



<i>MAYOR TED TOSTERUD</i>	
<i>COUNCIL PRESIDENT STEVE PROM</i>	<i>COUNCILOR TAMIE ARNOLD</i>
<i>COUNCILOR DAN KREAMIER</i>	<i>COUNCILOR NATALIE VORUZ</i>
<i>COUNCILOR ED BEJARANA</i>	<i>COUNCILOR BRIAN COOPER</i>

FAIRVIEW CITY COUNCIL AGENDA

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

WEDNESDAY, January 20, 2016

WORK SESSION

1. PLANNING COMMISSION CANDIDATE INTERVIEWS 6:00 PM

REGULAR SESSION

1. CALL TO ORDER 7:10 PM
ROLL CALL
FLAG CEREMONY & PLEDGE OF ALLEGIANCE
2. CONSENT AGENDA 7:15 PM (A)
 - a. Minutes of January 6, 2016
 - b. Authorize the Interim City Administrator to Sign a IGA for a Community Planning & Development Grant to Complete the Halsey Corridor Economic Development Study: Resolution 01-2016
3. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS 7:20 PM (I)
4. PRESENTATIONS 7:25 PM (I)
 - a. MHCC: GO Bond (15 min)
(Al Sigala, Executive Director MHCC Foundation)
5. CITY ADMINISTRATOR AND DIRECTOR REPORTS 7:40 PM (I)
6. MAYOR/COMMITTEE REPORTS AND COUNCIL REPORTS 7:50 PM (I)
7. PUBLIC HEARING 8:00 PM (A)
 - a. Amend Chapter 10.05 of the Fairview Municipal Code to Prohibit Parking in Certain Areas of the City: Ordinance 1-2016
2nd Reading & Council Vote
(Allan Berry, Public Works Director)
 - b. Supplemental Budget to Accept Grant for Halsey Corridor Economic Development Study: Resolution 02-2016
(Lesa Folger, Finance Director)
8. COUNCIL BUSINESS 8:20 PM (A)
 - a. Amend Chapter 13.05 of the Fairview Municipal Code – Utility Billing Past Due and Delinquent Accounts: Ordinance 2-2016
1st Reading & Staff Report
(Lesa Folger, Finance Director)

FAIRVIEW CITY COUNCIL AGENDA
January 20, 2016 - PAGE 2

- b. Appoint Members to the Fairview Economic Development Advisory Committee:
Resolution 6-2016
- c. Appoint Members to the Fairview Public Safety Advisory Committee:
Resolution 7-2016
- d. Appoint Members to the Fairview Parks and Recreation Advisory Committee:
Resolution 8-2016
- e. Appoint Members to the Fairview Planning Commission: Resolution 9-2016

9. ADJOURNMENT

(A)

EXECUTIVE SESSION

Park View Conference Room – Following Regular Meeting

- 1. CONSIDER EMPLOYMENT OF A PUBLIC OFFICER – ORS192.660(2)(a)
(Heather Martin, City Attorney)

REGULAR SESSION

Council Chambers – Following Executive Session

- 1. CALL TO ORDER
ROLL CALL

- 2. APPROVE EMPLOYMENT CONTRACT FOR CITY ADMINISTRATOR
POSITION: RESOLUTION 5-2016
(Heather Martin, City Attorney)

(A)

- 3. ADJOURNMENT

(A)



Ted Tosterud, Mayor

1-14-16

Date

(A) Action requested (I) Information only

NEXT COUNCIL WORK SESSION IS FEBRUARY 3, 2016

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 the Monday following the meeting through MetroEast Community Media at metrocast.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.

**MINUTES
CITY OF FAIRVIEW
CITY COUNCIL**

January 6, 2016

Council Members

Ted Tosterud, Mayor
Dan Kreamier
Steve Prom
Natalie Voruz
Brian Cooper
Tamie Arnold
Ed Bejarana

Staff

Christy Wurster, Interim City Administrator
Scott Anderson, Acting Police Chief
Allan Berry, Public Works Director
Heather Martin, City Attorney
Devree Leymaster, City Recorder

WORK SESSION (6:00 PM)

1. PAPERLESS COUNCIL MEETINGS & LIVE MEETING STREAMING DISCUSSION

City Recorder Leymaster reviewed the current option to download and view agendas and packets in a PDF format and an alternative option to utilize a web based agenda management solution that would provide more intuitive features for viewing agendas/packets digitally. (*Exhibit A*) IT Coordinator Tammy Shannon shared information regarding viewing devices i.e. IPad. Following discussion Council supported moving towards paperless agendas/packet. They opted to continue providing agendas/documents in a PDF format and exploring options to convert the documents for easier viewing i.e. eBook converter. They requested the purchase of devices be included in the upcoming budget, FY2016-17, with an anticipated cost of \$300 to \$350 per device.

City Recorder Leymaster summarized the current web streaming capabilities. MetroEast currently downloads the meeting video the Monday following the meeting. The video is linked to the corresponding meeting date on the city website the Tuesday following the meeting. MetroEast does have the capability to live stream all channels but are limited by current internet connection bandwidth. They are working to improve it, but don't have a current target date. She shared the viewing data as provided by MetroEast. (*Exhibit B*) An alternative for live streaming is to utilize a web based media broadcast solution such as Granicus. Council discussed the estimated costs for a live streaming solution and the low viewership. Councilor Bejarana proposed exploring the use of a new live streaming option via Facebook. There would be no cost and Facebook is a platform that reaches many citizens. Viewership may increase because it is being presented in a platform that a user is already utilizing. Public records software and compliance with FCC requirements i.e. closed captioning would need to be researched. Council supported exploring the Facebook live streaming option.

2. PURCHASING RULES UPDATE

Interim City Administrator Wurster summarized the City's rules have not been updated since 2005. The proposed updates reflect and bring the City's public contracting rules in alignment with changes in state public contracting laws and provide comprehensive rules for city staff when considering public contracts.

ICA Wurster noted the current threshold for the City Administrator to sign a contract without bringing it to Council is \$15,000. A proposed update is to increase this threshold, i.e. \$50,000, if the expenditure is identified in the budget and complies with the prescribed methods for purchasing. Councilor Prom inquired how frequently contracts exceed \$15,000. ICA Wurster responded often, especially for project contracts in Public Works, which have typically been approved during the budget process. Councilor Bejarana remarked he would support an increased threshold if the items were approved and identified in a line item during the budget process. Councilor Kreamier agreed, for operational and project items expensed in the budget under \$50,000.

ICA Wurster commented the contracting rules prescribe the rules staff will follow to enter into a contract, she referred to page, CP43, in the packet, a comparison chart showing the difference between current rules and the proposed rules. The proposed rules primarily follow the attorney generals rules for contracting. She noted the city's current process is more rigorous than the state i.e. requiring a formal selection process for all contracts over \$25,000.

Councilor Bejarana remarked he favors utilizing a competitive process for awarding contracts. Following the AG's rules would result in the loss of the competitive process in some areas. ICA Wurster noted in some areas the city is bound to award a contract based on qualifications not on cost; therefore the competitive cost aspect is not as relevant.

Council inquired how the adopted contracting rules would be delegated. ICA Wurster replied the City Administrator is ultimately responsible, but the City Administrator can delegate authority to staff via an administrative standard operating procedure.

Council requested more time to review the information. Mayor Tosterud requested the discussion be continued as the first item at the February 3rd work session.

Director Berry noted the upcoming IGA for the initial \$12,000 consultant for the Halsey Corridor project may be delayed. The current rules require obtaining three bids for the service sought. The preferred consultant has been chosen, with Metro's support, making this problematic. Council suggested making an exception and approving the initial \$12,000 consultant contract. City Attorney Heather Martin recommended adhering to the rules. She proposed exploring using the sole-source procurement process instead. She will research the option and follow up with staff.

3. HALSEY CORRIDOR PROJECT UPDATE

Director Berry summarized Council will be reviewing an IGA with Metro to accept the grant from Metro to conduct an economic development study of the Halsey Corridor. Metro has included an additional \$12,000 for a consultant to assist in preparing the Request for Proposal to hire a project consultant. The project consultant will prepare the project milestones, monitor the deliverables, and facilitate communication with Wood Village and Troutdale. The grant will reimburse funds as project milestones are completed.

Director Berry reviewed the project initiation flowchart included in the packet. He noted it is a tight schedule, but the hope is to have the project consultant and oversight committee selection in place by mid-March. The goal is to have a series of charrettes for each of three cities and a corridor plan which each of the three cities must adopt by the project's conclusion.

Councilor Kreamier noted support from Multnomah County will be integral to the success of the project, as Halsey is a county road and the corridor plan could change the current vision for Halsey. Director Berry replied Multnomah County will be directly involved and noted the Port of Portland has expressed interest in the project. Though the Port is not a direct stakeholder, they do see the benefit of a corridor plan and the potential impacts.

4. MINI – FIRE STATION DISCUSSION

Mayor Tosterud noted that they have not yet had the quarterly meeting with Gresham Fire to review the Quick Response Vehicle (QRV) data. He summarized Council's prior direction was to reassess the fire service issue in six months allowing for data from the QRV pilot project to be known.

Councilor Prom commented it is time to look at changing the service model to be more responsive to emergency medical calls. The past and current model is to respond to all calls (medical or fire) with fire suppression vehicles. The QRV pilot project is encouraging, but if Gresham is not responsive to change then need to move forward with other alternatives i.e. QRV, mini stations, etc.

Councilor Cooper reiterated they need to look at the data Gresham provides and identify what the problem is, if there is one, before determining the solution.

During discussion, Councilors agreed that providing quick, efficient, and cost effective emergency response is a priority. With the service demand changes to increasing medical calls vs. fire calls it is necessary to re-evaluate service models. Will review the fire service at the six month mark as previously agreed and determine next steps. Mayor Tosterud will get Gresham's thoughts on a mini-station at the quarterly meeting. He will also ensure that the meeting is scheduled.

5. SIDEWALK UPDATE

Director Berry presented estimates for a sidewalk masterplan of Old Town. Two consultants volunteered to give an estimate to complete a masterplan for approximately five miles of sidewalk infrastructure (curb, sidewalk and minor storm improvements) in Old Town. The estimates are as follows: topographical survey \$115,000 to \$134,000, preliminary plans \$78,000 to \$90,000, and engineer and design \$265,000 to \$356,000; for a total estimated range of \$458,000 to \$580,000. For comparison to continue designing sections, based on averages, of how it is currently being done the estimated cost is \$840,000. There is the potential to save \$300,000 to \$400,000 over a long period of time. To construct sidewalks in sections, as we currently do, the average construction cost is \$250 per lineal foot of street for sidewalks on both sides; for Old Town that would calculate out to \$6.25 million. If the design was complete and the sidewalks were constructed in phases the cost could potential come down to \$154 per foot; as seen with Main Street project, bringing the overall cost down to \$3.85 million.

Councilor Bejarana asked what percentage is Old Town of the sidewalks needed city-wide. Director Berry replied approximately eighty percent and noted the remaining areas are a little more complicated. The area near Townsend Way has a bond to complete the improvements; some streets are private i.e. Pelfrey Way; there are some streets where it is not feasible to put sidewalks on both sides of the street i.e. 205th; and then there is the issue with the north, south connectivity, which involves the County.

Council discussed whether the project should be design or design build and if it should be city-wide or just Old Town. Council supported the design project to include all the needed sidewalks city-wide. The construction and funding for construction would be separate i.e. potentially a bond to the citizens. Director Berry reiterated the estimated design cost was for Old Town, going city-wide would significantly increase the cost.

Council discussed engaging in conversation with Multnomah County to communicate the sidewalk priorities in Fairview. Director Berry noted sidewalks i.e. 223rd are on the County's project list; it is a funding issue. Mayor Tosterud remarked he would share the Council's priorities with the East Multnomah County Transportation Committee (EMCTC) to try and build support for enhancing the north, south connections.

6. COMMITTEE APPOINTMENT PROCESS DISCUSSION

Deferred due to time.

7. COUNCIL RULES UPDATE

Deferred due to time.

8. DISPLAY OF POW/MIA FLAG

Deferred due to time.

COUNCIL MEETING (8:00 PM)

1. CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

2. CITIZEN WISHING TO SPEAK ON NON-AGENDA ITEM

Garth Everhart, Fairview, OR, one of the founders and a member of the Fairview Business Association (FBA), currently acting Secretary, spoke regarding a recent article in the Gresham Outlook about Councilor Bejarana's right to privacy; or lack there-of. Mr. Everhart clarified that Councilor Bejarana was not a member of the FBA in 2015 or 2016 and has never been an officer of the FBA, as incorrectly reported in the Gresham Outlook article. Mr. Everhart summarized the history of the FBA in Fairview. They host and manage the Bite of East County with a Troutdale business group; assist in fundraising for Zarephath Kitchen which feeds the poor in East County, including Fairview residents; FBA members and the FBA have donated funds for City of Fairview sponsored events; provide input to staff regarding issues effecting businesses i.e. sign code amendments; any many FBA members serve on Fairview citizen advisory committees.

Councilor Voruz thanked Mr. Everhart and the FBA for their financial and volunteer contributions in supporting the Arts and Community Events Advisory Committee (ACEAC) in their planning and executing of city events.

Mayor Tosterud noted item 4.b. under Council Business (Approve Employment Contract for City Administrator Position: Resolution 1-2016) is pulled from the agenda.

2. CONSENT AGENDA

- a. Minutes of December 16 & December 22, 2015

Councilor Cooper moved to approve the consent agenda and Councilor Bejarana seconded. The motion passed unanimously.

AYES: 7

NOES: 0

ABSTAINED: 0

3. COUNCIL REPORT

Mayor Tosterud clarified a statement referred to in the Gresham Outlook article. The statement said he has not seen Bejarana's attorney's letter, which is true, but said he frequently addresses city issues using personal methods of contact. The "he" is referring to himself, not Councilor Bejarana. The personal methods-of-contact refers to his use of his personal cell phone to conduct city business which the city reimburses him a monthly stipend of \$75.

Councilor Bejarana addressed the Gresham Outlook article stating the following. "In an article titled, *Fairview City Councilor threatens legal action against The Outlook*, published in the Gresham Outlook December 25, 2015, Katy Sword wrote, "Bejarana put The Outlook on notice in July, insisting the paper limit contact to his city-supplied email and City Hall telephone. On Nov. 5, The Outlook called Bejarana on his personal cellphone seeking comment for a city-related story." Two things about this article should be noted. First, Ms. Sword has acknowledged being notified of my request to use only city supplied communication channels for city business. Second, Ms. Sword has acknowledged she ignored my request

and quote, called Bejarana on his personal cell phone. Since the articles publication I have received dozens of phone calls on my business line asking if I was going to sue them for calling me to ask about city business. It should also be noted that I received many more phone calls thanking me for pushing back on the big bad media. While I abhor the first and appreciate the latter, neither have anything to do with city business.

There are several ways to respond to Ms. Sword and the Gresham Outlook. First, Fairview City Councilors do not receive a stipend for cell phone usage for city business. Forcing Councilors to use their personal resources for city business is not legal. Put another way, if I were using city resources for personal business The Outlook would be publishing a story about my abuse of power and the people's money. How then could they casually accept the opposite and require me to be at their beck-and-call via personal communication channels. Second, personal cell phones do not automatically record all conversations and thus information contained in those phone calls is lost as a public record except through court order. The process of obtaining a court order imposes an extra expense on the city that is not accounted for in the annual budget. By using the city communication channels record of the communication is stored for public access. I point to an issue brought before the Fairview City Council back in 2013 where an unfounded accusation of a Councilor using personal communication channels for city business was hotly debated. There was no basis for the complaint, as was proved, but it should be noted that the fervor of The Outlook on August 23, 2013 was how wrong it was for a Councilor to use personal communication channels for city business. Why then on December 25, 2015 does The Outlook seem to be so intent on forcing a City Councilor to use personal communication channels to conduct city business? Third, I've responded to every request made by The Outlook via my city provided communication channels in a timely manner. Therefore, fourth, I have not limited The Outlook from exercising their constitutionally protected right of freedom of the press.

It is obvious The Outlook feels I am unfairly restricting their access to my opinions, but I submit the following. The Freedom of Press clause in the First Amendment of the United States Constitution protects the rights of individuals to express themselves through publication and dissemination of information, ideas and opinions without interference, constraint or prosecution by the government. I have not restricted their publication or dissemination of information in any way, shape, or form. Put another way, The Outlook does not get to call the Governor on her personal cell phone or her home phone number any time they have a question. The media is not given the cell phone number for the President of the United States; rather the press is required to go through appropriate channels to ask questions. Does that mean then the freedom of press has been restricted? While other City Councilors have opted to grant media access to their personal cell phones, that is a matter of permission not one of a constitutionally protected right. If Katy did not know my cell phone number she would not be any more restricted to my opinions than she is today.

In Katy's article she wrote, "Editorials in The Outlook have been critical of the Fairview Business Association, saying it has played a heavy-handed role in Fairview politics". She incorrectly identified me as past president of the organization. I'm very proud of my service to the Fairview Business Association and their accomplishments we achieved for the benefit of the city of Fairview; however, the record needs to correctly show that I have never been president of the organization. While I respect the opinion of The Outlook, I completely disagree that the FBA used heavy-handed role in Fairview politics. We participated in the last two elections and The Outlook disagreed with our positions. We also participated in city government, served on every city committee, donated lots of money to city projects, and helped with many critical issues. The FBA received awards for our efforts and yes, achieved success during the elections. From my vantage point the only one who appears to be upset with the results is The Outlook. They disagreed with the FBA's position and as a result are trying to take it out on me.

The article makes it clear that I do respond to inquiries via my city communication channels so one can only conclude that the big issue is time. The Outlook is obviously under very difficult time pressures and

feels the only way to meet their deadlines is to have unfettered access to my personal cell phone and home phone communication channels to obtain critical information about the operation of the city of Fairview, Oregon. A famous quote comes to mind, "A lack of planning on your part does not constitute an emergency on mine". I run two businesses, a non-profit organization, volunteer at my church, rotary club, and business networking organizations. I serve as a City Councilor and fit in being a grandfather to seven grandchildren and a husband to a spouse of twenty-five years, all while recovering from a very complicated open-heart surgery caused by an on-going genetic condition. As a veteran I donned an army uniform to protect and defend the constitution of the United States of America. It saddens me greatly to see an institution that benefits from the rights I am willing to lay down my life to protect, use those rights to take out a personal vendetta against me and my family simply because they disagree with my political points of view.

It also saddens me to read that fellow City Councilor Brian Cooper and Pamplin Media Group President Mark Garber believe I have left my personal constitutional right to privacy at the doors of city hall. Actually I think it is worse. Both Brian and Mark appear to prefer I break federal law by holding public discussions via private communication channels. Do the citizens of Fairview not deserve to read both the question and my full answer to the questions from the media? In my humble opinion the only that is both tragic and humorous is Brian's blatant ignorance of the constitution of the United States of America. Brian did get something right when he insinuated the story is a waste of time. The situation is a no brainer. It would be better for me, my family, and the citizens of the city of Fairview if The Outlook just respected my wishes and public meeting laws to use the appropriate communication channels when asking me, and all my fellow City Councilors, questions pertaining to city business. Thank you."

3. CITY ADMINISTRATOR REPORT

a. City Council Goals Status Update

ICA Wurster referred to the Council goal progress report as of December 31, 2015 included in the council packet and inquired if Council had any questions. There were no questions.

4. COUNCIL BUSINESS

a. Amend Chapter 10.05 of the Fairview Municipal Code to Prohibit Parking in Certain Areas of the City: Ordinance 1-2016

City Recorder Leymaster read the ordinance by title. Director Berry summarized the changes include no parking within 15 feet of the alley next to City Hall that intersects with NE Park Lane and that there be Community Center parking only on 3rd Street between Harrison and Lincoln.

5. ADJOURNMENT

Council President Prom moved to adjourn the meeting and Councilor Cooper seconded. The motion passed, and the meeting adjourned at 8:30 PM.

AYES: 7

NOES: 0

ABSTAINED: 0

Devree Leymaster
City Recorder

Ted Tosterud
Mayor

Date of Signing

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

Currently Available – Agenda/Packets

Agenda & Packet (PDF) available via city website.

Page link: <https://or-fairview.civicplus.com/index.aspx?NID=208k>:

Agendas | Minutes | Media

Agendas are available prior to the meetings. Minutes are available following approval. Video link is posted Tuesday following the meeting. [View](#)

Agendas [View All](#)

Minutes [View All](#)

Packets

Packets are available following approval.

[Most Recent Packet](#) | [View All](#)

Options – Paperless Agenda/Packets

1. Download & view current PDF packet.
2. Use web based agenda management solution.
 - Link attachments per agenda item
 - Split-screen/Notes view – agenda | attachments / notes
 - Review agenda/packet on any tablet or laptop (Apple & Android Apps)
 - Website plugin

ICompass Technologies* – packages starting at \$125 month - \$295 month

Granicus – starting at \$300 month

3. Other items to consider:
 - Purchase device i.e. Ipad, notebook, etc. (\$450 - \$600 per unit) *est.*
 - Provide data plan for each device - \$40 per month
 - Device accessories i.e. case
 - Device insurance – 2 year plans starting at \$59 per device

Currently Available Web Streaming

MetroEast downloads the meeting video the Monday following the meeting. The video is directly linked to the corresponding meeting date the Tuesday following the meeting on the city website.

Agenda Minutes Media Download

[Oct 21, 2015](#)



[Download ▼](#)

Agenda

Options – Live Web Streaming

1. Wait for MetroEast to provide live streaming. Updated their system 2 years ago. Have the capability to live stream all channels, but are limited by current internet connection bandwidth. Working to improve, but don't have a current target date.

Total views over 6 months (July through December 2015). Note at minimum 1, if not 2 views, is from linking the meeting video to the city website and reviewing the video for meeting minutes.

12-04-13	04 Views
03-19-14	01 Views
04-02-14	01 Views
11-05-14	06 Views
12-03-14	01 Views
02-04-15	01 Views
04-01-15	03 Views
05-20-15	01 Views
06-17-15	02 Views
07-01-15	06 Views
07-15-15	07 Views
08-05-15	07 Views
08-19-15	06 Views
09-02-15	05 Views
09-16-15	01 Views
10-07-15	04 Views
10-21-15	03 Views
12-16-15	02 Views

2. Use web based media broadcast solution.
 - Website plugin
 - Live and archived streaming
 - Indexed video to agenda tool (may require Granicus agenda management)

Granicus – set up \$4,500 *est.* and monthly maintenance \$300 *est.*



**COUNCIL SUPPORT FOR A COMMUNITY PLANNING &
DEVELOPMENT GRANT TO SUPPORT THE HALSEY CORRIDOR
ECONOMIC DEVELOPMENT STUDY**

Meeting Date: January 20, 2016

Agenda Item Number: 2.b.

Staff Member: Allan Berry/Erika Palmer

Department: Public Works

REQUESTED COUNCIL ACTION

Authorize the Interim City Administrator to sign an Intergovernmental Agreement with Metro accepting a grant to provide an economic development analysis of the NE Halsey Corridor from 207th Avenue to the Sandy River in Troutdale.

PUBLIC PURPOSE & COMMUNITY OUTCOME

The cities of Fairview, Wood Village, and Troutdale, together with Multnomah County received a Community Planning & Development Grant from Metro. The NE Halsey Corridor Study and Economic Development Strategic Plan seeks comprehensive solutions to address land use and economic challenges facing Halsey Street. The mission of the project is to create a clear, documented and shared vision for the Halsey Corridor. This vision will set the state for collaborative partnerships and funding strategies, spurring new development for attracting new business, while strengthening and retaining the existing business base.

ATTACHMENTS

- A. Award Notification
- B. Metro IGA
- C. Resolution 1-2016

BACKGROUND

The City of Fairview and its neighboring cities of Wood Village and Troutdale, together with Multnomah County, have been discussing the potential of performing an economic development analysis of the Halsey Street corridor to complement and update the existing Halsey Street Conceptual Design Project. This project offers the best opportunity to achieve meaningful results in both the short term as well as over time. In particular, we are excited at the opportunity to employ the Halsey corridor as a means of “pulling change into place” in a number of different areas:

1. Shared vision statement for the corridor and how it will function and support each community along its path
2. Using the principles of corridors as a way of both educating and branding Halsey in such a manner that it is beneficial to the region.

3. The recognition that corridors have ever-changing personalities of land use and activities along their length can be viewed as an asset.

4. Realistic diversity, allowing for inclusion of a variety of land uses to serve the citizens along the corridor, and creating pulse points where public and private capital can be leveraged to mutual benefit should be acknowledged as goals of corridor improvement. Specifically:

- Identification of specific short-term actions, partnerships, and projects, including the responsible party, estimated costs, and funding sources
- Identification of specific medium to long-term actions

RECOMMENDATIONS & ALTERNATIVES

Recommendation: Issue a resolution supporting this grant, and authorizing a letter of support from the Fairview City Council

Alternatives:

1. Authorize the signing of the IGA
2. Do not authorize the signing of the IGA

BUDGET/FISCAL IMPACTS

Current Year Budget Impacts: Yes No

Receive a grant from Metro in the amount of \$100,000 plus an allowance of \$12,000 for additional staff support

Future Fiscal Impacts: Yes No

The letter of interest stated a match from the local agencies of \$30,000 comprised of in-kind work efforts and available funds. We would propose that Fairview use the receipts from our management of the local enterprise zone, in the amount of \$10,000. The City of Fairview has also committed to additional in-kind staff participation. Wood Village has also committed \$5,000 in their 2015-16 budget for this activity. The remainder would come from in-kind staff participation from Wood Village, Troutdale, and Multnomah County.

Staff Work Load Impacts: Yes No

We would provide the management and support for the project, in concert with assistance from Wood Village, Troutdale, and Multnomah County.

PUBLIC INVOLVEMENT

This effort has been vetted by the City of Fairview Economic Advisory Committee and has their support and there will be a public involvement throughout the project planning process.

NEXT STEPS

Sign the IGA with Metro and begin the Request for the Proposal (RFP) process to hire a project consultant.

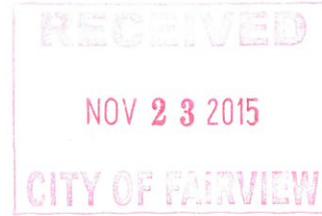
FROM
Allan Berry

REVIEWED THROUGH
Heather Martin

FOR MORE INFORMATION

Staff Contact: Allan Berry
Telephone: 503-674-6235
Staff E-Mail: berrya@ci.fairview.or.us
Website: www.fairvieworegon.gov

Attachment A



November 19, 2015

Allen Berry
Public Works Director
City of Fairview
1300 NE Village Street
Fairview, OR 97024

Subject: Award of Community Planning and Development Grant and initiation of the Intergovernmental Agreement process

Dear Allen Berry,

I am pleased to inform you that on September 24, 2015, the Metro Council approved the Community Planning and Development Grant (CPDG) for your Halsey Corridor Economic Development Study project. The Metro Council awarded the full amount you requested, \$100,000. Your staff responsible for submitting the grant application was notified immediately after the award.

Enclosed is a draft inter-governmental agreement (IGA) including a template of Exhibit A, whose purpose is to identify the milestones, deliverables and reimbursement schedule specific to your project. We would like your agency staff to draft Exhibit A to the IGA based on your grant application and the grant funding conditions. The funding conditions are also enclosed as Addendum B of Exhibit A to Metro Resolution No. 15-4640. A sample of a signed IGA is enclosed with this letter to help you draft the Exhibit A to your IGA.

Please review the enclosed "IGA Negotiation Process" and draft IGA and provide us your comments, and your attorney's comments, on the IGA. Send comments to the Metro CPDG project manager, Gerry Uba. We realize how busy you all are; however, in order to complete and sign the IGA by March 2016 deadline, we would appreciate receiving your draft by December. Upon receiving and reviewing your feedback we will develop the final IGA for our agencies' signatures. Our goal is to complete and sign the IGA by January 2016.

Roger Alfred, Deputy Metro Attorney and Gerry Uba are available to work directly with you and your agency's attorney to finalize the IGA for signatures. Roger Alfred can be reached at 503-797-1511 or Roger.Alfred@oregonmetro.gov and Gerry Uba can be reached at 503-797-1737 or Gerry.Uba@oregonmetro.gov. The Metro liaison appointed for your project can participate in the project's technical advisory committee meetings, and provide suggestions about other resources available at Metro.

I am excited about the contribution your project/s will make to the region's development. Our combined efforts will contribute to making this region a great place.

Please feel free to contact me at any time. Thank you.

Sincerely,

Elissa Gertler
Planning and Development Director

**CONSTRUCTION EXCISE TAX GRANT
INTERGOVERNMENTAL AGREEMENT
Metro – City of Fairview
Halsey Corridor Economic Development Study Project**

This Construction Excise Tax Grant Intergovernmental Agreement (“CET Grant IGA”) is effective on the last date of signature below, and is entered into by and between Metro, a metropolitan service district organized under the laws of the state of Oregon and the Metro Charter, located at 600 Northeast Grand Avenue, Portland, OR, 97232 (“Metro”), and the City of Fairview (“City”), located at 1300 NE Village St., Fairview, OR, 97204, collectively referred to as “Parties.”

WHEREAS, Metro has established a Construction Excise Tax (“CET”), Metro Code Chapter 7.04, which imposes an excise tax throughout the Metro regional jurisdiction to fund regional and local planning that is required to make land ready for development after inclusion in the Urban Growth Boundary; and

WHEREAS, the CET is collected by local jurisdictions when issuing building permits, which the local jurisdictions then remit to Metro pursuant to Construction Excise Tax Intergovernmental Agreements to Collect and Remit Tax (“CET Collection IGAs”) entered into separately between Metro and the local collecting jurisdictions; and

WHEREAS, the City has submitted a CET Grant Request (“Grant Request”) for the Halsey Corridor Economic Development Study Project (“Project”); and

WHEREAS Metro has agreed to provide the City CET Grant funding for the Project in the amount of \$112,00.00, subject to the terms and conditions set forth herein, and the parties wish to set forth the funding amounts, timing, procedures and conditions for receiving grant funding from the CET fund for the Project.

NOW THEREFORE, the Parties hereto agree as follows:

1. **Metro Grant Award.** Metro shall provide CET grant funding to the City for the Project as described in the City’s CET Grant Request, attached hereto as Exhibit B and incorporated herein (“Grant Request”), in the amounts and at the milestone and deliverable dates as set forth in Exhibit A attached hereto and incorporated herein, subject to the terms and conditions in this Agreement.
2. **City Responsibilities.** The City shall perform the Project described in the Grant Request and as specified in this Agreement and in Exhibit A, subject to the terms and conditions specified in this Agreement and subject to the “funding conditions” recommended by the Metro Chief Operating Officer and adopted by the Metro Council in Resolution No. 15-4640. The City shall obtain all applicable permits and licenses from local, state or federal agencies or governing bodies related to the Project, and the City shall use the CET funds it receives under this Agreement only for the purposes specified in the Grant Request and to achieve the deliverables and/or milestones set forth in Exhibit A.
3. **Payment Procedures.** Within 30 days after the completion of each deliverable/milestone as set forth in Exhibit A, the County shall submit to Metro an invoice describing in detail its expenditures as may be needed to satisfy fiscal requirements. Within 30 days of receiving the City’s invoice and supporting documents, and

subject to the terms and conditions in this Agreement, Metro shall reimburse the City for its eligible expenditures for the applicable deliverable as set forth in Exhibit A. Metro shall send CET payments to:

City of Fairview
_____ Department
Attention: _____

4. Funding Provisions.

(a) CET Funds. Metro’s funding commitment set forth in this Agreement shall be fulfilled solely through the programming of CET funds; no other funds or revenues of Metro shall be used to satisfy or pay any CET Grant funding commitments. The parties recognize and agree that if the CET is ever held to be unenforceable or invalid, or if a court orders that CET funds may no longer be collected or disbursed, that this Agreement shall terminate as of the effective date of that court order, and that Metro shall not be liable in any way for funding any further CET grant amounts beyond those already disbursed to the City as of the effective date of the court order. In such case the City shall not be liable to Metro for completing any further Project deliverables as of the date of the court order.

(b) Waiver. The parties hereby waive and release one another for and from any and all claims, liabilities, or damages of any kind relating to this Agreement or the CET.

5. Project Records. The City shall maintain all records and documentation relating to the expenditure of CET Grant funds disbursed by Metro under this Agreement. The City shall provide Metro with such information and documentation as Metro requires for implementation of the CET grant process. The City shall establish and maintain books, records, documents, and other evidence in accordance with generally accepted accounting principles, in sufficient detail to permit Metro or its auditor to verify how the CET Grant funds were expended. Metro and its auditor shall have access to the books, documents, papers and records of the City that are directly related to this Agreement, the CET grant moneys provided hereunder, or the Project for the purpose of making audits and examinations.

6. Audits, Inspections and Retention of Records. Metro and its representatives shall have full access to and the right to examine, during normal business hours and as often as they deem necessary, all City records with respect to all matters covered by this Agreement and Exhibit A. Such representatives shall be permitted to audit, examine, and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls and other matters covered by this Agreement. All documents, papers, time sheets, accounting records, and other materials pertaining to costs incurred in connection with the project shall be retained by the City and all of their contractors for three years from the date of completion of the project, or expiration of the Agreement, whichever is later, to facilitate any audits or inspection.

7. Term. This Agreement shall be effective on the date it is executed by both parties, and shall be in effect until all deliverables/milestones have been achieved, all required documentation has been delivered, and all payments have been made as set forth in Exhibit A, unless terminated earlier pursuant to this Agreement.

8. Amendment. This CET Grant IGA may be amended only by mutual written agreement of the Parties.

9. Other Agreements. This CET Grant IGA does not affect or alter any other agreements between Metro and the City.

10. Authority. City and Metro each warrant and represent that each has the full power and authority to enter into and perform this Agreement in accordance with its terms; that all requisite action has been taken by the City and Metro to authorize the execution of this Agreement; and that the person signing this Agreement has full power and authority to sign for the City or Metro, respectively.

Metro

City of Fairview

By: _____
Martha Bennett

By: _____

Title: Metro Chief Operating Officer

Title: City Manager

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

By: _____
Alison R. Kean

By: _____

Title: Metro Attorney

Title: City Attorney

Date: _____

Date: _____

Attachments:

Exhibit A – Milestones and Deliverables Schedule

Exhibit B – City’s Grant Request

Exhibit A

IGA for Community Planning and Development Grants funded with CET Cities of Fairview, Wood Village, and Troutdale: Halsey Corridor Economic Development Study Milestone and Deliverables Schedule for Release of Funds

Milestone	Deliverable	Date Due*	Estimated Cost**
1	Execution of Grant IGA/Project Setup a) Signed IGA document b) Develop an RFP for consultant selection c) Refine SOW following consultant selection d) Draft Public Involvement Plan e) Formation of oversight committee(s) to include representation from ODOT, PBOT, Port of Portland, Metro, plus other interested parties f) Perform initial outreach to property owners and other potentially interested stakeholders	March 31, 2016	\$12,000
2	Current Conditions and Inventory a) Document information gathered from previous studies relevant to the CET project b) Collect mapping, infrastructure, and property data c) Identify barriers and opportunities for development by location and type d) Investigate zoning codes from each jurisdiction e) Perform on-site fieldwork f) Host introductory Charrette (C-1) for consensus on project mission/goals g) Advisory committee (project kick-off) meeting h) Prepare Technical Memorandum 1	May 31, 2016	\$21,300
3	Issues/Brainstorm a) Host Charrette (C-2) b) Perform SWOT analysis c) Assemble inventory of potential conceptual solutions d) Advisory committee meeting e) Prepare Technical Memorandum 2	July 31, 2016	\$25,900

4	Community Visioning a) Host Charrette (C-3) b) Develop a vision for how the corridor will look, function, and provide a unique identity for the three municipalities c) Generate principles, develop strategies, and arrive at design concepts for consideration d) Advisory committee meeting e) Prepare Technical Memorandum 3	September 30, 2016	\$30,000
5	Craft a Strategy a) Host Charrette (C-4) b) Create and articulate a long-term direction for the corridor that is shared by the three municipalities c) Devise mechanisms in the strategy that enables flexibility for each municipality to shape strategies and implementation actions unique to their needs d) Advisory committee meeting e) Prepare Technical Memorandum 4	November 30, 2016	\$26,400
6	Identify a List of Projects a) Host final Charrette (C-5) b) Develop a specific list of projects c) Advisory committee meeting d) Prepare Technical Memorandum 5	January 31, 2017	\$25,300
7	Final Plan and Adoption a) Finalized plan for the corridor b) Formal adoption by Planning Commissions and City Councils	March 31, 2017	\$10,100
TOTAL PROJECT AMOUNT			\$151,000

* Due dates are intended by the parties to be hard estimates of expected milestone completion dates. If the City anticipates that a due date cannot be met due to circumstances beyond its control, it shall inform Metro in writing no later than ten (10) days prior to the due date set forth above and provide a revised estimated due date; and Metro and the City shall mutually agree upon a revision to the milestone due dates set forth in this Agreement.

** **Metro CET grant award = \$112,000.00. Metro will reimburse the City up to that CET grant amount. Any project costs over that amount will be covered by the Partner municipalities (Fairview, Wood Village, Troutdale, and Multnomah County) match (in-kind and cash) = 30-39% (\$30,000-\$39,000) for a total project amount of \$151,000.**



RESOLUTION
(1-2016)

A RESOLUTION OF THE FAIRVIEW CITY COUNCIL TO AUTHORIZE THE INTERIM CITY ADMINISTRATOR TO SIGN THE IGA FOR A COMMUNITY PLANNING & DEVELOPMENT GRANT TO COMPLETE AN ECONOMIC DEVELOPMENT ANALYSIS OF THE NE HALSEY CORRIDOR

WHEREAS, the City has had a long-standing goal of encouraging economic development; and

WHEREAS, Metro has a program for Community Development and Planning Grants for 2015; and

WHEREAS, the cities of Fairview, Wood Village, and Troutdale, have a shared vision for the corridor and how it will function and support each community along its path; and

WHEREAS, Metro has awarded the City of Fairview a Community Development and Planning Grants for 2015 in the amount of \$112,000.

NOW, THEREFORE, BE IT RESOLVED BY THE FAIRVIEW CITY COUNCIL AS FOLLOWS:

Section 1 The City Council authorizes the Interim City Administrator to sign the IGA accepting the Metro Community and Development and Planning Grant for an economic development analysis of the Halsey Street corridor in the amount of \$112,000.

Section 2 This resolution is and shall be effective from and after its passage by the City Council.

Resolution adopted by the City Council of the City of Fairview, this 20th day of January 2016.

Mayor, City of Fairview
Ted Tosterud

Date of Signing

ATTEST:

Recorder, City of Fairview
Devree Leymaster

FAIRVIEW CITY COUNCIL
AGENDA ITEM TYPE: DECISION



City-wide Parking Regulations

Meeting Date: January 20, 2016

Agenda Item Number: 7.a.

Staff Member: Chief Anderson, Director Berry

Department: Police and Public Works

REQUESTED COUNCIL ACTION

Adopt an ordinance as proposed to address additional parking regulations.

PUBLIC PURPOSE & COMMUNITY OUTCOME

Public safety and safer streets.

ATTACHMENTS

A. Ordinance 1-2016

BACKGROUND

The Fairview Police Department has received a number of complaints regarding parking issues throughout the City of Fairview. Business owners and members of the Fairview City Council have also expressed concerns about parking. Those concerns have included: inconsistent parking regulations and potentially dangerous lane travel due to street width and inadequate line of sight for drivers.

The Public Works Director and Chief of Police conducted a city-wide parking study. The Fairview Municipal Code Section 10.05.040 authorizes the City Council to alter or modify parking regulations, time limits, and permissible parking (i.e. parallel or diagonal). In our city-wide survey, we found curb markings and parking signage that were not approved by Council. In addition, we found the need for consistent city-wide parking regulations that strike a balance between parking inventory and public safety due to street width and/or line of sight.

On July 23, 2015 the Council adopted changes to Chapter 10.05 of the Code to address many of the issues that were initially identified. At a work session on December 16th, 2015, Council asked that the alley access to Park Lane from City Hall and parking on the street adjacent to the community center be addressed through additional parking regulations.

The following additional parking regulations are proposed for your consideration:

Specific locations: In addition to the city-wide regulations, staff identified specific locations that have current markings or signage that lack Council approval or areas that need additional regulation:

- No parking within fifteen feet of the alley next to the Fairview City Hall that intersects with NE Park Lane.

- Community Center parking only in the marked spaces on 3rd Street between Harrison and Lincoln

ALTERNATIVES

Alternatives:

1. Leave existing regulation as is.
2. Modify the proposed regulations.

BUDGET/FISCAL IMPACTS

Current Year Budget Impacts: Yes No

Future Fiscal Impacts: Yes No

Staff Work Load Impacts: Yes No

Public Works staff time to paint curbs then ongoing maintenance of the painted curbs.

PUBLIC INVOLVEMENT

Public Safety Advisory Committee (PSAC)

Meeting notices

Article in Outlook

NEXT STEPS

FROM

Scott Anderson, Acting Police Chief

REVIEWED THROUGH

FOR MORE INFORMATION

Staff Contact: Scott Anderson

Telephone: (503) 674-6213

Staff E-Mail: andersons@ci.fairview.or.us

Website: www.fairvieworegon.gov



ORDINANCE
(1-2016)

**AN ORDINANCE OF THE FAIRVIEW CITY COUNCIL AMENDING CHAPTER 10.05
OF THE FAIRVIEW MUNICIPAL CODE TO PROHIBIT PARKING IN CERTAIN
AREAS OF THE CITY**

WHEREAS, the City of Fairview is committed to safe streets and to the overall safety and well-being of its citizens; and

WHEREAS, the City of Fairview is committed to standardized parking regulations to ensure uniformity throughout the City; and

WHEREAS, the City of Fairview has received numerous complaints from citizens about lane travel that is unsafe due to parked vehicles that obstruct drivers line of sight; and

WHEREAS, the City Council desires to update its municipal code to prohibit parking in certain areas of the City

NOW, THEREFORE, THE CITY OF FAIRVIEW ORDAINS AS FOLLOWS:

Section 1 The Fairview Municipal Code, Chapter 10.05, is hereby amended as set forth in the attached Exhibit A.

Section 2 The ordinance is and shall be effective thirty (30) days from its passage.

Ordinance adopted by the City Council of the City of Fairview, this 20th day of January, 2016.

Mayor, City of Fairview
Ted Tosterud

ATTEST

Date

City Recorder, City of Fairview
Devree Leymaster

EXHIBIT A

(additions in italics, deletions in strikethrough)

10.05.120 Parking regulations.

C. Prohibited Parking or Standing. No person shall park or stand:

3. Passenger ~~car~~ *vehicle* parking only on the north side of Sandy Blvd from 100 feet east of Blossom Drive for 518 feet.

6. Passenger ~~car~~ *vehicle* parking only on the north side of Sandy Blvd from 100 feet east of Arbor Crest Drive for 570 feet.

8. *No parking within fifteen feet of the alley next to the Fairview City Hall that intersects with NE Park Lane.*

9. *Community Center parking only in the marked spaces on 3rd Street between Harrison and Lincoln.*



Acceptance and Appropriation of Grant Funds from Metro for the Halsey Street Corridor Economic Development Study Project

Meeting Date: January 20, 2016

Agenda Item Number: 7.b.

Staff Member: Lesa Folger

Department: Finance

REQUESTED COUNCIL ACTION

Authorize the Interim City Administrator to accept grant proceeds from Metro and approve supplemental budget appropriations to receive and expend funds.

PUBLIC PURPOSE & COMMUNITY OUTCOME

To accept and appropriate grant funds to move forward with the Halsey Street Corridor Economic Development Study Project.

ATTACHMENTS

A. Resolution 2-2016

BACKGROUND

City staff submitted a grant application to Metro requesting \$100,000, which was awarded in full. Metro increased the grant amount by \$12,000 for additional project costs, resulting in a total grant of \$112,000. Isolating these funds in the Grants and Special Projects Fund will allow for maximum transparency and will increase the ease with which the City is able to report and analyze the data.

ALTERNATIVES

1. Decline acceptance of the grant funds

BUDGET/FISCAL IMPACTS

Current Year Budget Impacts: Yes No

Increase of both appropriated revenue and expenditures in the Grant and Special Projects Fund

Future Fiscal Impacts: Yes No

Staff Work Load Impacts: Yes No

PUBLIC INVOLVEMENT

A public hearing was noticed in the Gresham Outlook per ORS 294.473

NEXT STEPS

N/A

FROM

Lesa Folger, Finance Director

REVIEWED THROUGH

Christy Wurster, Interim City Administrator
Heather Martin

FOR MORE INFORMATION

Staff Contact: Lesa Folger

Telephone: (503)674-6247

Staff E-Mail: folgerl@ci.fairview.or.us

Website: www.fairvieworegon.gov



RESOLUTION
(2 - 2016)

A RESOLUTION OF THE FAIRVIEW CITY COUNCIL ACCEPTING GRANT FUNDS FROM METRO TO BE USED ON THE HALSEY STREET CORRIDOR ECONOMIC DEVELOPMENT PROJECT AND AUTHORIZING A SUPPLEMENTAL BUDGET FOR THE FISCAL YEAR 2015-16

WHEREAS, the City of Fairview has been awarded grant funds from Metro which are to be utilized for the Halsey Street Corridor Project; and

WHEREAS, the grant amount of \$12,000 for planning and \$100,000 for implementation was unanticipated in the budget for FY2015-16; and

WHEREAS, these funds should be accepted into and expended from the Grant and Special Projects Fund for tracking purposes; and

WHEREAS, the unanticipated changes provided herein change the Grant and Special Projects fund by more than 10% and as such a public hearing has been noticed and was held January 20, 2016; and

WHEREAS, a resolution to accept and appropriate unanticipated grant proceeds within the City of Fairview FY15-16 budget is necessary to continue to manage distribution of those resources and expenditures and to maintain compliance with ORS 294.473.

NOW, THEREFORE, BE IT RESOLVED BY THE FAIRVIEW CITY COUNCIL AS FOLLOWS:

Section 1 The Fairview City Council hereby authorizes the following FY 2015-16 appropriations:

Grant and Special Project Fund

123-00-4334101	Grant - Halsey Street	\$ 112,000
123-00-6700103	Grant - Halsey Street Project	\$ 112,000

Section 2 The Interim City Administrator is authorized to accept these funds.

Section 3 The Resolution is and shall be effective from and after its passage by the Council.

Resolution adopted by the City Council of the City of Fairview, this 20th day of January, 2016.

Mayor, City of Fairview
Ted Tosterud

ATTEST

City Recorder, City of Fairview
Devree Leymaster

Date

FAIRVIEW CITY COUNCIL
AGENDA ITEM TYPE: DECISION



Assessment Liens on Properties with Delinquent Utility Fees

Meeting Date: January 20, 2016

Agenda Item Number: 8.a.

Staff Member: Lesa Folger

Department: Finance

REQUESTED COUNCIL ACTION

Adopt Ordinance, resulting in verbiage change in FMC 13.05.100

PUBLIC PURPOSE & COMMUNITY OUTCOME

Increase collections rate on delinquent accounts, which may affect utility rates at some level.

ATTACHMENTS

A. Ordinance 2-2016

BACKGROUND

Ordinance 2-2016 updates language in FMC 13.05.100 Billing and Payments - section 7 Assessment Lien Against Real Property. Currently, FMC language regarding delinquent balances and assessment liens is not congruent with the delinquent balance timeline. A prior change to this section by Council provided increased leniency regarding the length of time customers have to pay prior to a late payment charge being applied or service being discontinued.

The current Code language has customers receiving a lien notice before their service is discontinued. These changes to the Code follow the already identified process of allowing more leniency at the outset and giving customers more time to pay. The changes still allow the City to lien the property, but after the service has been discontinued and if the amount due has not been paid within 15 days of lien notification. The City Auditor has also addressed this as an area where the City could improve its processes.

ALTERNATIVES

1. Retain current language
2. Adopt alternate FMC language

BUDGET/FISCAL IMPACTS

Unknown – increased expedience of collection on delinquent accounts could be reasonably expected, as well as increased collection of revenues owed on property being sold.

Current Year Budget Impacts: Yes No

Future Fiscal Impacts: Yes No

Staff Work Load Impacts: Yes No

PUBLIC INVOLVEMENT

N/A

NEXT STEPS

N/A

FROM

Lesa Folger, Finance Director

REVIEWED THROUGH

Christy Wurster, Interim City Administrator
Heather Martin, City Attorney

FOR MORE INFORMATION

Staff Contact: Lesa Folger
Telephone: (503) 674-6247
Staff E-Mail: folgerl@ci.fairview.or.us
Website: www.fairvieworegon.gov



ORDINANCE
(2-2016)

AN ORDINANCE OF THE FAIRVIEW CITY COUNCIL AMENDING CHAPTER 13.05 OF THE FAIRVIEW MUNICIPAL CODE (FMC) CONCERNING THE ASSESSMENT OF LIENS AGAINST REAL PROPERTY AS THE RESULT OF DELINQUENT UTILITY BALANCES

WHEREAS, the City may place assessment liens on properties with delinquent utility balances; and

WHEREAS, current language in the FMC regarding delinquent balances and assessment liens is not congruent with the delinquent balance timeline; and

WHEREAS, City Council wishes to amend Chapter 13.05 of the FMC in order to allow staff to place property liens in a more defined manner consistent with the current process.

NOW, THEREFORE, THE CITY OF FAIRVIEW ORDAINS AS FOLLOWS:

Section 1 FMC Chapter 13.05 is amended as set forth in Exhibit A.

Section 2 This ordinance is and shall be effective thirty days after adoption.

Ordinance adopted by the City Council of the City of Fairview, this 20th day of January, 2016.

Mayor, City of Fairview
Ted Tosterud

ATTEST

City Recorder, City of Fairview
Devree Leymaster

Exhibit A

(additions in *italics* and deletions in ~~strike through~~)

13.05.100 Billing and payment.

F. Past Due and Delinquent Accounts.

1. If a bill is not paid by 5:00 p.m. 10 days after the due date designated on the bill, penalties shall be assessed on all past due charges. Assessed penalties combine with the delinquent balance and are immediately considered past due.

2. If a bill is not paid within 30 days after the due date designated on the bill, the account shall be considered two months delinquent. If a bill is not paid within 10 days of becoming two months delinquent, another penalty shall be assessed on all past due charges, including previously assessed penalties, and a turnoff notice will be mailed specifying that payment must be made by 10:00 a.m. seven days after the turnoff notice was mailed.

3. Customers shall be notified of and have the opportunity to be heard by a city official or employee empowered to resolve any valid objections to the billing prior to the disconnection.

4. Service Turnoff. If payment is not made in full, including assessed penalties, on the date provided in the turnoff notice, then on the turnoff date the city shall deliver a written notice to the customer's property stating that service is being turned off until all past due and delinquent amounts have been paid. The city may immediately thereafter turn off the service. Service shall be restored after the city receives payment in full of amounts owed, including assessed penalties and any disconnection and connection fees established by the city.

5. Penalty Fees – Late Payments. The penalty on past due accounts and delinquent accounts shall be five percent of all unpaid charges, including previously assessed penalties. Penalty fees will only be assessed on accounts with total balances of \$10.01 or more on the date of penalty assessment. Once a penalty has been assessed, any payment to the city shall be applied by the billing system on a weighted average across the utility funds for all unpaid charges.

6. Installment Payments of Delinquent Accounts. In cases of extreme hardship, the city recorder or designee shall have the discretion of renewing service to a delinquent account upon receipt of a satisfactory written installment plan for the payment of the overdue amount.

7. Assessment Lien Against Real Property. *If payment is not received or a payment agreement has not been arranged within two business days of the turnoff as described in section 4, any water bill, charge or penalty is not paid within 30 days after the water bill, charge or penalty becomes due, the*

Exhibit A

city recorder or designee shall provide notice to the real property where the water was used or charges incurred and, if different, to the last known address of the property owner stating the amount owed, the description of the real property involved, and a statement that if the amount owed is not paid within 15 days from the date the notice is mailed, the real property involved will be subject to an assessment lien in the amount of the delinquent water bill, charge or penalty. If payment is not made within the 15-day period, the city recorder or designee shall enter in the lien docket of the city a lien against the real property. The city may proceed to foreclose the lien in the manner provided by law for the collection of liens on real property.

8. Change in Property Ownership. Customers shall provide notice to the city of a change in ownership of property receiving water service. Upon notice from a customer that the property will be changing ownership, the city may place a lien upon the property for the final bill and payment for services. The lien shall be released once the final bill has been paid and satisfied in full. (Ord. 6-2014 § 1 (Exh. A); Ord. 8-2014 § 1 (Exh. A); Ord. 8-2011 § 1 (Exh. A); Ord. 4-1996 § 1; Ord. 7-1988 § 10)

FAIRVIEW CITY COUNCIL
AGENDA ITEM TYPE: DECISION



Economic Development Advisory Committee (EDAC) Appointments

Meeting Date: January 20, 2016

Agenda Item Number: 8.b.

Staff Member: Erika Palmer

Department: Public Works Community Services

REQUESTED COUNCIL ACTION

Adopt Resolution 6-2016 appointing members to the Fairview Economic Development Advisory Committee (EDAC).

PUBLIC PURPOSE & COMMUNITY OUTCOME

EDAC was established to provide an avenue for increased citizen input to the City Council on matters relating to the economic development needs of the city.

ATTACHMENTS

- A. Applications for appointment to EDAC
- B. Resolution 6-2016 Appointing Members to the Fairview Economic Development Advisory Committee (EDAC)

BACKGROUND

The Economic Development Advisory Committee was created by FMC Chapter 2.21 to provide an avenue for increased citizen input to the City Council on matters relating to economic development. The committee is also charged with: 1) reviewing and making recommendations on promoting economic interest of existing business enterprises, 2) reviewing and providing recommendations on promoting the City of Fairview for new business; 3) reviewing and making recommendations on encouraging private sector job growth by enhancing the City's business climate, 4) providing policy recommendations on matters of economic development and to act as a liaison between businesses and the city's elected and appointed officials, and 5) any other duties assigned by motion or resolution of the council.

EDAC is comprised of seven members who serve three year terms. No less than a majority of the regular members shall be residents of the city, and all members must reside, work in, own property, or own a business within the City.

There are currently two open positions due to terms expiring on December 31, 2015. Two of the four applicants are members applying for re-appointment.

RECOMMENDATIONS & ALTERNATIVES

1. Adopt Resolution 6-2016 appointing members to the Fairview Economic Development Advisory Committee.

2. Not adopt Resolution 6-2016 and defer appointment of members.

BUDGET/FISCAL IMPACTS

None

PUBLIC INVOLVEMENT

None

NEXT STEPS

Notices will be sent to newly appointed members welcoming them to the committee and providing all necessary information and assistance to serve their term.

FROM

Devree Leymaster, City Recorder

REVIEWED THROUGH

Christy Wurster, Interim City Administrator

FOR MORE INFORMATION

Staff Contact:	Christy Wurster, Interim City Administrator	Erika Palmer, Senior Planner
Telephone:	503-674-6221	503-674-6242
Staff E-Mail:	wursterc@ci.fairview.or.us	palmere@ci.fairview.or.us
Website:	www.fairvieworegon.gov	www.fairvieworegon.gov

RECEIVED

Attachment A

NOV 30 2015



Application for Boards/Commission

CITY OF FAIRVIEW

Contact Information

Requesting Reappointment

Name:	JEFF ANDERSON
Street Address:	[REDACTED]
Mailing Address:	[REDACTED]
City/State/Zip Code:	Fairview OR 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	11
Place of Employment:	Focus Branding Group
Occupation:	MARKETING
Educational Background:	MACE
Prior Civic Activities:	EAST COLUMBIA CHAMBER BOARD GRESHAM CHAMBER BOARD EMEA BOARD EDAC

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- Planning Commission
- Economic Development Advisory Committee (EDAC)
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

CURRENT MEMBER EAC
LONG TIME EAST COUNTY RESIDENT AND BUSINESS OWNER

Motivation

Discuss your motivation for serving on this Board/Commission.

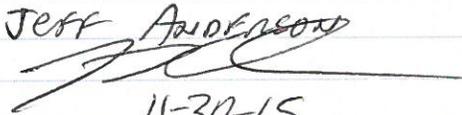
TO CONTINUE TO SEE MOVEMENT WITH THE HALSLEY CORRIDOR PROJECT.
TO OFFER A SMALL BUSINESS PERSPECTIVE TO LOCAL GOVERNMENT.

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

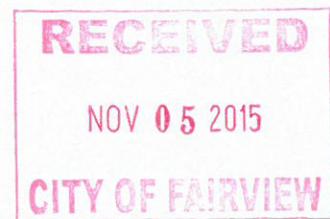
Name (printed)	JEFF ANDERSON
Signature	
Date	11-30-15

Applications expire December 31 of the calendar year in which submitted.

Our Policy

It is the policy of the City of Fairview to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The City of Fairview accepts applications from potential board/commission members throughout the year and will hold applications until vacancies exist on specific boards/commissions.

Thank you for completing this application form and for your interest in volunteering with us.



Application for Boards/Commission

Contact Information

Name:	Leslie "Les" Bick
Street Address:	[REDACTED]
Mailing Address:	[REDACTED]
City/State/Zip Code:	FAIRVIEW, OR 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	moved to Fairview 10/10/15
Place of Employment:	FIRST WISE REALTY, INC
Occupation:	RE INVESTOR, DEVELOPER, BROKER, CONSULTANT
Educational Background:	BS - UNIVERSITY OF MINNESOTA
Prior Civic Activities:	NO PRIOR EXPERIENCE, EXCEPT FOR CHARITY WORK AT MAKE-A-WISH FOUNDATION

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:
 If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- Planning Commission 1
- Economic Development Advisory Committee (EDAC) 2
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

AS A DEVELOPER OF RESIDENTIAL, HOTEL, RETAIL, MULTIFAMILY & RECREATION PROPERTIES DURING THE PAST SEVERAL DECADES I HAVE BECOME VERY FAMILIAR WITH THE PLANNING & ZONING PROCESSES.

Motivation

Discuss your motivation for serving on this Board/Commission.

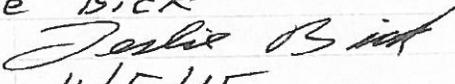
I WOULD LIKE TO BRING MY EXPERIENCES TO FAIRVIEW TO ENHANCE THE CITY'S ORGANIZED DEVELOPMENTS TO COME.

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Leslie Bick
Signature	
Date	11/5/15

Applications expire December 31 of the calendar year in which submitted.

Our Policy

It is the policy of the City of Fairview to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The City of Fairview accepts applications from potential board/commission members throughout the year and will hold applications until vacancies exist on specific boards/commissions.

RECEIVED

NOV 30 2015



Application for Boards/Commission

CITY OF FAIRVIEW

Contact Information

Requesting Reappointment

Name:	GEORGE R LINGREIBACH
Street Address:	[REDACTED]
Mailing Address:	[REDACTED]
City/State/Zip Code:	FAIRVIEW OR 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	56
Place of Employment:	SELF
Occupation:	MANAGE MY OWN PROPERTIES
Educational Background:	HIGH SCHOOL 4 YEARS APPRENTICING IN BUILDING BUS FOR 50 YEARS
Prior Civic Activities:	ECONOMIC DEVELOPMENT COM 2 YR BUDGET COMMITTEE 2 YR MULTNOMAH COUNTY DRAINAGE DIST BOARD 15 YR

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- 2 ✓ Budget Committee
- Planning Commission
- 1 ✓ Economic Development Advisory Committee (EDAC)
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

SERVED ON EDC FOR 24 YEARS
HELPED TO DEVELOPMENT MAIN STREET IN
TROUTDALE OWN PROPERTY ON MAIN ST TROUTDALE
SERVED ON BUDGET COMMITTEE 24 YEARS

Motivation

Discuss your motivation for serving on this Board/Commission.

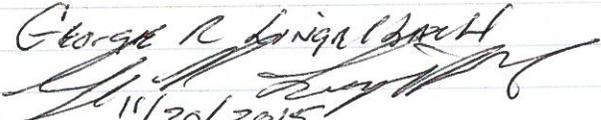
HELP MOVE CITY FORWARD
HAVE FRIENDS ON COMMITTEES IN FAIRVIEW AND TROUTDALE
WILL SERVE ON BUDGET COMMITTEE IF NEEDED

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	George R Lingard
Signature	
Date	11/30/2015

Applications expire December 31 of the calendar year in which submitted.

Our Policy

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Thank you for completing this application form and for your interest in volunteering with us.

RECEIVED

NOV 20 2015

CITY OF FAIRVIEW



Application for Boards/Commission

Contact Information

Name:	Christopher Rathgeber
Street Address:	[REDACTED]
Mailing Address:	same address
City/State/Zip Code:	Fairview, OR 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	From 06/15 to present also lived here from 06 to 08
Place of Employment:	Lancer Hospitality, Gresham OR
Occupation:	Food Service
Educational Background:	Completed high school and about 1 1/2 years at Mt. Hood C. College
Prior Civic Activities:	Have not had much prior civic experience. Helped my dad deliver meals to elders years ago through the "meals on wheels" program. Applied for ASG at Mt. Hood C.C. a few years ago.

and plan on living here for many years.

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee 3rd
- Planning Commission 4th
- Economic Development Advisory Committee (EDAC) 1st
- Parks and Recreation Advisory Committee (PRAC) 5th
- Public Safety Advisory Committee (PSAC) 2nd
- Arts and Community Events Advisory Committee (ACEAC) 6th
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

Years of customer service experience which has helped me develop good social skills and able to listen to and empathize better with other people.

Motivation

Discuss your motivation for serving on this Board/Commission.

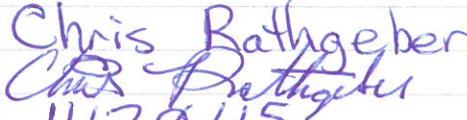
I am interested in any board/commission. I am interested in getting involved in government and would like to participate more and make a positive difference in the community.

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Chris Rathgeber
Signature	
Date	11/20/15

Applications expire December 31 of the calendar year in which they are submitted.

Our Policy

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Thank you for completing this application form and for your interest in volunteering with us.



RESOLUTION
(6-2016)

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL APPOINTING MEMBERS TO
THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (EDAC)**

WHEREAS, Fairview City Council created the Economic and Development Advisory Committee (EDAC) to advise the City Council regarding matters of economic development; and

WHEREAS, EDAC positions are voluntary and appointments are made by the City Council through adoption of resolution; and

WHEREAS, EDAC positions six (6) and seven (7) will be vacant due to the terms of the positions expiring on December 31, 2015; and

WHEREAS, applications for these positions have been received and reviewed by the Council.

**NOW, THEREFORE, BE IT RESOLVED BY THE FAIRVIEW CITY COUNCIL AS
FOLLOWS:**

Section 1 The Council hereby reappoints/appoints _____ to serve on the Economic Development Advisory Committee in position six (6) with a term date of December 31, 2018.

Section 2 The Council hereby reappoints/appoints _____ to serve on the Economic Development Advisory Committee in position seven (7) with a term date of December 31, 2018.

Section 3 This resolution is and shall be effective from the day of its passage.

Resolution adopted by the City Council of the City of Fairview, this 20th day of January, 2016.

Mayor, City of Fairview
Ted Tosterud

ATTEST

City Recorder, City of Fairview
Devree Leymaster

Date

FAIRVIEW CITY COUNCIL
AGENDA ITEM TYPE: DECISION



Public Safety Advisory Committee (PSAC) Appointments

Meeting Date: January 20, 2016

Agenda Item Number: 8.c.

Staff Member: Scott Anderson

Department: Police

REQUESTED COUNCIL ACTION

Adopt Resolution 7-2016 appointing members to the Fairview Public Safety Advisory Committee (PSAC).

PUBLIC PURPOSE & COMMUNITY OUTCOME

To provide an avenue for increased citizen input on matters relating to the public safety needs in the City of Fairview.

ATTACHMENTS

- A. Applications for appointment to Public Safety Advisory Committee
- B. Resolution 7-2016 Appointing Members to the Fairview Public Safety Advisory Committee

BACKGROUND

The Public Safety Advisory Committee was created by FMC 2.19 for the purpose of advising and making recommendations to the City Council regarding Fairview's public safety needs such as livability, crime prevention, traffic safety, and public education.

PSAC is comprised of seven regular members. Whenever possible, the committee shall consist of at least one representative from the business community, one employee from Reynolds School District, one representative from the faith community, and one representative from multi-family housing. All members serve three year terms and shall reside, work in, own property, or own a business within Fairview.

There are currently three open positions on PSAC. One position is vacant due to resignation and two positions are due to terms expiring December 31, 2015.

RECOMMENDATIONS & ALTERNATIVES

- 1. Adopt Resolution 7-2016 appointing members to the Fairview Public Safety Advisory Committee.
- 2. Not adopt Resolution 7-2016 and defer appointment of members.

BUDGET/FISCAL IMPACTS

None

PUBLIC INVOLVEMENT

None

NEXT STEPS

Notices will be sent to newly appointed members welcoming them to the committee and providing all necessary information and assistance to serve their term.

FROM

Devree Leymaster, City Recorder

REVIEWED THROUGH

Christy Wurster, Interim City Administrator

FOR MORE INFORMATION

Staff Contact: Christy Wurster, Interim City Administrator Scott Anderson, Acting Police Chief

Telephone: 503-674-6221

503-674-6213

Staff E-Mail: wursterc@ci.fairview.or.us

andersons@ci.fairview.or.us

Website: www.fairvieworegon.gov

www.fairvieworegon.gov



Application for Boards/Commission

Contact Information

Requesting Reappointment

Name:	Cathi Forsythe	
Street Address:	[REDACTED]	
Mailing Address:	same	
City/State/Zip Code:	Fairview, OR 97024	
Home Phone:	[REDACTED]	Cell: [REDACTED]
Work Phone:	[REDACTED]	
E-Mail Address:	[REDACTED]	

Background

Years of Residence in Fairview:	17
Place of Employment:	City of Gresham
Occupation:	HR Assistant
Educational Background:	Bachelors - Business Administration Currently pursuing MA in Public Admin.
Prior Civic Activities:	PSAC - Fairview ACEAC - Fairview Fundraising & Volunteer at Reynolds High School Former member Gresham Chamber

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- Planning Commission
- Economic Development Advisory Committee (EDAC)
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

Completed training through City of Gresham for Emergency Operations Center and currently completing ICS training through FEMA

Motivation

Discuss your motivation for serving on this Board/Commission.

As a Reynolds High School parent & public employee with the City of Gresham, I want to play an active role in keeping citizens safe and connected.

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Cathi Forsythe
Signature	Cathi Forsythe
Date	12-3-2015

Applications expire December 31 of the calendar year in which submitted.

Our Policy

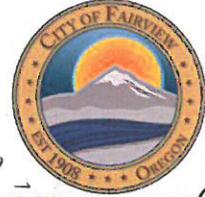
It is the policy of the City of Fairview to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The City of Fairview accepts applications from potential board/commission members throughout the year and will hold applications until vacancies exist on specific boards/commissions.

Thank you for completing this application form and for your interest in volunteering with us.

RECEIVED

JAN 13 2016

CITY OF FAIRVIEW



Volunteer Application

*for Public Safety 50-
Advisory Committee*

Contact Information	
Name:	Betty Lightfoot
Street Address:	[REDACTED]
Mailing Address:	[REDACTED]
City/State/Zip:	FAIRVIEW - OR. 97024
Home Phone:	[REDACTED]
Cell Phone:	[REDACTED]
Work Phone:	none
E-Mail Address:	[REDACTED]
Are you 18 years of age or older? <i>yes</i>	

Education/Certifications	
Last year of school completed	12
High School Diploma/GED	<u>YES</u> NO
Secondary Training	Bradford Busines - mass. Paralegal
College Degree/Major	
Prior Civic/Volunteer Activities:	PLANNING COMMISSON - Fairview OR CITY COUNCIL - FAIRVIEW - OR - PUBLIC SAFETY - FAIRVIEW - ROYWOLDS ADVISORY BOARD ROCKWOOD BASEBALL - TREASURER

Employment	
Current Employer:	Retired
Type of business:	
Your Job Title:	
General Duties:	
Supervisor's Name :	Phone Number:

References - List two (Personal or Professional)	
Name: Pastor Ron Laughlin	Phone Number: 503-492-2359
Name: Dorothy Felkner	Phone Number: 503-665-8734

application (or otherwise provided by me), except as otherwise indicated, and any other person as developed through these contacts in order to determine my suitability for volunteering. I understand that as the process progresses I may be required to provide additional information in order that a thorough background check can be completed. I understand and agree that, if assigned to a volunteer position, my volunteer relationship with the City of Fairview will be "at-will," meaning for no definite period and the relationship may be terminated at any time and without prior notice by either party. I understand that this completed application is the property of the City of Fairview and will not be returned. I understand that I must notify the City Recorder of the City of Fairview of any changes in my name, address, or phone number.

Name (printed)	Betty Lightfoot
Signature	Betty Lightfoot
Date	Jan. 12, 2016

Applications expire December 31 of the calendar year in which submitted.

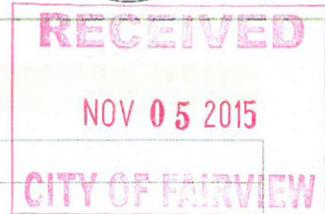
Our Policy

It is the policy of the City of Fairview to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, disability or any legally protected class. It is the City of Fairview's practice to request a record from the Oregon Department of Motor Vehicles if the volunteer position requires driving for the City. A criminal background check is required of volunteers who will work with or around children. It is the goal of the City of Fairview to fill volunteer vacancies with the most qualified applicants. Volunteer applicants will be considered on an equal basis for all positions without regard to age, disability, race, color, national origin, religion, sex, sexual orientation, veteran status, military status, association with members of a protected class, marital status, injured worker status, non-supervisory family relationships, or any other protected class or work relationship.

Thank you for completing this application form and for your interest in volunteering with us.



Application for Boards/Commission



Contact Information

Name:	STEVEN A. MARCEN
Street Address:	[REDACTED]
Mailing Address:	[REDACTED]
City/State/Zip Code:	FAIRVIEW, OR 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	16 YEARS
Place of Employment:	FEDEX
Occupation:	FEDEX COURIER
Educational Background:	HS ED + 2 YRS COLLEGE
Prior Civic Activities:	PRAC

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- Planning Commission
- Economic Development Advisory Committee (EDAC)
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

HAVE SERVED 2 TERMS ON THE COMMITTEE, HAVE LEARNED A LOT ON HOW THE CITY AND COUNCIL WORKS IN RELATIONSHIP TO THE PRAC. HAVE SERVED AS CHAIR OF COMMITTEES FOR ONE YEAR.

Motivation

Discuss your motivation for serving on this Board/Commission.

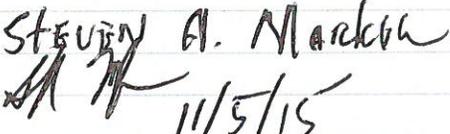
MY MOTIVATION IS TO HELP GET A RECREATION PLAN TO OUR CITY AND IMPLEMENT IT. A GREAT START WOULD BE FOR US TO GET SALISH POND STOCKED WITH FISH AND HAVE THE KIDS FISHING. THERE ARE OTHER THINGS WE CAN DO! IF I AM ALLOWED TO REMAIN ON THE PRAC I WILL WORK TOWARD OUR RECREATION PLAN.

Special Notice

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Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	STEVEN A. MARKOV
Signature	
Date	11/5/15

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Our Policy

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Thank you for completing this application form and for your interest in volunteering with us.

Application for Boards/Commission



Contact Information

Name:	GRANT MURRELL
Street Address:	[REDACTED]
Mailing Address:	[REDACTED]
City/State/Zip Code:	FAIRVIEW OR 97024
Home Phone:	[REDACTED]
Work Phone:	-
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	2
Place of Employment:	RETIRED
Occupation:	DEPUTY DISTRICT ATTORNEY, ASST DIST ATTORNEY MULTNOMAH COUNTY
Educational Background:	LAW SCHOOL GRAD 1990
Prior Civic Activities:	VOLUNTEER PROJECTS THRU DISTRICT ATTORNEY'S OFFICE

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- Planning Commission
- Economic Development Advisory Committee (EDAC)
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

25+ YEARS IN LAW ENFORCEMENT,
CRIMINAL PROSECUTION

Motivation

Discuss your motivation for serving on this Board/Commission.

INTEREST IN IMPROVING PUBLIC SAFETY AND
COURTESY OF OUR CITY AND NEIGHBORHOODS

Special Notice

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Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	GRANT E. MURRELL
Signature	Grant E. Murrell
Date	7 JAN 2016

Applications expire December 31 of the calendar year in which submitted.

Our Policy

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Thank you for completing this application form and for your interest in volunteering with us.

RECEIVED

NOV 20 2015

CITY OF FAIRVIEW



Application for Boards/Commission

Contact Information

Name:	Christopher Rathgeber
Street Address:	[REDACTED]
Mailing Address:	same address
City/State/Zip Code:	Fairview, OR 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	From 06/15 to present also lived here from 06 to 08
Place of Employment:	Lancer Hospitality, Gresham OR
Occupation:	Food Service
Educational Background:	Completed high school and about 1 1/2 years at Mt. Hood C. College
Prior Civic Activities:	Have not had much prior civic experience. Helped my dad deliver meals to elders years ago through the "meals on wheels" program. Applied for ASG at Mt. Hood C.C. a few years ago.

and plan on living here for many years.

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee 3rd
- Planning Commission 4th
- Economic Development Advisory Committee (EDAC) 1st
- Parks and Recreation Advisory Committee (PRAC) 5th
- Public Safety Advisory Committee (PSAC) 2nd
- Arts and Community Events Advisory Committee (ACEAC) 6th
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

Years of customer service experience which has helped me develop good social skills and able to listen to and empathize better with other people.

Motivation

Discuss your motivation for serving on this Board/Commission.

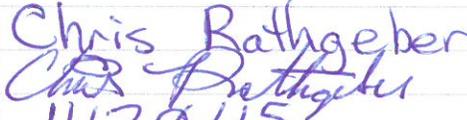
I am interested in any board/commission. I am interested in getting involved in government and would like to participate more and make a positive difference in the community.

Special Notice

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Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Chris Rathgeber
Signature	
Date	11/20/15

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Our Policy

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Thank you for completing this application form and for your interest in volunteering with us.



RESOLUTION
(7- 2016)

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL APPOINTING MEMBERS TO
THE PUBLIC SAFETY ADVISORY COMMITTEE (PSAC)**

WHEREAS, Fairview City Council created the Public Safety Advisory Committee (PSAC) to advise the Chief and City Council regarding matters of public safety; and

WHEREAS, PSAC positions are voluntary and appointments are made by the City Council through adoption of resolution; and

WHEREAS, position one (1) is vacant due to resignation with a term date of December 31, 2017; and

WHEREAS, positions three (3) and seven (7) will be vacant due to the terms of the positions expiring on December 31, 2015; and

WHEREAS, applications for these positions have been received and reviewed by the Council.

NOW, THEREFORE, BE IT RESOLVED BY THE FAIRVIEW CITY COUNCIL AS FOLLOWS:

Section 1 The Council hereby appoints _____ to serve on the Public Safety Advisory Committee in position one (1) with a term date of December 31, 2017.

Section 2 The Council hereby reappoints/appoints _____ to serve on the Public Safety Advisory Committee in position three (3) with a term date of December 31, 2018.

Section 3 The Council hereby appoints _____ to serve on the Public Safety Advisory Committee in position seven (7) with a term date of December 31, 2018.

Section 4 This resolution is and shall be effective from the day of its passage.

Resolution adopted by the City Council of the City of Fairview, this 20th day of January, 2016.

Mayor, City of Fairview
Ted Tosterud

ATTEST

City Recorder, City of Fairview
Devree Leymaster

Date

FAIRVIEW CITY COUNCIL
AGENDA ITEM TYPE: DECISION



Parks and Recreation Advisory Committee (PRAC) Appointments

Meeting Date: January 20, 2016

Agenda Item Number: 8.d.

Staff Member: Allan Berry

Department: Public Works

REQUESTED COUNCIL ACTION

Adopt Resolution 8-2016 appointing a member to the Fairview Parks and Recreation Advisory Committee (PRAC).

PUBLIC PURPOSE & COMMUNITY OUTCOME

To provide an avenue for increased citizen input on matters relating to parks, open spaces, trails, and recreational activities within the City of Fairview.

ATTACHMENTS

- A. Application for appointment to Parks and Recreation Advisory Committee
- B. Resolution 8-2016 Appointing a Member to the Fairview Parks and Recreation Advisory Committee

BACKGROUND

The Parks and Recreation Advisory Committee was created within the City of Fairview by FMC Chapter 2.16 to encourage the purpose of advising and making recommendations to the city council regarding Fairview's park facilities, natural areas, open spaces, and recreation resources and activities.

PRAC is comprised of six regular members and one representative of the Reynolds School District. All members serve three year terms and shall reside, work in, own property, or own a business within Fairview. Whenever possible, persons appointed will have demonstrated interest, experience, or expertise in some area of parks, recreation or related services.

There are currently five open positions. Three positions are vacant due to resignations and two positions are due to terms expiring December 31, 2015. Two members whose positions term December 31, 2015 have applied for reappointment, one of which is for a third term reappointment.

RECOMMENDATIONS & ALTERNATIVES

1. Adopt Resolution 8-2016 reappointing two members, one of which is for a third term appointment, and one new appointment to the Fairview Parks and Recreation Advisory Committee.
2. Not adopt Resolution 8-2016 and defer appointment consideration.

BUDGET/FISCAL IMPACTS

None

PUBLIC INVOLVEMENT

None

NEXT STEPS

Notices will be sent to newly appointed members welcoming them to the committee and providing all necessary information and assistance to serve their term.

FROM

Devree Leymaster, City Recorder

REVIEWED THROUGH

Christy Wurster, Interim City Administrator

FOR MORE INFORMATION

Staff Contact:	Christy Wurster, Interim City Administrator	Allan Berry, Public Works Director
Telephone:	503-674-6221	503-674-6235
Staff E-Mail:	wursterc@ci.fairview.or.us	berrya@ci.fairview.or.us
Website:	www.fairvieworegon.gov	www.fairvieworegon.gov



Application for Boards/Commission

Contact Information

Name: Bob Dolphin
 Street Address: [REDACTED]
 Mailing Address: " " " " "
 City/State/Zip Code: Fairview OR 97024
 Home Phone: [REDACTED]
 Work Phone: Cell [REDACTED]
 E-Mail Address: [REDACTED]

Background

Years of Residence in Fairview: 6 years
 Place of Employment: retired
 Occupation: Former Plant Engineer
 Educational Background: BS Rutgers

Prior Civic Activities: President Fairview Lake POA - 2014 to present
 Treasurer, Board member, Chair of 97 to present
 Columbia Slough Watershed Council
 MOSES FC Inc board- Adult Soccer organization
 2011 to present

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:
 If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- Planning Commission
- Economic Development Advisory Committee (EDAC)
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

- Supervised maintenance of Glass manufacturing Plant
- Environmental background- Stormwater restoration
- Participate in adult recreational leagues

Motivation

Discuss your motivation for serving on this Board/Commission.

- believe I can contribute to the PRAC from a citizens and a practical engineers viewpoint

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)

Signature

Date

Robert Dolph
Robert Dolph
1/12/16

Applications expire December 31 of the calendar year in which submitted.

Our Policy

It is the policy of the City of Fairview to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The City of Fairview accepts applications from potential board/commission members throughout the year and will hold applications until vacancies exist on specific boards/commissions.

Thank you for completing this application form and for your interest in volunteering with us.



Application for Boards/Commission

Contact Information

Name:	RAY C. HANSEN JR
Street Address:	[REDACTED]
Mailing Address:	SAME
City/State/Zip Code:	FAIRVIEW, OREGON 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	

Background

Years of Residence in Fairview:	12 YEARS
Place of Employment:	RETIRED
Occupation:	RETIRED PROFESSIONAL CIVIL ENGINEER
Educational Background:	B.S. CIVIL ENGINEERING OREGON STATE COLLEGE
Prior Civic Activities:	<u>VOLUNTEER</u> - OMSI - FEATURE EXHIBITS - VISTA HOUSE - VISITOR GREETER - ROSE FESTIVAL - DRAGON BOATS - SMALL BUSINESS ASSOCIATION - PARKS AND RECREATION COMMITTEE

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- ~~N/A~~ Planning Commission - withdraw 1-14-16 (DU)
- Economic Development Advisory Committee (EDAC)
- Parks and Recreation Advisory Committee (PRAC) 1-13-16 @ 1:40PM (DU)
- ~~N/A~~ Public Safety Advisory Committee (PSAC) 1-13-16 @ 1:40pm (DU) - withdraw 1-14-16 (DU)
- Arts and Community Events Advisory Committee (ACEAC)
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

SEE ATTACHED RESUME

Motivation

Discuss your motivation for serving on this Board/Commission.

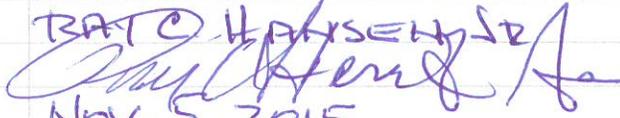
IN VOLUNTEERING MY PREVIOUS EXPERIENCES MAY BE AN ADVANTAGE TO THE CITY OF FAIRVIEW

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	TRACI HANSEN JR
Signature	
Date	Nov. 5, 2015

Applications expire December 31 of the calendar year in which they are submitted.

Our Policy

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Thank you for completing this application form and for your interest in volunteering with us.

VOLUNTEER

GOOD WILL GAMES IN SEATTLE

- * DESIGNED VENUE SEATING FOR PRESS
- * ARRANGED FOR "JOB LORDS" VOLUNTEERS TO CONSTRUCT AND INSTALL SEATING
- * ASSIST IN MANAGING AND CONSTRUCTING ITEMS FOR THE BASEBALL VENUE IN TACOMA

WORLD AFFAIRS COUNSEL

- * HOSTED SEVERAL DIFFERENT FOREIGN INDIVIDUALS WHO WERE VISITING THE PORTLAND AREA.

PORTLAND ROSE FESTIVAL

- * HOSTED A VISITING NAVAL ADMIRABLE DURING ROSE FESTIVAL FLEET WEEK.
- * ARRANGED FOR HOSTS FOR THE OTHER VISITING SHIP SKIPPER'S

SMALL BUSINESS ASSOCIATION

- * VOLUNTEER TRAINING FOR ASSISTING INDIVIDUAL PLANNING TO START A BUSINESS,
- * MET WITH INDIVIDUAL TO GIVE THEM HELP WITH THEIR PLANS TO GO AHEAD AND START A BUSINESS.

MEDIATION - VOLUNTEER TRAINING

- MEDIATED SEVERAL CONSTRUCTION DISPUTES

* RE-APPLYING



RECEIVED
DEC 17 2015
CITY OF FAIRVIEW

Application for Boards/Commission

Contact Information

Requesting Reappointment

Name:	LAURI KREAMIER
Street Address:	[REDACTED]
Mailing Address:	[REDACTED]
City/State/Zip Code:	FAIRVIEW OR 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	19 1/2
Place of Employment:	LEGACY MT HOOD HOSPITAL
Occupation:	OFFICE ASSISTANT
Educational Background:	K-12 college 2 yrs
Prior Civic Activities:	SO MANY, SEE last application

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- Planning Commission
- Economic Development Advisory Committee (EDAC)
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

[Empty box for Special Skills or Qualifications]

Motivation

Discuss your motivation for serving on this Board/Commission.

[Empty box for Motivation]

Special Notice

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Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Laura Kreamer
Signature	Laura Kreamer
Date	12/2015

Applications expire December 31 of the calendar year in which submitted.

Our Policy

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Thank you for completing this application form and for your interest in volunteering with us.



Application for Boards/Commission

RECEIVED

NOV 05 2015

CITY OF FAIRVIEW

Contact Information

Requesting Reappointment

Name:	STEVEN A. MARCKEN
Street Address:	[REDACTED]
Mailing Address:	[REDACTED]
City/State/Zip Code:	FAIRVIEW, OR 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	16 YEARS
Place of Employment:	FEDEX
Occupation:	FEDEX COURIER
Educational Background:	HS ED + 2 YRS COLLEGE
Prior Civic Activities:	PRAC

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- Planning Commission
- Economic Development Advisory Committee (EDAC)
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

HAVE SERVED 2 TERMS ON THE COMMITTEE, HAVE LEARNED A LOT ON HOW THE CITY AND COUNCIL WORKS IN RELATIONSHIP TO THE PRAC. HAVE SERVED AS CHAIR OF COMMITTEES FOR ONE YEAR.

Motivation

Discuss your motivation for serving on this Board/Commission.

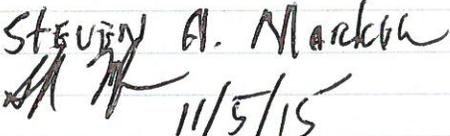
MY MOTIVATION IS TO HELP GET A RECREATION PLAN TO OUR CITY AND IMPLEMENT IT. A GREAT START WOULD BE FOR US TO GET SALISH POND STOCKED WITH FISH AND HAVE THE KIDS FISHING. THERE ARE OTHER THINGS WE CAN DO! IF I AM ALLOWED TO REMAIN ON THE PRAC I WILL WORK TOWARD OUR RECREATION PLAN.

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	STEVEN A. Markov
Signature	
Date	11/5/15

Applications expire December 31 of the calendar year in which submitted.

Our Policy

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Thank you for completing this application form and for your interest in volunteering with us.



RESOLUTION
(8-2016)

A RESOLUTION OF THE FAIRVIEW CITY COUNCIL APPOINTING MEMBERS TO THE PARKS AND RECREATION ADVISORY COMMITTEE (PRAC)

WHEREAS, Fairview City Council created the Parks and Recreation Advisory Committee as an advisory body who make recommendations regarding the location of parks, opens spaces, and trails, and designs for parks; and

WHEREAS, PRAC positions are voluntary and appointments are made by the City Council through adoption of resolution; and

WHEREAS, three positions are vacant due to resignations; and

WHEREAS, PRAC positions five (5) and seven (7) will be vacant due to the terms of the positions expiring on December 31, 2015; and

WHEREAS, applications for these positions have been received and reviewed by the Council.

NOW, THEREFORE, BE IT RESOLVED BY THE FAIRVIEW CITY COUNCIL AS FOLLOWS:

Section 1 The Council hereby reappoints Steve Marker to serve a third term on the Parks and Recreation Advisory Committee in position seven (7) with a term date of December 31, 2018.

Section 2 The Council hereby reappoints Lauri Kreamier to serve on the Parks and Recreation Advisory Committee in position five (5) with a term date of December 31, 2018.

Section 3 The Council hereby appoints Bob Dolphin to serve on the Parks and Recreation Advisory Committee in position six (6) with a term date of December 31, 2017.

Section 4 The Council hereby appoints Ray Hansen to serve on the Parks and Recreation Advisory Committee in position four (4) with a term date of December 31, 2016.

Section 5 This resolution is and shall be effective from the day of its passage.

Resolution adopted by the City Council of the City of Fairview, this 20th day of January, 2016.

Mayor, City of Fairview
Ted Tosterud

ATTEST

City Recorder, City of Fairview
Devree Leymaster

Date

FAIRVIEW CITY COUNCIL
AGENDA ITEM TYPE: DECISION



Fairview Planning Commission Appointments

Meeting Date: January 20, 2016

Agenda Item Number: 8.e.

Staff Member: Erika Palmer

Department: Public Works Community Services

REQUESTED COUNCIL ACTION

Adopt Resolution 9-2016 appointing members to the Fairview Planning Commission.

PUBLIC PURPOSE & COMMUNITY OUTCOME

The Planning Commission is charged with the express duty of administering and enforcing the Zoning Ordinance of the City of Fairview.

ATTACHMENTS

- A. Applications for appointment to Planning Commission
- B. Resolution 9-2016 Appointing Members to the Fairview Planning Commission
- C. FMC 2.15

BACKGROUND

The Planning Commission is a deliberative and advisory body who review and decide land use and development applications, advise the City Council on comprehensive planning policies and development regulations, and hear and consider resident neighborhood concerns relating to planning and developments.

The Planning Commission is comprised of seven members who serve four year terms. All appointed members shall reside within the city of Fairview.

There are currently four open positions due to terms expiring on December 31, 2015. Three of the four applicants are members applying for re-appointment, two of which have served two or more consecutive terms.

Three of the four expiring terms are out of sync with FMC 2.15.020 *Terms of Office and Vacancies* which stipulates no more than two commission positions term in the same year. To correct the term dates and bring them back in line with the staggered terms per FMC 2.15.020 staff proposes City Council appoint four candidates from the six applications received. Immediately following the appointment vote via ballot, the four appointed candidates would be assigned their position by the City Recorder drawing lots with the position and terms as follows:

- Position 2 – 2 year term – expire December 31, 2017
- Position 3 – 3 year term – expire December 31, 2018
- Position 5 – 3 year term – expire December 31, 2018
- Position 6 – 4 year term – expire December 31, 2019

RECOMMENDATIONS & ALTERNATIVES

1. Adopt Resolution 9-2016 reappointing and/or appointing members to the Fairview Planning Commission and using a drawing lot to select position and term.
2. Adopt Resolution 9-2016 reappointing and/or appointing members to the Fairview Planning Commission and assigning the position and term dates.
3. Not adopt Resolution 9-2016 and defer appointment of members.

BUDGET/FISCAL IMPACTS

None

PUBLIC INVOLVEMENT

None

NEXT STEPS

Notices will be sent to newly appointed members welcoming them to the commission and providing all necessary information and assistance to serve their term.

FROM

Devree Leymaster, City Recorder

REVIEWED THROUGH

Christy Wurster, Interim City Administrator

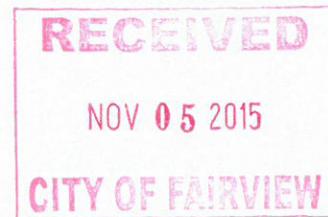
FOR MORE INFORMATION

Staff Contact: Christy Wurster, Interim City Administrator Erika Palmer, Senior Planner

Telephone: 503-674-6221 503-674-6242

Staff E-Mail: wursterc@ci.fairview.or.us palmere@ci.fairview.or.us

Website: www.fairvieworegon.gov www.fairvieworegon.gov



Application for Boards/Commission

Contact Information

Name:	Leslie "Les" Bick
Street Address:	[REDACTED]
Mailing Address:	
City/State/Zip Code:	FAIRVIEW, OR 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	moved to Fairview 10/10/15
Place of Employment:	FIRST WISE REALTY, INC
Occupation:	RE INVESTOR, DEVELOPER, BROKER, CONSULTANT
Educational Background:	BS - UNIVERSITY OF MINNESOTA
Prior Civic Activities:	NO PRIOR EXPERIENCE, EXCEPT FOR CHARITY WORK AT MAKE-A-WISH FOUNDATION

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:
If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- Planning Commission 1
- Economic Development Advisory Committee (EDAC) 2
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

AS A DEVELOPER OF RESIDENTIAL, HOTEL, RETAIL, MULTIFAMILY & RECREATION PROPERTIES DURING THE PAST SEVERAL DECADES I HAVE BECOME VERY FAMILIAR WITH THE PLANNING & ZONING PROCESSES.

Motivation

Discuss your motivation for serving on this Board/Commission.

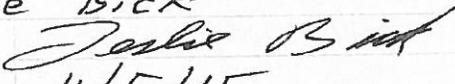
I WOULD LIKE TO BRING MY EXPERIENCES TO FAIRVIEW TO ENHANCE THE CITY'S ORGANIZED DEVELOPMENTS TO COME.

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Leslie Bick
Signature	
Date	11/5/15

Applications expire December 31 of the calendar year in which submitted.

Our Policy

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RECEIVED
 NOV 30 2015
 CITY OF FAIRVIEW

email 11/23



Application for Boards/Commissions

Contact Information Requesting Reappointment

Name:	Steve Kaufman
Street Address:	
Mailing Address:	[REDACTED]
City/State/Zip Code:	Fairview OR 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	32 years
Place of Employment:	Pella Windows and Doors
Occupation:	shipping coordinator
Educational Background:	graduated Parkrose high school-1974 2 terms at Mt. Community College
Prior Civic Activities:	City of Fairview planning commission City of Fairview PRAC City of Fairview Special mayors advisory committee (2014?) Board - Mt. Hood chapter Coastal Conservation Association Board - Friends of Fairview Fairview Rockwoods Wilkes historical society board (past) Heslin House restoration project leader (past)

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you: All
 If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- Planning Commission
- Economic Development Advisory Committee (EDAC)
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

PE PRIOR PE EXPERIENCE
PRIOR PRAC EXPERIENCE
MANY OTHER VOLUNTEER ENDEAVORS
GOOD ORGANIZATION ACT VISUALISATION SKILLS

Motivation

Discuss your motivation for serving on this Board/Commission.

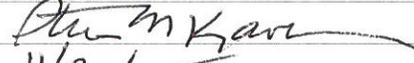
I LOVE WORKING ON THE PE
"I FIRMLY BELIEVE WE BUILD THE COMMUNITIES WE LIVE"

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

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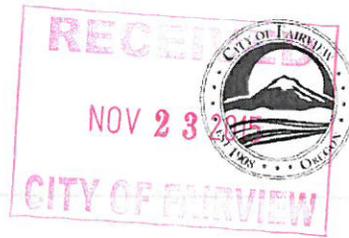
Name (printed)	STEVE KAUFMAN
Signature	
Date	11/30/15

Applications expire December 31 of the calendar year in which submitted.

Our Policy

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Thank you for completing this application form and for your interest in volunteering with us.



Application for Boards/Commission

Contact Information

Requesting Reappointment

Name:	KEITH A KUDRNA
Street Address:	[REDACTED]
Mailing Address:	[REDACTED]
City/State/Zip Code:	FAIRVIEW OR 971024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	14
Place of Employment:	REDACTED SUNTEL DESIGN, INC
Occupation:	HOME DESIGNER
Educational Background:	PHOENIX INSTITUTE OF TECHNOLOGY NORTH SEATTLE COMMUNITY COLLEGE
Prior Civic Activities:	PLANNING COMMISSION, 2007 TO PRESENT MAYORS VISIONING COMMITTEE 2012 FAIRVIEW BUDGET COMMITTEE 2011 FRIENDS OF FAIRVIEW

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee
- Planning Commission
- Economic Development Advisory Committee (EDAC)
- Parks and Recreation Advisory Committee (PRAC)
- Public Safety Advisory Committee (PSAC)
- Arts and Community Events Advisory Committee (ACEAC)
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

I HAVE EXPERIENCE WITH PLANNING COMMISSION,
I AM ASKING FOR AN ADDITIONAL TERM.

Motivation

Discuss your motivation for serving on this Board/Commission.

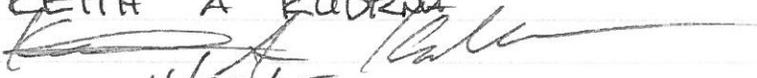
I ENJOY THE PROCESS AND I WISH TO CONTINUE
BEING INVOLVED IN SHAPING MY COMMUNITY.

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	KEITH A KUORMA
Signature	
Date	11/23/15

Applications expire December 31 of the calendar year in which submitted.

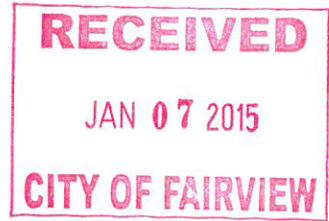
Our Policy

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Thank you for completing this application form and for your interest in volunteering with us.

Devree Leymaster

From: [REDACTED]
Sent: Tuesday, January 05, 2016 12:14 PM
To: Devree Leymaster
Subject: 2016 Fairview Planning commission application



Please find my application for the Fairview planning commission below.

Application for Boards/Commission Requesting Reappointment

Contact Information

Name: Jack McGiffin

Street Address: [REDACTED]

Mailing Address: [REDACTED]

City/State/Zip Code: Fairview Oregon 97024

Home Phone: [REDACTED]

Work Phone: [REDACTED]

E-Mail Address: [REDACTED]

Background

Years of Residence in Fairview: since 2001 for 15 years

Place of Employment: Retired from IBM/Lockheed Martin

Occupation:

Before retirement-1967-2000-Program Manager/Proposal manager for 100 million retrofit program of prototype downed British helicopters. Organized and developed the planning for the team of company engineers and major subcontractors to inspect 100% parts for damaged, to replace or repair, assemble, test and ready the helicopters to return to flight service. Responsible for the development of the proposal, defining risks and mitigation, setting up budget estimates, working with pricing department. Primary interface to the Military of Defense auditors, reviewed the basis of estimates for the retrofit proposal. Implemented work breakdown structure. Liaised with the customer continuously to ensure complete agreement with the steps throughout the proposal, particularly risk and budget estimates. As the IBM Program manager, I planned and implemented a \$50 million product line transfer of manufacturing microchip technology from Virginia to Vermont; I mitigated all the risks associated with equipment and employee transfer and provided solid back up plans. I achieved this on time and without cost implications.

After retirement 2001-2012, Consultant (Retired from IBM/Loral/Lockheed Martin 2000)

As the consultant Proposal manager:

- oversaw the proposal activity for the unmanned air vehicle Department of Defense U.S. Army (DoD) proposal.
- responsible for creating and building a complete Integrated Master Schedule, which defined the design, development, procurement and manufacturing activities and contract deliverables, for the unmanned aircraft.
- responsible for the review of the proposed Integrated Master Plan /Integrated Master Schedule (IMP/IMS) for a secured software center.

- validated the activities necessary to design, build and construct a new \$250 million secured software data center.
- developed a Statements of Work (SOW),
- trained company staff to write a successful proposal supplying F.C.C. certified GPS security transmitters as it was their first proposal ever.
- conducted technical reviews for
 - of Digital Video Recorder (DVR)
 - medical solutions for third world country doctor's
 - software data center
 - aircraft equipment
- set-up a scheduling department for a new software company and trained their employees for all customer projects using MS project scheduling tool

Educational Background:

high school graduate and college mechanical engineering mathematics.

Prior Civic Activities:

President of the Mt. Pleasant Ruritan club, member Jaycees of Takoma Park, Sunday school teacher/usher and funding committee College Park Md. Planning commission member for Fairview Oregon/Fairview charter member study group.

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you: If checking more than one, please prioritize your interest (1, 2, 3, etc.)

1. € City Council

2. € Budget Committee

3. ξ Planning Commission

4. € Economic Development Advisory Committee (EDAC)

5. € Parks and Recreation Advisory Committee (PRAC)

6. € Public Safety Advisory Committee (PSAC)

7. € Arts and Community Events Advisory Committee (ACEAC)

8. € Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Last Update: 2/21/2014

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

As a program manager for DoD program for submarines and helicopters, part of my activities were reading and understanding contracts and statement of works required to design and manufacture complex systems using state of the art software programs. I think this background of understanding the written word allows me to quickly understand a Fairview resident application for a variety of building requests and allows me to ask the applicant questions if necessary so I can hopefully agree and approve this application. As of this date the Fairview applicants have been eager to address questions I ask and any issues were resolved.

Motivation

Discuss your motivation for serving on this Board/Commission.

Serving my community was my first thought several years ago when I was first asked to submit my application to the Fairview city council for the planning commission. Since that time I have learned many things about Fairview from the maps of streets, to the Fairview creeks and riparian buffer that keeps Fairview clean water and clean lake banks. and the community surrounding city hall and the spaces near Fairview Lake and Blue Lake. Everyone should get this chance.

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual Statement of Economic Interest with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Applications expire December 31 of the calendar year in which submitted.

Our Policy

It is the policy of the City of Fairview to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The City of Fairview accepts applications from potential board/commission members throughout the year and will hold applications until vacancies exist on specific boards/commissions.

Thank you for completing this application form and for your interest in volunteering with us.

Name (printed)

John (Jack) McGiffin

Signature

Jack McGiffin

Date 1-5-2006

Last Update: 2/21/2014

RECEIVED

NOV 20 2015

CITY OF FAIRVIEW



Application for Boards/Commission

Contact Information

Name:	Christopher Rathgeber
Street Address:	[REDACTED]
Mailing Address:	same address
City/State/Zip Code:	Fairview, OR 97024
Home Phone:	[REDACTED]
Work Phone:	[REDACTED]
E-Mail Address:	[REDACTED]

Background

Years of Residence in Fairview:	From 06/15 to present also lived here from 06 to 08
Place of Employment:	Lancer Hospitality, Gresham OR
Occupation:	Food Service
Educational Background:	Completed high school and about 1 1/2 years at Mt. Hood C. College
Prior Civic Activities:	Have not had much prior civic experience. Helped my dad deliver meals to elders years ago through the "meals on wheels" program. Applied for ASG at Mt. Hood C.C. a few years ago.

and plan on living here for many years.

Boards/Commissions of Interest

Please check all of the following Boards/Commissions that interest you:

If checking more than one, please prioritize your interest (1, 2, 3, etc.)

- City Council
- Budget Committee 3rd
- Planning Commission 4th
- Economic Development Advisory Committee (EDAC) 1st
- Parks and Recreation Advisory Committee (PRAC) 5th
- Public Safety Advisory Committee (PSAC) 2nd
- Arts and Community Events Advisory Committee (ACEAC) 6th
- Other short-term task groups or focus groups that would meet for a specific purpose and then disband when the business is completed

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board/Commission to which you are applying.

Years of customer service experience which has helped me develop good social skills and able to listen to and empathize better with other people.

Motivation

Discuss your motivation for serving on this Board/Commission.

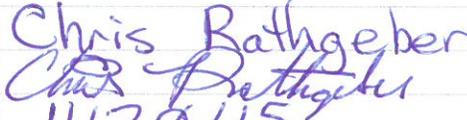
I am interested in any board/commission. I am interested in getting involved in government and would like to participate more and make a positive difference in the community.

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon. A sample reporting form is available from the Administration Office at Fairview City Hall indicating the type of information you will be required to disclose if you are appointed. Applicants may be subject to a background check pursuant to Chapter 2.45 of the Fairview Municipal Code

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Chris Rathgeber
Signature	
Date	11/20/15

Applications expire December 31 of the calendar year in which they are submitted.

Our Policy

It is the policy of the City of Fairview to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The City of Fairview accepts applications from potential board/commission members throughout the year and will hold applications until vacancies exist on specific boards/commissions.

Thank you for completing this application form and for your interest in volunteering with us.



RESOLUTION
(09 - 2016)

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL APPOINTING MEMBERS TO
THE FAIRVIEW PLANNING COMMISSION**

WHEREAS, the Fairview Planning Commission is a deliberative and advisory body who review and decide land use and development applications, advise the City Council on Comprehensive Planning Policies and development regulations, and hear and consider resident neighborhood concerns relating to planning and developments; and

WHEREAS, the Planning Commission positions are voluntary and appointments are made by the City Council through adoption of resolution; and

WHEREAS, Planning Commission positions are for four year terms and four Planning Commission terms expired on December 31, 2015; and

WHEREAS, the term dates of three of the four positions are being adjusted to realign the staggering of terms as described in FMC 2.15.030; and

WHEREAS, the position, with term date, will be determined by drawing lot for the four appointed candidates; and

WHEREAS, applications for the four positions have been received and reviewed, and interviews conducted by the Council.

**NOW, THEREFORE, BE IT RESOLVED BY THE FAIRVIEW CITY COUNCIL AS
FOLLOWS:**

Section 1 The Council hereby appoints/reappoints _____ to serve on the Planning Commission in position two (2) with a term date of December 31, 2017.

Section 2 The Council hereby appoints/reappoints _____ to serve on the Planning Commission in position three (3) with a term date of December 31, 2018.

Section 3 The Council hereby appoints/reappoints _____ to serve on the Planning Commission in position five (5) with a term date of December 31, 2018.

Section 4 The Council hereby appoints/reappoints _____ to serve on the Planning Commission in position six (6) with a term date of December 31, 2019.

Section 5 This resolution is and shall be effective from the day of its passage.

Resolution adopted by the City Council of the City of Fairview, this 20th day of January 20, 2016

Mayor, City of Fairview
Ted Tosterud

ATTEST

City Recorder, City of Fairview
Devree Leymaster



RESOLUTION
(5-2016)

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF FAIRVIEW
APPROVING AN EMPLOYMENT CONTRACT WITH NOLAN YOUNG AS CITY
ADMINISTRATOR**

WHEREAS, the Fairview City Council has met and determined it would like to extend an employment contract to Nolan Young for the position of City Administrator; and

WHEREAS, the Council desires to enter into an employment agreement with Nolan Young, effective January 25, 2016, for the position of City Administrator for the City of Fairview and Nolan Young has agreed to the terms of the contract as presented; and

NOW, THEREFORE, BE IT RESOLVED BY THE FAIRVIEW CITY COUNCIL AS FOLLOWS:

Section 1 The Fairview City Council hereby approves the employment contract between the City of Fairview and Nolan Young substantially in the form attached hereto as Exhibit A and directs and authorizes the Mayor to enter into the agreement.

Section 2 This resolution is and shall be effective after its passage by the City Council.

Resolution adopted by the City Council of the City of Fairview, this 20th day of January, 2016.

Mayor, City of Fairview
Ted Tosterud

ATTEST

City Recorder, City of Fairview
Devree Leymaster

Date



**FAIRVIEW POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT**

DECEMBER 2015



GENERAL STATISTICS/TYPE	THIS MONTH	YTD THIS YEAR	YTD LAST YEAR	% +/-	TOP 5 TRAFFIC CITE CHARGES
Dispatched Incidents	334	4,120	3,933	4.75%	Driving Uninsured 40
Officer Initiated Incidents	383	4,185	3,493	19.81%	Driving While Suspended 25
Total Number of Incidents	717	8,305	7,399	12.24%	Expired Tags 12
Number of Apartment Incidents	48	735	853	-13.83%	No Drivers License 12
Police Reports Filed	46	652	862	-24.36%	Speeding 6
Reports Cleared by Arrest	N/A	N/A	275	N/A	ALARM ADMINISTRATION REPORT
Reports Closed by Suspend	N/A	N/A	539	N/A	Renewals Billed 210
Reports Closed by Pending	N/A	N/A	32	N/A	Renewal Fees Collected \$3,450.00
Reports Closed by Referred	N/A	N/A	5	N/A	Senior Exempt Permits 2
Reports Cleared by Exceptional	N/A	N/A	11	N/A	New Permits Issued 7
Reports Cleared by Unfounded	N/A	N/A	5	N/A	False Alarms w/No Permit 1
Traffic Contacts	274	3,168	1,935	63.72%	1st False Alarm Events 6
Citations Issued (Charges)	112	1,617	1,300	24.38%	2nd False Alarm Events 0
DUII	8	58	24	141.67%	3rd False Alarm Events 0
Accident Reports	N/A	N/A	74	N/A	False alarm fees collected \$0.00
Gang Contacts	0	62	67	-7.46%	False alarm fees billed \$0.00
Community Policing Contacts	164	2,070	1,979	4.60%	Day of most false alarms Monday
Foot Patrol Contacts	112	1,406	2,119	-33.65%	Time most false alarms 5:35 AM
Murders	0	0	1	-100.00%	RED LIGHT CAMERA CITATIONS
Chinook Landing Patrol Minutes	1,220	17,094	20,205	-15.40%	Approved Violations 0
Chinook Landing Dispatched	1	118	98	20.41%	Violations YTD* 419
Blue Lake Patrol Minutes	290	5,356	6,771	-20.90%	
Blue Lake Dispatched Incidents	0	35	48	-27.08%	
Tow Releases	7	44	27	62.96%	
Vehicles Impounded	N/A	N/A	17	N/A	
Bike Helmet Contacts	0	34	55	-38.18%	
Time Off (Days)	22	299	343	-12.83%	
Rhino Deployments	0	1	45	-97.78%	
COPP Deployments	6	58	66	-12.12%	

, Partnership, Innovation, Communication, Empowerment"



FAIRVIEW POLICE DEPARTMENT MONTHLY ACTIVITY REPORT

DECEMBER 2015



SELECTED CALLS FOR SERVICE**	THIS MONTH	YTD THIS YEAR	YTD LAST YEAR	% +/-	SPECIFIC OVERTIME CATAGORIES	HOURS
Abuse/Neglect	1	12	9	33.33%	Cover Short Shift	5.00
Accident/Injury or Fatal	5	46	36	27.78%	Court	16.00
Accident/Property Damage	14	89	78	14.10%	Traffic Safety Grant	6.00
Assault	2	69	74	-6.76%	Gang Unit	20.50
Burglary	2	33	45	-26.67%	Presentations/Meetings	0.00
Domestic Disputes	2	15	15	0.00%	Patrol-End of Shift	15.00
Drugs/Narcotics	5	27	24	12.50%		
Disturbance-Fights-Noise	24	307	436	-29.59%		
Forgery/Fraud	2	31	39	-20.51%		
Hit and Run	7	79	71	11.27%		
Neighborhood Problem	0	0	0	0.00%		
Runaway/Missing	8	73	62	17.74%		
Sex Offense	1	33	13	153.85%		
Suicide	4	36	36	0.00%		
Suspicious Person or Circumstance	56	660	523	26.20%		
Thefts	24	313	323	-3.10%		
Trespass/Prowler	0	1	2	-50.00%		
Vandalism	7	83	81	2.47%		
Vehicles Recovered	1	24	13	84.62%		
Vehicles Stolen	3	46	49	-6.12%		
Death(Not Suicide/Murder)	0	12	6	100.00%		

**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

December 2015

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 Wecks 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.

	This Month	Year to Date
Student Interventions	20	281
Assist Faculty with Problem	38	389
Meeting with Parents/Guardians	3	79
Classroom Presentations	0	0
Welfare Check/Home Check	5	75
Gang Affiliation Contacts	0	10



Fairview Police Department

SUPERVISORS REPORT TO CHIEF AND COUNCIL

MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



Prepared by Sergeant Kirby

December 2015

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 Kirby is the supervisor, while Officer Robertson and Detective Flener are currently assigned to the MCT, along with their regular duties



Fairview Police Department

SUPERVISORS REPORT TO CHIEF AND COUNCIL

MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



Prepared by Sergeant Kirby

December 2015

Detectives Monthly Report

CASES ASSIGNED	TOTAL	YTD
Fairview police cases assigned for investigation follow-up	6	27
Outside police agency cases received and referred to investigator	1	13
DHS cross reporting cases referred to investigator and Child Abuse Team cases	1	27
Domestic Violence cases referred for investigator follow-up	3	7
Domestic Violence cases Review Only-No Action Required	0	5
Outside Agency Reports Reviewed	0	2
MISCELLANEOUS ASSIGNMENTS	TOTAL	YTD
Investigative Assists-Fairview	2	5
Investigative Assists-Outside Agency	0	6
Sex Offenders Assessed/Interviewed	8	127
Sex Offenders Arrested	0	1

ASSIGNED CASES FINAL DISPOSITION	TOTAL	YTD
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Fairview Police Department

SUPERVISORS REPORT TO CHIEF AND COUNCIL

MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



Closed - Cleared by Arrest or Citation	0	7
Closed - Referred to District Attorney's Office for Review	0	5
Closed- Suspend, No Further Follow-up Possible at this Time. Reopen if More Develops	2	16
Closed - Unfounded	0	24
Closed - Cleared by Exception- Civil Compromise, Victim Will Not Prosecute	0	6
Closed - No Crime	2	7
Referred to Another Agency for Further Action, Nothing Else Can be Done by Fairview PD	1	8
Reports Reviewed-No Action Required	0	7
COMMUNITY CONTACTS	TOTAL	YTD
Neighborhood Watch Program Meetings	0	2
School Talks	0	3
Self Defense Classes	0	1
Apartment Management Contact	3	31
Citizen Contact	1	72
COMMENTS		

Prepared by: Sergeant Kirby

December 2015



Fairview Police Department

SUPERVISORS REPORT TO CHIEF AND COUNCIL

MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



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. Congratulations to Officer Delatorre and Officer Gerkman for being selected for the assignment

There were __ VCT activations resulting from a crash inside Fairview city limits during the month.

Officer	Date	Venue Agency	Overtime Hours	Regular Hours	Type of Callout

Prepared by: Sergeant Kirby

December 2015



Fairview Police Department

SUPERVISORS REPORT TO CHIEF AND COUNCIL

MONTHLY UNIT OR SPECIAL ACTIVITY REPORT



Neighborhood Response Team (NRT) Monthly Report

The NRT will generally try to conduct assignments on overlap Wednesdays. This is when we have the most available officers to conduct assignments. One of our NRT overlap Wednesday activities for the month of January consisted of _____ Another assignment consisted of _____ We generally will have 4 assigned overlap Wednesdays for the month; however we only completed ___ days this month due to low staff levels. **This section not assigned to Sgt. Kirby.**

Activity	This Month	Year To Date
Contacts		
Gang Contacts		
Felony Arrests/Charges		
Misdemeanor Arrests/Charges		
Citations Issued		
Weapons Seized		
Narcotics Seized/Weight		
Cases Assigned		
Cases Closed		
Overlap Assignments		

Prepared by: Sergeant Kirby

December 2015



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



Reserve Officer Program Monthly Report

Monthly Reserve Officer Activity							
Officer	Regular Patrol	Field Training Program	Meetings	Court	Regular Training	Special Assignment	Total
McClaghry	12.50						12.50

Prepared by: Sergeant Kirby

December 2015



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



Prepared by: Sergeant Meyer

December, 2015

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. Currently, we have Office Gerkman assigned to the team.

There were no VCT activations resulting from a crash inside Fairview city limits during the month of December.

Officer	Date	Venue Agency	Overtime Hours	Regular Hours	Type of Call out



City of Fairview

Check Register

Packet: APPKT01660 - 01/5/2016 #16-0004 RA

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						
00895	CARLSON CHEVROLET	01/05/2016	Regular	0.00	28,811.00	61939
INV0021014	Invoice	01/05/2016	LANDSCAPE TRUCK 2016 CHEVY 3500HD	0.00	28,811.00	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	28,811.00
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
	1	1	0.00	28,811.00



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						
00026	ALL COUNTY SURVEYORS & PLANNE	01/08/2016	Regular	0.00	7,400.00	61944
<u>14906</u>	Invoice	12/14/2015	TOPO SURVEY - 7TH STREET NORTH OF M	0.00	3,700.00	
<u>14907</u>	Invoice	12/14/2015	TOPO SURVEY - 7TH STREET SOUTH OF M	0.00	3,700.00	
00031	ALSCO, INC.	01/08/2016	Regular	0.00	77.27	61945
<u>LPOR1578507</u>	Invoice	12/14/2015	SHOP TOWELS	0.00	77.27	
00053	ANSWERNET, INC.	01/08/2016	Regular	0.00	127.50	61946
<u>068-54022</u>	Invoice	12/21/2015	SHOP- ANSWERING SERVICE	0.00	127.50	
00152	CENTRAL ELECTRONIC ALARM, INC	01/08/2016	Regular	0.00	59.85	61947
<u>R 37559</u>	Invoice	12/21/2015	QUARTERLY HESLIN HOUSE MONITORIN	0.00	59.85	
00178	CITY OF GRESHAM	01/08/2016	Regular	0.00	67.47	61948
<u>INV0021023</u>	Invoice	12/17/2015	STORMWATER / POLICE FIRE PARKS FEE	0.00	67.47	
00179	CITY OF PORTLAND	01/08/2016	Regular	0.00	1,398.95	61949
<u>10201517</u>	Invoice	12/23/2015	PD RADIO COMMUNICATION	0.00	1,398.95	
00213	COPYTRONIX	01/08/2016	Regular	0.00	172.25	61950
<u>IN689669</u>	Invoice	12/23/2015	PW COPIER MAINT FEE 11/25/2015-12/2	0.00	172.25	
00293	DIAL TEMPORARY HELP SERVICES, II	01/08/2016	Regular	0.00	543.60	61951
<u>298830</u>	Invoice	12/22/2015	TEMP/HELP GALLAGHER WEEK ENDING 1	0.00	543.60	
00304	ESRI	01/08/2016	Regular	0.00	2,707.00	61952
<u>INV0021026</u>	Invoice	01/07/2016	ARCGIS MAINTENANCE 12/28/2015-12/2	0.00	2,707.00	
01042	FRONTIER COMMUNICATIONS NOR	01/08/2016	Regular	0.00	81.49	61953
<u>INV0021027</u>	Invoice	12/16/2015	SHOP- TELEPHONE	0.00	81.49	
00385	GRESHAM SANITARY SERVICE, INC.	01/08/2016	Regular	0.00	114.00	61954
<u>220188</u>	Invoice	12/28/2015	PD SHREDDING	0.00	57.00	
<u>220188A</u>	Invoice	01/07/2016	ADMIN /FIN - SHREDDING	0.00	57.00	
00392	HACH COMPANY	01/08/2016	Regular	0.00	502.02	61955
<u>9708767</u>	Invoice	12/11/2015	PW REAGENT SET/ CHLORINE TABLETS	0.00	502.02	
01942	IVERSON-MILLER AUDIO PRODUCTI	01/08/2016	Regular	0.00	816.75	61956
<u>W06521</u>	Invoice	12/21/2015	AUDIO REPAIR COUNCIL CHAMBERS	0.00	816.75	
00450	JAMES R. JENNINGS, P.C.	01/08/2016	Regular	0.00	250.00	61957
<u>INV0021031</u>	Invoice	12/18/2015	COURT SERVICES # 27100	0.00	250.00	
01943	MARIA SALAS	01/08/2016	Regular	0.00	150.00	61958
<u>INV0021032</u>	Invoice	12/19/2015	CC DEPOSIT REFUND	0.00	150.00	
00596	MOEN MACHINERY INC	01/08/2016	Regular	0.00	42.09	61959
<u>438476</u>	Invoice	12/15/2015	PW SMALL TOOL	0.00	3.85	
<u>438511</u>	Invoice	12/16/2015	PW SMALL TOOLS	0.00	29.24	
<u>438976</u>	Invoice	12/30/2015	PW PIN LOCK	0.00	9.00	
00619	MULTNOMAH COUNTY TREAS.	01/08/2016	Regular	0.00	693.21	61960
<u>INV0021036</u>	Invoice	12/31/2015	COUNTY ASSESSMENTS-JAIL DECEMBER	0.00	693.21	
00640	NEXTEL WEST CORP.	01/08/2016	Regular	0.00	667.94	61961
<u>365712310-169</u>	Invoice	12/18/2015	PD CELL PHONES	0.00	501.37	
<u>887622317-169</u>	Invoice	12/18/2015	PW CELL PHONES	0.00	166.57	

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	
00648	NORTHWEST NATURAL	01/08/2016	Regular	0.00	394.43	61962
<u>INV0021039</u>	Invoice	12/18/2015	CH- GAS HEAT	0.00	149.60	
<u>INV0021040</u>	Invoice	12/18/2015	SHOP - GAS HEAT	0.00	68.56	
<u>INV0021041</u>	Invoice	12/18/2015	CC -GAS HEAT	0.00	176.27	
00676	OFFICEMAX-A BOISE CO.	01/08/2016	Regular	0.00	221.62	61963
<u>588854</u>	Invoice	12/11/2015	PD OFFICE SUPPLIES	0.00	70.96	
<u>597788</u>	Invoice	12/14/2015	ADMIN / FIN - OFFICE SUPPLIES	0.00	150.66	
00695	OREGON DEPARTMENT OF REVENUE	01/08/2016	Regular	0.00	2,007.16	61964
<u>INV0021044</u>	Invoice	12/31/2015	STATE ASSESSMENTS -LEMLA/UNITARY / O	0.00	2,007.16	
00703	OREGON MAYORS ASSOCIATION	01/08/2016	Regular	0.00	128.00	61965
<u>INV0021045</u>	Invoice	12/21/2015	2016 MEMBERSHIP TOSTERUD	0.00	128.00	
00719	PACIFIC POWER PRODUCTS COMPA	01/08/2016	Regular	0.00	3,505.00	61966
<u>440696-00</u>	Invoice	12/17/2015	ANNUAL MAINT ON GENERATOR PUMP #	0.00	352.00	
<u>440899-00</u>	Invoice	12/17/2015	ANNUAL MAINT ON GENERATOR WELL #8	0.00	414.00	
<u>440900-00</u>	Invoice	12/17/2015	ANNUAL MAINT ON GENERATOR PUMP #	0.00	352.00	
<u>440901-00</u>	Invoice	12/17/2015	ANNUAL MAINT ON GENERATOR WELL #9	0.00	805.00	
<u>440902-00</u>	Invoice	12/17/2015	ANNUAL MAINT ON GENERATOR- CITY H	0.00	352.00	
<u>440903-00</u>	Invoice	12/17/2015	ANNUAL MAINT ON GENERATOR PUMP#	0.00	352.00	
<u>440904-00</u>	Invoice	12/15/2015	ANNUAL MAINT ON GENERATOR PUMP #	0.00	352.00	
<u>440905-00</u>	Invoice	01/07/2016	ANNUAL MAINT ON GENERATOR -SHOP	0.00	263.00	
<u>440906-00</u>	Invoice	12/15/2015	ANNUAL MAINT ON GENERATOR -SHOP	0.00	263.00	
00745	PIP PRINTING & DOCUMENT SERVIC	01/08/2016	Regular	0.00	168.70	61967
<u>23736</u>	Invoice	12/21/2015	PD- LEAVE REQUEST FORMS	0.00	168.70	
00777	PUBLIC WORKS SUPPLY	01/08/2016	Regular	0.00	148.18	61968
<u>74212</u>	Invoice	12/21/2015	LANYARD/ RESTRAINT/ NYLON STRAP	0.00	148.18	
00749	REXEL, INC.	01/08/2016	Regular	0.00	184.98	61969
<u>1342160</u>	Invoice	12/11/2015	LIGHT BULBS / SWIVEL MOUNTS/ VOLTA	0.00	184.98	
01941	RIVER CITY ENVIRONMENTAL	01/08/2016	Regular	0.00	467.50	61970
<u>165970</u>	Invoice	12/17/2015	VACTOR SERVICE 223 & MAIN	0.00	467.50	
00932	TICE ELECTRIC COMPANY	01/08/2016	Regular	0.00	1,222.50	61971
<u>150221</u>	Invoice	12/17/2015	CITY HALL TREE GFCI (5)	0.00	797.50	
<u>150223</u>	Invoice	12/17/2015	CITY HALL WATER DAMAGE REPAIR	0.00	425.00	
01184	VERIZON WIRELESS	01/08/2016	Regular	0.00	440.39	61972
<u>9757407214</u>	Invoice	12/18/2015	PD RADIO COMMUNICATION	0.00	400.38	
<u>9757407215</u>	Invoice	12/18/2015	PW WIRELESS	0.00	40.01	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	47	29	0.00	24,759.85
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
	47	29	0.00	24,759.85