



CITY COUNCIL MEETING

Monday, September 21, 2026 at 7:00 PM
Sandy City Hall and via Zoom

AGENDA

TO ATTEND THE MEETING IN-PERSON:

Come to Sandy City Hall (lower parking lot entrance) - 39250 Pioneer Blvd., Sandy, OR 97055

TO ATTEND THE MEETING ONLINE VIA ZOOM:

Please use this link: <https://us02web.zoom.us/j/81855011732>

Or by phone: (253) 215-8782; Meeting ID: 81855011732

EXECUTIVE SESSION – 6:00 PM The City Council will meet in executive session pursuant to ORS 192.660(2)(h)

REGULAR MEETING – 7:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

CHANGES TO THE AGENDA

PUBLIC COMMENT (3-minute limit)

The Council welcomes your comments at this time. The Mayor will call on each person when it is their turn to speak for up to three minutes.

-- If you are attending the meeting in-person, please submit your comment signup form to the City Recorder before the regular meeting begins at 7:00 p.m. Forms are available on the table next to the Council Chambers door.

-- If you are attending the meeting via Zoom, please complete the online comment signup webform by 4:00 p.m. on the day of the meeting: <https://www.ci.sandy.or.us/citycouncil/webform/council-meeting-public-comment-signup-form-online-attendees>.

RESPONSE TO PREVIOUS COMMENTS

CONSENT AGENDA

1. [City Council Minutes: August 17, 2026](#)

PRESENTATIONS

2. [NAMI Presentation - Suicide Prevention Month](#)

NEW BUSINESS

3. [Civil Infractions Code Discussion](#)
4. [Council Chambers Audio/Visual Improvements](#)

REPORT FROM THE CITY MANAGER

COMMITTEE / COUNCIL REPORTS

STAFF UPDATES

Monthly Reports: <https://reports.cityofsandy.com/>

ADJOURN

Americans with Disabilities Act Notice: Please contact Sandy City Hall, 39250 Pioneer Blvd. Sandy, OR 97055 (Phone: 503-668-5533) or (Email: recorder@ci.sandy.or.us) at least 48 hours prior to the scheduled meeting time if you need an accommodation to observe and/or participate in this meeting.



CITY COUNCIL MEETING

Monday, August 17, 2026 at 7:00 PM
Sandy City Hall and via Zoom

MINUTES

EXECUTIVE SESSION #1 – 6:00 PM: The City Council met in executive session pursuant to ORS 192.660(2)(d)

EXECUTIVE SESSION #2: The City Council met in executive session pursuant to ORS 192.660(2)(h)

REGULAR MEETING: 7:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mayor Kathleen Walker
Council President Don Hokanson
Councilor Laurie Smallwood
Councilor Rich Sheldon
Councilor Kristina Ramseyer
Councilor Lindy Hanley

CHANGES TO THE AGENDA

(none)

PUBLIC COMMENT (3-minute limit)

(none)

RESPONSE TO PREVIOUS COMMENTS

(none)

CONSENT AGENDA

1. City Council Minutes: August 3, 2026

MOTION: Adopt the consent agenda

Motion made by Councilor Sheldon, Seconded by Councilor Ramseyer.

Voting Yea: Mayor Walker, Council President Hokanson, Councilor Sheldon, Councilor Ramseyer, Councilor Hanley

Voting Abstaining: Councilor Smallwood

MOTION CARRIED: 5-0-1

NEW BUSINESS

2. Clackamas County IGA: Opportunity to Recycle, Plastic Pollution and Recycling Modernization Act Cooperation

The Deputy City Manager summarized the staff report in the meeting packet. Rick Winterhalter with Clackamas County Sustainability & Solid Waste was also present to answer questions from the Council.

Discussion ensued on the following topics:

- Distinctions between this program and the City's franchise agreement with Hoodview Disposal
- Note that the primary effect of the program is to increase recycling in more rural areas of the state; the metro area is relatively advanced in its recycling options
- Details of the Producer Responsibility Organization (PRO) funding system
- Examples of how PRO funding has been used in the county thus far, including for increasing recycling capacity for multifamily housing
- Explanation of cart tagging as a means to reduce recycling contamination
- Suggestion to make carts more differentiated in terms of color
- Clarification that the Metro hazardous waste program is separate from this program

MOTION: Authorize the City Manager to execute the proposed IGA with Clackamas County regarding Opportunity to Recycle, and Plastic Pollution and Recycling Modernization Act Cooperation

Motion made by Councilor Smallwood, Seconded by Councilor Sheldon.

Voting Yea: Mayor Walker, Council President Hokanson, Councilor Smallwood, Councilor Sheldon, Councilor Ramseyer, Councilor Hanley

MOTION CARRIED: 6-0

3. Sandy Police Association Collective Bargaining Agreement

The City Manager summarized the staff report in the meeting packet. In response to a Council question, it was clarified that premium/longevity pay is in addition to cost of living adjustments. Thanks and appreciation was expressed for the Police Department.

MOTION: Authorize the City Manager to sign the collective bargaining agreement between City of Sandy and the Clackamas County Peace Officers' Association on behalf of the Sandy Police Association

Motion made by Councilor Sheldon, Seconded by Councilor Hanley.

Voting Yea: Mayor Walker, Council President Hokanson, Councilor Smallwood, Councilor Sheldon, Councilor Ramseyer, Councilor Hanley

MOTION CARRIED: 6-0

4. League of Oregon Cities 2027 Legislative Priorities

The Deputy City Manager summarized the staff report in the meeting packet, and explained the proposed policy priorities. The Council expressed its agreement with the five proposed policy priorities identified in the staff report, which staff will submit on behalf of the Council.

5. Financial Forecast – General Fund

The City Manager summarized the staff report in the meeting packet, and provided contextual information including why certain funds were not included in the analysis. He explained projections for property tax and franchise fee revenue, anticipated reductions in revenue related to the development moratorium as well as external economic factors, expenditures projected to increase including insurance, utilities, and PERS costs, the need to establish new revenue streams or hold expense levels steady, the need to have a plan to pay for all program operations sustainably, and the need to maintain fund contingencies and health fund balances, all of which is intended to set a context for budget conversations in 2027.

Council discussion ensued on the following topics:

- Suggestion to continue developing asset management plans throughout the city to prepare for capital costs such as replacing roofs and replacing vehicles; the need to collect additional data to facilitate asset management practices
- Suggestion to complete facility condition inventories
- Clarification on the notable increase in expenditures shown on the graph from 2022 to 2027; note that the graph reflects large on-time expenditures that were not factored into the calculation of the annual expenditure growth average
- Emphasis on instituting cost recovery practices throughout the organization
- Clarification that this financial forecasting effort is not intended to be a layoff discussion; rather, addressing these concerns far in advance is intended to avoid painful or regrettable choices in the future

The Council expressed its desire for more communication with departments during the next budget process, including communication of Council priorities and department ideas for potential cost savings. The Council also agreed that this topic should be revisited in advance of the next goal setting process.

REPORT FROM THE CITY MANAGER

- Thanks to the Sandy Police Department personnel involved in the recent labor negotiation process, and indeed all staff members who took part
- Reminder of the upcoming Drop In event at Base Camp; note that Transit will not be able to provide shuttle service this time

- Note that he will participate on a panel with the City Attorney at the upcoming LOC conference
- Note of upcoming night work being performed by ODOT at the intersection of Meinig and Proctor; notice will be provided

COMMITTEE / COUNCIL REPORTS

Council President Hokanson

- Questions about the amount of value the City, and other smaller cities, are receiving from membership in the League of Oregon Cities
- Offer to meet and offer knowledge or advice to any of the candidates running for City Council
- Happy Birthday to his wife
- Thanks and appreciation to the Police Department; happy that a contract agreement was reached
- Suggestion that a Winterfest Subcommittee meeting is needed

Councilor Hanley

- Reminder of the upcoming Monte Carlo fundraising event for the Library
- Recap of the Mt Festival debrief meeting; thanks to Lieutenant Craven; desire for a more streamlined permitting process next time
- Thanks to the City Manager for his work as temporary Finance Director
- Reminder of the need to keep the victims of the May 31st incident in mind

Councilor Ramseyer

- Pleased at the contract agreement reached with the police union
- Reflections on her family's recent positive interactions with the Police Department; appreciation for their work and professionalism
- Note of Transit's upcoming presence at the Farmers Market
- Note of the upcoming Planning Commission meeting

Councilor Sheldon

- Pleased at the contract agreement reached with the police union; recognition of their excellent work during challenging times
- Recap of the recent C-4 discussions about e-bikes
- Suggestion that the next Council goal setting session should be more closely tied to fiscal feasibility
- Suggestion to reach out to the Governor's staff and policy advisors to try to find ways to forge more effective partnerships with state agencies, including ODOT

Councilor Smallwood

- Suggestion to engage with members of the Legislature involved with oversight of ODOT to help find solutions, as has been done in the past

Mayor Walker

- Recap of the recent letters sent regarding new state land use rulemaking
- Suggestion to get out in front of any school parking and traffic issues before school begins this year
- Thanks for the staff presence at the Farmers Market this year
- Note that in years past, the Public Works Director has had a productive and helpful relationship with ODOT's Region 1 Director
- Recap and photos of her recent trail building work at Little Crater Lake

STAFF UPDATES

Monthly Reports: <https://reports.cityofsandy.com/>

ADJOURN

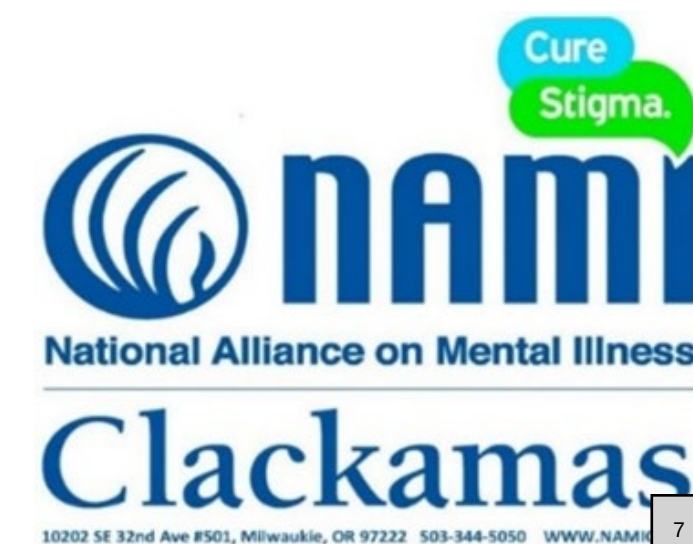
DRAFT

The Basics About Suicide

Myths. Truths. Facts.



PRESENTED BY:



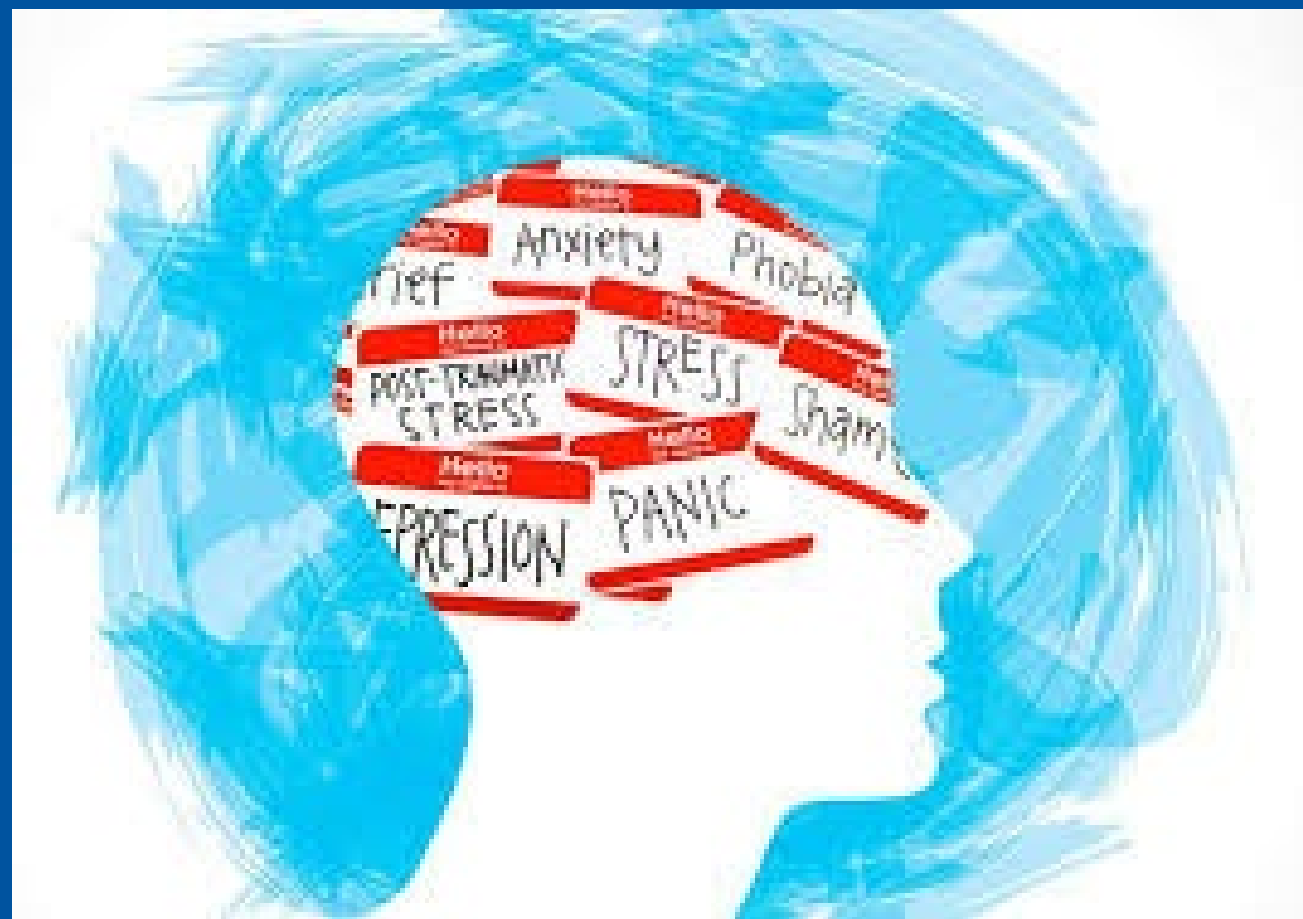
Trigger Warning



This presentation contains information about suicide & self harming behaviors. Please take care of yourself.

SUICIDE STATS, FACTS, & MYTHS

Mental Health Conditions Are Common



1 in 5 people live with a mental health condition. (1 in 25 live with a serious mental illness.)

ANXIETY

DEPRESSION

BIPOLAR DISORDER

PTSD

SCHIZOPHRENIA

Most common
diagnosis:

Anxiety

Depression

ADHD

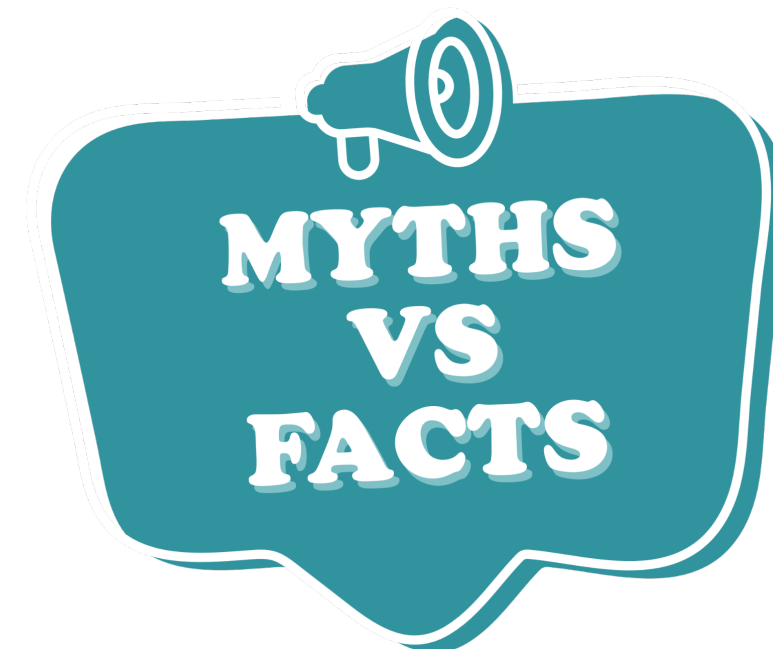


Myth:

“Children don’t experience
mental health problems.”

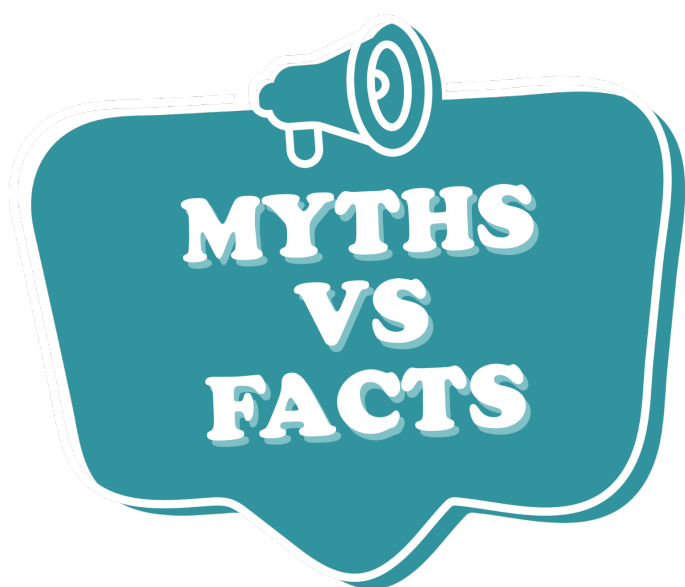
Fact:

1 in 6 children ages 2 -8 years
old has a mental, behavioral,
or developmental disorder.



Myth:

“People with mental health problems are violent & unpredictable!”



Fact:

"Mental illness is not a barometer for dangerousness and it is not a correlation for mass attacks." - National Threat Assessment Center

What actually makes people violent:

Financial stressors - 72%

Unstable housing - 39%

Childhood trauma - 20%

Every year in the U.S...

More than **12 million** had serious thoughts of suicide

13.7 deaths per 100,000 Population per year - ↓

2nd leading cause of death in 15-34 year olds - ↓

One suicide death occurs every **11 minutes** ↓

Here in Clackamas County...

20.0 deaths per 100,000 Population ↑

12th leading cause of death overall

Eye Openers about Suicide





What's the **AVERAGE**
number of people
affected by a suicide?



140+

HOW CAN YOU HELP?

Dangerous Suicide Myths we need to **stop** propagating:



- Most suicides are caused by one particular trigger event.
- Most suicides occur with little or no warning.
- It is best to avoid the topic of suicide.
- People who talk about suicide don't do it.
- A suicidal person clearly wants to die.

Ambivalence

“I instantly realized that everything in my life that I’d thought was unfixable was totally fixable—except for what I’d just done [jumped].”

- Ken Baldwin

Spotting the Signs

BEHAVIOR

- **Agitation**
- **Aggressive behavior**
- **Erratic behavior**
- **Manic behavior**
- **Extreme confusion**
- **Withdrawn**
- **Visibly depressed**
- **Suicidal ideation**
- **Others?**



How do I know it's time to intervene?

Frequency – does this behavior occur more often than usual?

Intensity – is this behavior more intense than I have experienced/witnessed before?

Duration – does this behavior last longer than it has in the past?

How do I Intervene?

Calmly approach – R U OK?

Encourage & Reassure. Protect Yourself.

Actively listen, without judgement.

Listen with empathy. You are NOT there to fix it.

Recommend help . Call 988 first.

988 – OR – 503-655-8585. Know your local resources.

Encourage . Partner. Support.

Offer options for support. Hand off to a trusted resource.



General Guidelines

- **Stay with the person:** If it is safe for you to do so, do not leave them alone while they are at risk. Your safety is paramount.

- **CALL 988:** If the situation is not immediately life-threatening but requires some sort of intervention, call and ask for guidance and assistance. Operators can often dispatch a mobile crisis team for on-site evaluations or direct the call to law enforcement if appropriate.

- **Assess for immediate danger:** If they are imminently threatening harm to themselves or others, or are severely disoriented, let the 988 operator know or call **911**.
 - Inform the operator it is a **psychiatric emergency** .
 - Specifically request officers with **Crisis Intervention Team (CIT)** training.

- Easier Lifeline Access
- Help Not Handcuffs
- Area Code Specific
- OPEN TO ANYONE!



Local Clackamas Resources

Urgent Mental Health Drop-in Clinic
11211 SE 82nd Ave., Suite O Happy Valley
503-655-8585 – Text 741741

Non-emergency Line: 503-742-5335

Veteran Crisis Line: 800-273-8255 and press 1 or text: 838255 or
<https://www.veteranscrisisline.net/>

OR Youth Line - 877-968-8491 or text 839863

Senior Loneliness Line: 800-282-7035

Clackamas County Behavioral Health Unit
Crisis Response Team
503-655-8585 | (503) 922-2377
<https://youtu.be/nLX3EorOUSI>



County Crisis and Support Line



Crisis Text Line



988 Suicide & Crisis Lifeline



Oregon YouthLine



Senior Loneliness Line



The Trevor Project (LGBTQ youth)



Trans Lifeline's Peer Support Hotline



Veterans Crisis Line



What's the **AVERAGE**
time between someone
suspecting they have a
mental health condition
and seeking treatment
for it?



**** 11 YEARS****

Cure
Stigma.



Change the conversation

- talk about it
- ask the question

Change the language

- language matters

Change the perception

- sharing stories changes lives
- recovery is likely

Change the Outcome

- Stop the Stigma
- Seek the Help

W

What's a NAMI?

Education classes for individuals and families

Peer Support Groups for individuals and families

Peer Support Specialists for individuals and families

Mental Health classes for Adults in Custody

Peer Support Groups for Adults in Custody

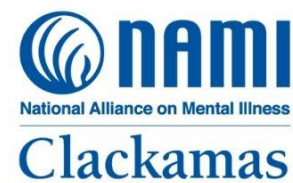
Mental Health and Intervention Training

Ending the Silence for Youth



Two Fall 2026 Classes

Item # 2.



Peer-to-Peer IN-PERSON



LEARN TO LIVE WELL WITH MENTAL WELLNESS

Fridays, Sept. 11th - Oct. 30th 6:00 - 8:00 PM
in OREGON CITY*

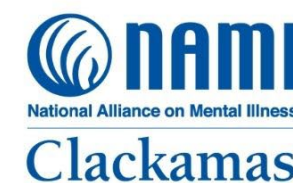
Register at: <https://tinyurl.com/NAMIClasses>

NAMI Peer-to-Peer is a FREE 8-week course taught by trained peer mentors with lived experience.

This class offers people with mental illness tools for establishing and maintaining their wellness and recovery; a "relapse prevention plan"; mindfulness exercises, skills to become active participants in their treatment plans; and tools for strengthening interpersonal relationships.

* Exact location provided when registration is confirmed.

@NAMICLACKAMAS



Family-to-Family ONLINE



CARE ABOUT SOMEONE WITH MENTAL HEALTH CHALLENGES?

Saturdays 9:00am - 11:30am
September 12, 2026 - October 31, 2026
ONLINE

Registration at: <https://tinyurl.com/NAMIClasses>

YOU ARE NOT ALONE! NAMI Family-to-Family is a FREE 8-week course taught by trained family members who have been (and still are) right where you are.

Learn about mental illness, problem solving, communication, self-care, handling a crisis, available resources, and how others cope.



@NAMICLACKAMAS



NAMI-CLACKAMAS

WWW.NAMICC.ORG

NAMI

CLACKAMAS:

BARRIER-
FREE



N

DIAGNOSIS

REFERRAL

INSURANCE

O

COST

CELEBRATE WITH US



SPONSORSHIPS | TABLES | TICKETS
[HTTPS://PWAP2026.AUCTRIA.EVENTS](https://pwap2026.auctria.events)
503-344-5050 / GARY@NAMICC.ORG



Online auction from 9/10 through 9/20 featuring Item # 2.

100+

Gift cards & Certificates

Live auction on 9/17 featuring 10 unique
Staycation locations

- Lincoln City
- Depoe Bay
- Manzanita
- Newport
- Wacoma Beach
- Los Barriles
- Mt Hood
- Bend
- The Gorge
- Collins Lake

Plus a Photo Safari to South Africa
and more!

And a **silent auction** with dozens of
awesome baskets from local
merchants!

Theater Night

Stumptown Stages – Portland Center for the Arts

*Tickets on sale
soon!*



*Tickets on sale
soon!*

**Saturday November 28th
2pm Matinee**

**ALL TICKET REVENUE GOES
TO NAMI CLACKAMAS!**



OUR VOLUNTEERS ARE AMAZING!

- Teach
- Facilitate
- Serve
- One-time, short-term, or long-term

To volunteer, contact
volunteercoor@namicc.org



Questions?



Item # 2.

Meeting Type: City Council
Meeting Date: September 21, 2026
From: Kelly O'Neill Jr., Development Services Director
Subject: Civil Infractions Code Discussion

DECISION TO BE MADE:

Discuss proposed code amendments related to civil infractions in the Sandy Municipal Code.

APPLICABLE COUNCIL GOAL:

- **Goal 6.10:** Continue to improve and refine code language, policies, and practices related to code enforcement.

BACKGROUND / CONTEXT:

At the City Council Work Session on October 7, 2024, staff outlined several chapters within the Sandy Municipal Code (SMC) that would be brought forth for modification as recommended by the Code Enforcement Task Force. On December 2, 2024, the City Council adopted Ordinance No. 2024-23 (Exhibit C.), which removed Chapter 1.16 and modified Chapter 1.18. The modifications to Chapter 1.18 included infraction classifications consistent with other municipalities and a fine escalation clause for repeat offenders.

At the time of adoption of Ordinance No. 2024-23, staff had stated that a future code modification process would identify outdated code references to Chapter 1.16 and would also standardize violation references to a Class A, B, or C, as permissible.

While the Planning Commission will not be part of the public hearing process for these code amendments as they are outside of Title 17, staff sought input from the Commission at a work session on March 30, 2026. The only input that the Commission provided was to modify Section 8.28.010. to have nuisance penalties in Chapters 8.04 through 8.24 be a Class B Civil Infraction at \$500 instead of the existing violation of a Class A Civil Infraction at \$1,000.

KEY CONSIDERATIONS / ANALYSIS:

The infraction table in Exhibit A. identifies all violation references in the Sandy Municipal Code, except for Title 17. The table defines current code language and proposed code language, highlighting the dollar amount of each proposed infraction classification.

A few proposed modifications of note:

- Staff have removed references that each day constitutes a separate violation as Section [1.18.050](#) states, “Each day a violation continues or occurs shall constitute a separate infraction.”
- Staff have mirrored the infraction classification to the dollar amount in the existing code when possible. For example, if a code section currently states the violation is \$500 then the proposed infraction classification is a Class B which is currently set at \$500.
- Staff have set new infraction classifications as close to the dollar amount in the existing code, as possible. For example, if a code section currently states the violation is \$100 then the proposed infraction classification is a Class C which is currently set at \$250.
- Staff are recommending removal of Chapter [1.20](#) as the City does not hold jury trials.
- Staff have removed ‘imprisonment’ as a potential penalty as the City does not have jury trials nor a defense counsel.
- Staff are recommending removal of references to ORS in Chapters [8.34](#) and [8.35](#) for violations as the City Attorney recommends referring to the City’s violation schedule instead of ORS. The only limitation is that the City’s fines cannot be higher than they would be under state law, which they are not proposed to exceed.
- Staff are recommending removal of Section [8.34.080.E](#), as the minimum fine language in this subsection establishes a floor for the fine the court can impose, while the amounts in Chapter 1.18 provide a ceiling (“not exceeding...”). Establishing a floor is not common as it’s generally just left to the discretion of the court.

Staff have also included a jurisdictional violation matrix (Exhibit B.) which identifies violation amounts for different violations by jurisdiction. *Note: This matrix only identifies violation amounts for code enforcement violations that are enforced by the Development Services Department.*

BUDGET IMPACT:

Staff and City Attorney expenses that have already been incurred.

RECOMMENDATION:

Staff recommend that the City Council discuss the proposed code modifications and provide staff with suggested edits prior to holding a public hearing for adoption of code edits. The following are the primary items to discuss:

1. Do you agree with removing Chapter 1.20 as the City does not hold jury trials?
2. Do you agree with removal of the minimum fine language in Section 8.34.080.E. (unlawful application of graffiti) and allowing the discretion to the judge?
3. Do you agree with the Planning Commission on modifying Section 8.28.010. to have nuisance penalties in Chapters 8.04 through 8.24 be a Class B Civil Infraction at \$500 instead of the existing violation of a Class A Civil Infraction at \$1,000?
4. Are there any proposed violation references that should be a different class (Class A, B, or C)?

LIST OF ATTACHMENTS / EXHIBITS:

- Exhibit A. Infraction Table
- Exhibit B. Jurisdictional Violation Matrix (SMC chapters/sections enforced by the Development Services Department)
- Exhibit C. Ordinance No. 2024-23
- Exhibit D. Track Change Code Modifications

Code Section	Title	Existing Code Language	Proposed Code Language	Proposed Amount
1.20.110.	Trial by Jury	The municipal judge may hold any prospective juror who disregards the notice of jury duty in contempt of court and may punish said juror by a fine of not more than \$100.00 or by imprisonment in the city or county jail for not more than 30 days, or by both such fine and imprisonment.	Delete Chapter 1.20 in its entirety.	N/A
2.80.090.	Emergency Planning	Any person, firm, corporation, association or entity who violates any emergency measure taken by the city council under authority of this chapter shall be subject, upon conviction, to a fine of not more than \$500.00 per offense.	Any person, firm, corporation, association, or entity who violates any emergency measure taken by the city council under authority of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
3.28.180.	Transient Lodging Tax	A violation of this chapter is a Class "A" infraction under Chapter 1.18. Each day that a violation remains uncured is a separate infraction.	Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$1,000
5.04.120.	Occupations, Professions, and Business Licenses	Any person violating any of the provisions of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050. Each day on which a violation occurs or continues shall be considered a separate violation.	Violation of any provision of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$250
5.05.240.	Public Transportation and Self Employment Tax	Any person, firm, corporation or association committing any violation described in this section shall, upon conviction, be fined not less than \$100.00, nor more than \$2,500.00, for each offense, and shall be subject to one year in jail.	Violation of any provision of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$250
5.24.020.	Advertisements on Utility Poles	Any person violating any provision of this chapter shall upon conviction thereof be punished by a fine not to exceed \$50.00.	Violation of any provision of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$250
5.28.020.	Bingo and Lotto	A violation of this chapter shall be punishable by a fine not to exceed \$500.00, by imprisonment not to exceed six months, or by both.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
6.04.130.	Animal Control	Violation of this chapter is deemed to be a Class C infraction.	Violation of any provision of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$250
6.08.040.	Apiaries, Livestock and Fowl	A person violating any of the provisions of this chapter shall, upon conviction thereof, be guilty of a Class A infraction and subject to the penalties provided in Chapter 1.18	Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$1,000
8.28.010.	Nuisances Penalty (Chapter 8.04 through 8.24)	A person violating any of the provisions of Chapters 8.04 through 8.24 shall, upon conviction thereof, be guilty of a Class A infraction and subject to the penalties provided in Chapter 1.18	Violation of any provision of Chapters 8.04 through 8.24 shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050. Note: The Planning Commission recommends this is modified to a Class B Civil Infraction at \$500.	\$1,000
8.32.170.	Nuisances Explosives	Any person violating any of the provisions of this chapter shall upon conviction be punished by imprisonment for not to exceed ten days, or by a fine not to exceed \$300.00, or both.	Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$1,000
8.34.080.	Sandy Graffiti Code	A. Applying graffiti in violation of this Chapter is a Class B violation. Under ORS 153.018, a Class B violation is punishable by a maximum fine not to exceed \$360.00. B. Unlawfully possessing a graffiti implement is a Class D violation. Under ORS 153.018, a Class D violation is punishable by a maximum fine not to exceed \$90.00. E. Upon conviction for unlawfully applying graffiti the court shall impose a minimum fine of at least \$100.00. Upon conviction for unlawfully possessing graffiti implement, the court shall impose a minimum fine of at least \$50.00.	A. Applying graffiti is a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050. B. Unlawfully possessing a graffiti implement is a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050. E. Delete as the minimum fine language establishes a floor for the fine the court can impose, while the amounts in Chapter 1.18 provide a ceiling (“not exceeding...”). Establishing a floor is not common as it’s generally just left to the discretion of the court.	A. \$500 B. \$250 E. delete
8.34.100.	Sandy Graffiti Code (abatement warrant)	F. 4. Any violation of this Subsection is punishable upon conviction by a fine of not more than \$500.00.	F. 4. Violation of any provision of this subsection shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
8.35.030.	Camping Prohibited in Certain Places	Violation of this chapter is a Class "D" violation per ORS Chapter 153. Each day that a violation occurs will be considered a separate offense.	Violation of any provision of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$250
9.01.03.	Social Hosting (unruly gatherings)	C. A person who violates subsection A. of this section shall be subject to a fine prescribed by subsection A. of section 9.01.04 of this Code. In addition, a person who is convicted of violating subsection A. of this section for a second time, and for any additional time, within a 12-month period shall pay an administrative civil penalty in the amount of response costs, regardless of whether the offense occurred at the same or a different property, as provided in subsection D. of section 9.01.03 of this Code.	C. A person who violates subsection A. of this section shall be subject to a fine prescribed by subsection A. of Section 9.01.04 of this chapter. In addition, a person who is convicted of violating subsection A. of this section for a second time, or any additional times within a 12-month period, shall pay an administrative civil penalty in the amount of response costs, regardless of whether the offense occurred at the same or a different property, as provided in subsection D. of Section 9.01.03. of this chapter.	N/A
9.01.04.	Social Hosting (penalties specific)	Violation of the following sections is punishable by fine not to exceed \$1,000.00 or confinement in jail, or both, up to the amounts indicated opposite each.	Violation of any provision of this section shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$1,000
9.01.05.	Social Hosting (administrative civil penalty)	Second and subsequent violations of subsection A. of section 9.01.03 of this Code within a 12-month period are subject to the imposition of response costs as defined in section 9.01.02 of this Code.	Second and third violations of subsection A. of Section 9.01.03. of this chapter within a 12-month period are subject to the imposition of response costs as defined in Section 9.01.02 of this chapter.	N/A
9.01.06.	Social Hosting (administrative civil penalty continued)	Upon fourth and any subsequent violation of subsection A. of section 9.01.03 of this Code within a 12-month period, at a property as defined in section 9.01.02 of this Code, the owner of the property is subject to the imposition of response costs as defined in section 9.01.02 of this Code.	Upon fourth and any subsequent violation of subsection A. of Section 9.01.03. of this chapter within a 12-month period, at a property as defined in Section 9.01.02. of this chapter, the owner of the property is subject to the imposition of response costs as defined in Section 9.01.02 of this chapter.	N/A
9.01.07.	Social Hosting (enforcement and penalties)	A. Violations of any of the provisions of this Chapter are declared civil violations and shall be enforced pursuant to the provisions of Sandy Municipal Code 1.18 B. Fines for violations of the provisions of this Chapter shall be in the amounts specified.	Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$1,000
9.07.030.	Alarm Permit	A. Fines and fees associated with this chapter shall be set by resolution of the City of Sandy Council. B. Fees must be paid upon demand and fines must be paid within 14 days of the date of notice that a fine is due or the fine will double.	No proposed modification as fines and fees are defined in the master fee schedule.	In fee schedule
10.24.120.	Parking	Violation of Sections 10.24.010 to 10.24.130 is punishable by fine as set by resolution.	Violation of any provisions of Sections 10.24.010. to 10.24.130. is punishable by fine as set in the master fee schedule.	In fee schedule

Code Section	Title	Existing Code Language	Proposed Code Language	Proposed Amount
10.30.020.	Stakeboards, Roller Skates, Etc. on Public Sidewalks	Unlawful use of public sidewalks and property is a Class B infraction.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
10.34.010.	Public Rights-of-Way Obstructions (unlawful street obstruction)	Unlawful street obstruction is a Class B infraction.	Violation of any provision of this section shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
10.34.020.	Public Rights-of-Way Obstructions (unlawful street marking)	Unlawful street marking is a Class A infraction.	Violation of any provision of this section shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$1,000
10.44.010	Penalties (Sections 10.12.030 through 10.12.050, Chapter 10.16, Chapter 10.20, and Chapters 10.28 through 10.32)	A. Violation of Sections 10.12.030 through 10.12.050 and Chapters 10.16 and 10.20 (except Section 10.20.100 thereof), is punishable by fine not to exceed \$100.00, or confinement in the city or county jail not to exceed ten days, or both fine and imprisonment. B. Violation of Chapter 10.28 through 10.32 and Section 10.20.100 is punishable by fine not to exceed \$50.00.	A. Violation of any provision of Sections 10.12.030. through 10.12.050. and Chapters 10.16 and 10.20 (except Section 10.20.100. thereof), shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050. B. Violation of any provision of Chapters 10.28 through 10.32 and Section 10.20.100. shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$250
10.48.060	Commercial Vehicle Size and Weight Limits	Any person violating any of the provisions of this chapter shall upon conviction be fined a sum not to exceed \$500.00 or by imprisonment not to exceed six months, or by both fine and imprisonment.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
10.56.040.	Auto Wrecking and Dismantling	Any person violating any of the provisions of this chapter shall upon conviction be fined a sum not to exceed \$500.00, or by imprisonment not to exceed six months, or by both fine and imprisonment.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
12.02.170.	Utility Facilities in Public Rights-of-Way	Any violation of the provisions of this Chapter or the license shall be a civil infraction that may be subject to a penalty of not more than \$500.00 for each offense.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
12.08.160.	Sidewalk, Curb and Driveway Construction	A person cited for a violation of any provisions of this Chapter shall be fined per Chapter 1.18 of this Code. Each day that a violation exists shall be considered a separate violation.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
12.12.030.	Rules of Conduct and Exclusion from Public Property	Violation of an exclusion notice issued in accordance with this chapter is a Class A infraction punishable under Chapter 1.18 of this Code. A violation of any other provision of this chapter is a Class C infraction punishable under Chapter 1.18 of this Code. A violation of an exclusion notice issued in accordance with this chapter constitutes criminal trespass in the second degree and is punishable as provided by state law and any other applicable provisions of this Code.	A. Violation of an exclusion notice issued in accordance with this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050. B. Violation of any other provision of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050. C. A violation of an exclusion notice issued in accordance with this chapter constitutes criminal trespass in the second degree and is punishable as provided by state law and any other applicable provisions of this Code.	A. \$1,000 B. \$250 C. no change
12.18.090.	Street Trees	Any person who violates any provision of this chapter or who fails to comply with any notice issued pursuant to it is subject to a fine of \$500.00 for each separate violation.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
13.04.220.	Water and Sewer (Regulations pertaining to inadequate supply or shortages of water)	The following penalties may be imposed if violations continue: Second violation: \$100.00 fine Third violation: \$300.00 fine Fourth and subsequent violations: \$500.00 fine	No proposed modification.	unique code provision
13.04.250.	Water and Sewer (Violation - Penalty)	Any person who shall in any way interfere with, change, alter or damage any water main, pipe, conduit, shutoff or any other part of the water system belonging to the city, or who shall turn on the water to any premises without due authority, shall upon conviction in municipal court of said city be fined in the sum of not more than \$100.00 for each offense, or by imprisonment for a period of not more than ten days, or by both fine and imprisonment.	Any person who shall in any way interfere with, change, alter, or damage any water main, pipe, conduit, shutoff, or any other part of the water system belonging to the City of Sandy, or who shall turn on the water to any premises without due authority, shall upon conviction in municipal court be declared in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$250
13.06.070.	Cross Connections	Any person who violates, disobeys, omits, neglects, refuses to comply with, or resists the enforcement of any of the provisions of this chapter or the rules and regulations as adopted by the city, shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall for each offense be punished by a fine in a sum not exceeding \$500.00 or imprisonment for a term not exceeding ten days, or by both fine and imprisonment.	Any person who violates, disobeys, omits, neglects, refuses to comply with, or resists the enforcement of any of the provisions of this chapter or the rules and regulations as adopted by the City of Sandy, shall be deemed guilty of a misdemeanor and, upon conviction thereof, be declared in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
13.08.090.	Water System - Connection Charges and Rates	Any person or persons violating any of the provisions of this chapter shall upon conviction thereof be punished by a fine not to exceed \$100.00 or imprisonment of not to exceed ten days, or both.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
13.12.170.	Sanitary Sewer System - Rules and Regulations	Any person, persons, firm, company or corporation violating the terms and conditions of this chapter shall upon conviction thereof be punished by a fine not to exceed \$300.00, or by imprisonment for not more than 100 days, or both.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
13.16.100.	Sanitary Sewer System - Connection Fees and Charges	A. Any person or persons violating any of the provisions of Section 13.16.070 is guilty of disorderly conduct and upon conviction thereof shall be punished by a fine not to exceed \$300.00 or by imprisonment for not more than 100 days, or both B. Any person or persons violating any of the provisions of this chapter, excepting Section 13.16.070, shall upon conviction thereof be punished by a fine of not to exceed \$100.00 or imprisonment of not to exceed ten days, or both.	A. Violation of any provision of Section 13.16.070. shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050. B. Violation of any provision of this chapter, except Section 13.16.070., shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	A. \$500 B. \$250
13.20.110.	Stormwater Utility	Any customer that violates any of the provisions in this chapter shall be subject to an enforcement action using any of the remedies and sanctions that are authorized in this chapter or state law. The director shall determine which enforcement action to take to address the violation.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
15.04.150.	Building Code	Any person violating any of the provisions herein for which a special penalty has not been expressly provided shall, upon conviction thereof, be punished by a fine not to exceed \$1,000.00 per violation. Each day that a violation exists is a separate offense.	Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$1,000
15.10.080.	Derelict Buildings and Structures (procedure for enforcement)	I. If nuisance still exists, staff issues a citation with a possible fine up to \$500.00 per day, mandatory appearance in Municipal Court, or initiates the abatement process.	I. If a nuisance still exists, staff shall declare the nuisance a violation of a Class B Civil Infraction, subject to the Forfeitures defined in Section 1.18.050.	\$500
15.10.110.	Derelict Buildings and Structures (citation)	Any person violating any of the provisions herein for which a special penalty has not been expressly provided shall, upon conviction thereof, be punished by a fine not to exceed \$500.00 per violation.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500

Code Section	Title	Existing Code Language	Proposed Code Language	Proposed Amount
15.12.090.	Movement of Buildings	Any person, firm or corporation violating any of the provisions of this chapter shall be punished by a fine of not more than \$500.00 or by imprisonment in the jail for a period of not to exceed six months, or by both such fine and imprisonment.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
15.22.150.	Underground Utility Districts	Any person violating any provision of this Chapter or failing to comply with any of its requirements shall be guilty of a violation punishable by a fine of not to exceed \$1,000.00. Each day during any portion of which a violation of any of the provisions of this Chapter is committed, continued, or permitted shall constitute a separate offense.	Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$1,000
15.28.160.	System Development Fees (prohibited connection)	Violation of this section constitutes a Class A infraction and subjects the violator to the penalties provided in Chapter 1.18.	Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$1,000
15.30.100.	Dark Sky Ordinance	See Section 1.16.010 of the Sandy Municipal Code	Violation of any provision of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$250
15.32.190.	Sign Code	Upon conviction, any person who violates any of the provisions of this chapter is guilty of a Class B infraction and subject to the penalties provided in ORS 153.110 through 153.310, as now constituted. A. A person cited for a violation shall be fined up to \$100.00.	Note - Already proposed in a separate code modification process: Violation of any provision of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$250
15.34.030	Disposal of Debris from Construction Sites	Any person violating any provision of this chapter shall, upon conviction thereof, be punished by a fine not to exceed \$500.00.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500
15.44.160.	Erosion Control Regulations	Each violation of any provision of this section, or any failure to carry out the conditions of any approval granted pursuant to this section, shall be unlawful and a civil infraction subject to the enforcement provisions of Section 1.16.010 of this Code.	Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.	\$500

**Jurisdictional Violation Matrix
(SMC chapters/sections enforced by the Development Services Department)**

EXHIBIT B.

Item # 3.

SMC Title and Chapter	5	8.16	8.16	8.16	8.16	8.16
Specific Violation	Business License	Abandoned Icebox	Attractive Nuisance	Snow and Ice Removal	Weeds and Noxious	Scattering Rubbish
Sandy Current	250	1000	1000	1000	1000	1000
Wilsonville	500	1000	1000	1000	1000	1000
Lake Oswego	1000	1000	1000	1000	1000	1000
Gladstone	720	720	720	720	720	720
Milwaukie	200	500	500	500	500	500
Happy Valley	500	2500	2500	2500	2500	2500
West Linn	500	440	440	440	440	440
Estacada	500	500	500	500	500	500
Bend	750	750	750	200	750	750
Hillsboro	5% per mo	500	500	500	500	500
Tualatin	500	500	500	500	500	500
Ashland	500	500	325	138	500	325
Astoria	1000	1000	1000	1000	1000	1000
Aurora	500	500	500	500	500	500
Baker City	500	500	500	500	500	500
Corvallis	300	1000	1000	1000	1000	1000
Oregon City	300	300	300	300	300	300
Salem	500	500	500	500	500	500
Sherwood	250	250	250	250	500	250
Troutdale	300	1000	1000	1000	1000	1000
Hood River	500	500	500	500	500	500
Beaverton	250	500	500	500	500	500
Newport	500	500	500	500	500	500
Boardman		250	250	250	250	250
Carlton	100	300	300	300	300	300
Coquille	250	440	440	440	440	440
Dallas	500	500	500	500	500	500
Dayton	250	100	100	100	100	100
Elgin	500	500	500	500	500	500
Enterprise	500	3000	3000	3000	3000	3000
Gervais	500	500	500	500	500	500
Hines	500	250	250	250	250	250
Independence	75	250	250	250	250	250
Keizer		100	100	100	100	100
St Helens	1000	500	500	500	500	500

SMC Title and Chapter	8.16	8.16	8.16	8.16	12.08	12.1
Specific Violation	Trees	Fences	Drainage	Junk Accumulation	Sidewalk Construction	Sidewalk Maintenance
Sandy Current	1000	1000	1000	1000	100	
Wilsonville	1000	1000	1000	1000		500
Lake Oswego	1000	1000	1000	1000	1000	1000
Gladstone	720	720	720	720		720
Milwaukie	500	500	500	500	250	250
Happy Valley	2500	2500	2500	2500		2500
West Linn	440	440	440	440		
Estacada	500	500	500	500	500	500
Bend	400		750	750		
Hillsboro	500	500	500	500	500	500
Tualatin	500	500	500	500		
Ashland	200	200	325	325	500	500
Astoria	1000	1000	1000	1000	1000	1000
Aurora	500	500	500	500	500	500
Baker City	500	500	500	500	500	500
Corvallis	1000	1000	1000	1000	250	
Oregon City	300	300	300	300	300	300
Salem	500	500	500	500	250	250
Sherwood	250	250	250	250	500	500
Troutdale	1000	1000	1000	1000	1000	1000
Hood River	500	500	500	500		
Beaverton	500	500	500	500	500	500
Newport	500	500	500	500	500	500
Boardman	250	250	250	250		250
Carlton	300	300	300	300	150	150
Coquille	440	440	440	440	100	100
Dallas	500	500	500	500	250	250
Dayton	100	100	100	100		
Elgin	500	500	500	500		
Enterprise	3000	3000	3000	3000	3000	3000
Gervais	500	500	500	500	250	250
Hines	250	250	250	250		
Independence	250	250	250	250		250
Keizer	100	100	100	100	100	100
St Helens	500	500	500	500	100	

SMC Title and Chapter	12.18	15.04	15.1	15.13	15.32	15.34
Specific Violation	Street Trees	Building Code	Derelict Buildings	Dark Sky Ordinance	Sign Code	Construction Disposal
Sandy Current	500	1000	500	500	100	500
Wilsonville	500	5000		500	500	
Lake Oswego	1000	1000	1000	1000	1000	1000
Gladstone	720				720	720
Milwaukie	500	1000	1000		0	1000
Happy Valley	2500	1000	500/day	2500	2500	
West Linn	440	1000	1000			
Estacada	500	1000	500		500	500
Bend	750	750	750	750	750	
Hillsboro	500	500	500	500	500	500
Tualatin	100	1000	1000			
Ashland	500		500		500	500
Astoria	1000	1000	1000	1000	1000	1000
Aurora	500	1000	500			
Baker City	500	500	500			500
Corvallis	100	5000	1000		100	500
Oregon City	300	300	300	300	300	300
Salem	250	250	250		250	250
Sherwood	500	1000			500	
Troutdale	1000	1000	1000	1000	1000	
Hood River		500			1010	
Beaverton	500	500	500	500	500	
Newport	500	500	500	500	500	500
Boardman					250	250
Carlton	150	300				500
Coquille	50	500	500			
Dallas	1250	1000	500	500	500	500
Dayton		250	250		100	250
Elgin		100	500			
Enterprise		3000	250			500
Gervais	500	500	500	500		500
Hines		500	2000			
Independence	500		500			
Keizer						
St Helens		1000				



ORDINANCE NO. 2024-23

AN ORDINANCE TO STANDARDIZE CODE ENFORCEMENT PROCESSES THROUGH UPDATING CIVIL INFRACTION PROCEDURES

WHEREAS, the City Council requested changes to the Sandy Municipal Code to standardize enforcement processes and timelines and update fine amounts across the various chapters; and

WHEREAS, as a result of updating the Sandy Municipal Code, Chapter 1.16 General Penalty shall be deleted and absorbed into Chapter 1.18 Civil Infraction Procedure (Exhibit A); and

WHEREAS, the City's intent is to align penalty amounts with regional averages for similar infractions; and

WHEREAS, enforcement procedures are defined for repeat offences, fine escalation, and irreversible infractions; and

WHEREAS, the City believes standardizing enforcement procedures will ensure equality in practice; and

WHEREAS, the City Council held a public hearing on December 2, 2024, allowing the public an opportunity to provide testimony on the proposed code amendments.

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

Section 1. The amended Chapter 1.18 Civil Infraction Procedure, attached as Exhibit A to this Ordinance, is hereby adopted in its entirety and replaces the existing Chapter 1.18 of the Sandy Municipal Code.

Section 2. Chapter 1.16 is hereby repealed in its entirety.

Section 3. This ordinance shall take effect thirty days after its enactment.

This ordinance is adopted by the City Council of the City of Sandy this 2nd day of December, 2024.

Stan Pulliam, Mayor

ATTEST:

Jeffrey Aprati, City Recorder

CHAPTER 1.16 GENERAL PENALTY

Sec. 1.16.010. Designated.

~~Unless otherwise specifically provided, any person violating any provisions or failing to comply with any of the ordinances of the city is guilty of a misdemeanor. Any person convicted of a misdemeanor under the ordinances of the city shall be punished by a fine of not more than \$500.00, or by imprisonment not to exceed six months, or by both such fine and imprisonment. Each such person is guilty of a separate offense for each and every day during any portion of which any violation of any provisions of the ordinances of this city is committed, continued or permitted by any such person, and he shall be punished accordingly.~~

~~(Ord. No. 14-75, 1975)~~

CHAPTER 1.18 CIVIL INFRACTION PROCEDURE

Sec. 1.18.010. Establishment and purpose; applicability.

- A. This chapter is enacted to provide Aa procedure to handle violations of city ordinances as civil infractions, subject to the provisions set forth below, is established, pursuant to the home rule powers granted the city by Article IV, Section 1, and Article XI, Section 2 of the Oregon Constitution and by Sections 4 and 5 of the Sandy City Charter.
- ~~A.B. The doing of any act or thing prohibited, or the failure to do an act or thing commanded to be done, by this code or any order, permit, license, approval, or condition authorized by this code within the corporate limits of the City of Sandy, is hereby declared to be an offense against the public peace, safety, health, morals, and general welfare of the people of the City of Sandy.~~
- ~~BC. A civil infractions procedure has been established for the purpose of decriminalizing penalties for violations of certain civil ordinances and for the purpose of providing a convenient and practical forum for the civil hearing and determination of cases arising out of said violations~~The provisions of this chapter shall apply to all violations of the ordinance of the City, except when those ordinance prescribe different enforcement procedures or penalties.
- D. This Chapter shall not be construed to prohibit in any way any alternative remedies set out in ordinances which are intended to abate or alleviate ordinance violations, nor shall the City be prohibited from recovering, in a manner prescribed by law, any expense incurred to it in abating or removing ordinance violations pursuant to said ordinances.

(Ord. No. 22-79, § 1, 1979)

Sec. 1.18.020. Definitions.

For the purpose of this chapter, the following definitions apply:

~~City Civil infractions.~~ An offense against the ~~e~~City in the form of a violation of any provision of the Sandy Municipal Code which provides no specific penalty or provides a penalty other than imprisonment, or a violation of any order, permit, license, approval, or condition authorized by ordinance. Conviction of a civil infraction does not give rise to any disability or legal disadvantage based on conviction of a crime.~~All infractions shall be handled in~~

{00921127; 1 }

accordance with the procedures established by this chapter. When an infraction is of a continuing nature, a separate infraction will be deemed to occur on each calendar day the infraction continues to exist and separate citations may be filed for each such infraction.

~~*Forfeiture; forfeiture schedule.*~~ The only penalty to be imposed for an infraction is a monetary penalty called a forfeiture. The municipal court shall, however, possess the additional enforcement powers set forth in Section 1.18.040. The appropriate forfeiture to be assessed for a specific infraction will be determined from the forfeiture schedule in Section 1.18.050. The procedure prescribed by this chapter shall be the exclusive procedure for imposing forfeiture; however, this section shall not be read to prohibit in any way any other alternative remedy set out in ordinances covered by this infraction procedure which is intended to abate or alleviate ordinance violations, nor shall the ~~c~~City be prohibited from recovering, in a manner prescribed by law, any expense incurred to it in abating or removing ordinance violations pursuant to said ordinances.

~~*Person.*~~ The term "person," as used in this chapter, shall be construed to include any person, firm, partnership, corporation, or association of persons.

(Ord. No. 22-79, § 2, 1979; Ord. No. 11-85, § 1, 1985)

Sec. 1.18.030. Infraction procedure.

~~A. — *Reporting.*~~ All reports of infractions covered by this chapter will be made to the city manager or his designated representative.

~~B.A.~~ *Uniform Infraction Citation and Complaint.*

1. A uniform infraction citation and complaint signed by the ~~e~~City ~~m~~Manager or his/~~her~~ designated representative may be filed with the municipal court, charging the recipient with a civil infraction and setting a date for said person to appear before the municipal court to answer said complaint.
2. The ~~e~~City ~~m~~Manager or his/~~her~~ designated representative shall prescribe the form of the uniform infraction citation and complaint, but it shall consist of at least three parts. Additional parts may be inserted for administrative purposes by those charged with the enforcement of the ordinances. The required parts are:
 - a. The complaint;
 - b. The city department record;
 - c. The summons.
3. Each of the three parts shall contain the following information:
 - a. The name of the court and the court's file number;
 - b. The name of the person or persons cited;
 - c. The infraction with which the person is charged, the date, time, and place the infraction occurred, or if the infraction is of a continuing nature, the date, time, and place the infraction was observed by the ~~e~~City ~~m~~Manager or his/~~her~~ designated representative, ~~and~~ the date on which the citation was issued, and the name of the person issuing the citation, ~~and the name of the complainant;~~
 - d. The ~~scheduled forfeiture~~ maximum fine for the alleged infraction;
 - e. The time and place at which the person cited is to appear in court.

{00921127; 1 }

Created: 2024-09-03 16:39:17 [EST]

(Supp. No. 3)

4. The complaint shall contain a form of verification by the ~~city administrator~~ City Manager or his/her designated representative that he/she swears that he/she has reasonable grounds to believe, and does believe, that the person cited committed the infraction.
5. The summons shall also contain notice to the person cited that a civil complaint will be filed in the municipal court of Sandy.

B. Service.

Service of summons may be made by any of the following means:

1. Personal Service. Service may be made by personally delivering the citation to the person named therein.
2. Service by Mail. Service may be made by mailing a copy of the citation by certified mail, return receipt requested, to the person's last known mailing address. Service by mail shall be deemed to occur three days after mailing within the State, and seven days after mailing outside the State. Default may be entered against a person served by mail on submission of evidence of receipt, nonacceptance, or rejection of the certified mail by the person served.
3. Service by Posting. If the alleged infraction relates to real property, the citation may be served by posting the citation at the main entry to an occupied residence or office on the property if the person to whom the citation is issued is not present. A copy of the citation shall be mailed by certified mail, return receipt requested, to the person at the mailing address of the property no later than the end of the business day following posting. Service shall be completed upon mailing.
4. Other Methods of Service. Service may be made by any means authorized by Oregon Rules of Civil Procedure (ORCP) 7, and service on entities, minors, and incapacitated persons shall be as provided in ORCP 7.

D.C. Answer.

1. A person who receives a summons for an infraction shall answer such summons by personally appearing to answer at the time and place specified therein, except an answer may be made by mail or personal delivery within ten days of the date of the receipt of the summons as provided in ~~e~~ Divisions 2 and 3 of this subsection.
2. If a person alleged to have committed an infraction admits the infraction or otherwise desires to pay the ~~forfeiture~~ fine without appearing in municipal court, he/she may complete the appropriate answer on the back of each summons and forward the summons to the municipal court. A check or money order in the amount of the ~~forfeiture~~ fine for the infraction alleged as shown on the face of the summons shall also be submitted with the answer.
3. If the person alleged to have committed the infraction denies part or all of the infraction, he/she may request a hearing by completing the appropriate answer on the back of the summons and forwarding the summons to the municipal court. Upon receipt, the answer shall be entered, and a hearing date shall be established by the municipal court. The municipal court shall notify the person alleged to have committed the infraction by mail, of the date of the hearing.
4. The court may, in any case, after notice, require the cited person to appear for a hearing.

E.D. Hearing.

1. Every hearing to determine whether an infraction has occurred shall be held before the municipal court without a jury.
2. The hearing shall be limited to the production of evidence only on the infraction alleged in the complaint.

{00921127; 1 }

Created: 2024-09-03 16:39:17 [EST]

- a. Oral Evidence. Oral evidence shall be taken only on oath or affirmation.
 - b. Hearsay Evidence. Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence, but shall not be sufficient in itself to support a finding unless it would be admissible over objection in civil actions in courts of competent jurisdiction in this state.
 - c. Admissibility of Evidence. Any relevant evidence shall be admitted if it is the type of evidence on which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rule which might make improper the admission of such evidence over objection in civil actions in courts of competent jurisdiction in this state.
 - d. Exclusion of Evidence. Irrelevant and unduly repetitious evidence shall be excluded.
3. The defendant shall have the right to present evidence and witnesses in his/her favor, to cross-examine witnesses who testify against him/her, and to submit rebuttal evidence.
 4. The defendant may be represented by counsel, but counsel shall not be provided at public expense. If defense counsel is to appear, written notice shall be provided to the municipal court at least ten business days prior to the hearing date, ~~excluding weekends and holidays.~~
 5. The city shall have the burden of proving the alleged ordinance infraction by a preponderance of the evidence.
 6. After due consideration of the evidence and arguments presented at the hearing, the court shall determine whether the infraction as alleged in the complaint has been established. When the infraction has not been established, an order dismissing the complaint shall be entered in the municipal court records. When a determination is made that an infraction has been established or if an answer admitting the infraction has been received, or the forfeiture otherwise paid by the defendant, an appropriate order shall be entered in the municipal court records.
 7. Unless otherwise provided by ordinance, upon a finding that an infraction has occurred, the court shall assess the ~~forfeiture fine shown on the schedule~~ established in accordance with this chapter plus court costs.
 8. There shall be no administrative appeal or legal review from a determination by the municipal court of an infraction violation.

(Ord. No. 22-79, § 4, 1979)

Sec. 1.18.040. Enforcement.

- A. If a cited person fails to answer the summons or appear at a scheduled hearing as provided in this chapter, the municipal court may enter a default judgment for the ~~scheduled forfeiture fine~~ applicable to the charged infraction, or it may issue a warrant for the arrest of the cited person for reason of his/her nonappearance, or it may do both of the above actions.
- B. After a hearing and determination by the municipal court that an infraction has occurred, the court shall assess the ~~scheduled forfeiture~~ applicable ~~to~~ fine for the determined infraction.
- C. Delinquent ~~forfeitures~~ finest and those brought to default judgment which were assessed for infractions occurring on real property or for improper use of real property may be held as eCity liens against said real property and collected in the same manner as other such debts owing to the eCity.
- D. Nothing in this section shall limit the eCity from revoking or denying any eCity license or permit held or desired by a person owing a ~~forfeiture fine~~ to the eCity.

{00921127; 1 }

Created: 2024-09-03 16:39:17 [EST]

(Supp. No. 3)

- E. Nothing in this section shall limit the inherent power of the municipal court to impose criminal penalties for contempt of court in cases where it deems such sanctions appropriate.

(Ord. No. 22-79, § 5, 1979)

Sec. 1.18.050. ~~Forfeiture~~Penalties.

- A. Civil infractions are classified for the purpose of determining penalties into the following categories:
1. Class "A" infractions;
 2. Class "B" infractions;
 3. Class "C" infractions.
- B. Conviction of a civil infraction shall be punishable by a sentence to pay a fine in an amount fixed by the court, not exceeding as follows:
1. One thousand dollars (\$1,000) for a Class "A" infraction;
 2. Five hundred dollars (\$500) for a Class "B" infraction;
 3. Two hundred and fifty dollars (\$250) for a Class "C" infraction.
- ~~All assessment of a forfeiture for an infraction shall be an amount not to exceed \$500.00.~~
- C. A violation of the Sandy Municipal Code where no class of infraction is specified shall be treated as a Class B infraction.
- ~~B~~D. Each day a violation continues or occurs shall constitute a separate infraction.
- E. When a person is convicted of a civil infraction for violation of a particular provision of the Sandy Municipal Code, each subsequent violation of that same provision of the Sandy Municipal Code by that person within one-hundred eighty (180) calendar days of the prior violation shall be punishable by a fine of up to double the amount set forth in Section 1.18.050(B).
- F. When a provision of the Sandy Municipal Code prescribes a specific fine amount, the specified fine amount shall apply in lieu of Section 1.18.050(B).
- G. The penalties described herein are in addition to, and not in lieu of, any other remedy provided by law.

(Ord. No. 12-85, § 2, 1985)

Code Modifications related to Civil Infractions

Section	Title	Amended Code Language
<u>1.20.</u>	Trial by Jury	Sec. 1.20.010. -- Right to trial by jury. Every person charged with an offense which carries a potential sentence of incarceration, as defined and made punishable by the City Charter or city ordinance shall have the right to trial by jury. (Ord. No. 1-74, § 1, 1974; Ord. No. 12-85, § 1, 1985) Sec. 1.20.020. -- Number of jurors. The jury shall consist of six persons duly sworn to try the cause for which they are called. The jurors shall be selected as provided in this chapter. (Ord. No. 1-74, § 2, 1974) Sec. 1.20.030. -- Term of court. The terms of municipal court shall be for a period of one year, beginning on January 1 of each year following the passage of the ordinance codified herein. (Ord. No. 1-74, § 3, 1974) Sec. 1.20.040. -- Jury list. Upon the passage of the ordinance codified herein, and commencing on January 2, 1974, the recorder shall prepare a preliminary jury list, by lot, of not less than 150 nor more than 500 names of persons selected from the latest tax role and registration books used in the last city election. The recorder, in preparing the preliminary jury list, shall place thereon only those names of persons who are

~~known or believed to be possessed of the qualifications described in O.R.S. 10.030 and not entitled to exemption as provided in O.R.S. 10.040.~~

~~If for any reason the making of a jury list is omitted and neglected on the 2nd day of January, it may be done on the first Monday of any month following to serve until the close of the year, and until another list is made.~~

~~(Ord. No. 1-74, § 4, 1974)~~

~~Sec. 1.20.050. -- Jury panels.~~

~~The jury panel for each term shall be selected on the first day of each term of court and the recorder shall select 100 names of persons, by lot, from the preliminary jury list, to serve as a jury panel until the next panel is selected. No person shall be required to serve more than one term during any three year period. A jury panel shall be selected on January 2, 1974, upon the passage of the ordinance codified herein and thereafter on January 2 of each and every year; provided, however, that if the preliminary jury list is not selected on the second day of January of any year, the jury panel may be selected on the first Monday of any following month. The jury panel shall be selected by the recorder in the presence of the municipal judge. No challenge shall be made or allowed to the panel and substantial compliance with this chapter for selecting the panel shall be sufficient.~~

~~(Ord. No. 1-74, § 5, 1974)~~

~~Sec. 1.20.060. -- Selection of trial jury.~~

~~At least ten days, excluding Sundays and legal holidays, prior to the trial date, the defendant or his attorney and the city attorney shall appear before the municipal judge for the selection of the trial jury. The time and place of said selection shall be designated by the court and the judge thereof shall notify the defendant or his attorney and the city attorney of said time and place. The judge shall then select, by lot, six names of persons from the jury panel. When it appears to the municipal judge that any of the persons whose names are drawn is dead or resides out of the city, the ballot shall be destroyed. If it appears to the municipal judge, or he has good reason to believe that a person whose name is drawn is temporarily~~

~~absent from the city, or is ill, or is so engaged as to be unable to attend at the time of trial without great inconvenience, the ballot shall be laid aside, the name not placed on the jury list for the trial for which the jury is being selected, but such ballot shall be returned to the jury box after the drawing of the trial jury is completed. The defendant or his attorney may then challenge by peremptory challenge four of the prospective jurors and the city may challenge by peremptory challenge two prospective jurors. The order of challenge shall be that the defendant or his attorney may challenge two and then the city attorney may challenge one and then the defendant or his attorney may again challenge two and then the city attorney may challenge one. Additional names shall be selected, by lot, to replace those jurors challenged. When six jurors have been selected, they shall be notified to appear at trial at the appointed time and place and shall constitute the trial jury.~~

~~(Ord. No. 1-74, § 6, 1974)~~

~~Sec. 1.20.070. -- Alternate jurors.~~

~~The defendant or his attorney and the city attorney may agree by stipulation to the drawing of additional names from the jury panel to serve as alternate trial jurors to be summoned should summons not be served upon any of those persons selected as a part of the trial jury pursuant to Section 1.20.060.~~

~~(Ord. No. 1-74, § 7, 1974)~~

~~Sec. 1.20.080. -- Conduct of trials.~~

~~Trials shall be conducted as trials in justice court and the rules of evidence shall be the same as in state courts and shall include applicable statutes of the state regarding the introduction or admission of evidence.~~

~~(Ord. No. 1-74, § 8, 1974)~~

~~Sec. 1.20.090. -- Verdict.~~

~~Six of the six jurors sworn to try the cause must concur to render a verdict.~~

~~(Ord. No. 1-74, § 9, 1974)~~

~~Sec. 1.20.100. -- Payment of jurors.~~

~~Those jurors notified and who appear at trial shall receive compensation from the city in the amount of \$5.00 for each day of attendance upon the municipal court.~~

~~(Ord. No. 1-74, § 10, 1974)~~

~~Sec. 1.20.110. -- Powers of the municipal judge.~~

~~The municipal judge shall have all inherent statutory powers and duties of a justice of the peace within the jurisdictional limits of the city. The chief of police shall assist the judge in the serving of subpoenas, notices of jury duty, and such other orders of the court necessary for the proper conduct thereof. The municipal judge may hold any prospective juror who disregards the notice of jury duty in contempt of court and may punish said juror by a fine of not more than \$100.00 or by imprisonment in the city or county jail for not more than 30 days, or by both such fine and imprisonment.~~

~~(Ord. No. 1-74, § 11, 1974)~~

<u>2.80.090.</u>	Emergency Planning	Any person, firm, corporation, association or entity who violates any emergency measure taken by the city council under authority of this chapter shall be <u>in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> , upon conviction, to a fine of not more than \$500.00 per offense.
<u>3.28.180.</u>	Transient Lodging Tax	A <u>Violation of this chapter is a Class "A" Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050 under Chapter 1.18. Each day that a violation remains uncured is a separate infraction.</u>

5.04.120.	Occupations, Professions, and Business Licenses	Any person violating any of the provisions of this chapter shall be in v Violation of <u>any provision of this chapter shall be in violation of a Class C Civil Infraction</u> and is subject to the Forfeitures defined in Section 1.18.050. Each day on which a violation occurs or continues shall be considered a separate violation.
5.05.240.	Public Transportation and Self Employment Tax	Any person, firm, corporation or association committing any v Violation of <u>any provision of this chapter shall be in violation of a Class C Civil Infraction</u> and is subject to the Forfeitures defined in Section 1.18.050. described in this section shall, upon conviction, be fined not less than \$100.00, nor more than \$2,500.00, for each offense, and shall be subject to one year in jail.
5.24.020.	Advertisements on Utility Poles	<u>Violation of any provision of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person violating any provision of this chapter shall upon conviction thereof be punished by a fine not to exceed \$50.00.
5.28.020.	Bingo and Lotto	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> A violation of this chapter shall be punishable by a fine not to exceed \$500.00, by imprisonment not to exceed six months, or by both.
6.04.130.	Animal Control	Violation of <u>any provision of this chapter shall be in violation of</u> is deemed to be a Class C <u>Civil i</u> nfraction <u>and is subject to the Forfeitures defined in Section 1.18.050..</u>
6.08.040.	Apiaries, Livestock and Fowl	A person violating <u>Violation of any</u> of the provisions of this chapter shall <u>be in violation of a Class A Civil Infraction</u> and is subject to the Forfeitures defined in <u>Section 1.18.050.</u> , upon conviction thereof, be guilty of a Class A infraction and subject to the penalties provided in Chapter 1.18
8.28.010.	Nuisances Penalty (Chapter 8.04 through 8.24)	A person violating <u>Violation of</u> any of the provisions of Chapters 8.04 through 8.24 shall <u>be in violation of a Class B Civil Infraction and is subject to the Forfeitures</u>

defined in Section 1.18.050., ~~upon conviction thereof, be guilty of a Class A infraction and subject to the penalties provided in Chapter 1.18~~

<u>8.32.170.</u>	Nuisances Explosives	<u>Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person violating any of the provisions of this chapter shall upon conviction be punished by imprisonment for not to exceed ten days, or by a fine not to exceed \$300.00, or both.
<u>8.34.080.</u>	Sandy Graffiti Code	A. Applying graffiti <u>is a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u>in violation of this Chapter is a Class B violation. Under ORS 153.018, a Class B violation is punishable by a maximum fine not to exceed \$360.00. B. Unlawfully possessing a graffiti implement is a Class D<u>C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u>violation. Under ORS 153.018, a Class D violation is punishable by a maximum fine not to exceed \$90.00. E. Upon conviction for unlawfully applying graffiti the court shall impose a minimum fine of at least \$100.00. Upon conviction for unlawfully possessing graffiti implement, the court shall impose a minimum fine of at least \$50.00.
<u>8.34.100.</u>	Sandy Graffiti Code (abatement warrant)	F. 4. <u>Violation of any provision of this subsection shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any violation of this Subsection is punishable upon conviction by a fine of not more than \$500.00.
<u>8.35.030.</u>	Camping Prohibited in Certain Places	Violation of <u>any provision of</u> this chapter <u>shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> is a Class "D" violation per ORS Chapter 153. Each day that a violation occurs will be considered a separate offense.

9.01.03.	Social Hosting (unruly gatherings)	C. A person who violates subsection A. of this section shall be subject to a fine prescribed by subsection A. of s Section 9.01.04 of this Code chapter. In addition, a person who is convicted of violating subsection A. of this section for a second time, and for any additional time, within a 12-month period, shall pay an administrative civil penalty in the amount of response costs, regardless of whether the offense occurred at the same or a different property, as provided in subsection D. of s Section 9.01.03 of this Code chapter.
9.01.04.	Social Hosting (penalties specific)	Violation of <u>any provision of this section shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> the following sections is punishable by fine not to exceed \$1,000.00 or confinement in jail, or both, up to the amounts indicated opposite each.
9.01.05.	Social Hosting (administrative civil penalty)	Second and subsequent violations of subsection A. of s Section 9.01.03 of this Code chapter within a 12-month period are subject to the imposition of response costs as defined in s Section 9.01.02 of this Code chapter.
9.01.06.	Social Hosting (administrative civil penalty continued)	Upon fourth and any subsequent violation of subsection A. of s Section 9.01.03 of this Code chapter within a 12-month period, at a property as defined in s Section 9.01.02 of this Code chapter, the owner of the property is subject to the imposition of response costs as defined in s Section 9.01.02 of this Code chapter.
9.01.07.	Social Hosting (enforcement and penalties)	<u>Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> A. Violations of any of the provisions of this Chapter are declared civil violations and shall be enforced pursuant to the provisions of Sandy Municipal Code 1-18 B. Fines for violations of the provisions of this Chapter shall be in the amounts specified.
10.24.120.	Parking	Violation of <u>any provisions of</u> Sections 10.24.010 to 10.24.130 is punishable by fine as set by resolution. <u>in the master fee schedule.</u>

<u>10.30.020.</u>	Stakeboards, Roller Skates, Etc. on Public Sidewalks	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Unlawful use of public sidewalks and property is a Class B infraction.
<u>10.34.010.</u>	Public Rights-of-Way Obstructions (unlawful street obstruction)	<u>Violation of any provision of this section shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Unlawful street obstruction is a Class B infraction.
<u>10.34.020.</u>	Public Rights-of-Way Obstructions (unlawful street marking)	<u>Violation of any provision of this section shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Unlawful street marking is a Class A infraction.
<u>10.44.010</u>	Penalties (Sections 10.12.030 through 10.12.050, Chapter 10.16, Chapter 10.20, and Chapters 10.28 through 10.32)	A. Violation of <u>any provisions of</u> Sections 10.12.030 through 10.12.050 and Chapters 10.16 and 10.20 (except Section 10.20.100 thereof), <u>shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u>is punishable by fine not to exceed \$100.00, or confinement in the city or county jail not to exceed ten days, or both fine and imprisonment. B. Violation of <u>any provision of</u> Chapter 10.28 through 10.32 and Section 10.20.100 <u>shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u>is punishable by fine not to exceed \$50.00.
<u>10.48.060</u>	Commercial Vehicle Size and Weight Limits	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person violating any of the provisions of this chapter shall upon conviction be fined a sum not to exceed \$500.00 or by imprisonment not to exceed six months, or by both fine and imprisonment.
<u>10.56.040.</u>	Auto Wrecking and Dismantling	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person violating any of the provisions of this chapter shall upon conviction be fined a sum not to exceed \$500.00, or by imprisonment not to exceed six months, or by both fine and imprisonment.

<u>12.02.170.</u>	Utility Facilities in Public Rights-of-Way	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any violation of the provisions of this Chapter or the license shall be a civil infraction that may be subject to a penalty of not more than \$500.00 for each offense.
<u>12.08.160.</u>	Sidewalk, Curb and Driveway Construction	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> A person cited for a violation of any provisions of this Chapter shall be fined per Chapter 1.18 of this Code. Each day that a violation exists shall be considered a separate violation.
<u>12.12.030.</u>	Rules of Conduct and Exclusion from Public Property	<u>A. Violation of an exclusion notice issued in accordance with this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u>is a Class A infraction punishable under Chapter 1.18 of this Code. <u>B. Violation of any other provision of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u>A violation of any other provision of this chapter is a Class C infraction punishable under Chapter 1.18 of this Code. <u>C. A violation of an exclusion notice issued in accordance with this chapter constitutes criminal trespass in the second degree and is punishable as provided by state law and any other applicable provisions of this Code.</u>
<u>12.18.090.</u>	Street Trees	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person who violates any provision of this chapter or who fails to comply with any notice issued pursuant to it is subject to a fine of \$500.00 for each separate violation.
<u>13.04.250.</u>	Water and Sewer (Violation - Penalty)	Any person who shall in any way interfere with, change, alter or damage any water main, pipe, conduit, shutoff, or any other part of the water system belonging to the city <u>City of Sandy</u> , or who shall turn on the water to any premises without due authority, shall upon conviction in municipal court <u>be declared in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> of said city be fined in the sum of not more than \$100.00 for each offense, or by

~~imprisonment for a period of not more than ten days, or by both fine and imprisonment.~~

<u>13.06.070.</u>	Cross Connections	Any person who violates, disobeys, omits, neglects, refuses to comply with, or resists the enforcement of any of the provisions of this chapter or the rules and regulations as adopted by the <u>City of Sandy</u> city , shall be deemed guilty of a misdemeanor and, upon conviction thereof, <u>be declared in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> shall for each offense be punished by a fine in a sum not exceeding \$500.00 or imprisonment for a term not exceeding ten days, or by both fine and imprisonment.
<u>13.08.090.</u>	Water System - Connection Charges and Rates	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person or persons violating any of the provisions of this chapter shall upon conviction thereof be punished by a fine not to exceed \$100.00 or imprisonment of not to exceed ten days, or both.
<u>13.12.170.</u>	Sanitary Sewer System - Rules and Regulations	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person, persons, firm, company or corporation violating the terms and conditions of this chapter shall upon conviction thereof be punished by a fine not to exceed \$300.00, or by imprisonment for not more than 100 days, or both.
<u>13.16.100.</u>	Sanitary Sewer System - Connection Fees and Charges	<u>A. Violation of any provision of Section 13.16.070. shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> <u>B. Violation of any provision of this chapter, except Section 13.16.070., shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> A. Any person or persons violating any of the provisions of Section 13.16.070 is guilty of disorderly conduct and upon conviction thereof shall be punished by a fine not to exceed \$300.00 or by imprisonment for not more than 100 days, or both

~~B. Any person or persons violating any of the provisions of this chapter, excepting Section 13.16.070, shall upon conviction thereof be punished by a fine of not to exceed \$100.00 or imprisonment of not to exceed ten days, or both.~~

<u>13.20.110.</u>	Stormwater Utility	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any customer that violates any of the provisions in this chapter shall be subject to an enforcement action using any of the remedies and sanctions that are authorized in this chapter or state law. The director shall determine which enforcement action to take to address the violation.
<u>15.04.150.</u>	Building Code	<u>Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person violating any of the provisions herein for which a special penalty has not been expressly provided shall, upon conviction thereof, be punished by a fine not to exceed \$1,000.00 per violation. Each day that a violation exists is a separate offense.
<u>15.10.080.</u>	Derelict Buildings and Structures (procedure for enforcement)	<u>I. If nuisance still exists, staff shall declare the nuisance a violation of a Class B Civil Infraction, subject to the Forfeitures defined in Section 1.18.050.</u> issues a citation with a possible fine up to \$500.00 per day, mandatory appearance in Municipal Court, or initiates the abatement process.
<u>15.10.110.</u>	Derelict Buildings and Structures (citation)	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person violating any of the provisions herein for which a special penalty has not been expressly provided shall, upon conviction thereof, be punished by a fine not to exceed \$500.00 per violation.
<u>15.12.090.</u>	Movement of Buildings	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person, firm or corporation violating any of the provisions of this chapter shall be punished

~~by a fine of not more than \$500.00 or by imprisonment in the jail for a period of not to exceed six months, or by both such fine and imprisonment.~~

<u>15.22.150.</u>	Underground Utility Districts	<u>Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person violating any provision of this Chapter or failing to comply with any of its requirements shall be guilty of a violation punishable by a fine of not to exceed \$1,000.00. Each day during any portion of which a violation of any of the provisions of this Chapter is committed, continued, or permitted shall constitute a separate offense.
<u>15.28.160.</u>	System Development Fees (prohibited connection)	<u>Violation of any provision of this chapter shall be in violation of a Class A Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Violation of this section constitutes a Class A infraction and subjects the violator to the penalties provided in Chapter 1.18.
<u>15.30.100.</u>	Dark Sky Ordinance	<u>Violation of any provision of this chapter shall be in violation of a Class C Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> See Section 1.16.010 of the Sandy Municipal Code
<u>15.34.030</u>	Disposal of Debris from Construction Sites	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Any person violating any provision of this chapter shall, upon conviction thereof, be punished by a fine not to exceed \$500.00.
<u>15.44.160.</u>	Erosion Control Regulations	<u>Violation of any provision of this chapter shall be in violation of a Class B Civil Infraction and is subject to the Forfeitures defined in Section 1.18.050.</u> Each violation of any provision of this section, or any failure to carry out the conditions of any approval granted pursuant to this section, shall be unlawful and a civil infraction subject to the enforcement provisions of Section 1.16.010 of this Code.



STAFF REPORT

Item # 4.

Meeting Type: City Council Meeting
Meeting Date: September 21, 2026
From: Gregory Brewster, IT Director
Subject: Council Chambers Audio/Visual Improvements

DECISION TO BE MADE:

Review proposals and provide staff direction regarding upgrading the audio and visual systems within the Council Chambers

APPLICABLE COUNCIL GOAL:

- **Goal 9.2:** Improve the audio and visual technology in the Council Chambers

BACKGROUND / CONTEXT:

The goal to improve the audio and visual (AV) technology in the Council Chambers was identified during the City Council Goal Setting that took place on February 1, 2025.

The issues with the existing AV system include: microphone feedback; difficulty projecting audio among councilors and audience members; dissatisfaction with the existing monitors on the dais; and a lack of appropriate ADA accommodations for participants and audience.

Staff initially met with three vendors to evaluate the Council Chambers existing layout/setup and develop a solution that would resolve current or outstanding issues. Staff received back four quotes from three firms to complete the work.

KEY CONSIDERATIONS / ANALYSIS:

A combination of technology and strategic equipment placement would be used to resolve the previously identified AV issues.

To prevent microphone feedback, directional speakers would be installed above the dais and audience seating. Microphones will feed into a digital system that would broadcast only to those who are two or more seats away from the speaker and reduce, if not eliminate any feedback in the room or among a zoom participant. Introducing multiple speakers between the Council and audience would vastly improve the sound quality in the room.

For modified room configurations, a microphone array would be installed for large meetings, budget committee meetings and work sessions. A wireless microphone would be available as accommodation

during public comment. Additional accommodations would include a broadcast system for hearing impairment.

The only difference between the two quotes is the configuration for Council facing monitors. Aside from the cost of the quotes, any remaining differences between the two options would be related to utility or the preference of the Council.

Additional project information includes: the removal of the television on the west wall of the Council Chambers, and dedication of the television on the east wall to audience or participants; a small screen on the staff desk for the City Recorder to mute/unmute or change video/system inputs during a meeting; and to the replacement of existing video cameras with pan-tilt-zoom capable cameras for different meeting configurations.

Both of the quotes in this report consider the dynamic requirements for municipal court, planning commission meetings or any other presentation/public meetings that might take place inside the Council Chambers.

Council Feedback Needed: Presentation Monitors

Staff are seeking input on the layout of the Council-facing presentation monitors. Staff have identified a preferred vendor and provided two quotes in this report. The first quote, *Exhibit A* includes seven 16-inch monitors that would replace the existing 22-inch monitors on the dais, providing some additional space. *Exhibit B* includes a roll away television that would be placed in the middle of the Council Chambers facing the Council to observe. The cost of the quote for *Exhibit A* is \$67,531.02 and the cost of the quote in *Exhibit B* is \$58,586.72. It is \$8,944.3 more expensive to replace the existing monitors than to have a single monitor on a cart.

BUDGET IMPACT:

The quote under Exhibit A, including dais monitors, comes out to \$67,531.02; the quote under Exhibit B, including a single roll-away monitor, comes out to \$58,586.72. Any necessary electrical work would be contracted for separately.

If approved, the funds for this project would be transferred during a supplemental budget at a future date.

RECOMMENDATION:

Staff respectfully request that Council review both quotes and determine the best option for dais video presentation; and then authorize the City Manager to enter into an agreement with CTI to complete the work.

SUGGESTED MOTION LANGUAGE:

"I move to authorize the City Manager to enter into an agreement with CTI to upgrade the Council Chambers audio and visual systems, as defined in the proposal with [dais monitors] **OR** [a roll-away monitor]."

LIST OF ATTACHMENTS / EXHIBITS:

- Exhibit A – CTI Proposal with Dais Monitors
- Exhibit B – CTI Proposal with Roll-away Monitors



PROPOSAL

City of Sandy, OR
Council AV

Date

Monday, September 14, 2026

Prepared by

Brad Robison
Design Consultant

Scope of Work

Proposal Number: J26390192

Proposal Date: 9/14/2026

Prepared for: City of Sandy, OR

Attn: Gregory Brewster

Phone: (503) 489-0937

Email: gbrewster@ci.sandy.or.us

Prepared by: Brad Robison

Phone: (503) 573-0314

Email: brad.robison@cti.com

Bill to:

City of Sandy, OR

39250 Pioneer Blvd.

Sandy, OR 97055-8016

Ship to:

City of Sandy, OR

39250 Pioneer Blvd.

Sandy, OR 97055-8016

Executive Summary

The new audiovisual (A/V) system is designed to support both in-room and remote meeting participants. Multiple cameras provide clear views of council members and speakers at the public testimony lectern, while strategically configured microphones and speakers deliver high-quality sound with minimal noise and other audio artifacts.

System operation is automated wherever practical to reduce operator interaction and provide a seamless, professional presentation of council proceedings.

Base System

Audio

Microphones at each council position and at the testimony lectern are routed through a digital signal processor (DSP). The DSP provides the audio processing required for in-room sound reinforcement and acoustic echo cancellation (AEC), supporting clear audio and video conferencing.

Audio is distributed through dedicated amplifier channels serving different speaker zones. Sound near active microphones is reduced to help prevent feedback.

Microphone activity is continuously monitored and used to select the appropriate camera by recalling predefined camera presets.

Dais microphones will have 15-inch gooseneck microphones with mini-shotgun capsules with a Dante' network connected microphone bases.

An analog gooseneck microphone is permanently mounted to the owner provided lectern and paired with a detachable wireless transmitter. The transmitter battery must be recharged after each session and provides approximately five hours of operation.

A ceiling microphone array is installed above the area in front of the dais for worktable sessions.

Video

Cameras operate and receive power over standard network cabling. Two cameras provide left and right views of the dais, while a third covers the public testimony position. The system automatically selects and positions cameras based on microphone activity.

A video input at the dais allows content from a locally connected PC to be displayed through the system.

Video conferencing is supported through a laptop connected at the clerk's position. A single USB-C connection provides:

- Local display of incoming video from remote participants
- Transmission of local camera feeds or video content
- Incoming and outgoing conference audio
- Content sharing from the clerk's laptop

Seven 16" monitors are installed on the dais and positioned so council members can view remote participants or locally presented content. An additional wall-mounted monitor provides viewing for the audience. A single video signal is distributed at the dais to each monitor.

Control

An intuitive touch-panel graphical user interface (GUI) at the clerk's position provides control of audio levels, video-source selection, and system power. A smaller control panel at the council president's position allows muting of audio and/or video enables the president to take control of a meeting if necessary.

Your Investment

Below is the cost of this solution based on the outlined scope of work. If you have questions about the complete solution, please let us know how we can help align this investment with additional needs or changes in scope.

Proposal Summary

Description	Price
Equipment	\$42,364.78
Implementation Services	\$25,166.24
Grand Total	\$67,531.02

Down Payment Requirements

Down payment of 60% required to initiate order.

CTI Complete

Your **relationship with CTI** doesn't end when the integration is finished: every CTI integration includes a year of CTI COMPLETE support from our CTI CARE Team

- Built around your team and your needs!
- Proactive Monitoring and Preventive Maintenance
- On-Demand Service & Support
- CTI Care Team
- Critical Meeting support



AV Managed Services and Support

- Service plans tailored to your environment, goals, and systems
- Preventive maintenance, along with proactive monitoring and service
- Available for all systems, not just those integrated by CTI
- From on-call to fully managed with embedded staff. Let's talk about what you need.

Bill of Materials

Council AV w/Desk Monitors

Mfg.	Model	Description	Qty
General: \$42,364.78			
		Dante' Analog Output Adapter	1
		Beamforming microphone array	1
		Cardioid Condenser Gooseneck Microphone	1
		Microphone Shock-mount	1
		Dante' Microphone Desk Stand	10
		1x8 HDMI Distribution Amplifier	1
		12 inputs, 8 output Audio AEC DSP with Dante'	1
		10' HDMI to mini HDMI Cable	1
		6' HDMI to mini HDMI Cable	1
		7 in. Tabletop Touch Screen, Black	1
		Media Presentation Controller	1
		4-Series Control System	1
		Tabletop Kit for MPC Series, Black	1
		4K 12x NDI-HX, PTZ Camera.	3
		15A Advanced Power Conditioner	1
		IP camera to USB converter	1
		4K60 USB-C extender up to 70 m	1
		4CH x 60W @ 4/8 Ohms, 70V w/Dante'	1

	HDMI NDI encoder	1
	NDI to HDMI Converter	3
	Pro Convert TX mounting kit	2
	Confidence Monitor Cart	1
	Monitor Swing Arm Mount	1
	Data Wall Cabinet with Vented Door	1
	26 Port Mngd. PoE+ Switch	1
	6.5" Two-way ceiling speaker	6
	Antenna Kit; 500MHz To 570MHz	1
	12" Gooseneck Preamp, No Cartridge	10
	Mini Shotgun Cartridge	10
	Plug-on Transmitter	1
	Wireless Receiver	1
	Lithium-Ion Battery	1
	16" HD Monitor	1
	Rack kit for PA2030A	1
	Audio amplifier, 30W x 2 Lo-Z or 60W 70V x1	1

Standard Disclaimer

CTI provides for twelve (12) months of **CTI Complete** on all system purchases. CTI warrants the system implemented is free from defects in material and workmanship, in accordance with the contract, drawings, specifications, alterations and additions thereto, for a period of twelve (12) months from the date of commencement of use, substantial completion, or date of notice of completion, whichever occurs first. This coverage does not protect against consumables, severe weather, and acts of God.

Terms

Terms are NET 30 with approved credit. For orders that exceed ten thousand dollars; 60% to initiate order, 30% upon substantial completion, and 10% upon completion, or progress billing based on purchase agreement at time of order. Payments made by credit card are subject to a 3.0% fee. All applicable taxes are the responsibility of the purchaser and will be added to the final invoice. Any cancelled orders or returns are subject to manufacturer acceptance; shipping and restocking fees may apply. This proposal is valid for fourteen (14) days.

Taxes and Tariffs

City of Sandy, OR is responsible for all applicable taxes, including but not limited to sales tax, value-added tax (VAT), and goods and services tax (GST), as well as any import duties, tariffs, and customs fees imposed by the destination location. These charges are not included in the product price or freight and must be paid by City of Sandy, OR. The Seller will provide all necessary documentation for customs clearance, and both parties agree to comply with all relevant laws and regulations regarding these charges.

Installation Description and Requirements

Provided by CTI: If installation is purchased, CTI will install all A/V components. CTI will also perform all programming, alignments, and end-user training. CTI will provide A/V project management, and provide drawings as required. This install price assumes a Monday through Friday 8:00am to 5:00pm install time. Room availability must be in consecutive 8-hour blocks. Any required changes or rushes may affect the final price.

Provided by Others

Electrical requirements are to be provided by others unless specifically included in CTI Scope of Work.

Statement

This system proposal is the property of CTI and is delivered with the sole intent of being viewed by management of City of Sandy, OR for evaluation purposes only. This proposal or any part of this proposal is not to be presented to, or viewed by any other party, vendor, or CTI competitor without the written consent of CTI. Any effort to do so will be considered a violation of copyright law.

Next Steps

1. Upon Notice to Proceed, CTI will begin executing the project plan with an internal handoff of the project to our operations team.
2. If you have questions about the process as we move forward, please contact me at brad.robison@cti.com or .
3. You will be contacted by a CTI Project Manager to schedule a project kickoff meeting to review the project scope and schedule.

Total
J26390192 - \$67,531.02

Customer Signature

CTI Signature

Printed Name

Printed Name

Title

Title

Date

Date



PROPOSAL

City of Sandy, OR
Council AV

Date

Monday, September 14, 2026

Prepared by

Brad Robison
Design Consultant

Scope of Work

Proposal Number: J26390192

Proposal Date: 9/14/2026

Prepared for: City of Sandy, OR

Attn: Gregory Brewster

Phone: (503) 489-0937

Email: gbrewster@ci.sandy.or.us

Prepared by: Brad Robison

Phone: (503) 573-0314

Email: brad.robison@cti.com

Bill to:

City of Sandy, OR

39250 Pioneer Blvd.

Sandy, OR 97055-8016

Ship to:

City of Sandy, OR

39250 Pioneer Blvd.

Sandy, OR 97055-8016

Executive Summary

The new audiovisual (A/V) system is designed to support both in-room and remote meeting participants. Multiple cameras provide clear views of council members and speakers at the public testimony lectern, while strategically configured microphones and speakers deliver high-quality sound with minimal noise and other audio artifacts.

System operation is automated wherever practical to reduce operator interaction and provide a seamless, professional presentation of council proceedings.

Base System

Audio

Microphones at each council position and at the testimony lectern are routed through a digital signal processor (DSP). The DSP provides the audio processing required for in-room sound reinforcement and acoustic echo cancellation (AEC), supporting clear audio and video conferencing.

Audio is distributed through dedicated amplifier channels serving different speaker zones. Sound near active microphones is reduced to help prevent feedback.

Microphone activity is continuously monitored and used to select the appropriate camera by recalling predefined camera presets.

Dais microphones will have 15-inch gooseneck microphones with mini-shotgun capsules with a Dante' network connected microphone bases.

An analog gooseneck microphone is permanently mounted to the owner provided lectern and paired with a detachable wireless transmitter. The transmitter battery must be recharged after each session and provides approximately five hours of operation.

A ceiling microphone array is installed above the area in front of the dais for worktable sessions.

Video

Cameras operate and receive power over standard network cabling. Two cameras provide left and right views of the dais, while a third covers the public testimony position. The system automatically selects and positions cameras based on microphone activity.

A video input at the dais allows content from a locally connected PC to be displayed through the system.

Video conferencing is supported through a laptop connected at the clerk's position. A single USB-C connection provides:

- Local display of incoming video from remote participants
- Transmission of local camera feeds or video content
- Incoming and outgoing conference audio
- Content sharing from the clerk's laptop

A 55" monitor on a low mobile cart is positioned so council members can view remote participants or locally presented content. An additional wall-mounted monitor provides viewing for the audience.

Control

An intuitive touch-panel graphical user interface (GUI) at the clerk's position provides control of audio levels, video-source selection, and system power. A smaller control panel at the council president's position allows muting of audio and/or video enables the president to take control of a meeting if necessary.

Your Investment

Below is the cost of this solution based on the outlined scope of work. If you have questions about the complete solution, please let us know how we can help align this investment with additional needs or changes in scope.

Proposal Summary

Description	Price
Equipment	\$34,678.68
Implementation Services	\$23,908.04
Grand Total	\$58,586.72

Down Payment Requirements

Down payment of 60% required to initiate order.

CTI Complete

Your **relationship with CTI** doesn't end when the integration is finished: every CTI integration includes a year of CTI COMPLETE support from our CTI CARE Team

- Built around your team and your needs!
- Proactive Monitoring and Preventive Maintenance
- On-Demand Service & Support
- CTI Care Team
- Critical Meeting support



AV Managed Services and Support

- Service plans tailored to your environment, goals, and systems
- Preventive maintenance, along with proactive monitoring and service
- Available for all systems, not just those integrated by CTI
- From on-call to fully managed with embedded staff. Let's talk about what you need.

Bill of Materials

Council AV w/Floor Monitor

Mfg.	Model	Description	Qty
General: \$26,397.25			
		Dante Analog Output Adapter	1
		Beamforming microphone array	1
		Cardioid Condenser Gooseneck Microphone	1
		Microphone Shock-mount	1
		Dante' Microphone Desk Stand	10
		12 inputs, 8 output Audio AEC DSP with Dante'	1
		7 in. Tabletop Touch Screen, Black	1
		Media Presentation Controller	1
		4-Series Control System	1
		Tabletop Kit for MPC Series, Black	1
		4K 12x NDI-HX, PTZ Camera.	3
		15A Advanced Power Conditioner	1
		IP camera to USB converter	1
		4K60 USB-C extender up to 70 m	1
		4CH x 60W @ 4/8 Ohms, 70V w/Dante'	1
		55" 4K UHD Commercial LCD TV	1
		65" 4K UHD Commercial LCD TV	1
		HDMI NDI encoder	1

	NDI to HDMI Converter	3
	Pro Convert TX mounting kit	2
	Confidence Monitor Cart	1
	Monitor Swing Arm Mount	1
	Data Wall Cabinet with Vented Door	1
	26 Port Mngd. PoE+ Switch	1
	6.5" Two-way ceiling speaker	6
	Antenna Kit; 500MHz To 570MHz	1
	12" Gooseneck Preamp, No Cartridge	10
	Mini Shotgun Cartridge	10
	Plug-on Transmitter	1
	Wireless Receiver	1
	Lithium-Ion Battery	1
	Rack kit for PA2030A	1
	Audio amplifier, 30W x 2 Lo-Z or 60W 70V x1	1

Standard Disclaimer

CTI provides for twelve (12) months of **CTI Complete** on all system purchases. CTI warrants the system implemented is free from defects in material and workmanship, in accordance with the contract, drawings, specifications, alterations and additions thereto, for a period of twelve (12) months from the date of commencement of use, substantial completion, or date of notice of completion, whichever occurs first. This coverage does not protect against consumables, severe weather, and acts of God.

Terms

Terms are NET 30 with approved credit. For orders that exceed ten thousand dollars; 60% to initiate order, 30% upon substantial completion, and 10% upon completion, or progress billing based on purchase agreement at time of order. Payments made by credit card are subject to a 3.0% fee. All applicable taxes are the responsibility of the purchaser and will be added to the final invoice. Any cancelled orders or returns are subject to manufacturer acceptance; shipping and restocking fees may apply. This proposal is valid for fourteen (14) days.

Taxes and Tariffs

City of Sandy, OR is responsible for all applicable taxes, including but not limited to sales tax, value-added tax (VAT), and goods and services tax (GST), as well as any import duties, tariffs, and customs fees imposed by the destination location. These charges are not included in the product price or freight and must be paid by City of Sandy, OR. The Seller will provide all necessary documentation for customs clearance, and both parties agree to comply with all relevant laws and regulations regarding these charges.

Installation Description and Requirements

Provided by CTI: If installation is purchased, CTI will install all A/V components. CTI will also perform all programming, alignments, and end-user training. CTI will provide A/V project management, and provide drawings as required. This install price assumes a Monday through Friday 8:00am to 5:00pm install time. Room availability must be in consecutive 8-hour blocks. Any required changes or rushes may affect the final price.

Provided by Others

Electrical requirements are to be provided by others unless specifically included in CTI Scope of Work.

Statement

This system proposal is the property of CTI and is delivered with the sole intent of being viewed by management of City of Sandy, OR for evaluation purposes only. This proposal or any part of this proposal is not to be presented to, or viewed by any other party, vendor, or CTI competitor without the written consent of CTI. Any effort to do so will be considered a violation of copyright law.

Next Steps

1. Upon Notice to Proceed, CTI will begin executing the project plan with an internal handoff of the project to our operations team.
2. If you have questions about the process as we move forward, please contact me at brad.robison@cti.com or .
3. You will be contacted by a CTI Project Manager to schedule a project kickoff meeting to review the project scope and schedule.

Total
J26390192 - \$58,586.72

Customer Signature

CTI Signature

Printed Name

Printed Name

Title

Title

Date

Date