

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 15-34

A RESOLUTION EXTENDING CITY OF TIGARD'S WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY.

WHEREAS, the City of Tigard acknowledges the valuable service rendered by City of Tigard volunteers; and

WHEREAS, the City of Tigard wishes to protect City volunteers by providing injury insurance for them when they volunteer; and

WHEREAS, Workers' Compensation Insurance is less costly and provides more benefits than health insurance; and

WHEREAS, the City Council places high value on volunteers and the volunteer program and has provided this coverage for several years to protect volunteers if they are injured during volunteer work; and

WHEREAS, Oregon law requires cities determine whether Workers' Compensation Insurance will be provided to volunteers (ORS 656.031); and

WHEREAS, the City of Tigard participates in the City County Insurance Services (CIS) Group Self-Insurance Program, which requires a resolution be adopted annually by the Tigard City Council to extend Workers' Compensation Insurance coverage to City of Tigard volunteers.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: Pursuant to ORS 656.031, Workers' Compensation coverage will be provided to classifications listed on the attached Volunteer Program Worksheet (Exhibit A). Assumed wages for police reserve officers, boards and commissions, and the Mayor and Council are provided on attached Exhibit A. An assumed hourly wage of \$9.25 will be used for all other volunteers.

SECTION 2: A roster of active volunteers is updated monthly for reporting purposes. It is acknowledged that CIS may request copies of these rosters during year-end audit.

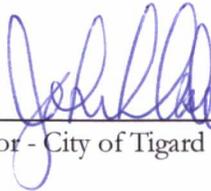
SECTION 3: Unanticipated volunteer projects or exposures not addressed herein will be added to the City of Tigard's coverage agreement by endorsement and advance notice to CIS, allowing at least two weeks for processing. It is hereby acknowledged that Worker's Compensation for unanticipated volunteer projects cannot be backdated.

SECTION 4: This resolution will be updated annually as long as Tigard is a member of the CIS Workers' Compensation Self-Insurance Services Group and chooses to provide Workers' Compensation Insurance for City volunteers.

SECTION 5: The coverage affected by this resolution is for the 2015/2016 coverage year (July 1, 2015 through June 30, 2016) with the City's membership in the CIS Workers' Compensation Self-Insurance Services Group.

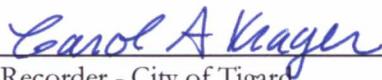
SECTION 6: This resolution is effective immediately upon passage.

PASSED: This 14th day of July 2015.



Mayor - City of Tigard

ATTEST:



City Recorder - City of Tigard

**City of Tigard Volunteers
Workers' Comp Program**

| Position Title | WC Code | Volunteers Anticipated | Volunteer Time Anticipated (in hours) | Assumed Wage (per hour unless otherwise marked) | Notes | Estimated Payroll |
|---|---------|------------------------------|---------------------------------------|---|--|--------------------|
| Photographer | 4361V | 2 | 25 | \$9.25 | Photographer indoors and outdoors - can use ladder | \$231 |
| Painting Services (Interior) | 5474V | 1 | 40 | \$9.25 | Bldg. interiors with latex paint & ladders | \$370 |
| Traffic & Accident Data Coord. | 5506V | 1 | 150 | \$9.25 | Office work and work within the ROW. Minimal traffic control & will require flagging training from certified COT staff member. | \$1,388 |
| Library Volunteers (Traveling) | 7380V | 8 | 400 | \$9.25 | Driving personal vehicles to homes of "shut ins" deliver materials - Friendly Visitor Program | \$3,700 |
| Community Service Supervisors | 7720V | 4 | 145 | \$9.25 | Supervision of community service, PEER Court & Municipal Court work crews/individuals | \$1,341 |
| Juvenile Court Offenders | 7720V | 0 | 0 | \$9.25 | Juveniles from Municipal Court providing community service | \$0 |
| CERT Volunteers Training/Activation | 8411V | 50 | 3,200 | \$800/ month/ member | Training & activation. Estimated hours represent training only. | \$480,000 |
| Police Cadet Volunteers | 8411V | 11 | 1,700 | \$800/ month/ member | Police Explorers are now called Cadets | \$105,600 |
| Reserve Police Officers | 8411V | 3 | 1,920 | \$5,090/ month / member | Note: Assumed wage is mid-range police officer salary | \$173,916 |
| Police Chaplain | 8742V | 1 | 328 | \$9.25 | Chaplain | \$3,034 |
| Boards & Committees | 8742V | See membership listing below | N/A | \$2,500/ board /yr. | 8 boards & commissions (see list @ bottom of page 2). Meetings & limited travel to view field sites. | \$20,000 |
| Grant Writer Assistants (Indoors Only) | 8810V | 1 | 40 | \$9.25 | Working in office setting or in the home. | \$370 |
| Library Volunteers (No travel) | 8810V | 450 | 27,000 | \$9.25 | All tasks in-house; check-in materials, shelving, data entry, processing new materials, translation, etc. | \$249,750 |
| Office Assistance | 8810V | 5 | 250 | \$9.25 | Clerical type work assignments in administrative offices | \$2,313 |
| Translators | 8810V | 2 | 80 | \$9.25 | Working in office setting or in the home translating information from one language to another. | \$740 |
| PEER Court Service | 8820V | 25 | 450 | \$9.25 | Teenagers serving as attorneys, jurors, clerks in court room. Adults serving as judges and facilitation of process. | \$4,163 |
| Building Maintenance | 9015V | 2 | 25 | \$9.25 | Room set up & tear down, general cleaning | \$231 |
| DARE Camp Supervisors | 9015V | 0 | 0 | \$9.25 | Mentoring kids at camp (does not including driving) | \$0 |
| Park Landscape Maintenance | 9102V | 50 | 1,500 | \$9.25 | Planting trees, blackberry removal, greenway cleanup, path clean up, trail maintenance. This code allows use of gas powered leaf blowers and reciprocating weed eaters. | \$13,875 |
| Citywide Celebrations | 9402V | 500 | 1,750 | \$9.25 | Earth Day, Make A Difference Day, etc. Includes planting trees, library shelf cleaning, community cleanup, street cleanup patrols | \$16,188 |
| Storm/Water Maintenance | 9402V | 250 | 600 | \$9.25 | Stenciling catch basins, Adopt-A-Creek program with weeding & limited trash removal & cleaning/painting water hydrants. This code allows use of gas powered leaf blowers and reciprocating weed eaters. Also, trail counting and review. | \$5,550 |
| Street Cleanup Program | 9402V | 100 | 600 | \$9.25 | Roadside cleanup. This code allows use of gas powered leaf blowers and reciprocating weed eaters. | \$5,550 |
| Door to Door Distribution | 9410V | 3 | 30 | \$9.25 | Delivery of brochures/door hangers | \$278 |
| TOTAL Estimated Payroll for FY 2015/16 | | | | | | \$1,088,586 |

Changes in Red

NOTE: 9 boards, commission and task forces (WC Code 8742V) are as follows: Budget Committee (5 non-Council members), City Center Advisory Commission (10), Intergovernmental Water Board (Tigard only gets two appointees, three if the at-large/floating member is from Tigard), Library Board (9), Neighborhood Involvement Committee (10), Park & Recreation Advisory Board (9), Planning Commission (11), Tigard Transportation Advisory Committee (13), Tigard Youth Advisory Council (25)

NOTE: Minimum wage increased to \$9.25 on 1/1/15

NOTE: Mayor and Council are not reported as volunteers because they are paid monthly stipends which are reported with payroll figures under WC Code # 8742.