Eugene City Council
500 E 4th Ave., Suite 302
Eugene, OR 97401
541-682-5010 • 541-682-5414 Fax
www.eugene-or.gov

EUGENE CITY COUNCIL AGENDA

October 21, 2026

12:00 p.m. CITY COUNCIL WORK SESSION

City Council Wednesday work sessions are held in hybrid format using in person and virtual meeting technology. Information about online or other options for access and participation will be available at https://www.eugene-or.gov/3360/Webcasts-and-Meeting-Materials

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Meeting of October 21, 2026;
Her Honor Mayor Kaarin Knudson Presiding

Councilors

Lyndsie Leech, President	Eliza Kashinsky, Vice President
Matt Keating	Randy Groves
Alan Zelenka	Jennifer Yeh
Greg Evans	Mike Clark

12:00 p.m. CITY COUNCIL WORK SESSION

1. **WORK SESSION: Boards, Committees, Commissions Recruitment Process Changes and Operating Agreements Discussion**

2. **WORK SESSION: Eugene Public Library – Year 4 & 5 Levy Report**

The Eugene City Council welcomes your interest in these agenda items. This meeting location is wheelchair-accessible. For the hearing impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. Spanish-language interpretation will also be provided with 48 hours' notice. To arrange for these services, contact the City Manager's Office at 541-682-5010. City Council meetings are telecast live on Metro Television, Comcast channel 21, and rebroadcast later in the week.

El Consejo de la Ciudad de Eugene agradece su interés en estos puntos de la agenda. La sala de reuniones del ayuntamiento es accesible para sillas de ruedas. Para personas con dificultades auditivas, se puede proporcionar un intérprete con 48 horas de anticipación. También se puede proporcionar interpretación al español con 48 horas de aviso. Para organizar estos servicios, contacte a la Oficina del Gerente de la Ciudad al 541-682-5010. Las reuniones del Consejo de la Ciudad se transmiten en vivo por Metro Televisión, Canal 21 de Comcast y se vuelven a emitir durante la semana.

For more information, contact the Council Coordinator at 541-682-5010,
or visit us online at www.eugene-or.gov.

EUGENE CITY COUNCIL
AGENDA ITEM SUMMARY

Work Session: Boards, Committees, Commissions Recruitment Process Changes and Operating Agreements Discussion

Meeting Date: October 21, 2026
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 1
Staff Contact: Katie LaSala and Rosa Roach
Phone: 541-682-5882

ISSUE STATEMENT

This is an opportunity for Council to review the current annual recruitment process as developed by staff for boards and commissions and provide direction regarding adjustments to the process before the 2027 recruitment cycle begins.

BACKGROUND

Topic 1: Boards, Commissions, Committees Annual Recruitment

The City has numerous boards, commissions, and committees that act in an advisory capacity to the Council and City leadership. Annually, the City of Eugene holds a recruitment process to appoint new membership. The current recruitment and appointment process, which was developed by staff, is outlined in **Attachment A.** The appointment and membership requirements for each standing board, commission or committee are outlined in City Code and Charter (see **Attachment B** for a summary).

Council began the conversation for their 2027 annual recruitment process during the work session on September 28, 2026. Council expressed the most interest in adjusting two areas of the current process: candidate selection for councilor interviews and candidate statement formats.

Selections for Candidate Interviews

The current process for choosing candidates to interview allows each councilor up to three selections per one open seat. Any non-incumbent candidate receiving four or more selections is invited to interview. Some councilors expressed concerns regarding the number of candidates invited to interview, especially when there is a large candidate pool. Options discussed to resolve these concerns were:

- Lowering the threshold number of Councilor selections required for an invitation to interview
- Lowering the threshold of selections required for an invitation to interview when the number of total applicants for a specific board or commission is large
- For large pools, facilitating a second round of Councilor selections for interviews using a narrower pool of Councilor top choices based on the first round of selections
- An additional option not discussed during the meeting, is to increase the number of selections Councilors can make based on the number of applicants in the pool

- 1-10 applications = 3 selections per 1 open seat
- 11-20 applications = 4 selections per 1 open seat
- 21-30 applications = 5 selections per 1 open seat
- 31+ applications = 6 selections per 1 open seat

Candidate Statement Interview Format

Currently, candidates selected for interviews are invited to provide a three-minute statement of interest during one of council's regularly scheduled sessions. Candidates are strongly encouraged to attend and provide their statement in person. In the past, some candidates have requested accommodations to attend virtually or to provide a written statement. During discussion on September 28, Councilors indicated a preference for in-person or virtual statements over written statements. Councilors also discussed the limitations of a single work session for all candidate statements. Options discussed to resolve the concerns were:

- Allow candidates who cannot attend the scheduled interview to submit a video statement ahead of interviews.
    - The City does not currently have a mechanism for securely receiving video submissions from candidates. Staff would need more time to evaluate technology solutions, potential costs, and possible timeline for implementation.
- Dividing the interview process over two work sessions instead of one to allow for more candidates to be interviewed.
- An additional option not discussed during the meeting, but that could also address the concern is to reduce speaking time for each candidate statement to 2.5 minutes (instead of 3), which aligns with standard speaking time at public comment and public hearings.

Topic 2: Operating Agreements and Randomization of Speakers for Quasi-Judicial Land Use Public Hearings

The City Council Operating Agreements guides how Council conducts its business. The Council regularly reviews the Operating Agreements to determine whether changes are needed. The last administrative update to the Operating Agreements was in March 2026 (**Attachment C**). Amendments to the Operating Agreements must be adopted by resolution. At this work session Council may choose to make changes to the Operating Agreements for adoptions via resolution at a later date.

For the February 18, 2026 work session on Operating Agreements, Councilor Zelenka raised the idea of removing the randomization of speakers for quasi-judicial land use public hearings.

Section 1.06 (Public Hearings) of Council's Operating Agreements addresses the Public Hearing sign-up process in the following way:

> *"Persons wishing to speak shall submit a "Request to Speak" form not later than five minutes after the commencement of the meeting at which the person wishes to speak. The Mayor or presiding officer shall inform the audience of this requirement to sign up prior to the commencement of a public hearing. In general, speakers will be limited to two-and-a-half minutes and called in a random order."*

If Council has an interest in removing the randomization process for quasi-judicial land use public hearings only, Council could update the Operating Agreements to incorporate this change, such as:

> "In general, speakers will be limited to two-and-a-half minutes and called in a random order ***except for quasi-judicial land use public hearings, where speakers will be called based on their identified-position (proponent/neutral/opponent) and in the order they signed up to speak.***"

RELATED CITY POLICIES

See Attachment B for code and charter requirements.

PREVIOUS COUNCIL DIRECTION

September 27, 2023 Work Session

Council discussed Operating Agreements and process for annual recruitment of Boards and Commissions.

> Councilor Zelenka, seconded by Councilor Keating, move to limit any individual to only one appointed Council Board or Commission at a time, not including liaison positions identified in city code or City Councilors.
> Passed 5:3 (opposed by Councilors Clark, Leech and Semple)

February 18, 2026 Work Session

Council discussed multiple changes to their operating agreements but did not finish their discussion on the final topic of randomized speakers during quasi-judicial public hearings. The following motions were passed:

> Councilor Leech, seconded by Councilor Kashinsky, moved to add to Section 1.05 of the Operating Agreements: "Official representatives of Boards, Commissions, and Neighborhood Associations will be prioritized for speaking during Public Comment ahead of other randomized speakers."
> Passed 7:0
>
> Councilor Leech, seconded by Councilor Kashinsky, moved to make the following changes to Section 1.05 of the Operating Agreements to prioritize new speakers: "Request-to-Speak forms will be shuffled so that speakers are called in random order, with persons who did not speak at the previous Public Comment prioritized ahead of persons who did speak at the previous Public comment."
> Passed 6:1 (opposed by Councilor Keating)
>
> Councilor Leech, seconded by Councilor Kashinsky, moved to make the following change to Section 3.06 of the Operating Agreements: "In general, action on ordinances and councilor-introduced resolutions or motions shall be placed on regular City Council meeting agendas and shall be scheduled before Public Comment…"
> Passed 7:0

March 9, 2026 Meeting

Council adopted a resolution amending their operating agreements with the changes discussed and

approved during the works sessions on October 13, 2025 and February 18, 2026.

> Councilor Leech, seconded by Councilor Kashinsky, moved to adopt a Resolution amending Eugene City Council Operating Agreements and repealing Resolution No. 5387.
> Passed 8:0

September 28, 2026 Work Session

Council reviewed the current annual recruitment process as developed by staff for boards and commissions but decided against formalization into the City Council Operating Agreements for another year. Council asked staff for another work session to address minor changes to the process for the 2027 recruitment cycle.

COUNCIL OPTIONS

Boards and Commissions Annual Recruitment: Candidate Selections for Interviews

1. Reduce the number of selections required for a non-incumbent candidate to receive an invitation to interview.

   OR

2. Reduce the number of selections required for a non-incumbent candidate to receive an invitation to interview when the number of total applicants for a specific board or commission reaches a specified amount.

   OR

3. Increase the number of selections Councilors can make based on the number of applicants in the pool.

   OR

4. Implement a second round of Councilor selections for interviews using a smaller list of Councilor top choices based on the first round of selections.

Boards and Commissions Annual Recruitment: Candidate Statement Interview Format

5. Direct the City Manager to evaluate technology solutions to allow candidates to provide a pre-recorded video statement in lieu of an in-person statement

   AND/OR

6. Reduce the amount of time each candidate has to speak to increase number of total speakers within a single meeting.

   AND/OR

7. Spread the interviews over two work sessions instead of one meeting night (as needed)

Operating Agreements: Randomization of Speakers for Quasi-Judicial Land Use Public Hearings

8. Update the operating agreements by removing the randomization process for quasi-judicial land use public hearings only.

   OR

9. Do nothing.

CITY MANAGER'S RECOMMENDATION

None.

POSSIBLE MOTIONS

Boards and Commissions Annual Recruitment: Candidate Selections for Interviews

1. Move to change the number of selections required for a non-incumbent candidate to receive an invitation to interview to 3.

   OR

2. Move to change the number of selections required for a non-incumbent candidate to receive an invitation to interview to 3 when the number of total applicants for a specific board or commission reaches 15.

   OR

3. Move to increase the number of selections Councilors can make for interviews based on the number of applicants in the pool, as follows: 1-10 applications = 3 selections per 1 open seat; 11-20 applications = 4 selections per 1 open seat; 21-30 applications = 5 selections per 1 open seat; 31+ applications = 6 selections per 1 open seat.

   OR

4. Move to change the process to incorporate a second round of Councilor selections for interviews using Councilor top choices based on the first round of selections.

Boards and Commissions Annual Recruitment: Candidate Statement Interview Format

5. Move to direct the City Manager to evaluate secure technology solutions for pre-recorded statements and return with a cost estimate and timeline for implementation.

   AND/OR

6. Move to reduce the amount of time each candidate has to speak from 3 minutes to 2.5 minutes.

   AND/OR

7. Move to direct the City Manager to schedule candidate interviews over two work sessions instead of one.

Operating Agreements: Order of Speakers for Quasi-Judicial Land Use Public Hearings

8. Move to amend Section 1.06, of the Operating Agreements to state as follows: *"In general, speakers will be limited to two-and-a-half minutes and called in a random order* ***except for quasi-judicial land use public hearings, where speakers will be called based on their identified-position (proponent/neutral/opponent) and in the order they signed up to speak.****"*

ATTACHMENTS

A. Boards and Commission Annual Recruitment Timeline and Process

B. Code Requirements for Standing Committees Matrix

C. Eugene City Council Operating Agreements (Adopted March 9, 2026)

FOR MORE INFORMATION

Staff Contact: Katie LaSala, City Recorder

Telephone: 541-682-5882

Staff E-Mail: klasala@eugene-or.gov

Staff Contact: Rosa Roach, City Council Coordinator

Telephone: 541-682-8497

Staff E-Mail: rroach@eugene-or.gov

Boards, Commissions and Committees Recruitment & Appointment Process

December

Responsible Party	Task
CMO Staff	Vacant positions confirmed by staff
CMO Staff	Schedules for recommendations, interviews and appointments confirmed
CMO Staff	Advertising created

January

Responsible Party	Task
CMO Staff	Open Recruitment from 1/1 to 1/31
CMO Staff; Staff Liaisons	Community outreach through specified channels in code and interest groups
CMO Staff	Initial verification of eligibility based on code or other requirements

February

Responsible Party	Task
CMO Staff	Remaining verification of eligibility based on code or other requirements
Staff Liaisons (HRC and CRB)	Per code requirements, recommendations on applicants provided for inclusion into Council's binder materials for consideration
CMO Staff	Application materials (including ballots and recommendations, if any) compiled and sent to Mayor and Council for review

Council	• Begins review of application materials, makes selections to:
	  ○ invite candidates for three-minute statements, or
	  ○ nominate for reappointment current members who have reapplied for another term
	• Selects up to 3 applicants for every 1 open seat

Mayor	Begins review of application materials, invites for interviews are sent

March

Responsible Party	Task

Council	• Completes review of all applications; provides selections to:
	  ○ invite candidates for three-minute statements, or
	  ○ nominate for reappointment current members who have reapplied for another term
	• Selects up to 3 applicants for every 1 open seat

Mayor	Completes review of all applications, remaining invites for interviews are sent

CMO Staff	• Reviews and compiles Council's selections
	  ○ Applicants that receive 4 or more selections invited to provide a three-minute statement
	  ○ incumbents that receive 5 or more moved to nomination process

Boards, Commissions and Committees Recruitment & Appointment Process

	▪ incumbents that receive less than 5 selections are invited to provide a three-minute statement
CMO Staff; Council Leadership	Staff consult with Council Leadership as needed to resolve any outstanding issues with the selection process
CMO Staff	Provides a copy of Council's compiled selections to Council
Mayor	Interviews for Mayor-nominated positions begins

April

Responsible Party	Task
CMO Staff; Council	Selected applicants invited to provide three-minute statements
CMO Staff	Sends new ballots to Council for nominations, including any updated application information (incumbent nominations, withdrawals, eligibility changes, etc.)
Council	Reviews applicant information and nominates 1 applicant per 1 open seat. • Applicants with 4 or more nominations added to proposed motion; • incumbents that received 5 or more in previous round added to proposed motion
CMO Staff; Council Leadership	Staff consult with Council Leadership as needed to resolve any outstanding issues with the nomination process
Mayor	Submits nominations from interviews to staff
CMO Staff	Provides a summary of nominations to Mayor and Council

May

Responsible Party	Task
Council	As Needed Only: Work Session held to deliberate and resolve any overlapping Council nomination results with Mayor nominations

June

Responsible Party	Task
Council	Council takes action to appoint all boards and commissions nominations at a Council meeting (via individual motion and vote)
CMO Staff	Appointment letters mailed; new appointments begin July 1

BOARDS AND COMMISSIONS APPOINTMENT MATRIX

CC Standing Advisory Bodies	Authority	# of Members	Interview Process	Code Requirement: Appointments	Appointment Process	Length of Term
Budget Committee	ORS 294.414; EC 2.013(1) & EC 2.013(11)	16 members	Council Interviews	(ORS 294.414) – The budget committee shall consist of the members of the governing body and a number, equal to the number of members of the governing body, of electors of the municipal corporation appointed by the governing body	Per Code - Council Appoints (via motion and vote)	4 years (no more than 2 consecutive terms)
Civilian Review Board	Charter 15-A(2); EC 2.013(1) & EC 2.240 & EC 2.242	7 members	Council Interviews	(EC 2.242(1)(b)) – The following characteristics shall be considered by the city council when appointing members to the civilian review board: 1)A demonstrated ability to be fair, impartial and unbiased; 2)An absence of any real or perceived bias, prejudice or conflict of interest; 3)A record of community involvement; 4)An ability to build working relationships and communicate effectively with diverse groups; and 5)A demonstrated commitment to the purpose of sections 2.240 through 2.246 and 2.450 through 2.456. (EC 2.242(1)(c)) -- Appointments to the civilian review board shall not be made on the basis of constituency or representation of any particular group. A candidate selection process that includes a community panel to review applications and recommend qualified candidates for city council consideration shall be developed by the mayor, in consultation with the police auditor, to help achieve a balanced membership.	Per Code - Council Appoints (via motion and vote)	3 years (no more than 3 consecutive terms)
Human Rights Commission	EC 2.013(1) & EC 2.270	11 members	Council Interviews	(EC 2.270(1)) -- The commission shall consist of: A)One member of the city council or the mayor; B)Ten community members with a demonstrated knowledge and interest in the civil and human rights concerns of the community. Members shall be appointed in a way that strives to have balance on the commission that reflects the community and has protected class representation. (EC 2.270(2)) -- Members of the commission shall be persons who have actively demonstrated an interest and expertise in efforts to promote diversity, equality, equity and understanding of human rights, and to dismantle injustice, discrimination, bigotry, hatred and harassment within the city (EC 2.270(3)) -- The commission shall perform the initial review of applications and make recommendations to council for its consideration.	Per Code - Council Appoints (via motion and vote)	3 years for community members (no more than 6 consecutive years)
Planning Commission	ORS 227.030; EC 2.013(1) & EC 2.330	7 members	Council Interviews	(EC 2.332) -- No more than two members of the commission shall be engaged principally in buying, selling or developing of real estate for a profit as individuals or be members of any partnership, or officers or employees of any corporation, that is engaged principally in buying, selling, or developing of real estate for a profit. No more than two members shall be engaged in the same kind of business, trade or profession.	Per Code - Council Appoints (via motion and vote)	4 years

BOARDS AND COMMISSIONS APPOINTMENT MATRIX

CC Standing Advisory Bodies	Authority	# of Members	Interview Process	Code Requirement: Appointments	Appointment Process	Length of Term
Police Commission	EC 2.013(1) & EC 2.368	12 members	Mayor Interviews	(EC 2.368(2)) -- The commission shall have 12 members, consisting of two city councilors, one member who is also a member of the human rights commission, one member who is also a member of the civilian review board, and eight citizen members selected from the public so as to represent a diverse range of interests and experiences with due regard to the geographic distribution of the membership. The citizen members of the commission shall be selected from, but are not limited to, several but not necessarily all of the following groups: youths, students of the University of Oregon and Lane Community College, persons with a demonstrated interest in law enforcement, social services providers, educators, members of community or neighborhood groups, persons engaged in private business, persons with a diversity of ethnic and cultural affiliations, and persons with diverse economic backgrounds and interests. (EC 2.368(3)) -- Members shall be nominated by the mayor and appointed by the council.	Per Code - Council Appoints (via motion and vote)	4 years for citizen members; 4 years or less for members from HRC or CRB (no more than 2 consecutive terms)
Sustainability Commission	EC 2.013 (1) & EC 2.380	13 members	Council Interviews	(EC 2.380(2)) -- The commission shall consist of 12 citizen members and one city councilor. Members to be selected are to represent a diverse range of interests and experiences with due regard to the geographic distribution of the membership. The members of the commission shall be selected from, but are not limited to, several but not necessarily all of the following groups: youths, students of the University of Oregon and Lane Community College, persons with a demonstrated interest in sustainable business practices, building and design, energy conservation or alternative energy sources, economic development, educators, members of community or neighborhood groups, persons with a diversity of ethnic and cultural affiliations, and persons with diverse economic backgrounds and interests. (EC 2.380(3)) -- Each councilor shall appoint a single member to the commission; 4 at-large members appointed by the full Council	Per Code - Council Appoints (via motion and vote)	4 years for citizen members (no more than 2 consecutive terms)
Toxics Board	Charter Section 54, Article VI	7 members	Council Interviews	(Charter Section 54, Article VI) -- 3 industry members (from regulated businesses) and 3 environmental advocates. The 7th and neutral position is nominated by 2/3 of the 6 other members of the Toxics Board.	Per Charter - Council Appoints (via motion and vote)	3 years (no more than 2 consecutive terms)
River Guides	2024 Urban Renewal Plan, Section 900	9 members	Mayor Interviews	(Section 900) - Community Member Participation: The activities and projects defined in this Plan, development of subsequent plans, procedures, activities, and regulations, and the adoption of amendments to this Plan shall be undertaken with the participation of citizens, owners, tenants as individuals, and organizations who reside within or who have financial interest within the project area together with the participation of general community members of the city. An advisory committee authorized by the Agency Board will advise on activities of the Riverfront Urban Renewal District.	Per URA Plan - Agency Board Appoints	2 years

BOARDS AND COMMISSIONS APPOINTMENT MATRIX						
Subcommittee to Planning	**Authority**	**# of Members**	**Interview Process**	**Code Requirement: Appointments**	**Appointment Process**	**Length of Term**
Historic Review Board	EC 2.355	7 members	Mayor and Planning Commission Chair interview	(EC 2.355(2)) – The committee shall have seven members, consisting of one member of the planning commission; two members, to the extent they are available in the community, who are an architect with preservation expertise and a historian with knowledge of local history; two professionals with demonstrable interest, competence, or knowledge of historic preservation in the disciplines of landscape architecture, real estate, construction, community development, urban planning, archeology, law, finance, cultural geography, cultural anthropology, or related disciplines; and two citizens. (EC 2.355(3)) – Members shall be nominated by the mayor and planning commission chair and appointed by the council, except for the planning commission member who shall be appointed by the chair of the planning commission.	Per Code - Council Appoints (via motion and vote)	4 years (no more than 2 consecutive terms)

BOARDS AND COMMISSIONS APPOINTMENT MATRIX						
Intergovernment Committees	**Authority**	**# of Members**	**Interview Process**	**Requirement: Appointments**	**Appointment Process**	**Length of Term**
Whilamut Citizen Planning Committee	1993 IGA	15 members	Mayor interviews	(WCPC By Laws) – Eugene members are appointed by the Mayor of Eugene and confirmed by the Eugene City Council	Council Confirms Eugene Representatives (via motion and vote)	3 years (limited to 2 consecutive terms)
Lane Regional Air Protection Agency	OS 468.A	9 members	Mayor interviews		Council Appoints Eugene Representatives (via motion and vote)	3 years

EUGENE CITY COUNCIL OPERATING AGREEMENTS
RESOLUTION NUMBER 5481
ADOPTED MARCH 9, 2026

INTRODUCTION
The Municipal Charter of the City of Eugene (Charter) and Eugene City Code, 1971 (E.C.), as well as the Oregon Revised Statues (ORS) law govern many meeting requirements and actions of the Council. The Eugene Charter, Chapter 2 of the Eugene City Code, and various sections of ORS 192 and 244 are primary sources of these meeting and other operating requirements.

1. MEETING REQUIREMENTS

1.01 Time of Meetings
Regular meetings of the Eugene City Council (the Council) shall be on the second and fourth Mondays of each month. These meetings shall begin at 7:30 p.m. and shall end at 10 p.m., or when the agenda item considered by the Council at 10 p.m. is concluded. If those days are on a legal or religious holiday, the Council may schedule the meeting for the day immediately following.

1.02 Work Sessions
The Council may meet in work sessions beginning at 5:30 p.m. prior to its regular Monday meetings. Other work sessions may be held on the second, third, fourth, and fifth Wednesdays of the month. These work sessions shall start at noon and generally last for a maximum of 90 minutes. Additional work sessions will be scheduled on the third Monday of the month, as needed, following or in lieu of a public hearing. Except for extraordinary circumstances, the total time for presentations by staff and/or others on a single agenda item shall be no more than 15 minutes.

1.03 Location of Meetings
Eugene City Council meetings shall be held within the jurisdictional boundaries of the City. Training sessions may be held outside the City limits, if no deliberations toward a decision are made. Inter-jurisdictional meetings may be held outside City limits, but should be as close to Eugene as practical. No City Council meeting shall be held at any place where discrimination on the basis of an individual's race, religion, color, sex, national origin, ethnicity, marital status, familial status, age, sexual orientation, source of income or disability, is practiced. For this purpose, meetings do not include visitations or attendance at any national, regional, or state association to which the councilor belongs.

1.04 Notice of Meetings, Special Meetings, Emergency Meetings
Advance notice of at least 48 hours shall be provided for all meetings. Notice shall include written notice to all news media which requested notice. In the case of emergency or when a state of emergency has been declared, notice appropriate to the circumstances shall be provided and reasons justifying the lack of 24-hour notice shall be included in the minutes of such meeting. As per both the Eugene Charter, Section 9, and Eugene Code, Section 2.007 (2), the Mayor or three of the members of the Council, may call a special meeting of the Council in manner provided in E.C. 2.007 (3).

1.05 Public Comment

A public comment period generally shall be the fourth item of every regular meeting of the Eugene City Council, following Committee Reports and Items of Interest, Priority Goal Actions, Consent Calendar 1, and regular Action items. By council majority vote, time-sensitive issues may be moved up in the agenda order.

Persons wishing to speak must sign up to do so not later than five minutes after the meeting has been opened by the Mayor or presiding officer. The Mayor or presiding officer shall inform the audience of the requirement to sign up to speak not later than five minutes after the meeting has been called to order.

Members of the public may speak about any topic during Public Comment, except as provided below. If a member of the public wishes to speak on an item that is scheduled for a public hearing at that same meeting, the speaker shall wait until that public hearing. Public Comment cannot be used to testify about an item that is not a public matter or which has already been heard by a Hearings Official, or to provide or gather additional testimony or information on a quasi-judicial matter after the official record has been closed.

Speakers at Public Comment will be limited to two-and-a-half minutes and Public Comment will be limited to 90 minutes total. Request-to-Speak forms will be shuffled so that speakers are called in random order, with persons who did not speak at the previous Public Comment prioritized ahead of persons who did speak at the previous Public Comment. Official representatives of Boards, Commissions, and Neighborhood associations will be prioritized during Public Comment ahead of other randomized speakers. No persons will be allowed to submit a "Request to Speak" form more than 30 minutes prior to the start of the meeting.

At the end of Public Comment each member of the Council has the opportunity to respond to comments made during Public Comment. The time allocated to each member of the Council for such responses shall be up to three minutes.

1.06 Public Hearings

Public hearings shall generally be held on the third Monday of the month, except for those months during which a Council break occurs and shall be held for all ordinances except under the terms delineated in E.C. 2.007(4). Hearings may be scheduled on other items and presentations from standing advisory bodies to the Council may be scheduled at the discretion of the Mayor and the City Manager.

Persons wishing to speak shall submit a "Request to Speak" form not later than five minutes after the commencement of the meeting at which the person wishes to speak. The Mayor or presiding officer shall inform the audience of this requirement to sign up prior to the commencement of a public hearing. In general, speakers will be limited to two-and-a-half minutes and called in a random order. Eugene Code 2.015(7) notwithstanding, councilors may ask clarifying or follow-up questions of individuals providing testimony after that individual has completed his/her testimony. Questions posed by City Councilors should be to provide clarification or additional information on testimony provided. Questions should not be used as an attempt to lengthen or expand the testimony of the

individual. Councilors shall be expected to use restraint and be considerate of the meeting time of the Council when exercising this option. The Mayor or presiding officer may intervene if a councilor is violating the spirit of this guideline. At the end of the Public Hearing, each member of the Council has the opportunity to comment on or discuss testimony given during the Public Hearing.

1.07 Executive Session

All meetings of the Council shall be held in open session, except those meetings that may be closed for purposes specified in the Oregon Attorney General's Public Records and Meetings Manual (ORS 192.610 to 192.690). These include the employment or dismissal of public employees, performance evaluation of the council's employees, labor negotiations, real property transactions negotiations, and consulting with legal counsel on pending or threatened litigation.

Notice of executive sessions shall be given as required by state law and that notice must state the specific provisions of law authorizing the session.

The Mayor and City Councilors are expected to maintain the confidentiality of the information discussed in legally noticed and conducted executive sessions as defined in Chapter 192 of the Oregon Revised Statutes.

1.08 Minutes

Written minutes shall be taken for all City Council meetings in accordance with the Oregon Attorney General's Public Records and Meetings Manual. The minutes must give a true reflection of the matters discussed but need not be a full transcript, verbatim or recording.

As a matter of courtesy and efficiency, a councilor should notify the Mayor and other councilors that he/she intends to propose an amendment to the minutes and should propose replacement text in advance of the meeting at which those minutes are scheduled to be approved. If the proposed amendment is a simple factual, grammatical, or spelling correction, the amendment may be proposed without consulting the minutes recorder. If, however, the proposed amendment is substantive in nature or seeks to clarify the speaker's intent, or to expand his/her remarks for the record, the councilor should notify the minutes recorder and request verification of the proposed amendment.

1.09 Voting

Section 12 of the Eugene Municipal Charter states that the Mayor only votes on matters before the Council in the case of a tie. Council members may not abstain from voting unless a conflict of interest has been declared.

1.10 Presiding Officer

The Mayor shall preside over City Council meetings when present. The president of the Council shall preside if the Mayor is absent or unable to preside. The Council vice president shall have the powers of the Council president when the Council president is performing the duties of the Mayor. If the Mayor, Council president, and vice president are unavailable, the Council members present shall elect a temporary presiding officer.

1.11 Council Officers

Council officers shall be elected for one-year terms in the manner prescribed in the E.C. 2.009, at the first regular meeting in each calendar year.

2. PLACING ITEMS ON COUNCIL AGENDA

2.01 Contact the City Manager

Contact the City Manager and explain the nature, scope and desired outcome of the item for the agenda or make the request during "Items from Mayor and City Council" at a City Council meeting. The City Manager and Mayor may then decide to place the item on a future agenda.

2.02 Council Poll

Alternatively, an item may be placed on the Council agenda by councilor request. A councilor may ask Council support staff for a work session or consideration of a resolution, and staff shall then poll all councilors, in writing, to ask if the item should be placed on the Council agenda. If, within two weeks of distribution of the poll, with an individualized reminder at five working days, four Councilors respond in the affirmative, the item shall be placed on a future Council agenda within a reasonable time.

Work session polls will generally include the work session topic and related Council goal or priority issues and questions to be addressed and intended outcomes.

2.03 Tentative Agenda on the Consent Calendar

At each regular meeting of the Council, the City Manager shall present the Tentative Agenda. This shall be placed on the Consent Calendar. If there are concerns about items on the Tentative Agenda, it may be removed at the request of any councilors from the Consent Calendar and discussed separately.

2.04 Tentative Agenda Provided Each Week

The Tentative Agenda shall be included in the weekly information packet provided to the Council.

2.05 Scheduling of Items on the Agenda

The City Manager and Mayor shall decide the date that items come before Council for work sessions and for regular meetings.

2.06 Routine Business Items on the City Council Agenda

The City Manager shall continue to place routine and standard items of Council business on the City Council agenda.

3. ORDER OF ITEMS ON A SPECIFIC DATE MEETING AGENDA

3.01 Pledge of Allegiance to the Flag

The Eugene City Council shall begin its formal council meetings with a voluntary recitation of the Pledge of Allegiance at those council meetings closest to the following holidays: Memorial Day, Veterans Day, Flag Day, and the Fourth of July.

At the council meeting closest to the Fourth of July, the ceremony will also include readings from the Declaration of Independence and/or United States Constitution.

3.02 Ceremonial Matters

At the first regular meeting of each month, the first agenda item shall be used to acknowledge special recognition or awards given to the City of Eugene or for the Mayor to read proclamations which serve to encourage and educate the community. Proclamations shall be made and placed on the agenda at the discretion of the Mayor. This item shall be called "Ceremonial Matters." Requests for recognition under Ceremonial Matters should be submitted in writing to the Mayor.

3.03 Committee Reports and Items from Mayor, City Council and City Manager

At regular meetings held on the second and fourth Mondays of each month, the first item on the agenda or following Ceremonial Matters and the Pledge of Allegiance, shall be "Committee Reports and Items of Interest from Mayor, City Council and City Manager." This portion of the agenda provides an opportunity for the Mayor, councilors and City Manager to raise issues, present ad hoc motions, introduce resolutions and report on committee activities and actions. The time allotted for "Items" is subject to change to accommodate emerging issues.

3.04 Consent Calendar

At regular City Council meetings, in order to expedite the Council's business, routine and standard items shall be placed on the Consent Calendar 1 for Council's consideration prior to Public Comment. Annexations and similar land use action items shall be placed on Consent Calendar 2 for Council's consideration after Public Comment.

Any item on either Consent Calendar may be removed for separate consideration by any member of the Council. Revisions or corrections to meetings minutes shall be considered first, prior to other items removed from the Consent Calendar. The remaining items on the Consent Calendar may then be considered for action by a single vote. The items pulled from the Consent Calendar shall be considered after the approval of the remainder of the Consent Calendar and before the next scheduled item on the agenda, unless requested for later consideration. In general, ordinances, because of charter requirements, should not be placed on the Consent Calendar.

3.05 Public Hearings Given Priority

As a guideline, public hearings shall be placed on the specific meeting agenda before items only requiring action. Further, public hearings expected to draw a small number of speakers shall be placed before public hearings for which a larger number of speakers is expected.

3.06 Action Items

In general, action on ordinances and councilor-introduced resolutions or motions shall be placed on regular City Council meeting agendas and shall be scheduled before Public Comment. This does not preclude taking action on items during work sessions or other portions of the meeting. Action items that are specifically related to City Council Goals and Priorities (Priority Goal Actions) shall be scheduled for action prior to Consent Calendar 1. Examples include items such as Low Income Rental Housing Property Tax Exemptions (LIRHPTE) and other authorizations in support of low-income housing.

4. COUNCIL ACTION ON AGENDA ITEMS

As a guideline, action on issues for which a public hearing has occurred shall not be taken at the same meeting at which the public hearing is held. In the case of an ordinance, the charter requires that an ordinance shall not be adopted by the Council unless it has been considered by the Council during at least two meetings. With the unanimous consent of the Council, the Council may consider and enact an ordinance at a single meeting if the Council does not amend the ordinance in a manner that modifies its substantive effect (Charter, Section 28 (3)).

5. POSTPONING AGENDA ITEMS

Any councilor may request that an item be postponed to another meeting if he/she is unable to attend the meeting at which the item has been scheduled. As a courtesy, councilors should submit in writing a request to postpone to the Mayor as early as possible. If the Mayor is unavailable, the request should be made to the City Manager or the Manager's designated staff member. A request to postpone may be made for either a work session item or a vote on an agenda item. The request to postpone shall be honored unless a majority of councilors present determines that the matter needs to be acted upon at that meeting.

6. COMMITTEES OF THE COUNCIL

6.01 Creation of Committees

While the City Code governs appointments to certain committees, the code grants broad general powers to the Mayor and City Council to create subcommittees or special ad hoc committees of the Council. The Mayor shall nominate and the Council shall appoint the members of any committee established by the Council unless a different procedure is specified at the time the committee is established. The charge to the committee shall be clearly stated at the time the committee is established, and the committee shall disband when its work is complete. Committees may be composed of councilors, interested citizens or both.

6.02 Standing Committees of the Council

There is one standing committee of the Council: Intergovernmental Relations Committee.

6.03 Standing Advisory Bodies to the Council

There are seven standing advisory bodies to the City Council. These are created in the Eugene Code and Charter and exist to provide advice on policy matters. They are: 1) Budget Committee; 2) Planning Commission; 3) Police Commission; 4) Human Rights Commission; 5) Sustainability Commission; 6) Civilian Review Board; and 7) Toxics Board.

7. CONDUCT AT MEETINGS

7.01 Roberts Rules of Order

Conduct at City Council meetings and committee meetings is governed by Robert's Rules of Order, Revised. The Council has the obligation to be clear and simple in its procedures and in its consideration of the questions coming before it. Council members shall avoid invoking the finer points of parliamentary rules which may serve only to obscure the issues.

7.02 Other Meeting Guidelines

The presiding officer shall be responsible for ensuring order and decorum are maintained.

Behavior or actions that are unreasonably loud or disruptive shall be cause for removal from Council meetings. This includes engaging in violent or distracting action, making loud or disruptive noise or using similar language, and refusing to obey an order of the presiding officer.

Council members speak only for themselves and shall be open, direct and candid. They work to keep discussion moving and call for a "process check" if the discussion becomes bogged down. Time limits may be set on topics. When councilors speak to each other during public meetings, last names shall be used during regular meetings, but first names may be used during work sessions. The Mayor is, however, always referred to as "Mayor."

During public meetings, councilors generally should not attempt to edit or rewrite prepared ordinances. Amendments to an ordinance may, however, be appropriate. Generally, councilors should give direction to staff to bring back amended ordinances for Council consideration.

If a member of the Council intends to make a motion at a meeting which is not reflected in the agenda item summary, every effort should be made to contact other members of the Council to inform them of the intent and the text of the motion at least 24 hours in advance of the meeting whenever possible or practicable. City Council support staff should be provided with the same information and may be asked to assist in the notification process.

The Mayor and Council will be limited to commenting only on the main motion prior to discussing any proposed amendments. If an amendment to the motion is made during the initial round on the main motion, subsequent remarks on the amendments will be postponed until all wishing to speak on the main motion have done so.

Comment times for the Mayor and councilors at City Council meetings or work sessions shall be generally limited to no more than three minutes. At the discretion of the Mayor or presiding officer, second and subsequent rounds may be limited further to ensure that everyone has an opportunity to be heard in the time allotted for the item.

7.03 Public Conduct

The rules of conduct for members of the public shall generally be the same as for the Council. City Code prohibits any person from bringing flags, signs, posters, and placards to a City Council meeting unless authorized by the presiding officer. The Eugene Code specifically permits arm bands, emblems, badges, and other articles worn on personal clothing, so long as such items do not extend from the body in such a way as to cause injury to another.

8. COUNCILOR REQUEST FOR STAFF ASSISTANCE

8.01 Two-Hour Rule

Initiatives requiring more than two hours of staff time must be approved by the Council. Requests that involve less than two hours staff time or resources should be directed to the City Manager.

8.02 Major Request

A councilor who desires major policy, ordinance research, or other staff assistance should first raise the issue at a City Council work session. The Council should decide whether to proceed with the issue or ordinance before staff time is spent.

8.03 Tracking Council Requests

Except for routine inquiries, the City Manager shall respond to councilors' requests for information or assistance. The Manager shall assign these requests to appropriate City staff and track progress on the assignments. This process eliminates the possibilities of staff members duplicating each other's efforts or a request being overlooked.

9. REPRESENTING CITY POSITIONS AND PERSONAL POSITIONS

9.01 Written Communications from City Councilors and Mayor

In written communication with other officials or groups and in letters for publication, such as "to the editor," the Mayor and councilors should be careful to decide whether to speak only for themselves or for the Council. In speaking for the Council, when there is a position which the writer wishes to reinforce or explain, it is useful to circulate a copy to the Council for comment before the letter is mailed. Letters to other elected officials or agencies on City issues shall be discussed with the appropriate staff so that the City lobby effort can be coordinated.

When writing as an individual, a councilor or the Mayor is free to take any position he/she feels is appropriate. When it is a point of view different from a Council position, this fact should be included in the letter. Use of City stationery and choice of pronouns shall be left to the discretion of the councilor or the Mayor.

The governing principle is to advise the Council or staff when expressing a City position, and to make differences clear when speaking as an individual.

9.02 State/Federal Lobbying

The effectiveness of City lobbying in Salem or in Washington, D.C. depends on the clarity of the City's voice. When councilors or the Mayor represent the City in a lobbying situation, it is appropriate that the councilors or the Mayor avoid expressions of personal dissent from an adopted Council policy. This policy is stated in Resolution No. 4908, Council Policy on Testimony and Funding Applications.

A councilor or the Mayor in disagreement with an adopted policy should not be deprived of the right to express such views to the appropriate officials at another time and another place. However, the councilor or the Mayor should feel bound to advise those to whom such disagreement is expressed that it is an individual view and that the Council has taken a different position.

9.03 Attending Conferences, Other Meetings

Councilors and the Mayor are encouraged to attend conferences and training sessions which would enhance their skills and knowledge. Any councilor or the Mayor may attend any meeting at which the Council is represented, but only the formally appointed official City Council representative or designated alternate, has the right to vote on matters being considered by the organization or group holding the meeting or conference. Individual councilors or the Mayor may state he or she is representing the City Council if he or she has been formally directed by the City Council to do so.

For local intergovernmental bodies or advisory groups to which an official Eugene City

Council representative has been appointed, the representative is to serve as an "instructed delegate;" that is, to represent pertinent adopted City and City Council policy. If possible, the Mayor or councilors should inform the other members of the City Council of the matters being considered by intergovernmental bodies, and to the greatest extent possible, seek direction from the City Council on issues directly pertaining to the City of Eugene and adopted City policy. The representative may express his or her own opinion, provided it is identified as such, but when voting or considering matters with policy implications or budgetary considerations, the representative must follow adopted City or City Council policy and direction.

Participating in state and national groups such as the League of Oregon Cities and the National League of Cities presents the opportunity to enhance skills and knowledge and is an important avenue for the Mayor and councilors to advocate for the members of the community and the city itself. If the Mayor or councilors attend meetings of these organizations, an official voting delegate should be selected by the City Council. This voting delegate, to the greatest extent possible, informs the Mayor and City Council of issues or matters on which the voting delegate may be asked to vote. If there is existing City or Council policy, the voting delegate will vote in accordance with that policy. When providing a report to the council (see Section 10.05), votes of the delegate should be included in that report.

If the Mayor or individual councilor serves on a committee of a state or national advisory committee and has been selected in an "at large" role, that is, not a specific seat or position for a City of Eugene elected official, that person should state the adopted City or Council policies. However, that person is not bound by the adopted policy and can represent his or her own position, provided that the person makes such a disclaimer.

10. COUNCILOR EXPENSES

10.01 General Guidelines for Reimbursed Expenses

Under the provisions of the City Charter, the City may pay a councilor or the Mayor expenses that are directly related to City business. It is each councilor's and the Mayor's responsibility to determine if expenses are actually City-related. If there are questions about the propriety of such expenditures, the Manager shall first review the issue with the councilor. If the City Manager and the councilor cannot resolve the issue, the Manager shall discuss the matter with the Mayor. Receipts should be secured for any expenses and should accompany City Council expense report forms to record mileage and other expenses. The forms shall be available from the City Manager's Office.

Activities that support or oppose a political campaign shall not be reimbursable.

10.02 Out-of-Town Expenses

Out-of-town expenses include those incurred while attending City-related conventions, conferences, training seminars, or meetings. Expenses that are paid by the City include fees for seminars or conferences; transportation to, from, and at the destination; and lodging, meals, and incidental expenses that are necessary to conduct City business.

10.03 Local Expenses

Local expenses include those incurred while representing the Council on a committee, attending meetings, attending local seminars or conferences, attending local special events, or meeting with groups or individuals to discuss City matters. Expenses that are paid by the City are detailed in Resolution No. 4375 and include meals, conference registration, transportation and necessary incidental expenses, and up to two community group memberships, not to exceed $100 total. Telecommunications outlined in Resolution No. 4375 include, but are not limited to, phone and internet charges as required for conducting business. The reimbursement for bicycle mileage using alternative forms of transportation, including walking and biking and excluding buses, as permitted in Resolution No. 4375, shall be $.25.8 per mile as of July 1, 2020, and shall be adjusted each year at the same rate of increase as that of automobile reimbursement. Special materials such as books or directories may also be eligible for reimbursement.

If receipts are not available, a written description of expenses signed by the Councilor must be submitted along with the Council Expense Report Form. Forms shall be available from the City Manager's Office.

10.04 Spouse/Partner/Guest Expenses

The City shall reimburse councilors or the Mayor for spouse/partner/guest expenses at local events when the councilors or the Mayor and a spouse/partner/guest are jointly invited and the councilors are serving in their official capacity, such as a recognition dinner. The City does not otherwise reimburse councilors or the Mayor for expenses incurred by their spouse/partner/guest. If councilors or the Mayor wish to have their spouse/partner/guest accompany them while attending out-of-town events, the City may make reservations and have travel and lodging expenses billed directly to the City. Councilors or the Mayor must then reimburse the City for their spouse/partner/guest travel and lodging expenses. Reimbursement should be made as soon as possible so that the trip reconciliation process can be completed.

10.05 Travel Guidelines

Prior notification of out-of-town travel shall be given to staff responsible for travel arrangements in the City Manager's Office whenever possible. Registration and travel arrangements should be made well in advance so that the City can take advantage of reduced fares and early registration fees. Staff shall assist councilors in making transportation and lodging arrangements and arrange to have expenses billed directly to the City; contractors shall be chosen by staff, and not by councilors.

While at a conference, councilors or the Mayor shall be expected to attend conference sessions and, within 30 days, issue a written report to share the information and perspectives with the entire City Council. If more than one councilor attends, a consolidated report may be written.

As a general guideline, each councilor is allowed two out-of-state conference trips per fiscal year. If a councilor wishes to make additional trips, the request should be brought to attention of the full Council and should be endorsed by a majority of the Council. This guideline is intended to cover trips made at the discretion of the individual councilor; it is not intended to be applied to trips related to service on national or regional committee, such as a committee of the National League of Cities.

10.06 Overseas Travel

If the Mayor or members of the Council wish to attend a conference or make a Council business-related trip to a destination overseas, this request shall be made in writing well in advance and shall be placed on the Consent Calendar for approval by the Council.

11. ETHICS

11.01 Reporting Requirements in ORS

In accordance with ORS 244.050, the Mayor and all councilors holding office on April 15 shall be required to file an Annual Verified Statement of Economic Interest with the Oregon Government Standards and Practices Commission on or before that date. The report must be filed on the form prescribed by ORS 244.060. Each year the form shall be sent directly to the elected official by the Commission and should be returned directly to the Commission in Salem. Failure to submit the form by the April 15 deadline may result in the imposition of a civil penalty and/or removal from office.

11.02 Local Code of Ethics

The Charter requires that a code of ethics be enacted. This local code, found in the Eugene Code, places additional conflicts of interest requirements upon elected officials and creates a local process for filing complaints.

12. MEETING AND WORK SESSION SEATING ASSIGNMENTS

The Council shall be assigned seats in January, following the election of the Council president and vice president. The Mayor is always seated at the center position with the Council president seated at the Mayor's right and the Council vice president seated at the Mayor's left.

The remaining councilors shall be assigned seats in alphabetical order by last name. When the Council returns after each Council break, each person moves one seat toward the outside and to the opposite side of the table or dais; those in the outermost seats move to the innermost seats on the opposite side. To achieve the intended rhythm between the fall and winter sessions, the cycle shall be repeated every two years. This system allows councilors the opportunity to regularly change seats throughout a four-year term. Below is a detailed listing of the seating sequence.

Year 1 (Odd Numbered Years)

JANUARY

Mayor

President	Vice President
Councilor A1	Councilor B2
Councilor C3	Councilor D4
Councilor E5	Councilor F6

APRIL	Mayor
President	Vice President
Councilor F6	Councilor E5
Councilor B2	Councilor A1
Councilor D4	Councilor C3

SEPTEMBER	Mayor
President	Vice President
Councilor C3	Councilor D4
Councilor E5	Councilor F6
Councilor A1	Councilor B2

Year 2 (Even Numbered Years)

JANUARY	Mayor
President	Vice President
Councilor B2	Councilor A1
Councilor D4	Councilor C3
Councilor F6	Councilor E5

APRIL	Mayor
President	Vice President
Councilor E5	Councilor F6
Councilor A1	Councilor B2
Councilor C3	Councilor D4

SEPTEMBER	Mayor
President	Vice President
Councilor D4	Councilor C3
Councilor F6	Councilor E5
Councilor B2	Councilor A1

CITY COUNCIL COMMITTEE ON INTERGOVERNMENTAL RELATIONS
OPERATING AGREEMENTS
ADOPTED BY THE CITY COUNCIL ON OCTOBER 23, 2023

1. Purpose of Council Committee on Intergovernmental Relations

The Council Committee on Intergovernmental Relations (IGR Committee) exists to make recommendations to the City Council on State and Federal legislative issues. At this time, it is the only standing committee of the City Council.

2. Membership

The IGR Committee consists of three City Council members.

The three IGR Committee Council members are appointed annually by the Mayor in the normal course of appointments to various boards and commissions on which City of Eugene elected officials serve. The Mayor will appoint members that represent the City Council's political and ideological diversity.

The Mayor serves as an ex-officio member of the IGR committee.

3. Committee Chair

The IGR Committee shall elect a chair of the committee at the first regularly scheduled meeting after the Mayor has appointed the members to the IGR Committee.

4. Conducting the Business of Meeting

IGR Committee meetings are governed by Roberts Rules of Order, Revised. Like the City Council, the IGR Committee has the obligation to be clear and simple in its procedures and in its consideration of the questions coming before it.

5. Meetings

The IGR Committee meets as needed and generally meets more frequently when the Oregon Legislature is in session. Meetings of the IGR Committee are subject to the requirements of Oregon Public Meetings Law, ORS 192.620. The meetings shall be held within the jurisdictional boundaries of the City.

No IGR Committee meeting shall be held at any place where discrimination on the basis of an individual's race, religion, color, sex, national origin, ethnicity, marital status, familial status, age, sexual orientation, source of income or disability, is practiced.

Advance notice of at least 24 hours shall be provided for all meetings. Notice shall include written notice to all news media that requested notice.

6. Quorum

Two members of the IGR Committee constitute a quorum for the transaction of Committee business. Other members of the City Council may attend meetings of the IGR Committee, but shall have no authority or status to vote on matters considered by the IGR Committee during that meeting.

Unanimous votes of the IGR Committee require 3 votes, not 2 votes, should an IGR Committee member be absent.

An IGR Committee member may designate the Mayor to serve as an alternate in the member's absence.

7. Minutes

Written minutes shall be taken for all IGR Committee meetings in accordance with the Oregon Attorney General's Public Records and Meetings Manual. Minutes must give a true reflection of the matters discussed but need not be a full transcript, verbatim or recording.

8. Process for Sessions of the Oregon Legislature

The Oregon State Legislature convenes annually in January in the state capitol of Salem. In odd years, sessions may last 160 days, referred to as "long session." During the "long session" the legislature approves a two-year state budget for the next biennium. In even years, a "short session" is held. A short session can last a maximum of 35 days.
Preparation for the Long Session is begun by IGR staff who meet with the members of the IGR Committee and other City departmental staff to outline legislative policies and concepts for the upcoming session based upon City Council goals, priorities, community needs and organizational issues. These concepts, after being vetted by staff and the IGR Committee, are then submitted to the full City Council for review and approval. Once the concepts are approved, they become the basis for the Oregon Legislative Priorities document and the Legislative Policies document that serves as the cornerstone for position and lobbying efforts on bills during the session.

9. Process for Introducing Legislation

The City may wish to introduce legislative concepts on its behalf to the legislature. The IGR Committee meets and reviews all proposals for legislation prior to submittal to the Legislature.

Any City staff or elected official interested in introducing legislation prepares a written overview of the purpose of the legislative concept and draft language for review by the IGR Committee. The IGR Committee then reviews the proposal, taking action during a regular meeting to revise, adopt, or take no action on the proposal. Once the IGR Committee has voted on proposed legislative concepts, this recommendation moves forward to the full City Council for review and action.

After the proposed legislative concepts have been reviewed and approved by the full City Council, legislative concepts that have been approved are presented to the Legislature or Eugene Area Legislators for drafting.

10. Process for Review and Prioritization of Legislation

In 2013, the City Council adopted Resolution 5081 (Attachment A), which guides the IGR Committee Legislative Review process and Voting process.
Review by City staff:

- Once the bills are introduced, they are assigned by an IGR staff person to the appropriate Legislative Coordinators (LCs) for review.

- Legislative Coordinators (LCs) in the appropriate City department analyze priority introduced bills that may affect the City. LC staff is determined by each Department.
- LC staff turnaround for review and analysis of a bill is expected to be within 10 working days of the assignment of a bill unless the movement of a bill warrants a faster turn-around. In those cases, IGR staff will contact the LC and arrange for a faster review.
- If a bill addresses one or more of the policies presented in the Oregon Priorities or Legislative Policies documents for that session, the particular policy is noted in the LC staff's analysis of the bill.
- LC staff will relay both the pros and cons of a bill in their comments as well as any amendments that would make the bill more favorable.
- In collaboration with the IGR Manager, the LC will assign each bill a priority and a recommendation.

Position Recommendations:

Support: From the City's perspective, we are in favor of the bill and the impacts. Legislative Coordinators should note why we are in favor of the bill and note any amendments that would make the bill better.

Oppose: From the City's perspective, we are opposed to the bill and the impacts. Legislative Coordinators should note why we are opposed and make any recommendations that would make the bill better, if applicable.

Priority Recommendations:

- **High Priority Bills:** We will be highly selective in identifying priority bills to be forwarded to the Intergovernmental Relations Committee (IGR). For a bill to be recommended as a high priority bill to be actively lobbied, either in support or in opposition, the bill would have a significant impact on City operations, services, or finances in such ways to fundamentally impact department administration, organization, personnel, allocation of City resources, or local decision-making, either negatively or positively. The issues addressed by the bill are of significant interest to the City even if they do not directly impact operations, services, or finances of the City. Examples of high priority bills could include Telecom/local pre-emption efforts, PERS reform, Public Safety, and transportation funding.

- In addition to be bills identified as high priority, other bills and legislative issues may be forwarded to the IGR Committee to enable staff to provide supportive or opposing written or oral testimony. Examples of issues that may require supportive testimony (as opposed to active lobbying) include support for the Oregon Cultural Trust, support for one of our partner agencies lobbying efforts (University of Oregon, City of Springfield, EWEB), etc.

11. Voting on bills

The IGR Committee votes on all bill priorities and recommendations.

Approved IGR Committee minutes, including votes on bill positions, will be shared with the full City Council by including them with the weekly City Council materials. Any bill that has been reviewed by the IGR Committee may be requested for discussion by the full City Council or by the Mayor.

If a position the IGR Committee has taken on a bill is not unanimous, the position on that bill will be Neutral until the full City Council weighs in and directs a position. If possible, the bill will then be placed on the next available City Council agenda.

12. Communicating with City Council

All Councilors are encouraged to bring items of interest for follow up by the IGR Committee to the IGR Members, the IGR Manager, City Manager, or Mayor at any time.

The IGR Chair will provide regular updates to the Council during the 'Committee Updates and Items of Interest' section of the Regular City Council meetings.

- Outside of Legislative Session, one update per month, during Items of Interest, by the IGR Chair at the first Monday meeting. This will share with Council the outcomes from the monthly IGR Committee Meeting. The IGR Manager will send this update to the Chair prior to the meeting.
- During the Legislative Session, two updates per month to the Council, during Items of Interest, by the Chair, including Committee Meeting outcomes and Priority Bill Update. The IGR Manager will send this update to the Chair prior to the meeting.

During the Legislative Session, the IGR Manager will provide weekly Priority Bill Update Email to the full Council. During Legislative Session, the weekly Priority Bill Update Email will be included within the weekly Council packets.

13. Process for Federal Lobbying Efforts

The IGR Committee and IGR staff address Federal lobbying priorities in concert with a number of the City's local governmental partners.

The Federal priorities begin with a review of opportunities for funding in the next Federal budget and goals that are specific to Eugene or the area. The IGR Committee meets and reviews the list of potential priority projects. Potential projects should be those projects which have already gone through the proper authorization channels and are "shovel ready" projects. Once the IGR Committee reviews the list of potential projects, the Committee develops a list of project goals that are considered to be achievable.

After the proposed goals have been vetted by staff, United Front partners, and other community partners, and the IGR Committee, the priorities list is then presented to the full City Council for review and approval.

The final list becomes part of the "United Front" agenda which is presented to the area's congressional representatives, executive department staff, and other potential funding sources in Washington, D.C. The attendees on the lobbying trips typically include the Mayor, chair of the IGR Committee, and appropriate City staff.

14. Grants and Funding Applications

Under the direction of the City Manager, the IGR Manager will coordinate with departmental staff and Executive Leadership to ensure all City applications for grants or funding are in accordance with adopted City Policy and have existing budget authorization for any match requirements (either in-kind resources or direct funding). Coordination will include, but not be limited to, ensuring city staff are working collaboratively related to funding sources, support communications related to successful funding requests, and building relationships with potential funding partners.

15. Resolution 4908

On April 18, 2007, the City Council adopted Resolution No. 4908, "A Resolution Establishing Policy Governing City Testimony and Funding Requests, and Repealing Resolution No. 4139". This speaks to the issue of testimony before legislative bodies, funding requests and the role of the Council in setting legislative policy. This Resolution is incorporated into this document as Attachment B.

16. City Council Operating Agreements

The operating agreements of the IGR Committee are to be incorporated into the Operating Agreements of the Eugene City Council. As the IGR Committee is a subset of the City Council, any and all process and operating agreements supersede this document. All process and operating agreements of the City Council, by extension and when relevant apply to the IGR Committee.

Attachment A: City of Eugene Resolution 5081.
Attachment B: City of Eugene Resolution 4908.

RESOLUTION NO. 5081

A RESOLUTION CONCERNING THE 2013 OREGON LEGISLATURE AND THE CITY COUNCIL COMMITTEE ON INTERGOVERNMENTAL RELATIONS OPERATING AGREEMENTS ADOPTED BY RESOLUTION NO. 5043.

The City Council of the City of Eugene finds that:

A. Section 2.007 of the Eugene Code, 1971, contains provisions regarding Council meetings and the establishment of Council groundrules.

B. The Eugene City Council Operating Agreements (referred to as groundrules in the Eugene Code, 1971) were adopted by Resolution No. 4588 on April 12, 1999, and have subsequently been amended, most recently by Resolution No. 5043 on October 11, 2011.

C. Included in the Operating Agreements is the document titled "City Council Committee on Intergovernmental Relations Operating Agreements" which contains the process for the City's participation in sessions of the Oregon Legislature. The City intends to pilot an alternate process for the 2013 Oregon Legislative Session as set forth in Exhibit A to this Resolution, and Resolution No. 5043 should be temporarily amended to enable the City to try the pilot process.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a Municipal Corporation of the State of Oregon, as follows:

Section 1. Based on the above findings, the process for review, prioritization and lobbying of legislation for the 2013 Oregon Legislative Session shall be as described in Exhibit A to this Resolution, rather than the process set forth in Resolution No. 5043.

Section 2. A copy of this Resolution shall be appended to Resolution No. 5043.

Section 3. This Resolution shall become effective immediately upon its adoption.

The foregoing Resolution adopted the 11th day of February, 2013.

Beth Forrest
City Recorder

Exhibit A

PROCESS FOR REVIEW AND PRIORITIZATION OF LEGISLATION FOR THE 2013 LEGISLATIVE SESSION

The 2013 session will start on February 4, 2013. The Legislature convenes annually in February at the State Capitol in Salem. Sessions may not exceed 160 days in odd-numbered years and 35 days in even-numbered years. Five-day extensions are allowed by a two-thirds vote in each house. In odd-numbered years, the Legislative Assembly convenes on the second Monday in January, to swear-in newly elected officials, elect legislative leaders, adopt rules, organize and appoint committees, and begin introducing bills.

REVIEW OF LEGISLATION BY CITY STAFF LEGISLATIVE COORDINATORS

In past years, bills have been assigned by the IGR staff to appropriate staff throughout the city. This has resulted in the generation of a tremendous amount of work, both for staff, as well as for the IGR committee, often with limited or no tangible benefit. Very few bills that we take positions on merit targeted lobbying efforts on behalf of the city of Eugene. This year, we will be approaching the legislative session in a much more targeted way, with the goal of being more efficient, and effective in our lobbying efforts.

The most obvious change in the process will be that IGR staff will no longer routinely assign bills to legislative coordinators for comments and positions. Instead, we will rely primarily on departments to identify significant legislative issues/bills that merit taking a position on and actively lobbying. Department/division staff will be asked to rely on professional affiliations and jurisdictional counterparts across the state to stay in touch with legislative issues arising in their area of expertise. In addition to bills identified by departments, bills will be identified in a two other primary ways, through the League of Oregon Cities, and through paid lobbyists. The League of Oregon Cities has recently implemented a new bill tracking software system, which will be a significant new resource this session. Additionally, the city council or city manager may identify issues that come to their attention for IGR staff. It is strongly believed that all significant legislation of potential impact to the city will be identified through this approach.

Once an issue/bill is identified by department staff, legislative coordinators will assess consistency of the issue with adopted City policies and past legislative positions, and will provide comments and a recommended position and priority for referral to the IGR committee. Bills/legislative issues brought to IGR staff should be limited to those determined to be high priority; that is, the bill would have significant impact on City operations, services, or finances in such ways as to fundamentally impact department administration, organization, personnel, allocation of City resources, or local decision-making, either negatively or positively. Examples of legislative issues that have already been identified for this session include PERS reform, telecom, and public safety. Legislation related to these issue areas could have significant

financial or operational impact on the City – therefore we plan to actively lobby the city's interests in these areas.

LEGISLATIVE ADVOCACY

As described in the previous section, advocacy efforts will be narrowed and targeted to focus on a very few, high priority issues of potential impact to the City. In the past, this was done on the basis of the priority assignment and recommendation system. Because only bills of potential impact will be referred to the CELEG system, the priority assignment system will be modified. Staff will be asked to provide a "support," or "oppose," recommendation for all bills to be reviewed on which we want to take a position. In rare cases, there may be a need to "monitor" a bill. In that case, specific information will be provided to explain the merits of tracking such a bill.

Position Recommendations:

Support: From the City's perspective, we are in favor of the bill and the impacts. Legislative Coordinators should note why we are in favor of the bill and note any amendments that would make the bill better.

Oppose: From the City's perspective, we are opposed to the bill and the impacts. Legislative Coordinators should note why we are opposed and make any recommendations that would make the bill better, if applicable.

Priority Recommendations:

- **High Priority Bills:** We will be highly selective in identifying priority bills to be forwarded to the Intergovernmental Relations Committee (IGR). For a bill to be recommended as a high priority bill to be actively lobbied, either in support or in opposition, the bill would have a significant impact on City operations, services, or finances in such ways as to fundamentally impact department administration, organization, personnel, allocation of City resources, or local decision-making, either negatively or positively. The issues addressed by the bill are of significant interest to the City even if they do not directly impact the operations, services, or finances of the City. Examples of high priority bills could include Telecom/local pre-emption efforts, PERS reform, Public Safety, and transportation funding.

- In addition to be bills identified as high priority, other bills and legislative issues may be forwarded to the IGR committee to enable staff to provide supportive or opposing written or oral testimony. Examples of issues that may require supporting testimony (as opposed to active lobbying) include support for the Oregon Cultural Trust, support for

one of our partner agencies lobbying efforts (University of Oregon, City of Springfield, EWEB), etc.

Voting on bills:

The IGR Committee votes on all bill priorities and recommendations.

All unanimous positions are presented on the full City Council's agenda for review and approval. The minutes of the IGR Committee are ratified by the City Council. Any bill that has been reviewed by the IGR Committee may be pulled for discussion at the request of any Councilor or by the Mayor.

If a position the IGR Committee has taken on a bill is not unanimous, the position on that bill will be Neutral until the full City Council weighs in and directs a position. If possible, the bill will then be placed on the next available City Council agenda. If time makes placing the bill on the City council agenda impossible, City council members will be emailed with the details of the bill and asked for their direction.

RESOLUTION NO. 4908

A RESOLUTION ESTABLISHING POLICY GOVERNING CITY TESTIMONY AND FUNDING REQUESTS, AND REPEALING RESOLUTION NO. 4139.

The City Council of the City of Eugene finds that:

A. Under the Eugene Charter, it is the exclusive role of the City Council to set legislative policy for the City.

B. On September 13, 1989 the City Council adopted Resolution No. 4139 establishing policy governing testimony and funding requests by City representatives.

C. The City Council has determined that Section 7 of Resolution No. 4139 should be repealed.

D. The Council finds that Resolution No. 4139 should be repealed in its entirety, and its provisions, other than Section 7, be readopted as hereinafter set forth as City policy governing testimony before the Federal government, the Legislative Assembly of the State of Oregon or its committees, State agencies, or municipal corporations, and submission of funding requests to such entities. As used herein, in addition to the Congress of the United States, references to "Federal government" includes all committees, commissions, departments, agencies, bureaus, and governmental divisions or instrumentalities of the United States.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a Municipal Corporation of the State of Oregon, as follows:

Section 1. Based upon the above findings, which are adopted herein, Resolution No. 4139, adopted by the Council on September 13, 1989, and any other Resolution in conflict herewith is hereby repealed as of the effective date of this Resolution, and City policy governing testimony and funding requests is established as hereinafter set forth.

Section 2. Any employee or agent of the City, the Mayor or any member of the City Council or any City board or commission desiring to testify in his or her official capacity on legislative or regulatory matters before the State Legislative Assembly, State agencies, municipal corporations, or the Federal government, or desiring to submit funding requests for municipal activities thereto or to any private foundation, shall present the essence of the testimony or funding request to the Council for prior approval, modification, or disapproval.

Section 3. No employee, agent or officer of the City shall testify on legislative or regulatory matters before a governmental entity or request funding from a public or private source in his or her official capacity contrary to the adopted policies of the Council. The Mayor, members of the City Council, and members of City boards or commissions shall not make a

funding request contrary to the adopted policies of the Council. No such person shall testify contrary to adopted policies of the Council unless prior to the presentation the speaker submits to the governmental entity a written statement of the City's position and orally acknowledges before speaking that the testimony will be contrary to the City's position. Summaries of all testimony delivered under this section shall be provided to the Council. Each summary shall include a description of the time, place and group before which the statement was made.

Section 4. In the event time pressures do not permit the Council to consider the testimony before the intended time of presentation by a representative of a City board or commission, the person may speak for the board or commission, but must explain that the Council has not considered the issue. Summaries of all testimony under this section shall be provided to the Council.

Section 5. Any officer, employee or agent of the City, the Mayor, or a member of the Council or a City board or commission may take a position before or request funding from administrative staff of State agencies, municipal corporations, the Federal government, or private foundations without prior approval of the Council, but must declare that consideration and approval of the Council has not been obtained if that is the case. This declaration need not be given if the position or funding request presented represents application of previously adopted Council policies with respect to the issue being considered.

Section 6. If the City Manager, or his or her designee determines it is important that the City of Eugene speak on a legislative issue or apply for available funds and the hearing schedule or funding application deadline does not permit prior Council approval, the City Manager or his or her designee is authorized to speak on behalf of the City of Eugene after consultation with the Council Legislative Committee Chair. Summaries of all testimony delivered or funding applications submitted under this section shall be provided to the Council.

Section 7. This Resolution is not to be construed to abridge the rights of individuals to testify in their own names.

Section 8. The provisions of this Resolution do not apply to testimony before an agency or court in a quasi-judicial or judicial proceeding.

Section 9. Copies of this Resolution shall be distributed to the departments, boards and commissions of the City of Eugene and, as deemed appropriate by the City Manager, to the Federal government, State Legislative Assembly, State agencies, municipal corporations, and private foundations before presentation of testimony or funding requests. The City Manager is directed to take any other necessary administrative action to implement this Resolution.

Section 10. This Resolution shall become effective immediately upon its adoption.

The foregoing Resolution adopted the 18th day of April, 2007.

City Recorder

EUGENE CITY COUNCIL
AGENDA ITEM SUMMARY

Work Session: Eugene Public Library – Year 4 & 5 Levy Report

Meeting Date: October 21, 2026 | Agenda Item Number: 2
Department: Library, Recreation and Cultural Services | Staff Contact: Angela Ocaña
www.eugene-or.gov | Phone: 541-682-5632

ISSUE STATEMENT

At this work session Council will receive a Fiscal Year 2025 and Fiscal Year 2026 Library Levy update. Staff will provide an update on the status of the investments, service usage and community access. This work session is informational only.

BACKGROUND

On November 3, 2020, the City of Eugene voters approved Measure 20-309 to fund expanded Eugene Public Library services for five years beginning July 2021. The expanded services promised in the levy were in three categories:

1. More hours and access
2. More programs for all ages
3. More materials and technology

These expanded services align with the Eugene Public Library's mission: "Providing equitable resources and opportunities for everyone to create a connected, caring and inspired community."

The Library Levy requires 47 open hours across the Bethel and Sheldon Branches, an increase in programming across the three branches, maintenance of the budget for materials and internet devices, and an ongoing guarantee of accountability and transparency through annual summaries of spending and performance measures, an annual review by the citizen Library Advisory Board, and annual report to City Council. The Year 1 Library Levy report was presented to City Council on December 14, 2022. The Year 2 Library Levy report was presented to the Eugene City Council on February 14, 2024, and the Year 3 of the report was delivered to council on July 26, 2025.

This report will present Year 4 and Year 5 of the 2020 levy. Staff presented at multiple sessions during the FY26 to move forward the new 2027 levy, which delayed the delivery of the Year 4 report.

Highlights include:

<u>Year 4 - Fiscal Year 2025: July 1, 2024-June 30, 2025</u>

- 816,093 visits across Downtown, Bethel and Sheldon, demonstrating continued strong use of library spaces.
- 1.9 million physical items circulated, alongside continued growth in digital use; this year also marked the discontinuation of Hoopla and shift in the library's digital strategy.

- 126,626 registered library users, a 4.6 percent increase from the previous year.
- 1,259 programs and outreach activities reached more than 31,000 participants from the previous year.
- The Emerald Room continued developing as a flexible adult space for creativity, programs and connection, while Home Delivery and Deposit Collections extended library access beyond library buildings to our most vulnerable populations.
- Technology and access improvements included moving library backend software Polaris to the cloud, laying groundwork for future online registration and improvements to patron accounts.

Year 5 - Fiscal Year 2026: July 1, 2025-June 30, 2026

- Library visits increased 4.3 percent to 851,396, while registered users climbed more than 10 percent to 139,634.
- Bethel Branch library registered users increased 63 percent from 8,517 to 13,922, alongside a more systematic expansion of the Student Card program across Bethel-area schools.
- The library offered 1,294 programs and outreach activities. Adult programming was an especially strong growth area: 412 programs, up nearly 30 percent, with attendance increasing 44 percent to 7,197.
- Partnerships helped translate programs into practical outcomes, from Lane Community College's Talk Time for English Learners to Peak Credit Union financial literacy programs and community experts contributing specialized programs.
- The definition of a library collection continued expanding: the Library of Things reached 750 objects representing 225 types of items, while the virtual collection grew more than 17 percent through resources including expanded Libby purchasing and adding Comics Plus database.
- Year 5 also marked 25 years of Bethel and Sheldon neighborhood branches which benefitted from expanded hours, programs, collections and services from library levies over the last decade.

Staff will provide a detailed overview of the report's findings, reviewing the progress made toward fulfilling the levy's commitments and marking the completion of five years under the current levy, as well as 10 consecutive years of expanded services supported by two successive five-year levies. In addition, staff will provide a brief update on the new fiscal year 2027 levy.

RELATED CITY POLICIES

The City of Eugene 2026-2025 Strategic Plan Framework outlines direction and organizational priorities for the 2026-2028 period. The Eugene Library Levy aligns with the Thriving, Livable, Community focus area "Eugene is a community where everyone has access to opportunity, welcoming public spaces, and the amenities that support a high quality of life." and specific strategy: "Sustain Eugene's Library, parks, and cultural programming."

PREVIOUS COUNCIL DIRECTION

December 14, 2022 Work Session

Council received a report on the first year of expanded library services made possible with levy funding during the period starting on July 1, 2021, and ending on June 30, 2023.

February 14, 2024 Work Session

Council received a report on the Year 2 expanded library services made possible with levy funding during the period starting on July 1, 2022, and ending on June 30, 2023.

July 16, 2025 Work Session

Council received a report on the Year 3 expanded library services made possible with levy funding during the period starting on July 1, 2023, and ending on June 30, 2024.

COUNCIL OPTIONS

This work session is informational only.

CITY MANAGER'S RECOMMENDATION

None.

POSSIBLE MOTIONS

None.

ATTACHMENTS

A. Eugene Public Library: Year 4 Levy Report as approved by the Library Advisory Board
B. Eugene Public Library: Year 5 Levy Report as approved by the Library Advisory Board
C. Memo to City Manager Jenny Haruyama from the Library Advisory Board Chair

FOR MORE INFORMATION

Staff Contact: Angela Ocaña, Library Services Director
Phone: 541-682-5632
Staff E-Mail: Aocana@eugene-or.gov

YEAR 4 LEVY REPORT

measure 20-309

Eugene Public Library

HOURS & ACCESS

PROGRAMS & SERVICES

MATERIALS & TECHNOLOGY

ACCOUNTABILITY & TRANSPARENCY

Eugene Public Library is dedicated to the profound principle that the library is for everyone. Each year, that belief takes shape in different ways: a welcoming place to spend time, a resource for learning and discovery, a source of connection and a way for people to access materials and services that enrich their daily lives.

For nearly 120 years, our library has been more than a building filled with books. It is a place to learn, discover and connect. A welcoming public space where people of all ages and backgrounds can find resources, experiences and each other. This levy report covers the period from July 1, 2024, through June 30, 2025, marking the fourth year of the five-year operating levy passed with the overwhelming support of 76% of Eugene voters. This levy has been essential in enabling the library to enhance its services and expand its impact on the community.

In this levy year, Eugene Public Library continued to build on this commitment while responding to changing community needs. Our staff focused on making library services easier to access, creating opportunities for connection, learning and ensuring that our collections and programs reflect the community's needs and interests.

Community use remained strong. During FY25, Eugene Public Library welcomed 816,093 visitors across our locations who borrowed or renewed more than 2.1 million materials, and more than 31,000 people participated in library events. In addition, 126,626 people were cardholders, reflecting that 68% of Eugeneans value having a library card.

The impact of this work extends beyond the library's walls. Levy support helps make library services available to people throughout the community, whether through neighborhood locations, outreach, digital resources, home delivery or programs. These services create pathways to information, learning and connection, helping people access the library in ways that fit their lives and needs.

This report highlights several of the ways levy-supported services continued to make a difference this year, from access to collections and technology to programs that create opportunities for learning, connection and discovery. Whether someone comes through our doors for a program, a quiet place to read, help navigating information or a sense ofbelonging, the library remains open to all.

Together, these services demonstrate how the library continues to serve as a community resource, meeting people where they are and helping them find the tools, information and connections they need to thrive.

HOURS & ACCESS

Access to services and resources remains central to Eugene Public Library's mission. Whether in person, online or out in the community, free access to library resources helps build an informed and connected community.

During FY25, the library welcomed 816,093 visitors, including 679,034 at Downtown, 55,578 at Bethel Branch and 81,481 at Sheldon Branch. The number of cardholders also continued to grow, increasing 4.58% over the previous year to 126,626 cardholders.

These numbers represent many ways people use their library. Some visit regularly to pick up holds or borrow books, use a computer or attend a storytime. Others come to study, meet friends, get help using technology or simply find a free public space to spend time.

As part of the levy commitments, Eugene Public Library promised to maintain access to library services across Downtown, Bethel and Sheldon and to continue reaching beyond library buildings to connect people with library resources.

Increasing access includes recognizing that not everyone can easily come through our doors. Staff continued expanding ways to bring library resources into our community. The Access Services team worked to strengthen Home Delivery in partnership with the Assistance League of Eugene, bringing items to members of the community who cannot physically make their way to the library. At Bethel Branch, staff strengthened connections through the Relief Nursery and visits to preschools and Head Start programs, helping people connect with library cards, books and other resources.

Staff also continued community outreach, collaborating with local partners and engaging the public at community events and gatherings. These efforts help make the library visible and accessible in neighborhoods and communities throughout Eugene.

Access extends beyond traditional library materials, too. Staff expanded the Library of Things with items such as lap looms, cake pans, air quality monitors, electricity usage readers, LED page magnifiers and robotic companion cats. These resources provide opportunities for creativity, learning, practical support and connection from home.

To further support equitable access, staff added Sensory Storytime to the weekly lineup. Such changes reflect the library's continued commitment to inclusivity, innovation and meeting the diverse needs of the community.

HOME DELIVERY AND DEPOSIT COLLECTIONS - BRINGING THE LIBRARY TO YOU -

For some community members, access to the library does not begin at a library building. Home delivery continued bringing library materials directly to patrons who have difficulty visiting in person. The service gives people access not only to books and other traditional library materials, but also to a growing number of Library of Things for homebound patrons, including items such as lap looms, cake pans, LED page magnifiers and air quality monitors.

Deposit collections extend that access further by placing rotating collections of library materials in residential and care settings where patrons already live and receive services. The library continued expanding these partnerships during FY25, including bringing deposit collections to the Pete Moore Hospice House.

The impact can be profound. One Home Delivery patron described the services as making an "enormous improvement" in the quality and enjoyment of their life. Another simply asked, "What would I do without you?"

For these cardholders, bringing the library to their door provides more than something to read. It offers choice, independence, connection and continued participation in the library community.

Circulation

The number of library cardholders continued to grow across the system, increasing 4.58% over the previous year to 126,626. Downtown has 105,930 cardholders, Bethel has 8,517 and Sheldon has 12,179.

TOTAL CIRCULATION

2,674,640 ITEMS

Downtown	1,696,462
Bethel Branch	182,607
Sheldon Branch	232,053
Virtual	563,518

PROGRAMS & SERVICES

Books and resources are only part of what Eugene Public Library offers. Programs create opportunities to learn something new, discover an interest and connect with other people.

During FY25, Eugene Public Library provided 1,157 library programs and 102 outreach activities. Together, these 1,259 opportunities drew 31,211 participants, including 25,166 attendees at library programs and another 6,045 through outreach in the community.

Programs serve people throughout their lives. Programs, events and activities for preschoolers alone welcomed 12,666 participants, reaching our youngest community members and their families while building a love of singing, dancing, playing and reading together. Programs geared toward adults also grew by 25.59%, reflecting continued interest in opportunities to learn, connect and explore new interests.

Staff continued developing programs around community engagement and learning, with particular attention to people who may face barriers to participating in traditional library services. Opportunities ranged from conversational English and Spanish practice and technology assistance to arts and crafts, creating learning opportunities through programs that bring people together around shared interests. These events provide practical skills while also creating opportunities for people to meet others, build confidence and feel connected to their community.

At Sheldon Branch, staff continued building connections and programming opportunities for adults with disabilities. These activities provide opportunities for participants to learn, socialize and engage with the library in ways that reflect their interests and needs. At Bethel Branch, the Sprouts program created an opportunity for young readers ages 5–9 and their grown-ups to build confidence and enjoy reading together. Programs like these help make the library a place where people can participate, learn and connect at every stage of life.

The library also looked at the spaces where connection happens. One of the most visible examples during FY25 was the creation of a new community gathering space on the second floor of the Downtown Library. The Emerald Room provides a flexible place for people to spend time together, whether gathering in the morning over coffee, meeting for a workshop or staying late into the evening, knitting together.

These programs and spaces demonstrate that a library event is about more than what happens on a schedule. It is about creating opportunities for people to learn something new, share an interest, develop a skill or simply spend time with others. From a preschooler discovering the joy of a story to an adult finding new community through a shared interest, library programs create connections that extend beyond the program itself. Through FY25, the library continued expanding those opportunities, helping people find meaningful ways to learn, participate and connect.

PROGRAMS

Total

1,259

Attendance

31,211

16.7% INCREASE

THE EMERALD ROOM: MAKING ROOM FOR CONNECTION

Sometimes creating a new program begins with creating a place for people to be together.

During FY25, a former computer classroom on the second floor of the Downtown Library became the Emerald Room, a comfortable drop–in space where adults can connect, chat, craft, play games, puzzle or simply spend time together without disrupting the library's quieter areas.

The room was shaped by community needs and feedback. It offers a valuable alternative for Teen Center regulars when they turn 20, as well as for adults with intellectual and developmental disabilities who requested a space with a similar vibe. It gives adults room to be social and creative in ways that can be difficult in quieter library areas, while creating a welcoming sense of belonging.

Walk in and find friends gathered around activities, a father and son playing chess or neighbors connecting over a shared interest. The room provides opportunities for adults to build relationships, try something new or simply have a place to spend time with others.

These moments are small but meaningful. The Emerald Room demonstrates how library spaces can evolve alongside the community, responding to how people want to use them. It is not only a place to find information, but a place where people can find one another.

MATERIALS & TECHNOLOGY

Providing access to broad and relevant collections remains one of the library's most important responsibilities.

During FY25, Eugene Public Library maintained 421,893 physical items and 189,568 online items, giving patrons access to more than 611,000 items. The library added 33,223 physical items and 253,942 online items.

Collection development also focused on ensuring more members of the community can find materials that reflect their languages, experiences and interests. Youth collections expanded language materials for Chinese and Japanese readers. The library also expanded its Wonderbooks and Vox Books in Spanish, Chinese and English, combining print and audio to help children engage with stories in multiple ways. Staff strengthened Indigenous representation in youth fiction by seeking materials from smaller publishers featuring U.S. and Canadian tribes, with an emphasis on books written by tribal members.

At Bethel Branch, collection development continued to emphasize Spanish–language materials for children and adults while staff strengthened bilingual programs and outreach.

Digital collections also changed during FY25. After evaluating quality, cost and patron usage, Eugene Public Library made the decision to discontinue Hoopla at the end of May 2025. Rising costs would have pushed Hoopla above $500,000 per year for e–books and audiobooks. Libby is less expensive per use, so resources are being reallocated to Libby to save money and reduce the wait for holds. New digital platforms, such as Comics Plus, are also being added.

These changes affect how virtual collection statistics should be understood. The 253,942 virtual items added during FY25 reflect a digital collection in transition. As services are added or removed, the number of titles represented in the virtual collection can change substantially because digital services provide access rather than ownership, unlike physical collections, where the library purchases and retains titles such as print books.

Technology improvements continued, including the library's move to cloud–based services, helping improve user interactions with library systems and preparing for future services.

FY2025 MATERIALS

Physical Collection
421,893
Digital Collection
189,568

COLLECTION SIZE
611,461

BETHEL BILINGUAL PROGRAMS AND OUTREACH: BUILDING CONNECTIONS THROUGH LANGUAGE

At Bethel Branch, expanding the collection and expanding access go hand in hand. This year, staff increased bilingual Spanish–language programming while taking library services directly out to the community.

Partnerships and outreach helped connect families with the library at an early age. Working with the Relief Nursery, staff helped families sign up for library cards and connected them with library resources. Staff also visited preschools and Head Start programs with outreach bags that included a bilingual book, puppets and music shakers. These activities reinforced early literacy best practices to prepare young children for reading and educational success.

This work is about more than translating a program or adding books in another language. It is about making the library a familiar and welcoming resource for families even before they walk through the doors. By bringing together collections, program, outreach and relationships, Bethel Branch is working to make the library easier for more families to discover, use and see themselves in. These connections help build lasting relationships with families and support a strong foundation for lifelong learning.

ACCOUNTABILITY & TRANSPARENCY

The staff at Eugene Public Library takes the community's trust seriously. Study after study shows libraries remain highly trusted because of their proven ability to foster and share knowledge and to maintain people's privacy.

Our levy promise

is to guarantee accountability and transparency. In this measure, we promised to separate levy fund budgeting and accounting per state law, to prepare an annual staff summary of spending and performance measures, an annual review by the citizen Library Advisory Board and an annual City Manager's report to City Council.

FY 2025 LIBRARY EXPENDITURES

Levy Funds	$2,785,455 *
General Fund	$11,687,550
Misc. Trust Funds	$79,722
	$14,552,727

SOME DETAILS ON FY 2025 LEVY SPENDING:

The Library Local Option Levy is set at $2.85 million per year for five years, in accordance with state law restrictions regarding how levies are structured.

*Each year of the levy, we intentionally reserve funds as part of budget planning for the full five years. While the levy provides the same amount of revenue each year, spending fluctuates because of ongoing expansion of services as well as increased costs, inflation and other factors. Funds are budgeted in order to ensure the ability to fulfill levy promises throughout the duration.

This report offers a glimpse into the impact of the levy, but the full story is about more than just numbers. It's about how access to programs, materials, and resources fosters a more informed and engaged community – a truth reflected in countless stories from the public.

Libraries are about books and much more; they're about people. The levy-supported services enabled us to meet community needs, even as we continue to navigate the challenges of the pandemic.

Library staff, partners and volunteers work every day to support an informed community, nurture a love of reading, and encourage lifelong learning. That's the core of our mission.

We remain steadfast in our commitment to providing free access to a world of ideas and information. As we serve through these changing times, this dedication ensures that Eugene Public Library remains a vital, adaptable resource for residents. It also keeps our library a truly public space – open, welcoming and essential to all.

In November 2020, Eugene voters overwhelmingly supported the passage of Measure 20-309, which provides an additional five years of support for library services.

Ongoing levy information is available to the public at eugene-or.gov/levyinfo. This report will also be available online after review from the Library Advisory Board and City Council.

541-682-5450
eugene-or.gov/library

Eugene Public Library

YEAR 5 LEVY REPORT

measure 20-309

Eugene Public Library

HOURS & ACCESS

PROGRAMS & SERVICES

MATERIALS & TECHNOLOGY

ACCOUNTABILITY & TRANSPARENCY

In November 2020, Eugene voters approved Measure 20–309, a five–year local option levy to maintain expanded Eugene Public Library services. The levy began July 2, 2021, and continued through June 30, 2026, supporting library hours, programs, materials and technology at the Downtown Library, Bethel Branch and Sheldon Branch. The measure passed with 76.72% of the vote, continuing a strong tradition of community support for library services.

This Year 5 report covers July 1, 2025, through June 30, 2026, the final year of the measure. It also marks the conclusion of 10 consecutive years of expanded library services supported by two successive five–year levies. Over that decade, the ways people use the library have continued to change and library services have evolved with them. Through the pandemic, changing technology, shifting community needs and new ways of learning and connecting, the library has continued to adapt while dedicated to the profound belief that the library is for everyone.

During FY26, Eugene Public Library welcomed 851,396 visitors, an increase of more than 35,000 from the previous year. Cardholders grew more than 10% to 139,634, while thousands of community members participated in library programs, borrowed materials, used technology and connected with library services throughout Eugene.

Over the course of this levy, the library continued to expand access to materials and technology, provide free programs for all ages, strengthen outreach and partnerships and create opportunities for people to learn and connect. Levy support helped sustain the expanded services Eugene voters approved while allowing library staff to respond to the needs of a changing community.

Eugene Public Library

Behind those numbers are real–life experiences that show what sustained library access can make possible over time: a child receiving their first library card, a reader discovering a new favorite series, a neighbor learning a new skills, a family finding books that reflect their lives or a group of strangers becoming friends. These moments may seem small on their own, but together they tell a larger story about the role a public library plays in a community.

This final report highlights both the services supported during the final year of the levy and the impact of those services over the five–year term. The levy was an investment in access, learning, connection and opportunity. Over these five years, Eugene Public Library has continued to grow alongside the community it serves, remaining a place where everyone is welcome and where belonging is nurtured and thrives.

HOURS & ACCESS

Access to services and resources remains central to Eugene Public Library's mission. In FY26, community use of library spaces continued to grow. Eugene Public Library welcomed 851,396 visits, a 4.3% increase from the previous year, while the number of cardholders increased more than 10% to 139,634.

One of the year's most significant changes came at Bethel Branch, where cardholders increased 63%, from 8,517 to 13,922. Much of that growth reflects the expansion of the Student Card program across Bethel School District. Previously, all Bethel students could sign up for free library cards. But now, they receive them automatically, the same as in Eugene School District 4J.

The results were visible in June when 20 students from Cascade Middle School visited Bethel Branch after receiving Student Cards. The students selected free Summer Reading books and checked out books with their new cards. For some, the visit provided their first opportunity to begin using their library cards independently. It was a big step toward making the library a resource they could use on their own.

Access also means having the right resource at the right moment. One patron came to the library after repeatedly trying to file a tax extension using only their phone and was able to complete it using a library computer. Another patron credited access to library technology as an important part of a successful job search and later returned to use a library computer to send an email accepting a new job. These examples are but a few of the daily interactions that community members have with our library. For these patrons, access to library technology was both convenient and crucial, helping them complete tasks and take steps central to their lives.

During FY26, staff also began work on the next generation of library card access, reviewing registration, renewal practices and address verification to lay the foundation for future online sign ups. Much of that work will take effect after FY26, but Year 5 established the systems. These changes have the potential to remove barriers for people who want to become library users but may find it difficult to visit a library building during open hours.

These efforts reflect a continuing evolution in what library access means. Beyond opening doors or maintaining hours, access is about making it easier for people to become library users, giving them tools they can use independently and connecting them with information, technology, materials and opportunities when and where they need them. As the library looks beyond the levy period, this work provides a foundation for continuing to make library services more accessible to the community.

YEARS IN THE NEIGHBORHOOD: SUSTAINING ACCESS OVER TIME

In April 2026, Eugene Public Library marked 25 years of neighborhood library service at Bethel and Sheldon branches. In recognition of this milestone, each branch hosted a celebration, featuring programming that welcomed hundreds of visitors and providing an opportunity to look back at another important moment.

Ten years earlier, the 2015 library levy significantly expanded access at both branches. Beginning in July 2016, Bethel and Sheldon increased from 26 to 48 open hours each week, adding 22 hours and a sixth day of service at each location. A decade later, having a neighborhood library available throughout the week is a service Eugeneans rely on.

The celebrations also offered a glimpse of the relationships that have grown around that access. Community members gathered at each branch, for early literacy activities, crafts, music, community partners and bilingual performances. Families who regularly use the branches celebrated alongside staff, neighbors and new friends.

The branches' histories are made up of thousands of interactions like these: children growing up with storytimes, students walking to the library after school, families finding books and neighbors returning year after year.

Twenty–five years of neighborhood libraries, 10 years since a major expansion of branch access and generations of visits that have made Bethel and Sheldon beloved places in our community.

Our levy promise

The levy maintains expanded hours at Downtown, Bethel and Sheldon and continued access to library resources.

TOTAL CIRCULATION

2,433,962 ITEMS

Downtown	1,557,777
Bethel Branch	167,293
Sheldon Branch	195,675
Virtual	513,217

PROGRAMS & SERVICES

Books and resources are only part of what Eugene Public Library offers. Programs create opportunities to discover something new, develop a skill and spend time with other people.

Library programs create opportunities to discover something new, develop a skill and connect with other people. In FY26, Eugene Public Library offered 1,294 programs and outreach activities with 30,716 attendees.

One of the year's major areas of growth was programming for adults. The library offered 412 adult programs, nearly 30% more than the previous year, while adult attendance increased 44% to 7,197 participants. That growth reflected an expanding variety of ways to participate, ranging from educational presentations to author talks to arts and crafts workshops.

Partnerships brought knowledge and expertise from throughout the community into the library. Talk Time, initially offered in partnership with Lane Community College, created a place for English learners to practice conversation, receive homework help and build confidence. Participants from countries across Asia, Africa, Latin America, Europe and the Middle East, met up to learn English together. Each had their own goal; one participant wanted to be able to read a picture book to her granddaughter.

Peak Credit Union partnered with the library on financial literacy programming, including a Spanish–language series at Bethel Branch. Sessions covered practical topics such as banking, credit, debt and financial planning while giving participants an opportunity to ask questions in a familiar community setting. For some, that connection continued beyond the library, with participants later encountering familiar faces when they opened their own bank accounts.

Programs also created connections that were not part of the lesson plan. Bethel's Saturday Baby and Toddler Storytime regularly gathered families and young children for stories, songs, movement and play. Staff watched children reach new milestones while families got to know one another. Two mothers whose toddlers became friends through storytime later attended an adult library program together, illustrating how a program designed for early learning can also help families build community.

Across ages and interests, FY26 programming reflected a common idea: the library provides the activity, information or place to gather, while participants and partners bring the experiences that turn those opportunities into learning and connection.

Our levy promise

The levy maintains expanded free programming at library locations and throughout the community.

PROGRAMS

Total

1,294

2.78 % INCREASE

Attendance

30,716

CREATING COMMUNITY: WHEN A PROGRAM BECOMES SOMETHING MORE

Sometimes the impact of a library program continues after the scheduled activity ends.

The Downtown Knit and Crochet Circle began as a monthly opportunity for people to bring projects, learn and spend time together. Regular participants welcomed newcomers and shared their knowledge.

One day, someone arrived without yarn, needles or experience knitting. Another participant stopped working on their project, gathered supplies, invited the newcomer to sit beside her and began teaching. Over time, the monthly gathering developed into something more.

Participants who hadn't known one another when the program began became friends. Some started meeting weekly even though the official library program remained monthly. Core members now arrive and leave together while continuing to welcome people trying knitting or crochet for the first time.

Their participation also helped inspire the library's new Textiles and Trinkets collection, extending the opportunity to explore textile arts beyond the program itself. What began as a monthly activity became a community, which then helped shape another library resource for others to discover.

MATERIALS & TECHNOLOGY

Library collections and technology continually change along with the ways people read, learn and find information. In FY26, Eugene Public Library continued to invest in both physical and digital materials while adapting collections to changing community use.

The library added 33,363 physical items during the year, nearly the same number as the previous year. At the same time, the overall physical collection became smaller as staff continued evaluating, replacing and thoughtfully removing outdated or low-interest materials. This balance helps keep collections current, useful and responsive rather than simply increasing the number of items on library shelves.

Online collections underwent a more visible transition. Following the discontinuation of the platform Hoopla in 2025, staff increased purchasing materials through Libby and added Comics Plus, expanding access to e-books, audiobooks, comics, manga and graphic novels. By the end of FY26, the digital collection had grown more than 17%, from 189,568 to 222,414 items.

Collections also increasingly extend beyond books and media. By spring 2026, the Library of Things offered 750 objects across 225 item types, from sewing machines and musical instruments to games, technology and educational toys. The board game collection grew by more than 100 items, including more than 20 new titles and additional copies of popular games. New display space at the Downtown Library created through Eugene Public Library Foundation fundraising made the collection easier to see and discover.

Sometimes collection work begins with a single book. During Summer Reading, one tween selected "The Ranger's Apprentice" by John Flanagan. The book became an entry point to the entire series and the reader eventually completed all 23 books. For that family, one Summer Reading selection became months of independent reading and a new favorite series.

Technology access continues to evolve, too. More than 200 of the Library of Things' circulating objects are mobile Wi-Fi hotspots, one of the library's most popular items. From a favorite book to a reliable internet connection, library collections continue to provide tools for learning, discovery and everyday life.

FY2026 MATERIALS ADDED

Physical Collection
33,363
Online Collection
119,537
TOTAL MATERIALS ADDED
152,900

Our levy promise

Levy funding has supported access to books, digital materials and technology, including investments in internet-ready devices and technology access at neighborhood branches.

CONNECTING DIFFERENTLY: TECHNOLOGY CHANGES. THE NEED FOR ACCESS REMAINS.

When expanded library levy services began 10 years ago, laptops and tablets were central to the library's approach to digital access. The 2015 levy funded additional devices at Bethel and Sheldon branches to expand on-site internet access.

A decade later, people still need internet access, but the way they connect has changed.

Library staff saw that shift through use of the library's laptop kits. Increasingly, patrons checking out the kits were most interested on one component: the mobile Wi-Fi hotspot. The library adapted its collection around that need. Today, Eugene Public Library owns more than 200 hotspots, making them one of its most popular circulating items.

A hotspot allows library-provided internet access to travel with a cardholder to support schoolwork, employment, appointments and everyday online tasks.

Ten years ago, expanding digital access meant providing more devices inside library buildings. Today, it increasingly means helping people connect the devices they already have, wherever they need to use them.

The technology has changed, but the need to connect has not.

ACCOUNTABILITY & TRANSPARENCY

The staff at Eugene Public Library takes the community's trust seriously. Study after study shows libraries remain highly trusted because of their proven ability to foster and share knowledge and to maintain people's privacy.

Our levy promise

is to guarantee accountability and transparency. In this measure, we promised to separate levy fund budgeting and accounting per state law, to prepare an annual staff summary of spending and performance measures, an annual review by the citizen Library Advisory Board and an annual City Manager's report to City Council.

FY 2026 LIBRARY EXPENDITURES

Levy Funds	$2,657,922 *
General Fund	$12,469,813
Misc. Trust Funds	$317,321
	$15,445,056

SOME DETAILS ON FY 2026 LEVY SPENDING:

The Library Local Option Levy is set at $2.85 million per year for five years, in accordance with state law restrictions regarding how levies are structured.

*Each year of the levy, we intentionally reserve funds as part of budget planning for the full five years. While the levy provides the same amount of revenue each year, spending fluctuates because of ongoing expansion of services as well as increased costs, inflation and other factors. Funds are budgeted in order to ensure the ability to fulfill levy promises throughout the duration.

This report offers a glimpse into the impact of the levy, but the full story is about more than just numbers. It's about how access to programs, materials, and resources fosters a more informed and engaged community – a truth reflected in countless stories from the public.

Libraries are about books and much more; they're about people. The levy-supported services enabled us to meet community needs, even as we continue to navigate the challenges of the pandemic.

Library staff, partners and volunteers work every day to support an informed community, nurture a love of reading, and encourage lifelong learning. That's the core of our mission.

We remain steadfast in our commitment to providing free access to a world of ideas and information. As we serve through these changing times, this dedication ensures that Eugene Public Library remains a vital, adaptable resource for residents. It also keeps our library a truly public space – open, welcoming and essential to all.

In November 2020, Eugene voters overwhelmingly supported the passage of Measure 20-309, which provides an additional five years of support for library services.

Ongoing levy information is available to the public at eugene-or.gov/levyinfo. This report will also be available online after review from the Library Advisory Board and City Council.

541-682-5450
eugene-or.gov/library

Eugene Public Library

Eugene Public Library

October 12, 2026

To: Jenny Haruyama, Manager

City of Eugene

From: Dr. M Jackson, Chair

Eugene Public Library Advisory Board

Re: Report on the final years of Measure 20-309

The Eugene Public Library Advisory Board is pleased to present this report for the fourth and fifth year of the Library Levy. In November of 2020, the City of Eugene voters overwhelmingly approved Measure 20-309 to fund expanded Eugene Public Library services for five years beginning in July 2021. The citizen Library Advisory Board has the responsibility to annually review the levy performance to ensure accountability and transparency.

I've served on the Eugene Public Library Advisory Board since early 2025. When I tell fellow community members about this work, they invariably smile. The Eugene Public Library—and the thousands of public libraries across the United States—are among the few public institutions that continue to hold broad public support. People like libraries. As do I.

I've lived in Eugene since 2011, arriving for graduate school and deciding to stay. Since then, I've built a career in public science, working in film and television, public speaking, glacier science advocacy, and writing books, including *The Secret Lives of Glaciers*, *While Glaciers Slept*, *The Ice Sings Back*, and *Ice to Water*. Libraries have been essential to every stage of the work I do, be it conducting research, following unexpected questions, and discovering ideas that eventually found their way into my writing. Today, my books sit on library shelves across the country, reaching readers led by curiosity and a willingness to walk into their public institutions. I have had the privilege of speaking at libraries throughout the United States, sharing stories of science, exploration, and our changing planet, and in doing so have increasingly recognized the role of libraries as spaces for convening, for calling in a community. This is incredibly powerful.

Today, as a mother, I also get to see the library through the eyes of my four-year-old. When my child runs through the library doors, I see how he is just as eager to meet neighbors and community members as he is to find *another* book about symphonies. He understands our library as a place of discovery, where his curiosity and excitement and presence is welcome, where the world is explorable alongside his community.

That, to me, is the extraordinary power and value of a public library. It serves all and means it. It is a place where knowledge is shared, where community is built, and where possibilities are open to everyone. As Chair of the Library Advisory Board, as a Eugene resident and parent, I am proud to report that our committee has reviewed the library's annual levy report and found that the library has fulfilled those commitments. Eugene residents placed their trust in this institution, and the library has delivered on its promises. Approved by voters

in November 2020, this five-year levy sustained expanded library hours, programs, materials, and technology at Downtown, Bethel, and Sheldon.

1. More Programs for All Ages

Library programs continued to provide opportunities for learning, creativity, and community connection across all ages. During the final year of the levy, Eugene Public Library offered 1,294 programs and outreach activities, welcoming more than 30,700 participants. Adult programming experienced particularly strong growth, with attendance increasing 44% over the previous year. From early literacy stroytimes and Summer Reading to arts and crafts, conversational English and financial literacy, programs responded to a wide range of community interests and needs.

Partnerships with organizations such as Lane Community College and Peak Credit Union brought additional expertise into library spaces. Just as importantly, these programs fostered relationships, helping neighbors develop friendships, build confidence, and find a sense of belonging.

2. More Materials and Technology

Throughout the levy period, the library continued adapting its collections and technology to meet changing community needs. In the final year, more than 33,000 physical items were added, while the virtual collection grew by over 17% through expanded Libby offerings and the addition of Comics Plus. The Library of Things further broadened opportunities for discover and learning, reaching 750 objects representing 225 different types of items, from games and musical instruments to tolls and technology. The library's more than 200 mobile Wi-Fi hotspots also reflects an important evolution in digital access, helping residents connect beyond library buildings. Together, these services demonstrate the library's commitment to providing relevant, accessible resources that support reading, lifelong learning, and participation in an increasingly digital world.

3. More Hours and Access

Sustained library hours and expanded access remained foundational to the services supported by the levy. In the final year, Eugene Public Library welcomed more than 851,000 visits, while registered users increased more than 10% to nearly 140,000. At Bethel, registered users grew 63% reflecting in part the expanded Student Card program and its ability to connect more young people with library resources.

Access also extended beyond library building through Home Delivery and expanded Deposit Collections, including the Pete Moore Hospice House brining materials to community members who may otherwise face barriers to library use. As Bethel and Sheldon celebrated their 25th anniversaries, these services also demonstrated the lasting value of the expanded neighborhood branch hours established a decade earlier.

Together, they reflect an understanding of access that goes beyond open doors to ensuring library resources reach people wherever they are.

In closing, the Eugene Public Library Advisory Board takes great pride in reporting to you the continued success of the levy in the second year.

Sincerely,

Dr. M Jackson

Library Advisory Board Chair