



MAYOR BRIAN COOPER
COUNCIL PRESIDENT NATALIE VORUZ COUNCILOR KEITH KUDRNA
COUNCILOR MIKE WEATHERBY COUNCILOR BALWANT BHULLAR
COUNCILOR CATHI FORSYTHE COUNCILOR DARREN RIORDAN

FAIRVIEW CITY COUNCIL AGENDA

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

WEDNESDAY, JANUARY 15, 2020

WORK SESSION

1. REVIEW ROUNDABOUT DESIGN & ART FEATURES (CP 3) 6:00 PM
(Mike Abbate, Consultant)
2. REVIEW ASSOCIATED FEE SCHEDULE WITH PROPOSED MULTNOMAH COUNTY ALARM SYSTEM CODE (CP 5-21)
(Lesa Folger, Finance Director)
3. DISCUSS LOW INCOME SENIOR CITIZEN UTILITY DISCOUNT (CP 23-37)
(Mike Weatherby, Councilor)
4. UPDATE STATUS & PRIORITIES OF GOAL OBJECTIVES & TASK LIST
(Nolan Young, City Administrator)

REGULAR SESSION

1. CALL TO ORDER 7:00 PM
ROLL CALL
PLEDGE OF ALLEGIANCE
2. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS (I)
3. CONSENT (A)
 - a. Minutes of December 4 & December 18, 2019 (CP 39-56)
 - b. Amend Classes of Volunteer List, Resolution 34-2019, Exhibit A: Resolution 1-2020 (CP 57-60)
4. PRESENTATION (I)
None.
5. CITY ADMINISTRATOR AND DIRECTOR REPORTS (I)
 - a. MCSO Monthly Reports – December (CP 61-65)
6. MAYOR/COMMITTEE REPORTS AND COUNCIL REPORTS (I)
7. COUNCIL BUSINESS (A)
 - a. Repeal FMC Chapter 9 “Alarms” and Replace with Multnomah County Code 15.7 “Alarm System” Including the Associated Fee Schedule: Ordinance 4-2020 (CP 5-21)
1st Reading & Staff
(Lesa Folger, Finance Director)

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8. PUBLIC HEARING (A)
- a. Amend Fairview Municipal Code Chapter 2.14.090 (C) Regarding an Individual Serving on both the Budget Committee and Planning Commission: Ordinance 1-2020 (CP 67-70) 2nd Reading & Staff Report
(Devree Leymaster, City Recorder)
9. ADJOURNMENT (A)



Brian Cooper
Mayor

January 9, 2020
Date

(A) Action requested (I) Information only

NEXT COUNCIL MEETING IS FEBRUARY 5, 2020

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 Sessions are broadcast live on Comcast Cable Channel 30 and Frontier Channel 39. Replays of the meeting are shown the following Saturday at 5:30pm and Sunday at 4:30pm following the original broadcast date. Meetings are also available for viewing via MetroEast Community Media, the week following the meeting, at metrocast.peg.tv. Go to the Playlist tab and select Municipal Meetings or find the link at <http://fairvieworegon.gov/AgendaCenter/City-Council-15>.

The meeting location is wheelchair accessible. A request for an interpreter for the hearing impaired or for other accommodations for person with disabilities should be made at least 48 hours before the meeting to the [City Recorder](#), 503-674-6224.



AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
January 10, 2020	Work Session #1	2020-05

TO: Mayor and City Council
FROM: Nolan K. Young, City Administrator
DATE: January 8, 2020

ISSUE:

Additional discussion of a potential roundabout at the intersection of Fairview Parkway and Halsey Street, including both engineering questions and presentation on potential landscaping of the center of the roundabout.

RELATED COUNCIL GOALS:

Goal #5: Enhance & promote economic development activity.

- Objective A. Implement Fairview's Main Streets on Halsey project recommendation in coordination with the other project partners.
- Objective B. Create Urban Renewal incentives and opportunities that support Fairview's vision and preferred developments.
- Objective E. Pursue public use of power transmission property west of Fairview Parkway and north of Halsey.

BACKGROUND:

One of the projects in the Urban Renewal Plan is consideration of a gateway roundabout at the intersection of Fairview Parkway and Halsey Streets. At the City Council's November 20, 2019 work session, Kittelson Engineering gave a report on their preliminary design work. At the conclusion of the work session the Council requested that the engineers address the following six questions and report back to the City Council:

- Investigate if the roundabout crosswalks can be straight.
- Provide further information on the conflicts of trucks with passenger vehicles in the roundabout.
- Investigate whether emergency vehicles are delayed in the roundabout when compared with the traffic signal preemption system.
- Provide additional traffic count information on the roundabout that shows the direction of vehicles traveling and volume of truck traffic.
- Provide examples of other roundabouts that have similar traffic, near schools if available.
- Provide conceptual cost estimates and discuss potential funding options.

Mike Abbatè will be at the meeting to present conceptual design for the landscaping in the center of the roundabout.



AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
January 15, 2020	Work Session #2 & 7.a.	2020-06

TO: Mayor and City Council
FROM: Lesa Folger, Finance Director
THRU: Nolan K. Young, City Administrator
DATE: January 9, 2020

ISSUE:

To repeal Fairview Municipal Code (FMC) 9.30 “Alarms” and adopt Multnomah County Code 15.70 – 15.71 “Alarm Systems”.

BACKGROUND:

Prior to consolidation with the Multnomah County Sheriff’s Office (MCSO), the City of Fairview and the Fairview Police Department administered the City’s alarm program. The alarm program included billing for annual licenses, false alarms, late fees, etc. Once consolidation of the Fairview Police Department and MCSO was complete, Multnomah County took over administration of the alarm program.

Current Charges for the jurisdictions serving East Multnomah County are summarized in Exhibit A. It is the desire of staff and MCSO to adopt sections 15.70 - 15.71 of the Multnomah County Code in order to increase consistency and thus add efficiencies within their electronic systems. Adopting the Multnomah County Code will affect citizens and businesses as summarized in Exhibit B.

RECOMMENDED ACTION:

Staff recommends approval of Ordinance 4-2020, repealing section 9.30 “Alarms” of the Fairview Municipal Code and adopting Multnomah County Code 15.70 – 15.71 “Alarm Systems”.

BUDGET IMPLICATIONS:

A slight increase in false alarm revenue is anticipated. These funds are remitted to the City of Fairview by MCSO on a quarterly basis.

COUNCIL ALTERNATIVES:

1. Staff Recommendation: Move to approve Ordinance 4-2020, repealing section 9.30 “Alarms” of the Fairview Municipal Code and adopting Multnomah County Code 15.70 – 15.71 “Alarm Systems”.
2. City Council could vote not to approve Ordinance 4-2020, retaining section 9.30 “Alarms” of the Fairview Municipal Code.



ORDINANCE
(4-2020)

**AN ORDINANCE REPEALING FAIRVIEW MUNICIPAL CODE CHAPTER 9.30
“ALARMS” AND ADOPTING MULTNOMAH COUNTY CODE CHAPTER 15.70-15.71
“ALARM SYSTEMS”**

WHEREAS, the City of Fairview and Fairview Police Department no longer administer the City’s security alarm program; and

WHEREAS, the Multnomah County Sheriff’s Office now administers the City’s security alarm program; and

WHEREAS, the City and Multnomah County Sheriff’s Office desire consistency and efficiency within the program; and

WHEREAS, Consistency of fees and requirements, as well as technological efficiencies can be achieved by repealing Fairview Municipal Code Chapter 9.30 “Alarms” and adopting Multnomah County Code Chapter 15.70 – 15.71 “Alarm Systems”.

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

Section 1 Fairview Municipal Code Chapter 9.30 “Alarms” is repealed and Multnomah County Code Chapter 15.70 – 15.71 “Alarm Systems” is adopted.

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 15th day of January, 2020.

Mayor, City of Fairview
Brian Cooper

ATTEST

City Recorder, City of Fairview
Devree Leymaster

Date

Exhibit A
MULTNOMAH COUNTY SHERIFF'S OFFICE
FALSE ALARM REDUCTION PROGRAM
FEE SCHEDULE - FEBRUARY 2018

RESIDENTIAL ALARMS	FAIRVIEW	GRESHAM	MAYWOOD PARK	TROUTDALE	WOOD VILLAGE	UNINCORPORATED MULTNOMAH CO
PERMIT FEES *						
NEW Permit - Issued Jan thru June	\$25	\$32	\$25	\$25	\$25	\$25
NEW Permit - Issued July thru Sept	\$19	\$24	\$19	\$19	\$19	\$19
NEW Permit - Issued Oct thru Dec	\$13	\$16	\$13	\$13	\$13	\$13
Annual Renewl Fee	\$25	\$32	\$25	\$25	\$25	\$25
Reduced Permit Fee	\$0	\$0	\$10	\$10	\$10	\$10
> Residential users age 62 or over in Gresham and Fairview, 65 or over in Maywood Park, Troutdale, Wood Village and Uninc. Multnomah Co. > Economically disadvantaged residential alarm users in all jurisdictions; proof of receipt of public assistance required each year						
* ALARM USERS IN FAIRVIEW AND GRESHAM with Silent Robbery/Panic feature must pay for an<u>additional</u> permit per Ordinances						
FALSE ALARM FEES						
First False Alarm Fee	\$0	\$61	\$0	\$0	\$0	\$0
Second False Alarm Fee	\$75	\$90	\$75	\$75	\$75	\$75
Third False Alarm Fee	\$100	\$119	\$100	\$100	\$100	\$100
Fourth False Alarm Fee	\$200	\$235	\$200	\$200	\$200	\$200
Fifth and Each Subsequent	\$300	\$352	\$300	\$300	\$300	\$300
LATE FEES						
Late Fee Per Invoice	\$25	\$29	\$25	\$25	\$25	\$25
OTHER FEES						
Fail to Obtain Permit Within 30 Days of Installation	\$25	\$29	\$25	\$25	\$25	\$25
Dispatch without Permit Fee	N/A	N/A	\$100	\$100	\$100	\$100
Reinstatement Fee	N/A	N/A	\$30	\$30	\$30	\$30
Returned Check Fee	\$35	\$35	\$35	\$35	\$35	\$35

COMMERCIAL ALARMS	FAIRVIEW	GRESHAM	MAYWOOD PARK	TROUTDALE	WOOD VILLAGE	UNINCORPORATED MULTNOMAH CO
PERMIT FEES *						
NEW Permit - Issued Jan thru June	\$25	\$32	\$75	\$50	\$75	\$75
NEW Permit - Issued July thru Sept	\$19	\$24	\$56	\$40	\$56	\$56
NEW Permit - Issued Oct thru Dec	\$13	\$16	\$38	\$26	\$38	\$38
Annual Renewl Fee	\$25	\$32	\$75	\$50	\$75	\$75
* ALL COMMERCIAL ALARM USERS with Silent Robbery/Panic feature must pay for an<u>additional</u> permit per ALL Ordinances						
FALSE ALARM FEES						
First False Alarm Fee	\$0	\$61	\$0	\$0	\$0	\$0
Second False Alarm Fee	\$75	\$90	\$150	\$150	\$150	\$150
Third False Alarm Fee	\$100	\$119	\$200	\$200	\$200	\$200
Fourth False Alarm Fee	\$200	\$235	\$250	\$250	\$250	\$250
Fifth and Each Subsequent	\$300	\$352	\$300	\$300	\$300	\$300
LATE FEES						
Late Fee Per Invoice - False Alarm Only	\$25	\$29	\$25	\$25	\$25	\$25
Late Fee Per Invoice - All Other Fees	\$25	\$29	\$50	\$50	\$50	\$50
OTHER FEES						
Fail to Obtain Permit Within 30 Days of Installation	\$25	\$29	\$50	\$50	\$50	\$50
Dispatch without Permit Fee	N/A	N/A	\$150	\$150	\$150	\$150
Reinstatement Fee	N/A	N/A	\$30	\$30	\$30	\$30
Returned Check Fee	\$35	\$35	\$35	\$35	\$35	\$35

Exhibit B

Fairview Municipal Code

Chapter 9.30 ALARMS

Sections:

[9.30.010 Title.](#)

[9.30.020 Purpose and scope.](#)

[9.30.030 Definitions.](#)

[9.30.040 Alarm user's permits – Required – Fees.](#)

[9.30.050 Fines for excessive false alarms.](#)

[9.30.060 No response to excessive alarms.](#)

[9.30.070 Special permits.](#)

[9.30.080 User instructions.](#)

[9.30.090 Automatic dialing device – Certain interconnections prohibited.](#)

[9.30.100 Hearing.](#)

[9.30.110 Sound emission cutoff feature.](#)

[9.30.120 Confidentiality – Statistics.](#)

[9.30.130 Enforcement and penalties.](#)

9.30.010 Title.

This chapter shall be known and may be cited as “The Fairview Burglary and Robbery Alarm Ordinance.”
(Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 9-1991 § 2)

9.30.020 Purpose and scope.

- A. The purpose of this chapter is to encourage alarm users and alarm businesses to assume responsibility for maintaining the mechanical reliability and proper use of alarm systems to minimize unnecessary police emergency responses to false alarms and thereby promoting the emergency response capability of the city from misuse.
- B. This chapter governs burglary and robbery alarm systems, requires permits, establishes fees, provides for fines for excessive false alarms, for no response to alarms, provides for violations and establishes a system of administration.
- C. The Fairview police department shall be responsible for the administration of this chapter and may enter into agreement(s) with other government agency(ies) or private business(es) to administer the provisions of this chapter. (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 9-1991 § 3)

9.30.030 Definitions.

A. "Alarm business" means the business by any individual, partnership, corporation, or other entity of selling, leasing, maintaining, servicing, repairing, altering, replacing, moving or installing any alarm system or causing to be sold, leased, maintained, serviced, repaired, altered, replaced, moved or installed any alarm system in or on any building, structure or facility.

B. "Alarm system" means any assembly of equipment, mechanical or electrical, arranged to signal the occurrence of an illegal entry or other activity requiring urgent attention and to which police are expected to respond.

C. "Alarm user" means the person, firm, partnership, association, corporation, company or organization of any kind which owns, controls or occupies any building, structure or facility wherein an alarm system is maintained.

D. "Automatic dialing device" means a device which is interconnected to a telephone line and is programmed to select a predetermined telephone number and transmit by voice message or code signal an emergency message indicating a need for emergency response. Such a device is an alarm system.

E. "Bureau of emergency communications" is the Portland/Multnomah County facility used to receive emergency and general information from the public to be patched to the respective police departments utilizing the bureau.

F. "Burglary alarm system" means an alarm system signaling an entry or attempted entry into the area protected by the system.

G. "Chief of police" or "chief" means the Fairview chief of police or his designated representative.

H. "City" means the city of Fairview.

I. "Coordinator" means the individual or entity designated by the chief of police to issue permits and enforce the provisions of this chapter.

J. "Economically disadvantaged" means a household receiving public assistance and/or food stamps.

K. "False alarm" means an alarm signal, eliciting a response by police when a situation requiring a response by the police does not in fact exist, but does not include an alarm signal caused by violent conditions of nature or other extraordinary circumstances not reasonably subject to control by the alarm business operator or alarm user.

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L. "Interconnect" means to connect an alarm system including an automatic dialing device to a telephone line, either directly or through a mechanical device that utilizes a telephone, for the purpose of using the telephone line to transmit a message upon the activation of the alarm system.

M. "No response" means police officers will not be dispatched to investigate a report of an alarm signal.

N. "Primary trunk line" means a telephone line serving the bureau of emergency communications that is designated to receive emergency calls.

O. "Robbery alarm system" means an alarm system signaling a robbery or attempted robbery.

P. "Sound emission cutoff feature" means a feature of an alarm system which will cause an audible alarm to stop emitting sound.

Q. "System becomes operative" means when the alarm system is capable of eliciting a response by police. (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 9-1991 § 4)

9.30.040 Alarm user's permits – Required – Fees.

A. Every alarm user shall obtain an alarm user's permit for each alarm system from the coordinator within 30 days of the time when the alarm system becomes operative. Users of alarm systems using both robbery and burglary alarm capabilities shall obtain separate permits for each function. Application for a burglar or robbery alarm user's permit and a \$25.00 fee for each shall be filed with the coordinator each year. Each permit shall bear the chief of police's name and be for a one-year period. The permit shall be physically upon the premises using the alarm system and shall be available for inspection.

B. If a residential alarm user is over the age of 62 and/or is economically disadvantaged and resides at the residence and if no business is conducted in the residence, a user's permit may be obtained without payment of a fee.

C. A \$25.00 charge will be added to the fee should a user fail to obtain a permit within 30 days of the date the system becomes operative or is more than 30 days delinquent in renewing a permit. (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 9-1991 § 5)

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9.30.050 Fines for excessive false alarms.

A. Fines will be assessed by the coordinator for excessive false alarms during a permit year as follows:

1. First false alarm: no fine;
2. Second false alarm: \$75.00;
3. Third false alarm: \$100.00;
4. Fourth false alarm: \$200.00;
5. Five or more: \$300.00.

B. The coordinator will notify the alarm user and the alarm business in writing by regular mail of a false alarm and the fine (if any) and the consequence of failing to pay the fine. The coordinator will also notify the alarm user of their right to appeal the validity of the false alarm to the chief as provided in FMC [9.30.100](#).

C. If the fine has not been received by the coordinator within 30 days of the day the notice was mailed by the coordinator and there is no appeal pending, the coordinator will send the notice of fine by mail along with a notice of late fee of \$25.00. If payment is not received within 10 days of the day the notice of late fee was mailed, the coordinator will initiate the no response process and may initiate the enforcement of penalties. (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 9-1991 § 6)

9.30.060 No response to excessive alarms.

A. After the first false alarm, the coordinator shall send a notification to the alarm user by mail which will contain the following information:

1. That the first false alarm has occurred;
2. That if three more false alarms occur within the permit year the police will not respond to any subsequent alarms without the approval of the chief of police;
3. That the approval of the chief of police can only be obtained by applying in writing for reinstatement. The chief of police may reinstate the alarm user upon a finding that reasonable effort has been made to correct the false alarms;
4. That the alarm user has the right to contest the validity of a false alarm determination through a false alarm validity hearing. The request for such a hearing must be in writing and within 10 days of receipt of the notice of alarm from the coordinator (see FMC [9.30.100](#)).

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B. After the fourth false alarm within the permit year, there will be no police response to subsequent alarms without approval of the chief of police. The coordinator shall send a notification of the police response suspension to the alarm user.

C. The suspension of police response to an alarm shall begin 10 days after the date of delivery of the notice of suspension of service to the alarm user unless a written request for a false alarm validity hearing has been made in the required time period as listed in FMC [9.30.100](#). (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 9-1991 § 7)

9.30.070 Special permits.

A. An alarm user required by federal, state, county or municipal statute, regulation, rule or ordinance to install, maintain and operate an alarm system shall be subject to this chapter, provided:

1. A permit shall be designated a special alarm user's permit.
2. A special alarm user's permit for a system which has four false alarms in a permit year shall not be subject to the no response procedure and shall pay the regular fine schedule.
3. The payment of any fine provided for in subsection B of this section shall not be deemed to extend the term of the permit.

B. If the city is an alarm user, it is subject to this chapter, but not to payment of a fee, nor subject to fine, penalty or payment of additional fees. (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 4-1993 § 1; Ord. 9-1991 § 8)

9.30.080 User instructions.

Every alarm business selling, leasing or furnishing to any user an alarm system installed on a premises located in the city shall furnish the user with information to enable the user to operate the alarm system properly and to obtain service for the alarm system at any time. The alarm business shall inform each alarm user of the requirements imposed by the terms of this chapter. (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 9-1991 § 9)

9.30.090 Automatic dialing device – Certain interconnections prohibited.

It is unlawful for any person to program an automatic dialing device to select a primary trunk line or for an alarm user to fail to disconnect or reprogram an automatic dialing device programmed to select a primary trunk line within 12 hours of receipt of written notice from the coordinator that it is so programmed. (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 9-1991 § 10)

9.30.100 Hearing.

A. An alarm user wishing to challenge the validity of a false alarm determination by the coordinator may appeal said determination to the chief of police. The appeal must be in writing and be requested within 10 days of the alarm user's receipt of notice referred to in FMC [9.30.050](#)(B). Failure to challenge the determination in the required time period results in a conclusive presumption that the alarm was false.

B. If a hearing is timely requested, written notice of the time and place of the hearing shall be served on the alarm user by the chief of police at least 10 days prior to the date set for the hearing, which date shall not be more than 21 nor less than 10 days after the filing of the request for hearing.

C. The hearing shall be before the chief of police or a hearings officer as provided in subsection D of this section. The chief or hearings officer shall, based on the evidence presented to him/her by the alarm user and coordinator, make a written determination as to the existence of the false alarm(s) and waive, expunge or enter a false alarm designation on an alarm user's record. If false alarm designations are entered on the alarm user's record, the coordinator may thereafter pursue fine collection as set out in FMC [9.30.050](#).

D. The chief of police may appoint a hearings officer to hear the appeals and to issue a determination. (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 9-1991 § 11)

9.30.110 Sound emission cutoff feature.

A. Alarm systems which emit audible sound which can be heard outside the building, structure or facility shall be equipped with a sound emission cutoff feature which will stop the sound emissions 15 minutes or less after the alarm is activated.

B. When an alarm system can be heard outside a building, structure, or facility for more than 15 minutes continuously or intermittently, and the alarm owner or alarm company is not readily available or able to silence the device, the police may physically disconnect the sounding device.

C. The city and the city employee or authorized representative disconnecting the alarm shall not be liable for costs associated with disconnecting or reconnecting the alarm. The alarm owner shall be liable for the cost of reconnecting the device. (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 4-1993 § 1; Ord. 9-1991 § 12)

9.30.120 Confidentiality – Statistics.

A. All information submitted to the city in conformance with this chapter shall be deemed confidential and exempt from disclosure under the public records law. The coordinator shall be responsible for maintenance of all records under this chapter.

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B. Notwithstanding the foregoing, the coordinator may develop and maintain statistical information and analysis to assist with alarm system evaluation for use by the public. (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 9-1991 § 13)

9.30.130 Enforcement and penalties.

A. Enforcement of this chapter may be by civil action as provided in ORS [30.315](#) or by prosecution in Fairview municipal court. Violation of this chapter shall be subject to a fine of not more than \$500.00 per violation.

B. The failure or omission to comply with any section of this chapter shall be deemed a violation and may be so prosecuted, subject to the penalty provided in subsection A of this section. (Ord. 12-2006 § 1; Ord. 6-2004 § 1; Ord. 9-1991 § 16. Formerly 9.30.150)

(b) The county civil forfeiture provisions, §§ 15.350 through 15.355.

GOVERNMENT AGENCY. Any state agency, department, division, bureau, board, and commission; any county, city, school district, special district, municipal corporation, and any board, department, commission, council or agency thereof; and any other public agency of this state.

LAW ENFORCEMENT AGENCY. Any agency which employs police officers for the purpose of investigation and prosecution of criminal cases.

LAW ENFORCEMENT PURPOSE. Any activity which may be reasonably expected to result in the identification, apprehension, or conviction of criminal offenders.

POLICE OFFICER. Has the meaning given that term in ORS 133.525.

(B) *Types of transfers allowed.*

(1) Forfeited property may be transferred to any law enforcement agency to be used for law enforcement purposes; or

(2) Forfeited property may be transferred to any government agency within the state for a public purpose.

(C) *Approval of transfers.*

(1) All property transfers to law enforcement agencies shall be made at the discretion of the Sheriff of the county.

(2) All other property transfers shall be approved by resolution of the Board upon recommendation of the Sheriff.

(D) *Transfer documents.* Upon approval, the Sheriff shall transfer the forfeited property by executing a transfer document describing the property transferred, stating the transfer is without warranties of title, condition or fitness for a particular purpose. In addition, the transfer document shall give notice the transferee is required to maintain written documentation of each sale, transfer or other disposition

of the property as required by Oregon Laws 1989, Chapter 791, § 10(2).

(' 90 Code, § 7.70.360, 07/01/1998; Ord. 676, passed, 04/11/1991; Ord. 24, passed, 06/29/1969)

ALARM SYSTEMS

§ 15.700- TITLE.

This subchapter shall be known and cited as the Burglary and Robbery Alarm Law.

(' 90 Code, § 7.51.005, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

§ 15.701 PURPOSE AND SCOPE.

(A) The purpose of this subchapter is to encourage alarm users and alarm businesses to assume increased responsibility for maintaining the mechanical reliability and the proper use of alarm systems to prevent unnecessary responses to false alarms and thereby to protect the emergency response capability of the county from misuse.

(B) This subchapter governs burglary and robbery alarm systems, requires permits, establishes fees, provides for allocation of revenues and deficits, provides for fees for excessive false alarms, provides for no response to alarms, provides for punishment of violations and establishes a system of administration.

(C) Revenue generated in excess of costs to administer this subchapter shall be allocated for the use of participating law enforcement agencies to recover costs associated with alarm response and for public education and training programs in reduction of false alarms in accordance with § 15.711.

(D) The provisions of this subchapter shall apply in any city in the county which has consented to the application of this subchapter. The provisions of this subchapter shall not apply in any city in the county which has in effect an ordinance having the same purpose as this subchapter and which is administered by the county pursuant to an intergovernmental agreement.

(Ord. 1047, Amended, 08/26/2004; ' 90 Code, § 7.51.010, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

§ 15.702 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context requires a different meaning.

ALARM BUSINESS. The business by any individual, partnership, corporation, or other entity of selling, leasing, maintaining, servicing, repairing, monitoring, altering, replacing, moving or installing any alarm system or causing to be sold, leased, maintained, serviced, repaired, monitored altered, replaced, moved or installed any alarm system in or on any building, structure or facility.

ALARM SYSTEM. Any assembly of equipment, mechanical or electrical, arranged to signal the occurrence of an illegal entry or other activity requiring urgent attention and to which law enforcement officers are alerted.

ALARM USER. The person, firm, partnership, association, corporation, company or organization of any kind which owns, controls or occupies any building, structure or facility wherein an alarm system is maintained.

AUTOMATIC DIALING DEVICE. A device which is interconnected to a telephone line and is programmed to select a predetermined telephone number and transmit by voice message or code signal an emergency message indicating a need for emergency response. Such a device is an alarm system.

BUREAU OF EMERGENCY COMMUNICATIONS. The city or county facility used to receive emergency and general information from the public to be dispatched to the respective law enforcement departments utilizing the bureau.

BURGLARY or ROBBERY ALARM SYSTEM. An automated or manual alarm system signaling a robbery, an entry or attempted entry into the area protected by the system.

COMMERCIAL ALARM SYSTEM. An alarm system maintained in a building, structure or facility that is not primarily used as the alarm system user's residence.

ECONOMICALLY DISADVANTAGED PERSON. A person receiving public assistance or food stamps.

FALSE ALARM. An alarm signal, eliciting a response by a law enforcement officer when a situation requiring a response by such officer does not in fact exist. An alarm is not considered false if the alarm signal is caused by violent conditions of nature or other extraordinary circumstances not reasonably subject to control by the alarm business operator or alarm user, including but not limited to, evidence of a crime or an attempted crime; notice from the alarm business that the system is faulty before the officer arrives on the scene or notice from alarm business operator that the system or the user erred before an officer arrives on the scene.

INTERCONNECT. To connect an alarm system including an automatic dialing device to a telephone line, either directly or through a mechanical device that utilizes a telephone, for the purpose of using the telephone line to transmit a message upon the activation of the alarm system.

NO RESPONSE. Law enforcement officers will not be dispatched to investigate a report of an alarm signal.

NOTICE. All notices in this ordinance required to be given by the Sheriff to an alarm user or alarm business shall be by U.S. mail. **NOTICE**, whether actual or constructive, is presumed to be given seven days from the date printed on the notice.

RESIDENTIAL ALARM SYSTEM. An alarm system maintained in a building, structure or facility that is primarily used as the alarm system user's residence.

SHERIFF. The Multnomah County Sheriff, or designee.

SYSTEM BECOMES OPERATIVE. When the alarm system is capable of eliciting a response by law enforcement officers.

(Ord. 1135, Amended, 05/28/2009; Ord. 1047, Amended, 08/26/2004; 90 Code, § 7.51.015, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

**§ 15.703 PERMITS REQUIRED;
PAYMENT OF PERMIT FEES
AND OTHER FEES.**

(A) Every alarm user, including but not limited to users of any non-monitored alarm systems, must obtain an alarm user's permit for each system from the Sheriff within 30 days of the time when the system becomes operative. Users of commercial alarm systems having both manual and automated alarm capabilities must obtain a separate permit for each function.

(B) Permits issued under this subchapter expire annually on March 31. Application for an alarm user's permit and the permit fees as set by Board resolution must be filed with the Sheriff each year. The permit fees must be postmarked to the Sheriff on or before midnight March 31 of the preceding permit year.

(C) If a residential alarm user is over the age of 65 or is an economically disadvantaged person and is a resident of the residence, and if no business is conducted in the residence, a user's permit may be obtained from the Sheriff's office according to subsections (A) and (B) for a reduced fee as set by Board resolution.

(D) Each permit will bear the signature of the Sheriff and must be physically upon the premises where the alarm system is used and available for inspection by the Sheriff. If a law enforcement officer is dispatched to investigate a report of an alarm signal and a valid permit is not available for inspection, the alarm user must pay a fee as set by Board resolution and obtain a permit within 30 days of the date of dispatch.

(E) A late fee in an amount set by Board resolution will be charged in addition to the fees provided in this subsection to an alarm user who fails to obtain a permit within 30 days after the system becomes operative, or who is more than 30 days delinquent in renewing a permit.

(F) If an alarm user fails to renew a permit within 30 days after the permit expires, the Sheriff will notify the alarm user that, unless the permit is renewed and all fees are paid within 30 days of receipt of notice, the Sheriff will initiate the no re-

sponse process. If the permit is not renewed and all fees paid, the Sheriff will initiate the no response process and make notifications as provided in § 15.705(C).

(Ord. 1135, Amended, 05/28/2009; Ord. 1047, Amended, 08/26/2004; '90 Code, § 7.51.020, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

**§ 15.704 EXCESSIVE FALSE ALARMS;
FINES.**

(A) After the fourth false alarm within the permit year there may be no law enforcement response to subsequent alarms without approval of the Sheriff.

(B) After a false alarm, the Sheriff will also notify the alarm user that:

(1) After the fourth false alarm within the permit year, there may be no response to subsequent alarms without approval of the Sheriff; and

(2) Approval of the Sheriff may only be obtained by applying in writing for reinstatement. The Sheriff may reinstate the alarm user upon a finding that reasonable effort has been made to correct the false alarms.

(C) Fees for excessive false alarms will be assessed by the Sheriff as set by Board resolution.

(D) The Sheriff will notify the alarm user of a false alarm, the fees for excessive false alarms, if any, and the consequences of the failure to pay the fees. The Sheriff will also inform the alarm user of their right to appeal the validity of the false alarm to the Sheriff, as provided in § 15.709.

(E) A late fee in an amount set by Board resolution will be charged in addition to the fee provided in subsection (A) to an alarm user who fails to pay the excessive false alarm fees within 30 days after receipt of the notice.

(F) If a residential alarm system user fails to pay the excessive false alarm fee within 30 days after the date of the initial notice and no appeal is pending, the Sheriff will notify the alarm user that unless all fees are paid within seven days of the date of the notice, the Sheriff will initiate the no response process. If payment is not received within seven

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days of the date of the notice, the Sheriff will initiate the no response process, make notifications as provided in § 15.705(C) and may initiate the enforcement of penalties.

(G) If a commercial alarm system user fails to pay the excessive false alarm fee within 30 days after the date of the initial notice and no appeal hearing is pending, the Sheriff will notify the alarm user that unless all fees are paid within seven days of receipt of notice, the Sheriff will initiate the no response process. If payment is not received within seven days of the date of the notice, the Sheriff may initiate the no response process, make notifications as provided in § 15.705 and may initiate the enforcement of penalties.

Penalty, see § 15.999

(Ord. 1272, Amended, 06/06/2019; Ord. 1135, Amended, 05/28/2009; Ord. 1047, Amended, 08/26/2004; '90 Code, § 7.51.025, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

§ 15.705 NO RESPONSE; REINSTATEMENT FEE.

(A) When the no response process is initiated, the Sheriff shall notify:

- (1) The Bureau of Emergency Communications;
- (2) The alarm user; and
- (3) Any alarm business employed by the alarm user if known.

(B) No response to an alarm will begin seven days after the date of the notices provided above unless a written request for a false alarm validity hearing has been made in the time period required under § 15.709.

(C) If a no response order is issued by the Sheriff, a reinstatement fee as set by Board resolution will be charged in addition to any outstanding fees, fines and penalties.

(Ord. 1135, Amended, 05/28/2009; Ord. 1047, Amended, 08/26/2004; '90 Code, § 7.51.035, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

§ 15.706 SPECIAL PERMITS.

(A) The following alarm users will be issued a special permit:

- (1) An alarm user required by federal, state, county or municipal law to install, maintain and operate an alarm system; or
- (2) A federal, state or local government unit.

(B) Special permit holders must pay the regular permit fee, but are not subject to the no response procedure under this subchapter.

(C) Any alarm user that is a federal government agency is not liable for false alarm fees.

(Ord. 1135, Amended, 05/28/2009; Ord. 1047, Amended, 08/26/2004; '90 Code, § 7.51.040, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

§ 15.707 USER INSTRUCTIONS.

Every alarm business must:

(A) Furnish the user with instructions that provide information to enable the user to operate the alarm system properly and to obtain service for the alarm system at any time.

(B) Notify the user of the requirement to get a permit and give the user a copy of the application necessary to obtain a permit.

(C) Give the user a copy of the county notice that outlines the consequences of generating false alarms, including possible fees, penalties, and fines, and such other forms and notices as required by the county.

(D) Maintain a list of all active alarm customers and provide this list to the Multnomah County Sheriff's Office upon request.

Penalty, see § 15.999

(Ord. 1135, Amended, 05/28/2009; Ord. 1047, Amended, 08/26/2004; '90 Code, § 7.51.045, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

§ 15.708 AUTOMATIC DIALING DEVICE; CERTAIN INTERCONNECTIONS PROHIBITED.

It is unlawful for any person to program an automatic dialing device to select any telephone line assigned to a governmental agency related to emergency response, and it is unlawful for an alarm user to fail to disconnect or reprogram such device within 12 hours of receipt of written notice from the Sheriff that an automatic dialing device is so programmed.

Penalty, see § 15.999

(Ord. 1135, Amended, 05/28/2009; '90 Code, § 7.51.005, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

§ 15.709 HEARING.

(A) An alarm user who wants to appeal validity of a false alarm determination may appeal to the Sheriff for a hearing. The appeal must be in writing and must be received by the Sheriff within 14 days from the date of the notice. Failure to contest the determination in the required time period results in a conclusive presumption for all purposes that the alarm was false.

(B) If a hearing is requested, the Sheriff will notify the alarm user of the time and place of the hearing at least 10 days prior to the hearing date, which date will not be more than 21 nor less than 10 days after the request for hearing is received unless agreed upon by both parties.

(C) The hearing shall be before a hearings officer. The alarm user has the right to present written and oral evidence, subject to the right of cross examination. If the Sheriff determines that the alleged false alarms occurred in a permit year, the Sheriff will issue written findings waiving, expunging or entering a false alarm designation on an alarm user's record at the Sheriff's discretion. If false alarm designations are entered on the alarm user's record, the Sheriff may find that the alarm user is liable for hearing costs, including costs of the hearings officer and witnesses and will pursue fee collection as set forth in this subchapter.

(Ord. 1135, Amended, 05/28/2009; Ord. 1047, Amended, 08/26/2004; '90 Code, § 7.51.055, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

§ 15.710 SOUND EMISSION CUTOFF FEATURE REQUIRED.

(A) Alarm systems which emit audible sound which can be heard outside the building, structure or facility of the alarm user, shall be equipped with a sound emission cutoff feature which will stop the emission of sound 15 minutes or less after the alarm is activated.

(B) When an alarm system can be heard outside a building, structure, or facility for more than 15 minutes continuously or intermittently, and the alarm owner or alarm company is not readily available or able to silence the device, it becomes a public nuisance and the Sheriff is authorized to physically disconnect the sounding device. The county shall not be liable for any cost of, or associated with, disconnecting or reconnecting the alarm. The alarm owner shall be liable for such costs.

Penalty, see § 15.999

('90 Code, § 7.51.060, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

§ 15.711 STATISTICS.

Subject to the requirements of confidentiality, the Sheriff will develop and maintain statistics within reason for the purpose of evaluating member service for the municipalities and alarm companies.

(Ord. 1135, Amended, 05/28/2009; '90 Code, § 7.51.065, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 610, passed, 03/30/1989)

§ 15.712 ALLOCATION OF REVENUES AND EXPENSES.

(A) All revenue collected pursuant to this subchapter or an ordinance of a city having the same purpose as this subchapter and which is administered by the county pursuant to an intergovernmental agreement shall be general fund revenue of the county. The county shall maintain records sufficient to identify the sources and amounts of that revenue.

(B) The county shall maintain records in accordance with sound accounting principles sufficient to determine on a fiscal year basis the direct costs of administering this subchapter and ordinances of cities having the same purpose as this subchapter and which are administered by the county pursuant to an intergovernmental agreement, including salaries and wages (excluding the Sheriff individual-

ly), travel, office supplies, postage, printing, facilities, office equipment and other properly chargeable costs.

(C) The county shall render an account to each city having an ordinance having the same purpose as this subchapter and which is administered by the county pursuant to an intergovernmental agreement.

(D) Distribution by the county of any excess revenue or payment of allocated deficit amounts by a city shall be made in accordance with the terms of the intergovernmental agreement with the city.

(E) **SOUND ACCOUNTING PRINCIPLES**, as used in this section, shall include, but not be limited to, practices required by the terms of any state or federal grant or regulations applicable thereto which relate to the purpose of this subchapter.

(Ord. 1047, Amended, 08/26/2004; '90 Code, § 7.51.070, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

§ 15.713 INTERPRETATION.

This subchapter and any ordinance of a city having the same purpose as this subchapter and which is administered by the county officers or employees shall be liberally construed to effect the purpose of this subchapter and to achieve uniform interpretation and application of the respective ordinances.

('90 Code, § 7.51.075, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

§ 15.714 ENFORCEMENT.

(A) Enforcement of this subchapter may be by civil action as provided in ORS 30.315.

(B) The failure or omission to comply with any section of this subchapter shall be deemed a violation and may be so prosecuted.

Penalty, see § 15.999

(Ord. 1135, Amended, 05/28/2009; '90 Code, § 7.51.080, 07/01/1998; Ord. 796, passed, 09/08/1994; Ord. 687, passed, 07/03/1991; Ord. 610, passed, 03/30/1989)

MASSAGE TREATMENT

§ 15.725- TITLE; APPLICATION.

This subchapter shall be known and cited as the Massage Treatment Law, and shall apply to the unincorporated areas of the county.

('90 Code, § 6.50.005, 07/01/1998; Ord. 160, passed, 03/09/1978)

§ 15.726 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context requires a different meaning.

COMPENSATION. Any form of remuneration, direct or indirect, either received from the person upon whom the massage treatment is performed, or performed by, or from another.

MANUAL. Includes the use of hands, feet or any other part of the human anatomy.

MASSAGE TREATMENT. The manipulation or touching of the body of another person by pressure, friction, stroking, tapping, kneading, painting or any other manipulating or contact, direct or indirect, by manual or mechanical means or by gymnastics, with or without appliances such as vibrators, infrared heat, sun lamps and external baths, and with or without lubricants or pigments, including but not limited to oils, soaps, alcohol, paint, powders, lotions, shampoos or salts.

MASSAGE TREATMENT BUSINESS. The operation of an establishment at which the practice of massage treatment is performed.

PRACTICE OF MASSAGE TREATMENT. The performance of massage treatment or the permitting of massage treatment to be performed by another on one's own body, for compensation.

('90 Code, § 6.50.010, 07/01/1998; Ord. 160, passed, 03/09/1978)

§ 15.727 FINDINGS AND PURPOSE.

(A) The Board finds that there has been an increase in the county of various business enterprises in which nonlicensed persons offer to manipulate or touch the bodies of paying customers for the purpose of sexual arousal or sexual gratification. These

Exhibit D

RESIDENTIAL ^{1,2}			COMMERCIAL		
	Current	Proposed		Current	Proposed
Reduced Permit Fee	\$ -	\$ 10	New Permit Issued Jan - June	\$ 25	\$ 75
Dispatch Without Permit	\$ -	\$ 100	New Permit Issued July - Sept	\$ 19	\$ 56
Reinstatement	\$ -	\$ 30	New Permit Issued Oct - Dec	\$ 13	\$ 38
			Annual Renewal Fee	\$ 25	\$ 75
			Second False Alarm	\$ 75	\$ 150
			Third False Alarm	\$ 100	\$ 200
			Fourth False Alarm	\$ 200	\$ 250
			Late Fee per Invoice - All Other Fees	\$ 25	\$ 50
			Failure to Obtain Permit within 30 days	\$ 25	\$ 50
			Dispatch Without Permit	\$ -	\$ 150
			Reinstatement	\$ -	\$ 30

¹ Age to qualify for "Reduced Permit Fee" would increase from 62 (current) to 65 (proposed)

² Alarm users with silent robbery/panic feature would no longer need to pay for an additional permit if proposed is adopted



AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
January 15, 2020	Work Session #3	2020-03

TO: Mayor and City Council
FROM: Nolan K. Young, City Administrator
DATE: January 8, 2020

ISSUE:

Council discussion about a potential low income senior citizen utility rate discount.

BACKGROUND:

In October 2019, the City of Troutdale City Council adopted a discounted sewer system utility rate for qualified low income senior citizens. Councilor Mike Weatherby has requested that the Fairview City Council consider some type of utility rate discount for low income senior citizens.

Attached is the City of Troutdale's staff report on this issue. It provides useful information they used to consider their program. The Troutdale discount was limited to just the sewer rate because it was a fixed monthly amount that most residents who had utility service paid and it would be easier to compute and administer this single discount. If Fairview was to implement a similar program, our current residential monthly sewer rate is \$34.59. A 50% discount would be a monthly amount of \$17.30.

This item is on the City Councils work session agenda to allow the Council to consider whether they want city staff to do additional work on a potential utility discount, what additional information the Council needs and what types of discounts the Council would like to consider.



CITY OF TROUTDALE



STAFF REPORT

SUBJECT / ISSUE: An Ordinance Amending Troutdale Municipal Code Title 12

MEETING TYPE:
City Council Regular Mtg.

STAFF MEMBER:
Ray Young

MEETING DATE:
October 22, 2019

DEPARTMENT:
Executive

ACTION REQUIRED:
Ordinance - Adoption

ADVISORY COMMITTEE/COMMISSION RECOMMENDATION:

PUBLIC HEARING:
Yes

N/A

Comments:

STAFF RECOMMENDATION: Adoption

EXHIBITS:

- A. New TMC Chapter 12.13
- B. City of Portland's Utility Financial Assistance Program
- C. City of Milwaukie's Utility Financial Assistance Program
- D. Multnomah County Median Income Chart

SUBJECT / ISSUE RELATES TO:

- Council Goals
 Legislative
 Other (describe)

ISSUE / COUNCIL DECISION & DISCUSSION POINTS:

- ◆ Should the City provide a discounted sewer system utility rate for qualified low income senior citizens?
- ◆ Are the details of the program sufficiently narrow to provide help to a vulnerable group of senior citizens, without significantly burdening the City's finances?

Reviewed and Approved by City Manager:

BACKGROUND:

One of the most common areas of concern for elderly citizens is the ability to pay for the basic necessities of life. There are certain monthly expenses that have to be paid for which there is little or no ability to control costs. While a person has some ability to control the monthly cost of their food, electrical use, water use, etc., one bill that is not subject to control is the sewer rate. There are no meters on what a homeowner puts into the sewer system. All residential customer pay the same monthly rate, or ERU (Equivalent Residential Unit) regardless of system use. The monthly ERU for sewer service is \$44.26.

Many senior citizens are also physically limited in their ability to increase their income. More than any other adult age group demographic, their opportunities to work are limited or non-existent. Their primary sources of income are social security, pensions and savings. Based upon census data, the City of Troutdale's population is approximately ten percent (10%) of persons over the age of 65. While it is unknown what population of "seniors" is struggling financially in Troutdale, we know there are some. It is common for a municipality to have a program to help low income senior citizens with their utility bills. Attached as Exhibit B and C are copies of the City of Portland's and City of Milwaukie's programs.

Staff proposes that sewer rates for low income eligible seniors be reduced by half. This would currently be a savings of \$22.13 per month. To many citizens this may seem minor, but to a person, or persons, living on a low fixed income it means a lot.

To qualify, Staff proposes that the federal Housing and Urban Development standards for Section 8 housing rules be used to determine eligibility. If a person, or family, has income at or below fifty percent (50%) of the area median income, they are classified as extremely low or very low income. Staff suggests it is best to use this objective standard which other government agencies use for aid determination, and this makes it straightforward for staff to administer the program. Attached as Exhibit D is the current Multnomah County eligibility chart.

Attached as Exhibit A is the proposed TMC Chapter 12 amendments to provide for this new program. The City's General Fund would annual reimburse the sewer utility fund so that all the other resident rate payers are not subsidizing the program. Staff's best "educated guess" is that anywhere from 50-100 households would request the reduction. This would represent currently an annual cost of \$13, 278 to \$26,556.

PROS & CONS:

Pros:

- Provides financial assistance to some of Troutdale's most vulnerable citizens

Cons:

- Creates a financial burden on the general fund, and establishes a precedent of requiring all citizens to financially subsidize one special interest group.

Current Year Budget Impacts: Yes (*describe*) N/A
Unknown service costs dependent on first partial year program participation

Future Fiscal Impacts: Yes (*describe*) N/A
Future service costs dependent upon program participation

City Attorney Approved: Yes N/A

Community Involvement Process: Yes (*describe*) N/A

CHAPTER 12.13 LOW-INCOME SENIOR CITIZEN UTILITY CUSTOMERS

12.13.010 APPLICATION—ELIGIBILITY

A. To the extent that City funds are available and the requirements of this chapter are met, a residential utility customer of the City over the age of 65 may make application to obtain reduced monthly charges for use of Troutdale's sewer service. Approved customers shall pay fifty percent (50%) of the residential ERU charge.

B. To be eligible for a rate reduction:

1. The property involved must be occupied and used by the applicant as his or her principal residence during the period of the rate reduction.

2. No City sewer and other City assessments may be in arrears on the property (if owned by applicant or relative).

3. The income of the family residing at the property, of which the applicant is a member, shall not exceed fifty percent (50%) of the Multnomah County Median income for the size of the household requesting the assistance.

4. "Family" means one (1) person or two (2) or more persons related by blood, marriage, legal adoption, or guardianship; or a group of not more than five (5) persons, all or part of whom are not related by blood, marriage, legal adoption, or guardianship, living together as a simple housekeeping and economic unit in the dwelling occupying the property for which the reduced rate is applied for.

5. The applicant shall file an application to obtain reduced sewer rates with the City Finance Director prior to qualifying for reduced sewer rates. The applicant must truthfully answer all questions put to them regarding eligibility, and attach all required documents for all income earners in the household. If approved, the applicant shall re-apply annually.

12.13.020 FINANCING OF PROGRAM

Annually an amount equal to the total amount of rate discounts provided to qualified customers shall be transferred from the City General Fund to the Sanitary Sewer Utility Fund so as to not place the cost burden of the subsidy on the remaining utility customers.

12.13.030 ADMINISTRATION

The City Finance Director shall be responsible for the administration of this chapter, and may:

A. Adopt reasonable rules and regulations relating to any matter pertaining to the administration of this chapter;

B. Prepare and make available all necessary forms;

C. As frequently as appears appropriate, make such investigation, including a review of all available records relating to household income of applicants for which a rate reduction has been allowed, to ascertain that the applicant continues to meet the eligibility requirements.

D. Take any all other actions as necessary and appropriate to effectively administer the intent and requirements of this chapter, in compliance with the other chapters of the Troutdale Municipal Code, and the State of Oregon Local Budget Law, Oregon Revised Statutes Chapter 294 Sections 305 to 565.

12.13.040 CONTRACT

The application required under Section 12.13.010 shall be in a form satisfactory to the City Attorney and shall contain a signed statement of agreement by the customer to abide by all terms of this chapter and such subsequent rules and regulations as may be adopted.

12.13.050 MINIMUM INCOME LEVELS

Minimum income levels, below which a utility customer qualifies for a rate reduction, shall be fifty percent of the Median Family Income levels, for the number of family members, as established annually by the U.S. Government's Department of Housing and Urban Development for Multnomah County, or other appropriate measure as determined by the City.

12.13.060 TERMINATION OF RATE REDUCTION

Reduced sewer rates for customers shall be terminated in the event of the occurrence of any of the following circumstances:

- A. Minimum income levels are exceeded;
- B. Applicant defaults in the performance of the terms and provisions of his or her contract with the City (including delinquency on sewer or other assessments);
- C. Applicant moves from the dwelling;
- D. Applicant (if an owner) sells, trades, or otherwise relinquishes ownership of the dwelling;
- E. Applicant fails to comply with any rule or regulation adopted under this chapter; refuses to provide information to or hinders any investigation by the City Finance Director into the continued eligibility of the applicant for reduced rates; willfully makes any false or misleading statement in order to obtain or retain a rate reduction; or receives benefits under this chapter with knowledge that he or she does not qualify for such benefits.
- F. An approved reduction in said sewer rate shall only apply to the City's fiscal year for the year in which it is applied for and will expire on June 30th of each year. Renewals must be applied for each year. Any rate discount provided shall commence at the beginning of the next billing cycle after the completed new or renewal application has been properly approved.

12.13.070 CONFIDENTIALITY

To the maximum extent possible under the law, the applications, records, and other information relating to rate reduction requests shall be kept confidential by the City.

12.13.080 APPEALS

Any person aggrieved by a decision of the City Finance Director under this chapter may appeal such decision to the City Manager by serving, within ten (10) days after receipt of the decision of the City Finance Director, a written notice of appeal specifying the grounds for objection to the decision. The City Manager shall consider the matter and may sustain, modify, or reverse the decision of the City Finance Director. The City Manager's decision is final.

12.13.090 VIOLATION—PENALTY

A. A violation of this chapter shall be punishable by a fine not to exceed two hundred dollars (\$200.00).

B. Each violation of a separate provision of this chapter shall constitute a separate offense and each day that a violation of this chapter is committed or permitted to continue shall constitute a separate offense.

C. The conviction of any person for violation of this chapter shall not act to relieve such person from the requirement to pay the full regular sewer rates for the entire period he or she was unqualified for reduced rates. The penalties imposed by this section are in addition to and not in lieu of any remedies available to the City under other sections of this chapter.

CITY OF PORTLAND, OREGON

**Sewer, Stormwater and Water
FINANCIAL ASSISTANCE
APPLICATION**



The City of Portland offers a sewer, stormwater and water bill discount program for all eligible households receiving water and/or sanitary sewer service as a direct customer of the Portland Water Bureau or Bureau of Environmental Services.

ELIGIBILITY REQUIREMENTS

- Property must be a single-family home that receives sewer or water services from the City of Portland.
- Applicant must live at the property and be directly responsible for payment of the sewer/stormwater/water bill.
- Applicant must meet the established income guidelines by submitting proof of total gross income for all adult members of the household. Gross monthly household income for those 18 and older determines eligibility. Gross income means the amount of money before taxes or deductions.
- If approved for the bill discount, you will receive the discount for up to 2 years. **This discount does not automatically renew.** To continue, you will need to reapply after 2 years.
- If approved for the bill discount, it is your responsibility to notify us immediately if your income changes and you no longer qualify.

STEPS

- 1 Complete the application form.**
- 2 Copy proof of income documents for the last 30 days.**
- 3 Sign and submit information.**
- 4 If approved, the discount will begin with your next sewer, stormwater and water bill.**

INCOME ELIGIBILITY REQUIREMENTS

(Valid until July 2020)

FAMILY SIZE	Tier 1 Discount 60% MFI (Monthly Income)	Tier 2 Discount 30% MFI (Monthly Income)
1 person	Under \$3,080	Under \$1,540
2 people	Under \$3,520	Under \$1,760
3 people	Under \$3,960	Under \$1,980
4 people	Under \$4,395	Under \$2,198
5 people	Under \$4,750	Under \$2,375
6 people	Under \$5,100	Under \$2,550
7 people	Under \$5,450	Under \$2,725
8 people	Under \$5,805*	Under \$2,903**

* For each additional person in a Tier 1 household, add \$355 to monthly Income
 ** For each additional person in a Tier 2 household, add \$178 to monthly income

QUESTIONS?
 Contact Portland Water Bureau Customer Service at **503-823-7770** or **pwbcustomerservice@portlandoregon.gov**

To help ensure equal access to City programs, services, and activities, the City of Portland will provide translation, reasonably modify policies/procedures and provide auxiliary aids/services/alternative formats to persons with disabilities. For accommodations, translations and interpretations, complaints, and additional information, contact 503-823-7770, use City TTY 503-823-6868, or use Oregon Relay Service: 711

Low Income Utility Assistance Program

Milwaukie Finance - Low Income Utility Assistance Program

The City of Milwaukie offers residential customers a Low Income Utility Assistance Program which provides a reduced monthly charge for Water, Sewer, Storm, and Street utility charges. The reduced rates are:

- A waiver of the established base charge for water service
- One half of the established billing and administration charge, treatment charge, and volume charge for wastewater (sewer)
- One half of the established base charge and volume charge for stormwater charges
- A waiver of the street maintenance and SAFE fee

To qualify for the reduced rate utility program each of the following conditions must be met:

1. The applicant must be a residential utility customer of the City of Milwaukie.
2. The property must be served by one or more of the following services by the City of Milwaukie: water, wastewater, storm-water, street maintenance or SAFE fee.
3. The property served must be occupied and used by the applicant as his or her principal residence during the period for which a reduced rate is applied.
4. The applicant must not be delinquent in any payment owed to the City of Milwaukie including utilities, local improvement district assessments, Milwaukie Municipal Court fines or Library fines.
5. The applicant must not exceed the current gross annual household income levels established by the Housing Authority of Clackamas County as that income level qualifying for Section 8 Housing Assistance***.
6. The applicant must make written application on the form provided by the City and must provide all the documentation requested in the application including a copy of prior year's Federal income tax return or other supporting income document (i.e., Social Security statements, unemployment statements, etc.). Confidential information such as social security numbers may be redacted by the applicant.

Rate reductions are based on complete billing months and commence on the first bill after the application is approved by the Finance Department. Billings will not be prorated for partial month eligibility. An approved application will remain in effect until the applicant no longer meets the stated qualifications. Re-qualification for the program is required every May after initial qualification.

The Finance Department will notify applicants whose application is denied in writing. An appeal may be addressed in writing to the City Council within ten days from the date of receipt of the notice specifying the grounds for denial.

Income Limits***:

One Person Living Alone: \$ 26,150/yr or 2,180.00/mo
Two People in One Residence: \$ 29,900/yr or 2,492.00/mo
Three persons in One Residence: \$ 33,650/yr or 2,805.00/mo
Four persons in One Residence: \$ 37,350/yr or 3,113.00/mo

If more than four People, click [here \(link is external\)](#).

*** Income Limits are adjusted annually to equal the amount designated by the Housing Authority of Clackamas County for Section 8 Housing Assistance. These amounts are effective 4/14/2017.

Current Multnomah County Home Forward Income Eligibility Chart.

To meet the income guidelines, you must earn less than half (50%) of the typical income for a family of your size in the Portland area. Use the chart below to find out.

**Income Guidelines for the Portland Metropolitan Area
(Revised 4/18)**

Household Size	30% of Area Median Income	50% of Area Median Income	80% of Area Median Income
1	\$17,100	\$28,500	\$45,600
2	\$19,550	\$32,600	\$52,100
3	\$22,000	\$36,650	\$58,600
4	\$25,100	\$40,700	\$65,100
5	\$29,420	\$44,000	\$70,350
6	\$33,740	\$47,250	\$75,550
7	\$38,060	\$50,500	\$80,750
8	\$42,380	\$53,750	\$85,950

ORDINANCE NO.

AN ORDINANCE AMENDING TROUTDALE MUNICIPAL CODE TITLE 12 – PUBLIC WORKS.

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The City of Troutdale has a responsibility to ensure that utility rates are established such that the users pay the true cost of the service provided.
2. The Council has previously established rates for utilities that accurately reflect the cost to provide the service.
3. There are elderly residents of the City of Troutdale who live on fixed incomes that are significantly below the median family income levels for the number of residents in the residence and are served by City of Troutdale utilities.
4. Most low income elderly individuals are uniquely inhibited from pursuing either increased or new sources of income due to the physical effects of aging.
5. Ordinary and necessary annual utility rate increases put financial pressure on elderly and on fixed low incomes residents.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TROUTDALE

Section 1. Title 12 shall be amended as set forth in Attachment A. The amendment adds a new section, 12.13, to Title 12.

Section 2. This ordinance shall go into effect on December 1, 2019.

YEAS:
NAYS:
ABSTAINED:

Casey Ryan, Mayor

Date

Sarah Skroch, City Recorder

Adopted:

CHAPTER 12.13 LOW-INCOME SENIOR CITIZEN UTILITY CUSTOMERS

12.13.010 APPLICATION—ELIGIBILITY

A. To the extent that City funds are available and the requirements of this chapter are met, a residential utility customer of the City over the age of 65 may make application to obtain reduced monthly charges for use of Troutdale's sewer service. Approved customers shall pay fifty percent (50%) of the residential ERU charge.

B. To be eligible for a rate reduction:

1. The property involved must be occupied and used by the applicant as his or her principal residence during the period of the rate reduction.

2. No City sewer and other City assessments may be in arrears on the property (if owned by applicant or relative).

3. The income of the family residing at the property, of which the applicant is a member, shall not exceed fifty percent (50%) of the Multnomah County Median income for the size of the household requesting the assistance.

4. "Family" means one (1) person or two (2) or more persons related by blood, marriage, legal adoption, or guardianship; or a group of not more than five (5) persons, all or part of whom are not related by blood, marriage, legal adoption, or guardianship, living together as a simple housekeeping and economic unit in the dwelling occupying the property for which the reduced rate is applied for.

5. The applicant shall file an application to obtain reduced sewer rates with the City Finance Director prior to qualifying for reduced sewer rates. The applicant must truthfully answer all questions put to them regarding eligibility, and attach all required documents for all income earners in the household. If approved, the applicant shall re-apply annually.

12.13.020 FINANCING OF PROGRAM

Annually an amount equal to the total amount of rate discounts provided to qualified customers shall be transferred from the City General Fund to the Sanitary Sewer Utility Fund so as to not place the cost burden of the subsidy on the remaining utility customers.

12.13.030 ADMINISTRATION

The City Finance Director shall be responsible for the administration of this chapter, and may:

A. Adopt reasonable rules and regulations relating to any matter pertaining to the administration of this chapter;

B. Prepare and make available all necessary forms;

C. As frequently as appears appropriate, make such investigation, including a review of all available records relating to household income of applicants for which a rate reduction has been allowed, to ascertain that the applicant continues to meet the eligibility requirements.

D. Take any all other actions as necessary and appropriate to effectively administer the intent and requirements of this chapter, in compliance with the other chapters of the Troutdale Municipal Code, and the State of Oregon Local Budget Law, Oregon Revised Statutes Chapter 294 Sections 305 to 565.

12.13.040 CONTRACT

The application required under Section 12.13.010 shall be in a form satisfactory to the City Attorney and shall contain a signed statement of agreement by the customer to abide by all terms of this chapter and such subsequent rules and regulations as may be adopted.

12.13.050 MINIMUM INCOME LEVELS

Minimum income levels, below which a utility customer qualifies for a rate reduction, shall be fifty percent of the Median Family Income levels, for the number of family members, as established annually by the U.S. Government's Department of Housing and Urban Development for Multnomah County, or other appropriate measure as determined by the City.

12.13.060 TERMINATION OF RATE REDUCTION

Reduced sewer rates for customers shall be terminated in the event of the occurrence of any of the following circumstances:

- A. Minimum income levels are exceeded;
- B. Applicant defaults in the performance of the terms and provisions of his or her contract with the City (including delinquency on sewer or other assessments);
- C. Applicant moves from the dwelling;
- D. Applicant (if an owner) sells, trades, or otherwise relinquishes ownership of the dwelling;
- E. Applicant fails to comply with any rule or regulation adopted under this chapter; refuses to provide information to or hinders any investigation by the City Finance Director into the continued eligibility of the applicant for reduced rates; willfully makes any false or misleading statement in order to obtain or retain a rate reduction; or receives benefits under this chapter with knowledge that he or she does not qualify for such benefits.
- F. An approved reduction in said sewer rate shall only apply to the City's fiscal year for the year in which it is applied for and will expire on June 30th of each year. Renewals must be applied for each year. Any rate discount provided shall commence at the beginning of the next billing cycle after the completed new or renewal application has been properly approved.

12.13.070 CONFIDENTIALITY

To the maximum extent possible under the law, the applications, records, and other information relating to rate reduction requests shall be kept confidential by the City.

12.13.080 APPEALS

Any person aggrieved by a decision of the City Finance Director under this chapter may appeal such decision to the City Manager by serving, within ten (10) days after receipt of the decision of the City Finance Director, a written notice of appeal specifying the grounds for objection to the decision. The City Manager shall consider the matter and may sustain, modify, or reverse the decision of the City Finance Director. The City Manager's decision is final.

12.13.090 VIOLATION—PENALTY

- A. A violation of this chapter shall be punishable by a fine not to exceed two hundred dollars (\$200.00).
- B. Each violation of a separate provision of this chapter shall constitute a separate offense and each day that a violation of this chapter is committed or permitted to continue shall constitute a separate offense.
- C. The conviction of any person for violation of this chapter shall not act to relieve such person from the requirement to pay the full regular sewer rates for the entire period he or she was unqualified for reduced rates. The penalties imposed by this section are in addition to and not in lieu of any remedies available to the City under other sections of this chapter.

MINUTES
CITY OF FAIRVIEW
CITY COUNCIL

December 4, 2019

Council Members

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

Staff

Nolan Young, City Administrator
Lesa Folger, Finance Director
Heather Martin, City Attorney
Devree Leymaster, City Recorder
Jairo Rios-Campos, Recreation Manager
Harry Smith, Police Chief

Wood Village Council Members

Scott Harden, Mayor
Brian Loy
Patricia Smith

Wood Village Staff

Greg Dirks, City Manager

WORK SESSION (6:00 PM) Joint Session with Wood Village City Council

1. PLAYEAST! CELEBRATION

Recreation Manager Rios-Campos, Wood Village City Manager Dirks and Fairview City Administrator Young reviewed the three year program as referred to in Exhibit A. The intent moving forward is for the programming to be self-funded and the administration to be funded by the two cities.

Dr. Danna Diaz, RSD Superintendent, spoke in support of continuing the program. She remarked the PlayEast, RSD partnership has value to each organization; she appreciates PlayEast and their community responsiveness; and that Play East is a vital access point for RSD.

Chief Harry Smith, MCSO, spoke in support of the program. Recreation programs as a whole have a positive impact on youth delinquency. Juvenile crimes spike between 3pm – 7pm. PlayEast has identified those areas and is coordinating with RSD, local churches, and Fairview Oaks and Woods to try and bring outreach and opportunities to where they are needed.

Wood Village Mayor Harden read a joint proclamation in support of continuing the recreation program as signed by himself and Fairview Mayor Cooper.

Council Weatherby commented he supports the program and believes it is important but is concerned about the financial sustainability and providing scholarships outside the two cities. He proposed a one year extension for the program to be completely sustainable by the end of that year. He suggested participants outside the two cities pay a higher rate.

Councilor Kudrna read a statement from Councilor Riordan in support of continuing the program.

Councilor Forsythe remarked the pilot program was presented as being fully sustainable after three years. She is concerned about the budget aspect. She noted the ratio between cities participants and funding is disproportionate. She would support a one year extension.

Mayor Cooper commented the programs administration was always intended to be funded by the two cities. It was the programming that was to be self-sustaining

Council President Voruz commented on the proclamation and the statement “be it resolved by the City Councils”. Fairview Council was not aware of this proclamation and should have had an opportunity to review it. She asked if there had been discussion with Troutdale about joining the partnership. Recreation Manager Rios-Campos answered there is continuing discussion and they collaborate where they can; building the relationship/partnership.

Mayor Cooper commented it is unrealistic to expect the program to be fully sustainable with a one year extension. Council President Voruz suggested setting long term measurable financial goals as a path to becoming self-sustaining.

Mayor Harden and Wood Village Councilors indicated their support of the programs continuance and funding.

EXECUTIVE SESSION

City Council convened into Executive Session under the authority of ORS192.660(2)(e) Real Property Transactions and ORS 192.660(2)(i) Review and Evaluate Performance of a Chief Executive Officer.

Devree Leymaster
City Recorder

Brian Cooper
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.



**Report to joint Wood Village and Fairview City Council
December 4, 2019**



**Greg Dirks, City Manager
Nolan Young, City Administrator
Jairo Rios-Campos, Recreation Manager**



- **April 2016** Hatfield Fellow hired (Katherine Ashford) and Two Cities Recreation Task Force established
- **June 2017** City Councils passed Resolutions authorizing IGA to "develop a recreation program that will meet the recreation needs in both communities"
- **June 2017** IGA establishing East County Recreation signed by City Administrator and City Manager for the two cities
- **February 2019** Personal Professional Service Agreement signed by the Reynolds School District and East County Recreation PlayEast!
- **June 2020** Current Pilot Program Expires



HISTORY




133 Classes or Activities in FY 2017-Present:

MUSIC: Piano, Rock Band, Guitar, Ukulele

DANCE: Ballet & Jazz, Hip Hop Dance, Family Hip Hop & Groove,

ARTS: Children's Art Camp, Family Art Camp, Painting & Printmaking Camp, Art Exploration, Printing & Printmaking, Art workshops

ATHLETICS: Soccer (3 age groups), Intergenerational Soccer, Volleyball, Futsal tournaments, Indoor Soccer tournaments, basketball, Flag Football, SkyHawks Camps, Mini-Hawks Camp 5K.



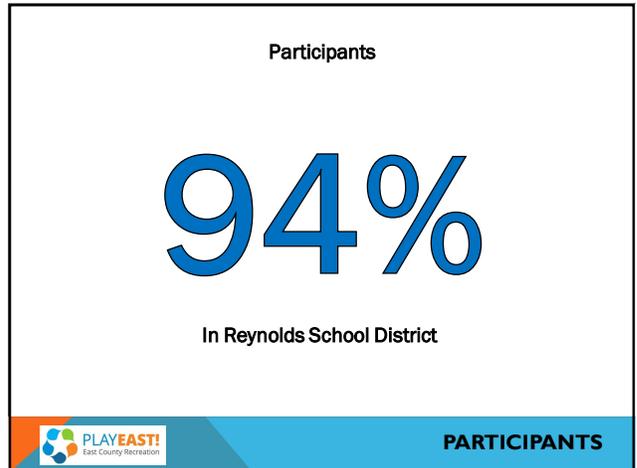
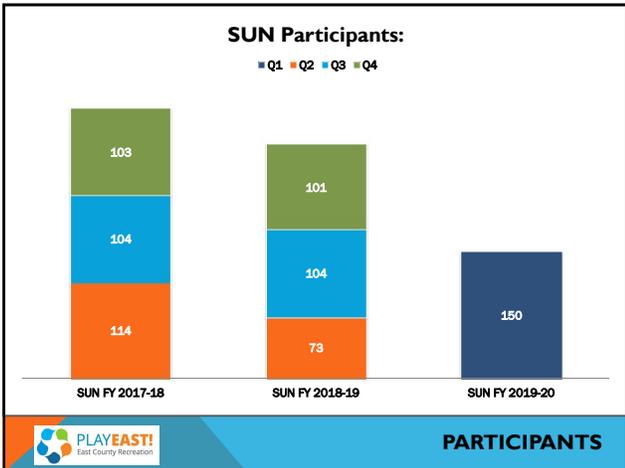
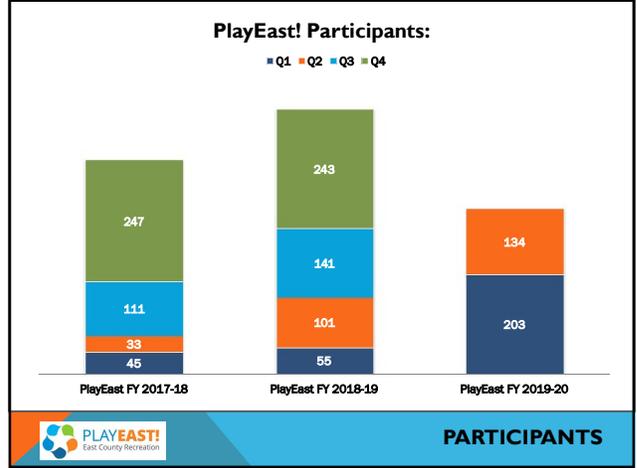
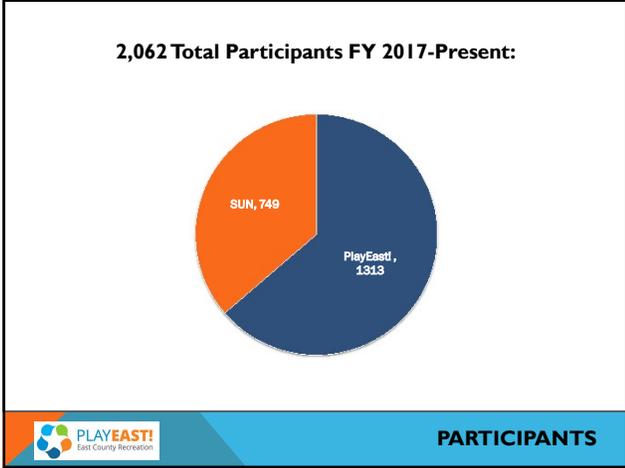
PROGRAMS

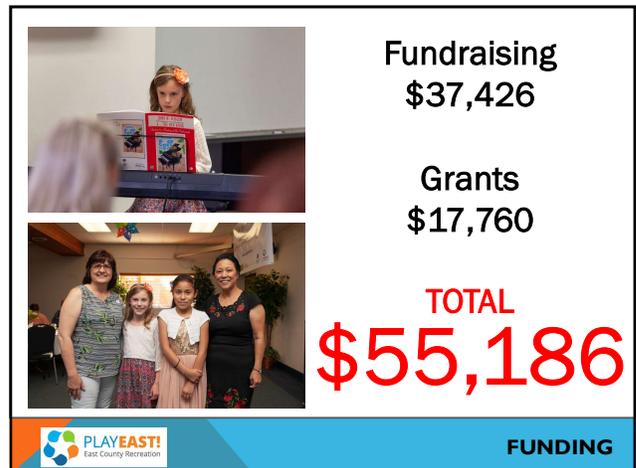
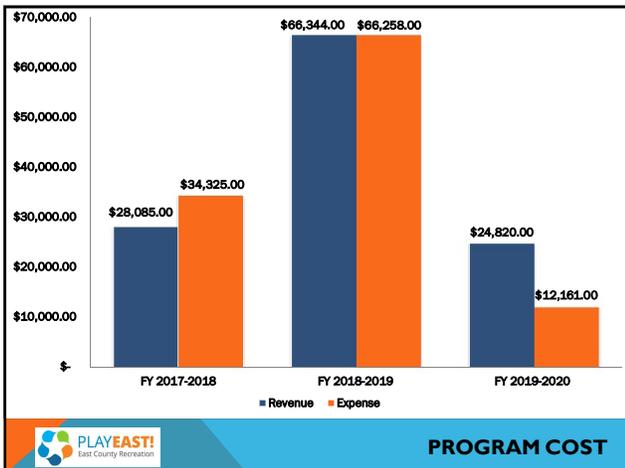
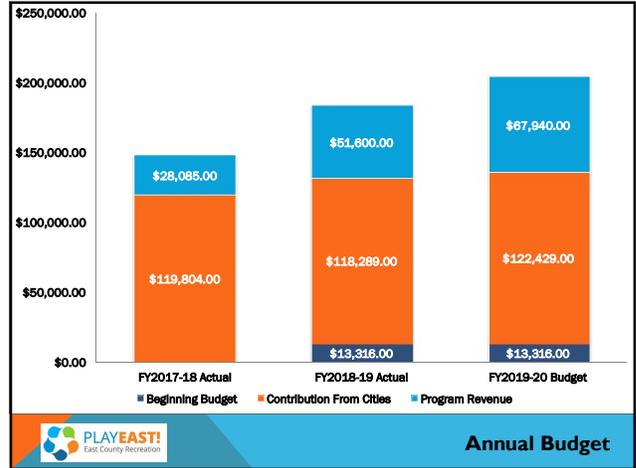
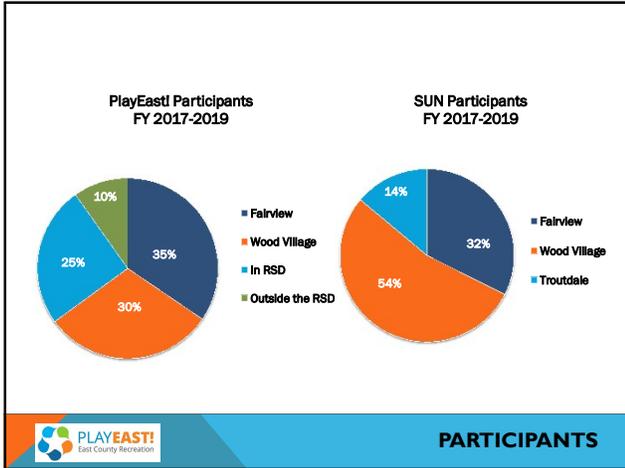
OTHER REC: Nia Movement, Yoga in the Park, Taekwondo, 5K, Summer Nutrition Program, Theater Camp, Community Walks, Family Fun Nights





PROGRAMS







PLAY EAST!
East County Recreation

KEY PARTNERSHIPS



PLAY EAST!
East County Recreation

KEY PARTNERSHIPS



STRYVE Grant Recipients
Pastor Tom Miles
Summer Sport Program



Location Piano Classes
Pastor Rev. Brad Busiek



PLAY EAST!
East County Recreation

KEY PARTNERSHIPS



PLAY EAST!
East County Recreation

COMMUNITY PARTNERS

SCHOOLS UNITING NEIGHBORHOODS

LatinoNetwork

MFS Metropolitan Family Service
Moving Lives Forward.

rcrco

PLAYEAST! East County Recreation

COMMUNITY PARTNERS

Community Impact

October 2017 Wood Village Baptist Church Mini-Pitch

September 2019 Reynolds Middle School Mini-Pitch

PLAYEAST! East County Recreation

MILESTONES

PROPOSAL GOING FORWARD

1. Continuing target audience of K-8th grade in the Reynolds School District
2. Add Pre-K to our target audience
3. Wood Village and Fairview provide ongoing:
 - a) Funding for Recreation Manager
 - b) Administration, Financial accounting, space, and materials
4. Board and Recreation Manager develop program offering that can sustained through
 - a) Registration fees
 - b) Grants
 - c) Donations & Sponsorships
 - d) Fundraising Activities
 - e) Partner Revenue

PLAYEAST! East County Recreation

PROPOSED PROGRAM

POTENTIAL FUNDRAISING APPROACH:

Adult classes that subsidize youth programs

- Limited to what the Recreation Manager can do without affecting youth programs
- Low maintenance popular classes for adults including senior citizens
- Vendor provided classes
- Fee includes
 - Basic fee with 70% to vendor
 - 25% -50% additional surcharge to support youth program
- No scholarships for adults

PLAYEAST! East County Recreation

PROPOSED IGA MODIFICATION

INVITED TESTIMONY

Dr. Danna Diaz, RSD
Chief Harry Smith, MCSO



COMMUNITY PARTNERS

PROGRAM GOALS:

1. Wood Village & Fairview Councils move PlayEast! from 3 year pilot program to ongoing regular program. With the two cities providing funding for Recreation Manager and provide Administration support and the Recreation Board developing a fundraising program mix that is self-sustaining.
2. Council direct City Manager and City Administrator to include the program in the 2020-2021 budget proposal and include PlayEast! in long-term financial forecasting for each city.



PROGRAM GOALS



PHOTO



PHOTO

**QUESTION FROM COUNCIL FOR
STAFF & BOARD MEMBERS**



QUESTIONS

**MINUTES
CITY OF FAIRVIEW
CITY COUNCIL**

December 18, 2019

Council Members

Brian Cooper, Mayor
Cathi Forsythe
Mike Weatherby
Keith Kudrna
Balwant Bhullar (*Excused*)
Natalie Voruz
Darren Riordan

Staff

Nolan Young, City Administrator
Lesa Folger, Finance Director
Heather Martin, City Attorney
Devree Leymaster, City Recorder
Carey Kaer, Lieutenant MCSO

WORK SESSION (6:00 PM)

1. PLANNING COMMISSION CANDIDATE INTERVIEWS

Mayor Cooper asked the candidates two questions. 1. Please tell us a little about yourself and why you would like to serve on Planning Commission and 2. What do you think are the three biggest planning issues facing the city today?

Councilor Weatherby inquired about funding the Halsey corridor project. 3. There will be no funding from Metro over the next year, how do you propose to keep the project moving forward?

Below is a brief summary of the candidate's responses.

Jeff Dennerline

1. Currently seated and have served two plus years. Would like to continue the work the Commission has begun; making good progress.
2. Agreed with Mr. Peterson's answers and added parking and updating the comprehensive plan to align with the municipal code.
3. A year is not big deal when looking at a project of this scope. There are other funding opportunities and resources to look at.

Bill Peterson

1. Served (managed) in local government 41 years, retired and want to keep assisting local government.
2. Halsey corridor work, defining mixed-use, how to revitalize live/work, and work with other agencies to limit obstacles for development along the Halsey corridor.
3. The project consultant is working directly with property owners; excitement is building about potential projects; align resources with the right project.

2. DISCUSS CITY APPOINTMENT TO INITIAL URBAN FLOOD SAFETY & WATER QUALITY DISTRICT

Evyn Mitchell, Public Affairs Manager, and Colin Rowan, Director, Levee Ready Columbia staff, updated Council on the governance work for Levee Ready Columbia (LRC) and the passage of Senate Bill 431 creating the Urban Flood Safety & Water Quality District. (*Exhibit A*) The oversight of the District will be two different boards at two different times: an interim board with 17 members followed by a permanent board of 9 members. The interim board will set up the district, establish a sustainable revenue structure and call for the dissolution of the existing drainage districts that will transition into one district with the permanent board overseeing operations and management of capital improvements and providing ongoing oversight.

CA Young asked the Council how they wish to proceed with identifying the city's initial board member. Options include appointing a member of the elected Council, appoint the City Administrator, or appoint a Budget Committee member who has expressed interest. He noted Troutdale is appointing an elected official, Gresham is appointing a staff person, Metro is appointing a Council Member, and the Port and Portland are still considering options. LRC has requested we submit the representative's name by April 2020.

Councilor Weatherby asked if the permanent board will be appointed or elected. LRC staff replied elected.

Councilor Forsythe inquired about conflict of interest of a resident within the boundary serving on the board. City Attorney Martin answered there is no conflict; it is not personal, many will be affected. She asked about the other initial board positions - Resident, Business & Non-Profit – and who appoints. LRC staff answered the governor appoints these positions.

Councilor Riordan proposed recruiting for the position with an interview process. This appointment could have a large impact.

CA Young proposed Council consider the options and continue discussion at their February 5 work session. Council agreed.

3. DISCUSS POTENTIAL AMENDMENT CONCERNING CONCURRENT APPOINTMENT TO BUDGET & PLANNING COMMISSION

City Recorder Leymaster reviewed the background information provided in the packet and noted the regulation was not in the initial draft proposed by staff but was included in the final version presented by the subcommittee for adoption. There were no minutes or audio of the sub-committee meeting(s).

Council President Voruz proposed inviting the prior Councilor's who served on the subcommittee to attend a future meeting and share their reasoning with the Council. Councilor Forsythe supported the idea. Councilor Kudrna remarked he would be concerned about the time lapse and asking them to reflect on a four year old decision. Mayor Cooper remarked they were welcome to invite the prior Councilors to the next meeting (second reading and public hearing).

Comments during continued Council discussion included concern for a fair, objective process; potentially giving a non-elected official a seat on two heavily weighted bodies; not prohibiting it could help foster as many applicants as possible; ultimately Council has the final decision on all matters, don't believe it would give an individual too much power, etc.

Staff requested direction from the Council as which option to proceed with during the first reading of the ordinance: repeal the rule or amend the rule. Council directed staff to read the first reading of the ordinance to amend the rule.

4. REQUEST TO EXTEND THE DEVELOPMENT INCENTIVE PROGRAM TO THE HALSEY AND FAIRVIEW PARKWAY MIXED USE DEVELOPMENT

CA Young explained the development project needs additional time for potential redesigns to coordinate with Main Streets on Halsey and Urban Renewal activities. A similar extension was granted for a development on the northwest corner of Halsey and NE 223rd. Both extensions will benefit the public in getting the best design possible for these key intersections.

Councilor Kudrna asked why the extension request isn't longer; beyond June 30, 2020. CA Young replied because they wanted the extension to be consistent with the approved extension for the other development.

COUNCIL MEETING (7:00 PM)

1. CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

2. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS

Steve Marker, Fairview, OR and Russell Williams, Fairview, OR spoke regarding the Public Safety Advisory Committee (PSAC) and disconnect between the Chief and PSAC. The person covering the meeting seems to be just a stand in and is not able to provide support. They spoke about the seemingly increase in vehicle break-ins and vandalism and expressed concern about the ability of the city to direct MCSO deputies to areas where crime is occurring during the times they are occurring.

Mr. Williams shared neighbors reported three vandalisms in recent weeks and felt they were not getting support from calling non-emergency. They were directed to go to the Troutdale office and fill out a report. Individuals are feeling they are not being heard when they call non-emergency.

Mr. Marker commented on the MCSO survey and his disappointment that Council was not more involved with the process and engaging with the public. He noted concern about posting too much on Next Door and unintentionally giving criminals information.

Council President Voruz replied Council could ask them to patrol areas but they do have to prioritize their calls. Could consider adding coverage. She believes they are getting the service, but if feel it is not enough could look at options to fund an additional Officer. She encouraged PSAC to use the attending officer as a law enforcement resource tool at the meetings.

Councilor Forsythe commented needing to educate citizens about available resources i.e. vacation checks and sharing private security camera footage with law enforcement. She noted MCSO does not oversee 911 or the non-emergency number; they are managed by BOEC.

3. CONSENT AGENDA

- a. Minutes of November 6 & November 20, 2019
- b. Amend City-Owned Equipment Rental Policy: Resolution 47-2019
- c. Authorize Full Benefits of the Development Incentive Program to the Halsey and Fairview Parkway Mixed-Use Development, if Permits are Taken Out by June 30, 2020 With the Urban Renewal Agency Reimbursing the Three Utilities for SDC's Waived: Resolution 53-2019

Councilor Kudrna moved to approve the consent agenda and Councilor Riordan seconded. The motion passed unanimously.

AYES: 6

NOES: 0

ABSTAINED: 0

4. PRESENTATION

None.

5. CITY ADMINISTRATOR AND DIRECTOR REPORTS

- a. MCSO Monthly Report – November 2019

Lieutenant Kaer reported he will share the concerns reported by Mr. Williams and Mr. Marker with the MCSO BOEC representative. He reviewed the November reports and commented on the importance of reporting car prowls. They track the data and the trends do help them know where to patrol.

6. MAYOR/COMMITTEE REPORTS AND COUNCIL REPORTS

Councilor Kudrna commented on the success of the Christmas Tree Lighting event and thanked the Community Engagement Committee, Anthem Church and the Multnomah County Sheriff's Office for their respective contributions.

7. COUNCIL BUSINESS

a. Appoint Members to the Planning Commission: Resolution 48-2019

Council President Voruz moved to approve Resolution 48-2019, reappointing Jeff Dennerline and appointing Bill Peterson, and Councilor Forsythe seconded. The motion passed unanimously.

AYES: 6

NOES: 0

ABSTAINED: 0

b. Appoint Members to the Community Engagement Committee: Resolution 49-2019

Councilor Kudrna moved to approve Resolution 49-2019, reappointing Ginell Cooper and Corinna McGuire and appointing Robert Cantrell, and Councilor Riordan seconded. The motion passed unanimously. Mayor Cooper abstained in compliance with Council rule 9.A.4.

AYES: 5

NOES: 0

ABSTAINED: 1 – Mayor Cooper

c. Appoint Members to the Public Safety Advisory Committee: Resolution 51-2019

Councilor Kudrna moved to approve Resolution 51-2019, reappointing Russell Williams and Lynnia Woods and appointing David Gregory, and Councilor Weatherby seconded. The motion passed unanimously.

AYES: 6

NOES: 0

ABSTAINED: 0

d. Appoint Members to the Parks & Recreation Advisory Committee: Resolution 50-2019

Council President Voruz moved to approve Resolution 50-2019, reappointing John Sumpter and Hollie Holcombe and appointing Lynnia Woods, and Councilor Weatherby seconded. The motion passed unanimously.

AYES: 6

NOES: 0

ABSTAINED: 0

e. Appoint Members to the Economic Development Advisory Committee: Resolution 52-2019

Councilor Kudrna moved to approve Resolution 52-2019, reappointing Henry Pelfrey and appointing Mary Pat Crum, and Councilor Forsythe seconded. The motion passed unanimously.

AYES: 6

NOES: 0

ABSTAINED: 0

f. Amend Fairview Municipal Code Chapter 2.14.090 (C) Regarding an Individual Serving on both the Budget Committee and Planning Commission: Ordinance 1-2020

CR Leymaster read the first reading of the ordinance by title. The proposed amendment will allow Council to expressly approve an individual to serve on both the Budget Committee and Planning Commission at the same time. The second reading and public hearing is scheduled for January 15.

8. PUBLIC HEARING

None.

9. ADJOURNMENT

Councilor Riordan moved to adjourn the meeting and Councilor Kudrna seconded. The motion passed, and the meeting adjourned at 7:58 PM.

AYES: 6

NOES: 0

ABSTAINED: 0

Devree Leymaster
City Recorder

Brian Cooper
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.

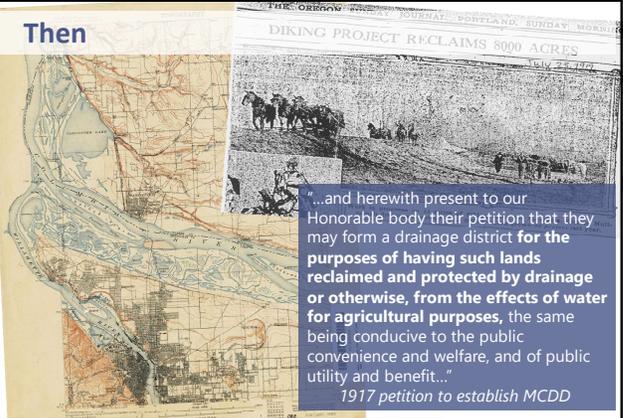


Levee Ready
COLUMBIA

**The Urban Flood Safety &
Water Quality District**

Fairview City Council
December 18, 2019

Then



DIKING PROJECT RECLAIMS 8000 ACRES

...and herewith present to our Honorable body their petition that they may form a drainage district **for the purposes of having such lands reclaimed and protected by drainage or otherwise, from the effects of water for agricultural purposes**, the same being conducive to the public convenience and welfare, and of public utility and benefit..."

1917 petition to establish MCDD



Now




80th OREGON LEGISLATIVE ASSEMBLY-2019 Regular Session

Senate Bill 431

Sponsored by Senator FREDERICK, Representative GORSEK; Senator MONNES ANDERSON (Pre-session filed.)



SB 431 B
3rd Reading



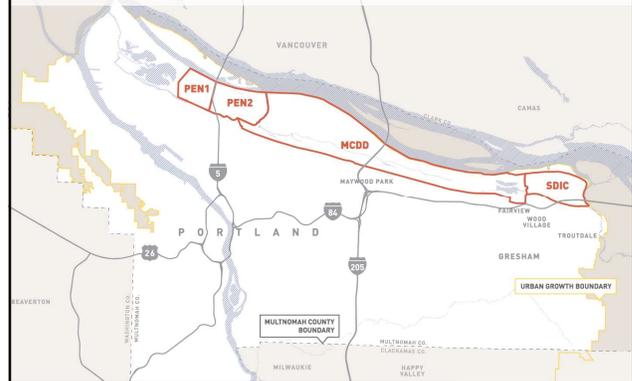
Senate Bill 431

Creates an **Urban Flood Safety & Water Quality District** with the purpose of improving, operating, and maintaining “works” to:

- reduce the risk of flooding
- to protect people and property from flood risk
- convey water
- respond to flood emergencies
- contribute to improved water quality, habitat and landscape resiliency
- promote equity in all aspects of district’s operations
- prepare for and adapt to the impact of climate change
- provide the public with information regarding the cultural history of the managed floodplain



Boundaries



Oversight: two boards

1 Initial

17 appointees representing:

- 4 Drainage Districts
- 5 Cities
- 1 Port of Portland
- 1 Metro
- 1 Multnomah County
- 1 Resident
- 1 Business
- 1 nonprofit
- 1 environmental justice nonprofit
- 1 environmental conservation nonprofit

2 Permanent

5 elected members

- 4 from the managed floodplain who are either a resident, business owner, or the designee of a business owner
- 1 resident of urban Multnomah County

4 appointees

- 1 representative of the Port of Portland and one individual with expertise or interest in
 - flood safety
 - environmental justice
 - environmental conservation



Oversight: two boards

1 Initial

responsible for:

- setting up the district
- establishing a sustainable revenue structure
- calling for the dissolution of the existing drainage districts

2 Permanent

responsible for:

- absorbing drainage districts
- overseeing operations and management and capital improvements
- ongoing oversight of district



Financial Tools

1 property assessments	3 revenue bonds
2 service/user fees	4 general obligation bonds



Anticipated Timeline



2019	2020	2021	2022	2023	2024	2025
District formed the state legislature creates the urban flood safety and water quality district.	Initial board appointed initial board is appointed by April. Board member orientation and planning starts.	Strategic planning initial board engages community in strategic planning, including setting mission, vision, values, determining programmatic functions, and starting revenue structure analysis	Revenue structure creation ongoing operations and maintenance revenue structure is established	GO Bond vote general obligation bond package developed and sent to voters. Planning and engagement continues for ongoing revenue structure.	Call for dissolution initial board calls for the dissolution of drainage districts. Transition to permanent board starts.	District is fully operational The new district takes over all operations and the drainage districts complete dissolution.



Questions

Levee Ready Columbia staff:
Colin Rowan, Director, rowan@mcdd.org
Eryn Mitchell, Public Affairs Manager, emitchell@mcdd.org
503-281-5675





AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
January 15, 2020	3.b.	2020-01

TO: Mayor and City Council
FROM: Devree Leymaster, City Recorder
THRU: Nolan K. Young, City Administrator
DATE: January 3, 2020

ISSUE:

Amend the classes of volunteers list for the extension of workers' compensation coverage to volunteers for the City of Fairview.

BACKGROUND:

The City, on an annual basis, by resolution extends its' workers compensation coverage to all volunteers for the City of Fairview. The volunteers included in this coverage are city boards and commission members, as well as volunteers for city held special events.

The City Council last approved the extension of coverage resolution on June 19, 2019, Resolution 34-2019. The city's insurance agent of record, Brown & Brown Insurance, recently requested changes be made to Exhibit A of Resolution 34-2019. The request included specifying volunteers that need to be covered under Section 4. Non-public safety volunteers or marking the section non-applicable. Volunteers for the Mobile Census Access Center will be listed here. The second request was to specify "other approved events" in Section 5. Public Events or remove it because it was too broad. An additional amendment includes the Complete Count (Census) Committee under Section 2. Volunteer boards, commissions, and councils for the performance of administrative duties.

The proposed amendments add volunteers for the Mobile Census Access Center to Section 4. Non-public safety volunteers, add the Complete Count (Census) Committee to Section 2. Volunteer boards, etc. and removes "other approved events" from Section 5. Public Events.

If needed, Section 7. Other Volunteers identifies the notice requirements to CIS underwriting requesting coverage for volunteers not addressed in the list.

COUNCIL ALTERNATIVES:

1. Move to approve Resolution 1-2020. This will amend the classes of volunteers list for the extension of workers' compensation coverage to volunteers for the City of Fairview.
2. Decline to approve the Resolution and provide direction to staff.



RESOLUTION
(1-2020)

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL AMENDING THE
VOLUNTEER CLASS LIST IN EXHIBIT A, RESOLUTION 34-2019**

WHEREAS, the City of Fairview desires to extend workers’ compensation for City volunteers including but not limited to members of boards, committees and the City Council; and

WHEREAS, pursuant to ORS 656.031, Workers’ Compensation coverage was provided to the classes of volunteers listed in Resolution 34-2019, Exhibit A; and

WHEREAS, it was recommended by our agent of record, Brown & Brown Insurance that the classes of volunteers listed in Exhibit A, Resolution 34-2019, be amended for extension of the City’s workers compensation coverage to volunteers by our insurance provider, CIS.

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

- Section 1** The classes of volunteer list is amended for extension of the City’s Workers’ Compensation insurance coverage to volunteers as set forth in the attached Exhibit A.
- Section 2** The City of Fairview agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service, and hours of service and make them available at the time of a claim or audit to verify coverage.
- Section 3** This 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 15th day of January, 2020.

Mayor, City of Fairview
Brian Cooper

ATTEST

City Recorder, City of Fairview
Devree Leymaster

Date

1. Public Safety Volunteers

Applicable Non-applicable

2. Volunteer boards, commissions, and councils for the performance of administrative duties.

Applicable Non-applicable

An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission, or council for the performance of administrative duties. The covered bodies are:

- Fairview City Council
- Fairview Planning Commission
- Fairview Budget Committee
- Community Engagement Committee
- Economic Development Advisory Committee
- Parks & Recreation Advisory Committee
- Public Safety Advisory Committee
- Fairview Urban Renewal Agency
- East County Recreation Board
- Complete Count (Census) Committee

3. Manual labor by elected officials.

Applicable Non-applicable

An assumed monthly wage of \$800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above for various city sponsored events and activities.

4. Non-public safety volunteers

Applicable Non-applicable

All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed.

- Mobile Census Access Center



5. Public Events

Applicable X Non-applicable

Volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation:

- Christmas Tree Lighting
- Easter Egg Hunt
- National Night Out
- Veterans Day
- Fairview on the Green
- Flicks in the Park

6. Community Service Volunteers/Inmates

Applicable Non-applicable X

7. Other Volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that the City of Fairview:

- a. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage
- b. CIS approves the coverage and date of coverage
- c. CIS provides written confirmation of coverage



Law Enforcement Activity Reporting

IGA between MCSO & City of Fairview
For Contract Law Enforcement Services
December 2019

A. Traffic Stops made in the City of Fairview:

FAIRVIEW TRAFFIC STOPS	
DISPOSITION	DECEMBER
WARNING ISSUED	112
CITATION ISSUED (NON-CRIMINAL)	11
ARREST (PHYSICAL)	6
ASSIGNMENT COMPLETED	6
ARREST (CITE-IN-LIEU)	2
UNABLE TO LOCATE PERSON OR LOCATION	1
TOTAL:	138

B. Other Deputy Activity Reporting Summary:

- Total Calls for Service: **679**
- Total time spent on calls: **214 hours 2 minutes**
- Avg. time spent per call: **19 minutes 47 seconds**
- Dispatched: **413**
- Self-Initiated: **266**
- Traffic Stops: **138**
- Subject Stops: **21**

C. Response Time (from dispatched to arriving on scene):

- | | Average ¹ | Median |
|--|----------------------|--------|
|--|----------------------|--------|

¹ The average response time calculation can be significantly influenced by a small number of calls in which a response was slower than usual. When looking at a small number of records (such as a month's worth of call data) the influence of these outliers is much greater. The median provides the "middle point" of the data, where half of the response times were faster and half were slower.

Law Enforcement Activity Reporting

IGA between MCSO & City of Fairview

For Contract Law Enforcement Services

December 2019

D. Detective Case Activity:

NEW FAIRVIEW CASES ASSIGNED TO DETECTIVES		
DATE ASSIGNED	CRIME	STATUS
PROPERTY CRIME = 0		
PERSON CRIME = 10		
Dec 2, 2019	DHS REFERRAL	Active
Dec 3, 2019	ASSAULT	Active
Dec 4, 2019	ASSAULT	Active
Dec 4, 2019	RUNAWAY	Active
Dec 5, 2019	RUNAWAY	Active
Dec 9, 2019	RUNAWAY	Active
Dec 13, 2019	CHILD ABUSE	Active
Dec 13, 2019	CHILD ABUSE	Active
Dec 15, 2019	OBSCENE MATERIAL	Active
Dec 17, 2019	FORCIBLE RAPE	Active

DISPOSITION OF FAIRVIEW CASES ASSIGNED TO DETECTIVES	
DISPOSITION	COUNT
Cleared	
Cleared by Arrest	
Declined by District Attorney	
No Complaint	
Referred to City Attorney	
Referred to District Attorney	
Suspended	
Unfounded	1
DECEMBER CASES DISPOSED	0
OTHER CASES DISPOSED	1
TOTAL CASES DISPOSED:	1



Multnomah County Sheriff's Office



Law Enforcement Activity Report

Fairview

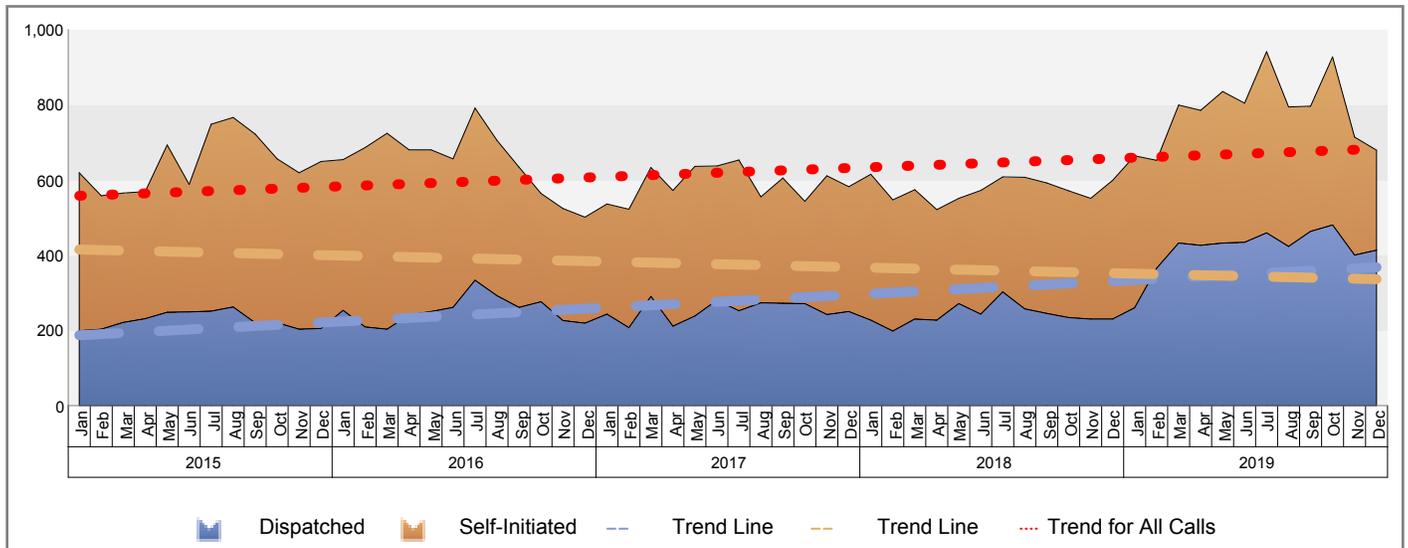
Dec 1, 2019 to Dec 31, 2019

(31 days in period)

Calls for Service by Call Type

	24-Month Chart	Current 31 Day Period	Previous 31 Day Period	Previous Year's 31 Day Avg.
Assault		3	7	5.2
Suicide Attempt/Threat		1	--	2.7
Area Check		10	12	7.0
Premise Check		2	11	11.4
Welfare Check		25	29	23.6
Vacation Home Check		--	--	9.1
Extra, Targeted Patrol		170	181	150.0
Traffic Accident		19	15	15.8
Traffic Stop		138	171	219.4
Subject Stop		21	26	34.7
Suspicious Sub/Veh/Cir		44	56	53.1
Burglary		4	4	2.6
Theft		27	35	30.0
Vandalism		6	5	5.5
Stolen Vehicle		9	6	7.5
Vice		2	--	1.8
All Other Call Types		198	190	211.3
Total		679	748	790.7

Calls for Service by Month: 5-Year View





Multnomah County Sheriff's Office



Law Enforcement Activity Report

Fairview

Dec 1, 2019 to Dec 31, 2019

(31 days in period)

Dispatched vs. Self-Initiated Calls for Service

	Current 31 Day Period	Previous 31 Day Period	Previous Year's 31 Day Avg.
Dispatched	413	412	408.0
Self-Initiated	266	336	382.7

Calls for Service by Call Priority (dispatched calls only)

	Current 31 Day Period	Previous 31 Day Period	Previous Year's 31 Day Avg.
Administrative	171	183	163.7
P1-2 (Emergency)	46	45	48.2
P3-7 (Non-Emergency)	196	184	196.1

Average Response Time by Call Priority (from dispatched to on-scene)

	Current 31 Day Period	Previous 31 Day Period	Previous Year's 31 Day Avg.
Administrative	1 minute 8 seconds	1 minute 40 seconds	3 minutes 19 seconds
P1-2 (Emergency)	5 minutes 30 seconds	5 minutes 3 seconds	4 minutes 46 seconds
P3-7 (Non-Emergency)	14 minutes 0 seconds	7 minutes 21 seconds	8 minutes 29 seconds

Total Time Spent on all Calls for Service (from on-scene to cleared)

Current 31 Day Period	Previous 31 Day Period	Previous Year's 31 Day Avg.
214 hours 2 minutes	208 hours 16 minutes	224 hours 21 minutes

Average Time Spent per Call for Service (from on-scene to cleared)

Current 31 Day Period	Previous 31 Day Period	Previous Year's 31 Day Avg.
19 minutes 47 seconds	17 minutes 27 seconds	17 minutes 42 seconds



Multnomah County Sheriff's Office



Law Enforcement Activity Report

Fairview

Dec 1, 2019 to Dec 31, 2019

(31 days in period)

Traffic Accidents Reported between Dec 1, 2019 and Dec 31, 2019

Date and Time	Accident Type	Accident Location
Monday, Dec 2, 2019 5:25 AM	Non-Injury	EB I84 FWY AT / NE 223RD AVE
Tuesday, Dec 3, 2019 6:35 PM	Non-Injury	SE MATNEY ST / FAIRVIEW AVE
Wednesday, Dec 4, 2019 8:37 AM	Hit & Run	20100 BLOCK NE HALSEY ST
Thursday, Dec 5, 2019 8:20 AM	Unknown Injury	NE 223RD AVE / NE FAIRVIEW LAKE WAY
Friday, Dec 6, 2019 3:49 PM	Hit & Run	21500 BLOCK NE HALSEY ST
Friday, Dec 6, 2019 6:18 PM	Hit & Run	FAIRVIEW AVE / NE HALSEY ST
Saturday, Dec 7, 2019 1:41 PM	Non-Injury	21500 BLOCK NE HALSEY ST
Sunday, Dec 8, 2019 5:53 PM	Hit & Run	1500 BLOCK NE 205TH AVE
Thursday, Dec 12, 2019 7:45 PM	Non-Injury	22600 BLOCK NE HALSEY ST
Monday, Dec 16, 2019 2:04 PM	Non-Injury	NE GLISAN ST / NE FAIRVIEW PKWY
Wednesday, Dec 18, 2019 1:09 PM	Hit & Run	21500 BLOCK NE HALSEY ST
Thursday, Dec 19, 2019 12:05 PM	Non-Injury	NE 223RD AVE / NE HALSEY ST
Friday, Dec 20, 2019 11:37 AM	Non-Injury	NE FAIRVIEW PKWY / I84 FWY
Friday, Dec 27, 2019 6:47 AM	Injury	I84 FWY / NE FAIRVIEW PKWY
Friday, Dec 27, 2019 5:21 PM	Non-Injury	NE SANDY BLVD / NE 223RD AVE
Tuesday, Dec 31, 2019 6:13 AM	Hit & Run	22700 BLOCK NE HALSEY ST
Tuesday, Dec 31, 2019 4:12 PM	Non-Injury	EB I84 FWY WO / EXIT 14 & NE FAIRVIEW PKWY
Tuesday, Dec 31, 2019 8:17 PM	Non-Injury	NE 223RD AVE / NE SANDY BLVD
Tuesday, Dec 31, 2019 8:26 PM	Unknown Injury	NE 223RD AVE / NE SANDY BLVD

Community Policing Contacts and Meetings between Dec 1, 2019 and Dec 31, 2019

Date and Time	Time Spent	Contact Type	Location
Wednesday, Dec 4, 2019 5:40 PM	149 minutes	Community Problem Oriented Policing	1300 NE VILLAGE ST
Tuesday, Dec 17, 2019 6:18 PM	12 minutes	Community Policing	21500 NE HALSEY ST [TARGET
Wednesday, Dec 18, 2019 5:52 PM	147 minutes	Community Meeting	1300 NE VILLAGE ST



AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
January 15, 2020	8.a.	2020-04

TO: Mayor and City Council
FROM: Devree Leymaster, City Recorder
THRU: Nolan K. Young, City Administrator
DATE: January 9, 2020

ISSUE:

FMC 2.14.090C – No individual shall serve on both the budget committee and planning commission at the same time.

BACKGROUND:

At the November 20, 2019 Council meeting, Mayor Cooper proposed that the rule not allowing individuals to serve concurrently on budget committee and planning commission be repealed; and he intends to include the item on the next available agenda. He explained that individuals have expressed interest in wanting to serve on both bodies, but have not applied because they do not want to resign from the body they are currently seated on if appointed to the second. He noted he does not see any conflict for an individual serving on both at the same time.

Council requested there be an opportunity to discuss the issue and that any background information be included with the staff report. The item was scheduled for discussion during the December 18 work session and a first reading of a potential Ordinance during the December 18 regular session. During the brief discussion on November 20 staff ascertained that there may be two possible directions from Council. Option 1: repeal the rule and Option 2: amend the rule to include “unless otherwise expressly approved by council”. Should Council proceed with the first reading of an Ordinance, staff drafted an Ordinance for each option.

Since the budget committee does not meet until May 2020, Council directed staff to extend the application deadline and interview process to allow for the discussion and potential action. Staff notified all applicants that the deadline has been extended to January 22, 2020 and that interviews were tentatively scheduled for February 5, 2020. A news flash and push to Facebook with this information was also posted.

The initial staff presented draft code language at the October 16, 2013 work session did not include a provision specific to the budget committee and planning commission. The draft presented for adoption on January 15, 2014 following the sub-committee review of staff’s draft proposal did include a provision specific to the budget committee and planning commission. This draft was subsequently adopted via Ordinance 7-2014, followed by Resolution 7-2014 adopting the operating rules for Commissions, Committees, Task Forces and other Council –Created Advisory Bodies.

Following discussion at the December 18 work session, Council directed staff to proceed with the first reading of Ordinance 1-2020, Option 2 – amend FMC 2.14.090C and add “unless otherwise expressly approved by council”. The second reading of the ordinance and public hearing is scheduled for January 15, 2020.

COUNCIL ALTERNATIVES:

1. Move to adopt Ordinance 1-2020. This will amend FMC 2.14.090(C) to include “unless otherwise expressly approved by Council”.
2. Amend Ordinance 1-2020 and proceed with a motion to adopt the amended version.
3. Take no action and not adopt Ordinance 1-2020.



ORDINANCE
(1-2020)

**AN ORDINANCE OF THE FAIRVIEW CITY COUNCIL AMENDING
FAIRVIEW MUNICIPAL CODE CHAPTER 2.14 COMMISSIONS, COMMITTEES,
AND TASK FORCES- COUNCIL CREATED ADVISORY COMMITTEES**

WHEREAS, the City Council adopted Ordinance 7-2014, creating FMC 2.14, to formalize standardized processes for the creation and administration of all advisory committees, commissions, task forces, or groups; and

WHEREAS, the Budget Committee and Planning Commission are subject to FMC 2.14 unless otherwise expressly provided or required by state law; and

WHEREAS, after discussion at their December 18, 2019 work session, the City Council finds FMC 2.14.090C should be amended to include “unless otherwise expressly approved by Council.”

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

Section 1 Fairview Municipal Code 2.14.090C shall be amended to include “unless otherwise expressly approved by Council” as set forth in substantially the same form as 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 15th day of January, 2020.

Mayor, City of Fairview
Brian Cooper

ATTEST

City Recorder, City of Fairview
Devree Leymaster

Date

Ordinance 1-2020

Exhibit A

(additions in italics, deletions in strikethrough)

2.14.090 Term limits.

A. Unless otherwise expressly approved by council, no individual shall serve on the same CCAC for more than two consecutive membership terms.

B. No individual shall serve on more than two CCACs at a time unless approved by a majority of the council. This provision shall not apply to subcommittees, task forces or other advisory bodies that are created by council for a specific purpose or that are of a temporary nature.

C. *Unless otherwise expressly approved by council,* ~~No~~ individual shall serve on both the budget committee and the planning commission at the same time. (Ord. 7-2014 § 1 (Exh. A))



Thursday, October 3, 2019

5:30-7:00 PM

Fairview City Hall, Heslin Room

BOARD PRESENT:

Darren Riordan, Chair Fairview City Councilor
Mike Abbaté, Vice Chair Fairview Resident
Patricia Smith, Wood Village City Councilor
Scott Harden, Wood Village Resident
Dr. Danna Diaz Reynolds School District

BOARD ABSENT:

Tom Miles, Wood Village Resident
Chelsea Jones, Fairview Resident

STAFF PRESENT:

Jairo Rios-Campos, Program Manager
Greg Dirks, Wood Village City Manager

STAFF ABSENT:

Nolan Young, Fairview City Administrator

- 1. Call to order:** Chair Riordan called the meeting to order at 5:30pm.
- 2. Minutes for September, 2019:** Board Member Abbate moved to approve the minutes of September 5, 2019; Harden seconded the motion. The vote to approve was unanimous.
- 3. Program Update**
Rios-Campos presented the update and stated that it covers quarter two. Rios-Campos stated that this compares the quarters from when the program began. Rios-Campos stated that participation has increased which is due in part to the broader range of classes that are now being offered. Rios-Campos stated that program being offered include sports as well as music and art. Rios-Campos stated that the new programming is gaining additional memberships and PlayEast has partnered with several organizations to help make that possible.

Rios-Campos stated that registration fees are almost double from the same quarter last year, and overall revenues are up as well. Rios-Campos stated that registration numbers have been adjusted to reflect the quarter in which there was participation despite when the person registered. Rios-Campos explained that a lot of events occur in quarter four, but may have been added to quarter one. The intent is to capture when the activity occurs, not when the registration happens.

Rios-Campos stated that building on the idea of offering more programs; he has been approached by Mazamas on how to partner to create rock climbing classes or programs. Rios-Campos stated that he is not sure how that could work, and he is meeting with them to see what can be done for programing. Abbate stated that he attended the national recreation



conference last week, and there are programs and grants that get kid out in nature. Abbate stated that he would follow up with more information including contact information on the potential.

Rios-Campos stated that he is was also able to connect with SCORE Athletics which is a basketball program that focuses on leadership and education skills as well. Rios-Campos stated that the group is getting involved with Reynolds Middle School and is looking at the potential to create or promote the program through PlayEast. Rios-Campos stated that it would be started as a pilot program to see how it could work and then potentially expand. Rios-Campos stated that it would operate at no cost to PlayEast, and at no cost to those who participate with the initial pilot phase. Abbate asked if the group is for or nonprofit. Rios-Campos stated that they have both branches depending on the activity or program being offered. Rios-Campos stated that the afternoon work is part of their nonprofit branch.

Rios-Campos stated that he is also working with the MCSO on activities with the deputies for drop in games and activities to both provide opportunities for older kids an obtaining additional support and partnerships. Riordan stated that he likes the added focus on grades 7-8 as well as keeping the focus on k-6.

4. 5K Update

Rios-Campos presented the update and stated that the run is on Saturday, and that the weather is looking good for the event. Rios-Campos discussed the route and stated that there is the full support and partition from Edgefield. Rios-Campos stated that there are 14 people registered, and a lot of participates register the night before the event, so there is an anticipated increase. Rios-Campos stated that on-site registration is also available.

5. Scholarship Review

Rios-Campos stated that he developed the updated scholarship application based on the input from the last meeting. Rios-Campos stated that the range is based on the same scale from the free and reduced lunch school program. Rios-Campos stated that it is a quick and simple process to determine scholarship amounts. Riordan asked how the range of scholarships is determined. Rios-Campos stated that there is a set scale based on the school system which is income and family size. Abbate stated suggested revised language for section two of the application.

6. Council Presentation

Riordan stated that we want to develop a presentation and pitch to the two City Councils moving forward as this is the last year of the pilot program. Riordan stated that there was the recent presentation given by Rios-Campos to the Council and that will be the basis for the renewal presentation.

Rios-Campos stated that is looking at December 4th for a two City meeting.



Rios-Campos stated that the four points for discussion include why the program, the impacts, the financial impacts, and what is the ultimate outcome. Abbate stated that the first and the last seem to be similar questions. Abbate stated that the key thing about this is to get the decision on whether or not to move ahead. Harden stated that he would remove questions one and four, and present as if we are going to move forward. Harden suggested the presentation focus on the growth of the program over the three years to help show that it is needed and viable.

Harden stated that the big question is the cost. Abbate stated that a joint resolution directing a budget priority for the program would help with budget and planning. Abbate stated that there needs to be a packet sent ahead of time to all the Councilors. Rios-Campos stated that he hopes to have a draft presentation ready by the next meeting for the board to review.

Abbate stated that he likes the idea of the multi-year participation review. Abbate stated that the presentation should also focus on the school district participation because that is a great partner. Harden stated that listing all the partnering organizations would be good and show that the program is needed and valued by others. Abbate stated that a couple of community stories would be powerful as well. Abbate stated that there is a good story to tell with the community partners. Dirks stated that he will work on crafting a joint instrument that can be reviewed by the board at its next meeting.

7. Other Business:

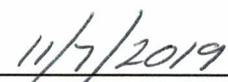
Diaz stated that the school district is starting a strategic planning process and there are different groups that could use volunteers and participation.

8. Adjournment:

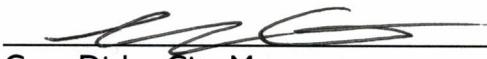
Chair Riordan adjourned the meeting at 6:43pm.



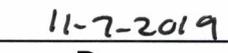
Darren Riordan, Chair



Date



Greg Dirks, City Manager



Date



MINUTES
PLANNING COMMISSION MEETING
1300 NE Village Street
Fairview, OR 97024
Tuesday, October 8, 2019

PRESENT: Hollie Holcombe, Chair
Jeff Dennerline
Steven Hook
Wendy Lawton
Russell Williams, Vice Chair
Steve Owen

ABSENT: Les Bick

STAFF: Allan Berry, Public Works Department
Sarah Selden, Senior Planner
Devree Leymaster, City Recorder

1. CALL TO ORDER

Chair Holcombe called the meeting to order at 6:30 PM.

2. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS

None.

3. WORK SESSION

Senior Planner Selden briefed the Commission on the Halsey Corridor projects, as referenced in Exhibit A.

Commissioner Lawton inquired about the primary goals of the Corridor projects i.e. jobs, opportunities to meet daily needs, transportation, tourism, etc. SP Selden referenced the guiding principles on page 16 in the Main Streets on Halsey Plan.

Vice Chair Williams commented he is hearing concerns regarding the roundabouts. He asked if there will be public outreach and education. SP Selden replied yes, and there are already current discussions with Council and adjacent property owners.

Vice Chair Williams asked what the highest volume intersection is and if Sandy Blvd. has higher volume could some of the traffic be redirected to Halsey.

Commissioner Hook commented on the roundabouts and adding medians. He asked if there has been discussion about how it may feel to the driver. Director Berry replied they are in the design concept and feasibility stage. They have not brought it together for a community conversation, but that is the next, integral, important step. He noted the goal is to encourage through traffic to Glisan and foster traffic on Halsey to slow down, look around, and stop at businesses/attractions with pedestrian friendly amenities.

Commission asked about the maintenance budget and integrating Fairview Parkway improvements. Director Berry answered a budget for continued maintenance will be addressed and the portion of Fairview Parkway leading in to the roundabout will be included with the

roundabout project. The remaining section of Fairview Parkway will be its own improvement project.

Commissioner Lawton asked if there will be opportunities for the Planning Commission (PC) to provide feedback to the Council. SP Selden replied there may be an opportunity for PC liaison(s) to fill vacancies on the Halsey Community Collaborative Executive Committee (HC3).

SP Selden commented as the Commission considers design standards, will want to consider the influence of design theme standards for the Halsey Corridor. She noted, as part of the Halsey Site Readiness Project a consultant will be looking at opportunities to align the design theme code for the three cities; and to remove development barriers for Fairview sites specific to Fairview's code. The Commission will hear the results of the code audits and concepts for code amendments tentatively in April 2020.

SP Selden shared one of the upcoming HC3 meeting topics is forming a community engagement subcommittee. They will be charged with creating a public involvement plan to engage those who may not typically give feedback and to facilitate outreach strategy and options. She inquired if Commissioner may be interested in being involved. Commissioner Lawton expressed interested and noted how important it is to have a robust input process, coordinated message, and aggregating the public input to date.

4. TENTATIVE AGENDA

November 12, 2019 – Two Public Hearings

- Conditional Use - Extension of 40 Mile Loop Trail from Blue Lake Park to Sundial Road
- Site Design Review - 3 Spec Industrial Warehouses at NE Corner of 230th and Sandy

November 26, 2019 – Work Session

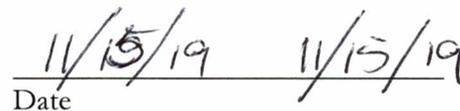
- Potential design standards or public involvement plan

5. ADJOURNMENT

Meeting adjourned by consensus at 8:23 PM.

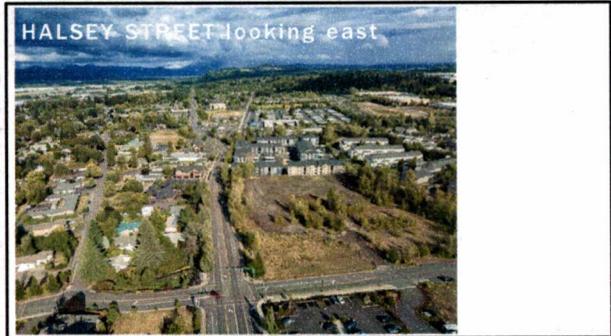
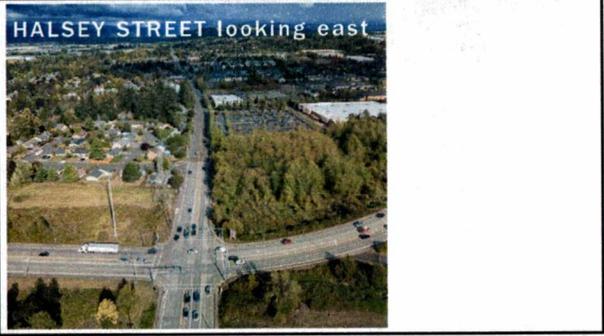

Devree A. Leymaster
City Recorder


Hollie Holcombe
Chair


Date

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.

PLANNING COMMISSION
Halsey Corridor
Project Briefing
 Main Streets on Halsey Implementation
 October 8, 2019

CORRIDOR PROJECTS

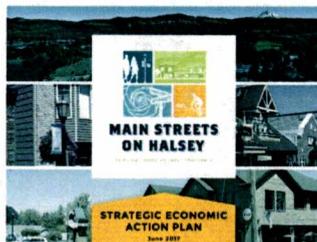
Corridor-Wide Collaboration

- Main Streets on Halsey Plan
- Economic Diversification Study
- Site Readiness & Code Update
- Halsey Corridor Branding
- Halsey Corridor Wayfinding
- Economic and Transit Strategies

City of Fairview

- Gateway Roundabout/s
- Design Theme
- Community Identity
- Street Cross Section Update
- 223rd/Halsey FEMA Map Amendment
- PP&L Property Repurposing
- Beautification

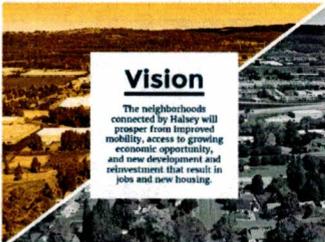
MAIN STREETS ON HALSEY PLAN



ABOUT

- Fairview, Wood Village, Troutdale & Multnomah County collaboration
- Metro grant-funded project
- Recommended Economic, Land Use Transportation, Cooperation strategies

MAIN STREETS ON HALSEY PLAN



Vision

The neighborhoods connected by Halsey will prosper from improved mobility, access to growing economic opportunity, and new development and reinvestment that result in jobs and new housing.

KEY OUTCOMES

- Set vision
- Created momentum
- Spurred additional grant applications & awards
- Solidified partnerships (HC3 created)

IMPLEMENTATION: Urban Renewal



Projects Identified in Urban Renewal Plan to Enhance Halsey Corridor:

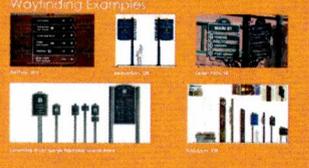
- Roundabout features on Halsey Street's major intersections
 - Feasibility, design, construction
- Streetscape improvements on Halsey
- Streetscape and gateway improvements on Fairview Parkway
 - Landscaping, public art, signage
- Park & Ride with transit and bike hub
- Public art

BRANDING –WAYFINDING – DESIGN THEME

WAYFINDING

Application:
To create some uniformity within the Halsey Street Corridor, and to reinforce the branding, a common Wayfinding Signage system should be developed and utilized by all three cities.

Wayfinding Examples



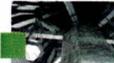
Fairview Design Theme: **Design Characteristics**

(from: 2017 Fairview Community Vision Action Plan & March 2019 Halsey Corridor Economic Diversification Study Public Meeting)

<ul style="list-style-type: none"> <li style="margin-bottom: 5px;">A Welcoming <li style="margin-bottom: 5px;">B Beautiful <li style="margin-bottom: 5px;">C Walkable <li style="margin-bottom: 5px;">D Bikeable <li style="margin-bottom: 5px;">E Nature 	<ul style="list-style-type: none"> <li style="margin-bottom: 5px;">F River and Lakes <li style="margin-bottom: 5px;">G Authentic Materials <li style="margin-bottom: 5px;">H High Design Standards <li style="margin-bottom: 5px;">I Unique Design <li style="margin-bottom: 5px;">J Forward-thinking
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Fairview Design Theme

Develop a design theme built upon the historic and familiar elements of...

 <small>BASALT STONE MASONRY</small>	 <small>BASALT COLUMNS & BOULDERS</small>	 <small>LARGE TIMBERS</small>	 <small>BLACK IRON HARDWARE</small>
 <small>CROP ROWS</small>	 <small>WETLANDS</small>	 <small>CREEKS & STREAMS</small>	 <small>FIR FORESTS</small>

Fairview Design Theme

...but executed in a timeless, contemporary manner that looks to the future; is forward-looking.

Fairview-Forward

We can call this design theme:

"Fairview-Forward" is built upon the unique natural resources of Fairview with our streams, lakes, wetlands and wildlife. It also recognizes the unique people of our community who have chosen to live here now, have in the past, and will in the future.

We appreciate our past, and are firmly focused on ensuring that we embrace nature in fresh and current ways. Fairview will continue to be a place:
"Where People Meet Nature".

These ideas will be woven into the Design Theme of the built environment along Halsey in Fairview.

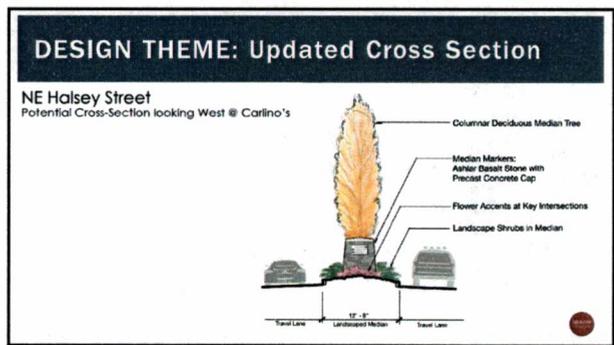
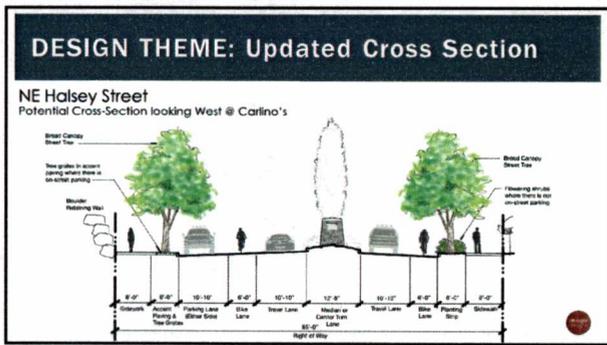
DESIGN THEME: Examples

WESTERN

Staten, OR (GreenWorks/SERA)

DESIGN THEME: Examples

Lake Oswego Style



DESIGN THEME: Streetscape Elements

Gateways and Markers

Make/Make Protection Crossing
Stone Marker
Marker of History, Pedestrian Crossing

DESIGN THEME: Streetscape Elements

Sidewalks and Crosswalks

Integrated Benches and Paving Patterns
Landscape Street Melbourne AUS BK Architects

DESIGN THEME: Streetscape Elements

Sidewalks and Crosswalks

Make/Make Paving for Sidewalk and Crosswalks

BRANDING, WAYFINDING, DESIGN THEME

Concept Diagram

Roundabout (also vary at 207th, Village 7th, 22nd)
Pedestrian Crossing
Landscape Marker or Wayfinding Element
On-street Parking

Roundabouts

Normal, IL
by Hoerr Schaudt Landscape Architects

- + Serves as gateway to community
- + Well-designed and appealing
- + Incorporates trees & water
- Serves as a pedestrian plaza & gathering place

HALSEY SITE READINESS + CODE UPDATE

PROJECT TEAM

Cascadia Partners (lead): Project Management, development finance, site analysis and development, public-private partnerships, community engagement

Fregonese Associates: Strategic advisor

Scott Edwards Architecture: Site planning and design

SWCA: Wetland biology, permitting, and mitigation

Jet Planning: Code amendments

Standridge: Infrastructure and civil engineering

Walker Macy: Urban Design and charrette

HALSEY SITE READINESS + CODE UPDATE

Task	February	April	June	July-Aug	Nov. - Jan
Task 1: Site Analysis	Existing Conditions & Market Assessment	Opportunity Site Design Concepts			
Task 2: Environmental & Transportation & Street Solutions		Development of sustainable solutions for 4 opportunity sites		Presentation of Site Readiness Solutions	
Task 3: Code Amendments		Code Audit	Pre-Finanz Analysis	Draft Code Recommendations	Final New Code, Community Feedback, Review & Adoption

HALSEY SITE READINESS + CODE UPDATE

Fairview Opportunity Sites

COMING UP

Wednesday, October 30, 5:45-7:00 p.m.:

HC3 Meeting with presentation by Place Branding expert Bill Baker (Fairview Council Chambers)

November: Public Involvement Plan for Site Readiness & Code Update / Community Engagement Subcommittee Formation

Tuesday November 19, 5:45-7:00 p.m.:

HC3 Meeting with presentation by Valerie Egon on Columbia Gorge Express shuttle service



COMMUNITY ENGAGEMENT
COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
Wednesday, October 23, 2019

PRESENT:

Ginell Cooper
Chelsea Jones
Mary Wittkopf
Corinna McGuire
Kathy Kudrna
Gail Swanson
Council Liaison Keith Kudrna

STAFF:

Devree Leymaster, City Recorder

**1. CALL TO ORDER – 6:30 PM
ROLL CALL**

2. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS

None.

3. REVIEW AND ADOPT MINUTES: SEPTEMBER 25, 2019

Member Jones moved to approve the minutes and Member Wittkopf seconded. The motion passed unanimously.

4. EVENTS

a. Debrief Fairview on the Green

Vice Chair Cooper reported the beer garden did not break even. The cost was \$420 and the proceeds were \$355. The difference to cover the cost was donated by Quality Diesel Parts. They are also sponsoring an ad for the Reynolds High School Thespian group in appreciation of their volunteer support at the event.

Committee discussed changing the event to the second or third Saturday in September. Will research the dates for other annual events. May also look at changing the event hours.

Other items discussed included:

- Need to increase food vendor participation.
- Maybe incorporate a “farmers market” feel.
- Keep the vendor stamp card.
- Potential vendor discount for early sign up.
- Possibly rent additional large tents (20 x 40) for the vendor area; portable heaters.
- Asking Planning Commissioner Wendy Lawton to draft a sponsor/donation letter.

b. Halloween Decorations

CR Leymaster reported the City Administrator approved the blow up pumpkin patch for the Council Chamber window and the window posters in the first floor offices along Park Lane for

Halloween night. CR Leymaster will put the items up, if assistance is needed will contact Members Swanson and/or McGuire.

c. Veterans Day Decorations

CR Leymaster shared the patriotic pole banners and “Fairview Honors all Who Served” street banners are scheduled to be put up between November 4 and 6 and to be taken down between November 13 and 15.

Committee discussed and agreed to purchase yellow bows as the budget allows. CR Leymaster will order them. Member Swanson offered to put them up.

d. Christmas Tree Lighting

Committee reviewed the event logistics and aspects of the event.

- CR Leymaster reported that PlayEast will host the craft table.
- Member Swanson volunteered to be Mrs. Clause. She will roam around the event area(s).
- CR Leymaster will contact Anthem Church. Volunteers and return of the Santa suit.
- CR Leymaster will invite Reynolds and Walt Morey Middle School choirs to perform at the tree lighting and to roam as carolers.
- CR Leymaster will invite the Fairview Library to host story-time.
- CR Leymaster will rent large coffee pots for the event.
- Event layout: Santa Land in Chambers (Santa & crafts), story-time in alcove outside Chambers, hot chocolate/cider and cookies downstairs, photo ops outside (decorate a tent).
- Will have letters to Santa and face painting. Location TBD.
- Better signage outside about activities in City Hall.
- “What the Winter Holiday Means to Me” art submission. Member Wittkopf will create a template. Member Jones will email to SUN Coordinators. Due date is November 22. Will post the submissions around City Hall.

5. COMMITTEE DISCUSSION ITEMS/UPDATES

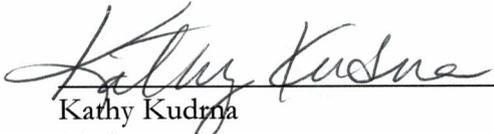
Committee agreed to reschedule the November 27 meeting to November 13 and schedule a tentative meeting November 25 as needed for the Tree Lighting. Will not reschedule the December 25 meeting; next regular meeting will be January 22, 2020.

6. TENTATIVE AGENDA ITEMS – NOVEMBER 13, 2019

Christmas Tree Lighting

7. ADJOURNMENT

The meeting adjourned at 7:40 PM by consensus.


Kathy Kudrna
Chair


Devree Leymaster
City Recorder

NOV 19, 2019
Date

Halsey Executive Committee Minutes
1300 Village Street; Fairview Oregon
Wednesday October 30, 2019

Committee Members Present:

Scott Harden, Wood Village Mayor
Glenn White, Troutdale Councilor
Brian Cooper, Fairview Mayor
Dean Hurford, Fairview Business
Leslie Bick, Small Business from East County

Committee Members Absent:

Vacant, Large Business Representative
Steve Morasch, Wood Village Business
Rip Caswell, Troutdale Business
Jim Mott, Manufacturer Representative

Alternate Committee Members

Henry Pelfrey, Fairview Business
Keith Kudrna, Fairview Council

Staff Present

Bill Peterson, Wood Village City Manager
Nolan Young, Fairview City Administrator
Sarah Selden, Fairview Senior Planner
Greg Dirks, Wood Village Co-City Manager

Partners Present:

Nathan Clark, Commissioner Stegmann's Office
Cathy Forsythe, Fairview City Council

Call to Order: Chair Mayor Harden called the meeting to order at 5:45 p.m.

Approval of Minutes: Cooper moved that the August 28, 2019 minutes be approved. Hurford seconded. The vote for approval was unanimous.

Branding Our Halsey Corridor – Mike Abbate', of Abbate' Designs review that at the last meeting we talked about unique themes for each city and the need for an overarching theme or brand that ties the three cities together. We also identified that a common theme for wayfinding signs would help accomplish this. It was agreed we needed help on the creating an overall brand for our corridor. Abbate' was tasked with identifying ideas on developing a brand for this corridor.

Abbate' stated that he started looking for individuals with expertise in the area of branding. He found that right here in Portland we have an international branding expert and author: Bill Baker. His latest book is titled Place Branding for Small Cities, Regions and Downtowns.

Bill Baker reviewed his background and work for Australia. He is now converting that experience into working with small Cities.

Baker proceed to present to the group: What is place branding. It is more than a name or physical attraction. More than a logo and tag line. It is the many intangibles between generic and you. The totality of thoughts and feelings that an individual has about a place.

If we do not manage our brand it will develop on its own; what we get is what we get. We can't control everything but can influence many things. What is the main thing you want me to know? What makes you distinct and your name recognizable?

What are the elements we need for our Halsey brand? We are not branding stuff. We have three cities different but how can they work together. Like an Auto Brand each model or City has its unique characteristics along with some commonalities. What do we do well, and where do we want to be? It should be what our customers also value. It must align with the values in the community. If we make a promise it must be deliberate. Is our brand scalable? We must be able to Deliver it and sustain it. Is it future oriented and includes our community vision.

Baker talked about the branding process. He indicated that it typically takes them six to nine months. The first half of the process is research, look at things you've already done, take the pulse of the community with public meetings and surveys. Also do outside research about what others think. Then use this information to develop a strategy. Platform. What statement do we make? What are the, promises and what do we deliver.

Baker provide the examples of Lane County (Eugene Cascades and Coast). They moved their identity from a place to an experience. Second example is Tillamook County, branded the Tillamook Coast. Do your work with people not in the room, focus on the brand.

The benefit of an overarching brand for the three cities is a unifying voice which makes us more relevant. It amplifies confidence of our customers. An advantage that we have is that we have a blank sheet. We need consensus on the name. Is there one entity that represents all three communities? We need that overall strategy and we should test that strategy with our market. We should plan on a process of 5 to 9 months with a cost of \$80,000 to \$120,000.

Mayor Harden asked how we would identify what our product was and how would we know if we got it right. Baker responded that the process would include testing within and outside the community.

Hurford ask Bill, that as you drove around community what thoughts came to mind? Baker indicated that he did not see much there and recognized that what we were creating was for the future.

Seldon asked how we go about creating relationship between the Halsey brand and three cities individual brand. Baker indicated that would be a by-product of process.

Harden questioned whether people realize which city they're in when visiting our area. Pelfrey indicated that three cities are very different. Abbate' stated that the goal was to create an image for the corridor that complements the three cities.

Baker indicated that we identified who we want to appeal to and then align our strategy to the intangibles we want to portray to that audience.

There was a discussion about branding the Corridor and still recognizing the uniqueness of the three Cities. Examples of what others have done was identified.

Hurford mentioned we need to stay focused and united.

Wendy Lawton stated we need to manage the image

Nathan Clark identified that we have 1000 new living units coming on line. We need to attract new residents using a managed purpose for why to move here.

Lawton indicated affordable small town and nature is what attracted her. Our advance is both current community and future community.

Baker commented that the more we discuss the more he sees that we have a lot in common. A brand is not a physical thing but intangibles.

There was further discussion about what a brand is and how it would relate to the three cities and our future.

Abbate' asked Bill what his thought were on the name the Halsey Corridor. Bill responded that it felt more technical. Hurford indicated we had flipped it to Main Streets on Halsey. Baker indicated that that might work and that we needed to test the name on our community and our neighbors in the region. It needs to be distinctive. The Columbia Gorge is part of our assets but it is not all that we are.

Bill further indicated that we to determine what we want to be and why would it attract businesses and residents. What face do we want to bring forward, to what audiences?

Lawton asked if we could have many goals. Baker responded yes. The research has increasingly shown a direct link between visits and economic development. People move themselves and businesses to places they visit and like. Lifestyle is vital to attracting talent.

There was further discussion about what people like about us: Our small town feel, affordability, walk ability, nature and the ability to get into the gorge. Hurford stated that we should go after our natural audience based on our strengths.

Lawton expressed that the firm we hire to assist us needs to get out in the community and hear from a variety of voice as well as a variety of voices outside the community. The RFP needs asked the right questions so that we can see what their research approach is.

Counselor Forsythe stated that Fairview has experience small response from residents in the past. How do we maximize community involvement? Baker recommended engaging schools and organizations with existing communication lines in the community. He indicated that a number of approaches should be used to engage local leaders and the community. There was a general discussion on how we should reach out and obtain participation.

Lawton commented that we need to be true to what say we are and want to be. There was general discussion that if we have a formal identity we need to live it and adjust our policies to it.

Update on Metro 2020 Proposed Transportation Bond Measure:

Young indicated that the County representatives are all at the current T-2020 meeting. He indicated that with the assistance of Counselor Craddick, the Main Streets program has been included in the current proposed program. He indicated that we believe our best opportunity is to work within the programs set and not trying to move the Halsey Corridor from tier 2 to tier 1. It seem unlikely that effort would be successful.

Metro Grant status report: Selden indicated that the Consulting team was under contract now and that the first task is to work on the four opportunity sites. The team is gathering information on the existing condition and then will meet with the site owners to identify barriers.

The consulting team is also developing the Public involvement plan. This outreach to the community should also provide some good information for future branding. The primary purpose of the community involvement is for the Code development. This is planned for the summer once concepts has been developed.

The first opportunity the executive committee will have to meet with the consulting team is in January when they will bring results of their review of existing conditions and marketing of the opportunity sites. We are also forming the technical advisory committee to help review the work the work the team will be bringing forward to the executive committee.

Other:

Chair Harden ask if there was any additional items from the committee.

Hurford thanked Sarah Selden and Alan Barry for their work on the floodplain issue on NE 223 and Halsey. He asked Selden to give an update. Selden indicated that we believe that the FEMA flood maps are outdated. We are hoping to update the maps and remove this area out of the floodplain

Selden indicated that some of the ideas coming out of our discussion on branding were in the original Halsey plan. For example the idea of forming an economic development group for the three cities. Another item is in the plan that was discussed tonight was displacement of current residence as we spur development. There is a general discussion about the need to develop a process so there are no unintended consequences to the communities.

Young asked the committee what are the next steps they would like to follow on the branding issue. It was discussed that we should probably wait until early spring because of other community activities that were going on. It was recommended that we develop a scope of work goals and deliverables. We need a basic bare bones of what we want the study with a broad budget. It was agreed that we would check on grants to determine their timing so that we could coordinate our next steps with their availability.

There was general discussion about what the name of our corridor should be. It was agreed that that name would come out of the branding process.

The Next Meeting: The next meeting is scheduled for November 19 at Fairview City Hall Council Chambers beginning at 5:45. Potential item includes a report on the CAT and Columbia Gorge Express transportation initiatives.

Adjournment: Chair Harden adjourned the meeting at 7:15 PM.

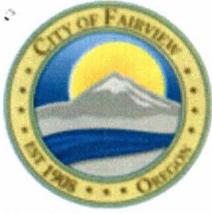


Nolan Young
City Administrator



Chair Scott Harden

NOV 27, 2019
Date



City of Fairview

Check Register

Packet: APPKT02998 - 12/18/2019 PO #20-0004 RA

By Check Number

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1918.15	Invoice	12/01/2019	URA HOURLY SVCS.	0.00	237.50	

Bank Code US BANK Summary

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City of Fairview

Check Register

Packet: APPKT03000 - 12/18/2019 PO#20-0009 RA

By Check Number

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Bank Code US BANK Summary

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City of Fairview

Check Register

Packet: APPKT02996 - 12/18/2019 AP RA

By Check Number

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16554517.	Invoice	12/11/2019	CH- TELEPHONE SERVICE	0.00	819.71	
16554517..	Invoice	12/11/2019	CC- TELEPHONE SERVICE	0.00	112.40	
02341	ARAMARK SERVICES INC	12/19/2019	Regular	0.00	158.83	67725
6368148	Invoice	11/18/2019	CS- COFFEE BREWER FILTER	0.00	79.42	
6368148.	Invoice	11/18/2019	ADMIN/FINANCE- COFFEE BREWER FILTE	0.00	79.41	
02470	BRIAN D. ANDERSON	12/19/2019	Regular	0.00	50.00	67726
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INV0033295	Invoice	11/30/2019	SEWER DISPOSAL -NOV 2019	0.00	59,778.88	
01050	FAMILY HOME SERVICES INC	12/19/2019	Regular	0.00	119.00	67728
90225	Invoice	12/06/2019	CH- BI- MONTHLY MICE TREATMENT	0.00	119.00	
00314	FASTENAL COMPANY	12/19/2019	Regular	0.00	450.02	67729
ORPOR110205	Invoice	12/03/2019	PW - HAND CLEANER/C-FOLD PPR TOWEL	0.00	249.32	
ORPOR110206	Invoice	12/03/2019	CH- C-FOLD PPR TOWELS	0.00	200.70	
00383	GRESHAM LOCKSMITH INC	12/19/2019	Regular	0.00	150.00	67730
0000051889	Invoice	12/03/2019	CH- REKEY DIRECTORY CABINETS MAIN L	0.00	150.00	
02467	JODEL CAREEM WRIGHT	12/19/2019	Regular	0.00	352.00	67731
INV0033299	Invoice	12/13/2019	WALT MOREY SUN SOCCER INSTR. FEES	0.00	352.00	
02469	KARA RICHASON	12/19/2019	Regular	0.00	400.00	67732
INV0033315	Invoice	12/15/2019	CC-DEPOSIT REFUND	0.00	400.00	
00497	KIP EDGLEY	12/19/2019	Regular	0.00	3,390.00	67733
2019_1207_156	Invoice	12/07/2019	ROUTINE DATA FUNCTION/SCADA UPDAT	0.00	1,690.00	
FV_RES_INV7	Invoice	12/07/2019	RESERVOIR #1 CONTROL UPDATE	0.00	1,700.00	
00615	MULTNOMAH COUNTY	12/19/2019	Regular	0.00	1,695.00	67734
INV0033302	Invoice	10/31/2019	INMATE WORK CREW -OCT 2019	0.00	1,695.00	
02389	MULTNOMAH COUNTY DEPT OF CO	12/19/2019	Regular	0.00	150.00	67735
INV0033303	Invoice	12/12/2019	CC- DEPOSIT REFUND	0.00	150.00	
02468	MYRNA ESTRADA	12/19/2019	Regular	0.00	400.00	67736
INV0033314	Invoice	12/18/2019	CC- DEPOSIT REFUND	0.00	400.00	
01246	OAMR	12/19/2019	Regular	0.00	60.00	67737
01979	Invoice	12/16/2019	MEMBERSHIP RENEWAL - LEYMASTER	0.00	60.00	
00249	OREGON DEPARTMENT OF ADMINIS	12/19/2019	Regular	0.00	180.23	67738
AIA26833	Invoice	12/05/2019	ADMIN/FINANCE- VEHICLE LEASE/ FUEL	0.00	180.23	
00749	REXEL USA, INC	12/19/2019	Regular	0.00	165.63	67739
X489290	Invoice	12/04/2019	CH - LIGHT BULBS	0.00	165.63	
00808	RICH'S TREE SERVICE INC	12/19/2019	Regular	0.00	1,000.00	67740
1103167	Invoice	10/01/2019	COMM PARK-BRANCH REMOVAL/ TREE R	0.00	1,000.00	

Check Register

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00864 INV0033310	THE SHERWIN WILLIAMS CO / PARK Invoice	12/19/2019 12/05/2019	Regular PW- PAINT (1) GAL.	0.00 0.00	45.08 45.08	67744
00932 682 718	TICE ELECTRIC COMPANY Invoice Invoice	12/19/2019 11/25/2019 11/26/2019	Regular LIGHTS CHANGED TO LED- ANTHEM TRAIL COMM PARK CHRISTMAS TREE- BUZZING	0.00 0.00 0.00	1,417.20 775.93 641.27	67745
02460 INV0033313	WILLIAM RAUL HERNANDEZ MOLIN, Invoice	12/19/2019 12/13/2019	Regular WOODLAND SUN ART INSTR. FEES	0.00 0.00	260.00 260.00	67746

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	30	24	0.00	73,951.52
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
	30	24	0.00	73,951.52



City of Fairview

Check Register

Packet: APPKT03002 - 12/19/2019 PO#20-0011 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	
02422	S & K PAINTING, INC	12/19/2019	Regular	0.00	2,000.00	67747
INV0033320	Invoice	12/19/2019	RESERVOIR 1 REHABILITATION	0.00	2,000.00	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	2,000.00
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	2,000.00



City of Fairview

Check Register

Packet: APPKT03003 - 12/20/2019 AP 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						
00176	CIS TRUST	12/20/2019	Regular	0.00	12,876.77	67748
6282019	Invoice	12/20/2019	W/C RENEWAL FY 19/20 QTR 3RD	0.00	12,876.77	
00178	CITY OF GRESHAM	12/20/2019	Regular	0.00	29,707.01	67749
51677	Invoice	12/09/2019	SEWER IGA CONNECTION - SEPT/ OCT 20	0.00	29,707.01	
01081	COMCAST FINANCIAL AGENCY CORP	12/20/2019	Regular	0.00	291.14	67750
INV0033324	Invoice	11/28/2019	PW SHOP- IT SVCS.	0.00	139.85	
INV0033325	Invoice	11/28/2019	CH - IT SVCS.	0.00	139.85	
INV0033326	Invoice	12/04/2019	CH - CABLE TV	0.00	11.44	
02364	CONTAINER STORAGE COMPANY, IN	12/20/2019	Regular	0.00	158.00	67751
P19111130R	Invoice	11/25/2019	PW SHOP- STORAGE CONTAINER RENTAL	0.00	158.00	
01042	FRONTIER COMMUNICATIONS CORP	12/20/2019	Regular	0.00	411.95	67752
INV0033328	Invoice	12/09/2019	PW SHOP - TELEPHONE	0.00	411.95	
00390	GROUNDWATER SOLUTIONS INC	12/20/2019	Regular	0.00	1,976.75	67753
0117027-1	Invoice	12/11/2019	GROUND WATER SCV. - NOV 2019	0.00	1,976.75	
01116	JEFFREY DANIEL KINCAID	12/20/2019	Regular	0.00	275.00	67754
INV0033321	Invoice	12/17/2019	PW SHOP- EXT GLASS CLEANING	0.00	275.00	
02472	LATINO NETWORK	12/20/2019	Regular	0.00	810.00	67755
2001	Invoice	12/12/2019	REC VOLLEYBALL INSTR. FEE	0.00	810.00	
02301	MARKET DRIVE ROWHOUSE ASSOCI	12/20/2019	Regular	0.00	150.00	67756
INV0033331	Invoice	12/18/2019	CH CONFERENCE RM DEPOSIT REFUND	0.00	150.00	
00806	MULTNOMAH COUNTY SCHOOL DIS	12/20/2019	Regular	0.00	704.91	67757
20200992	Invoice	12/09/2019	PW- CONTRACT FUEL - NOV 2019	0.00	704.91	
00118	OREGON BUREAU OF LABOR AND IN	12/20/2019	Regular	0.00	250.00	67758
INV0033337	Invoice	12/20/2019	PW FEE- ACCESS CONTROLS PROJECT	0.00	250.00	
00703	OREGON MAYORS ASSOCIATION	12/20/2019	Regular	0.00	139.00	67759
INV0033332	Invoice	12/09/2019	OMA MEMBERSHIP FY 19/20- COOPER	0.00	139.00	
02434	SKYHAWK SPORT ACADEMY	12/20/2019	Regular	0.00	1,280.80	67760
155002	Invoice	10/30/2019	FFB1/SKYC3 INSTRUCTION FEE	0.00	676.00	
155003	Invoice	11/14/2019	BKB2 INSTRUCTION FEE	0.00	604.80	
02235	WOOD VILLAGE BAPTIST CHURCH	12/20/2019	Regular	0.00	5,000.00	67761

Check Register

Vendor Number
Payable #
[191216](#)

Vendor Name
Payable Type
Invoice

Payment Date
Payable Date
12/16/2019

Payment Type
Payable Description
EAST COUNTY REC GRANT

Discount Amount
Discount Amount
0.00

Payment Amount
Payable Amount
5,000.00

Number

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	17	14	0.00	54,031.33
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
	17	14	0.00	54,031.33



City of Fairview

Check Register

Packet: APPKT03005 - 12/20/2019 PO #19-0029 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						
00625	MURRAYSMITH, INC.	12/20/2019	Regular	0.00	23,221.91	67762
18-2277.00-12	Invoice	12/20/2019	INTERLACHEN SEWER PHASE II	0.00	7,197.03	
18-2277.00-14	Invoice	12/20/2019	INTERLACHEN SEWER PHASE II	0.00	13,955.88	
18-22770.00-11	Invoice	12/20/2019	INTERLACHEN SEWER PHASE II	0.00	2,069.00	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	1	0.00	23,221.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	3	1	0.00	23,221.91



City of Fairview

Check Register

Packet: APPKT03006 - 12/30/2019 CASH DEPOSIT -PAYROLL
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						
02073	BANK OF THE WEST	12/30/2019	Regular	0.00	46,000.00	67763
INV0033341	Invoice	12/30/2019	CASH DEPOSIT - PAYROLL	0.00	46,000.00	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	46,000.00
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	46,000.00



City of Fairview

Check Register

Packet: APPKT03013 - 1/9/2020 PO#20-006 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						
02441	LANDSCAPE EAST & WEST, INC.	01/09/2020	Regular	0.00	15,190.00	67768
27961	Invoice	01/09/2020	PW SHOP LANDSCAPING	0.00	15,190.00	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	15,190.00
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	15,190.00



City of Fairview

Check Register

Packet: APPKT03011 - 1/9/2020 PO #20-0006 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						
02441	LANDSCAPE EAST & WEST, INC.	01/09/2020	Regular	0.00	3,280.00	67767
INV0033378	Invoice	01/09/2020	PW SHOP LANDSCAPING	0.00	3,280.00	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	3,280.00
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	3,280.00