



**DAN JOHNSON**  
DIRECTOR

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
DEVELOPMENT SERVICES BUILDING  
150 BEAVERCREEK ROAD OREGON CITY, OR 97045

October 2, 2025

BCC Agenda Date/Item: \_\_\_\_\_

Board of County Commissioners  
Clackamas County

**Approval of an Intergovernmental Agreement with Metro for the Waste Reduction and Recycle at Work educational outreach program. Agreement Value is \$661,149 for 1 year. Funding is Metro. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	<ul style="list-style-type: none"><li>July 24, 2025: Grant Lifecycle form approved on Consent Agenda</li><li>The BCC has approved a Solid Waste Management Plan and supplemental funding from Metro annually since 1991.</li></ul>		
<b>Performance Clackamas</b>	<ul style="list-style-type: none"><li>Safe, Secure and Livable Communities: By providing community access to safe, convenient recycling and waste prevention services and education.</li></ul>		
<b>Counsel Review</b>	CH 8/7/2025	<b>Procurement Review</b>	NA
<b>Contact Person</b>	Rick Winterhalter	<b>Contact Phone</b>	(503) 742-4466

#### **EXECUTIVE SUMMARY:**

Annually Metro and local governments within the tri-county area collaborate to update plans for outreach, education, and technical assistance in waste reduction and recycling. Each year an Intergovernmental Agreement (IGA) is developed that covers these plans and the associated funding provided by Metro. The IGA provided with this staff report covers FY 25-26 funding and updates to the work plan.

This agreement, as with prior Metro IGAs for solid waste, is retroactive in covering the fiscal year. We typically receive the IGA after the start of the fiscal year. This year is no exception. The Annual Waste Reduction and Recycle at Work Program Plan, which is memorialized in this IGA, is designed to meet the goals and objectives of our Regional Waste Plan (RWP). In its role as the lead agency for RWP implementation, Metro has approved the County's Annual Waste Reduction Plan for FY 25-26.

In support of the annual plans, Metro redistributes revenue collected from disposal of garbage at Metro's owned and franchised facilities. This year's funding of \$661,149 includes the following components:

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- \$490,160 for recycling and waste reduction programs including education and resources for residents, community members, businesses, and workplaces. (These funds are allocated in the region proportional to population.)
- \$170,989 for implementation of the local business food scraps collection ordinances adopted by Gladstone, Happy Valley, Lake Oswego, Milwaukie, Oregon City, West Linn, Wilsonville, and the County for its urban unincorporated area.

Activities in the Regional Waste Plan and local annual plan meet state requirements under the Opportunity to Recycle Act. The County meets these responsibilities for its unincorporated areas and the Cities of Barlow, Canby, Estacada, Gladstone, Happy Valley, Lake Oswego, Milwaukie, Molalla, Oregon City, Sandy, West Linn, and Wilsonville, in exchange for the funds allocated for those jurisdictions by Metro. These local agreements ensure that programs and customer service, as experienced by residents and businesses, are consistent, efficient, and cost-effective. Attached for reference are the Letters of Understanding with Cities.

Also attached are Highlights from the Annual Report to Metro which offers high level details of the work accomplished using the funds distributed via this IGA.

**RECOMMENDATION:**

Staff respectfully recommends the Board of County Commissioners approve and sign the Intergovernmental Agreement with Metro (No. 940333) containing the FY 25-26 Annual Waste Reduction and Recycle at Work Program Plan and funding of \$661,149.

Respectfully submitted,

*Dan Johnson*

Dan Johnson, Director  
Department of Transportation & Development

**Attachments:**

- A. Highlights from Annual Report to Metro
- B. City Letters of Understanding for Ongoing Outreach

# Intergovernmental Agreement

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Metro Contract No. 940333

THIS AGREEMENT, entered into and under the provisions of ORS chapter 190, is between Metro, a metropolitan service district organized under the laws of the State of Oregon and the Metro Charter, located at 600 NE Grand Avenue, Portland, OR 97232-2736, and Clackamas County, hereinafter referred to as “County,” whose address is 2051 Kaen Road, Oregon City, OR 97045.

In exchange for the promises and other valuable consideration set forth below, the parties agree as follows:

1. Purpose. The purpose of this Agreement is to establish the responsibilities of the parties in implementing the FY2025-26 Metro and Local Government Annual Waste Reduction Program (AWRP).
2. Term. This Agreement is effective July 1, 2025, and remains in effect through June 30, 2026, unless earlier terminated in conformance with this Agreement, or extended by written amendment signed by both parties. Costs for this project may be incurred by County beginning July 1, 2025.
3. Activities and Deliverables. County and Metro will perform the activities described in the attached Scope of Work, which is made part of this Agreement by reference, and otherwise fully comply with the provisions in the Scope of Work.
4. Program Funds Disbursement. Metro will disburse program funds in the maximum sum of \$661,149.00 to County for activities under the AWRP, as specified in the Scope of Work. Metro has appropriated sufficient funds to provide the funding required by this Agreement during the current fiscal year. Funding may be subject to budget adjustments in Metro’s discretion at any time during the term of the Agreement. The parties must not interpret this Agreement as a pledge of any source of Metro funds, including but not limited to its ad valorem property taxes, the full faith and credit of Metro, or any other legally available revenues, taxes, or other funds, to make the payments described in the Scope of Work. Metro will provide 60 days’ written notice to County prior to a budget adjustment that reduces program funds to County. If Metro reduces program funds to County, the parties will execute an amendment to this Agreement that reduces County’s responsibilities under this Agreement to correspond with Metro’s reduction in program funds.
5. Insurance. County agrees to maintain insurance, or self-insurance in accordance with ORS 30.282, for the duration of this Agreement, to levels necessary to protect against public body liability as specified in ORS 30.272. County also agrees to maintain, for the duration of this Agreement, Workers' Compensation Insurance coverage for all its employees as a self-insured employer, as provided by ORS chapter 656, or disability coverage under its Disability, Retirement and Death Benefits Plan.
6. Indemnification. Subject to the provisions of the Oregon Constitution and the Oregon Tort Claims Act, County must indemnify, defend, and hold Metro and Metro’s agents, employees, and elected officials harmless from any and all claims, demands, damages, actions, losses, and expenses, including attorney fees, arising out of or in any way connected with, County’s performance under this Agreement.
7. Termination. Either party may terminate this Agreement without cause upon giving 90 days’ written notice of intent to terminate. Either party may terminate this Agreement with less than 90 days’

# Intergovernmental Agreement

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notice if the other party is in default of this Agreement's terms. In the case of a default, the party alleging the default must give the other party at least 30 days' written notice of the alleged default, with opportunity to cure within the 30-day period. Termination is without prejudice to any obligations or liabilities of either party already accrued before the termination.

8. State Law Constraints. Both parties must comply with the public contracting provisions of ORS chapters 279A, 279B, and 279C. To the extent those provisions apply, they are incorporated into this Agreement by reference. Specifically, it is a condition of this Agreement that all employers working under this Agreement comply with ORS 656.017.
9. Notices. Legal notice provided under this Agreement shall be by e-mail to the following individuals:

**For County:**

Office of County Counsel  
Clackamas County  
bwilliams@clackamas.us  
2051 Kaen Road  
Oregon City, OR 97045

**For Metro:**

Office of Metro Attorney  
Metro  
[MetroAttorney@oregonmetro.gov](mailto:MetroAttorney@oregonmetro.gov)  
600 NE Grand Avenue  
Portland, OR 97232-2736

The following designated Project Managers will conduct informal coordination of this Agreement:

**For County:**

Rick Winterhalter  
Clackamas County  
Rickw@clackamas.us  
150 Beavercreek Road  
Oregon City, OR 97045

**For Metro:**

Laura van der Veer  
Metro  
[Laura.vanderVeer@oregonmetro.gov](mailto:Laura.vanderVeer@oregonmetro.gov)  
600 NE Grand Avenue  
Portland, OR 97232-2736

Either party may change the above-designated Project Manager by written notice to the other party.

10. Assignment. This Agreement is binding on each party, its successors, assigns, and legal representatives, and may not, under any condition, be assigned or transferred by either party without prior written approval by the other party.
11. Integration. This writing contains the entire Agreement between the parties and may be amended only by written instrument signed by both parties.
12. Severability. If a court of competent jurisdiction finds any portion of this Agreement illegal or unenforceable, this Agreement nevertheless remains in full force and effect, and the offending provision shall be stricken.

# Intergovernmental Agreement

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**Metro**

600 NE Grand Ave.  
Portland, OR 97232-2736

This Agreement is dated as of the last signature date below.

CLACKAMAS COUNTY

METRO

By: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_  
Print name and title

\_\_\_\_\_  
Print name and title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Approved as to Form

Approved as to Form

By: \_\_\_\_\_

By: \_\_\_\_\_

Clackamas County Attorney

Metro Attorney

\_\_\_\_\_  
Print name and title

\_\_\_\_\_  
Print name and title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# Scope of Work

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**Metro**

600 NE Grand Ave.  
Portland, OR 97232-2736

- a) Term: July 1, 2025, to June 30, 2026.
- b) County Responsibilities:
  - 1. Provide to Metro a copy of County's Resolution, Ordinance, or signature of authorized representative approving this Agreement including all its attachments.
  - 2. Ensure that the activities specified in this Scope of Work have been completed within the requisite timeframe.
  - 3. Report to Metro each calendar year. By January 31, 2026, County must submit to Metro's Project Manager a complete annual report (AWRP report) demonstrating compliance with this Agreement for the activities worked on or completed from July 1 to December 31, 2025. Reporting requirements on activities from January 1 to December 31, 2026, will be outlined in the succeeding intergovernmental agreement which is scheduled to begin July 1, 2026.
- c) Metro Responsibilities:
  - 1. Provide technical assistance to County as necessary to develop, execute, monitor, and evaluate the activities outlined in the Scope of Work.
  - 2. Assist County on promotional and educational activities.
  - 3. Monitor the general program progress and review as necessary County's accounting records relating to program expenditures.
  - 4. Provide County with any necessary reporting templates.
- d) Budget and Terms of Payment:
  - 1. Once County completes Subsection b)1. of this Scope of Work and submits an invoice to Metro, Metro will disburse funds to County in accordance with this Agreement.
  - 2. Budgeted funds for FY2025-26 to County: \$661,149.00
  - 3. To receive funds, County's billing invoices must include the Metro contract number, county name, remittance address, invoice date, invoice number, and line-item invoice amounts for each of the program areas listed in Funding Methods and Use of Funds below. Invoices must be sent to Metro Accounts Payable, 600 NE Grand Avenue, Portland, OR 97232-2736, or [metroaccountspayable@oregonmetro.gov](mailto:metroaccountspayable@oregonmetro.gov). An invoice submitted via email must include the county name and Metro contract number referenced in the email subject line. County must submit its billing invoices for activities through June 30 to Metro by July 11.
  - 4. Metro will disburse funds within 30 days of its approval of County's invoice.

**This Scope of Work delineates the activities, reporting, and associated funding for local governments for fiscal year (FY) 2025-26.**

## **FUNDING METHODS AND USE OF FUNDS**

The following methods are currently used to calculate funding distributions for this agreement. Funds provided by Metro are to be used solely to implement the activities as set forth in this Scope of Work.

- **Per-capita distribution:** Supports overall implementation of the 2030 Regional Waste Plan (RWP), Metro Code and administrative rules, and state law. Total program funding is determined annually based on the funds Metro has allocated for the AWRP in the adopted Metro budget. Funding for cities and counties is calculated based on their percentage of the Metro wasteshed (the entirety of Clackamas, Multnomah, and Washington Counties). Cities and counties included in this Agreement are listed in the table below.

# Scope of Work

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**Metro**

600 NE Grand Ave.  
Portland, OR 97232-2736

Unincorporated Clackamas County	\$208,527
Barlow	\$166
Canby	\$22,062
Estacada	\$6,295
Gladstone	\$13,786
Happy Valley	\$31,899
Johnson City	\$618
Lake Oswego	\$47,472
Milwaukie	\$24,710
Molalla	\$12,107
Oregon City	\$43,894
Rivergrove	\$657
Sandy	\$14,928
West Linn	\$31,820
Wilsonville	\$31,220
Total	\$490,160

- **Business food waste requirement distribution:** Supports implementation of the business food waste requirement where applicable. These program funds are available for FY2025-26.

Staffing	\$163,890
Materials and supplies	\$7,099
Total	\$170,989

County and Metro recognize that the AWRP is a multi-year program and that future rounds of funding will depend in part on County's performance in implementing program activities during the term of this Agreement.

## WORK GROUPS

County will continue to participate in work groups to collaboratively implement programs and activities in the region as appropriate.

## COMPLIANCE WITH METRO REGIONAL SERVICE STANDARD

County must comply with Metro Code Chapter 5.15 and associated administrative rules:

- **Single Family and Multifamily Residential Service Standard** (Metro Code and Administrative Rules 5.15-2000 through 2065)
- **Business Service Standard and Recycling Requirement** (Metro Code and Administrative Rules 5.15-3000 through 3055)
- **Business Food Waste Requirement** (Metro Code and Administrative Rules 5.15-4000 through 4085) See Attachment C
- **General Education Standard** (Metro Code and Administrative Rules 5.15-5000 through 5020)

# Scope of Work

## 3-YEAR WORK PLAN

Attachment D outlines RWP actions that have been identified as regional priorities and are included in County's 3-year work plan. Those actions are required under the RWP, Metro Code and administrative rules, and/or state law.

The requirements are primarily directed at ensuring that local governments provide comprehensive and consistent recycling and garbage services across the region. They include education, information, and technical assistance programs for residents and businesses about waste prevention, reuse, and recycling, and they are a condition of funding.

## COMPLIANCE WITH STATE LAW

Local governments are responsible for ensuring their jurisdiction's compliance with state law (ORS 459A and OAR 340-090) (see Attachment A). Region-wide programs implemented by Metro serve to fulfill some of the minimum obligations of state law. The State has designated Metro as the representative for the Metro wasteshed, which includes Clackamas, Multnomah, and Washington Counties in their entirety. Local governments are responsible for completing and providing Metro with Opportunity to Recycle reports. Metro, as the wasteshed representative, will submit reports to the Department of Environmental Quality.

## REPORTING

Local governments must report on the following. Metro will provide reporting templates.

Reporting Requirement	Format
Regional Service Standard Compliance <ul style="list-style-type: none"><li>➤ Metro Code Chapter 5.15 and Administrative Rules</li><li>➤ Residential Service: Actions 10.1, 10.2, 10.3, 10.5, and 10.6</li><li>➤ General Education: Actions 6.2, 6.3, 6.5, 8.1, 8.5, 9.1, 9.3, and 15.1</li></ul>	<ul style="list-style-type: none"><li>➤ Excel spreadsheet</li><li>➤ Action Status Updates</li></ul>
Business Food Waste Requirement Compliance (see Attachment C) <ul style="list-style-type: none"><li>➤ Metro Code Chapter 5.15 and Administrative Rules</li><li>➤ Actions 6.5, 8.1, and 10.1</li></ul>	<ul style="list-style-type: none"><li>➤ Quarterly reports</li><li>➤ Narrative within AWRP report</li><li>➤ Action Status Updates</li></ul>
Business Recycling Requirement Compliance <ul style="list-style-type: none"><li>➤ Metro Code Chapter 5.15 and Administrative Rules</li></ul>	<ul style="list-style-type: none"><li>➤ Excel spreadsheet</li><li>➤ Action Status Updates</li></ul>
Implementation status of actions in 3-year work plan (see Attachment D) *Encouraged to share 2-3 highlights/success stories from work in your jurisdiction which may be included in the annual RWP progress report	<ul style="list-style-type: none"><li>➤ Action Status Updates</li><li>➤ Annual highlights for possible inclusion in RWP progress report</li></ul>
ReTRAC hauler reports	<ul style="list-style-type: none"><li>➤ Annual reporting (Feb)</li></ul>
Opportunity to Recycle Report (see Attachment A)	<ul style="list-style-type: none"><li>➤ DEQ-issued reporting form</li></ul>
RWP Indicator Reports (see Attachment B)	<ul style="list-style-type: none"><li>➤ Action Status Updates</li></ul>
Actions not in 3-year work plan (if implemented)	<ul style="list-style-type: none"><li>➤ Action Status Updates</li></ul>



## Attachment A: State Opportunity to Recycle Requirements

OAR 340-090-0030 General Requirements	
1. Ensure a place for collection of source-separated recyclables is located at each permitted disposal site or at a more convenient location.	
2. Cities with a population of 4,000 or more and all cities within the Metro urban growth boundary must provide on-route collection service for source-separated recyclables at least once per month for all collection service customers within city limits, and the counties must provide that service to customers within the urban growth boundary but outside city limits.	
3. The city or county responsible for solid waste management must implement a public education and promotion program that meets the following minimum requirements: <ul style="list-style-type: none"> <li>a. Provide initial notice to all residential and commercial generators of their opportunity to recycle.</li> <li>b. Provide a semi-annual notice of the opportunity to recycle, including materials collected, collection schedule, material preparation instructions, and why recycling is important.</li> <li>c. Provide educational and promotional materials to local media. Examples would be newspapers, television and radio stations, community groups, neighborhood associations, newsletters, social media, etc.</li> <li>d. Identify an official contact person for recycling education and promotion in the jurisdiction.</li> <li>e. Have a procedure for citizen involvement in the jurisdiction's education and promotion program. This is usually a solid waste advisory committee or contact person.</li> <li>f. Distribute written recycling information describing how and what to recycle, and why it is important to recycle, to disposal site users when site attendants are present.</li> <li>g. Have posted signs at non-attended disposal sites notifying users of materials accepted and hours of operation.</li> </ul>	
OAR 340-090-0040 Local Government Recycling Program Elements	
Program Element	Components local governments are responsible for (if implementing) <sup>1</sup>
a. Residential Recycling Containers	Ensure provision of at least one durable recycling container of 12 gallons or more.
b. Weekly Residential Curbside Recycling	Ensure provision of recycling service on same day as garbage.
c. Expanded Education and Promotion Program	Provide a recycling education and promotion program that is expanded from the minimum requirements described in the General Requirements.
d. Multifamily Recycling	Implement collection program and provide educational and promotional information to multifamily residents.
e. Residential Yard Debris and Home Composting	Implement program to collect and compost yard debris and promote home composting.
f. Commercial and Institutional Recycling	Implement program for regular, on-site collection of source-separated recyclables and an education and promotion program.
g. Expanded Recycling Drop-Off Depots	Establish additional recycling depots according to formula in Oregon Administrative Rules.
h. Collection Rates as Incentives	Establish collection rates for single family customers according to Oregon Administrative Rules.

<sup>1</sup> Local governments are not required to implement all program elements but must select which program elements they wish to implement based on the criteria and minimum number of elements required in statute. Metro programming helps cities and counties in meeting some of these requirements.

## Attachment A: State Opportunity to Recycle Requirements

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i. Commercial and Institutional Composting	Implement a system to collect food waste from commercial and institutional entities, promote the program, and encourage food rescue.
j. Required Recycling, Large Commercial Generators	Implement a program that requires large commercial generators to source-separate recyclables and provide education and promotion.
k. Residential Food Waste Collection and Composting	Implement a program for on-route collection of food waste from residential customers and provide education and promotion.
l. Construction and Demolition Debris Recovery	Provide waste reduction and reuse education to C&D generators and promote regional program.
m. Required Food Waste Collection, Large Non-Residential Generators	Implement a food waste collection program requiring large nonresidential generators to source-separate food waste for recovery and provide education and promotion.
<b>OAR 340-090-0042 Waste Prevention and Reuse Programs</b>	
<b>Program Element</b>	<b>Components local governments are responsible for (if implementing)<sup>2</sup></b>
2. General Waste Prevention and Reuse Education and Promotion	Provide waste prevention education to residential and commercial generators at least four times per calendar year.
3. Residential Waste Prevention Campaign	Provide a waste prevention outreach campaign targeting residential generators and focus on one or more toxic or energy intensive materials or consumer purchasing practices.
4. Commercial Waste Prevention Campaign	Provide a waste prevention outreach campaign targeting a commercial or institutional generator and focus on one or more toxic or energy intensive materials or consumer purchasing practices.
5. School Education Program	Provide a waste prevention and reuse education program in elementary and secondary schools. Education should increase knowledge about actions that support waste prevention and reuse, and identify at least one specific waste generation behavior or practice targeted for change and barriers to that change.
6. Funding or Infrastructure Support for Reuse, Repair, Leasing or Sharing Efforts	Provide a program for city, county, or watershed funding or infrastructure support to promote and sustain reuse, repair, leasing, or sharing efforts.
7. Technical Assistance Program to Promote Reuse, Repair, Leasing or Sharing Efforts	Provide a program for the provision of city, county, or watershed technical assistance to promote and sustain the reuse, repair, or leasing of materials, or other sharing of efforts to reduce waste.
8. Food Rescue Program	Provide city, county, or watershed support for a food rescue program that diverts to residents food that would otherwise be composted or disposed.

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<sup>2</sup> Local governments are not required to implement all program elements but must select which program elements they wish to implement based on the criteria and minimum number of elements required in statute. Metro programming helps cities and counties in meeting some of these requirements.

## Attachment B: RWP Indicator Reporting

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RWP indicators represent a relatively new form of reporting to Metro. The indicators aim to shift reporting from output to outcome-focused data that measures impacts at a high level to inform regional policy and track progress toward RWP goals. The definition of desired impacts for certain RWP actions and goals is in progress; hence, the scope and format of some indicators will evolve toward outcomes measurement as recommendations from regional work emerge.

Local governments are invited to contribute to RWP indicators and be represented in annual RWP progress reports. This indicator reporting could involve providing Metro with primary data using a reporting template or assisting Metro in collecting data (through, for instance, providing information or coordinating with haulers).

The following table contains a list of RWP indicators that Metro is collecting data on for the calendar year 2025. The goal is to receive indicators from the Priority Indicators section. The first section identifies indicators for any jurisdiction to report on. The second section identifies indicators that may relate to some but not all jurisdictions. Metro may contact individual jurisdictions about specific indicators in this section.

For calendar year 2025, jurisdictions will have the option of providing the indicator information for **Goal 9: Garbage, recycling and reuse education** in total and/or broken down by program areas. The program areas include:

- Business food waste;
- Business recycling;
- Waste prevention, reuse, and repair;
- General garbage and recycling; and
- Other (solid-waste-related content that does not fall into the above categories).

Providing the information by program area, where available, will enable the RWP indicator and progress report to represent the impact of implementation of specific actions included in the 3-year work plan.

Priority Indicators (any jurisdiction)
Goal 9: Garbage, recycling and reuse education: website views, social media followers, and social media posts
Additional Indicators (some jurisdictions)
Goal 1 Indicator 1: Number and demographics of youth and adults participating in solid waste internship or leadership programs
Goal 1 Indicator 2: Demographics of committee members serving on local government solid waste advisory boards
Goal 6 Indicator: Number, geographic location, and demographics of youth reached through education programs
Goal 14 Indicator: Jurisdictions that offer reduced rate program for residential collection services
Goal 17: Establishment of City and County plans that delineate jurisdictional roles in managing disaster debris

## **Attachment C: Business Food Waste Requirement Implementation**

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- 1) Term: July 1, 2025, to June 30, 2026.
- 2) County Responsibilities:
  - a) Hire and train a minimum of 2 full-time equivalent (FTE) as staff, contractors who work in County's offices, or external contractors whose primary responsibilities and duties are to provide technical assistance to subject businesses for implementation of the business food waste requirement in Metro Ordinance No. 18-1418 and associated administrative rules.
    - i) Utilize underspent business food waste requirement funds from previous fiscal years to hire 1 of the 2 FTE described above.
  - b) Hire staff and purchase program-related equipment with funding allocated as described in Funding Methods and Use of Funds section of the above Scope of Work.
  - c) Participate in local government work groups in order to collaboratively implement programs and activities in the region as appropriate.
  - d) Utilize the evaluation system developed for this program to collect and report data to Metro to demonstrate compliance with the business food waste requirement and assist with program evaluation.
    - i) Determine business compliance by conducting site visits at 100% of non-participating businesses and 20% of participating businesses subject to the requirement to assure that the required conditions of compliance are met by the end of the applicable implementation period based on the judgment of staff conducting the site visit.
      - (1) There are some exceptions to this compliance activity with regard to quick serve and fast food chain restaurants, where assessments are prioritized at the highest volume locations to determine group placement and need for site visit.
    - ii) Submit to Metro quarterly business food waste requirement compliance reports in the agreed upon format.
  - e) Report to Metro annually on expenditures.
    - i) Overall expenditures including local government and Metro funds spent on technical assistance during the fiscal year.
    - ii) List of staff who provided technical assistance during the fiscal year, their level of FTE work time dedicated to providing technical assistance to subject businesses, total labor hours funded by Metro funds, and total number of businesses served.
    - iii) Establish and describe an auditable accounting method for any labor hours funded by Metro funds. Preserve records for a minimum of five years after the end of the program and allow reasonable access to Metro upon request and as may be deemed necessary by Metro.
    - iv) Provide documentation to demonstrate appropriate expenditure of funds provided for food waste collection containers.
- 3) Metro Responsibilities:
  - a) Provide resources and staff time to County to develop, execute, monitor, and evaluate the program.
  - b) Monitor general progress and review as necessary.
  - c) Convene and facilitate the work groups or committees involved in program implementation.
  - d) Analyze data from business food waste requirement compliance reports submitted by jurisdictions on quarterly and annual bases and provide quarterly reports to County that include graphical and numerical summaries of the compliance and performance data.
  - e) Report to Metro Council annually through the RWP progress report on progress towards program goals.

## Attachment D: 3-Year Work Plan

### **Regional priority actions: 6.2, 6.3, 6.5, 8.1, 8.5, 9.1, 9.3, 10.1, 10.2, 10.3, 10.5, 10.6, 15.1**

The above actions are primarily directed at ensuring that local governments provide comprehensive and consistent recycling and garbage services across the region. They include education, information, and technical assistance programs for residents and businesses about waste prevention, reuse, and recycling, and they are a condition of funding. These 13 actions are required to be part of each jurisdiction's 3-year work plan.

### **Additional actions: 1.1, 1.3, 5.4, 11.1, 14.4, Goal 17, Goal 18, Goal 19**

The above listed goals and actions reflect a collaborative and coordinated approach among Metro, local governments, community-based organizations and private sector service providers. Metro and local governments have identified them as priorities. Each local government has selected additional actions for their work plan from this list.

For the July 2025 to June 2028 work plans, each local government was required to select a minimum number of actions based on the jurisdiction's population size. Each local government must report on these selected actions in their AWRP reports. Each jurisdiction started with the 13 regional priority actions (or 10 for populations under 50,000) and selected from the 5 additional actions listed above as well as the actions in Goals 17 through 19. Jurisdictions may choose to report on other actions they are working on in their AWRP reports, but that reporting is optional.

**Table 1. Required number of actions by jurisdiction population size**

Population	Under 50k	50 - 100k	100 - 200k	200 - 300k	300 - 400k	400 - 500k	500 - 600k	600 - 700k
Actions	10	16	17	18	19	20	21	22
Jurisdiction	Fairview, Troutdale, Multnomah County	Beaverton	Gresham	None	None	Clackamas County	Washington County	Portland

## Attachment D: 3-Year Work Plan

**Table 2. July 2025 to June 2028 Work Plan: Clackamas County**

Action	Action Description Bold = Regional priority	Activities (Clackamas County)
1.1	Increase representation of historically marginalized community members, including youth, on advisory committees, such as Metro and local government solid waste advisory committees.	<ul style="list-style-type: none"> <li>• Ensure Solid Waste Committee (SWC) maintains geographic variation.</li> <li>• Explore SWC membership to include youth and/or other community members who haven't traditionally been represented on SWC.</li> <li>• Explore compensating and/or otherwise facilitating the participation of SWC members.</li> </ul>
6.1	Provide culturally responsive and developmentally appropriate school-based education programs about the connection between consumer products, people and nature.	<ul style="list-style-type: none"> <li>• Reach elementary age students.</li> <li>• Reach secondary age students.</li> <li>• Offer and provide bilingual (Eng/Spa) presentations.</li> </ul>
6.2	<b>Provide culturally responsive community education and assistance about the connections between consumer products, people and nature.</b>	<ul style="list-style-type: none"> <li>• Provide critical program materials in multiple languages including English, Spanish, Russian, Vietnamese, Simplified Chinese, Korean, and Thai.</li> <li>• Work with culturally specific partners to research and understand barriers and solutions to effective communication.</li> <li>• Strengthen partnerships with community-based organizations to implement culturally relevant engagement programs with communities of color; implement activities that build community-based organization capacity.</li> </ul>
6.3	<b>Provide and increase accessibility to education and tools to help residents and businesses reduce their use of the single use products with the greatest negative environmental impacts.</b>	<ul style="list-style-type: none"> <li>• In collaboration with regional partners, implement and promote the Choose to Reuse campaign.</li> <li>• Provide residents and businesses with technical assistance, information, and tools to reduce the use of single-use products.</li> <li>• Continue to promote bag ban, straws upon request, and other single-use reduction policies.</li> </ul>

## Attachment D: 3-Year Work Plan

Action	Action Description Bold = Regional priority	Activities (Clackamas County)
6.5	<b>Assist households and businesses in the adoption of practices that prevent the wasting of food and other high-impact materials.</b>	<ul style="list-style-type: none"> <li>• Provide technical assistance to food businesses to reduce food waste and implement the business food waste requirement.</li> <li>• Support Food Waste Stops with Me campaign through collaborative projects.</li> <li>• Continue to share and promote the Oregon Food Share Guide for schools to prevent the wasting of food.</li> <li>• Work with culturally specific partners to research and understand barriers and solutions to household and business food waste prevention.</li> <li>• Form partnerships with community-based organizations to implement culturally relevant engagement programs with communities of color; implement activities that build community-based organization capacity.</li> <li>• With regional partners and DEQ, merge the Eat Smart Waste Less and Bad Apple campaigns to streamline food waste reduction messaging.</li> <li>• Create a County food waste reduction webpage with basic information that can link to DontLetGoodFoodGoBad.org.</li> </ul>
6.7	Implement recognition programs for business efforts to prevent waste and minimize the environmental impacts of the products they purchase.	<ul style="list-style-type: none"> <li>• Offer and support businesses in obtaining LIS/LES certification and consider a cohort approach.</li> <li>• Update LIS/LES certification program as needed to ensure equitable access and current best practices.</li> <li>• Monitor statewide certification program and continue to assess value in keeping County certification program.</li> <li>• Explore development of green certification program for schools.</li> </ul>
8.1	<b>Support efforts to ensure that surplus edible food desired by agencies serving communities experiencing hunger in the region is made available to them.</b>	<ul style="list-style-type: none"> <li>• Provide one-on-one technical assistance to food businesses in a position to donate surplus edible food desired by agencies serving communities experiencing hunger.</li> <li>• Develop and use regionally consistent materials about the why and how of food donation in the region.</li> <li>• Develop and maintain ongoing partnership with food donation agencies of all types and sizes throughout the region.</li> <li>• Enhance local food donation infrastructure by helping build capacity and partnerships for local donation organizations.</li> </ul>

## Attachment D: 3-Year Work Plan

Action	Action Description Bold = Regional priority	Activities (Clackamas County)
8.5	<b>Invest in neighborhood-scale reuse and repair services and infrastructure.</b>	<ul style="list-style-type: none"> <li>Continue hosting and promoting Repair Fair and repair resources across local governments' programming.</li> <li>Continue to promote County's Library of Things.</li> <li>Expand, maintain, and promote County's interactive refill, reuse, and rent map.</li> </ul>
9.1	<b>Provide culturally responsive education and assistance for garbage, recycling and reuse services to residents and businesses.</b>	<ul style="list-style-type: none"> <li>Use culturally responsive education guidance, when available, to update annual education materials.</li> <li>In collaboration with regional partners, incorporate Recycling Modernization Act/Circular Action Alliance likeness in a culturally responsive way into our recycle guides.</li> <li>Continue outreach and technical assistance to multifamily communities, prioritizing underserved communities, underserved communities, and those not having received outreach in five years.</li> <li>Work with culturally specific partners to research and understand barriers and solutions to effective communication.</li> <li>Explore expanding Master Recycler community design program to all jurisdictions to engage multifamily residents on recycling contamination reduction and reuse.</li> </ul>
9.3	<b>Ensure that community education and volunteer development courses, such as Master Recycler, are relevant, accessible and culturally responsive to all communities.</b>	<ul style="list-style-type: none"> <li>Support capacity building within Master Recyclers.</li> <li>Form/strengthen partnerships with community-based organizations to design culturally relevant Master Recycler courses with communities of color; implement activities that build community-based organization capacity.</li> <li>Promote the revamped Recycling 101 course (when available in English and Spanish) and consider a reimbursement offer for those who complete the course in a certain time frame.</li> </ul>



## Attachment D: 3-Year Work Plan

Action	Action Description Bold = Regional priority	Activities (Clackamas County)
10.1	<b>Provide comprehensive collection services and supporting education and assistance for source-separated recyclables, source separated food scraps and garbage, in compliance with state, regional and local requirements, including the Regional Service Standard, Business Recycling Requirement and Business Food Waste Requirement in Metro Code.</b>	<ul style="list-style-type: none"> <li>• Update County code, rules, or franchise or license agreements to reflect adopted Metro multifamily service standards (Metro Code Chapter 5.15 and associated administrative rules).</li> <li>• Implement County code, rules, or franchise or license agreements for business food waste requirement.</li> <li>• Continue to monitor and maintain business recycling requirement.</li> <li>• Demonstrate compliance with regional service standards (Metro Code Chapter 5.15 and associated administrative rules).</li> <li>• Provide education and outreach materials to haulers to meet state opportunity to recycle requirements.</li> <li>• Regularly monitor and review solid waste collection system to ensure compliance with state, regional, and local rules and regulations.</li> <li>• Track and report information to Metro to evaluate outcomes of business recycling and food waste requirements.</li> <li>• Provide technical assistance to businesses to support compliance with business recycling and food waste requirement.</li> </ul>
10.2	<b>Implement minimum service levels or performance standards for all collected materials for multifamily and commercial tenants</b>	<ul style="list-style-type: none"> <li>• Continue to identify multifamily communities that are missing streams and/or underserved.</li> <li>• Continue to educate multifamily communities on the property management responsibility to provide adequate service levels by sharing minimum and recommended levels in the annual multifamily mailer and/or multifamily e-newsletter.</li> </ul>
10.3	<b>Implement regional standards for collection container colors, signage and other related informational materials for single-family, multifamily and commercial services.</b>	<ul style="list-style-type: none"> <li>• Engage with collection companies, property management companies, and local housing organizations in order to distribute signage.</li> <li>• Continue to promote/offer signage in multifamily communications (emails, e-newsletter, order forms, etc.).</li> <li>• Support collectors and multifamily communities as container colors change to align with the requirement.</li> </ul>

## Attachment D: 3-Year Work Plan

Action	Action Description Bold = Regional priority	Activities (Clackamas County)
10.5	<b>Provide regularly occurring bulky waste collection service, with particular emphasis on multifamily communities and lower-income households.</b>	<ul style="list-style-type: none"> <li>• Continue to promote bulky waste collection options to multifamily communities.</li> <li>• Update bulky waste pricing to for more up-front pricing.</li> <li>• Research third parties that may be operating illegally by hauling bulky waste from multifamily communities.</li> <li>• Research and promote bulky waste reuse, as able.</li> </ul>
10.6	<b>Establish standards for collection areas for existing and newly constructed multifamily properties to ensure residents have adequate access to garbage, recyclables and food scraps collection containers.</b>	<ul style="list-style-type: none"> <li>• Participate in local-government-led regional planning for multifamily enclosure standards to determine scope and next steps.</li> <li>• Continue to review enclosures as part of County's design review/land use process as it pertains to ZDO 1021.</li> <li>• Identify opportunities to support cities/collectors in enclosure design review and/or enclosure standards.</li> </ul>
11.2	Improve feedback loops between haulers, local governments and Metro to address collection service issues for households and businesses.	<ul style="list-style-type: none"> <li>• Collaborate regionally to improve customer service issues.</li> <li>• Consistently log collector complaints and share annually with collectors.</li> <li>• Continue to conduct annual customer satisfaction survey results and share with collectors.</li> <li>• Develop a process with Metro to formalize correspondence with the Recycling Information Center/event staff (inclement weather events, road closures, holiday trees, shred events, HHW collection events, etc.).</li> </ul>
11.4	Provide services to clean up illegal dumps on public property, prioritizing communities with greatest need.	<ul style="list-style-type: none"> <li>• Collaborate with LoveOne and/or other organizations to provide compassionate houseless community cleanups.</li> <li>• Continue to support County property cleanups.</li> </ul>

## Attachment D: 3-Year Work Plan

Action	Action Description Bold = Regional priority	Activities (Clackamas County)
14.1	Implement transparent and consistent annual rate-setting processes for all collection service providers.	<ul style="list-style-type: none"> <li>• Conduct annual rate review with CPA.</li> <li>• Invoice messaging and webpage messaging to inform customers of rate-setting process.</li> <li>• Improve transparency with visual representation of rate components.</li> <li>• Explore a formal bill-audit process for County (and Happy Valley) to ensure alignment with County's fee schedule and service standards.</li> </ul>
14.4	Implement a low-income rate assistance program for residential collection services.	<ul style="list-style-type: none"> <li>• Research existing programs.</li> <li>• Research discount levels/options and rate impact.</li> <li>• Propose program to SWC/BCC.</li> </ul>
15.1	<b>Implement regionally consistent contamination reduction efforts to improve material quality, including education, sorting instructions, collection equipment changes, and customer feedback methods.</b>	<ul style="list-style-type: none"> <li>• Have quarterly calibrations with Metro Recycling Info Center for materials acceptance and align on public facing names and descriptions.</li> <li>• Collaborate regionally on single family cart-tagging efforts to share best practices, strategies, etc.</li> <li>• Collaborate regionally on multifamily contamination reduction methodologies and share outcomes/lessons learned.</li> <li>• Collaborate regionally on business contamination reduction methodologies and share outcomes/lessons learned.</li> </ul>

**\*Note regarding the annual RWP progress report: each year, Metro reports on progress toward the RWP goals and actions. An important component of the annual report is examples of programming and activities organized and led by local jurisdictions and community partners. Metro would like to see the work done by/in your jurisdiction represented in the progress report. Each year, as a part of their AWRP reports, jurisdictions will have the opportunity to share a highlight/success story with quotes and/or images that *may be* incorporated in the final RWP progress report for that calendar year. Metro encourages cities/counties to share such highlights at the time you are completing your AWRP report.**



## **2024 Highlights from Annual Report to Metro**

Below are *high* level highlights from 2024, illustrating the work accomplished using funds distributed from the **Metro Intergovernmental Agreement**:

- 794 Multifamily Annual Mailer letters sent to 650 communities noting new Regional Service Standards
- 312 Multifamily communities received Technical Assistance, resources, and/or outreach/education
- Business collateral includes a note in Spanish mentioning that we have Spanish speaking staff and resources and services are available in Spanish: "*Hablamos español. Por favor comuníquese con nosotros para recibir recursos y servicios en español.*"
- Mailed or hand delivered 638 new business notification letters informing them about local recycling, providing them with recycling signage and information on how to order additional resources.
- Provided 453 in-depth consultations on food waste reduction topics to 226 food generators, impacted by the food scraps requirement.
- Sustainability created a bilingual (English/Spanish) 1-pager providing basic overviews of Business Food Waste & Recycling Requirements well as the state's new requirements related to polystyrene to-go containers, plastic checkout bags, and straws by request. The Environmental Health program (health inspectors) included this collateral in their annual license renewals to the 800 businesses they inspect.
- Recycling Guide postcard sent to all addresses within the county (residential, multifamily, and business).
- Outreach to schools has resulted in implementation of multiple re-use programs: Creation of a lunch time food share table; installation of a milk dispenser reducing milk waste; purchase of durable dishware eliminating single use cutlery; Installation of water fill station reducing need for single use plastic bottles

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF CLACKAMAS COUNTY, STATE OF OREGON

In the Matter of an Agreement  
between the City of Barlow  
and Clackamas County

ORDER NO. 88-11

This matter coming on at this time to be heard, and it appearing to the Board that Winston Kurth, Director of Clackamas County Department of Transportation and Development, has recommended to this Board the adoption of an Agreement between the City of Barlow and Clackamas County for the collection and disposal of solid waste in and about the City of Barlow, and the Board being fully advised;

This Board finds that it would be in the best interest of Clackamas County to enter into said Agreement, now therefore

IT IS HEREBY ORDERED that Clackamas County enter into said Agreement, copy of which is to be placed on file in the Clackamas County Office of Financial Administration with this Order Number affixed thereto, with the understanding that said Agreement is subject to all public contracting laws and the Constitution of this State.

DATED this 7th day of January, 1988.

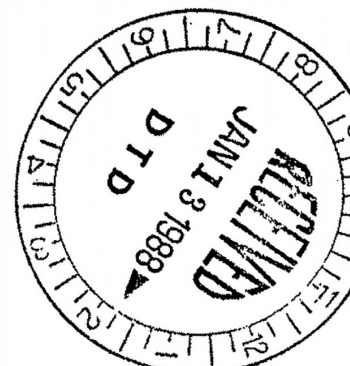
BOARD OF COUNTY COMMISSIONERS

[Signature]  
Ed Lindquist - Chairman

[Signature]  
Dale Harlan - Commissioner

[Signature]  
Darlene Hooley - Commissioner

DTD



*D. Phillips*





Campbell M. Gilmour  
Director

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

RECEIVED

JUL 25 2008

CITY OF DAMASCUS

SUNNYBROOK SERVICE CENTER

9101 SE SUNNYBROOK BLVD. | CLACKAMAS, OR 97015

LETTER OF UNDERSTANDING

This letter of understanding is between Clackamas County's Department of Transportation and Development (Clackamas County) and the City of Damascus (City) commencing July 1, 2008. This agreement shall continue to stay in force until either party terminates the agreement. Either party may terminate this agreement with a 30-day written notice prior to May 1<sup>st</sup> of each year this agreement is in effect.

ORS 459 and 459A requires the metropolitan service district (Metro) for Multnomah, Washington and Clackamas counties and the cities therein in aggregate to develop integrated solid waste management plans and implement associated activities designed to meet goals established by the DEQ. Metro council adopts a DEQ approved Regional Solid Waste Management Plan (RSWMP) for a ten (10) year planning period. In each of the ten years local governments and Metro create annual work plans to meet the goals and objectives established in the RSWMP. A new RSWMP was recommended to Metro Council for adoption by both the Solid Waste Advisory Committee and the Metro Policy Advisory Committee, with the recommended action occurring on July 17, 2008.

Clackamas County actively engages with Metro in all matters associated with the provision of integrated solid waste management services within all of Metro's boundaries, paying particular attention to the effect of these plans on citizens within incorporated and unincorporated areas of Clackamas County. Additionally, many of the goals and objectives of the RSWMP are only accomplished through the cooperative working relationship Clackamas County has established with the franchised solid waste collectors operating within the County's borders.

Since 1990 Clackamas County has been successfully meeting the requirements necessary for annual plan adoption by Metro. The adoption of the annual plan releases funds collected, by Metro, from the disposal of regional tons of solid waste to be land filled or incinerated. Clackamas County intends to continue participating in this process through the functional period of the newly adopted Regional Solid Waste Management Plan and in the development of future plans.

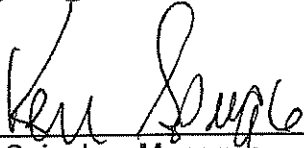
Key components of meeting the goals established by the RSWMP are directly related to the activities of the solid waste collection franchisee. Currently there are several collection practices considered to be standard components of the RSWMP. These include but are not limited to: 1) Weekly collection of residential recyclables; 2) Collection of glass separated on the truck from other recyclables; 3) Providing the opportunity for all businesses to have recyclables collected. Clackamas County, through this agreement, requests the opportunity to review any proposed deviation from the standard collection practices of the solid waste collection franchisee presented to the City. The review is for the purpose of ensuring continued compliance with the RSWMP. Clackamas County agrees to present the findings to the City.

Clackamas County will continue providing staff for waste reduction planning, program implementation and education for the unincorporated areas of the County and in the cities of Damascus, Happy Valley, Sandy, Lake Oswego, Gladstone, Oregon City, West Linn, Molalla, and Wilsonville. Additionally, County staff will

continue working in conjunction with the franchised solid waste collectors' Education Coordinator working throughout the County and its cities providing educational programs in schools.

This letter clarifies the City intends to continue its partnership with Clackamas County in the waste reduction program. The County will provide the activities listed in the Annual Waste Reduction Plan, write the final report, work with Metro in development of next year's plan elements, and keep the City apprised of activities within its boundary. This letter further clarifies the County will provide direct assistance to businesses, schools and government facilities within the City as applies to meeting the requirements of the regional Recycle @ Work program.

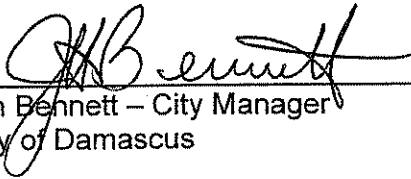
In return, the City authorizes Metro to annually distribute their portion of the Annual Waste Reduction and Recycle @ Work funds to Clackamas County until this agreement is terminated.



Ken Spiegle – Manager  
Community Environment Division, Clackamas County

7-23-08

Date



Jim Bennett – City Manager  
City of Damascus

7/28/08

Date





**Campbell M. Gilmour**  
Director

**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**SUNNYBROOK SERVICE CENTER**  
9101 SE SUNNYBROOK BLVD. | CLACKAMAS, OR 97015

## **LETTER OF UNDERSTANDING**

This letter of understanding is between Clackamas County's Department of Transportation and Development (Clackamas County) and the City of Estacada (City) commencing July 1, 2008. This agreement shall continue to stay in force until either party terminates the agreement. Either party may terminate this agreement with a 30-day written notice prior to May 1<sup>st</sup> of each year this agreement is in effect.

ORS 459 and 459A requires the metropolitan service district (Metro) for Multnomah, Washington and Clackamas counties and the cities therein in aggregate to develop integrated solid waste management plans and implement associated activities designed to meet goals established by the DEQ. Metro council adopts a DEQ approved Regional Solid Waste Management Plan (RSWMP) for a ten (10) year planning period. In each of the ten years local governments and Metro create annual work plans to meet the goals and objectives established in the RSWMP. A new RSWMP was recommended to Metro Council for adoption by both the Solid Waste Advisory Committee and the Metro Policy Advisory Committee, with the recommended action occurring on July 17, 2008.

Clackamas County actively engages with Metro in all matters associated with the provision of integrated solid waste management services within all of Metro's boundaries, paying particular attention to the effect of these plans on citizens within incorporated and unincorporated areas of Clackamas County. Additionally, many of the goals and objectives of the RSWMP are only accomplished through the cooperative working relationship Clackamas County has established with the franchised solid waste collectors operating within the County's borders.

Since 1990 Clackamas County has been successful meeting the requirements necessary for annual plan adoption by Metro. The adoption of the annual plan releases funds collected, by Metro, from the disposal of regional tons of solid waste to be land filled or incinerated. Clackamas County intends to continue participating in this process through the functional period of the newly adopted Regional Solid Waste Management Plan and in the development of future plans.

Key components of meeting the goals established by the RSWMP are directly related to the activities of the solid waste collection franchisee. Currently there are several collection practices considered to be standard components of the RSWMP. These include but are not limited to: 1) Weekly collection of residential recyclables; 2) Collection of glass separated on the truck from other recyclables; 3) Providing the opportunity for all businesses to have recyclables collected. Clackamas County, through this agreement, requests the opportunity to review any proposed deviation from the standard collection practices of the solid waste collection franchisee presented to the City. The review is for the purpose of ensuring continued compliance with the RSWMP. Clackamas County agrees to present the findings to the City.

Clackamas County will continue providing staff for waste reduction planning, program implementation and education for the unincorporated areas of the County and in the cities of Barlow, Damascus, Estacada, Gladstone, Happy Valley, Lake Oswego, Molalla, Oregon City, Sandy, West Linn, and Wilsonville. Additionally, County staff will continue working in conjunction with the franchised solid waste collectors' Education Coordinator working throughout the County and its cities providing educational programs in schools.

This letter clarifies the City intends to continue its partnership with Clackamas County in the waste reduction program. The County will provide the activities listed in the Annual Waste Reduction Plan, write the final report, work with Metro in development of next year's plan elements, and keep the City appraised of activities within its boundary. This letter further clarifies the County will provide direct assistance to businesses, schools and government facilities within the City as applies to meeting the requirements of the regional Recycle @ Work program.

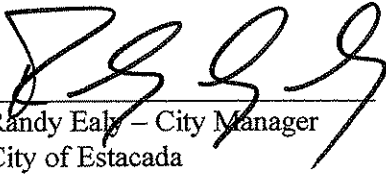
In return, the City authorizes Metro to annually distribute their portion of the Annual Waste Reduction and Recycle @ Work funds to Clackamas County until this agreement is terminated.



Ken Spiegle – Manager  
Community Environment Division, Clackamas County

9-5-08

Date



Randy Ealy – City Manager  
City of Estacada

9-8-08

Date



**Campbell M. Gilmour**  
Director

**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**SUNNYBROOK SERVICE CENTER**  
9101 SE SUNNYBROOK BLVD. | CLACKAMAS, OR 97015

## **LETTER OF UNDERSTANDING**

This letter of understanding is between Clackamas County's Department of Transportation and Development (Clackamas County) and the City of Gladstone (City) commencing July 1, 2008. This agreement shall continue to stay in force until either party terminates the agreement. Either party may terminate this agreement with a 30-day written notice prior to May 1<sup>st</sup> of each year this agreement is in effect.

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Clackamas County actively engages with Metro in all matters associated with the provision of integrated solid waste management services within all of Metro's boundaries, paying particular attention to the effect of these plans on citizens within incorporated and unincorporated areas of Clackamas County. Additionally, many of the goals and objectives of the RSWMP are only accomplished through the cooperative working relationship Clackamas County has established with the franchised solid waste collectors operating within the County's borders.

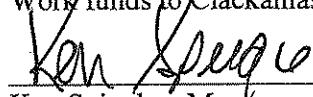
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Clackamas County will continue providing staff for waste reduction planning, program implementation and education for the unincorporated areas of the County and in the cities of Barlow, Damascus, Estacada, Gladstone, Happy Valley, Lake Oswego, Molalla, Oregon City, Sandy, West Linn, and Wilsonville. Additionally, County staff will continue working in conjunction with the franchised solid waste collectors' Education Coordinator working throughout the County and its cities providing educational programs in schools.

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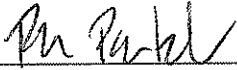
In return, the City authorizes Metro to annually distribute their portion of the Annual Waste Reduction and Recycle @ Work funds to Clackamas County until this agreement is terminated.



Ken Spiegle – Manager  
Community Environment Division

7-30-08

Date



Ron Partch – Administrator  
City of Gladstone

Aug 14-08

Date

## INTERGOVERNMENTAL AGREEMENT

### Between the City of Happy Valley and Clackamas County

This agreement is entered into this 10<sup>th</sup> day of September, 2007, between the City of Happy Valley ("City"), a municipal corporation of the State of Oregon, and Clackamas County ("County"), a political subdivision of the State of Oregon.

WHEREAS, ORS 190.003 TO 190.030 allows for units of local government to enter into agreement for the performance of any or all functions and activities which such units have authority to perform; and

WHEREAS, Clackamas County has adopted a Solid Waste and Waste Management Ordinance on June 10, 1970; and

WHEREAS, Clackamas County has franchised the collection of solid waste and collects certain fees from the collection of such solid waste; and

WHEREAS, the City desires a contractual relationship with the County whereby the County will be responsible for administering Solid Waste Management Services on behalf of the City; and

NOW THEREFORE, Clackamas County and the City of Happy Valley hereby agree to the following:

**A. Effective Date and Termination**

This Agreement shall commence on July 1, 2007 upon execution by both parties and continue until terminated by either party. A party may terminate the Agreement for any reason with 90 day written notice, or upon 30 days written notice for breach of the Agreement, including non-payment of fees appropriately due, provided the breach is not cured during the 30 day period.

**B. The County Shall:**

1. If requested by the City, make appropriate recommendations to City officials regarding acceptable solid waste management practices in the City.
2. Collect the appropriate franchise fees earned from City customers and provide quarterly reports to the City regarding the amount collected.

3. Ensure the franchised solid waste collector(s) serving the citizens of Happy Valley comply with all applicable rules and regulations commensurate with the provision of the service.
4. Review and investigate all rate adjustment requests, make recommendations and bring these requests and recommendations before the Clackamas Solid Waste Commission so that the Clackamas County Solid Waste Commission may make its recommendation to the Clackamas County Board of County Commissioners. Prepare the Annual Waste Reduction Plan and required reports for Metro and the Department of Environmental Quality (DEQ).
5. Perform the tasks associated with meeting the requirements of the Annual Waste Reduction Plan, additional programs required of Metro to meet the requirements of the Regional Solid Waste Management Plan, and any programs required by the DEQ.
6. Prepare applications, administer and report to Metro, the County, and if requested, the City on the results of Metro funded projects.

**C. The City shall:**

1. Collaborate with the County on waste reduction and recycling educational and promotional programs delivered in the community.

**D. Compensation**

The County currently collects a five percent (5%) franchise fee on gross collection revenues (less revenue from the sale of recyclables and from customer payment of disposal from drop box service). Additionally, the County may receive grant money from Metro to perform the requirements of the County's Annual Waste Reduction Plan. The amount of money is predicated on the population being served. From time to time Metro may budget additional moneys to pay directly to local governments based on other metrics.

The County shall retain one-half of the franchise fee collected from solid waste customers within the boundaries of the City of Happy Valley as compensation for performing the services under this agreement. The franchise fee report and the balance of the fees shall be delivered to the City forty-five (45) days past the last day of the quarter in question.

Further, the City shall request Metro send the monies apportioned annually to the City of Happy Valley for carrying out the responsibilities required of the Regional Solid Waste Management Plan directly to the County.

Compensation is subject to review ninety (90) days prior to the end of each fiscal year. The purpose of this review is to determine whether the actual costs being incurred align with the revenue distribution in the agreement.

**E. Attorney Fees**

In the event any party files litigation to enforce this Agreement, or any portion thereof, the prevailing party shall be entitled to reasonable attorney fees and costs, including any fees and costs incurred in an appeal, as determined by the appropriate court.

**F. Amendment**

This Agreement may be amended within its current term or any successive term by the joint agreement of the parties. To be effective, all amendments shall be in writing and signed by authorized representatives of each party.

**G. Hold Harmless**

Subject to the limitations of liability for public bodies set forth in the Oregon Tort Claims Act, ORS 30.260 to 30.300, the City shall hold harmless and indemnify County, its officers, employees, and agents against any and all claims, damages, losses and expenses (including attorney(s) fees and costs), arising out of, or resulting from the County's performance of this Agreement when the loss or claim is attributable to the acts or omissions of the City.

Subject to the limits of liability for public bodies set forth in the Oregon Tort Claims Act, ORS 30.260 to 30.300, County shall hold harmless and indemnify City, its officers, employees, and agents against all claims, damages, losses and expenses (including all attorney (s) arising out of or resulting from County's performance of this Agreement when the loss or claim is attributable to the acts and omissions of County.

**H. Severability**

County and City agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the agreement did not contain the particular term or provisions held to be invalid.

CITY of Happy Valley

By: Robert C. Anderson Date: 09/18/07  
Mayor

ATTEST:  
By: Kristen Walden Date: 9/18/07  
City Recorder

Approved as to Form:  
By: Thomas Spaully Date: 10/17/07  
City Attorney

CLACKAMAS COUNTY

By: Kim R. [Signature] Date: 2-7-08 C-1  
Chairperson, Clackamas County  
Board of Commissioners

Approved as to Form:  
By: David W. Anderson Date: 2/7/08  
County Counsel

ATTEST:  
By: Mary Racthice Date: 2-7-08  
Recording Secretary





**Campbell M. Gilmour**  
Director

**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**SUNNYBROOK SERVICE CENTER**  
9101 SE SUNNYBROOK BLVD. | CLACKAMAS, OR 97015

## **LETTER OF UNDERSTANDING**

This letter of understanding is between Clackamas County's Department of Transportation and Development (Clackamas County) and the City of Lake Oswego (City) commencing July 1, 2008. This agreement shall continue to stay in force until either party terminates the agreement. Either party may terminate this agreement with a 30-day written notice prior to May 1<sup>st</sup> of each year this agreement is in effect.

ORS 459 and 459A requires the metropolitan service district (Metro) for Multnomah, Washington and Clackamas counties and the cities therein in aggregate to develop integrated solid waste management plans and implement associated activities designed to meet goals established by the DEQ. Metro council adopts a DEQ approved Regional Solid Waste Management Plan (RSWMP) for a ten (10) year planning period. In each of the ten years local governments and Metro create annual work plans to meet the goals and objectives established in the RSWMP. A new RSWMP was recommended to Metro Council for adoption by both the Solid Waste Advisory Committee and the Metro Policy Advisory Committee, with the recommended action occurring on July 17, 2008.

Clackamas County actively engages with Metro in all matters associated with the provision of integrated solid waste management services within all of Metro's boundaries, paying particular attention to the effect of these plans on citizens within incorporated and unincorporated areas of Clackamas County. Additionally, many of the goals and objectives of the RSWMP are only accomplished through the cooperative working relationship Clackamas County has established with the franchised solid waste collectors operating within the County's borders.

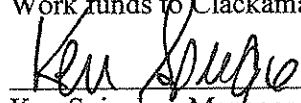
Since 1990 Clackamas County has been successfully meeting the requirements necessary for annual plan adoption by Metro. The adoption of the annual plan releases funds collected, by Metro, from the disposal of regional tons of solid waste to be land filled or incinerated. Clackamas County intends to continue participating in this process through the functional period of the newly adopted Regional Solid Waste Management Plan and in the development of future plans.

Key components of meeting the goals established by the RSWMP are directly related to the activities of the solid waste collection franchisee. Currently there are several collection practices considered to be standard components of the RSWMP. These include but are not limited to: 1) Weekly collection of residential recyclables; 2) Collection of glass separated on the truck from other recyclables; 3) Providing the opportunity for all businesses to have recyclables collected. Clackamas County, through this agreement, requests the opportunity to review any proposed deviation from the standard collection practices of the solid waste collection franchisee presented to the City. The review is for the purpose of ensuring continued compliance with the RSWMP. Clackamas County agrees to present the findings to the City.

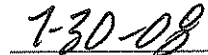
Clackamas County will continue providing staff for waste reduction planning, program implementation and education for the unincorporated areas of the County and in the cities of Barlow, Damascus, Estacada, Gladstone, Happy Valley, Lake Oswego, Molalla, Oregon City, Sandy, West Linn, and Wilsonville. Additionally, County staff will continue working in conjunction with the franchised solid waste collectors' Education Coordinator working throughout the County and its cities providing educational programs in schools.


This letter clarifies the City intends to continue its partnership with Clackamas County in the waste reduction program. The County will provide the activities listed in the Annual Waste Reduction Plan, write the final report, work with Metro in development of next year's plan elements, and keep the City apprised of activities within its boundary. This letter further clarifies the County will provide direct assistance to businesses, schools and government facilities within the City as applies to meeting the requirements of the regional Recycle @ Work program.


In return, the City authorizes Metro to annually distribute their portion of the Annual Waste Reduction and Recycle @ Work funds to Clackamas County until this agreement is terminated.



Ken Spiegle - Manager  
Community Environment Division

  
Date

  
Joel Komarek - City Engineer *Project Director*  
City of Lake Oswego

  
Date



**Campbell M. Gilmour**  
Director

**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**SUNNYBROOK SERVICE CENTER**  
9101 SE SUNNYBROOK BLVD. | CLACKAMAS, OR 97015

## **LETTER OF UNDERSTANDING**

This letter of understanding is between Clackamas County's Department of Transportation and Development (Clackamas County) and the City of Milwaukie (City) commencing July 1, 2008. This agreement shall continue to stay in force until either party terminates the agreement. Either party may terminate this agreement with a 30-day written notice prior to May 1<sup>st</sup> of each year this agreement is in effect.

ORS 459 and 459A requires the metropolitan service district (Metro) for Multnomah, Washington and Clackamas counties and the cities therein in aggregate to develop integrated solid waste management plans and implement associated activities designed to meet goals established by the DEQ. Metro council adopts a DEQ approved Regional Solid Waste Management Plan (RSWMP) for a ten (10) year planning period. In each of the ten years local governments and Metro create annual work plans to meet the goals and objectives established in the RSWMP. A new RSWMP was recommended to Metro Council for adoption by both the Solid Waste Advisory Committee and the Metro Policy Advisory Committee, with the recommended action occurring on July 17, 2008.

Clackamas County actively engages with Metro in all matters associated with the provision of integrated solid waste management services within all of Metro's boundaries, paying particular attention to the effect of these plans on citizens within incorporated and unincorporated areas of Clackamas County. Additionally, many of the goals and objectives of the RSWMP are only accomplished through the cooperative working relationship Clackamas County has established with the franchised solid waste collectors operating within the County's borders.

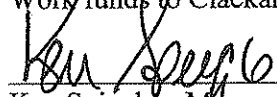
Since 1990 Clackamas County has been successful meeting the requirements necessary for annual plan adoption by Metro. The adoption of the annual plan releases funds collected, by Metro, from the disposal of regional tons of solid waste to be land filled or incinerated. Clackamas County intends to continue participating in this process through the functional period of the newly adopted Regional Solid Waste Management Plan and in the development of future plans.

Key components of meeting the goals established by the RSWMP are directly related to the activities of the solid waste collection franchisee. Currently there are several collection practices considered to be standard components of the RSWMP. These include but are not limited to: 1) Weekly collection of residential recyclables; 2) Collection of glass separated on the truck from other recyclables; 3) Providing the opportunity for all businesses to have recyclables collected. Clackamas County, through this agreement, requests the opportunity to review any proposed deviation from the standard collection practices of the solid waste collection franchisee presented to the City. The review is for the purpose of ensuring continued compliance with the RSWMP. Clackamas County agrees to present the findings to the City.

Clackamas County will continue providing staff for waste reduction planning, program implementation and education for the unincorporated areas of the County and in the cities of Barlow, Damascus, Estacada, Gladstone, Happy Valley, Lake Oswego, Molalla, Oregon City, Sandy, West Linn, and Wilsonville. Additionally, County staff will continue working in conjunction with the franchised solid waste collectors' Education Coordinator working throughout the County and its cities providing educational programs in schools.

This letter clarifies the City intends to continue its partnership with Clackamas County in the waste reduction program. The County will provide the activities listed in the Annual Waste Reduction Plan, write the final report, work with Metro in development of next year's plan elements, and keep the City apprised of activities within its boundary. This letter further clarifies the County will provide direct assistance to businesses, schools and government facilities within the City as applies to meeting the requirements of the regional Recycle @ Work program.

In return, the City authorizes Metro to annually distribute their portion of the Annual Waste Reduction and Recycle @ Work funds to Clackamas County until this agreement is terminated.



Ken Spiegle – Manager  
Community Environment Division

7-30-08

Date



JoAnn Herrigel – Community Services Director  
City of Milwaukie

8/1/08

Date



**Campbell M. Gilmour**  
Director

**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**SUNNYBROOK SERVICE CENTER**  
9101 SE SUNNYBROOK BLVD. | CLACKAMAS, OR 97015

## **LETTER OF UNDERSTANDING**

This letter of understanding is between Clackamas County's Department of Transportation and Development (Clackamas County) and the City of Molalla (City) commencing July 1, 2008. This agreement shall continue to stay in force until either party terminates the agreement. Either party may terminate this agreement with a 30-day written notice prior to May 1<sup>st</sup> of each year this agreement is in effect.

ORS 459 and 459A requires the metropolitan service district (Metro) for Multnomah, Washington and Clackamas counties and the cities therein in aggregate to develop integrated solid waste management plans and implement associated activities designed to meet goals established by the DEQ. Metro council adopts a DEQ approved Regional Solid Waste Management Plan (RSWMP) for a ten (10) year planning period. In each of the ten years local governments and Metro create annual work plans to meet the goals and objectives established in the RSWMP. A new RSWMP was recommended to Metro Council for adoption by both the Solid Waste Advisory Committee and the Metro Policy Advisory Committee, with the recommended action occurring on July 17, 2008.

Clackamas County actively engages with Metro in all matters associated with the provision of integrated solid waste management services within all of Metro's boundaries, paying particular attention to the effect of these plans on citizens within incorporated and unincorporated areas of Clackamas County. Additionally, many of the goals and objectives of the RSWMP are only accomplished through the cooperative working relationship Clackamas County has established with the franchised solid waste collectors operating within the County's borders.

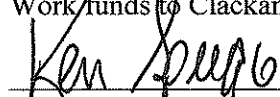
Since 1990 Clackamas County has been successful meeting the requirements necessary for annual plan adoption by Metro. The adoption of the annual plan releases funds collected, by Metro, from the disposal of regional tons of solid waste to be land filled or incinerated. Clackamas County intends to continue participating in this process through the functional period of the newly adopted Regional Solid Waste Management Plan and in the development of future plans.

Key components of meeting the goals established by the RSWMP are directly related to the activities of the solid waste collection franchisee. Currently there are several collection practices considered to be standard components of the RSWMP. These include but are not limited to: 1) Weekly collection of residential recyclables; 2) Collection of glass separated on the truck from other recyclables; 3) Providing the opportunity for all businesses to have recyclables collected. Clackamas County, through this agreement, requests the opportunity to review any proposed deviation from the standard collection practices of the solid waste collection franchisee presented to the City. The review is for the purpose of ensuring continued compliance with the RSWMP. Clackamas County agrees to present the findings to the City.

Clackamas County will continue providing staff for waste reduction planning, program implementation and education for the unincorporated areas of the County and in the cities of Barlow, Damascus, Estacada, Gladstone, Happy Valley, Lake Oswego, Molalla, Oregon City, Sandy, West Linn, and Wilsonville. Additionally, County staff will continue working in conjunction with the franchised solid waste collectors' Education Coordinator working throughout the County and its cities providing educational programs in schools.

This letter clarifies the City intends to continue its partnership with Clackamas County in the waste reduction program. The County will provide the activities listed in the Annual Waste Reduction Plan, write the final report, work with Metro in development of next year's plan elements, and keep the City apprised of activities within its boundary. This letter further clarifies the County will provide direct assistance to businesses, schools and government facilities within the City as applies to meeting the requirements of the regional Recycle @ Work program.

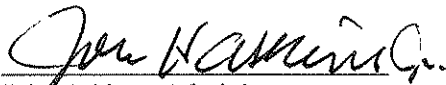
In return, the City authorizes Metro to annually distribute their portion of the Annual Waste Reduction and Recycle @ Work funds to Clackamas County until this agreement is terminated.



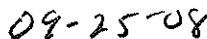
Ken Spiegle – Manager  
Community Environment Division



Date



John Atkins - Administrator  
City of Molalla



Date



**Campbell M. Gilmour**  
Director

**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**SUNNYBROOK SERVICE CENTER**  
9101 SE SUNNYBROOK BLVD. | CLACKAMAS, OR 97015

## **LETTER OF UNDERSTANDING**

This letter of understanding is between Clackamas County's Department of Transportation and Development (Clackamas County) and the River Cities Environmental Services District (City) commencing July 1, 2008. This agreement shall continue to stay in force until either party terminates the agreement. Either party may terminate this agreement with a 30-day written notice prior to May 1<sup>st</sup> of each year this agreement is in effect.

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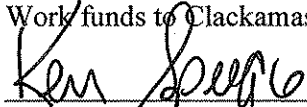
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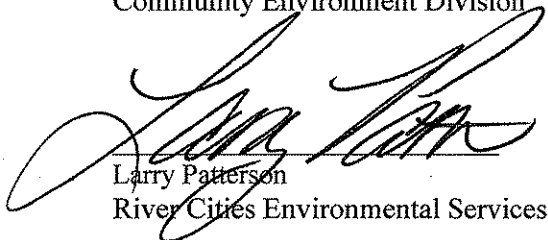
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Ken Spiegle – Manager  
Community Environment Division

7-30-08  
Date

  
Larry Patterson  
River Cities Environmental Services District

9/23/08  
Date





**Campbell M. Gilmour**  
Director

**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**SUNNYBROOK SERVICE CENTER**  
9101 SE SUNNYBROOK BLVD. | CLACKAMAS, OR 97015

## **LETTER OF UNDERSTANDING**

This letter of understanding is between Clackamas County's Department of Transportation and Development (Clackamas County) and the City of Sandy (City) commencing July 1, 2008. This agreement shall continue to stay in force until either party terminates the agreement. Either party may terminate this agreement with a 30-day written notice prior to May 1<sup>st</sup> of each year this agreement is in effect.

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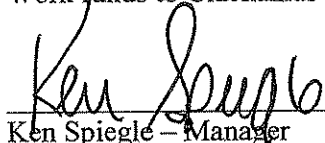
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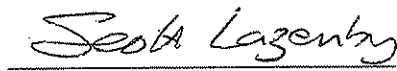
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Ken Spiegle - Manager  
Community Environment Division

7-30-08  
Date

  
Scott Lazenby - City Manager  
City of Sandy

8/1/08  
Date



**Campbell M. Gilmour**  
Director

**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**SUNNYBROOK SERVICE CENTER**  
9101 SE SUNNYBROOK BLVD. | CLACKAMAS, OR 97015

## **LETTER OF UNDERSTANDING**

This letter of understanding is between Clackamas County's Department of Transportation and Development (Clackamas County) and the City of Wilsonville (City) commencing July 1, 2008. This agreement shall continue to stay in force until either party terminates the agreement. Either party may terminate this agreement with a 30-day written notice prior to May 1<sup>st</sup> of each year this agreement is in effect.

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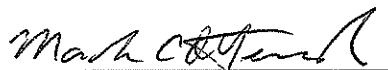
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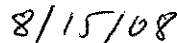
Ken Spiegle – Manager  
Community Environment Division



Date



Mark C. Ottenad  
City of Wilsonville



Date