



<i>MAYOR TED TOSTERUD</i>	
<i>COUNCILOR DAN KREAMIER</i>	<i>COUNCILOR TED KOTSAKIS</i>
<i>COUNCILOR STEVE OWEN</i>	<i>COUNCILOR NATALIE VORUZ</i>
<i>COUNCILOR STEVE PROM</i>	<i>COUNCILOR BRIAN COOPER</i>

FAIRVIEW CITY COUNCIL AGENDA

Fairview City Hall-Council Chambers
1300 NE Village Street, Fairview, Oregon

WEDNESDAY, JANUARY 7, 2015

WORK SESSION

1. NEW COUNCILOR ORIENTATION/REVIEW 6:00 PM
(Heather Martin, City Attorney)
2. COUNCIL MEETING SCHEDULE OPTIONS

COUNCIL MEETING

1. CALL TO ORDER 7:00 PM
ROLL CALL
PLEDGE OF ALLEGIANCE
2. PRESENTATIONS 7:05 PM
 - a. Swearing-in Ceremony: Newly Elected City Councilors and Mayor
(Heather Martin, City Attorney)
 - Position 2 – Steve Owen
 - Position 4 – Ted Kotsakis
 - Position 5 – Natalie Voruz
 - Position 6 – Brian Cooper
 - Mayor – Ted Tosterud
 - b. Swearing-in Ceremony: Police Officers
(Ken Johnson, Police Chief)
 - Officer Evan Nafie
 - Officer Joshua Ries
3. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS 7:20 PM (I)
4. CONSENT AGENDA 7:25 PM (A)
 - a. Minutes of December 3, 2014
5. CITY ADMINISTRATOR AND DIRECTOR REPORTS 7:30 PM (I)
6. MAYOR/COMMITTEE REPORTS AND COUNCIL COMMENTS 7:45 PM (I)
7. PUBLIC HEARINGS 8:00 PM (A)
None.
8. COUNCIL BUSINESS 8:00 PM (A)
 - a. Council President Nominations and Appointment: Motion.
 - b. Extend Application Filing Deadline for all Open Committee Positions to January 23, 2015 with Appointment Considerations on February 4, 2015: Motion.
9. ADJOURNMENT 8:15 PM (A)

FAIRVIEW CITY COUNCIL AGENDA
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Ted Tosterud, Mayor

12-31-2014

Date

Times listed are approximate (A) Action requested (I) Information only
NEXT COUNCIL MEETING IS JANUARY 21, 2015

COUNCIL EXECUTIVE SESSION – IF NECESSARY – END OF MEETING
PARK VIEW CONFERENCE ROOM
ORS 192.660(2)(d) - Labor Negotiations, ORS 192.660(2)(e) - Real Property Transactions,
ORS 192.660(2)(f) - Exempt Public Record and ORS 192.660(2)(h) - Legal Counsel

City Council regular meetings are broadcast live on Comcast Cable Channel 30 or Frontier Channel 38. Replays are shown on Sunday at 4:00 PM and Monday at 2:00 PM following the original broadcast date. Meetings are also available for viewing within a few days following the meeting through MetroEast Community Media at metroeast.peg.tv. Go to the Playlist tab and select Municipal Meetings. Further information is available on our web page at www.fairvieworegon.gov or by calling 503.665.7929. The meeting location is wheelchair accessible. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to 503.665.7929.



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CITY OF FAIRVIEW COUNCIL WORKSHOP

I. AUTHORITY OF THE CITY

Appendix A sets forth the legal structure pursuant to which the city derives authority. There are two broad categories:

- 1992 Fairview Charter (Charter) and home rule authority; and
- State law and constitutional context.

Administrative

As the administrative head of the city government, Charter Section 23 delegates specific powers and duties to the city administrator (Administrator). Implicit with these delegations is the authority to make rules governing the administrative practices and procedures necessary to discharge these powers and duties.

The Administrator has duties to attend all meetings of the City Council (Council) unless excused by the Mayor or Council; make reports and recommendations to the Mayor and Council about the needs of the city; administer and enforce all city ordinances, resolutions, franchises, leases, contracts, permits and other city decisions; appoint, supervise and remove city employees; organize city departments and administrative structure; prepare and administer the annual city budget; administer city utilities and property; encourage and support regional and intergovernmental cooperation; promote cooperation among the Council, staff and citizens in developing city policies, and building a sense of community; perform other duties as directed by the Council; and delegate duties, but remain responsible for the acts of all subordinates. These duties imply authority to adopt rules, practices, and procedures to perform them. The Council may by ordinance specifically delegate authority to the Administrator to adopt other administrative rules. Councilors have no legal authority over staff activities, and neither Councilors nor the Council should fall prey to micromanaging staff performance.

The Administrator in turn may sub-delegate authority to department directors and other city employees. All such authority is exercised in the name of the Administrator, and the Administrator remains legally responsible for the actions. All departmental regulations, practices and procedures, whether written or unwritten, formal or informal, must be consistent with the Charter, Fairview Municipal Code (Code), and all state and federal law.

A major Council responsibility is the evaluation of the Administrator based on clearly defined goals, guidelines and executive performance.

II. CITY ENACTMENTS

A policy is a city enactment adopted by Council ordinance or resolution. All city legal authority not delegated to the Administrator, municipal judge or city attorney by the Charter remains with the Council. The Council has the authority to make city policy through its formal decisions. The Council must work in partnership with city staff to make good policy for the city.

Ordinances – purposes and drafting

A city may exercise legislative authority by adopting ordinances. Only a city council may adopt an ordinance, and this authority may not be delegated to others. An ordinance may be amended or repealed only by another ordinance. After adoption, the city recorder or other custodian of records must attest to the adoption and the date of adoption and submit the ordinance to the Mayor for signature which must occur within three days of passage. Ordinances are retained as permanent city records and often are codified in the Code. The Code contains the general laws of the city that are uniformly applicable without exception.

State law provides that certain city decisions must be made by ordinances. For example, city annexation decisions under ORS 222.120 must be by ordinance. The Charter also requires some Council actions by ordinances. City policies relating to council rules, public improvements and special assessments must all be by ordinance.

Charter Section 31 requires each ordinance to have an ordaining clause that states: “The City of Fairview ordains as follows:” An ordinance may be adopted after approval by a majority of the Council at two Council meetings on two different days or at a single Council meeting if it is by unanimous vote of all Council members present. Ordinances normally take effect on the 30th day after adoption by the Council. If an ordinance has an emergency clause, it may take effect immediately or at some other time less than 30 days.

Resolutions – purposes and drafting

A resolution is a form of council action less formal than an ordinance. Resolutions are passed at one council meeting and are used for council administrative decisions. Resolutions and other administrative decisions take effect on the date of approval or on a later day provided in the resolution. State law permits certain city decisions to take place by resolution. For example, annual city budgets and budget amendments or transfers may be approved by resolutions.

Council resolutions may establish city policies and procedures. Resolutions may also adopt procedures for appointing city committees, a comprehensive risk management policy, and financial policies and goals.

Resolutions are often used to set city fees and charges. The city imposes a wide range of fees for specific administrative and other services. It also imposes both systems and user charges for sewer, water, and storm water utilities. The legal authority for fees and charges is often provided by ordinances that are incorporated into the Code.

Recordkeeping – Public Meetings Law ORS 192.610 – 192.710

Minutes serve as a historical record for the governing body and for the public. Meeting minutes must include the following information:

- Members present;
- Motions, proposals, resolutions, orders, ordinances, measures and other items of business and their disposition;
- Results of all votes and the vote of each member by name;
- The substance of any discussion on any matter; and
- A reference to any document introduced or discussed.

The minutes are a summary of what took place and need not include a verbatim transcript. The Council is not required to take minutes of executive sessions and may audio or videotape or digitally record them instead.

III. COUNCIL RULES AND PROCEDURES

Parliamentary procedure is a set of rules that regulates and standardizes how the Council conducts its business. The parliamentary rules that apply to the Council are primarily set forth under Sections 5 and 6 of the Council Rules which were adopted by ordinance. The Council may amend its rules to modify procedures to best suit its needs. Most councils use Robert's Rules of Order Newly Revised as a guide for all parliamentary situations not covered by the council rules but the City of Fairview does not contain similar language in its rules.

Council Rules

Council meetings are for conducting Council business. For effective and productive meetings, clearly defined rules and procedures are needed, the adoption of which are required in Charter Section 12. Rules help councils maintain focus and avoid redundant discussions. Rules can also promote useful citizen input, courtesy, and sensitivity to public concerns and viewpoints. They help the Mayor maintain civility in public discourse. They facilitate conducting business in an orderly, disciplined and productive manner.

Charter Section 13 requires the Council to meet at least once a month at a time and place designated by its rules. Charter Section 14 allows less than a quorum of the Council to meet and compel attendance of absent members as prescribed by council rules. Finally, Charter Section 15 provides that a record must be kept of council meetings in a manner prescribed by council rules.

Councilor roles and responsibilities

- i. Internal: any Council meeting requires a minimum of four Councilors or the Mayor and three Councilors to conduct business (i.e. a quorum). Under City Charter Section 13, regular council meetings must be held at least once a month at a time and place designated by council rules.
- ii. External: Councilors and the Mayor are cautioned to avoid situations where four members are present outside of Council meetings. There may be social gatherings where there will be a quorum present. In such situations, city business should not be discussed so as not to run afoul of the public meeting laws.

Conduct of meetings: agenda, decorum and protocol

The Council is the elected governing body of the city government. Councilors only exercise legal authority when meeting as the governing body. The Council is responsible for council functions including:

- Establishing community-wide goals that address short- and long-range needs;
- Formulating policies that define a course of action and shape city operations including analysis and balancing of complex and sometimes competing issues;
- Legislation / administrative / quasi-judicial decisions;
- Community relations – constituencies & intergovernmental; and
- Providing quality services using available resources.

Councilors are local leaders who are expected to perform their roles and fulfill their responsibilities. The electorate expects the Council to act as the city “board of governors” and set the tone and direction for municipal operations.

IV. PUBLIC MEETINGS LAW (ORS 192.610 – 192. 710): OPEN AND EXECUTIVE SESSIONS

Oregon’s public meeting law gives members of the public the right to attend all meetings of governing bodies of public agencies with a few exceptions. The right to attend is not the same as a right to participate in the meetings. Governing bodies include all city councils, planning commissions, budget committees, citizen advisory committees, council committees, and others if their functions are advisory to a city council. The public meeting law does not apply to staff meetings.

Scope and purpose of executive sessions

Specific rules apply to council executive sessions. Only a limited number of purposes allow an executive session. For cities they most often involve litigation, personnel, real property, labor matters, obtaining legal advice, or reviewing information that is not subject to disclosure. No

final decisions may be made in such sessions. Representatives of the news media may attend executive meetings except under limited circumstances. (Note: although internet bloggers are gaining additional recognition as members of the “news media” they are not always necessarily entitled to statutory benefits, such as the right to attend executive sessions.)

Council communication and confidentiality

The public meetings law applies whenever a governing body convenes on any matter to make a decision or to deliberate toward a decision—this includes “conference call” telephone meetings. In general, meetings may not be held outside the city limits. Notice is required for all public meetings and must include the date, location, time and principle subjects to be considered.

Public Meeting Issues

In a recent Circuit Court decision, *Dumdi v. Handy, et. al.*, the Lane County Circuit Court found the Lane County Board of Commissioners (“Board”) violated the Public Meetings Law and held two county commissioners personally liable for willfully violating the law. The Court held that the Board and two of its commissioners violated the law when they continued to deliberate, jockey for votes, and discuss approval of staff positions outside of public view in a series of meetings after it was clear the issue would come before the Board for a decision. The court emphasized that once notice was given that the matter was pending Board approval at an upcoming meeting, all deliberations should have ceased and the Board and its individual members should have heeded County Counsel’s advice and warnings to stop the discussions. The county was held liable for \$350,000 and the two commissioners who were found individually liable were each required to pay \$20,000 to the county.

V. PUBLIC RECORDS LAW

The Public Records Law (ORS 192.410 to 192.505) was enacted in 1973. It establishes state policy that the public is entitled to know how governments operate. The written record of public business is available, with some important exceptions, to any person.

Scope and purpose of the law

Right to Inspect

Under ORS 192.420 “every person” has a right to inspect any non-exempt public record. Any natural person, corporation, partnership, firm or association has this right. ORS 192.410(2). The identity, motive and need of persons requesting access to public records are irrelevant unless an exemption from disclosure allows consideration of those factors. Interested persons, news media representatives, people seeking access for personal gain, busybodies on fishing expeditions, persons seeking to embarrass government agencies, and scientific researchers all have equal footing. *See MacEwan v. Holm*, 226 Or. 27 (1961).

The identity and motive of the person seeking a specific public record may be relevant in determining if a record is exempt from disclosure under a conditional exemption. ORS 192.501

conditionally exempts certain records from disclosure “unless the public interest requires disclosure in the particular instance.” Many exemptions in ORS 192.502 require balancing privacy rights, governmental interests, and other confidentiality policies against the public interest in disclosure. The identity of the requestor and the use to be made of the record may be relevant in determining the weight of the public interest in disclosure.

ORS 192.420(2) places an additional requirement on a person who is a party to civil litigation or has filed notice under ORS 30.275(5)(a). When such a person makes a request for a public record that the person knows relates to the litigation or notice, the person must submit the request to the custodian and the attorney for the public body at the same time.

Records Covered

The definition of “public records” and the ORS 192.420 policy statement make it clear that the records law applies to all government records of any kind. Oregon public records laws define “public record” as:

- any information that is prepared, owned, used or retained by a public body;
- any document or retainable information that relates to an activity, transaction or function of a public body; and
- is necessary to satisfy the fiscal, legal, administrative or historical policies requirements or needs of a state agency or political subdivision.

The definition of public record was expanded during the 2011 legislative session to include social media communications including information found on Facebook or Twitter, etc.

Records need not be prepared originally by the city to qualify as public records. If records prepared outside government contain “information relating to the conduct of the public's business,” and are “owned, used or retained” by the city, the records are within the scope of the records law. For example, letters written to the city, retained and used by the city are public records.

However, a document prepared by a private entity does not become a public record merely because a public official reviews the document in the course of official business. Materials prepared and owned by a private company do not become “public records” when they are in the temporary custody of a public official for the purpose of preliminary review.

Public records include any “writing” containing information relating to the conduct of public business. ORS 192.410(4). “Writing” is broadly defined by ORS 192.410(6) to include:

handwriting, typewriting, printing, photographing and every means of recording, including letters, words, pictures, sounds, or symbols, or combination thereof, and all papers, maps, files, facsimiles or electronic recordings.

“Writing” thus includes information stored on computer tape, microfiche, photographs, films, tape or videotape recordings and virtually any other method of recording information.

Note that the Public Records Law does not require the city to *create* public records. This is especially important for computer-stored data. Although the data in computer programs and printouts generated for use by the city are public records, the city is not obligated to perform specific computer runs or manipulate computer data in a requested manner.

Inspecting and Obtaining Public Records

Under the records law, the “custodian” of the public records has the duty to make non-exempt public records available for inspection and copying. The Legislature has defined “custodian” as a public body mandated to create, maintain, care for or control the records. ORS 192.410(1). The public's right to inspect non-exempt public records is limited by the use of “reasonable” in the law. These reasonable limits are allowed to protect identified governmental interests.

The 2007 legislature amended ORS 192.440 to assure more timely disclosure to interested parties by requiring a response to requests as soon as practicable and without unreasonable delay. Additionally, as of January 1, 2008, all public bodies must make available to the public a written procedure for submitting the requests, including at least one person and address to which it can be delivered along with the methods that will be used to calculate the fees charged.

Individual Councilor Right to Review Exempt Records

While the public has the right to review certain “public records,” there are exemptions under state law whereby a “public body” should not release specific records. A “public body” is defined under ORS 192.410(3) to include city governing bodies, but it does not include individual governing body members. Therefore, as the custodian of the record, the Council could potentially view otherwise exempt public records. However, individual councilors, without the consent of the entire governing body, are not entitled to view otherwise exempt public records. *See State ex rel Weldon v. Campbell, Fisher et al* (Linn County Case No. 11-1589).

If a councilor, in his or her personal capacity, wishes to view a public record, the councilor may submit a request to the city as a member of the public.

Special considerations: email, calendars, etc.

The city uses electronic mail (e-mail) for communications. E-mail is a public record. Even after e-mail messages are “deleted” from individual computer accounts, they generally continue to exist on computer back-up tapes that are also public records. The city must make non-exempt e-mail available for inspection and copying. It is recommended that councilors use their city e-mail for all communication on matters that concern the city. This will make it easier to respond to potential public records requests as the collection can be done by the city using the city servers.

If a state or local elected official claims a right to withhold disclosure of a public record, the claim is not subject to administrative review by the Attorney General or a district attorney. The

person denied access to the record may immediately file legal action in the Multnomah County Circuit Court. ORS 192.480. The petitioner who prevails will be compensated for the cost of litigation, including attorney fees.

Destruction of Public Records

State laws and regulations govern the retention and destruction of public records. ORS 192.001 to 192.170. In order to comply with these laws, public employees and officials are required to identify public records and determine their retention period; retain records in compliance with records retention schedules promulgated by the State Archivist; and destroy those records that are non-public records and those that have reached their retention period. For purposes of the record retention and destruction laws, “public record” includes correspondence, including email, but excludes extra copies of a document preserved only for convenience. ORS 192.005(5)(d). Even public records exempt from disclosure are subject to the retention schedules. See Appendix C.

It is important to follow these requirements as state law makes it a crime to knowingly destroy, conceal, remove or falsely alter a public record. ORS 162.305.

VI. OREGON GOVERNMENT ETHICS LAW

Overview

Oregon’s government ethics laws are set forth in ORS Chapter 244. These laws apply to all public officials¹, which includes elected city councilors. Under these laws, no public official may use the office, official position or information to obtain a financial gain, other than official salary, honorariums or reimbursement of expenses for themselves, their relatives and members of their households or businesses with which either they or their relatives or members of their households are associated. ORS 244.040.

Conflicts of Interest

State law also requires public disclosure of actual and potential conflicts of interest and requires public officials to refrain from further participation in official action on the issue that gave rise to an actual conflict of interest. An actual conflict of interest is defined in ORS 244.020(1) and a potential conflict of interest is defined in ORS 244.020(12). In brief, a public official is met with a conflict of interest when participating in official action which could (potential) or would (actual) result in a financial benefit or detriment to the public official, a relative of the public official or a business with which either is associated.

All elected and some appointed officials serving on boards or commissions must state the nature of any actual or potential conflict of interest by publicly announcing it at a council meeting. If

¹ “Public official” means any person who *** is serving the State of Oregon or any of its political subdivisions or any other public body as defined in ORS 174.109 as an elected official, appointed official, employee or agent, irrespective of whether the person is compensated for the services.

the conflict of interest is an actual conflict, the official must refrain from further participation in official action on the issues that gave rise to an actual conflict of interest. If the conflict is a potential conflict, the official may participate in further official action on the issue that gave rise to the conflict of interest once the public disclosure is made. The public disclosure must be made every time the issue arises. Appointed officials, other than those on boards and commissions, are required to notify the appointive authority of any potential conflict, leaving disposition of the matter to that authority.

Gifts

The law also prohibits public officials from soliciting or receiving offers of future employment in return for influence. Legislation passed in 2007 and 2009 limits the value of gifts which officials, candidates, or members of their families may receive to an aggregate of \$50 annually from any single source that may have a legislative or administrative interest in the activities of the official. See Appendix C. This legislation redefined and expanded the definition of “members of household” and “relatives” as used in the reporting rules as well as explicitly setting forth the exceptions to the term “gift”.

Reporting Requirements

State law also imposes reporting requirements on some public officials. The city public officials are city councilors, planning commissioners, city managers and municipal judges. These public officials are required to file Annual Verified Statements of Economic Interest that become public records. These reports must be filed by April 15th every year disclosing, among other things, any expenses reimbursed with an aggregate value exceeding \$50, all honoraria received with a value exceeding \$15, and each source of income in excess of \$1,000 from an individual or business that could have an administrative or legislative interest. The rules no longer require the listing of the names of adult family members and relatives in the statements. The income reporting requirements were also amended so that if there is no potential administrative or legislative interest in a source of income then the reporting requirement is limited to a listing of those sources that produce 10% or more of a public official’s annual household income.

State law also prohibits nepotism in the form of a public official’s participation in the hiring, firing, promoting or demoting of relatives and members of the household by the agency of the public official. This does not apply to volunteer positions. Direct supervision is also forbidden.

The Oregon Government Ethics Commission (OGEC) administers the conflicts of interest law, including investigation of infractions, imposition of penalties and issuance of advisory opinions. In addition to civil sanctions, some conflicts of interest may subject public officials to criminal penalties.

Quasi-Judicial Matters

In quasi-judicial matters, the public has a right to have hearing-body members free from prehearing or *ex-parte* contacts on matters heard by them. If contacts are made prior to a hearing

but do not impair the member's impartiality, the member may so state and participate and vote on the matter. Likewise, members of a hearing body must be free from having any bias, such as a financial interest or a close personal relationship, which affects their ability to render an impartial decision. Finally, members of hearing bodies must decide quasi-judicial matters based upon the record presented to them and may not conduct their own investigations or research.

Personal Liability

Under some circumstances, public officials may be personally liable. Tort actions may be brought against them. Torts are injuries or wrongs done to the person or property of another. The personal liability of public officials is governed primarily by the Oregon Tort Claims Act (ORS 30.260 to 30.300), and Section 1983 of Chapter 42 of the United States Code. Under the Act public officials are defended and held harmless by their public body for actions taken in their official capacity, as long as they are acting within the scope of their authority.

Members of the Council can best protect themselves from personal liability by soliciting and following the advice of the city attorney. Additionally, new legislation provides a public official the option of establishing a legal defense fund. The same quarterly deadlines mentioned above apply to the filing of statements of contributions and expenses to the legal defense fund.

Councilor Benefit Increases

There is an actual conflict of interest if public officials participate in an official action to increase their current compensation or benefits. However, the same may not be true of granting a benefit to *future* public officials. In that case, the current public official either have a potential conflict of interest if the public official is eligible for another term in office or no conflict of interest if the public official is ineligible for another term.

If the benefit does not become effective until after the expiration of the term of service of a current Councilor, that Councilor could, if eligible for another term of service, publicly announce the nature of the potential conflict and then proceed to participate in any discussion, debate, or vote on the benefit. ORS 244.120(2)(a). If the Councilor is ineligible for another term, the Councilor may participate in the action without conflict.

In addition to the conflict of interest provisions, ORS 244.040(1) prohibits public officials from using or attempting to use their official position to gain a financial benefit or avoid a financial detriment would not otherwise be available but for the holding of the official position. Therefore, ORS 244.040(1) requires current public officials to refrain from participating in conferring benefits upon themselves which would immediately and certainly affect their personal financial interest. Similar to conflicts of interest, it does not appear that *current* public officials are prohibited from participating in adopting a benefit increase for *future* councilors under ORS 244.040(1).

VII. LOCAL BUDGET LAW

BEERY, ELSNER & HAMMOND, LLP
CITY OF FAIRVIEW
JANUARY 2015

Oregon Budget Law

The Oregon budget law is found in ORS chapter 294. The Oregon Department of Revenue administers this law and publishes the *Local Budgeting Manual* that serves to guide the city budgeting process. The law sets standards for preparing, presenting and administering the budget. It requires citizen involvement through the budget committee and public hearings before the annual budget may be adopted by the Council.

City governmental accounting requires the recording of city financial transactions and reporting them back to city administration, the Council and the public. Governmental agencies must comply with generally accepted accounting principals (GAAP), as approved by the Government Accounting Standards Board (GASB).

Unlike private sector accounting, government accounting is on a fund basis. State law requires separate funds. There are specific requirements for separate funds for Bancroft bond debt service (ORS 223.285), and reserves (ORS 294.525).

ORS 294.100 makes it unlawful for any public official to expend money in excess of the amounts provided by law, or for any other or different purpose than provided by law. Any official that violates this law is civilly liable for the return of the money in a suit by the District Attorney or any city taxpayer, if the expenditure constitutes malfeasance in office or willful or wanton neglect of duty.

Budget Committee

The law requires the City Administrator, as the budget officer, to prepare a budget message. The budget message must be given at the first budget committee meeting when the budget is presented to the committee.

The budget committee is composed of the Council and an equal number of appointed citizens. The committee must elect a chair and secretary. Its function is to receive the budget message, hear public testimony on the proposed budget, prepare meeting minutes, request information from city staff, amend a budget for Council adoption and set the property tax levy. The Council is required to adopt a budget no later than each June 30, the last day of each fiscal year. The budget and related forms must be filed with the County Assessor by July 15.

APPENDIX A

CITY LEGAL AUTHORITY

Structure of City Authority

1. Oregon Constitution
 - Home Rule – Art. XI, sec. 2 (1906)

2. City Charter
 - a. General powers
 - b. Powers vested in Council – legislative, administrative & quasi-judicial
 - c. Council president
 - d. Mayor authority & duties
 - e. Quorum & vote
 - f. City Administrator
 - g. Ordinances – adoption procedures

3. Ordinances & City Code (legislative)
 - a. Council meetings & decision practices
 - b. Ordinance preparation
 - c. Boards, commissions & committees
 - d. Business licenses & regulations
 - e. Buildings & construction
 - f. Health & safety regulations
 - g. Public peace, morals & welfare
 - h. Zoning & community development

4. Resolutions (administrative)
 - a. Council decisions, less formal
 - b. Budget decisions
 - c. Policy statements
 - d. Political statements
 - e. Council rules

5. Orders (quasi-judicial)
 - a. Decisions on appeals to & from Council
 - b. Adoption of administrative rules (City Administrator or department head)

Limitations on City Authority

1. Federal Law
 - a. U.S. Constitution
 - i. Supremacy clause (federal / state / local hierarchy)
 - ii. Commerce clause (protects interstate commerce)
 - iii. Due process clause (procedural & substantive)
 - b. Federal statutes – U.S. Code

- i. Civil rights acts
- ii. Fair Labor Standards Act
- iii. Environmental protection acts
- iv. Cable Communications Act
- v. Equal Employment Opportunity Act
- vi. Americans with Disabilities Act
- vii. Tax acts
- viii. Transportation acts
- ix. Many others

2. State Law

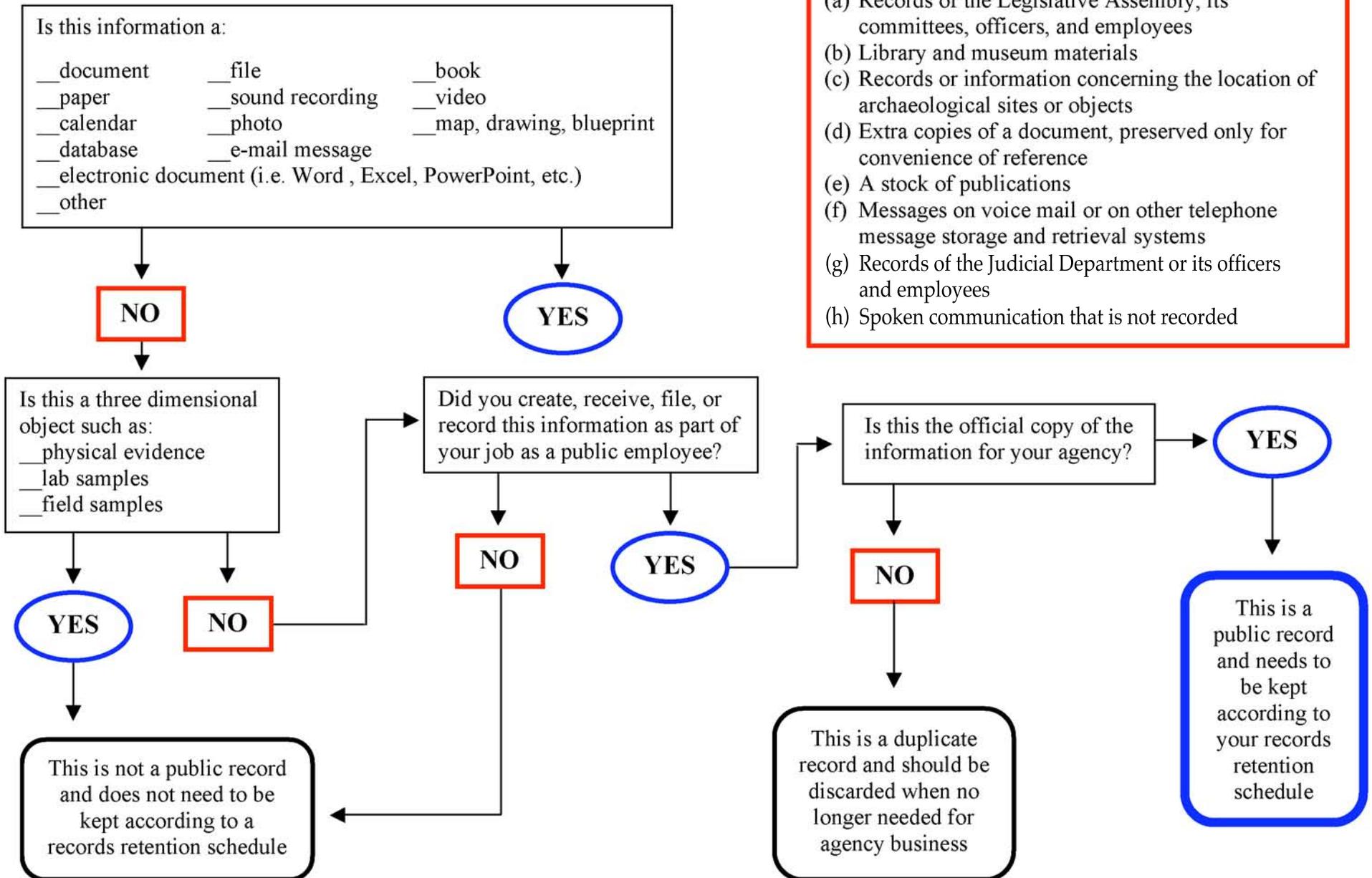
- a. Oregon Constitution
 - i. Property tax limitations
 - ii. Art. I, sec. 8 & other Bill of Rights provisions
 - iii. Initiative & referendum
 - iv. Recall
- b. Oregon Revised Statutes (ORS)
 - i. Public meetings – ORS 192.610 *et seq.*
 - ii. Public records – ORS 192.410 *et seq.*
 - iii. Land Use, Measure 37 & Measure 49 – ORS 197
 - iv. Cities – ORS 221
 - v. Local budget law – ORS 294
 - vi. Public ethics law – ORS 244
 - vii. Election law – ORS 250.255 *et seq.*
 - viii. Public contracts – ORS 279
 - ix. Public improvements – ORS 223
 - x. Intergovernmental agreements – ORS 190
 - xi. Urban service agreements – ORS 195
 - xii. Workers compensation – ORS 656
 - xiii. Criminal law, civil forfeitures & many others

APPENDIX B: Record Retention

Regardless of the records' format or whether or not it is restricted, confidential or exempt from disclosure, **start here:**

ORS 192.005 (5) excludes the following from the definition of public records:

- (a) Records of the Legislative Assembly, its committees, officers, and employees
- (b) Library and museum materials
- (c) Records or information concerning the location of archaeological sites or objects
- (d) Extra copies of a document, preserved only for convenience of reference
- (e) A stock of publications
- (f) Messages on voice mail or on other telephone message storage and retrieval systems
- (g) Records of the Judicial Department or its officers and employees
- (h) Spoken communication that is not recorded



Your Responsibilities for Maintaining Public Records

Q: What is a public record?

A: Public records are documents, files, or recordings created by a public employee in connection with agency business per ORS 192.005.

Q: What are my responsibilities for maintaining public records?

A: Each public employee must comply with statutes, administrative regulations, and agency policy and procedures relating to records management. Your responsibilities for managing records in your custody include: identifying public records and determining their retention period; retaining records in compliance with records retention schedules; and destroying those that are non-public records and those that have reached their retention period.

Q: How can I determine if an item is a public record?

A: Refer to the flow chart on the reverse side of this page.

Q: Implementing a classification scheme in my agency would change my folder names and structure, and affect the way I do my work. How would I benefit from this change?

A: A systematic filing structure for the entire agency is important in order to improve access, retrieval and retention of your agency's records. The change would not affect the way you conduct your business, but would help manage your records more efficiently.



Q: Who oversees public records management in Oregon?

A: The State Archivist is responsible for public records management in Oregon, per ORS 192 and 357.

Q: Who is responsible for maintaining the official agency record?

A: Responsibility for maintaining the official agency record is a matter of agency policy.

Q: I do all my work on a computer, and never print or sign anything. Do the records retention schedules, Public Records Law, and records management policies apply to me?

A: Retention schedules, statutes, and procedures apply to all agency records regardless of how they are created or where they are stored.

Q: I regularly forget to follow the records retention schedule. Nothing can happen to me, right?

A: Oregon sets a high value on the management of and access to public records. If you destroy, alter, or withhold public records you can be found guilty of Tampering with a Public Record per ORS 162.305, punishable by a year in prison and \$6250 fine.

Q: Do I have a say in how long a record should be kept?

A: The inventory process, which is attended by both agency and records management personnel, is meant to be beneficial to the state agency; honest answers to questions concerning the use of records lead to retention periods that are better suited to the agency's needs.

Q: How long should I keep my files?

A: The General Records and Special Retention Schedules should be consulted for the records you create to better gauge the frequency for the purging of files. Failure to take stock of your records on a regular basis could place an agency in violation of the Records Retention Schedule.

Q: Where can I find more information about managing my records?

A: Refer to statutes, administrative regulations, and your agency's policy and procedures governing records and information management. The State Archives Division's Records Management Unit also provides assistance to government agencies at no charge regarding the management of records and information, per Oregon's Public Records Law and OAR 166.



Oregon State Archives

**800 Summer St. NE
Salem, OR 97310**

Phone: 503.373.0701

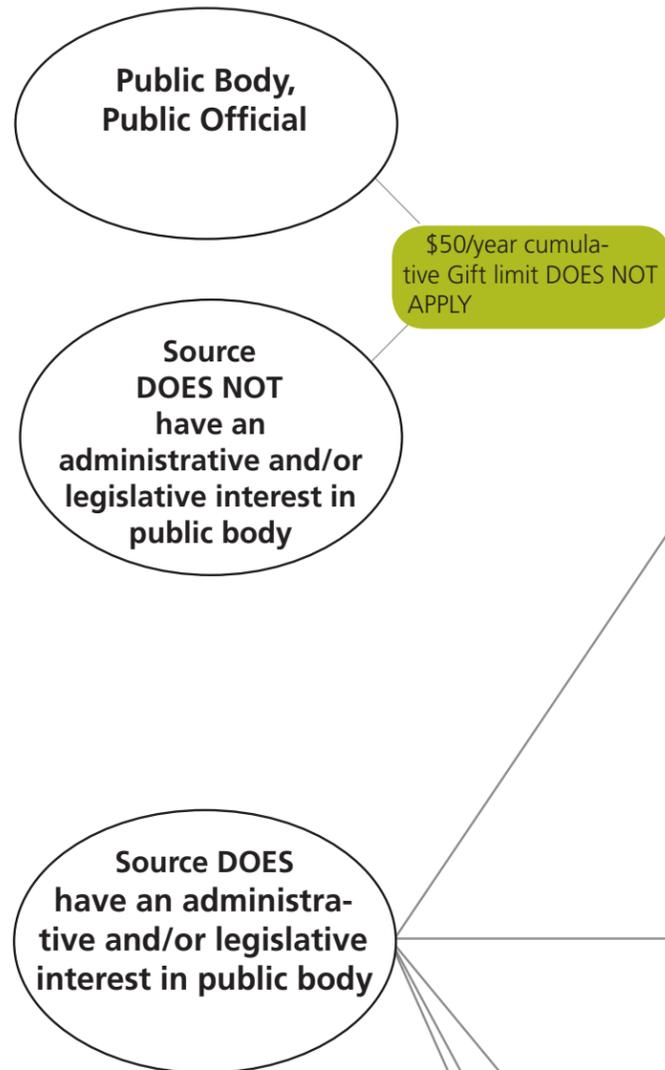
Fax: 503.373.0953

<http://arcweb.sos.state.or.us>

Guide to Oregon Government Standards & Practices Act

Gift Limitations and Exceptions - ORS 244.020(5)(b) Exceptions (A)-(N)*

WHO PAYS?



Category	Scenario	Gift Limit / Exception	Notes	
Food Beverage Admission Reception	Public Official is speaking or answering questions as part of scheduled program	Allowable as Exception to Gift Rules (exception (E))		
	Food/beverage consumed in association with review or execution of financial documents including any business agreement between public body and a private or public entity	Allowable as Exception to Gift Rules (exception (I))		
	Food/beverage is incidental (secondary or minor) to main purpose of reception and no cost is placed on food or beverage	Social gathering where food and beverages are informally provided	Allowable as Exception to Gift Rules (exception (L))	
		Plated sit-down meal	\$50/year cumulative Gift limit applies	
	Food/beverage consumed during trade-promotion, fact-finding mission, economic development activity, or negotiation	Public Official will "represent" public body	\$50/year cumulative Gift limit applies	Must receive authorization to represent public body and activity must be "officially sanctioned" via written approval from council or supervisor.
None of above		\$50/year cumulative Gift limit applies		
Travel Lodging Food Reasonable Expenses	Expenses paid by fed/state/local govt; membership organization to which public body pay dues; or by limited publicly funded 501©(3)	Public Official will deliver speech, make presentation, participate on panel	Allowable as Exception to Gift Rules (exception (F))	
		Public Official will "represent" public body but will not deliver speech, make presentation, participate on panel	Must receive authorization to represent public body via written approval from council or supervisor.	
			\$50/year cumulative Gift limit applies	
	None of Above		\$50/year cumulative Gift limit applies	
	Trip is trade-promotion, fact-finding mission, economic development activity, or negotiation	Public Official will "represent" public body	\$50/year cumulative Gift limit applies	Must receive authorization to represent public body and activity must be "officially sanctioned" and trip expenses approved in advance via written approval from council or supervisor.
Entertainment Spectator or Participant	Entertainment is incidental (secondary or minor) to main purpose of another event	Allowable as Exception to Gift Rules (exception (M))		
	Public Official is viewing and/or participating in the entertainment for a ceremonial purpose with an official role in the entertainment event	Public Official is acting in official capacity and is representing public body	Must receive authorization to represent public body via written approval from council or supervisor.	
			Allowable as Exception to Gift Rules (exception (N))	
None of Above		NOT ALLOWED		
Unsolicited tokens or awards of appreciation	plaque, trophy, desk item, wall memento, or similar	Resale value reasonably expected to be less than \$25 (assumed unless made from valuable raw material)	Allowable as Exception to Gift Rules (exception (C))	
			\$50/year cumulative Gift limit applies	
None of Above		\$50/year cumulative Gift limit applies		

* Note: this chart is intended as a **guide only**, and is not a substitute for legal advice regarding specific situations. Administrative Rules are being revised by Ethics Commission; call Ethics Commission at 503-378-5105 regarding application of these rules to specific situations.

APPENDIX D
Public Official Ethics
(Gifts and other Financial Gain)

Who do the ethics laws apply to?

The ethics laws apply to all public officials. Under the law, “public official” means any person who *** is serving the State of Oregon or any of its political subdivisions or any other public body as defined in ORS 174.109 as an elected official, appointed official, employee, agent or otherwise, irrespective of whether the person is compensated for the services.

What are the penalties for violating the ethics laws?

- Up to \$5,000 for each violation.
- If financial gain was realized, a civil penalty may be assessed of twice the financial gain.

What is prohibited?

A public official may not use their office to obtain financial gain or to avoid financial detriment for the public official, relative or member of the household of the public official or for a business with which the public official, relative or household member is associated.

A public official, relative or household member may not accept a gift of entertainment from someone with an administrative or legislative interest in unless it fits within one of the gift exceptions. This may include concerts, plays, sporting events, movies and similar events.

Who is a relative of public official?

- A spouse.
- A domestic partner.
- Any children of the public official or the public official’s spouse.
- Siblings, spouses of siblings or parents of the public official or of the public official’s spouse.
- Any individual for whom the public official has a legal support obligation.
- Any individual for whom the public official provides benefits arising from the public official’s public employment or from whom the public official receives benefits arising from that individual’s employment.

What can you accept?

- Official compensation (salary, health insurance benefits, PERS).
- Honorarium.
- Reimbursement of expenses (from the City such as travel expenses when performing official job duties).
- Unsolicited award for professional achievement (retirement gift).
- Gifts from a source that could not reasonably be known to have an administrative or legislative interest in any decisions you participate in making or votes you take.

- Gifts from a single source that do not have a cumulative value in excess of \$50 per year from a source that could reasonably be known to have an administrative or legislative interest in decisions you participate in making or votes you take.
- Gifts from a single source that have a cumulative value in excess of \$50 per year from a source that could reasonably be known to have an administrative or legislative interest in decisions you participate in making or votes you take but that fit within one of the gift exceptions and therefore are not gifts.
- Contributions to a legal expense trust fund or campaign contributions.

Who is a person with an administrative or legislative interest in your decisions or votes?

- “‘Legislative or administrative interest’ means an economic interest, distinct from that of the general public, in: (a) any matter subject to the decision or vote of the public official acting in the public official’s capacity as a public official; or (b) any matter that would be subject to the decision or vote of the candidate who, if elected, would be acting in the capacity of a public official.”
- This includes persons or groups that the City regulates and contracts with.

What is considered to not be a gift from a person with an administrative or legislative interest in your decisions and votes?

There are fourteen gift exceptions. Only the most relevant to city councilors are included and paraphrased:

- Gifts from relatives or members of household.
- Unsolicited token or award of appreciation with resale value of less than \$25.
- Informational material, publications or subscriptions related to the recipient’s performance of official duties.
- Admission or cost of food or beverage provided to public official, relative or staff, at a “reception, meal or meeting held by an organization before whom the public official appears to speak or answer questions as part of a scheduled program.”
- Reasonable expenses paid by federal, state or local government or tribe to attend a convention, fact-finding mission or trip, or other meeting at which the public official is to deliver a speech, make a presentation, participate in a panel, or represent state or local government.
- Reasonable food, lodging or travel expenses when public official is representing state or local government (must be approved by supervisor or board has voted on representation).
- Waiver or discount of registration expenses at a continuing education event needed to satisfy a professional licensing requirement.
- Expenses provided by one public official to another for travel inside this state to or from an event that bears a relationship to the public official’s office.
- Food and beverage consumed by a public official at a reception where the food and beverage is an incidental part of the reception and no cost is placed on the food or beverage.
- Entertainment provided to a public official that is incidental to the main purpose of another event.
- Entertainment when the public official is acting in an official capacity and is there for a ceremonial purpose.

- Campaign Contributions.

What can I do if I receive an unsolicited gift that is a violation of Oregon ethics laws?

- Transfer the item to the City if it is something that the City could reasonably use.
- Donate the item to charity if you receive no benefit from the donation.
- Return the item to the giver.

What if someone at the City says its OK?

- The City cannot permit what the ethics law forbids.
- City tolerance for a practice is not a defense.
- Public officials are personally liable and not the City.

What can I do to protect myself?

- Ask questions. Be responsible for your own actions.
- Check the Oregon Government Ethics Commission web site and contact them for advice.
- Ask staff or the City Attorney's Office for assistance.

**MINUTES
CITY OF FAIRVIEW
CITY COUNCIL**

December 3, 2014

Council Members

Mike Weatherby, Mayor
Dan Kreamier
Steve Prom
Steve Owen
Lisa Barton Mullins
Tamie Arnold
Ted Tosterud

Staff

Samantha Nelson, City Administrator
Allan Berry, Public Works Director
Ken Johnson, Police Chief
Lesa Folger, Deputy Finance Director
Heather Martin, City Attorney
Devree Leymaster, City Recorder

WORK SESSION (6:00 PM)

1. OREGON LAWS 2013 CHAPTER 697 (ORS 810.442): PHOTO RADAR IN SCHOOL ZONES TO MEASURE EFFECTIVENESS ON TRAFFIC SAFETY

City Administrator Samantha Nelson commented the additional study information from Multnomah County has not been received yet. The traffic studies have been completed; the data has not been organized and forwarded yet.

Councilor Kreamier inquired if accident data along Fairview Parkway and Halsey for the past 24 months could be provided. Police Chief Johnson replied yes, the accident information can easily be provided.

Council discussed the phased approach of installing the flashing light and “your speed is” signs. Staff replied if the city were to install the equipment, each “your speed is” sign is approximately \$4,000; will need 2 of them. The estimated cost for flashing lights approximately \$125,000. This includes being electronically wired to the school, so they can be programmed to be on only when school is in session.

Mayor Weatherby inquired if Council would like to wait and discuss further once the additional data is received at a January 21 work session. Councilor’s Kreamier and Councilor Tosterud and Council President Barton Mullins supported waiting for the additional data. Councilor Arnold supported continuing the discussion and not delaying it.

Mayor Weatherby requested Council be mindful of what company they select if they move forward with the program.

Council President Barton Mullins supported moving forward with pilot program as they originally agreed to do during the legislative phase.

Councilor Arnold remarked this is about safety. She supports a stepped approach based on education not on penalties. The data does not support the need for photo radar.

Councilor Tosterud proposed if they move forward with the photo radar negotiating one year of courtesy tickets as part of an education campaign. As Mayor Elect, he is planning a Town Hall meeting on January 28, 2015. The red light cameras and utility rates will be discussion items.

Mayor Weatherby clarified Council supports deferring the Council Business discussion to January 2015. Council replied yes.

COUNCIL MEETING (7:00 PM)

1. CALL TO ORDER

ROLL CALL
PLEDGE OF ALLEGIANCE

2. CONSENT AGENDA

- a. Minutes of November 5 & November 19, 2014
- b. Accepting Fairview Election Results from the November 4, 2014 General Election as Certified by Multnomah County Elections Division: Resolution 54-2014

Council President Barton Mullins moved to approve the consent agenda and Councilor Kreamier seconded. The motion passed unanimously.

AYES: 7
NOES: 0
ABSTAINED: 0

3. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS

None.

4. PRESENTATIONS

- a. Advisory Committee Quarterly Reports
Parks & Recreation Advisory Committee (PRAC)

Committee Member Garth Everhart presented a written PRAC report to Council (Exhibit A) and commented PRAC is working on Lakeshore Park, will finish the Pelfrey Park update in early 2015, and will begin to work on pocket parks in 2015.

Councilor Kreamier inquired if PRAC is including Healthy Eating Active Living (HEAL) parameters within their master plan reviews. Committee Member Everhart replied yes, the HEAL initiative is being examined as part of the recreation plan. Part of that will include exploring working with Wood Village and Troutdale for a recreation program.

5. CITY ADMINISTRATOR AND DIRECTOR REPORTS

City Administrator Nelson reported the following.

- Community Caroling is Friday, December 5. Meet in front of City Hall at 6:00 PM.
- Christmas Tree Lighting is December 6 from 4:00 PM to 6:00 PM, with the tree lighting at 5:00 PM, at City Hall and Community Park.
- Twelve Mile will accept Christmas trees for recycling the first few weeks in January. Just set out on your normal collection day.
- City Hall will close at 2:00 PM, December 19 for a city-wide staff meeting and recognition.
- City Hall will be closed December 24 and 25 for the Christmas holiday.
- Fire service negotiation update: had an initial discussion; there is a follow-up meeting this Friday; will report information to Council.

6. MAYOR/COMMITTEE REPORTS AND COUNCIL COMMENTS

Councilor Arnold reported the following.

- Volunteers are needed for the Christmas Tree Lighting event on December 6, the Arts & Community Events Advisory Committee (ACEAC) and Fairview United Neighbors (F.U.N.) are also in need of volunteers. If interested in participating in any of these please contact City Recorder Devree Leymaster.
- The next event ACEAC will begin planning is For the Love Art on February 7, 2015.
- Girl Scout Troop 45038 is putting together kits for foster kids. If you are interested in contributing or participating, they are meeting at the Community Center on December 19.
- Scouting for Food is this Saturday. You may leave food in a bag on your porch and the Boy Scouts will come around to collect it.
- The West Columbia Gorge Chamber of Commerce is launching an Oregon Bike Friendly Business Program. Businesses designated as being bike friendly can get assistance with advertising and marketing.

Council President Barton Mullins noted there is a bone marrow testing drive Saturday from 11:00 AM to 2:00 PM for a Reynolds School District teacher with leukemia. She reported attending Peer Court. It is a great program and encouraged everyone to attend and learn about the program.

Councilor Kreamier reported he has accepted a board position for the Emilio Hoffman Foundation. The foundation seeks to help troubled youth and be a resource to assist with mental health issues in the community.

Councilor Prom thanked Councilor Arnold for her hard work during her time on Council. He appreciated Council President Barton Mullins kindness and willingness to listen to other opinions. He thanked Mayor Weatherby for his twelve years of service.

Mayor Weatherby commented the city has opportunities on the horizon. The Veteran Affairs (VA) development will draw people, helping to develop the Village downtown area and Halsey corridor. He would like to see the water front developed. Believes Mayor Elect Tosterud will interact with citizens and act in the best interest of the city.

Councilor Tosterud remarked as Mayor Elect he is planning a Meet the Mayor event for January 28, 2015 at the Community Center. Topics for discussion include utility rates and photo radar.

7. PUBLIC HEARING

None.

8. COUNCIL BUSINESS

a. Oregon Laws 2013 Chapter 697 (ORS 810.442): Photo Radar in School Zones to Measure Effectiveness on Traffic Safety

Mayor Weatherby deferred discussion to January 2015.

b. Other Council Business

Mayor Weatherby commented he has heard from many citizens regarding the development of the water front; that they would like to have a river front district that the community can enjoy and be

proud of. Mayor Weatherby proposed a motion asking the administration to research what steps, large and small, we have to take to develop a river front district.

Councilor Prom moved to ask the administration to start a road-map for development of a river front district and Councilor Arnold seconded. The motion passed unanimously.

AYES: 7

NOES: 0

ABSTAINED: 0

Councilor Arnold moved to dedicate the Park Cleone gazebo to outgoing Mayor, Mayor Weatherby, honoring his twelve years of service and Councilor Prom seconded. The motion passed unanimously.

AYES: 7

NOES: 0

ABSTAINED: 0

9. ADJOURNMENT

Councilor Owen moved to adjourn the meeting and Councilor Kreamier seconded. The motion passed, and the meeting adjourned at 7:33 PM.

AYES: 7

NOES: 0

ABSTAINED: 0

Devree Leymaster
City Recorder

Mike Weatherby
Mayor

Date of Signing

A complete recording of these proceedings is available. Contact the City of Fairview Administration Office, 1300 NE Village St., Fairview, OR 97024.

**PRAC REPORT TO City Council
Chairman Marker
December 3, 2014**

Mayor Weatherby & Council:

The following is the 4th quarter 2014 report to Council:

During the 1st quarter of 2014 PRAC:

-PRAC approved its update to the Park Cleone Master Plan and recommended to Council that it adopt the Plan accordingly.

-PRAC recommended a priority list for park funding to City Council that listed Lakeshore Park as #1; the Ray Hansen list of benches, garbage cans, etc. as #2 and improvements to Park Cleone beyond the playground equipment as #3.

-PRAC supported the concept of a second pedestrian trail from the 207th area to Salish Ponds.

-PRAC made a budget recommendation to Council that remaining SDC funds be spent on other parks with Park Cleone improvements paid by other funds so the SDC funds were shared across the parks.

During the 2nd quarter of 2014 PRAC:

-PRAC was concerned about some aspects of the proposed Park Cleone plan but due to staff scheduling could not meet in April to finish its review for Council.

-PRAC asked staff how the Recreational Facilities in Fairview could be tied into Wood Village and Troutdale via web and map based formats to encourage park use across the cities.

-Council asked PRAC to conduct a public hearing on neighborhood concerns raised about the condition and use of the Fairview Woods Park.

-PRAC members visited the Fairview Woods Park area and held a public meeting which resulted in a short-term, mid-term and long-term list of improvements to be considered by Council. Council subsequently approved a budget that funded some of the recommended items.

During the 3rd quarter of 2014 PRAC:

-Continued its discussion about how to encourage the Council to direct staff to begin the planning of Lakeshore park improvements after Council approved a \$300,000 allocation for this in May.

-On August 14, 2014, an email to staff was read aloud and described as the Council's Work Plan for fiscal year 2014/15. Subsequently the staff released a printed version that included the completion the third of three Neighborhood Park updates (Pelfrey Park); a

recreation master plan review; and a request for input on how the City could dispose of the Pocket Parks.

-PRAC discussed how the Recreation Master Plan Update could support the HEAL program adopted by the Council.

During the 4th quarter of 2014 PRAC:

-PRAC received a briefing on the proposed Springwater Recreation District by its proponents. During this month's PRAC meeting, the committee will review a proposed proclamation in support of the Recreation District concept.

-PRAC discussed and adopted a Plan of Action for improvements at Lakeshore Park to begin in early 2015. At staff's request, PRAC will adopt a survey at this month's PRAC meeting for the neighborhood around Lakeshore Park. This is a different course of action than was followed for Park Cleone but does allow the City to solicit input on the priority of amenities for a Neighborhood Park. The amenities will follow the guidelines for a Neighborhood Park outlined in the City's Park Master Plan criteria.

2015:

-PRAC will complete the Pelfrey Park update in early 2015 and will continue to focus attention on how the Parks can be marketed to increase their use consistent with the goal of expanding recreational opportunities. This may include discussions with Wood Village and Troutdale about how to create or link each city's websites in a uniform manner so residents can easily view the amenities at each park.

Thank you for this opportunity.

Steve Marker - Chair



**FAIRVIEW POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT**

NOVEMBER 2014



GENERAL STATISTICS/TYPE	THIS MONTH	YTD THIS YEAR	YTD LAST YEAR	% +/-	TOP 5 TRAFFIC CITE CHARGES	
Dispatched Incidents	309	3,594	3,649	-1.51%	Driving Uninsured	17
Officer Initiated Incidents	237	3,167	3,289	-3.71%	Driving While Suspended	17
Total Number of Incidents	546	6,761	6,938	-2.55%	Expired Tags	14
Number of Apartment Incidents	73	749	801	-6.49%	No Operator License	11
Police Reports Filed	61	649	799	-18.77%	Speeding School Zone	4
Reports Cleared by Arrest	28	270	259	4.25%	ALARM ADMINISTRATION REPORT	
Reports Closed by Suspend	24	325	499	-34.87%	Renewals Billed	0
Reports Closed by Pending*	8	44	27	62.96%	Renewal Fees Collected	\$0.00
Reports Closed by Referred	0	1	5	-80.00%	Senior Exempt Permits	0
Reports Cleared by Exceptional	0	3	9	-66.67%	New Permits Issued	0
Reports Cleared by Unfounded	1	7	5	40.00%	False Alarms w/No Permit	1
Traffic Contacts	189	2,057	1,849	11.25%	1st False Alarm Events	4
Citations Issued (Charges)	85	1,150	1,240	-7.26%	2nd False Alarm Events	2
DUII	3	25	23	8.70%	3rd False Alarm Events	0
Accident Reports	4	64	66	-3.03%	False alarm fees collected	\$775.00
Gang Contacts	10	63	67	-5.97%	False alarm fees billed	\$950.00
Community Policing Contacts	114	1,292	1,913	-32.46%	Day of most false alarms	Tuesday & Wednesday & Friday
Foot Patrol Contacts	61	1,251	2,047	-38.89%	Time most false alarms	22:30 PM
Murders	0	0	1	-100.00%	RED LIGHT CAMERA CITATIONS	
Chinook Landing Patrol Minutes	696	13,702	19,076	-28.17%	Approved Violations	53
Chinook Landing Dispatched	5	99	96	3.13%	Violations YTD*	1445
Blue Lake Patrol Minutes	280	5,414	6,556	-17.42%		
Blue Lake Dispatched Incidents	0	26	48	-45.83%		
Tow Releases	3	22	26	-15.38%		
Vehicles Impounded	8	31	16	93.75%		
Bike Helmet Contacts	1	25	55	-54.55%		
Time Off (Days)	35	252	303	-16.83%		
Rhino Deployments	0.00	26	43	-39.53%		
COPP Deployments	8	63	0	6300.00%		

"Integrity, Professionalism, Partnership, Innovation, Communication, Empowerment"



FAIRVIEW POLICE DEPARTMENT MONTHLY ACTIVITY REPORT NOVEMBER 2014



SELECTED CALLS FOR SERVICE**	THIS MONTH	YTD THIS YEAR	YTD LAST YEAR	% +/-	SPECIFIC OVERTIME CATAGORIES	HOURS
Abuse/Neglect	1	7	13	-46.15%	Cover Short Shift	38.00
Accident/Injury or Fatal	1	31	23	34.78%	Court	34.5
Accident/Property Damage	8	72	75	-4.00%	Traffic Safety Grant	0.0
Assault	11	70	69	1.45%	Gang Unit	41.0
Burglary	5	40	46	-13.04%	Presentations/Meetings	3.0
Domestic Disputes	0	13	25	-48.00%	Patrol-End of Shift	2.75
Drugs/Narcotics	1	23	38	-39.47%	Major Crime Team	0.0
Disturbance-Fights-Noise	43	393	355	10.70%	SRO	0.0
Forgery/Fraud	2	35	45	-22.22%		
Hit and Run	7	63	63	0.00%		
Neighborhood Problem	0	0	0	0.00%		
Runaway/Missing Person	5	59	82	-28.05%		
Sex Offense	1	11	14	-21.43%		
Suicide	3	32	25	28.00%		
Suspicious Person or Circumstance	44	477	446	6.95%		
Thefts	20	293	297	-1.35%		
Trespass/Prowler	0	2	0	200.00%		
Vandalism	6	70	79	-11.39%		
Vehicles Recovered	0	13	15	-13.33%		
Vehicles Stolen	4	48	57	-15.79%		
Death(Not Suicide/Murder)	1	5	8	-37.50%		

**Coded at time of dispatch, not final disposition

Partnership, Innovation, Communication, Empowerment"



Fairview Police Department

SUPERVISORS REPORT TO CHIEF AND COUNCIL

MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



Prepared by: Sergeant Kirby

November 2014

Vehicular Crimes Team (VCT) Monthly Report

The Vehicular Crimes Team (VCT) is an inter-agency investigative unit whose members have enhanced training in the area of vehicular crashes. The VCT can insure that a comprehensive and complete investigation will be conducted in a professional manner.

The VCT is activated when a crash involves serious, near fatal or fatal injuries where felony level criminal charges against one or more parties may result. The VCT is also activated when the crash is defined as a high liability incident such as crashes involving government owned or leased vehicles. The VCT can also be activated for crashes involving circumstances beyond the expertise of regular patrol officers and also for non-chargeable fatality crashes. The VCT responds to crashes in the cities of Fairview, Troutdale and Gresham, and in unincorporated Multnomah County. The Fairview Police Department has a supervisor assigned to the team who responds only to incidents occurring within the geographical boundaries of Fairview. We currently have two officers assigned to the VCT. Officer Delatorre is now currently a Level II Accident Reconstructionist.

Officer	Date	Venue Agency	Overtime Hours	Regular Hours	Type of Call out
No call outs					

Prepared by: Sergeant Kirby

November 2014



Fairview Police Department

SUPERVISORS REPORT TO CHIEF AND COUNCIL

MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



Neighborhood Response Team Report

NRT Monthly Statistics

<u>Activity</u>	<u>Monthly Total</u>	<u>Yearly Total</u>
Contacts	4	4
Gang Contacts	0	0
Felony Arrests/Charges	0	0
Misd. Arrests/Charges	0	0
Citations	4	4
Weapons Seized	0	0
Narcotics Seized/Weight	0	0
Cases Assigned	0	0
Cases Closed	0	0
Overlap Assignments	2	4

The NRT will generally try to conduct assignments on overlap Wednesdays. This is when we have the most available officers to conduct assignments. Throughout the month, there were several Rhino Patrol Checks. The areas covered were the Salish Ponds, Fairview Park, Reynolds Middle School and Target parking lot. There were no assigned areas for this month. Low staffing on two of the overlap WEDNESDAYS



Fairview Police Department

SUPERVISORS REPORT TO CHIEF AND COUNCIL

MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



Prepared by: Sergeant Kirby

October -2014

East Metro Gang Enforcement Team (EMGET) Report

The East Metro Gang Enforcement Team, known as EMGET, is an inter-agency team consisting of officers from the Fairview, Troutdale and Gresham Police Departments and a deputy from the Multnomah County Sheriff's Office.

EMGET's mission is to combat gang activity in east Multnomah County. The team investigates gang related crimes, documents gang members, provides a higher level of police presence in gang affected areas, works with at-risk youth to keep them out of gangs, educates parents and the community about gangs, and works with regional units on gang related missions.

Fairview Officer Robertson is assigned to EMGET. During the month of September, Officer Robertson, either patrolling by himself or with his partner, spent approximately 8 hours actively patrolling in Fairview.

	October 2014	Year to date
Community Contacts	686	4,476
Contacts with Suspected Gang Members/Gang Associates	46	1,243
New Gang Members Documented	3	88
Felony Arrests	25	182
Misdemeanor Arrests	8	100
Weapons Seized	3	64
Community Presentations	0	18
Cases Referred to District Attorney	8	46
Time Spent in Fairview	8	56



Fairview Police Department
SUPERVISORS REPORT TO CHIEF AND COUNCIL
MONTHLY UNIT OR SPECIAL ACTIVITY REPORT





Fairview Police Department SUPERVISORS REPORT TO CHIEF AND COUNCIL



MONTHLY UNIT OR SPECIAL ACTIVITY REPORT

Training Division Monthly Report

November, 2014

Prepared by: Sergeant Meyer

The training unit strives to keep all Police Department members updated on legal and training issues. This is no small task considering that to maintain certification as a Police Officer in Oregon you must meet minimum requirements based on required annual or semi-annual training mandates.

We also strive to send Officer's to training that may not be required, but relate to a particular Officer's field of expertise.

<u>OFFICER(S)</u>	<u>TRAINING</u>	<u>MANDATORY STATE/FED</u>	<u>HOURS</u>
WALLS	LEDS RE-CERT	YES	1
WALLS	LEVEL 1 CJIS	YES	1
WALLS	LEVEL 3 CJIS	YES	1
HOARD	LEDS RE-CERT	YES	1
FLENER	LEDS RE-CERT	YES	1
DELATORRE	LEDS RE-CERT	YES	1
JOHNSON	LEDS RE-CERT	YES	1
KIRBY	LEDS RE-CERT	YES	1
PEMBERTON	LEDS RE-CERT	YES	1
MEYER	LEDS RE-CERT	YES	1



Fairview Police Department

SUPERVISORS REPORT TO CHIEF AND COUNCIL

MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



Prepared by Sergeant Pemberton

November 2014

SCHOOL RESOURCE OFFICER (SRO) MONTHLY REPORT

The School Resource Program (SRO) is a valuable partnership between the Reynolds School District and the Fairview Police Department. The SRO investigates incidents which occur on the properties of all schools within Fairview city limits (Reynolds Middle School, Reynolds Learning Academy, Woodland Elementary School, Fairview Elementary School, Salish Elementary School), as well as the Administrative offices for the district.

The SRO concentrates on the schools and is an “on-site” officer at one of the largest middle schools in the state. This allows a regular patrol officer to focus on the rest of the city. Officer Weeks is currently in this assignment and has been for the past ten years. He deals with a wide range of issues, such as attendance, assaults, child abuse, thefts and gangs. He also conducts interventions, gives presentations to faculty and students, and meets with parents about issues.

	November	Year to Date
Student Interventions	26	319
Assist Faculty with Problem	26	325
Meeting with Parents/Guardians	3	84
Classroom Presentations	0	25
Welfare Check/Home Check	7	107
Gang Affiliation Contacts	0	13





Fairview Police Department

SUPERVISORS REPORT TO CHIEF AND COUNCIL

MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



Prepared by Sergeant Pemberton

November 2014

Major Crimes Team (MCT) Report

The Major Crime Team (MCT) is an inter-agency investigative unit whose members have enhanced training in the area of major crimes. The MCT can ensure that a comprehensive and complete investigation will be conducted in a professional manner. It also facilitates the proper scene documentation, investigatory conclusions and ensures any evidence gathered from the investigation meets the rigorous standards necessary for the admissibility of evidence into a court of law.

The MCT is activated when a crime involves serious, near fatal or fatal injuries where felony level criminal charges against one or more parties may result. The MCT is also activated when a member of the Portland Police Bureau is involved in a shooting. The MCT can also be activated for crimes involving circumstances beyond the expertise of regular patrol officers. The MCT responds to crimes in the cities of Fairview, Troutdale, Gresham, unincorporated areas of Multnomah County and Portland (officer involved shootings only)

The Fairview Police Department has a supervisor who responds mainly to incidents occurring in Fairview. Additionally, two Fairview Officers are assigned to the MCT, who are on-call alternating weeks during the month and are subject to being paged out for an MCT activation at any time day or night. Sergeant Pemberton is the supervisor, while Officer Robertson and Detective Flener are currently assigned to the MCT, along with their regular duties

There were no MCT activations during the month of November.



Fairview Police Department

SUPERVISORS REPORT TO CHIEF AND COUNCIL

MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



Prepared by Sergeant Pemberton

November 2014

Detectives Monthly Report

CASES ASSIGNED	TOTAL	YTD
Fairview police cases assigned for investigation follow-up	3	39
Outside police agency cases received and referred to investigator	0	2
DHS cross reporting cases referred to investigator and Child Abuse Team cases	5	37
Domestic Violence cases referred for investigator follow-up	0	2
Domestic Violence cases Review Only-No Action Required	0	3
Outside Agency Reports Reviewed	0	4
MISCELLANEOUS ASSIGNMENTS	TOTAL	YTD
Investigative Assists-Fairview	0	6
Investigative Assists-Outside Agency	0	7
Sex Offenders Assessed/Interviewed	17	138
Sex Offenders Arrested	0	3
ASSIGNED CASES FINAL DISPOSITION	TOTAL	YTD
Closed - Cleared by Arrest or Citation	1	7
Closed - Referred to District Attorney's Office for Review	1	5
Closed- Suspend, No Further Follow-up Possible at this Time. Reopen if More Develops	0	20



Fairview Police Department SUPERVISORS REPORT TO CHIEF AND COUNCIL MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



Closed - Unfounded	1	15
Closed - Cleared by Exception- Civil Compromise, Victim Will Not Prosecute	0	3
Closed - No Crime	0	9
Referred to Another Agency for Further Action, Nothing Else Can be Done by Fairview PD	0	8
Reports Reviewed-No Action Required	5	18
COMMUNITY CONTACTS	TOTAL	YTD
Neighborhood Watch Program Meetings	0	3
School Talks	0	4
Self Defense Classes	0	5
Apartment Management Contact	2	34
Citizen Contact	12	318
COMMENTS		
11/15/14: Neighborhood Watch meeting.		



ARTS & COMMUNITY EVENTS
ADVISORY COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
December 16, 2014

PRESENT:

Renaye Delano, Chair
Robb Pierson, Vice Chair
Natalie Voruz

ABSENT:

Council Liaison Tamie Arnold

STAFF:

Devree Leymaster, City Recorder

**1. CALL TO ORDER
ROLL CALL**

2. REVIEW AND ADOPT MINUTES

Committee Member Voruz moved to approve the November 18, 2014 minutes and Vice Chair Pearson seconded. The motion passed unanimously.

3. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS

Councilor Ted Tosterud thanked ACEAC for their hard work in planning and executing the Tree Lighting Event. It was a great event.

4. EVENTS

a. Christmas Tree Lighting Debrief – December 6

The Committee consensus was that the event was a success, in part due to great weather. Comments included:

- Story time was a success with 28 children attending at 4:00 PM, 18 attending at 4:30 PM, and 25 attending at 5:15 PM. Not all children accepted their free book.
- Photos with Santa seemed to be a success. Chair Delano will contact the photographer to see how many orders were actually placed.
- Choir performances were well attended. Would like to invite the Reynolds Middle School and Friends of Christ Youth Group choirs to perform next year.
- First year of Community Caroling went well. Recommended not stopping at homes that are not decorated. Possibly expand event to include multiple groups caroling in different areas of the city next year.
- Include the Boy Scouts, Mrs. Joan Pearson, and Ann Smith, Children's Librarian for thank you letters.
- Budget: with the donations the event came in under budget. Approximately \$500 in donations will be carried over to next year's event. Will include cost of replacing event banners in next year's city budget proposal.

b. For the Love of Art - February 7, 2015

Due to lack of committee members and time, Chair Delano proposed postponing the event until February 2016. Committee Member Voruz supported the idea.

Chair Delano moved to postpone the For the Love of Art event until February 2016 and Vice Chair Pearson seconded. The motion passed unanimously.

c. Emilio Hoffman Day

Chair Delano proposed coordinating an event to honor Emilio Hoffman Day. City Council by proclamation declared July 15 as Emilio Hoffman Day. It does not have to be a large event, but should do “something” to honor the day.

Suggestions included:

- A presentation by the Emilio Hoffman Foundation at the July 15 City Council meeting.
- Coordinating an event, potentially with Troutdale or the Reynolds School District, with booths from organizations addressing bullying, cyber-bullying, peer pressure issues, resources for mental health, self-defense classes, police anti-drug or bullying support, etc. Possibly coordinate with the Emilio Hoffman Foundation.

5. COMMITTEE/STAFF UPDATES

Chair Delano commented this is the last meeting until new members are appointed and there is a quorum. She requested City Recorder Leymaster inquire if Easter event planning can continue with a volunteer task group.

6. TENTATIVE AGENDA ITEMS – TBD

7. ADJOURNMENT

Vice Chair Pearson moved to adjourn and Committee Member Voruz seconded. The meeting was adjourned at 7:00 PM by unanimous vote.

Renaye Delano, Chair

Devree Leymaster
City Recorder

Date



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: US BANK-OPERATING ACCOUNT						
01347	ALEXIN ANALYTICAL LABORATORIES	12/05/2014	Regular	0.00	3,290.00	60076
<u>20114</u>	Invoice	11/20/2014	COLIFORM ECOLI BACTERIA TESTING	0.00	3,290.00	
00052	ANNIEVANDESIGN	12/05/2014	Regular	0.00	50.00	60077
<u>14CITYFV01</u>	Invoice	11/30/2014	2015 COLUMBIA RIVER AD MAGAZINE	0.00	50.00	
01305	BRENNTAG PACIFIC, INC.	12/05/2014	Regular	0.00	1,206.55	60078
<u>BP1469024</u>	Invoice	11/03/2014	SODIUM HYPOCHLORITE	0.00	615.70	
<u>BPI469023</u>	Invoice	11/03/2014	SODIUM HYPOCHLORITE	0.00	590.85	
00113	BROWN AND CALDWELL, INC	12/05/2014	Regular	0.00	12,824.60	60079
<u>53229189</u>	Invoice	11/20/2014	ANNUAL REPORT	0.00	12,824.60	
00114	BRUCE NORMAN PLUMBING	12/05/2014	Regular	0.00	108.50	60080
<u>INV0017253</u>	Invoice	11/06/2014	REPAIR OF WATER MAIN	0.00	108.50	
01659	CARDNO, INC.	12/05/2014	Regular	0.00	10,452.66	60081
<u>68987</u>	Invoice	11/18/2014	PROFESSIONAL SERVICES FROM 9/27-10	0.00	10,452.66	
00140	CARQUEST AUTO PARTS	12/05/2014	Regular	0.00	162.60	60082
<u>5744-441001</u>	Invoice	11/05/2014	PARTS FOR 2006 CHEVROLET SILVERDO 3	0.00	5.87	
<u>5744-443143</u>	Invoice	11/25/2014	PRESTONE DEXCOOL , AND BRAKE CONTR	0.00	118.74	
<u>5744-443180</u>	Invoice	11/25/2014	I LUBE HYD FLUID 5 GAL	0.00	37.99	
01702	CECIL EVANS	12/05/2014	Regular	0.00	150.00	60083
<u>INV0017258</u>	Invoice	11/25/2014	REFUND -COMMUNITY CENTER DEPOSIT	0.00	150.00	
00174	CINTAS CORPORATION NO. 2	12/05/2014	Regular	0.00	80.04	60084
<u>8401726733</u>	Invoice	11/14/2014	SHEDDING SERVICES 11/10/14	0.00	80.04	
00178	CITY OF GRESHAM	12/05/2014	Regular	0.00	24,515.37	60085
<u>35527</u>	Invoice	11/21/2014	SEWER IGA	0.00	24,515.37	
01197	CLARK COUNTY GUN CLUB, INC.	12/05/2014	Regular	0.00	871.21	60086
<u>147</u>	Invoice	11/12/2014	FIRE ARM TRAINING	0.00	871.21	
00195	CODE PUBLISHING INC.	12/05/2014	Regular	0.00	1,253.00	60087
<u>48132</u>	Invoice	11/17/2014	MUNICIPAL CODE UPDATE	0.00	1,253.00	
00213	COPYTRONIX	12/05/2014	Regular	0.00	77.05	60088
<u>IN285265</u>	Invoice	11/18/2014	ADMIN/FINANCE COPIER MAIN FEE 11/28	0.00	77.05	
00293	DIAL TEMPORARY HELP SERVICES, II	12/05/2014	Regular	0.00	715.52	60089
<u>281395</u>	Invoice	11/19/2014	TEMP HELP/GALLAGHER 11/16/14	0.00	715.52	
00263	DIRT AND AGGREGATE INTERCHANC	12/05/2014	Regular	0.00	30,935.80	60090
<u>10908</u>	Invoice	10/31/2014	PARK CLEONE IMPROVEMENTS	0.00	30,935.80	
00280	EASY 2 PAY, INC.	12/05/2014	Regular	0.00	396.65	60091
<u>8141</u>	Invoice	10/31/2014	CC PROCESSING / MERCHANT FEE	0.00	341.35	
<u>INV0017309</u>	Invoice	10/31/2014	CC PROCESSING / MERCHANT FEE	0.00	55.30	
00314	FASTENAL COMPANY	12/05/2014	Regular	0.00	209.81	60092
<u>ORPO829961</u>	Invoice	11/04/2014	BUILDING SUPPLIES -CITY HALL	0.00	69.12	
<u>ORPO829979</u>	Invoice	11/05/2014	HC WHITE CNTR PII TOWEL	0.00	64.85	
<u>ORPO830097</u>	Invoice	11/14/2014	C-FOLD REPLACEMENT PAPER TOWELS - C	0.00	75.84	
01042	FRONTIER COMMUNICATIONS NOR	12/05/2014	Regular	0.00	71.49	60093

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>INV0017270</u>	Invoice	11/15/2014	TELEPHONE WELL #8	0.00	71.49	
00642	GALWAY ENTERPRISES, INC.	12/05/2014	Regular	0.00	90.00	60094
<u>INV0017282</u>	Invoice	11/14/2014	POWER FAIL/ ALARM #4820 #5-CIRCUIT B	0.00	90.00	
00390	GROUNDWATER SOLUTIONS, INC.	12/05/2014	Regular	0.00	4,354.25	60095
<u>0117.019-4</u>	Invoice	11/11/2014	WA CONTRACT SERVICE	0.00	4,354.25	
00416	HOOD CENTER CLEANERS	12/05/2014	Regular	0.00	247.00	60096
<u>INV0017272</u>	Invoice	11/28/2014	PD UNIFORM MAINT	0.00	247.00	
01703	INTERNATIONAL PARTY MFG. DBA S	12/05/2014	Regular	0.00	325.92	60097
<u>4798943</u>	Invoice	11/18/2014	EVENT SANTA SUITE BEARD WIG SET SAN	0.00	325.92	
00596	MOEN MACHINERY INC	12/05/2014	Regular	0.00	145.97	60098
<u>417662</u>	Invoice	11/13/2014	BLOWER TUNE UP	0.00	137.29	
<u>417991</u>	Invoice	11/21/2014	MAINTENCE CHOKE KNOB	0.00	8.68	
00615	MULTNOMAH COUNTY OREGON	12/05/2014	Regular	0.00	2,762.50	60099
<u>1815010065</u>	Invoice	10/31/2014	INMATE WORK CREW OCT 2014	0.00	1,696.00	
<u>18150222855</u>	Invoice	10/31/2014	BOOKING FEE - 7/1/14-7/31/14	0.00	1,066.50	
00112	NEWCASTLE PRECAST LLC	12/05/2014	Regular	0.00	204.14	60100
<u>16740</u>	Invoice	11/07/2014	STEEL COVER	0.00	204.14	
00640	NEXTEL WEST CORP.	12/05/2014	Regular	0.00	643.49	60101
<u>365712310156</u>	Invoice	11/18/2014	CELL PHONE-PD 10/15/14-11/14/2014	0.00	497.91	
<u>887622317-156</u>	Invoice	11/18/2014	CELL PHONE-PW 10/5/14-11/14/2014	0.00	145.58	
01283	NURSERY CONNECTION LLC	12/05/2014	Regular	0.00	195.00	60102
<u>93151</u>	Invoice	11/10/2014	CASORON - PARK MAINTENCE MATERIAL	0.00	195.00	
01119	OAMR	12/05/2014	Regular	0.00	50.00	60103
<u>INV0017290</u>	Invoice	11/21/2014	2015 MEMBERSHIP DUES	0.00	50.00	
00676	OFFICEMAX-A BOISE CO.	12/05/2014	Regular	0.00	761.58	60104
<u>216083</u>	Invoice	11/05/2014	OFFICE SUPPLIES - ADMIN/PW	0.00	373.29	
<u>222583</u>	Invoice	11/05/2014	OFFICE SUPPLIES -PD	0.00	123.90	
<u>387656</u>	Invoice	11/18/2014	OFFICE SUPPLIES -PD	0.00	44.78	
<u>405793</u>	Credit Memo	12/04/2014	OFFICE SUPPLIES -PD	0.00	-11.00	
<u>406396</u>	Invoice	11/19/2014	OFFICE SUPPLIES PD	0.00	42.76	
<u>419533</u>	Invoice	11/20/2014	OFFICE SUPPLIES ADMIN / PW	0.00	187.85	
00249	OREGON DEPARTMENT OF ADMINIS	12/05/2014	Regular	0.00	3,104.67	60105
<u>AlA12817</u>	Invoice	11/06/2014	EQUIPMENT RENT-VEHICLES FUEL VEHICL	0.00	3,104.67	
00697	OREGON DEPARTMENT OF AGRICUI	12/05/2014	Regular	0.00	50.00	60106
<u>INV0017294</u>	Invoice	11/23/2014	PPA LICENSE RENEWAL/HOLLENBECK	0.00	50.00	
00695	OREGON DEPARTMENT OF REVENU	12/05/2014	Regular	0.00	107.00	60107
<u>INV0017292</u>	Invoice	11/07/2014	HAZARDOUS SUBSTANCE POSSESSION FE	0.00	107.00	
00695	OREGON DEPARTMENT OF REVENU	12/05/2014	Regular	0.00	107.00	60108
<u>INV0017293</u>	Invoice	11/07/2014	HAZARDOUS SUBSTANCE POSSESSION FE	0.00	107.00	
01709	PATRICIA K. ALPHONSO	12/05/2014	Regular	0.00	585.00	60109
<u>INV0017311</u>	Invoice	12/04/2014	SIDEWALK REIMBURSEMENT APPLICATIO	0.00	585.00	
00758	PORTLAND GENERAL ELECTRIC	12/05/2014	Regular	0.00	17.85	60110
<u>0000309386</u>	Invoice	11/15/2014	EXCESS TRANSFORMER CAPACITY	0.00	17.85	
00771	PROPET DISTRIBUTORS	12/05/2014	Regular	0.00	198.90	60111
<u>104321</u>	Invoice	11/03/2014	DOGIPOT LITTER PICKUP BAGS	0.00	198.90	
01270	PROVIDENCE HEALTH & SERVICES	12/05/2014	Regular	0.00	140.00	60112

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>INV0017298</u>	Invoice	11/06/2014	PD- HR ADMIN EXAM	0.00	140.00	
00749	REXEL, INC.	12/05/2014	Regular	0.00	85.14	60113
<u>F515869</u>	Invoice	11/06/2014	SUPPLIES / LIGHT BULBS - CITY HALL	0.00	85.14	
00834	SAMANTHA NELSON	12/05/2014	Regular	0.00	18.88	60114
<u>INV0017299</u>	Invoice	11/20/2014	MILEAGE	0.00	18.88	
01708	SCOTT CLARK	12/05/2014	Regular	0.00	200.00	60115
<u>INV0017307</u>	Invoice	12/02/2014	SPECIAL EVENTS -CS TREE LIGHTING	0.00	200.00	
00850	SCRUBBY'S CAR WASH	12/05/2014	Regular	0.00	102.70	60116
<u>INV0017300</u>	Invoice	10/25/2014	CAR WASHES - PW	0.00	64.00	
<u>INV0017301</u>	Invoice	10/25/2014	CAR WASHES - PD	0.00	38.70	
00856	SHANNON MORALES	12/05/2014	Regular	0.00	150.00	60117
<u>INV0017302</u>	Invoice	11/27/2014	REFUND - COMMUNITY CENTER DEPOSIT	0.00	150.00	
00490	SMOKE & MIRRORS	12/05/2014	Regular	0.00	300.00	60118
<u>INV0017278</u>	Invoice	12/01/2014	IT SUPPORT NOV 2014	0.00	300.00	
01706	TERRI MAKINSON	12/05/2014	Regular	0.00	150.00	60119
<u>INV0017303</u>	Invoice	11/29/2014	REFUND - COMMUNITY CENTER DEPOSIT	0.00	150.00	
00924	THE SIGN SHOP	12/05/2014	Regular	0.00	59.10	60120
<u>1632</u>	Invoice	12/02/2014	VINYL SIGN - 2014 TREE LIGHTING	0.00	59.10	
01184	VERIZON WIRELESS	12/05/2014	Regular	0.00	400.40	60121
<u>INV0017312</u>	Invoice	11/18/2014	RADIO COMMUNICATION -PD	0.00	400.40	
01707	YADIRA MENDEZ	12/05/2014	Regular	0.00	93.10	60122
<u>INV0017306</u>	Invoice	11/29/2014	REFUND - COMMUNITY CENTER DEPOSIT	0.00	93.10	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	62	47	0.00	103,020.44
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	62	47	0.00	103,020.44

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	12/2014	103,020.44
			<u>103,020.44</u>



City of Fairview

Refund Check Register
Refund Check Detail

UBPKT01752 - Generate Refund Checks

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
2-0714-05	HOMES, AMERICAN	12/11/2014	60123	36.75			36.75	Deposit
3-1438-05	POGSON, WILLIAM	12/11/2014	60124	23.67			23.67	Generated From Billing
Total Refunds: 2				Total Refunded Amount:	60.42			

Revenue Code Summary

Revenue Code	Amount
996 - Unapplied Credit	60.42
Revenue Total:	60.42

General Ledger Distribution

Posting Date: 12/11/2014

Account Number	Account Name	Posting Amount	IFT
Fund: 211 - WATER FUND			
211-00-1101200	CHECKING ACCOUNT-CASH ON HAND US B/	-60.42	Yes
211-00-2224100	UNAPPLIED UB CREDITS	60.42	
211 Total:		0.00	
Fund: 999 - POOLED CASH			
999-00-1101200	CASH IN BANK	-60.42	
999-00-2208100	DUE TO OTHER FUNDS	60.42	Yes
999 Total:		0.00	
Distribution Total:		0.00	



By Check Number

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: US BANK-OPERATING ACCOUNT						
00022 <u>13974044-1</u>	AHERN RENTALS, INC. Invoice	12/16/2014 11/17/2014	Regular TELESCOPING BOOM	0.00 0.00	430.00 430.00	60125
00026 <u>14331</u>	ALL COUNTY SURVEYORS & PLANNE Invoice	12/16/2014 11/25/2014	Regular TOPOGRAPHIC SURVEY	0.00 0.00	3,200.00 3,200.00	60126
00030 <u>INV0017355</u>	ALLWOOD RECYCLERS, INC. Invoice	12/16/2014 11/30/2014	Regular FIR/FIR PEBBLES	0.00 0.00	128.00 128.00	60127
00053 <u>37757</u>	ANSWERNET, INC. Invoice	12/16/2014 11/27/2014	Regular ANSWRERING SERVICE- SHOP	0.00 0.00	120.50 120.50	60128
01714 <u>INV0017422</u>	ASSET MANAGEMENT CONSULTAN Invoice	12/16/2014 12/03/2014	Regular MISC REVENUE (OVERPAYMENT)	0.00 0.00	41.75 41.75	60129
00060 <u>INV0017321</u>	AT&T Invoice	12/16/2014 12/12/2014	Regular TELEPHONE/LONG DISTANCE- PW	0.00 0.00	165.83 165.83	60130
00082 <u>INV0017357</u> <u>INV0017358</u>	BEERY, ELSNER & HAMMOND,LLP Invoice Invoice	12/16/2014 11/30/2014 12/01/2014	Regular LEGAL SERVICES LEGAL SERVICES	0.00 0.00 0.00	12,085.35 8,508.63 3,576.72	60131
00117 <u>745</u>	BUILDING CODES CONSULTANCY IN Invoice	12/16/2014 12/05/2014	Regular BUILDING INSPECTION SERVICES	0.00 0.00	2,788.28 2,788.28	60132
00145 <u>INV0017361</u> <u>INV0017362</u> <u>INV0017363</u>	CASCADE CENTERS, INC. Invoice Invoice Invoice	12/16/2014 10/01/2014 11/01/2014 12/01/2014	Regular EAP AMDMIN FEE/ COUNSELING EAP ADMIN FEE / COUNSELING EAP ADMIN FEE/COUNSELING	0.00 0.00 0.00 0.00	48.60 16.20 16.20 16.20	60133
00174 <u>8401741317</u>	CINTAS CORPORATION NO. 2 Invoice	12/16/2014 11/27/2014	Regular SHREDDING SERVICES 11/21/2014	0.00 0.00	80.04 80.04	60134
00178 <u>35585</u>	CITY OF GRESHAM Invoice	12/16/2014 11/28/2014	Regular SEWER DISPOSAL SEPT-OCT 2014	0.00 0.00	22,871.42 22,871.42	60135
00179 <u>INV0017366</u> <u>INV0017367</u>	CITY OF PORTLAND Invoice Invoice	12/16/2014 11/18/2014 11/20/2014	Regular LOCAL COST SHARING RADIO COMMUNICATION PD OCTOBER 2	0.00 0.00 0.00	9,085.05 7,424.01 1,661.04	60136
00204 <u>INV0017368</u> <u>INV0017369</u>	COMCAST Invoice Invoice	12/16/2014 11/28/2014 11/28/2014	Regular INTERNET- CITY HALL INTERNET SHOP	0.00 0.00 0.00	232.70 139.85 92.85	60137
01716 <u>INV0017370</u>	DEVREE LEYMASTER Invoice	12/16/2014 12/01/2014	Regular R'MB FOR GAVEL,GAVEL BLOCK FOR MAY	0.00 0.00	102.30 102.30	60138
00293 <u>281632</u> <u>281948</u>	DIAL TEMPORARY HELP SERVICES, II Invoice Invoice	12/16/2014 11/26/2014 12/03/2014	Regular TEMP HELP/GALLAGHER NOVEMBER 11-2 TEMP HELP/ GALLAGHER 11/30/2014	0.00 0.00 0.00	1,431.04 894.40 536.64	60139
00261 <u>61222</u>	DICKEY AND TREMPER, LLP Invoice	12/16/2014 11/30/2014	Regular ANNUAL AUDIT THIRD INTERIM 2014	0.00 0.00	15,000.00 15,000.00	60140
01112 <u>1046</u>	DONOVAN ENTERPRISES, INC Invoice	12/16/2014 12/03/2014	Regular UTILITY RATE STUDY NOVEMBER 2014	0.00 0.00	325.00 325.00	60141
00280	EASY 2 PAY, INC.	12/16/2014	Regular	0.00	414.52	60142

Check Register

Packet: APPKT01300-12/12/2014 AP RA

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>8170</u>	Invoice	11/30/2014	CC PROCESSING MERCHANT FEE	0.00	71.10	
<u>INV0017374</u>	Invoice	11/30/2014	CC PROCESSING MECHAN T NOVEMBER 2	0.00	343.42	
00314	FASTENAL COMPANY	12/16/2014	Regular	0.00	63.65	60143
<u>ORP0830187</u>	Invoice	11/20/2014	PARK MAINTENANCE /SUPPLIES	0.00	29.81	
<u>ORFO830242</u>	Invoice	11/24/2014	PARK MAINTENANCE /SUPPLIES	0.00	33.84	
01042	FRONTIER COMMUNICATIONS NOR	12/16/2014	Regular	0.00	1,077.91	60144
<u>INV0017379</u>	Invoice	11/28/2014	TELEPHONE FV LAKE PS	0.00	40.97	
<u>INV0017380</u>	Invoice	11/28/2014	TELEPHONE WELL #6	0.00	35.73	
<u>INV0017381</u>	Invoice	11/28/2014	TELEPHONE BLUE LAKE PS	0.00	46.33	
<u>INV0017382</u>	Invoice	11/28/2014	TELEPHONE GLISAN RESERVIOR	0.00	35.49	
<u>INV0017383</u>	Invoice	11/28/2014	TELEPHONE MARINE DR PS	0.00	47.19	
<u>INV0017384</u>	Invoice	11/28/2014	TELEPHONE INTERLACHEN PS	0.00	40.10	
<u>INV0017386</u>	Invoice	11/28/2014	TELEPHONE - SHOP	0.00	303.42	
<u>INV0017387</u>	Invoice	11/28/2014	TELEPHONE & ALARM CITY HALL	0.00	343.61	
<u>INV0017388</u>	Invoice	11/25/2014	TELEPHONE-PARKS -COMMUNITY CENTE	0.00	93.13	
<u>INV0017389</u>	Invoice	11/28/2014	TELEPHONE- FV LAKE PS	0.00	91.94	
00642	GALWAY ENTERPRISES, INC.	12/16/2014	Regular	0.00	90.00	60145
<u>INV0017408</u>	Invoice	12/02/2014	PARKS COMMUNITY CENTER SERVICE CAL	0.00	90.00	
00390	GROUNDWATER SOLUTIONS, INC.	12/16/2014	Regular	0.00	706.00	60146
<u>01170195</u>	Invoice	12/08/2014	WATER SOLUTIONS- WELL PERFORMANC	0.00	706.00	
00392	HACH COMPANY	12/16/2014	Regular	0.00	136.00	60147
<u>HACH201721</u>	Invoice	10/16/2014	BNCHSVC-DR1800	0.00	136.00	
00497	KIP EDGLEY	12/16/2014	Regular	0.00	1,920.00	60148
<u>2014_11302014</u>	Invoice	12/05/2014	SCADA SYSTEM UPDATE	0.00	1,920.00	
00520	LEGACY LABORATAORY SERVICES, LI	12/16/2014	Regular	0.00	25.00	60149
<u>INV0017396</u>	Invoice	11/01/2014	TOXICOLOGY CLIENT	0.00	25.00	
01323	LOCAL GOVERNMENT PERSONNEL II	12/16/2014	Regular	0.00	198.00	60150
<u>11444</u>	Invoice	11/30/2014	HR/LR ANAALYST/ SALARY SURVEY 11/17-	0.00	198.00	
00542	LOWE'S	12/16/2014	Regular	0.00	374.41	60151
<u>98002424509</u>	Invoice	12/01/2014	SPECIAL EVENT TREE EVENT TREE LIGHTIN	0.00	374.41	
00596	MOEN MACHINERY INC	12/16/2014	Regular	0.00	106.16	60152
<u>417079</u>	Invoice	10/29/2014	STIHL SAW CHAIN SHARPEN	0.00	37.80	
<u>INV0017399</u>	Invoice	10/30/2014	61 PMMC DRIVE LINK /SHARPENING	0.00	68.36	
00619	MULTNOMAH COUNTY TREAS.	12/16/2014	Regular	0.00	3,674.35	60153
<u>INV0017401</u>	Invoice	10/31/2014	COUNTY ASSESSMENTS (JAIL)	0.00	1,855.80	
<u>INV0017402</u>	Invoice	11/30/2014	COUNTY ASSESSMENTS (JAIL) NOVEMBER	0.00	1,818.55	
00637	NET ASSETS CORPORATION	12/16/2014	Regular	0.00	170.00	60154
<u>39-201411</u>	Invoice	12/01/2014	NET ASSET TITLE SEARCH NOVEMBER 201	0.00	170.00	
01718	NEWHOUSE & HUTCHINS TOWING	12/16/2014	Regular	0.00	117.00	60155
<u>42715</u>	Invoice	11/29/2014	TOWING SERVICES	0.00	117.00	
00676	OFFICEMAX-A BOISE CO.	12/16/2014	Regular	0.00	42.06	60156
<u>424045</u>	Invoice	11/26/2014	OFFICE MAX ADMINISTRATION CITY HALL	0.00	3.09	
<u>501224</u>	Invoice	11/26/2014	POLICE DEPT OFFICE SUPPLIES	0.00	38.97	
00695	OREGON DEPARTMENT OF REVENU	12/16/2014	Regular	0.00	11,463.17	60157
<u>INV0017410</u>	Invoice	10/31/2014	STATE ASSESSMENTS -LEMLA /UNITARY/	0.00	5,698.52	
<u>INV0017411</u>	Invoice	11/30/2014	STATE ASSESSMENTS-LEMLA/UNITARY/O	0.00	5,764.65	
01200	PORTLAND HABILITATION CENTER, I	12/16/2014	Regular	0.00	2,253.41	60158
<u>85638</u>	Invoice	11/30/2014	JANTORIAL SERVICES	0.00	140.73	

Check Register

Packet: APPKT01300-12/12/2014 AP RA

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>INV0017415</u>	Invoice	11/30/2014	JANATORIAL SERVICES NOVEMBER 2014	0.00	2,112.68	
00868	SILVIA J. CZAFIT	12/16/2014	Regular	0.00	169.73	60159
<u>01492</u>	Invoice	11/13/2014	TRANSLATION SERVICE NOVEMBER 2014	0.00	169.73	
00947	TUALATIN VALLEY FIRE & RESCUE	12/16/2014	Regular	0.00	500.00	60160
<u>48701</u>	Invoice	11/25/2014	ANNUAL CONTRACT SERVICE FEE	0.00	500.00	
00937	YUNKER ENTERPRISES	12/16/2014	Regular	0.00	182.50	60161
<u>156385-1</u>	Invoice	11/04/2014	PARK MAINATENCE TRENCHER BARR TRA	0.00	87.50	
<u>156814 1</u>	Invoice	11/25/2014	PARKS MAINTENANCE CHIPPER RENTAL	0.00	95.00	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	60	37	0.00	91,819.73
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	60	37	0.00	91,819.73

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	12/2014	91,819.73
			<u>91,819.73</u>



By Check Number

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: US BANK-OPERATING ACCOUNT						
01701 <u>INV0017246</u>	COOPER, RICHARD LEE Invoice	12/16/2014 12/04/2014	Regular Cooper, R Red Light fine 11/24/14 Judge r	0.00 0.00	50.00 50.00	60165
01700 <u>INV0017244</u>	DOW, CANDIS RAE Invoice	12/16/2014 12/04/2014	Regular Dow, C Red Light 11-24-14 Judge reduced	0.00 0.00	50.00 50.00	60166
01711 <u>INV0017316</u>	SNELLING, SARAH KIMBERLY Invoice	12/16/2014 12/09/2014	Regular Snelling, S Red Light 11/21/14 Judge redu	0.00 0.00	50.00 50.00	60167
01710 <u>INV0017314</u>	VANATTA, RONALD EARL Invoice	12/16/2014 12/09/2014	Regular Vanatta, R Red Light 11/24/14 Judge redu	0.00 0.00	50.00 50.00	60168

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	4	4	0.00	200.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	4	4	0.00	200.00

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	12/2014	200.00
			<hr/>
			200.00



City of Fairview

Check Register

Packet: APPKT01311 - 12/16/14 REPLACE CK#59984

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: US BANK-OPERATING ACCOUNT						
00806	MULTNOMAH COUNTY SCHOOL DIS	12/16/2014	Regular	0.00	2,383.11	60169
<u>20150747</u>	Invoice	10/23/2014	PD FUEL - SEPTEMBER 2014	0.00	1,111.56	
<u>20150748</u>	Invoice	10/23/2014	PW FUEL - SEPTEMBER 2014	0.00	1,227.95	
<u>20150748A</u>	Invoice	12/16/2014	FUEL ADMIN/FINANCE	0.00	43.60	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	1	0.00	2,383.11
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	3	1	0.00	2,383.11

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	12/2014	2,383.11
			<u>2,383.11</u>



City of Fairview

Check Register

Packet: APPKT01312 - 12/18/2014 AP RA

By Check Number

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: US BANK-OPERATING ACCOUNT						
01721 <u>INV0017427</u>	ADRIENNE COVANY Invoice	12/19/2014 12/06/2014	Regular COMMUNNITY CENTER REFUND	0.00 0.00	150.00 150.00	60170
00060 <u>INV0017426</u>	AT&T Invoice	12/19/2014 12/04/2014	Regular FV-CITY HALL TELEPHONE	0.00 0.00	38.25 38.25	60171
01128 <u>203-26030</u>	BOISE PACKAGING AND NEWSPRINT Invoice	12/19/2014 12/08/2014	Regular PD POLICE TARGET	0.00 0.00	462.00 462.00	60172
01575 <u>970266097</u>	BOYD COFFEE COMPANY Invoice	12/19/2014 12/05/2014	Regular PW/SHOP BOYDS COFFEE	0.00 0.00	155.70 155.70	60173
01659 <u>65883</u>	CARDNO, INC. Invoice	12/19/2014 07/14/2014	Regular HYDROMODIFICATION ASSESSMENT 5/31	0.00 0.00	1,654.22 1,654.22	60174
00154 <u>1727253</u>	CERTIFIED LABORATORIES Invoice	12/19/2014 11/26/2014	Regular VEHICLE MAINTENANCE LUSTER GUARD	0.00 0.00	327.85 327.85	60175
00176 <u>FRVW201400QTR</u>	CIS TRUST Invoice	12/19/2014 06/30/2014	Regular WORKER'S COMPENSATION RENEWAL 3R	0.00 0.00	14,261.91 14,261.91	60176
00178 <u>35678</u>	CITY OF GRESHAM Invoice	12/19/2014 12/04/2014	Regular QTRLY FIRE PREMIUM 2ND QTR	0.00 0.00	209,420.75 209,420.75	60177
00182 <u>411975</u>	CITY OF VANCOUVER Invoice	12/19/2014 12/04/2014	Regular PD TRAINING AND CONFERENCE	0.00 0.00	1,100.00 1,100.00	60178
01197 <u>154</u>	CLARK COUNTY GUN CLUB, INC. Invoice	12/19/2014 12/10/2014	Regular PD FIREARMS TRAINING	0.00 0.00	333.65 333.65	60179
01081 <u>INV0017436</u>	COMCAST CABLE Invoice	12/19/2014 12/04/2014	Regular CABLE CITY HALL	0.00 0.00	11.94 11.94	60180
00293 <u>28239</u>	DIAL TEMPORARY HELP SERVICES, II Invoice	12/19/2014 12/10/2014	Regular TEMP HELP/GALLAGHER WEEKENDING 12	0.00 0.00	894.40 894.40	60181
01042 <u>INV0017440</u>	FRONTIER COMMUNICATIONS NOR Invoice	12/19/2014 12/07/2014	Regular TELEPHONE WELL #8	0.00 0.00	179.58 179.58	60182
00416 <u>INV0017441</u>	HOOD CENTER CLEANERS Invoice	12/19/2014 12/18/2014	Regular PD UNIFORM MAINTENANCE	0.00 0.00	277.15 277.15	60183
00431 <u>10495</u>	IMPSCO Invoice	12/19/2014 12/05/2014	Regular DO IT ALL -GERMICIDAL FOAMING CLEAN	0.00 0.00	94.10 94.10	60184
00434 <u>INV0017443</u>	INTEGRA TELECOM OF OREGON, INC Invoice	12/19/2014 12/11/2014	Regular TELEPHONE /IT SERVICES -SHOP	0.00 0.00	1,292.53 1,292.53	60185
01722 <u>INV0017444</u>	KAREN HARRIS Invoice	12/19/2014 12/06/2014	Regular CC REFUND DEPOSIT/RENT	0.00 0.00	150.00 150.00	60186
01496 <u>3496414</u>	LANGUAGE LINE SERVICES, INC Invoice	12/19/2014 11/30/2014	Regular OVER THE PHONE INTERPRETATION-PD	0.00 0.00	8.82 8.82	60187
00522 <u>20100377984</u>	LES SCHWAB TIRES Invoice	12/19/2014 12/09/2014	Regular LAWN/GARDEN BATTERY	0.00 0.00	50.50 50.50	60188
00596 <u>418281</u>	MOEN MACHINERY INC Invoice	12/19/2014 12/02/2014	Regular 61PMMC3 DRIVE LINK	0.00 0.00	113.32 36.00	60189

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>418541</u>	Invoice	12/09/2014	THROTTLE CABLE REPLACED AND CLEAN	0.00	77.32	
00676	OFFICEMAX-A BOISE CO.	12/19/2014	Regular	0.00	170.14	60190
<u>502016</u>	Invoice	12/02/2014	PD OFFICE SUPPLIES	0.00	94.52	
<u>532493</u>	Invoice	12/02/2014	PW OFFICE SUPPLIES	0.00	35.96	
<u>532584</u>	Invoice	12/02/2014	PW OFFICE SUPPLIES	0.00	39.66	
00677	OGCSA	12/19/2014	Regular	0.00	190.00	60191
<u>OG07-8746</u>	Invoice	12/03/2014	PEST MANAGEMENT SEMINAR	0.00	190.00	
00249	OREGON DEPARTMENT OF ADMINIS	12/19/2014	Regular	0.00	1,851.00	60192
<u>AIA13059</u>	Invoice	12/04/2014	PD VEHICLE LEASE/FUEL/SHOP SERVICE N	0.00	1,851.00	
00697	OREGON DEPARTMENT OF AGRICU	12/19/2014	Regular	0.00	50.00	60193
<u>INV0017453</u>	Invoice	12/08/2014	PUBLIC PESTICIDE 2015 LICENSE RENEWA	0.00	50.00	
00206	OREGON PUBLICATIONS CORP	12/19/2014	Regular	0.00	131.20	60194
<u>15053584</u>	Invoice	11/26/2014	ADMINISTRATION PUBLICATION	0.00	131.20	
00727	PARKROSE HARDWARE, INC	12/19/2014	Regular	0.00	94.74	60195
<u>842889</u>	Invoice	12/05/2014	RUBBER ROPE/STAINLESS STEEL FASTNER	0.00	94.74	
00757	PORTLAND GENERAL ELECTRIC COM	12/19/2014	Regular	0.00	12,138.22	60196
<u>INV0017455</u>	Invoice	12/11/2014	ELECTRICITY CITY HALL	0.00	4,297.16	
<u>INV0017457</u>	Invoice	12/11/2014	ELECTRICITY INTERLACHEN -PS	0.00	577.60	
<u>INV0017458</u>	Invoice	12/11/2014	ELECTRICITY BOOSTER PUMP STATION	0.00	601.85	
<u>INV0017459</u>	Invoice	12/11/2014	ELECTRICITY- WELL #6	0.00	205.82	
<u>INV0017460</u>	Invoice	12/11/2014	ELECTRICITY COMMUNITY CENTER	0.00	95.92	
<u>INV0017461</u>	Invoice	12/11/2014	ELECTRICITY SHOP STORAGE	0.00	63.81	
<u>INV0017462</u>	Invoice	12/11/2014	ELECTRICITY- SHOP	0.00	230.46	
<u>INV0017463</u>	Invoice	12/11/2014	ELECTRICITY PD- RED LIGHT CAMERA	0.00	63.06	
<u>INV0017464</u>	Invoice	12/11/2014	ELECTRICITY SCHATZ BARN/ EVIDENCE ST	0.00	21.78	
<u>INV0017465</u>	Invoice	12/11/2014	ELECTRICITY IRRIGATION PARK LANE	0.00	24.63	
<u>INV0017466</u>	Invoice	12/11/2014	ELECTRICITY PARK	0.00	15.07	
<u>INV0017467</u>	Invoice	12/11/2014	ELECTRICITY FAZZETT PARK	0.00	14.66	
<u>INV0017468</u>	Invoice	12/11/2014	ELECTRICITY STONE PARK	0.00	15.04	
<u>INV0017469</u>	Invoice	12/11/2014	ELECTRICITY GUMDROP PARK	0.00	54.26	
<u>INV0017470</u>	Invoice	12/11/2014	ELECTRICITY MARILYN'S PARK	0.00	28.43	
<u>INV0017471</u>	Invoice	12/11/2014	ELECTRICITY FV COMMUNITY PARK	0.00	30.64	
<u>INV0017472</u>	Invoice	12/11/2014	ELECTRICITY FV WOODS PARK	0.00	21.34	
<u>INV0017473</u>	Invoice	12/11/2014	ELECTRICITY CH PARKING LOT	0.00	39.74	
<u>INV0017474</u>	Invoice	12/11/2014	ELECTRICITY 223RD & GLISAN	0.00	18.70	
<u>INV0017475</u>	Invoice	12/11/2014	ELECTRICITY WELL#5	0.00	634.75	
<u>INV0017476</u>	Invoice	12/11/2014	ELECTRICITY GLISAN RESERVOIR	0.00	33.81	
<u>INV0017477</u>	Invoice	12/11/2014	ELECTRICITY WELL #8	0.00	2,435.89	
<u>INV0017478</u>	Invoice	12/11/2014	ELECTRICITY WELL #9	0.00	1,807.89	
<u>INV0017479</u>	Invoice	12/11/2014	ELECTRICITY BLUE LAKE PS	0.00	99.33	
<u>INV0017480</u>	Invoice	12/11/2014	ELECTRICITY INTERLACHEN PS	0.00	46.10	
<u>INV0017481</u>	Invoice	12/11/2014	ELECTRICITY FV LAKE PS	0.00	660.48	
	Void	12/19/2014	Regular	0.00	0.00	60197
00777	PUBLIC WORKS SUPPLY	12/19/2014	Regular	0.00	225.00	60198
<u>INV0017482</u>	Invoice	12/08/2014	PW EARPLUGS,SOFTIE 200 PR PER BOX	0.00	50.00	
<u>INV0017483</u>	Invoice	12/08/2014	ON-SITE INSPECTION	0.00	175.00	
01387	RENAYE DELANO	12/19/2014	Regular	0.00	69.70	60199
<u>INV0017484</u>	Invoice	12/11/2014	REIMBURSEMENT FOR COOKIES -TREE LIG	0.00	69.70	
00868	SILVIA J. CZAFIT	12/19/2014	Regular	0.00	155.98	60200
<u>INV0017485</u>	Invoice	12/10/2014	INTERPRETING AND TRANSLATIONS	0.00	155.98	
00955	TYLER TECHNOLOGIES, INC.	12/19/2014	Regular	0.00	17,586.76	60201
<u>025_1052246</u>	Invoice	10/01/2014	2014/2015 ANNUAL MAINTENANCE	0.00	17,586.76	

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
00674	U.S. BANKCORP EQUIPMENT FINAN	12/19/2014	Regular	0.00	1,181.44	60202
<u>INV0017487</u>	Invoice	12/03/2014	KONICA C552 COPIER RENTAL	0.00	513.54	
<u>INV0017488</u>	Invoice	12/01/2014	KONICA C552 COPIER RENTAL	0.00	416.90	
<u>INV0017489</u>	Invoice	12/15/2014	RICOH MPC4502 COPIER CONTRACT PAY	0.00	251.00	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	63	32	0.00	264,820.85
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	63	33	0.00	264,820.85

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	12/2014	264,820.85
			<hr/>
			264,820.85



City of Fairview

Payment Register

APPKT01314 - 12/23/2014 REISSUE RA

01 - CITY OF FAIRVIEW

Bank: US BANK - OPERATING ACCOUNT

Vendor Number	Vendor Name					Total Vendor Amount
01722	KAREN HARRISON					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/23/2014	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV0017444	CC REFUND DEPOSIT/RENT	12/06/2014	12/18/2014	0.00	150.00	

Payment Summary

Type	Payable Count	Payment Count	Discount	Payment
Check	1	1	0.00	150.00
Packet Totals:	1	1	0.00	150.00

Cash Fund Summary

Fund	Name	Amount
999	POOLED CASH	-150.00
Packet Totals:		-150.00