Tigard Business Meeting
AGENDA

TIGARD CITY COUNCIL

MEETING DATE AND TIME:	FEBRUARY 3, 2026 - 6:30 p.m. Business Meeting
MEETING LOCATION:	Hybrid - City of Tigard - Town Hall - 13125 SW Hall Blvd., Tigard, OR 97223

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: FEBRUARY 3, 2026 - 6:30 p.m. Business Meeting

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

5:15 PM

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

6:30 PM

2. BUSINESS MEETING

   A. Call to Order

   B. Roll Call

   C. Pledge of Allegiance

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

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

   A. Public Comment – Written

B. Public Comment – In Person

C. Public Comment – Phone-In or Video

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

5. UPDATE FROM WASHINGTON COUNTY COMMISSIONER SNIDER **6:50 p.m. estimated time**

6. WASHINGTON COUNTY HOUSING DEPARTMENT ANNUAL REPORT **7:05 p.m. estimated time**

7. CLEAN WATER SERVICES (CWS) UPDATES **7:20 p.m. estimated time**

8. CITY COUNCIL GROUND RULES DISCUSSION AND CONSIDERATION OF RESOLUTION **7:50 p.m. estimated time**

9. NON-AGENDA ITEMS

10. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

11. ADJOURNMENT **8:05 p.m. estimated time**

AIS-5950 **5.**

Business Meeting

Meeting Date: 02/03/2026

Length (in minutes): 15 Minutes

Agenda Title: Update from Washington County Commissioner Snider

Authored By: Emily Tritsch

Presented By: Washington County Commissioner Snider

Item Type: Update, Discussion, Direct Staff

Information

EXPLANATION OF ISSUE

Washington County Commissioner Snider will present his biannual report on County business.

ACTION REQUESTED

Council is encouraged to respond to the report and ask questions.

BACKGROUND INFORMATION

This is the second scheduled visit from Washington County Commissioner Snider. His last update to the Tigard City Council was on May 20, 2025.

ALTERNATIVES & RECOMMENDATION

N/A

ADDITIONAL RESOURCES

N/A

Attachments

No file(s) attached.

AIS-6032 **6.**

Business Meeting

Meeting Date: 02/03/2026

Length (in minutes): 15 Minutes

Agenda Title: Washington County Housing Department Annual Report

Authored By: Megan Cohen

Presented By: Homelessness Liaison Cohen and Molly Rogers Director of Housing Services Department at Washington County

Item Type: Update, Discussion, Direct Staff

Information

EXPLANATION OF ISSUE

Presentation from Washington County's Housing Department on the FY 2024-2025 Housing Department Annual Report.

ACTION REQUESTED

No action is requested of Council.

BACKGROUND INFORMATION

Washington County released their FY 2024-2025 Housing Department Annual Report on October 30, 2025. In the fourth year of implementation of the Supportive Housing Services (SHS) Program, over 20,000 people were served across the full continuum of housing stability including street outreach, shelter access, long term rental assistance, and even home ownership.

Highlights from Fiscal Year 2024-25 include opening the first access center in Tigard, launching new transitional housing investments that will combine behavioral health with housing services, supporting first-time homeowners, and prioritizing preservation of our existing affordable housing buildings. Staff from Washington County's Department of Housing Services will present the report.

ALTERNATIVES & RECOMMENDATION

N/A

ADDITIONAL RESOURCES

Washington County Housing Department 2024-2025 Annual Report is attached.

Attachments

FY 24-25 Washington County Housing Department Annual Report

Presentation

Washington County
Department of Housing Services

Fiscal Year 2024-2025

Annual Report



October 20, 2025

161 NW Adams Ave
Hillsboro, OR 97124
WashingtonCountyOR.gov/Housing

Annual Report

Content

Executive Summary	3
Map of our Impact	6
Year in Numbers	7
Pathways out of Homelessness	8
Promoting Housing Stability	11
Investing in Affordable and Supportive Communities	15
Collaboration in Action	19
Financial Stewardship	22

Vision: We envision a Washington County where everyone has an affordable home with the supports and opportunities each of us needs to thrive.

Mission: The Department of Housing Services creates pathways out of homelessness, promotes housing stability, and invests in affordable communities for Washington County and our residents.

Executive Summary

Every member of our community relies on stable housing to thrive. Through concerted, dedicated efforts and intentional collaboration, the Department of Housing Services strives to offer the full continuum of housing stability from street outreach and shelter access, long-term rental assistance, to developing and operating affordable housing, all the way to homeownership.



Washington County elected officials and staff celebrate Plambeck Gardens (developed by Community Partners for Affordable Housing) grand opening.

For decades, our primary work was providing affordable housing as the Housing Authority of Washington County (HAWC) and as the federally-funded Continuum of Care (CoC) agency for our region providing limited resources for homeless services. While this work continues as a foundation of our department, recent voter-approved investments have led us to expand our impact dramatically, funding the development of 958 new affordable homes,[1] 400 permanent shelter units, and investing in community-driven interventions working to break the cycle of homelessness every day.

Last year, we served over 20,000 Washington County residents, which is the equivalent of the entire population of Sherwood!

Reflecting on the growth and progress of recent years, we are incredibly proud of our service providers, housing developers, government partners, and staff who rolled up their sleeves to make our mission a reality – that's collaboration in action!

[1]With the Washington County allocation of the Metro Affordable Housing Bond (additional apartment homes developed with allocations to the Cities of Beaverton, Hillsboro, and Metro Transit Oriented Development funds).

Highlights from Fiscal Year 2024-25 include opening the first access center in Tigard (operating as a front door to our system of care), launching new transitional housing investments that will combine behavioral health with housing services, supporting first time homeowners as we thoughtfully manage the sale of single-family homes in our Public Housing program, and prioritizing preservation of our existing affordable housing buildings to ensure quality permanent homes for our residents.



Washington County elected officials and staff celebrate Hillsboro year-round shelter groundbreaking.

After year-over-year growth, we now enter an era of stabilization. Metro Affordable Housing Bond dollars are fully committed and Supportive Housing Services investments have funded a homeless services system operating at full capacity. However, we suddenly face potential instability with federal resources during this highly political era of housing work. While most proposed funding cuts have not materialized, the federally funded Emergency Housing Voucher program will prematurely sunset in 2026. Looking ahead, the Department of Housing Services will prioritize system refinements and resource optimization to keep momentum and ensure the sustainability of our efforts in ending homelessness and creating housing stability.

Housing has long been a balancing act where there is tremendous need far outpacing available resources. With creativity and a planful approach, Washington County continues to stretch the value of every dollar, working shoulder to shoulder with our partners at the city, regional, state and federal level, to best meet the needs of those we serve. In this report, you will see stories of housing strength from:

- A single mom accessing higher education and pursuing her passion for art,
- A dad reunifying with his teenage son and entering the healthcare field,
- A rental assistance program participant who reminds us of the importance of ADA accommodations,
- A parent whose five children were able to return to in-person school after finding a home, and
- A family who graduated from our programs by unlocking their earning potential.

These stories are just a few among thousands, representing a small snapshot of the impact of stable housing and the resiliency of our community every day!

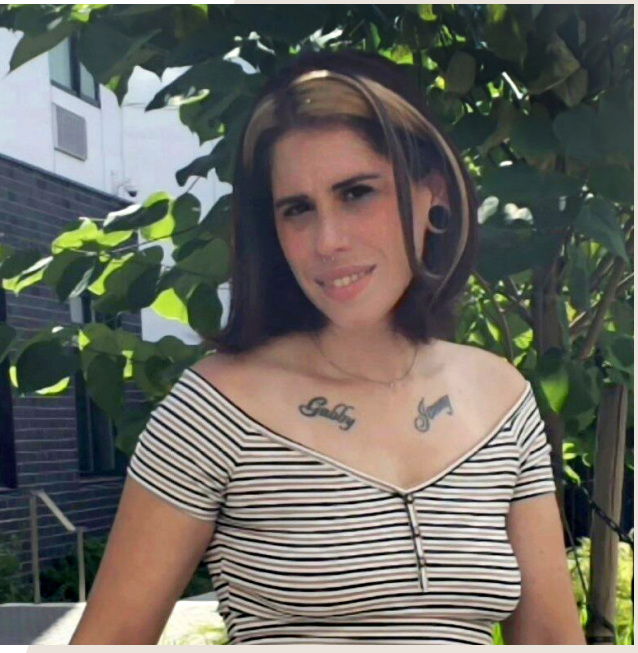
Jasmine's **Story of Strength**

A family recovering through community

Jasmine's housing crisis began when she was forced to leave her home with her two young children and the little she had saved in her bank account.

While staying in shelter, Jasmine worked hard to get her GED. Then, she moved into a brand new affordable apartment funded by the Metro Affordable Housing Bond. From there, Jasmine started working towards her associate's degree, volunteering on her apartment community's safety committee, and exploring her passion for art.

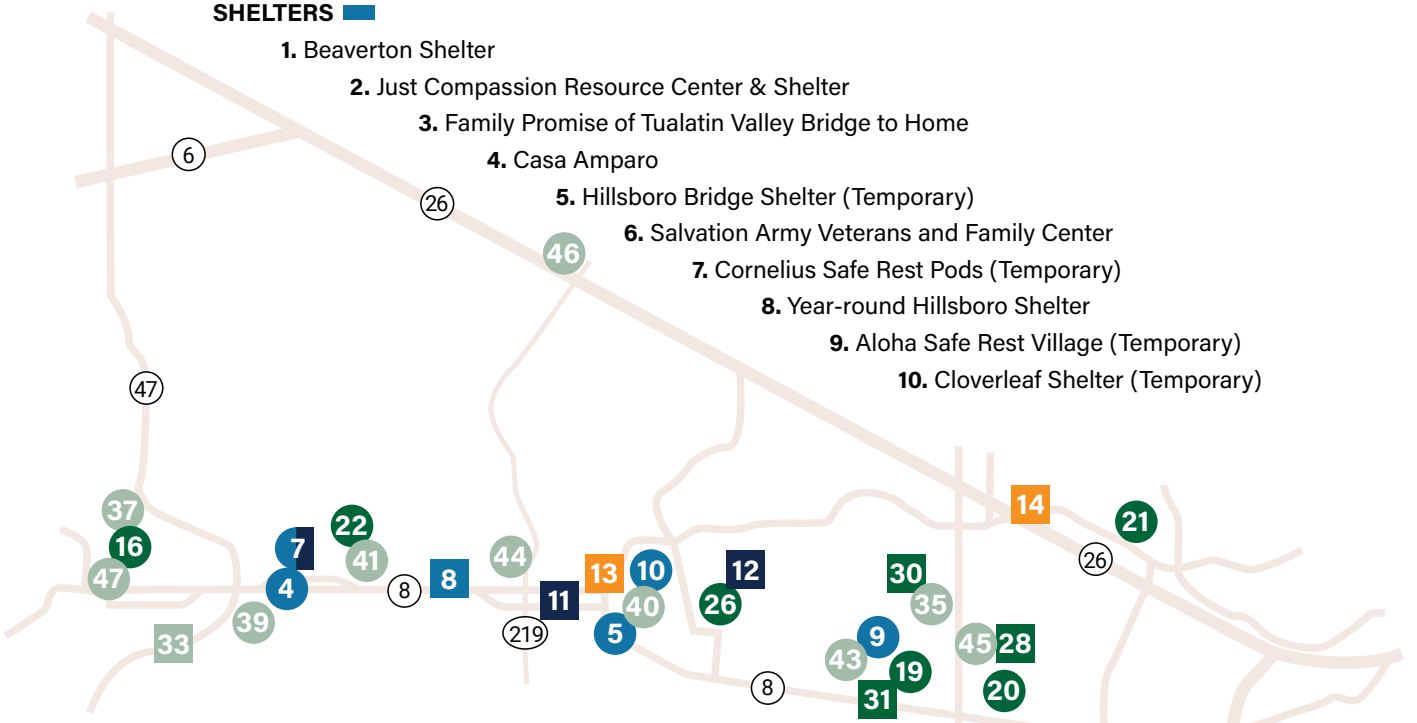
"It was the proudest moment ever; I never excelled in academics," shared Jasmine. "A lot of the times people, when they're in their trenches, they want to give up... Perseverance can get you where you need to be..."



The voter-approved Metro Affordable Housing Bond has been a critical investment in creating new affordable homes for low-income residents in Washington County. In the last year, over 300 affordable housing bond funded homes opened their doors to families like Jasmine's.

To learn more about this story of strength, scan the QR code.

Map of Our Impact



SHELTERS

1. Beaverton Shelter
2. Just Compassion Resource Center & Shelter
3. Family Promise of Tualatin Valley Bridge to Home
4. Casa Amparo
5. Hillsboro Bridge Shelter (Temporary)
6. Salvation Army Veterans and Family Center
7. Cornelius Safe Rest Pods (Temporary)
8. Year-round Hillsboro Shelter
9. Aloha Safe Rest Village (Temporary)
10. Cloverleaf Shelter (Temporary)

ACCESS CENTERS

2. Just Compassion Resource Center & Shelter
7. West County Access Center
11. Project Homeless Connect Access Center
12. Hillsboro Recovery Center

TRANSITIONAL HOUSING

13. Transcending Hope Transitional Housing
14. Cornell Road Recovery

REGIONAL AFFORDABLE HOUSING BOND

15. Viewfinder
16. The Valfre at Avenida 26 (County owned)
17. Terrace Glen
18. Alongside Senior Apartments
19. Heartwood Commons (County owned)
20. Cedar Rising
21. The Opal
22. Plaza Los Amigos
23. Altura
24. Plambeck Gardens
25. The Mary Ann (City of Beaverton)
26. Nueva Esperanza (City of Hillsboro)
27. Woodland Hearth
28. Elmonica Station (City of Beaverton)
29. Amity Orchards (City of Beaverton)
30. The Dolores (City of Hillsboro)
31. Aloha 209 (County owned)
32. Meadowlark (City of Beaverton)

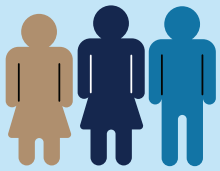
COUNTY-OWNED AFFORDABLE HOUSING

33. Elm Street Land Bank
34. Dartmouth Crossing North (City of Tigard)
35. Aloha Park
36. Bonita Villa
37. Parkside
38. Ridge at Bull Mountain
39. Villager
40. Amberwood
41. Cornelius Village
42. Holly Tree Village
43. Marilann Terrace
44. Tarkington Square
45. 185th Duplexes
46. Kaybern Terrace
47. Vanrich
48. Woodspring

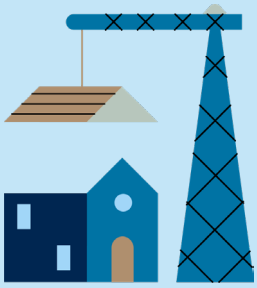
- Complete
- Under Construction/In Planning
- Shelters
- Access Centers
- Transitional Housing
- Regional Affordable Housing Bond
- County-owned Affordable Housing

Outcome Highlights FY 2024-25:

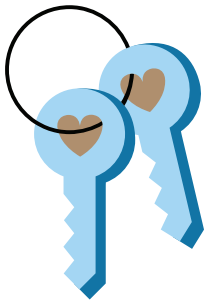
Year in Numbers



20,700+
People
served across Washington County Housing programs



26
Capital Projects
awarded financing, under development, or opened in the last year



7,700+
People
served with short-term housing assistance



10,600+
People
supported in long-term rental assistance programs



3,100+
People
supported with a steppingstone to housing through shelter or outreach



1,100+
Affordable Homes
owned and maintained to serve generations to come

Outcomes above have been deduplicated across programs to the best of our data team's abilities.

Pathways out of Homelessness

For many people experiencing homelessness, their first touch-point with our system of care is through an outreach provider or housing liaison. Washington County works with ten organizations that provide dedicated **outreach services**. These providers, who know people living unsheltered by their names, build trust and create connections to services over time. Our outreach system meets weekly on case conferencing calls to collaboratively problem solve needs for the most vulnerable individuals, tracked closely on a by-name list.



Staff and partners from Metro, cities, the County, and the state toured the Just Compassion Resource Center, the first purpose-built access center in Washington County.

80% of all exits from street outreach programs were to shelter, housing, or family reunification.[2]

In January, outreach teams also played an integral role in conducting the Point in Time (PIT) Count, looking for people sleeping outside, in vehicles, or in public buildings to help understand who experiences homelessness in Washington County. The 2025 PIT Count data demonstrates that unsheltered homelessness has stabilized in Washington County, thanks to our efforts to dramatically increase shelter capacity over the past several years.[3]

Washington County also funds and integrates **housing liaisons** in our shelters, Health & Human Services programs, Community Corrections and Parole and Probation, and the Hawthorn Walk-in Center. Housing liaisons provide short-term housing case management support for participants in these services. Housing liaisons focus on identifying solutions to prevent or quickly resolve an episode of homelessness.

[2]Exits described are "neutral" or "positive" destinations and may include other niche outcomes.
[3]See Point in Time (PIT) Count: 2025 Count and Context Report

682 households exiting the Housing Liaison Program moved to housing, long-term care facilities, shelter, or were reunited with their families.[3]

Looking ahead, **access centers** in Cornelius, Hillsboro, Beaverton and Tigard will act as the front door to our system of care, open every day from 7 a.m. to 7 p.m. These centers will serve as safe and welcoming places for people living unsheltered by providing meals, storage, showers, and connections to shelter, housing and other services. Our first purpose-built access center, the Just Compassion Resource Center in Tigard, completed construction in the spring. Project Homeless Connect and Open Door HousingWorks are both preparing to develop their access centers in the coming year. In addition, our partners in Beaverton are working to identify an access center location to serve unsheltered residents.

Importantly, future centers will activate as emergency shelters during heatwaves and cold snaps. In Fiscal Year 2024/25, Washington County activated severe weather shelters 22 nights. During **severe weather events**, outreach workers deliver blankets and water, provide transportation to emergency shelters, and coordinate with emergency response services to keep people alive.



Chris is the shelter manager with Open Door HousingWorks at The Beaverton Shelter.[4]

Each of these connection points includes referring participants to **emergency shelter** when housing is not immediately available. Shelter acts as a steppingstone to long-term housing, family reunification, and other types of care like behavioral health services. Last year, Washington County achieved significant milestones in our shelter system as purpose-built, permanent locations opened in Beaverton and Tigard. Due to funding constraints, some temporary motel-based shelter capacity created during COVID was discontinued last year. Even still, Washington County has maintained over 400 beds operating 24/7 and year-round. This is a huge step up from just **four years ago when there were no year-round shelter bed options for single adults.**

Over 700 individuals moved out of shelter and into permanent housing.

One persistent gap in our homeless response system has been the ability to effectively support recovery needs for people experiencing homelessness. Last year, Washington County launched a **transitional housing** model that will provide recovery and stabilization-focused housing programs for people struggling with mental health and substance use conditions. These programs will be designed to provide supportive transitional housing for up to two years, while participants stabilize through peer supports and recovery focused programming. Last year, we invested in the development of two new facilities: 1) Transcending Hope's Hillsboro-based project will focus on mental health stabilization, and 2) the Cornell Road recovery program will provide sober transitional housing for people in recovery from substance use and addiction.

[4]Photo credit: Lauren Everett, Metro

Pierre's
Story of Strength
From shelter to Certified Nursing Assistant

Just two years ago, Pierre stayed at the Just Compassion shelter where he connected with a Rapid Rehousing case manager. That program helped him move into his own apartment, where he was able to reunite with his 16-year-old son.

After Pierre moved into his home, the Immigrant and Refugee Community Organization (IRCO) Career Start Program awarded him tuition funding to cover Certified Nursing Assistant (CNA) training.

"Without this help I would not have been able to get where I am. Because of my housing and IRCO's support paying for the training, I was able to focus on learning the material, not the stress of making ends meet."

Washington County supports workforce development with Supportive Housing Services funding including career coaching, job training, and job search support. 80 participants completed the program last year, the majority of whom were connected to a career opportunity that increased their income and independence.

To learn more about this story of strength, scan the QR code.



Promoting Housing Stability

Rental assistance and case management services are the bedrock of stability for many people we serve. Washington County has the lowest apartment vacancy rate in the region and some of the highest housing costs, making it much harder for homeless households to find and maintain stable housing. Data from our Coordinated Entry[5] system shows that for every 3 households able to secure permanent housing, 9 more reach out in need. In short, individuals and families living on the margin are often not able to find the housing they need to prevent homelessness.

To address housing unaffordability in Washington County, Housing Services taps into federal, state, and local resources to support **over 5,300 households with long-term rental assistance**. These rental assistance vouchers allow participants to find homes in the private market by buying-down the rent to a rate they can afford. Different programs serve different family needs, including youth aging out of foster care, seniors, veterans and people with disabilities who have experienced homelessness for long periods, and more.

Long-term assistance

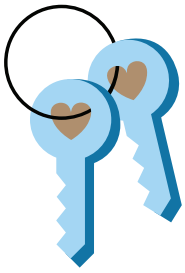


3,700+ households
supported by federal resources

1,500+ households
supported by state and local resources

Serving 5,300+ households total

Time-limited assistance supported by state and local resources



800+ formerly homeless households
supported with move-in costs and up to two years of rental assistance and supports to find housing stability

2,000+ households
provided eviction prevention rental assistance to keep their home

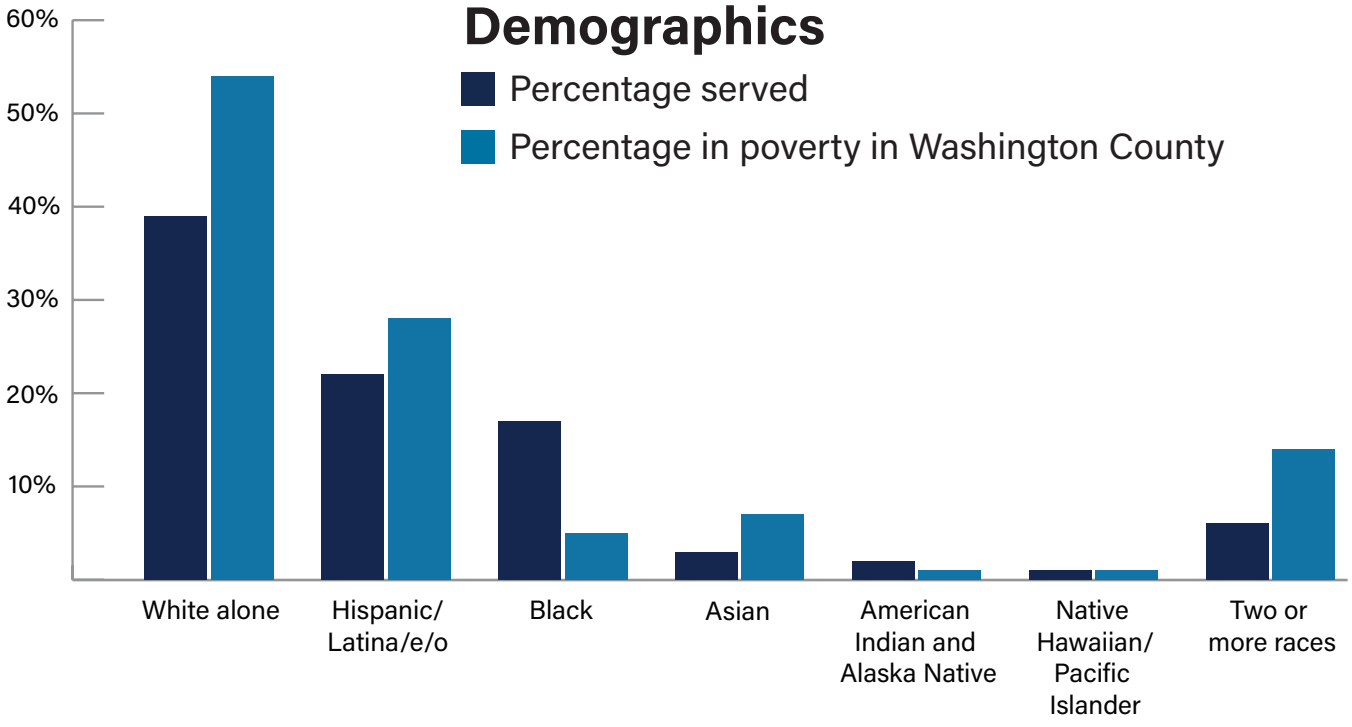
[5] A tool that helps local homeless service systems manage limited housing resources to serve the most vulnerable needs and match people with the right housing programs.

Rental Assistance Participant Highlights
FY 2024-2025

4,209
children

1,447
seniors[6]

97% **of participants remained stably housed for at least one year after placement**



[6]Over the age of 55

Funding Constraints

Local investments are more critical than ever, as the federal government recently decided to prematurely sunset the Emergency Housing Voucher (EHV). Staff are creating transition plans for households supported by EHVs while our elected officials continue to push for the continuation of this valuable program. State and local resources have leveled-out, reducing new opportunities in the Regional Long-term Rental Assistance (RLRA) and Rapid Rehousing programs, and eviction prevention funding. These funding constraints are impacting the number of families we can stabilize in a given year.

Program Graduations and Quick Resolutions

Case managers are working with participants who are ready to graduate from programs to help make room for people still waiting in shelter or sleeping outside. Housing workers also help with 'barrier busting funds' like security deposits, rent application fees, furniture, and moving costs for households who can independently maintain the rent, without having to wait on long housing waitlists. These flexible tools and creative strategies help stretch resources across the homeless services system to continue meeting community needs in this new era of resource constraint.

Landlord Partnerships

Housing vouchers are part of a larger housing ecosystem as they provide a guaranteed payment to partnering landlords. In particular, project-based vouchers deepen affordability in affordable housing developments to serve extremely low-income families and individuals. We also inspect all units prior to move-in to confirm the livability and safety of each apartment home.

Over 6,000 inspections completed last year for new and renewing participants.

Washington County partners with almost 1,500 landlords and sent rental assistance payments totaling $89 million last year.



Plaza los Amigos grand opening event. Plaza los Amigos has 16 project based vouchers to deepen affordability in this REACH CDC development located in Cornelius.

Ulysses's
Story of Strength
Finding Accessible Housing

"As someone who is blind and hard of hearing, I have some barriers that I have had to overcome," shared Ulysses. Receiving a Mainstream housing voucher changed Ulysses's life. They moved to a new home in Tigard in February 2024. Their apartment has in-unit laundry and other accessibility modifications.

"I felt a lot more liberated, like I got a key of independence."

Mainstream vouchers are set aside for people with disabilities under age 65, who oftentimes are at higher risk of experiencing homelessness.

Ulysses joined the Washington County's Resident Advisory Board (RAB) in 2024. They bring valuable lived experience to advocate for accessibility in our housing programs and review policies for our rental assistance programs, including the Mainstream Housing Voucher.



To learn more about this story of strength, scan the QR code.

Investing in

Affordable and Supportive Communities

The Housing Authority of Washington County (HAWC) is responsible for over 1,100 affordable and public housing apartment homes located throughout the county.

As a housing authority and as a department, we have invested in and re-energized communities through regional investments in new affordable housing, preservation efforts to sustain existing affordable housing, affordable homeownership via the Section 18 disposition, and Homeless Services infrastructure needed to meet immediate and long-term needs.



Washington County representatives celebrate Dartmouth Crossing grand opening with REACH CDC partners.

Washington County is on track to exceed all Metro Affordable Housing Bond goals, with 958 new homes open or underway.

Metro Affordable Housing Bond

In 2018, voters approved the game changing Metro Affordable Housing Bond, which brought $192 million to Washington County and the Cities of Beaverton and Hillsboro and leveraged $523 million from other public and private sources.

As the lead implementation partner for Washington County's portion of the Metro Affordable Housing Bond, HAWC has invested in 12 new affordable communities with 958 apartment homes, exceeding our local goal of 814. These were often done in partnership with other affordable housing providers, such as REACH CDC, shown above.

Preserving Affordable Housing

While building new homes is an important part of our housing strategy, preserving existing affordable housing is equally critical. According to state data, over 1,000 homes are at risk of losing affordability in the next 10 years in Washington County. HAWC will continue to work with our state partners to explore refinancing strategies to protect these properties for long-term operational stability, physical resilience, and affordability for the next several generations of residents.



Aloha Park is a Housing Authority of Washington County property that was fully renovated including brand-new siding, pictured to the right.

Marking progress in our efforts to preserve affordable homes for generations to come, HAWC recently completed comprehensive renovations at ten affordable housing communities through the **Affordable Housing Preservation Portfolio Rehabilitation Project**, significantly leveraging the federal Low-Income Housing Tax Credit.

Renovations emphasized energy efficiency and sustainability with roofing, siding, stairs, paint, plumbing, electricity, heating and ventilation systems, appliances, and more. Renovations also included important accessibility modifications to improve the quality of life for residents with disabilities.

The Affordable Housing Preservation Portfolio Rehabilitation Project renovated almost 600 affordable homes across 10 properties, investing $113 million back into our community.

Affordable Homeownership via Section 18 Disposition



Barbara, a former Public Housing participant, purchased her home!

After decades of federal underfunding in Public Housing, HAWC made the difficult decision to launch the Section 18 disposition initiative, which HUD approved in December 2023. This approval enabled the opportunity to sell 60 single-family public housing units to generate funds to preserve or build new affordable housing. It also came with permanent rental assistance vouchers to protect the impacted households in their next homes from paying more rent.

Throughout the process, engagement and communication with impacted households has been our priority. Current residents were given the first opportunity to purchase their homes at a discounted rate with support from partners like Bienestar. Tenant protection vouchers and relocation assistance have been made available for residents who do not purchase their home. At the end of the fiscal year, one home was purchased by the existing resident (now homeowner), and eight homes were listed for sale with priority given to non-profit affordable homeownership service providers.

Homeless Services Infrastructure

Washington County investments are creating a system of care with 400 shelter units, four access centers, and over 100 units of supportive transitional housing.



Staff tour Casa Amparo shelter, owned and operated by Centro Cultural.

One-time funds from the regional Supportive Housing Services measure, paired with resources from Governor Tina Kotek's Executive Order 2023-03, led the Department of Housing Services to dream big, building the homeless services infrastructure needed for decades to come. Purpose-built, sustainable facilities are designed to serve people experiencing homelessness with resource connections, space to rest and recover, and pathways to long-term housing. Since 2021, Washington County has used Supportive Housing Services to award $80 million and commit $7.5 million more to support infrastructure for our homeless services system of care as detailed in the June 2025 Capital Projects Report (scan the QR code to see the full report).

Lisa's
Story of Strength
A family thriving in affordable housing

When Lisa separated from her husband, her life turned upside down for her and her five kids. "It was extremely hard trying to find work, a place to live, everything," she explained.

Lisa was connected to resources after calling 211 and completing a Community Connect assessment. There was a lot of moving around at first, but her family landed in a brand-new home at the Altura Apartments. Altura Apartments was developed by BRIDGE Housing and funded by the Metro Affordable Housing Bond.

The stability she found at the Altura apartments helped Lisa return to work full time and her kids are back in their classrooms, after bouncing between school districts.

"None of this would've been possible without Community Connect. It was a long two-year journey, but it was worth it in the long run." She continued, "Washington County is showing humanity, and that's something we lack nowadays."



To learn more about this story of strength, scan the QR code.

Collaboration in Action

We partner across sectors with providers, developers, other governments, and more to deliver housing assistance to those in need.



Members of advisory bodies (Housing Advisory Committee, Homeless Solutions Advisory Council, and subcommittee members) and Washington County staff.

Through cross-sector collaboration and **healthcare integration**, our housing system provides holistic care to better meet individual needs. Washington County is recognized for our nationally leading practice of healthcare case conferencing, which brings together hospital and health system partners to review specific healthcare and housing needs of people in the homeless services system through an innovative data sharing agreement. This starts with building integrated systems to connect health and housing services and funding sources. For example, the Department of Housing Services partners with Virginia Garcia Medical Center to provide on-site medical respite care for ten shelter guests at the Hillsboro Bridge Shelter.

Lived experience is also an invaluable ingredient in our collaboration. Our lived experience advisory bodies help to shape well-informed policies and programs. The Resident Advisory Board and Lived Experience Advisory Committee meet regularly to support our system's continuous improvement. In a creative partnership with EngAGE Northwest and Metro, we also hosted six sessions with residents at the Terrace Glen apartments to discover the meaning of "home," through photography, written reflections, and community discussion.

Last year, the Department of Housing Services conducted two **listening sessions** to gather feedback on housing services and needs, seeking to hear directly from impacted community members. These sessions, one focused on service providers and another for the general public, painted a comprehensive picture of the successes and challenges in addressing housing insecurity. The Department of Housing Services also works closely with the Housing Advisory Committee and the Homeless Solutions Advisory Council (Solutions Council) to receive guidance from community leaders and experts who provide direction to help improve our programs and strategically invest resources.

City Partner and First Responder Collaboration

Emergency shelter beds (e-beds) are a crucial part of our system, ensuring **first responders** have alternatives to offer when responding to calls with unsheltered community members. When individuals have shelter and basic needs are met, the risk of illness, injury, and substance use are reduced, decreasing 911 calls.



Pictured left to right: Megan Cohen, Project Homeless Connect Executive Director and Homeless Solutions Advisory Council Co-Chair Kim Marshall, Kim Haughn

Similarly, three county-funded **city liaisons** help their communities navigate the homeless response system in Beaverton, Hillsboro, and SE Washington County acting as connectors between libraries, law enforcement, and other city departments. These partnerships are increasing coordination between cities, outreach workers, shelter providers, and more to improve the quality of our care and the urgency of our response.

The work of managing a responsive and effective homeless response system is an all hands-on deck effort that takes partnership with city jurisdictions, first responders, healthcare providers and our broader community.

To learn more about our collaboration with first responders, read Kim Haughn's story of partnership in her work responding to homelessness with Tualatin Valley Fire & Rescue by scanning the QR code:

Jessica's **Story of Strength**

From financial struggle to family self-sufficiency

The federally funded Family Self-Sufficiency (FSS) program is open to all rental assistance participants and includes a case manager, financial education, job training referrals, small business and home ownership training, and a HUD-funded savings account.

Jessica, a single mom, joined FSS as a nursing assistant, dreaming of becoming a nurse. With the support of FSS, Jessica enrolled in an intensive nursing program. Even when finances were tight and classes were long, she persevered to complete the program, pass her exams, and become a registered nurse.

Jessica shared this advice, "To anyone who's reading this: don't give up! When you focus on your end goal, there is more that is in you than what's against you."



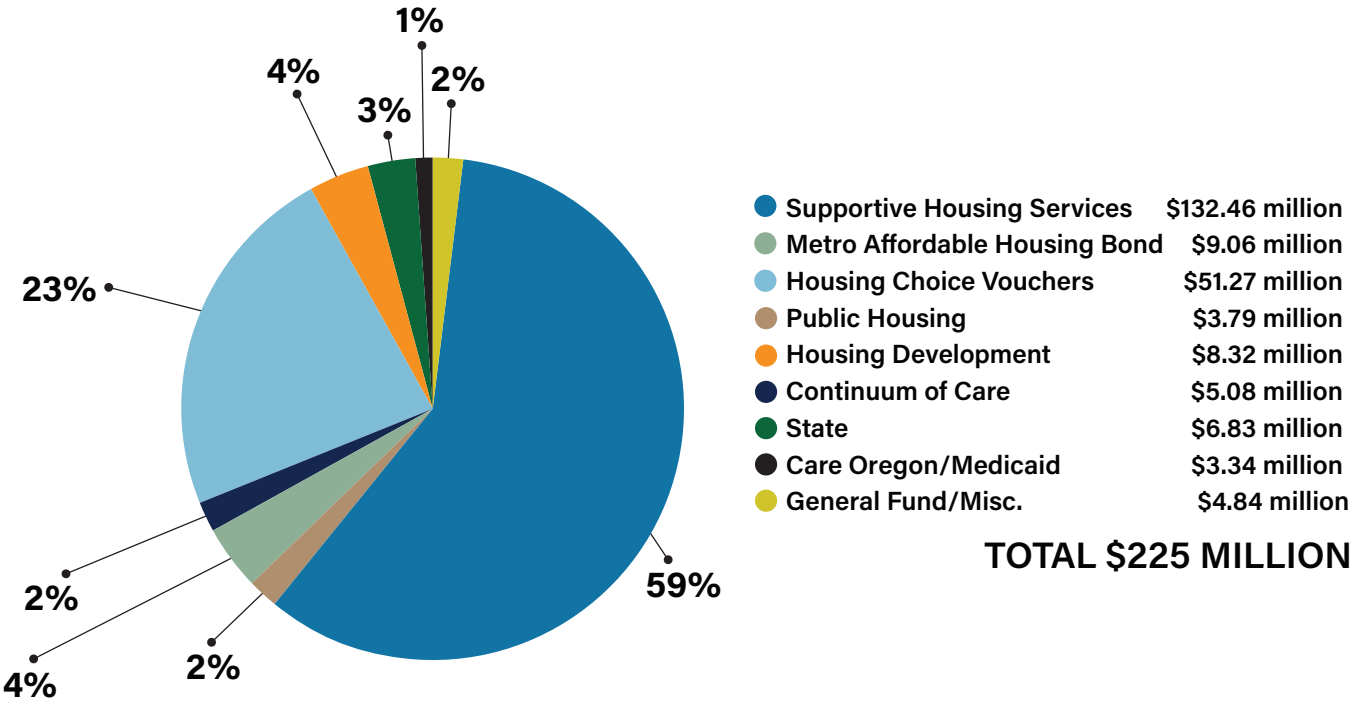
There were 76 participants in FSS and 23 participants in the Foster Youth to Independence program last year. Participants earned over $183,000 combined in an escrow account to purchase their own homes, open businesses, or launch new careers.

To learn more about this story of strength, scan the QR code.

Financial Stewardship

A blend of public funds makes our work possible through two separate financial entities: the Washington County Department of Housing Services and the Housing Authority of Washington County. We work strategically to deploy resources from federal, state, and regional funders to maximize our impact and meet community needs with fiscal oversight and accountability. We continue to simplify budgeting practices to ensure public funds are used effectively, while supporting contracted partners with timely contracting and invoicing needs. We are also proud of our intentional engagement activities that helped to develop the FY 25-26 budget with key stakeholders and advisory bodies.

Combined Resources: Fiscal Year 2024-25 Expenditures



Staff processed over 34,000 transactions including 3,100+ invoices to reimburse providers $114M for services delivered.

Gratitude

Washington County, despite headwinds, is making progress in creating a community where everyone has an affordable home with the supports and opportunities each of us needs to thrive. We thank the 25+ services providers we partner with and the 100+ staff who dedicate their time and efforts to our mission.



Pictured: Department of Housing Services staff team photos



Lead contributor:
Emily Roots

Contributors:
Hameed Alnassar, Emily Nichols, Renae Reindel,
Heather Skriver, Nicole Stingh

Department of Housing Services

Annual Report
Fiscal Year 2024-2025

Molly Rogers, Executive Director

Jill Chen, Assistant Director

2/3/2026



Department of Housing Services

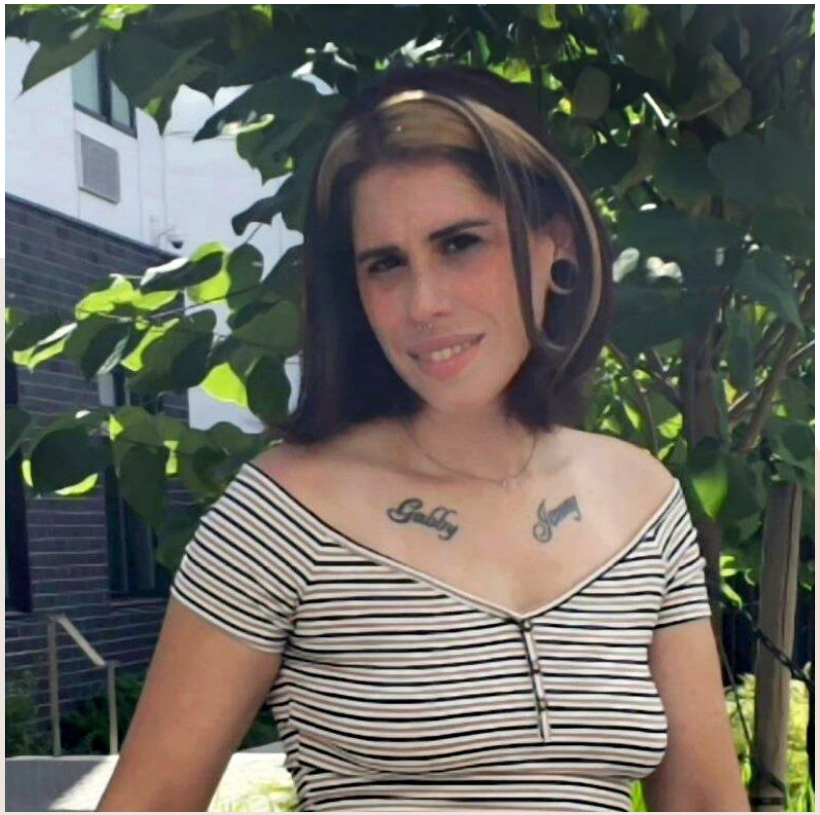
Vision

We envision a Washington County where everyone has an affordable home with the supports and opportunities each of us needs to thrive.

Mission

The Department of Housing Services creates pathways out of homelessness, promotes housing stability, and invests in affordable communities for Washington County and our residents.

Stories of Strength



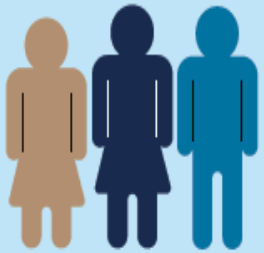
Jasmine and her kids moved into affordable housing in Tigard last year.

"A lot of the times people, when they're in their trenches, they want to give up... Perseverance can get you where you need to be..."

Last year, we shared Jasmine's story of transitioning from a shelter with her family to an affordable home. ***Today, Jasmine lives in her own apartment in Tigard thanks to the Affordable Housing Bond!***

Year in Numbers

FY 2024-25



20,700+
People
served across Washington County Housing programs



7,700+
People
served with short-term housing assistance



3,100+
People
supported with a steppingstone to housing through shelter or outreach



26
Capital Projects
awarded financing, under development, or opened in the last year



10,600+
People
supported in long-term rental assistance programs



1,100+
Affordable Homes
owned and maintained to serve generations to come

Pathways out of Homelessness



Outreach, Housing Liaisons, and Access Centers



Metro, cities, the County, and the state toured the Just Compassion Resource Center in Tigard, the first purpose-built access center in Washington County.

- 9 geographically assigned **outreach** teams with 80% of exits to shelter, housing, or family reunification
- Tigard **access center opens,** more planned in Cornelius, Hillsboro & Beaverton.
- 682 households exited the **Housing Liaison Program** to housing, care facilities, shelter, or family.

Shelter and Transitional Housing

- **Maintaining 400+ shelter beds**
  - Opened Tigard and Beaverton shelters, broke ground on Hillsboro location
  - 700+ individuals moved from shelter to permanent housing
- Planning for 100+ units of **transitional housing capacity** in 2026
  - Transcending Hope: mental health stabilization
  - Helping Hands: substance use recovery



Shelter beds at Family Promise of Tualatin Valley's Bridge to Home Shelter

Housing Stability



Rental assistance

Nearly
1,500 landlords

$89 million
in assistance annually

5,300+ households
served with long-term assistance

2,000+ households
served with eviction prevention

800+ households
served with short-term rental assistance

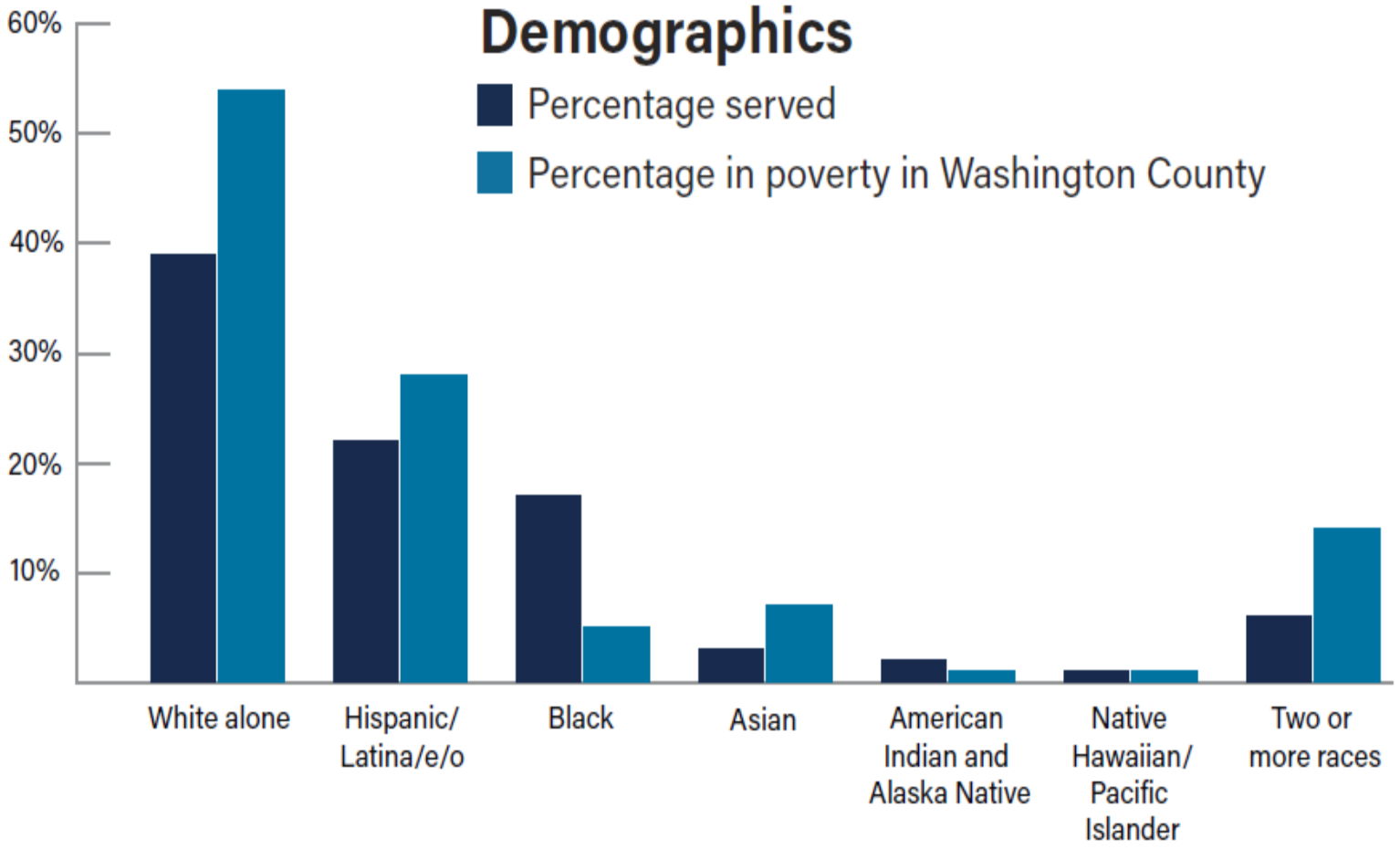
Rental Assistance Participant Highlights

FY 2024-25

4,209 children

1,447 seniors[6]

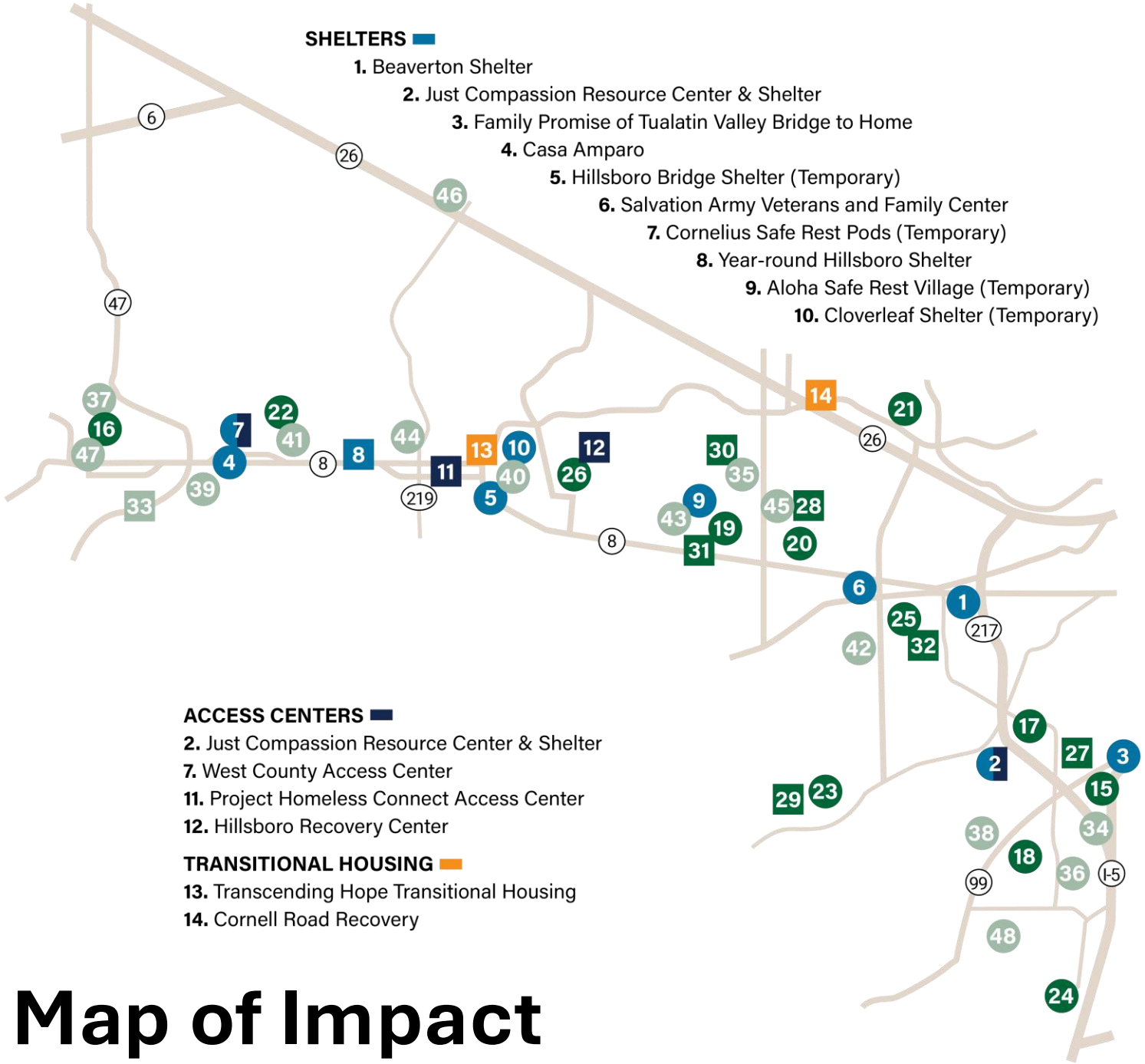
97% of participants remained stably housed for at least one year after placement



Affordable & Supportive Communities



Map of Impact



SHELTERS

1. Beaverton Shelter
2. Just Compassion Resource Center & Shelter
3. Family Promise of Tualatin Valley Bridge to Home
4. Casa Amparo
5. Hillsboro Bridge Shelter (Temporary)
6. Salvation Army Veterans and Family Center
7. Cornelius Safe Rest Pods (Temporary)
8. Year-round Hillsboro Shelter
9. Aloha Safe Rest Village (Temporary)
10. Cloverleaf Shelter (Temporary)

ACCESS CENTERS

2. Just Compassion Resource Center & Shelter
7. West County Access Center
11. Project Homeless Connect Access Center
12. Hillsboro Recovery Center

TRANSITIONAL HOUSING

13. Transcending Hope Transitional Housing
14. Cornell Road Recovery

REGIONAL AFFORDABLE HOUSING BOND

15. Viewfinder
16. The Valfre at Avenida 26 (County owned)
17. Terrace Glen
18. Alongside Senior Apartments
19. Heartwood Commons (County owned)
20. Cedar Rising
21. The Opal
22. Plaza Los Amigos
23. Altura
24. Plambeck Gardens
25. The Mary Ann (City of Beaverton)
26. Nueva Esperanza (City of Hillsboro)
27. Woodland Hearth
28. Elmonica Station (City of Beaverton)
29. Amity Orchards (City of Beaverton)
30. The Dolores (City of Hillsboro)
31. Aloha 209 (County owned)
32. Meadowlark (City of Beaverton)

COUNTY-OWNED AFFORDABLE HOUSING

33. Elm Street Land Bank
34. Dartmouth Crossing North (City of Tigard)
35. Aloha Park
36. Bonita Villa
37. Parkside
38. Ridge at Bull Mountain
39. Villager
40. Amberwood
41. Cornelius Village
42. Holly Tree Village
43. Marilann Terrace
44. Tarkington Square
45. 185th Duplexes
46. Kaybern Terrace
47. Vanrich
48. Woodspring

- Complete
- Under Construction/In Planning
- Shelters
- Access Centers
- Transitional Housing
- Regional Affordable Housing Bond
- County-owned Affordable Housing

Metro Affordable Housing Bond



Alongside Senior Apartments grand opening event. Alongside has 23 Project-Based Vouchers to deepen affordability in this Northwest Housing Alternatives development located in Tigard.

- Washington County allocation of **$192 million fully committed**
- On track to exceed all Metro Affordable Housing Bond goals, with **958 new homes open or underway**
- Invested in **12 new affordable communities**

Preserving Affordable Housing



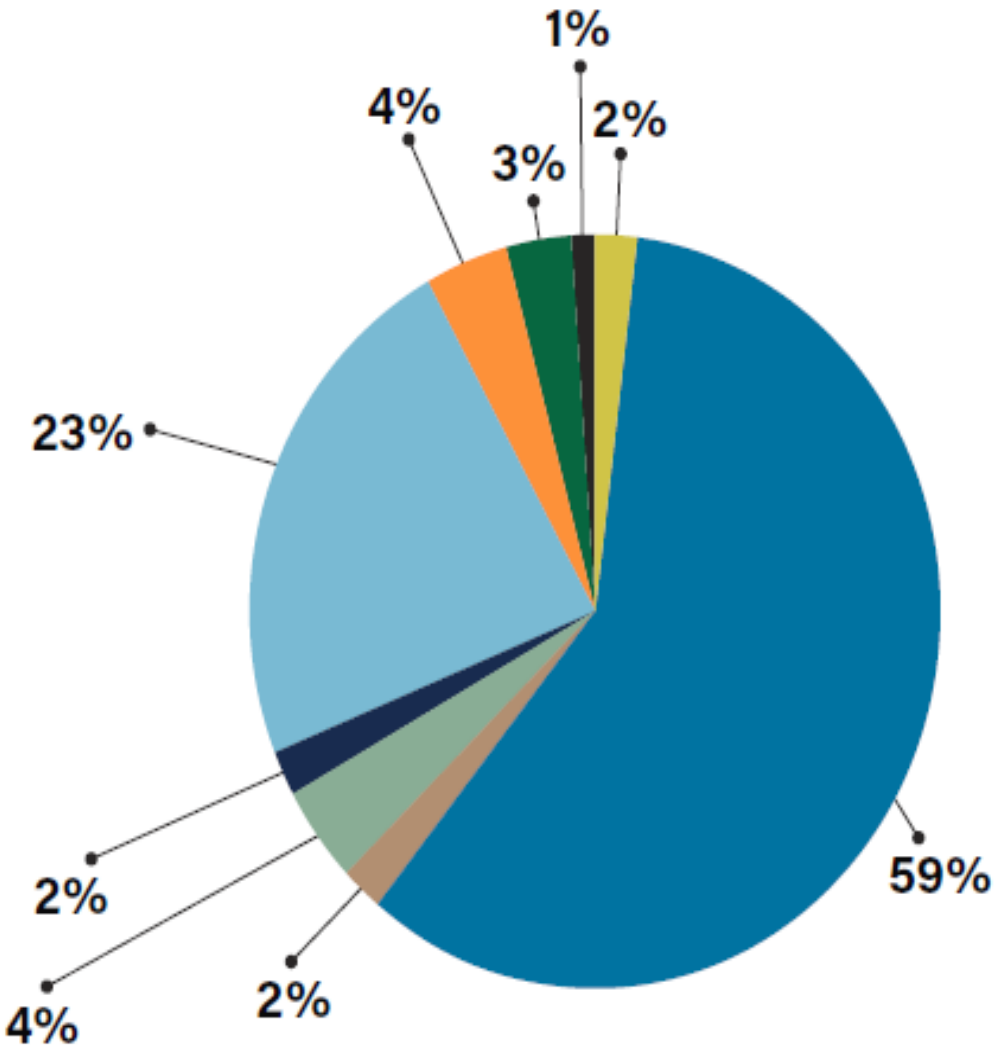
(Left) Before-and-after of Bonita Villa and (Right) The Ridge at Bull Mountain, totaling 192 affordable homes significantly renovated and preserved in Tigard.

- **Renovations completed on almost 600 homes** across 10 properties
- **Invested $113 million** in our affordable housing properties
- **Almost 4,000 homes** at-risk of losing affordability

Financial Overview



Combined Resources: FY 2024-25 Expenditures



Supportive Housing Services	$132.46 million
Metro Affordable Housing Bond	$9.06 million
Housing Choice Vouchers	$51.27 million
Public Housing	$3.79 million
Housing Development	$8.32 million
Continuum of Care	$5.08 million
State	$6.83 million
Care Oregon/Medicaid	$3.34 million
General Fund/Misc.	$4.84 million

TOTAL $225 MILLION

Collaboration in Action



Collaboration in Action



Members of advisory bodies (Housing Advisory Committee, Homeless Solutions Advisory Council, and subcommittee members) and Washington County staff.

- Recognized for **healthcare case conferencing collaboration** as nationally leading practice.
- **Four advisory bodies** help shape well-informed policies and programs.
- **Community listening sessions** gather feedback on housing services and unmet community needs.

City Partner & First Responder Collaboration

- **City Liaisons:** in Beaverton, Hillsboro, & SE Washington County act as connectors between libraries, law enforcement, and other city departments.

- **Emergency shelter beds** (e-beds) ensure first responders have alternatives for unsheltered community members.



Pictured left to right: Megan Cohen, Project Homeless Connect Executive Director and Homeless Solutions Advisory Council Co-Chair Kim Marshall, Kim Haughn

What’s next?



Need for housing support remains high

940 people

experiencing homelessness
2025 Point In Time (PIT) Count – Sheltered homelessness increased by 150+ people from 2023, unsheltered homelessness held steady

3,100+ people

served in shelter or outreach in FY 24-25
Increase in 800+ people from FY 23-24

$987

median income
of households in rental assistance or public housing programs

$1,773

Median Gross Rent
ACS Housing Characteristics 2019-2023

50%

Estimated residents are cost burdened
ACS Housing Characteristics 2019-2023

4-6%

Vacancy Rate
MultiFamily NW Spring 2025 Report

What's Next?



- Navigating the federal changes and unknowns
- Local Implementation Plan (LIP) revamp
  - Let us know what you think of the homeless services system!
- Two Transitional Housing projects underway!
- Completing the Metro Affordable Housing Bond with two projects underway

Stories of Strength: Pierre's Path to Home



Pierre, father, CNA and Tigard resident

"Without this help I would not have been able to get where I am."

Pierre's stay at shelter led to connections to housing and job training. Voter investment in SHS helped Pierre become a Certified Nurse Assistant.

Thank you



AIS-6060 **7.**

Business Meeting

Meeting Date: 02/03/2026

Length (in minutes): 30 Minutes

Agenda Title: Clean Water Services (CWS) Updates

Authored By: Emily Tritsch

Presented By: CWS Chief Utility Relations Officer Joe Gall

Item Type: Update, Discussion, Direct Staff

Information

EXPLANATION OF ISSUE

Clean Water Services (CWS) Chief Utility Relations Officer Joe Gall will present his annual update on Clean Water Services.

ACTION REQUESTED

Council is encouraged to respond to this update and ask any questions.

BACKGROUND INFORMATION

This is an annual update to Tigard City Council on CWS organization and operations.

At an April 2026 Council meeting, CWS' CFO will present updates on proposed rates.

ALTERNATIVES & RECOMMENDATION

N/A

ADDITIONAL RESOURCES

N/A

Attachments

Presentation

State of Our Partnership

City of Tigard & Clean Water Services

December 2025

Fiscal Year 2024-25



Clean Water Services

CITY OF Tigard

Get to Know Rick Shanley, Interim CEO/GM



- Formerly Chief Engineer & Water Technology Officer
- Shanley joined CWS as Treatment Plant Services Manager in 2013
- Held leadership roles in regulatory compliance strategies, conveyance engineering, and facilities and asset management engineering
- Over 30 years of experience as an environmental engineer, including experience with research, planning, design, and construction of infrastructure for wastewater conveyance and treatment
- Active in various professional societies and previously served as the president of the Pacific Northwest Clean Water Association

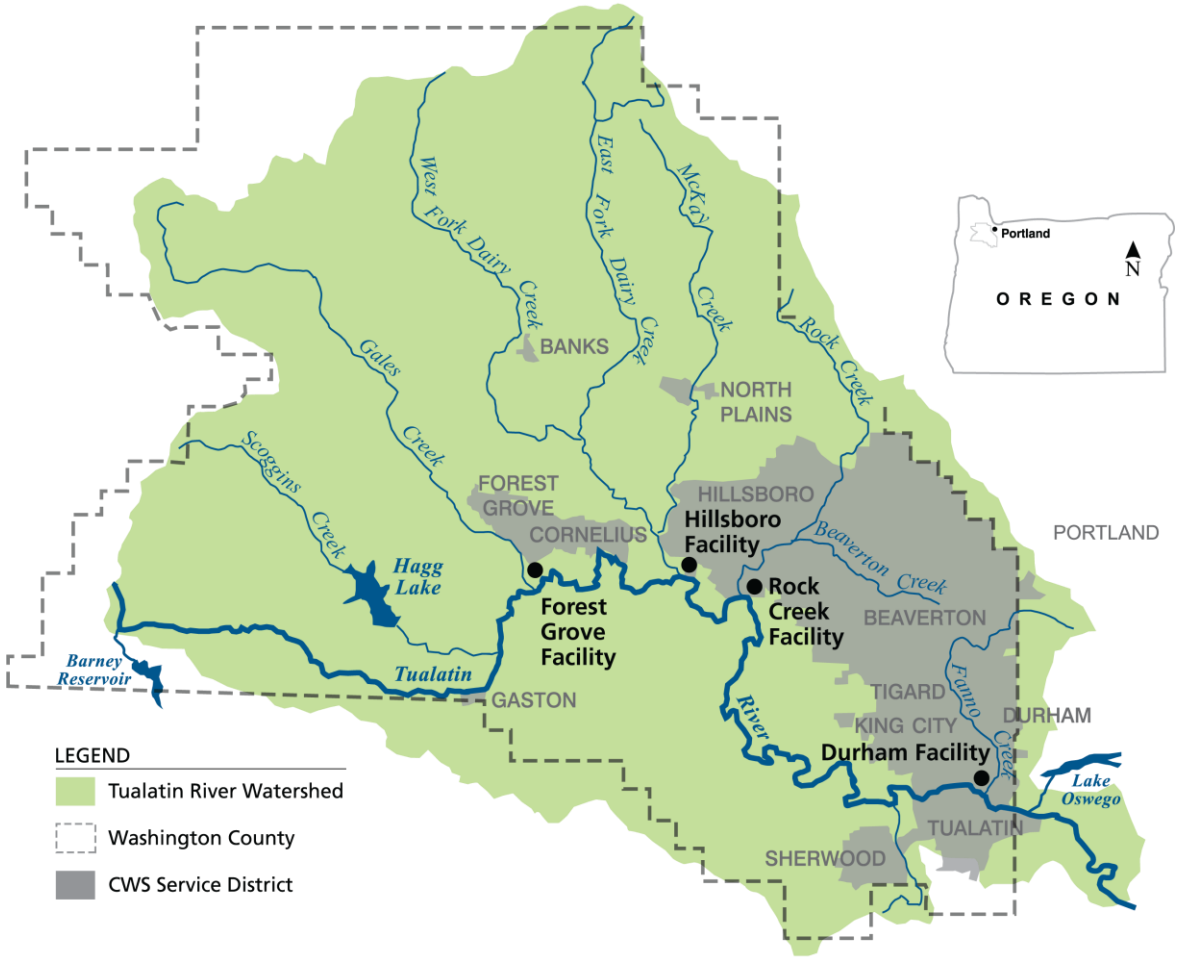
What Is Clean Water Services

- Wastewater and stormwater government utility serving more than 600,000 residents of urban Washington County
- 12 partner cities and Washington County
- Budget: $752.2 million
- Holds nation’s first integrated watershed-based permit
- Close working relationship with Washington County, but a separately managed and financed public utility under ORS 451
- Clean Water Services Advisory Commission
- 468 FTE employees



Who Receives Services from CWS

- Regional-only services
  - Beaverton, Cornelius, Forest Grove, Hillsboro, Sherwood, Tigard, Tualatin
- Regional services and local services
  - Urban unincorporated areas of Washington County and cities of Banks, Durham, Gaston, King City, North Plains
- Industrial services
  - Certain industrial customers in service area. Agreed-upon charges, right-of-way fees go to some cities



Regional Services

- **Regional services** provided to all customers in service area
  - Constructing, operating, maintaining treatment plants, sewage pump stations, pressure lines
  - Designing, building, maintaining sewer lines 24 inches and larger
  - Compliance reporting, oversight for National Pollutant Discharge Elimination System (NPDES) permit, including municipal separate storm sewer system (MS4)
  - Maintaining minimum stream flows
  - Service area restoration and enhancing stream corridors





Local Services

- **Local services** support operating and maintaining local collection system and 24-hour response
  - Designing, building, maintaining, repairing sewer lines 21 inches and smaller
    - Cleaning, inspecting sewer pipes
  - Designing, building, maintaining, repairing local stormwater facilities
    - Sweeping streets
    - Maintaining water quality facilities
    - Cleaning catch basins, water quality manholes



Five-Year Watershed-Based NPDES Permit

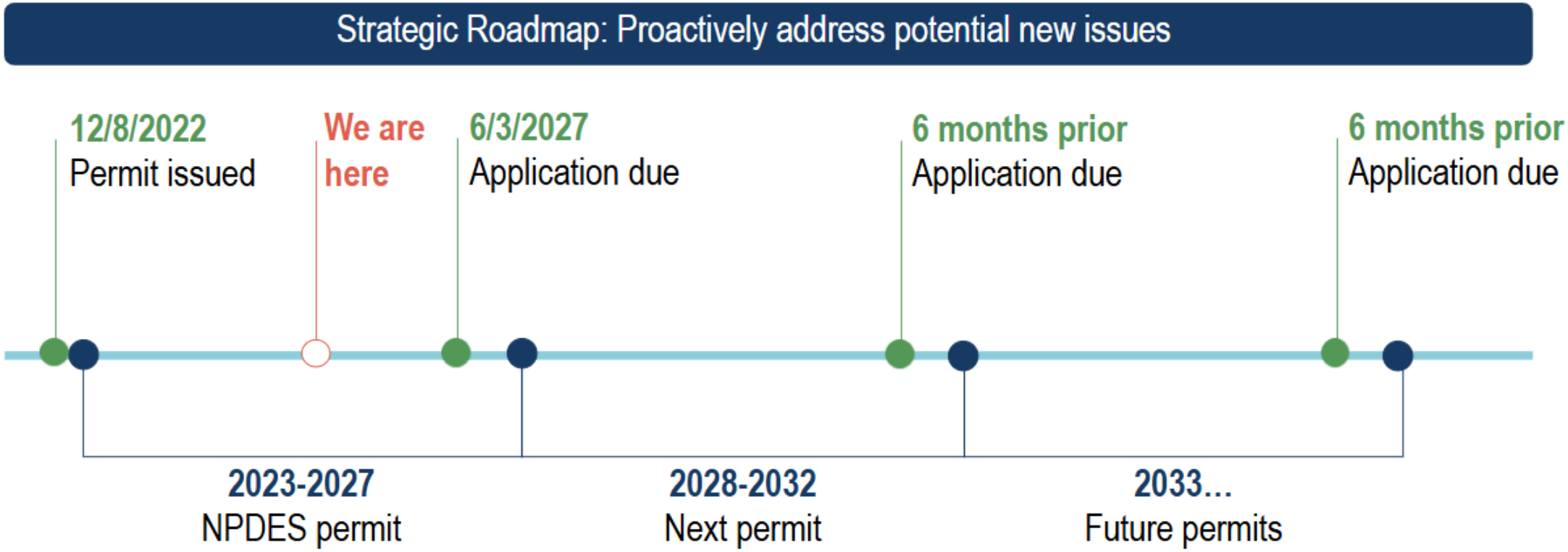
- Permit covers 4 water resource recovery facilities and municipal stormwater system
- Authorizes discharge to Tualatin River
- Establishes limits
- Requires self-monitoring
- Requires reporting
- Requires compliance schedules
- Regulates industries
- Regulates biosolids and recycled water
- Specifies penalties for noncompliance







DEQ Permit Issuance Process and Schedule



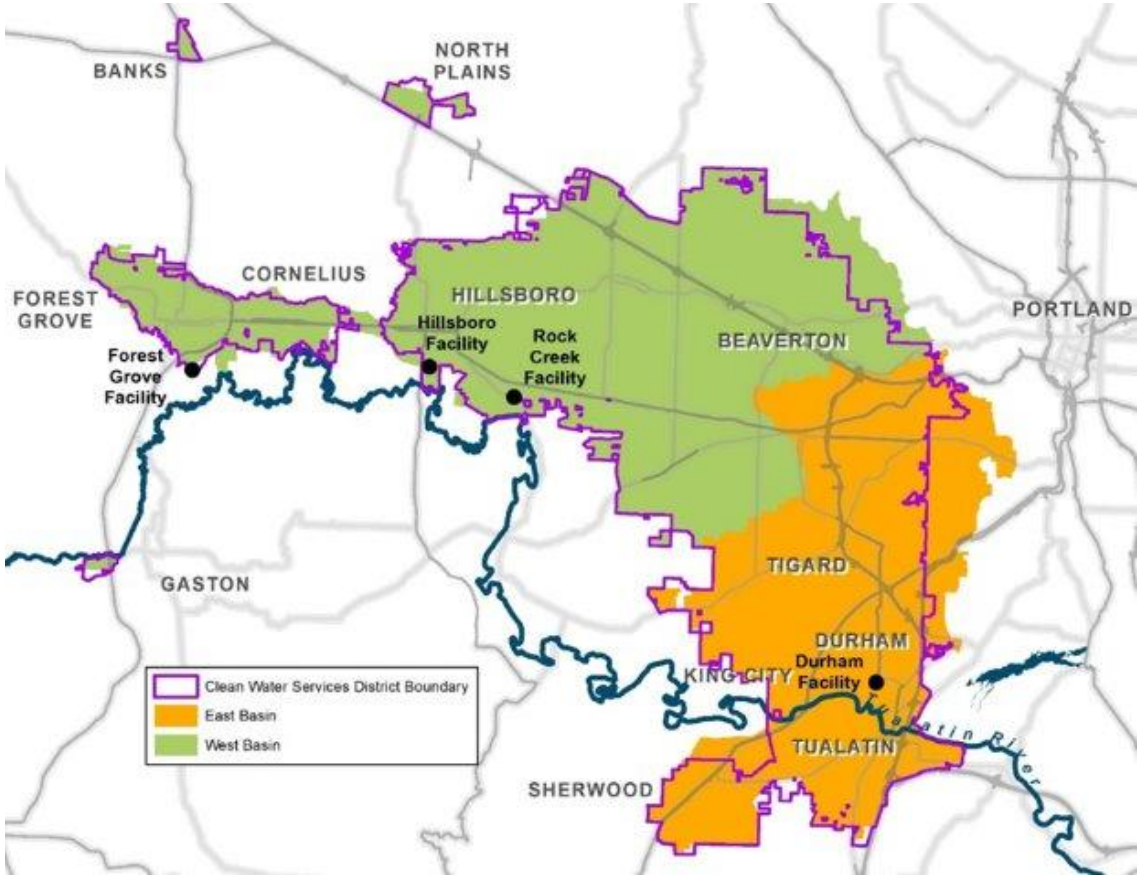
Tigard Projects (FY25)

- Durham Water Resource Recovery Facility repairs, replacements, and upgrades
  - $9,729,104
- Metzger / Fanno interceptor under railroad tracks
  - $481,228
- Fanno Creek enhancement at Elderberry Ridge
  - $9,658



Regional Planning: West Basin Master Plan

- Companion to the East Basin Master Plan
- Improvements to facilities and collection system to provide adequate capacity for current and future needs
- Integrated, long-term master plan for sanitary conveyance and water resource recovery facilities in the west basin
- Developed with cities, projecting growth while anticipating increasingly stringent regulatory requirements

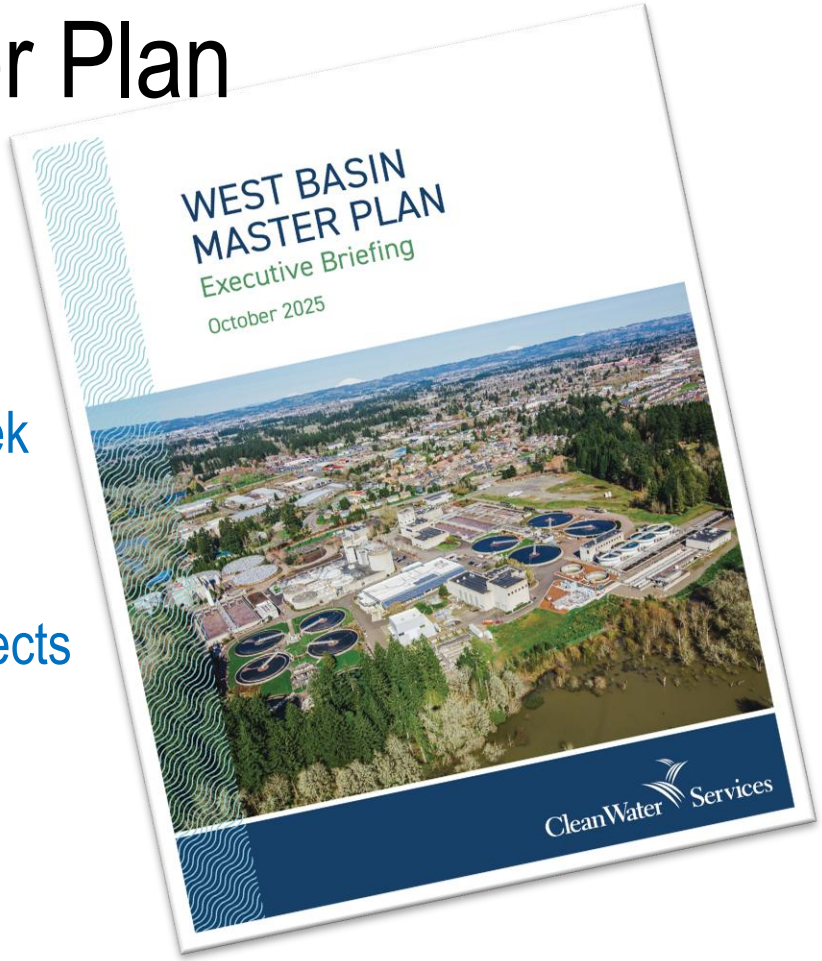


Planning Outcomes: West Basin Master Plan

- $920 million on conveyance projects through 2045
  - Major, multiphase pipeline projects include Turner Creek, Beaverton, Dawson, and Lower Rock Creek trunks
  - Major pump station projects include Dawson and Council Creek
  - Ongoing inflow and infiltration abatement and pipeline rehabilitation programs
  - Ongoing coordination with co-implementers for additional projects

- $493 million on treatment plant improvements through 2045
  - Major capacity or rehabilitation projects at Rock Creek, Forest Grove, and Hillsboro water resource recovery facilities
  - Developed site plans to manage future use of space

TOTAL $1.413 billion

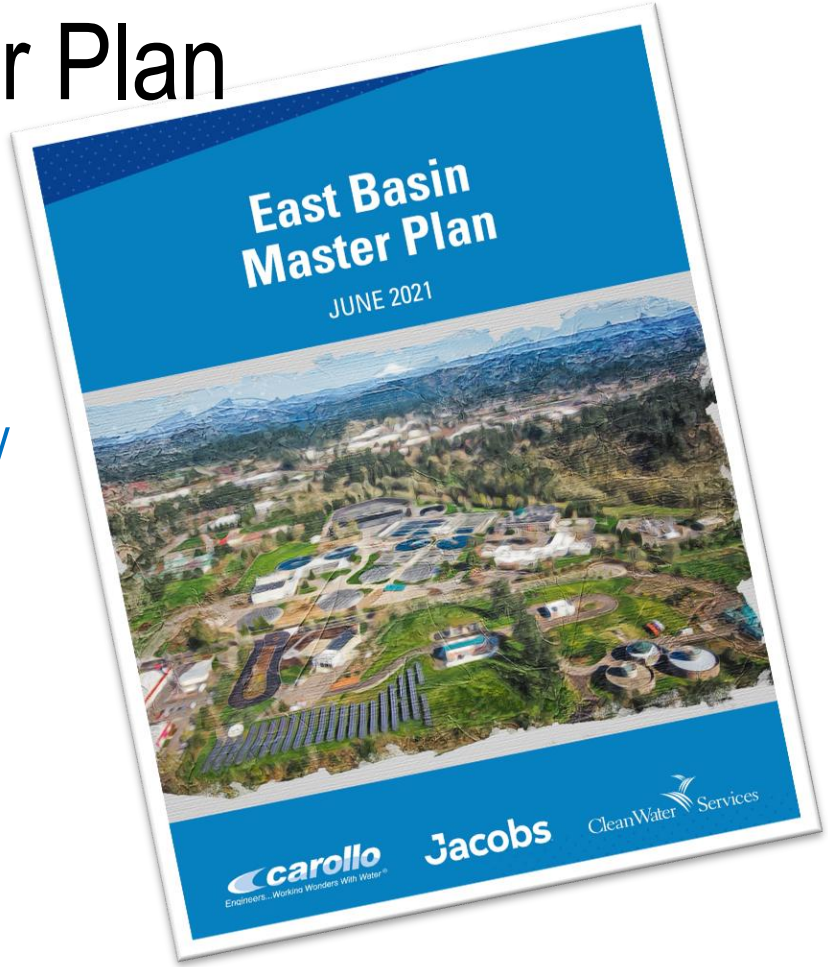


Planning Outcomes: East Basin Master Plan

- $301 million on conveyance projects through 2040
  - Major improvements to capacity and rehabilitation on the Fanno Interceptor
  - Trunk line improvements in Sherwood, Tualatin, and King City
  - Construction of new pump stations in King City, Tualatin, Beaverton, Sherwood, and Tigard
  - Inflow and Infiltration abatement projects

- $101 million on treatment plant improvements
  - Major projects include chemical clarifier upgrades ($22.4 million), anaerobic digestion upgrades ($13.7 million)
  - Secondary clarifier upgrades ($64.6 million)
  - Reuse water improvements

TOTAL $402 million



Tigard Projects for FY26-FY30

- Durham Water Resource Recovery Facility repairs, replacements, and upgrades
  - $66,756,000
- Metzger / Fanno interceptor under railroad tracks
  - $14,600,000
- Fanno Creek enhancement at Elderberry Ridge
  - $1,878,000
- River Terrace North upgrades and force main extension
  - $400,000

5-Year Total: $83,634,000

Billing Feasibility Study

- Identify and evaluate feasibility of alternatives to current system
- Identify and engage stakeholders
- Identify options for implementing income assistance and emergency assistance programs
- Outcome will be a report presenting alternatives to consider, including:
  - Alternatives such as risk, cost, resource requirements, and advantages/disadvantages
  - Transition timeline for any alternatives
  - Comparison matrix of the current billing system to alternatives identified, including initial cost and 10-year ongoing cost estimates
- Completion of study is estimated November 2026

Upcoming Permit Requirements: Deadline November 1, 2026

- Update specific stormwater sections of Design and Construction Standards
- Update Operating IGAs with all cities and Washington County







Thank You



AIS-6037 **8.**

Business Meeting

Meeting Date: 02/03/2026

Length (in minutes): 15 Minutes

Agenda Title: City Council Ground Rules Discussion and Consideration of Resolution

Authored By: Shelby Rihala

Presented By: City Attorney Rihala and Mayor Hu

Item Type: Motion Requested
Resolution
Update, Discussion, Direct Staff

Information

EXPLANATION OF ISSUE

Consider amendments to Council Ground Rules.

ACTION REQUESTED

Council should consider proposed Ground Rules amendment and any additional changes requested.

BACKGROUND INFORMATION

The Tigard Charter says, "**Section 3.8. Council Rules**. Every two years, Council will adopt ground rules by resolution. Ground rules will include a code of conduct, process for the selection of board and committee members, and will govern proceedings of the Council where they do not conflict with law or the provisions of this Charter."

The current Ground Rules were adopted in 2025; therefore, a full revision is not necessary. However, staff sought feedback from Council as to any interim changes desired and one item was proposed. Additional clarification is sought around the issue that if Council members have a question of staff, the question should be directed to the City Manager or the Department Director, not to line staff. This is consistent with past Council discussions, but was not memorialized in the Ground Rules. While this expectation will work in most situations, Council and staff recognize there will be exceptions to this rule, such as when a Council member is interacting with the liaison staffing one of their boards or committees or for scheduling or administrative matters.

The complete Ground Rules are attached with the proposed text added to Section 3, Communications with the Organization.

ALTERNATIVES & RECOMMENDATION

Council could propose additional amendments or leave the existing Ground Rules unchanged.

ADDITIONAL RESOURCES

N/A

Attachments

Resolution

Exhibit A - Ground Rules

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 26-

A RESOLUTION AMENDING THE CITY COUNCIL GROUND RULES FOR 2025-2026

WHEREAS, the City of Tigard Charter provides that City Council will adopt Ground Rules; and

WHEREAS, Section 3.8 of the Charter says that, "Ground rules will include a code of conduct, process for the selection of board and committee members, and will govern proceedings of the Council where they do not conflict with law or the provisions of this Charter;" and

WHEREAS, Council wishes to amend the existing Ground Rules in Exhibit A for clarification.

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

SECTION 1: The City of Tigard City Council adopts the attached Ground Rules for 2025-2026 as amended and each member of Council will sign Exhibit A indicating their commitment to the rules.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2026.

_____
Mayor - City of Tigard

ATTEST:

_____
City Recorder - City of Tigard

I. **Preamble** – Tigard City Council holds these are our values:

- Serving the community
- Respect
- Open, honest, and constructive communication
- Seeking to understand
- Assume best intentions
- Trust our team and colleagues
- Civility
- Humility

II. **Code of Conduct** – Working proactively towards a professional, respectful culture with each other, staff and the public is the responsibility of every member of Council. To that end, we:

1. Act with integrity and in alignment with our values
2. Are trustworthy and follow through on our commitments
3. Practice accountability
4. Give and receive feedback with grace
5. Act with respect, humility, and civility in all interactions with the community, the City team, and each other
6. Take responsibility, show up prepared, and engage in meaningful discussions to serve the City
7. Are action-oriented to address community needs
8. Do not intentionally surprise each other
9. Follow the City of Tigard's generally applicable policies

III. Communications and the Role of Councilors

1. Responses to the Public.

a) All public statements, information, or press releases relating to the official positions, policies, or decisions of the City should be handled by the Mayor, City Manager, or designee.
b) Councilors may respond to community requests for information or share their personal opinions as Councilors.
c) When sharing information, it is important to be clear whether the Councilor is stating personal opinions or sharing the majority position of the Council.
d) Only the City Council as a body can make promises or commitments on behalf of the City.

2. Social Media.

a) All content on social media accounts used for City business is considered public record.

b) Any social media account on which the Mayor/Councilor posts information about City business, or information that might be construed by the public as being about City business, must be archived by the City and treated in accordance with Oregon Public Records Law.
c) All posts on social media regarding a decision potentially before Council should include a disclaimer that the views expressed represent the views of the author and not the views of the Tigard City Council.
d) When commenting on another Mayor/Councilor's social media post regarding a decision potentially before Council, Mayor/Councilors should be mindful of Public Meetings Law.

3. Communications with the Organization.

a) The City Council respects the separation between policymaking (Council function) and administration (City Manager, City Attorney, and Municipal Court Judge functions) and strives to work with City teammates in the spirit of partnership, mutual respect, and support.
b) The City Council respects the professional duties of the City Manager, City Attorney, Municipal Court Judge, and City teammates.
c) The City Council relies on the City Manager to direct the administrative functions of the organization and will refrain from interfering with the team's ability to implement policy decisions, including directing the work of teammates.
d) When a Council member has a question of staff, the Council member will direct the question to the City Manager or applicable department director, rather than line staff. This does not prevent a Council member from contacting their board and committee liaisons or for other administrative inquiries.

4. Representing the City 24/7. If a member of the City Council appears before another governmental agency and is representing the City, the member must support and advocate for the official City position on the issue rather than a personal viewpoint. If the member is not representing the City, the member must state at the beginning of their testimony they are representing their personal opinion and are not sharing the position of the City or Council.

5. Boards and Committees

a) Interviews:
    1) The Mayor will lead the interview process for public board and committee applicants.
    2) The Mayor, and no more than two Councilors, will interview applicants. One or two Councilors may self-nominate to attend. If no self-nominations are made, then the Mayor will interview candidates with the designated City staff liaison and board or committee staff liaison, as available.

3) The Mayor will provide the Council with a list of selected applicants along with their applications, the interview notes, and the recommendation summarizing why the applicant was chosen.

b) Approval:
   1) The Mayor's recommendations for appointments will be submitted to Council as least two weeks in advance before Council consideration in order for the respective Council liaisons to meet with the selected applicant, at their discretion.
   2) The Council will approve appointments to City boards and committees by resolution.
c) Council Liaisons:
   1) The Mayor makes recommendations for Council liaison assignments and alternates to boards and committees based on input provided by the Council members; the Council votes to ratify the proposed assignments. Internal working groups are not considered boards and committees for purposes of these Ground Rules.
   2) For City of Tigard boards and committees, unless otherwise required, Council liaisons are not members/participants of their assigned boards or committees; their role is limited to sharing information between boards/committees and the Council, and serving as a point of reference for the Council regarding board and committee matters. For external boards and committees, such as the Metropolitan Area Communications Commission, Council members are full participants with voting authority. Council members serving on internal subcommittees or special committees may also be expected to be voting members.
   3) The term for liaisons is 1 year for internal boards and committees and 2 years for external board (for example, Lake Oswego-Tigard Joint Water Partnership Oversight Committee or Willamette Intake Facility).
   4) Council liaisons may be appointed to consecutive terms, at the discretion of the Mayor and Council.

6. City Council Agenda Item Request Procedures

a) All voices should have a clear and respectful avenue to be heard during Council meetings.
b) Any member of Council who wishes to place an item on a future agenda will make the request to the City Manager.
c) The City Manager will consider the time and resources required for the item when scheduling and will place the item on an agenda within one month of the request, unless the requesting member agrees to a different date or the item is addressed in another way.
d) The City Manager will discuss the requested item with the Mayor during their review of tentative agendas.

e) The non-agenda item on the Council regular agenda is intended for housekeeping items relating to City business. If an item is first raised during non-agenda items, it will be referred to the City Manager to follow the process above.

IV. Administering the Council Ground Rules

a) All members of the City Council will review the Ground Rules and sign that they agree to comply.
b) If the Mayor or a Councilor believes one of the rules has been violated, they should use the "first-person rule" and address the concern with the individual first. If the issue persists, or where the Council Member does not feel comfortable addressing with the individual, that Council Member may go directly to the City Manager, Mayor, or Human Resources Director.
c) The Mayor, City Manager, and appropriate City staff (i.e. HR Director, City Attorney) should collaboratively determine next steps, including whether a recommended course of action should be brought before the Council. If the alleged violation is against the Mayor, the Council President should participate in the recommendation.
d) The recommendation may be placed on a Council agenda, consistent with the City's Charter.

We agree to the adopted 2025-2026 Ground Rules:

Yi-Kang Hu, Mayor _____

Maureen Wolf, Council President _____

Tom Anderson, Councilor _____

Faraz Ghoddusi, Councilor_____

Heather Robbins, Councilor _____

Jake Schlack, Councilor _____

Jeanette Shaw, Councilor _____