Agenda Item No. 3.1
For Agenda of 11-22-05

CITY OF TIGARD
OREGON

Tigard City Council Meeting Minutes

Date:	October 18, 2005
Time:	6:32 p.m.
Place:	Tigard City Hall, 13125 SW Hall Boulevard Tigard, Oregon
Attending:	Mayor Craig Dirksen Presiding Councilor Sally Harding Councilor Sydney Sherwood Councilor Nick Wilson (arrived at 7:14 p.m.) Councilor Tom Woodruff
Absent:	--

program

Agenda Item	Discussion & Comments	Action Items (follow up)
1. Workshop Meeting		
2. Joint Meeting with Senior Center Board	Risk Manager Mills introduced this agenda item. Senior Center Representatives Present: Director Gardner; Board members Haldorson, Seger, and Topf. Items reviewed with the City Council included: o Schedule of October events o Information distributed regarding Meals on Wheels. (Note: Prior to the City Council meeting Council members were provided dinner typical of a meal served to Meals on Wheels' clients.) o Reviewed the Community Development Block Grant (CDBG) proposal for Center improvements, which has received preliminary approval for $450,000. (See Council Agenda Item Summary on file in the City Recorder's office for additional information.) Risk Manager Mills advised she is a member of the Steering Committee	

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2. Joint Meeting with Senior Center Board Continued	which is supporting the grant application process. Needs for the Center include upgrades (remodeling) to the kitchen and classrooms. Loaves and Fishes is committed to raising $100,000. There are no guarantees of funding and the federal CDBG program might be discontinued or funding reduced. o Appreciation of support of Tigard staff. o Noted the need to address location sign visibility for Senior Center. This was a problem recently when emergency vehicles were responding to a call to the Center.	
3. Recess Council Meeting	Council meeting recessed at 6:56 p.m. The City Center Development Agency convened at 7:00 p.m. (Separate minutes for the CCDA meeting have been prepared.)	
4. Reconvene Council Meeting	Council meeting resumed at 8:13 p.m.	
5. Discussion – Email Requirements – Public Records and Public Meetings	Administrative Services Manager Robinson and City Recorder Wheatley presented the staff report. A copy of the Council Agenda Item Summary and a review of issues are on file in the City Recorder's office. Administrative Services Manager Robinson discussed with the City Council recent developments relating to the City of Beaverton and Nike debate regarding personal computers and public records. Key points: 1. E-mail has the potential to be a public record. 2. E-mail cannot be used to discuss a City issue by a quorum of the governing body.	

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6. Update – Washington County Cooperative Library Services	Library Director Barnes presented the staff report. The Washington County Cooperative Library Service (WCCLS) might place an operating levy before the voters on the November 2006 ballot; no decision has been made to go forward at this time. The current estimate is that if the levy is approved, taxpayers would pay 12-15 cents per $1000 of assessed property value. There was Council discussion on competing money measures on the November 2006 ballot. It is anticipated that a levy to support the County Sheriff will be placed on the November 2006 ballot. The City Council also discussed the governance structure, which is being reviewed by WCCLS. The structure would be addressed within an intergovernmental agreement (IGA). A draft IGA has been presented to city managers in Washington County. It is anticipated that an IGA might be before the City Council in December or January. In response to a question from Councilor Woodruff, Library Director Barnes advised that benefits from WCCLS participation include greater resources being made available to the public including reciprocal borrowing among the participating libraries. There was discussion about the formula for receiving WCCLS funding based on circulation statistics. The City of Tigard, through the current funding formula, "lost" $30,000.	

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7. Update – Enhanced Citizen Involvement Opportunities	Assistant to the City Manager Newton reviewed presented this agenda item. Highlights of her review included: o Activities of the Committee for Citizen Involvement: This committee is meeting monthly and they have worked on the Enhanced Neighborhood Program, Hispanic community outreach, the Capital Improvement Program, and land use issues. o The citizen leadership series has been running with the last meeting scheduled for November 17. There are 16 participants. After the holidays, the group will meet to work on a project. Assistant to the City Manager Newton suggested this program be offered by the City every other year. o Use of the Web Page continues to increase. New features include RSS, which allows a user to subscribe and have specific information delivered to their computer. Live web casts are also available when the City of Tigard webpage is accessed. o The enhanced Neighborhood Program is slightly behind schedule. Boundaries have been established with areas identified for the pilot program and 54 people have indicated they would be interested in participating. The Community Connector activities will become part of the neighborhood program. It is anticipated that neighborhoods will be able to have their own web page.	
8. Discuss Branding/ Graphic Identity Design Concepts	Assistant to the City Manager Newton facilitated this agenda item discussion. Consultant Marcusen reviewed design concepts with the City Council. Mr. Marcusen will return at a later date with a few final concepts for City Council review.	

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10. Non Agenda Items	Council discussed the recent action by the Washington County Visitors Association, which took away funding previously provided to County Chambers of Commerce. Mayor Kidd of Forest Grove advocates that this funding be restored. City Manager Prosser noted that a Tigard Chamber of Commerce representative will attend next week's Council meeting and suggested the Council discuss this matter with the representative. In addition, the City Council should ask the Chamber representative about the Tigard Chamber's position on the "telecom bill." Councilor Harding, who serves as the liaison from the City to the Metropolitan Area Communications Commission (MACC), reported on recent discussions regarding public access television. City Council agreed with Councilor Harding's position that local jurisdictions should be given first choice for scheduling over those who are from other jurisdictions. She noted the local jurisdictions provide the funding for this public access television. MACC has also been reviewing and responding to franchise fee issues. Councilor Harding reported on recent preliminary discussions by the Washington County Coordinating Committee regarding a gas tax proposal. This topic will be scheduled for further discussion at next week's City Council meeting (October 25). There was brief discussion on this matter including support for a city gas tax rather than county-wide with specific projects identified. In addition, Mayor Dirksen supported a "sunset clause" accompany any proposal for a gas tax.	

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10. Non Agenda Items Continued	City Manager Prosser clarified that Street Maintenance Fee funds were being expended as approved by the Street Maintenance Fee ordinance, including an amount for administrative services to cover staff time and effort to design and bring projects forward.	

Catherine Wheatley
Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: November 22, 2005