



# STAFF REPORT

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**Meeting Type:** City Council  
**Meeting Date:** February 18, 2025  
**From:** Tyler Deems, City Manager  
**Subject:** IGA Approval: Community Services Officer Agreement with Clackamas County

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## **DECISION TO BE MADE:**

Whether to approve the intergovernmental agreement (IGA) between City of Sandy and Clackamas County for three years of fundings towards a Community Services Officer (CSO) to specialize in homeless response and outreach.

## **PURPOSE / OBJECTIVE:**

One of the Council's goals for the 2023 -2025 biennium included "continue addressing homelessness through partnerships with local and regional partners." In response to this goal, a grant application was submitted to Clackamas County to cover 80% of the cost of hiring a new employee to specialize in homeless response and outreach. Authorizing the City Manager to sign this IGA will provide the necessary finding to hire this additional FTE.

## **BACKGROUND / CONTEXT:**

In early 2024 Clackamas County notified cities that they would be accepting grant applications for city-led initiatives to provide assistance with low- and extremely low-income households experiencing housing instability or homelessness. The City applied for funding on January 31, 2024 to hire an additional CSO to specialize in homelessness response and outreach. The application was for 80% of the personnel costs and vehicle acquisitions, with the City matching these funds with the remaining 20%. The Clackamas County Board of Commissioners approved the funding request on April 3, 2024, and since that time City of Sandy staff has been working with Clackamas County staff to finalize an IGA.

The intent of this position is to proactively respond to those experiencing homelessness and ensure that these individuals are aware of the services that are offered by local non-profits, such as AntFarm. Through this agreement, the City will have better success in getting individuals the services they need. Instead of having patrol officers respond to calls related to homelessness, the CSO will help bridge the gap between those in need of services and those offering services. Additionally, the goal of this CSO is to provide a consistent person to respond to calls for service and ensure consistent messaging and consistent services.

Additionally, with the addition of this CSO, there will be better coverage to address not only homelessness issues, but also typical community services and enforcement. The current CSO working

five days per week, leaving the weekends without coverage. With the addition of this position and a transition to a four-ten workweek, the City will be able to have a CSO on duty seven days per week, ensuring more timely response in not only homelessness response but also other code enforcement situations.

As noted, the IGA will cover 80% of the personnel costs and vehicle acquisition costs. The total grant funding available over the three-year period is \$292,352. The City will be responsible for the remaining estimated cost of \$73,088 over that same three-year period.

**BUDGET IMPACT:**

Approximately \$73,088 over three years, paid for out of the Police Department budget.

**RECOMMENDATION:**

Staff recommends the Council authorize the City Manager to enter into this IGA with Clackamas to hire one additional Community Services Officer to specialize in homelessness response and outreach.

**SUGGESTED MOTION LANGUAGE:**

“I move to authorize the City Manager to sign the IGA between City of Sandy and Clackamas County for homelessness response and outreach.”

**LIST OF ATTACHMENTS / EXHIBITS:**

- Intergovernmental Agreement between City of Sandy and Clackamas County