. I have no doubt that Glenn will serve Tigard with fairness, honesty, and compassion.

Sincerely,



November 20, 2025

To Whom it May Concern,

I am pleased to recommend Glenn Armstrong for the City Council position with the City of Tigard. I have had the privilege of working with Glenn since 2015 and have served as his branch manager since 2017. Throughout this time, I have witnessed his consistent dedication, professionalism, and character.

Glenn is a hardworking and dependable individual who approaches every challenge with a calm, thoughtful presence. He listens deeply, welcomes feedback with humility, and consistently demonstrates a willingness to question the status quo—not for the sake of criticism, but with a genuine desire to improve systems, solve problems, and contribute meaningfully. His ability to identify issues while also offering constructive, actionable solutions is one of his strongest professional assets.

What sets Glenn apart is his even-keeled nature and his commitment to understanding before reacting. He enters every situation without an agenda, leading with curiosity, compassion, and a sincere commitment to doing what is right. His motivation has always been rooted in making a positive impact, both for our team and for the communities we serve.

Based on his character, judgment, and demonstrated leadership qualities, I believe Glenn would be an exceptional contributor to the Tigard City Council.



David Grover ♦ Branch Manager
Pacific Landscape Management
cell [redacted] ♦ office [redacted]
[redacted] ♦ www.pacscape.com

City Council Vacancy Application Questions

All fields below are required.

* Your Name
Gabriel Velásquez

* **Residential Address (Street, City, State, Zip)**
[redacted] Tigard, OR 97224

* Phone
[redacted]

* **Email**
[redacted]

* **How long have you lived in Tigard?**
All my life, 26 years.

* **Do you own a business in Tigard? If yes, business name/address**
No I do not.

* **How did you hear about this vacancy?**
I was there to witness the vacancy take place when Mayor Hu was voted on to become the mayor. Then I got a bunch of texts from about 2 dozen residents reminding me about this vacancy.

* **Describe how you would complement the diversity of thought and perspectives of the Tigard City Council. Support your responses with specific examples.**
As the newest member of the Tigard City Council, I'll bring with me the lived experience of a native Tigard citizen, not just different opinions, but different lived experiences that reflect the people who actually live here. My Youth Tigard is the only home I've ever known. I grew up here. I walked the halls of Templeton, Twality, and Tigard High. As a young man just starting my life, my fiancée and I face rising costs and limited resources. We stumble sometimes, and we lose our footing in this uncertain economy, but we always get back up. I want to show other people that Tigard is the best place to start their lives and that our city council is there for them. My Hispanic Heritage My name is Gabriel Elijio Velásquez and my father immigrated from Mexico City as a child seeking a safer life. Opportunities like his are becoming rarer under today's policies. When I sit at the dais with my fellow councilors, I will bring his story and countless others with me. I will be a strong, unwavering voice for our immigrant community. My Union Background I've been a proud union worker three times over. Unions have shaped both my childhood, being the son of two public school teachers and my early working life and taught me what it takes to fight for fair wages and basic protections. With so many Oregonians represented by unions, their voice deserves a seat at the table. My Economic Status No current councilor rents their home, yet 39% of Tigard households do, and many are rent-burdened. Until recently, I was one of them. When my fiancée got hurt and we both ran out of sick time, I worked 50 - 60 hours a week just to keep a roof over our heads. We survived only because of friends, family, and Tigard's food banks. Having someone on the council who has lived through that struggle would bring a vital perspective on how the city can better support residents in crisis. My Political Background My extensive relationships with regional partners and state leaders makes me uniquely equipped to best represent our city. Tigard depends on collaboration with our state and county governments to best serve the people here, and I know how to bring people together, build coalitions, and push for real solutions, right now.

* **Measures 5 and 50 (from the 1990s) have had unintended consequences in Oregon. What are the current impacts on Tigard and other local governments, what actions would you recommend to the state legislature to correct them, and what is your rationale for each recommendation?**
Measures 5 and 50 made sense in the 1990s, when people needed relief from fast-rising property taxes. Now, more than 30 years later, the system they created no longer fits Oregon's realities. What once felt protective has become a barrier to funding basic local services, especially in cities like Tigard and in our public schools. I've seen the impact personally. As the son of two public school teachers, I watched my parents buy supplies for students every year because schools couldn't afford them. That still happens today. Under Measure 5, when revenues hit the constitutional limits, "compressed" dollars are lost forever, leaving schools permanently underfunded. Cities face similar pressure. Measure 50 froze tax rates at 1997 levels and capped assessed-value growth at 3%. That might have worked in a low-inflation era, but city costs - rent, healthcare, pensions, construction-now rise much faster. Tigard is expected to maintain public safety, support housing needs, and care for infrastructure with a tax system that hasn't kept up with reality. These measures have also created real inequities. Because assessed values are tied to what homes were worth in 1995-96, two houses with the same market value today can pay very different taxes. Newer homeowners often pay more, making an already difficult market even more unattainable. Commercial properties follow the same outdated rules despite being far more valuable. The system simply isn't fair anymore. Our city is boxed in. A city councilor can't change the constitution alone, but I would strongly support a statewide effort to modernize the system to protect homeowners. Oregon should consider reassessing property at sale with limits on increases, allowing local governments - not 1997 formulas - to adjust tax rates, basing assessments on fair market value, using different rules for residential and commercial property, and setting separate levy limits for cities, counties, schools, and special districts so essential funding isn't lost through compression. These reforms won't lead to runaway taxes. They just give communities the flexibility they need to fund basic services fairly. Updating Measures 5 and 50 is one of the most important steps we can take to ensure Tigard continues to thrive.

* **From your perspective, what is the most important issue facing the Tigard City Council? Why is it the most important and how would you propose the council (and the city overall) address the issue? Please be as specific as possible.**
The most important issue facing the Tigard City Council is affordability. I've said it before, and I'll say it again: the cost of housing is pushing too many people out of the community they have lived in for years. A quarter of households spend at least half their income just to keep a roof over their heads. When people are devoting half their paycheck to rent, they face a terrible balancing act for healthcare, food, and clothing for themselves and their kids. That's not the Tigard any of us want. If we want Tigard to be a place where young people can get started, where families are stable, and where seniors can age in place, we have to take real, practical steps to address housing costs. We need to make it easier and faster to build housing of all types. Streamlining our permitting process, reducing unnecessary delays, and offering pre-approved plans for ADUs, cottage clusters, and small multifamily buildings would reduce costs and support the community's housing needs today. We need to also expand missing middle housing - duplexes and townhomes - so people have options beyond a rented apartment or a single-family home. And we should use the tools we already have: reduced SDCs for affordable units, density bonuses, tax abatements, and flexible parking requirements for projects near transit. Most importantly, we must support the people who

already call Tigard home. That includes stronger tenant protections, better renter education, and partnerships with nonprofits that help seniors, people with disabilities, and vulnerable residents stay housed. We should also look for creative solutions - using underused public land and working community groups and organizations that want to build affordable homes, but need city support. Tigard can't tackle this alone. We need to work closely with Washington County, Metro, TriMet, and our neighboring cities because housing is a regional problem and requires regional solutions. I will support any policy that ensures people aren't priced out of their Tigard homes. Affordability isn't just a policy issue - it's about protecting the people and the character of our city.

* **Why are you interested in this council position?**
I joined the Town Center Advisory Commission about 3 years ago because I wanted to make a positive difference and serve the community that raised me. Over the past few weeks, neighbors, friends, and community members kept reaching out and encouraging me to step into this new role. Their confidence in me reminded me of why I wanted to serve in the first place, and gave me the strength to step into this race. When I ran for council in 2024, my campaign was centered on affordability, business development, and community safety. I didn't win, but it was an experience that stayed with me. I loved speaking with people on doorsteps, hearing families talk about their hopes and dreams for Tigard. I loved chatting with people at the farmers market, sharing stories, and listening to their concerns. Those experiences made me realize that I wasn't the only one with pride and joy to call Tigard my home. Serving on TCAC and running for city council in 2024 gave me a clear understanding of Tigard's needs and challenges. Issues like affordability, reducing houselessness, supporting small businesses, improving accessibility, strengthening community safety, and preparing for climate impacts are all pressing concerns for residents - and they're priorities I am still committed to. When we approach these issues collaboratively as a community of neighbors, volunteers, and friends, we center solutions on the people who most need them. The values I ran on in 2024 - supporting local businesses, prioritizing safety, and making Tigard more affordable - are still the same issues that residents and business owners in Tigard tell me are important today. And I'm just as committed now as I was then to putting in the work. As your next city councilor, I bring my lifetime's worth of lived experience, my policy background, and my genuine love for Tigard to the council. Thank you for your time and consideration. I would be honored to continue listening to - and working for - the people of Tigard.

* Please attach your resume and references here (PDF or DOC) Use the + button to add up to 5 files.
Gabriel Elijio Velásquez for Tigard City Council Resume And References.pdf

If you need assistance completing this form or require an alternative format, please contact Carol Krager (carolk@tigard-or.gov) or Lindsay Bartholomew (lindsay.bartholomew@tigard-or.gov).

GABRIEL ELIJIO VELÁSQUEZ

FOR TIGARD CITY COUNCIL APPOINTMENT

[redacted]
[redacted]
Tigard, Oregon

HOW LONG HAVE YOU LIVED IN TIGARD

All my life, 26 years.

DO YOU OWN A BUSINESS IN TIGARD?

No I do not.

HOW DID YOU HEAR ABOUT THIS VACANCY?

I was there to witness the vacancy take place when Mayor Hu was voted on to become the mayor. Then I got a bunch of texts from about 2 dozen residents reminding me about this vacancy.

DESCRIBE HOW YOU WOULD COMPLEMENT THE DIVERSITY OF THOUGHT AND PERSPECTIVES OF THE TIGARD CITY COUNCIL. SUPPORT YOUR RESPONSES WITH SPECIFIC EXAMPLES.

As the newest member of the Tigard City Council, I'll bring with me the lived experience of a native Tigard citizen, not just different opinions, but different lived experiences that reflect the people who actually live here.

My Youth

Tigard is the only home I've ever known. I grew up here. I walked the halls of Templeton, Twality, and Tigard High. As a young man just starting my life, my fiancée and I face rising costs and limited resources. We stumble sometimes, and we lose our footing in this uncertain economy, but we always get back up. I want to show other people that Tigard is the best place to start their lives and that our city council is there for them.

My Hispanic Heritage

My name is Gabriel Elijio Velásquez, and my father immigrated from Mexico City as a child seeking a safer life. Opportunities like his are becoming rarer under today's policies. When I sit at the dais with my fellow councilors, I will bring his story and countless others with me. I will be a strong, unwavering voice for our immigrant community.

My Union Background

I've been a proud union worker three times over. Unions have shaped both my childhood, being the son of two public school teachers and my early working life and taught me what it takes to fight for fair wages and basic protections. With so many Oregonians represented by unions, their voice deserves a seat at the table.

My Economic Status

No current councilor rents their home, yet 39% of Tigard households do, and many are rent-burdened. Until recently, I was one of them. When my fiancée got hurt and we both ran out of sick time, I worked 50 - 60 hours a week just to keep a roof over our heads. We survived only because of friends, family, and Tigard's food banks. Having someone on the council who has lived through that struggle would bring a vital perspective on how the city can better support residents in crisis.

[continued]

GABRIEL ELIJIO VELÁSQUEZ

FOR TIGARD CITY COUNCIL APPOINTMENT

[redacted]
[redacted]
Tigard, Oregon

DESCRIBE HOW YOU WOULD COMPLEMENT THE DIVERSITY OF THOUGHT AND PERSPECTIVES OF THE TIGARD CITY COUNCIL. SUPPORT YOUR RESPONSES WITH SPECIFIC EXAMPLES. [CONT.]

My Political Background

My extensive relationships with regional partners and state leaders makes me uniquely equipped to best represent our city. Tigard depends on collaboration with our state and county governments to best serve the people here, and I know how to bring people together, build coalitions, and push for real solutions, right now.

MEASURES 5 AND 50 (FROM THE 1990S) HAVE HAD UNINTENDED CONSEQUENCES IN OREGON. WHAT ARE THE CURRENT IMPACTS ON TIGARD AND OTHER LOCAL GOVERNMENTS, WHAT ACTIONS WOULD YOU RECOMMEND TO THE STATE LEGISLATURE TO CORRECT THEM, AND WHAT IS YOUR RATIONALE FOR EACH RECOMMENDATION?

Measures 5 and 50 made sense in the 1990s, when people needed relief from fast-rising property taxes. Now, more than 30 years later, the system they created no longer fits Oregon's realities. What once felt protective has become a barrier to funding basic local services, especially in cities like Tigard and in our public schools.

I've seen the impact personally. As the son of two public school teachers, I watched my parents buy supplies for students every year because schools couldn't afford them. That still happens today. Under Measure 5, when revenues hit the constitutional limits, "compressed" dollars are lost forever, leaving schools permanently underfunded. Cities face similar pressure. Measure 50 froze tax rates at 1997 levels and capped assessed-value growth at 3%. That might have worked in a low-inflation era, but city costs - rent, healthcare, pensions, construction - now rise much faster. Tigard is expected to maintain public safety, support housing needs, and care for infrastructure with a tax system that hasn't kept up with reality.

These measures have also created real inequities. Because assessed values are tied to what homes were worth in 1995-96, two houses with the same market value today can pay very different taxes. Newer homeowners often pay more, making an already difficult market even more unattainable. Commercial properties follow the same outdated rules despite being far more valuable. The system simply isn't fair anymore. Our city is boxed in.

[continued]

GABRIEL ELIJIO VELÁSQUEZ

FOR TIGARD CITY COUNCIL APPOINTMENT

[redacted]
[redacted]
Tigard, Oregon

MEASURES 5 AND 50 (FROM THE 1990S) HAVE HAD UNINTENDED CONSEQUENCES IN OREGON. WHAT ARE THE CURRENT IMPACTS ON TIGARD AND OTHER LOCAL GOVERNMENTS, WHAT ACTIONS WOULD YOU RECOMMEND TO THE STATE LEGISLATURE TO CORRECT THEM, AND WHAT IS YOUR RATIONALE FOR EACH RECOMMENDATION? [CONT.]

A city councilor can't change the constitution alone, but I would strongly support a statewide effort to modernize the system to protect homeowners. Oregon should consider reassessing property at sale with limits on increases, allowing local governments - not 1997 formulas - to adjust tax rates, basing assessments on fair market value, using different rules for residential and commercial property, and setting separate levy limits for cities, counties, schools, and special districts so essential funding isn't lost through compression.

These reforms won't lead to runaway taxes. They just give communities the flexibility they need to fund basic services fairly. Updating Measures 5 and 50 is one of the most important steps we can take to ensure Tigard continues to thrive.

GABRIEL ELIJIO VELÁSQUEZ

FOR TIGARD CITY COUNCIL APPOINTMENT

[redacted]
[redacted]
Tigard, Oregon

FROM YOUR PERSPECTIVE, WHAT IS THE MOST IMPORTANT ISSUE FACING THE TIGARD CITY COUNCIL? WHY IS IT THE MOST IMPORTANT AND HOW WOULD YOU PROPOSE THE COUNCIL (AND THE CITY OVERALL) ADDRESS THE ISSUE? PLEASE BE AS SPECIFIC AS POSSIBLE.

The most important issue facing the Tigard City Council is affordability. I've said it before, and I'll say it again: the cost of housing is pushing too many people out of the community they have lived in for years. A quarter of households spend at least half their income just to keep a roof over their heads. When people are devoting half their paycheck to rent, they face a terrible balancing act for healthcare, food, and clothing for themselves and their kids. That's not the Tigard any of us want.

If we want Tigard to be a place where young people can get started, where families are stable, and where seniors can age in place, we have to take real, practical steps to address housing costs. We need to make it easier and faster to build housing of all types. Streamlining our permitting process, reducing unnecessary delays, and offering pre-approved plans for ADUs, cottage clusters, and small multifamily buildings would reduce costs and support the community's housing needs today.

We need to also expand missing middle housing - duplexes and townhomes - so people have options beyond a rented apartment or a single-family home. And we should use the tools we already have: reduced SDCs for affordable units, density bonuses, tax abatements, and flexible parking requirements for projects near transit.

Most importantly, we must support the people who already call Tigard home. That includes stronger tenant protections, better renter education, and partnerships with nonprofits that help seniors, people with disabilities, and vulnerable residents stay housed. We should also look for creative solutions - using underused public land and working with community groups and organizations that want to build affordable homes, but need city support.

Tigard can't tackle this alone. We need to work closely with Washington County, Metro, TriMet, and our neighboring cities because housing is a regional problem and requires regional solutions. I will support any policy that ensures people aren't priced out of their Tigard homes. Affordability isn't just a policy issue - it's about protecting the people and the character of our city.

GABRIEL ELIJIO VELÁSQUEZ

FOR TIGARD CITY COUNCIL APPOINTMENT

[redacted]
[redacted]
Tigard, Oregon

WHY ARE YOU INTERESTED IN THIS COUNCIL POSITION?

I joined the Town Center Advisory Commission about 3 years ago because I wanted to make a positive difference and serve the community that raised me. Over the past few weeks, neighbors, friends, and community members kept reaching out and encouraging me to step into this new role. Their confidence in me reminded me why I wanted to serve in the first place, and gave me the strength to step into this race.

When I ran for council in 2024, my campaign was centered on affordability, business development, and community safety. I didn't win, but it was an experience that stayed with me. I loved speaking with people on doorsteps hearing families talk about their hopes and dreams for Tigard. I loved chatting with people at the farmers market, sharing stories and listening to their concerns. Those experiences made me realize that I wasn't the only one with pride and joy to call Tigard my home.

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Thank you for your time and consideration. I would be honored to continue listening to - and working for - the people of Tigard.

GABRIEL ELIJIO VELÁSQUEZ

POLITICO, FUNDRAISER, & HEALTHCARE WORKER

[redacted]
[redacted]
Tigard, Oregon

ABOUT ME

6 years ago, I started a career in Oregon's government and political world. I've been campaign staff, fighting for candidates who want to speak up for their communities. I've been a legislative aid, helping pass the policies that make Oregon an incredible state to call home. I've been a political strategist, figuring out how to support the best programs in these uncertain and difficult times. And I've been an advocate for local cities, counties, small businesses, unions, schools, families, patients, and students across the state. I have the knowledge to navigate the complicated world of government, and the empathy to keep people at the center of it all. I have lived in Tigard my whole life. Some of my earliest memories are at Windmill park, where I still go when I need a reminder of what makes Tigard such an incredible home: the people, the community, and the way our city has grown. I'm eager to give back to the city that raised me. I'm eager to give my community a voice on the council. I'm eager to be your next city councilor.

LOCAL GOVERNMENT EXPERIENCE

City of Tigard

Chair, Town Center Advisory Commission	Chaired 23 public meetings of the 11-member commission, to make recommendations on TIF District policy, budget, and implementation to improve Tigard's two TIF districts, focusing on three main areas: Business growth and development, increasing Tigard's housing supply, and fostering connectivity within each and between these two TIF districts.
Member, Tigard's TIF Grant Review Board	Issued matching grants to beginning and growing businesses within the two TIF districts, looking to improve both their interior and exterior of their business for the past year and a half.
Member, Tigard's Safe Streets Task Force	Tasked with creating a plan that would eliminate fatal and serious traffic crashes in the City of Tigard. In order to create equitable community that is walkable, healthy, and accessible for all.

RECENT PERFESSIONAL EXPERIENCE

Clinic Services Specialist

Legacy Health [November 2025 - Present]

- Performing complex activities such as scheduling, insurance verification, registration, balancing of co-pay money, and balancing of daily or weekly deposits. The role involves creating a caring and safe environment for patients, teaching educational classes, assisting medical staff, monitoring clients' progress, and documenting client status in the electronic medical record system.

Chef & Trainer

Chipotle Mexican Grill [September 2024 - October 2025]

- Responsible for making all the hot food almost every night, with sales ranging from $6000 - $9,500 a night. Trained over half a dozen new employees in various positions.

Lead Advisor

Alexandria Goddard for Oregon State Representative [November 2024 - January 2025] (seasonal)

- Branched out her campaign's reach for further endorsements both before and after her resounding success from the PCP vote, where she received nearly 2/3rds of all the first round votes in a three-way race. Both utilized and garnered local media & union attention, which further bolstered her campaign.

Campaign Field Director

[CWG] Oregon State Representative Annessa Hartman [June 2024 - September 2024] (seasonal)

- Maintain communication with FuturePAC staff in the service of maintaining and growing a Democratic majority in the Oregon House. Lead and organized training for individuals of differing experience and background. Ensure volunteers have clear jobs and roles on the campaign. Coordinate with the Campaign Manager in implementing the overall field strategy. Recruited volunteers and secured recurring volunteer shifts.

Campaign Manager

Team Shannon Jones Isadore [April 2024 - June 2024] (seasonal)

- Draft and implement a field plan that ensures the campaign meets ambitious voter contact goals. Utilized the candidate's vast array of personal contacts, endorsers, and local connections, recruit, train, and manage campaign volunteers. Personally knocked on 2,000+ doors for Shannon Jones Isadore during the last four weeks of the May Primary. Won the race by about 20% while being outspent three to one,

Legislative Assistant II

[IBEW Local 89] Oregon State Representative Daniel Nguyen [December 2023 - April 2024] (seasonal)

- Drafted, edited, and distributed e-newsletters to over 2,400 people. Drafted speeches, testimonies, and social media posts on Instagram and Facebook. Tracked and assisted with responses to all constituent contacts. Coordinated, promoted, and staffed town halls and constituent events. Staffed the member in meetings and took meeting notes.

SKILLS

HTML 5.0, Fundraising Databases, Microsoft Office Suite, Canva, Photoshop, Sony Vegas, Outlook

EDUCATION

Portland State University & Portland Community College
BS Political Science, Minor in Business Administration
2021

Tigard High School
2017

REFERENCES

FOR GABRIEL ELIJIO VELÁSQUEZ

[redacted]
[redacted]
Tigard, Oregon

ALEXANDRIA GODDARD | CANDIDATE FOR OREGON'S HD-34 (2025)

Relationship: Lead advisor for the open Oregon House District race, HD-34
Phone: [redacted] (preferred)
E-mail: [redacted]

RORY BIALOSTOSKY | MAYOR OF WEST LINN

Relationship: Worked with him to get state funding for West Linn's only waterline in 2023
Phone: [redacted]
E-mail: [redacted] (preferred)

ELANA LYNN | LOBBYIST & CO-WORKER

Relationship: Lobbyist I worked closely with regarding healthcare and public safety policy in 2023
Phone: [redacted] (preferred)
E-mali: [redacted]

MARY BAUMGARDNER | WEST LINN COUNCIL PRESIDENT

Relationship: Worked with her to correct the state law to allow for the prosecution of doctors who sexually abuse their patients
Phone: [redacted]
E-mail: [redacted] (preferred)

AIS-6046 **9.**

Business Meeting

Meeting Date: 12/02/2025

Length (in minutes): 20 Minutes

Agenda Title: Public Hearing: Discuss the Process for Hiring an Interim City Manager

Authored By: Laura Gomez

Presented By: Human Resources Director Gomez

Item Type: Motion Requested
Public Hearing
Update, Discussion, Direct Staff

Information

EXPLANATION OF ISSUE

Former City Manager Brent Stockwell provided a notice of resignation effective November 18, 2025. This is a discussion and staff recommendation on the process for hiring an Interim City Manager.

ACTION REQUESTED

Council will hold a public hearing and adopt standards, criteria, and policy directives for the selection of the Interim City Manager.

BACKGROUND INFORMATION

The purpose of this discussion is for Council to adopt the standards, criteria, and policy directives that will guide the selection of the Interim City Manager. This is a public hearing where community input is welcome. City employees as well as members of the Council have expressed a strong interest in filling this position as soon as possible in order to gain stability in leadership. The following attachments are provided for Council's discussion:

- Staff memo summarizing process and timeline
- Interim City Manager job description
- City manager class specification
- Scope of work for selection process

Additional information will be provided in advance of the meeting by Human Resources Director Gomez to assist with Council's decision-making.

ALTERNATIVES & RECOMMENDATION

Council will discuss next steps in the hiring process.

ADDITIONAL RESOURCES

N/A

Attachments

Presentation
Memo to Council
Draft Job Posting for ICM
City Manager Class Spec/Job Description
Draft Scope of Work

Interim City Manager Recruitment

December 2, 2025

CITY OF Tigard

Agenda



Review Hiring Standards and Selection Criteria



Recruitment Process and Oversight



Gather Input and allow opportunity for public comment

Interim City Manager Hiring Standards and Criteria

Minimum Qualifications

- Bachelor of Arts
- 10 years of related experience
- 5 years of experience leading staff

Knowledge Includes

- Principles, practices, and processes for effective change management
- Goal setting, program development, implementation, evaluation, and supervision of staff
- Expert with techniques that effectively support the community, vendors, contractors, and City staff

Abilities and Skills Include

- Provide visionary leadership and guidance in setting clear culture and direction
- Represents the City and the Council in meetings, and acts as the City liaison
- Interpret, apply, and ensure compliance with Federal, State, and local guidelines

Scope of Work

Human Resources will administer the Interim City Manager recruitment. The expected scope of work and phases include:

- Developing a process timeline
- Inquiring, understanding and defining the position profile
- Candidate search and evaluation
- City/Council Interview Selection Process
- Supporting long-term success for the candidate

Preliminary Draft Timeline



December 2, 2024 | December 3, 2025 | December 9, 2025 | Mid/Late December 2025 | January 2026

Staff Recommendation

- Use the existing hiring standards and qualifications for Interim City Manager, incorporating individual Councilor feedback
- Use the described scope of work
- Authorize Human Resources to administer the recruiting, selection, and hiring process described in the scope of work

Questions



CITY OF Tigard

City of Tigard

MEMORANDUM

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

To: Mayor and Council

From: Laura Gomez, Human Resources Director

Re: Interim City Manager Recruitment and Selection Process

Date: November 25, 2025

City Manager Stockwell provided notice of his resignation effective November 18, 2025. As a result, we need to initiate a recruitment and selection process to identify the City of Tigard's Interim City Manager. As the Interim City Manager is a direct report to Council, we need to discuss the level of involvement that Council wants to have in each phase of the process.

The outline below is based on a recommendation by staff that the City Human Resources Department provide expertise, assistance, and access to a network of top potential candidates. Human Resources has heard from both City employees and members of Council about the need for stability at the City and that this position be filled as soon as possible. With this goal in mind, staff recommends the following process:

- **Open Public Session Tuesday December 2, 2025** *(20 minutes)*– In this session, we will open the topic of the recruitment process for an Interim City Manager.
    - Hiring policy directives: Staff recommend consideration of an interim appointment beginning January 1, 2026 until the start of a new City Manager.
    - Hiring standards and selection criteria: Review highlights of the City Manager class specification including minimum qualifications and a brief overview of some of the knowledge, skills, and desired attributes. Staff recommend using the existing qualifications and criteria of the City Manager, together with information that was solicited and received from individual Councilors, to select an Interim City Manager.
    - Process overview: Incorporate some or all from the attached draft scope of work.
    - Public input: This meeting will include a public hearing for input from the community regarding any of the above.
    - Close of public session: Council direct staff to proceed with the recommended process.
- **Executive Session** – following the public comment session and adoption of the hiring standards, criteria, and policy directives, the Council will meet in executive session regarding the following:
    - Selection of finalists for interviews
    - Interview final applicants
    - Deliberate and select candidate

  - Direct staff to proceed with negotiation of contract to be approved by Council at upcoming public meeting
- **Timeline expectations** –
  - December 3, 2025: Initiate the recruitment process and publicly post the job announcement.
  - December 8, 2025: Close the application submission window at 5:00 PM and complete candidate screening.
  - December 9, 2025: Provide viable candidate list to Council.
  - Mid-December: Candidate selection
  - Late-December: Executive Session for Council to conduct interviews.
  - January 2026: Interim City Manager starts.
- **Potential Components of a Process** – These are noted on the attached draft scope of work.

INTERIM CITY MANAGER

Position Overview

The beautiful and welcoming City of Tigard, Oregon is seeking an experienced, trusted, and visionary leader who works with utmost integrity and honesty as an Interim City Manager. This position oversees the day-to-day operations of the City, provides administrative direction and management for all City functions, and guides policy decisions for the City Council, ensuring effective execution of Council direction and efficient delivery of services to the Tigard community. This position reports to the City Council.

The City of Tigard operates under the Council-Manager form of government comprised of six councilors, one mayor, and one youth councilor. The Council will appoint an Interim City Manager who serves as the organization's Chief Executive Officer, policy advisor, and Budget Officer, who leads, directs, and oversees all City departments and the financial, budget management, and planning efforts.

The Interim City Manager is a public servant and steward for City departments and a high performing team of professionals. The Interim City Manager will emulate, stabilize, and build a highly effective and positive organizational culture while overseeing the development and implementation of internal programs, policies, and procedures. They will advise and provide the City Council with timely and accurate financial information and recommendations as well as develop financial strategy, long- and short-term strategic plans for City services, capital improvements, and funding.

The City's approximately 375 employees deliver a comprehensive slate of municipal services through ten departments, including City Management, Community Development, Finance and Municipal Court, Human Resources, Information Technology, Library, Police, and Public Works.

The City Council and Leadership Team, made up of the City’s department heads, work closely together to identify goals and strategies while also addressing new challenges and shifting community needs.

<u>Our Strategic Vision, Council Goals, and Community Promise</u>

- <u>Strategic Vision</u> – Tigard: an equitable community that is walkable, healthy, and accessible for everyone.

- Council Goals – Create housing opportunities for current and future residents. Elevate economic opportunities for current and future residents. Deliver resilient, sustainable, and well-maintained facilities that provide reliable and efficient services to our community. Cultivate Tigard as a great place to live, work, and play.
- Community Promise – The "5 E's" of Equity, Environment, Economy, Engagement, and Excellence is the lens through which we approach all initiatives and guide the work we do.

As the Chief Executive Officer of the City, the Interim City Manager:

- Serves as the Budget Officer for the City's $400+ million budget, with the goal of maintaining excellent financial stewardship and preserving Tigard's AAA bond rating.
- Enforces City codes and regulations, manages financial activities, and ensures the overall effectiveness of City operations.
- Partners with City Council to ensure the successful implementation of the Council's policies.
- Provides leadership and oversight to City departments.
- Leads implementation of Tigard's strategic plan to deliver on the organization's goals and long-term priorities.
- Ensures all City facilities and infrastructure are operated, managed, and maintained to meet mandates and provide sustainable levels of service.
- Fosters collaborative relationships with intergovernmental agencies, community groups, businesses, City Council, City staff, and other public and private organizations to implement City initiatives and area priorities.
- Drives economic and community development initiatives to enhance the City's vitality.

Position Priorities

- With recent Leadership, Mayor, and Council changes, it is imperative that the Interim City Manager strengthen stability, confidence, trust, and morale both inside the organization and with external community members.
- Enhance and maintain professional and positive relationships with the Mayor, City Council, and City staff. Support a positive work culture and meaningful partnerships through consistent, transparent, and authentic communication.
- Ensure core operations remain strong by aligning City services with the strategic plan and Council goals and effectively communicating the impacts of decisions.
- As an agent of change, foster a collaborative team environment, provide mentorship, and empower the Leadership Team to develop and deliver

innovative strategies and creative solutions to meet the growing and changing needs of the organization and our community.
- Enhance collaborative partnerships by working across diverse groups and establishing shared expectations among leadership and staff, promote confidence in the organization's future, and reinforce a unified vision internally.
- Continue to drive financial stability with a focus on core services. Develop sustainable budgets, maintain fiscal accountability, ensure investments are strategic, collaborate to identify new sources of revenue, and plan for the long term.
- Champion and support the Facilities Bond Strategy that builds community awareness, understanding, and support for the City's Facilities Modernization Project that will replace the outdated and overcrowded Police and Public Works facilities with a more modern, safer building to provide reliable and efficient services.
- Attend community events, build connections, support authentic engagement, and provide open and honest communication.
- Develop and maintain positive relationships with the State, Washington County, neighboring communities, and other regional organizations. Seek opportunities to effectively partner and collaborate while protecting the City's identity and interests.

The Successful Candidate

The Interim City Manager is a stable and trusted leader who is committed to enabling a strong and inclusive City that evolves with intention and purpose. They have knowledge and understanding of the Tigard community as well as directly related experience with Oregon laws, statutes, codes, ordinances, and regulations.

They are a collaborative and forward-thinking leader who embodies strong communication and decisive leadership, while upholding trust, integrity, and accountability. With a focus on relationship-building, the Interim City Manager prioritizes transparency, respect, and advocates for the expertise of staff, and values the principles of diversity, equity, and inclusion. They navigate political dynamics with ease, offering proactive and informed guidance while ensuring the Council remains well-informed and they communicate calmly and effectively, even in times of community emergencies or political crises. They encourage flexibility and resilience in the face of challenges.

They manage media relations and public scrutiny professionally. Their ability to address and mediate conflict, level-set expectations, and facilitate a culture of positive change

and accountability is key to promoting the progressive nature of our organization and community.

The Interim City Manager has a successful track record of developing and mentoring executive leaders, has an impeccable background in strategic planning and execution, and understands the importance of creating a vision while supporting core services. The successful candidate also has a strong financial background and a deep commitment to financial sustainability. They bring a history of supporting sound decisions while maintaining flexibility to meet the changing, growing needs of the community. The Interim City Manager understands and appreciates public service and truly values a sense of community and belonging. The successful candidate is considered an ambassador who leads by example and is fully invested in the City's success.

The successful candidate brings authentic and genuine optimism, compassion, and care for staff and the community. They understand the broader impacts of decisions and can communicate concerns and opportunities with others, so they feel empowered, engaged, and valued in decision-making. They focus on support and constructive solutions, while cultivating respect, kindness, and collaboration.

Overall, the Interim City Manager nurtures a collaborative and respectful environment. They encourage open communication, mutual support and trust, with an emphasis on speaking candidly, hearing diverse perspectives, and collectively supporting decisions. The Interim City Manager creates a culture supporting respectful interactions, addressing community issues rather than personal priorities, and remains mindful of the distinction between intent and impact in favor of a positive and productive dynamic.

Qualifications

Our successful candidate will have:

- Ten years of leadership or administrative experience in a municipal agency setting, including at least five years of executive level management experience, is required.
- Experience working with an elected body is essential.
- A sound financial background with a strong understanding of budgets and financial management.
- A bachelor's degree in public administration, business administration, public policy, finance, or similar field.

The ideal candidate will also have the following experience and desired attributes:

- A successful track record as a City Manager or Deputy/Assistant City Manager, or equivalent executive level position in government.

- Several years of successful experience working with labor unions, and contract negotiations.
- Demonstrated executive leadership in stabilizing and building a highly effective and collaborative workplace culture.
- Expert level experience navigating political systems, public policy, legislation, and regulatory environments.
- Is respected and regarded as an honest, trustworthy, stable, and reliable leader who embodies integrity with authenticity.

An equivalent combination of education and experience performing the essential functions of the position will be considered.

Studies have shown that women and people of color are less likely to apply for jobs unless they meet every one of the qualifications listed. We are most interested in finding the best candidate for the job, and that candidate may be one from a less traditional background. If you have transferable experience, please tell us about it.

Compensation and Benefits

The Interim City Manager contract is at the discretion of the City Council, with an expected salary range of $200,000 to $230,000, depending on the qualifications of the successful candidate. The City of Tigard offers competitive employee benefits, and alternative and flexible work schedules, including a four-day, ten-hour work week with hybrid opportunities.

City of Tigard

City Manager

CLASS CODE	M110	**SALARY**	$0.00 Monthly $0.00 Annually
REVISION DATE	August 26, 2020		

Class Description

Definition

Under policy direction, plans, organizes, and provides administrative direction and oversight for all City functions and activities; provides policy guidance and program evaluation to the City Council and management staff; encourages and facilitates provision of services to City residents and businesses; fosters cooperative working relationships with intergovernmental and regulatory agencies and various public and private groups; pursues appropriate avenues of economic and community development; and performs related work as required.

Supervision Received and Exercised

Receives policy direction and oversight from the City Council. Exercises general direction and supervision to the entire City staff through subordinate levels of management and supervision.

Class Characteristics

The City Manager serves as the Chief Executive Officer of the City, accountable to the City Council and responsible for enforcement of all City codes and regulations, the conduct of all financial activities and the efficient and economical performance of the City's operations.

Essential Job Functions

- Plans, organizes, and administers operations of the City, either directly or through subordinate management and supervisory staff; coordinates and evaluates the work of the City in accordance with applicable laws, codes, and regulations, and adopted policies and objectives of the City Council.
- Collaborates, communicates, and seeks input from stakeholders to ensure effective implementation of significant city initiatives.
- Provides visionary leadership and guidance in setting clear culture and direction for city departments and staff.
- Directs and coordinates the development and implementation of goals, objectives, and programs for the City; develops administrative policies, procedures, and work standards to ensure goals and objectives are met, staff are held accountable, and programs provide mandated services in an effective, efficient, and economical manner.
- Oversees the preparation of the annual budget for the City; authorizes directly or through staff, budget transfers, expenditures, and purchases; provides information regarding the City's financial condition and needs to the City Council.

- Advises the City Council on issues, programs, and financial status; prepares and recommends long- and short-range plans for City service provision, capital improvements, and funding; and directs the development of specific proposals for action regarding current and future City needs.
- Oversees the administration, construction, use and maintenance of all City facilities and equipment, including buildings, parks, facilities, and other public property.
- Represents the City and the Council in meetings with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations; acts as the City liaison with the media.
- Provides for the timely investigation and resolution of complaints regarding the administration of and services provided by the City government and proactively communicates resolutions to stakeholders.
- Provides for contract services and ensures proper performance of obligations to the City; has responsibility for enforcement of all City codes and regulations.
- Oversees the selection, training, professional development, and work evaluation of City staff; oversees the implementation of effective employee relations and related programs; provides policy guidance and interpretation to staff.
- Directs the preparation of and prepares a variety of correspondence, reports, policies, procedures, and other written materials.
- Ensures that the Council is kept informed of City functions, activities, and programs, and of legal, social, and economic issues affecting City activities.
- Monitors changes in laws, regulations, and technology that may affect City operations; implements policy and procedural changes as required.
- Performs other duties as assigned.

Minimum Qualifications

Education and Experience:

Any combination of training and experience which would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from a four-year college or university with major coursework in public or business administration, public policy, finance, or a field related to the work; AND
Ten (10) years of management or administrative experience in a municipal agency setting, including at least five (5) years of management and supervisory experience; experience in working with an elected Council or Board is highly desirable.

Knowledge, Skills, & Abilities

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation and supervision of staff, either directly or through subordinate levels of supervision.
- Principles, practices, and procedures of public administration in a municipal setting.
- Principles, practices, and processes for effective change management.
- Functions, services, and funding sources of a municipal government.
- Functions, authority, responsibilities, and limitations of an elected City Council.

- Applicable federal, state, and local laws, codes, and regulations.
- Principles and practices of municipal budget development, administration, and accountability.
- Principles, practices, and legal elements of economic and community development and redevelopment.
- Current social, political, and economic trends affecting City government and service provision.
- Modern office practices, methods, and computer equipment.
- Computer applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for effectively representing the City in contacts with government agencies, community groups, and various business, professional, regulatory, and legislative organizations.
- Techniques for dealing effectively with the public, vendors, contractors, and City staff, in person, online, and over the telephone.
- Techniques for providing a high level of customer service to the public and City staff, in person, online, and over the telephone.

Ability to:

- Plan, administer, coordinate, review, and evaluate the functions, activities, and staff of the City.
- Work cooperatively with, provide staff support to and implement the policies of the City Council.
- Develop and implement goals, objectives, policies, procedures, work standards, and internal controls.
- Oversee all City financial activities, including administering investments, the development and implementation of the City budget and the control of all expenditures and purchases.
- Interpret, apply, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations.
- Conduct effective negotiations and effectively represent the City in meetings with governmental agencies, community groups, and various business, professional, educational, regulatory and legislative organizations and the media.
- Direct the preparation of and prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Analyze problems, identify and use data to inform alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.
- Present information to Council using data analytics as appropriate to display issues and solutions.
- Use sound independent judgment within general legal, policy, and procedural guidelines.
- Organize own work, coordinate projects, set priorities, and meet critical time deadlines.
- Operate modern office equipment, including computer equipment and specialized software applications programs.
- Comprehend and use English effectively including producing all forms of communication in a clear, concise, and understandable manner to intended audiences.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.

- Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Licenses and Certifications

- Possession of a valid driver's license with satisfactory driving history.

Working Conditions

Physical Demands

Must possess ability to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and to visit various City and meeting sites; ability to read printed materials and a computer screen; and to communicate in person, before groups, on video and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard, or calculator, and to operate standard office equipment. The incumbent in this classification occasionally bends, stoops, kneels, reaches, pushes, and pulls drawers open and closed to retrieve and file information. Incumbent must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds.

Environmental Elements

Incumbent works in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

DRAFT Scope of Work – Interim City Manager Recruitment and Selection Process

The following areas are to be performed by City of Tigard Human Resources Department (HR) in partnership with City Management including, but not limited to:

1. **Develop a timeline**
    a. Prepare a timeline to accomplish each phase of the recruitment and selection process with clarity on roles and responsibilities at each phase. Recommendations can include modification to what is proposed in the scope and changes to the order of the phases, etc.
2. **Candidate profile development**
    a. Determine desired attributes (Leadership Team, City Council, department staff and community).
    b. From data collected, develop a candidate profile (possible review with City/Council search team before finalizing.)
3. **Develop a selection and sourcing process**
    a. Aspects of the selection process could include a community component (including external city partners), a city staff component, a Leadership Team component or a Council component.
    b. Competency questions will also be built into the process.
4. **Develop an advertising plan**
    a. Advertising campaign: complete an on-line outreach.
    b. Networking campaign: conduct an outreach to prospective candidates.
5. **Evaluation/screening of candidates**
    a. Conduct an initial minimum qualification assessment of the candidates.
    b. Conduct screening interviews to confirm the qualifications and eligibility of finalist prior to forwarding to the City/City Council.
    c. Finalist list of top candidates sent for City/City Council selection consideration.
6. **City/Council Interview and Selection Process**
    a. HR will assist in the logistics of the finalist selection process, including candidate coordination, process fine tuning, advise to City/Council, etc.
    b. Conduct Council interviews
7. **Complete Comprehensive Background**
    a. Conduct a full reference and background check as appropriate for a municipal administrator.
8. **Finalize Offer and Hire**
    a. Negotiation of employment agreement including start date.