

**MINUTES
CITY OF FAIRVIEW
CITY COUNCIL**

June 3, 2020

Council Members

Brian Cooper, Mayor
Cathi Forsythe
Mike Weatherby (Excused)
Keith Kudrna
Balwant Bhullar
Darren Riordan
Steve Owen

Staff

Nolan Young, City Administrator
Lesa Folger, Finance Director
Allan Berry, Public Works Director
Devree Leymaster, City Recorder

SPECIAL COUNCIL MEETING – Virtual Meeting via GoToMeeting (6:00 PM)

1. CALL TO ORDER

ROLL CALL

2. UTILITY PAYMENT RELIEF PROGRAM

City Administrator Young explained the additional items distrusted that afternoon. The first an email, with a possible draft motion for Council President Weatherby. It contained the four items that he would like to see in a relief package. The second, is another Agenda Staff Report (2020-39) addressing Mayor Cooper’s concern that the first Agenda Staff Report (2020-38) was too limited in providing opportunity for relief.

Council discussed the differences between the two programs outlined in the Agenda Staff Reports. Mayor Cooper remarked programs can be inflexible. He likes program two because it is not as restrictive and gives staff the authority to administer the program. Any questions or concerns from applicants can be deferred to Council if needed.

Councilor Kudrna inquired what the typical rate for a commercial account is. Director Folger replied it varies; the fee is based on meter size. For example, a Commercial account with a 2in meter averages \$1,000 per month. Sewer is based on water usage and storm is based on impervious area.

Councilor Bhullar proposed asking applicants to provide gross income before and after COVID. CA Young shared staff recommends a simple application with strong statement that the applicant agrees that they can prove their claim of less revenue and will provide documentation to the city upon request.

Councilor Forsythe inquired if there should be a specific allocation for residential and commercial, asked about prioritization, proposed setting a program end date, and requested there be robust reporting for distributed funds (type, purpose, etc.).

Councilor Kudrna recommended not prioritizing and setting a percentage for residential and commercial at this time; revisit if needed.

CA Young asked for direction for the following program elements.

Which program is being favored? Response: program two; Councilor Forsythe noted with item 3 and 4 from Council Presidents Weatherby’s draft motion.

How much funding should be allocated? A percentage or flat amount? After discussion, Council agreed upon \$50,000.

How long should the program run? Response: end of August. Revisit before the program ends; could extend if needed.

What should the caps be? Council supported \$63 per month for residential and \$250 per month for commercial; up to four months.

Councilor Forsythe acknowledged Council President Weatherby's contribution and support for advancing this relief program.

Councilor Owen moved to direct the City Administrator to create a COVID-19 Relief Program based on program option two with a program fund amount of \$50,000, residential relief up to \$63 per month for four months and commercial relief up to \$250 per month for four months, a program end date of August 31, 2020, and continue to waive nonpayment penalties through July 2020 and waive disconnects due to nonpayment through August 2020. Motion seconded by Councilor Riordan. Motion passed unanimously.

AYES: 6
NOES: 0
ABSTAINED: 0

CA Young shared staff will prepare a resolution for the June 17 meeting for formal adoption of the program with an effective date of June 3.

3. ADJOURNMENT

Mayor Cooper adjourned the meeting at 6:59 PM.



Devree Leymaster
City Recorder



Brian Cooper
Mayor

06-24-2020

Date of Signing

A complete recording and/or video of these proceedings is available.
Contact the City of Fairview City Recorder Office, 1300 NE Village St., Fairview, OR 97024, (503) 674-6224.