



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

## FAIRVIEW CITY COUNCIL AGENDA

Due to the restrictions in place established by the Governors “Stay Home” Order the Fairview City Council will hold the June 17, 2020 meeting via Zoom. Instructions to join the meeting are on page 2 of the agenda.

**WEDNESDAY, JUNE 17, 2020**

### REGULAR SESSION

1. CALL TO ORDER **6:00 PM**  
ROLL CALL
  
2. PRESENTATION (I)
  - a. PREMIER PARTNER – PLAYEAST!  
(First Community Credit Union)
  - b. MCSO Hope Team  
(Doug Asboe, MCSO Sergeant)
  - c. “If I Were Mayor” Student Contest  
(Brian Cooper, Mayor)
  - d. Mt. Hood Cable Regulatory Commission (MHCRC) FY 2020-21 Budget Presentation
    - i. Approve MHCRC FY2020-21 Budget as Presented: Motion (CP 3-13) (A)
  
3. INSTRUCTIONS TO CITIZENS FOR PUBLIC TESTIMONY REGARDING AGENDA AND NON-AGENDA ITEMS (I)

Citizens wishing to testify during this meeting are asked to notify the City Recorder, Devree Leymaster at 503-674-6224 or email ([leymasterd@ci.fairview.or.us](mailto:leymasterd@ci.fairview.or.us)) at least 24 hours prior to the start of the meeting. The City strongly encourages individuals, who have the ability, to submit their testimony in writing 24-hours in advance to the City Recorder to ensure delivery of the testimony to Council. Persons unable to provide written comments in advance are encouraged to notify the City Recorder 24-hours in advance of the meeting so alternative arrangements may be made.
  
4. CONSENT (A)
  - a. Minutes of May 14, May 20 & June 3, 2020 (CP 15-22)
  - b. Reappoint Jeff Dennerline as Fairview Representative on the Mt. Hood Cable Regulatory Commission: Resolution 26-2020 (CP 23-25)
  - c. Support for TGM Grant: Resolution 32-2020 (CP 27-32)
  - d. Declare the City’s Qualifications to Receive State Shared Revenues: Resolution 21-2020 (CP 33-36)
  - e. Adopt COVID-19 Relief Program: Resolution 27-2020 (CP 37-50)
  - f. Authorize Transfer of Budget Appropriations Within the General Fund for Fiscal Year 2019-20: Resolution 31-2020 (CP 51-53)
  - g. Authorize Appropriations in the Grant and Capital Projects Fund and the Recreation Fund Due to the Award of Grants: 33-2020 (CP 55-58)
  - h. 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, 2021 With the Urban Renewal Agency Reimbursing the Three Utilities for SDC's Waived: Resolution 28-2020 (CP 59-61)
  - i. Authorize Supplemental Budget for FY2019-20 Establishing a M & S Category in the Grant and Capital Project Fund: Resolution 34-2020 (CP 63-64)

**FAIRVIEW CITY COUNCIL AGENDA  
JUNE 17, 2020 - PAGE 2**

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5. PUBLIC HEARING (A)
- a. Declare the City's Election to Receive State Shared Revenues: Resolution 22-2020 (CP 65-66)  
(Lesa Folger, Finance Director)
  - b. Adopt the Fiscal Year 2020-21 Budget, Make Appropriations, and Declare the Ad Valorem Property Tax Rate to be Certified to the County Assessor: Resolution 23-2020 (CP 67-75)  
(Lesa Folger, Finance Director)
  - c. Adopt Fees Associated with Small Cell Infrastructure: Resolution 30-2020 (CP 77-80)  
(Allan Berry, Public Works Department)
6. COUNCIL BUSINESS (I)  
None.
7. ADJOURNMENT (A)

Join Zoom Meeting

<https://zoom.us/j/93576789597>

Meeting ID: 935 7678 9597

Password: **1908**

One tap mobile

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Brian Cooper, Mayor

June 12, 2020

Date

Dial by your location

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+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 935 7678 9597

Password: 1908

Find your local number: <https://zoom.us/j/93576789597>

(A) Action requested (I) Information only

NEXT COUNCIL MEETING IS JULY 15, 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](http://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](mailto:CityRecorder@fairvieworegon.gov), 503-674-6224.



# MT. HOOD CABLE REGULATORY COMMISSION

Serving Multnomah County and the Cities of Fairview, Gresham, Portland, Troutdale and Wood Village

## PROPOSED MHCRC FUND BUDGET FISCAL YEAR 2020-21 May 18, 2020

### Members

Leif Hansen, Chair  
Jeff Dennerline  
Scott Harden  
Jacquenette McIntire  
Kory Murphy  
Rich Roche  
Carol Studenmund  
Norman Thomas

### Staff

Elisabeth H. Perez, Staff Director  
Julie S. Omelchuck, Program Manager  
503-823-5385  
[www.mhcrc.org](http://www.mhcrc.org)

## INTRODUCTION

The Mt. Hood Cable Regulatory Commission (MHCRC) was created by Multnomah County and the cities of Fairview, Gresham, Portland, Troutdale and Wood Village for the purposes of:

- **Advocating for and protecting the public interest in the regulation and development of cable communication systems;**
- **Providing consumer protection and cable subscribers' complaint resolution; and,**
- **Facilitating the planning and implementation of community uses of cable communication technologies.**

Each Jurisdiction appoints citizen representatives to the MHCRC. Over the past year, these appointees, with staff support, have committed hundreds of hours to deeply understand the issues and local impacts of an ever-evolving technology, regulatory and business model landscape. They attended numerous MHCRC meetings, committee meetings and work sessions, kept abreast of issues of concern to their Jurisdictions, presented information at city council and county commission meetings, and served as ex officio Board members for Open Signal and MetroEast Community Media (MetroEast), all in service to the Jurisdictions and their communities.

The MHCRC regulates and oversees cable service franchises with three companies, serving the following areas:

Comcast: Portland, Gresham, Troutdale, Fairview, Wood Village and Multnomah County  
Frontier (Zipty Fiber): Gresham, Troutdale, Fairview and Wood Village  
CenturyLink: Portland

The MHCRC contracts for staff and other support services through a services agreement with the City of Portland. The MHCRC funds an equivalent of 4.4 full-time (FTE) staff positions plus related materials, services, financial and administrative costs. Each member Jurisdiction annually contributes to the MHCRC's operating budget. The Jurisdictions' fund about half the operating budget and other MHCRC resources fund the remaining portion.

The MHCRC focuses on community needs as it navigates today's legal and public policy landscape to steward existing public benefits, while also exploring possibilities and opportunities in our quickly changing technology environment to help ensure a sound and vital digital future for all our communities.

Please refer to the MHCRC's FY 2019-20 Annual Report and website ([www.mhcrc.org](http://www.mhcrc.org)) for more detail about MHCRC activities and accomplishments.

# MHCRC FY 2020-21 FUND BUDGET

## **BUDGET PROCESS**

According to the Intergovernmental Agreement (IGA) among the Jurisdictions that created the MHCRC, the MHCRC must gain approval of its Fund Budget by every member Jurisdiction. The MHCRC Finance Committee developed a detailed FY 2020-21 budget in consultation with MHCRC staff. On May 18, 2020, the MHCRC approved the proposed budget to forward to the Jurisdictions for consideration. The MHCRC provides the proposed Fund Budget to city and County staff in advance of the city councils' and the County Commission's consideration of the budget.

## **BUDGET OVERVIEW**

The MHCRC FY 2020-21 Fund Budget is presented on page 6.

Nearly all the MHCRC's resources are funds collected from the cable companies and the expenditures are the disbursement of those funds to the member Jurisdictions, the community media providers (MetroEast and Open Signal), and the Community Grants recipients. These disbursements are governed by the IGA and by the cable services franchise agreements.

### **Fund Resources**

The amount of MHCRC resources from year to year largely depends on franchise fee and PEG/I-Net fee payments from cable companies for their private use of public right-of-way to provide cable TV services. Cable company payments are based on a percentage of the company's gross revenues derived from cable TV services. The FY 2020-21 Fund resources are projected based on cable company actual payments through 2nd Quarter FY 2019-20. However, the impact on cable companies' revenues from cable TV services due to the COVID-19 pandemic is not yet known. The MHCRC will closely monitor payment amounts and will inform the Jurisdictions of any significant changes to budget projections.

Fund resources also include a beginning fund balance and projected amounts for programs underspent in FY 2019-20. Detail on each Fund resource follows:

Franchise Fees: The MHCRC collects all cable services franchise fees for Gresham, Troutdale, Fairview, Wood Village and Multnomah County from Comcast and Frontier cable franchises. The MHCRC uses historical trend data and actual payments through 3<sup>rd</sup> Quarter FY19-20 to project franchise fees. Trend data shows a year-over-year decrease in fees in the last few years.

Operating Budget Appropriation - Portland: The MHCRC collects funds from the City of Portland for its share of the MHCRC's operating budget. The other MHCRC Jurisdictions' appropriations are allocated from the cable services franchise fees collected by the MHCRC (detail contained in Appendix 1, page 8).

Due to FY 2020-21 budget challenges faced by the member Jurisdictions due to the COVID-19 pandemic, the MHCRC has reduced the Jurisdictions' amount for the operating budget by nearly 10% from current service level, which includes MHCRC-related employees taking furlough days and receiving no merit or cost-of-living increases in FY20-21. The MHCRC

has opted to increase its use of interest revenue to supplement the operating budget and fund certain one-time projects in FY20-21, including Comcast franchise renewal negotiations, a financial review of the MHCRC Fund, and a strategic planning process with the Jurisdictions to guide possible changes to the IGA and the MHCRC after FY21-22. More detail on the MHCRC Operating Budget is contained in Appendix 1, page 9.

Interest Earned: The MHCRC collects interest on its Fund. Interest revenue is projected to decrease, due to the recent sharp decline in interest rates, compared to the forecasted amount for FY 2019-20.

PEG/I-Net Capital Fee: All franchised cable companies pay 3% of their gross revenues related to video services to the MHCRC as dedicated funding for capital costs of providing community media and technology services to the community (see specific disbursements under Fund Expenditures below). A small portion (10%) also funds MHCRC's compliance program costs to administer, oversee, and disburse the capital funds.

Beginning Fund Balance: The beginning balance is a combination of funds attributable to various resources not expended in FY 2019-20, which the MHCRC plans to expend or retain as contingencies in FY 2020-21.

## **Fund Expenditures**

Nearly all of the MHCRC's expenditures are the disbursement of franchise fees and PEG/I-Net Capital Fees governed by the IGA and by the cable services franchises.

Franchise Fee Balance to the Jurisdictions: This line item expenditure is calculated based on the total amount of franchise fees the MHCRC collects and subtracting the amount each Jurisdiction appropriates to the MHCRC Operating Budget and the amount of community media payments to MetroEast and Open Signal in accordance with the IGA (detail contained in Appendix 1, page 8).

Community Media Payments: In accordance with the IGA, the MHCRC distributes 60% of the East County Jurisdictions' franchise fees to MetroEast and 60% of West Multnomah County franchise fees to Open Signal. These dedicated funds are used to provide media and technology services to the community (detail contained in Appendix 2, page 11).

MHCRC Operating Budget: This expenditure represents the total MHCRC operating budget (resources and line item detail contained in Appendix 1, page 9).

Community Media Capital: The MHCRC distributes a portion of the PEG/I-Net Capital fee from the cable companies to support the capital needs of MetroEast Community Media and Open Signal. These payments are made in accordance with the IGA and the cable services franchise agreements (detail contained in Appendix 2, page 11).

I-Net Grants: In previous years, the MHCRC provided grants from the PEG/I-Net Capital fee for use of the Institutional Network (I-Net) by schools, libraries, and local governments to support their broadband network connectivity needs. The MHCRC reimbursed these public agencies and Comcast for capital costs related to I-Net connections, equipment, network infrastructure and electronics upgrades. However, the MHCRC suspended those in 2019 due

to a Federal Communications Commission (FCC) rule change. The MHCRC is a party to a legal challenge of the FCC rule but it has not yet been decided.

Community Technology Grants and TechSmart Initiative Grants: The MHCRC is the grant-making body for the Community Grants program. The Community Grants program has two funding opportunities: Community Technology Grants and the TechSmart Initiative for Student Success. Grants are funded through the PEG/I-Net Capital fee revenues from the cable companies and are made in accordance with the IGA and the cable services franchise agreements.

The Community Technology Grants provides funding, through an annual, competitive grant process, to nonprofits, libraries, and local governments to use technology resources to further their missions and services. Nearly 75% of current grants focus on supporting traditionally underserved, ethnically diverse, and special needs populations – such as communities of color, immigrants and refugees, low-income people, girls and women, youth, English language learners - in order to bridge the digital divide.

The TechSmart Initiative is an eight-year, \$16 million funding partnership with six school districts in Multnomah County to provide grants and evaluation resources for districts to identify effective classroom instruction that uses technology to foster improved outcomes for all students. Initiative grant projects with the districts will wrap up in school year 2021-22 and the final impact report is planned for publication by December 2022.

Community Grants Contingency: The MHCRC annually budgets funds for community grants as a contingency to cover unanticipated community needs and opportunities.

**MHCRC FUND BUDGET  
FISCAL YEAR 2020-21**

	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Proposed</b>
<b>RESOURCES</b>				
E. County Franch. Fees, Comcast	1,390,189	1,336,912	1,250,329	1,266,277
E. County Franch. Fees Mult West, Comcast	109,078	106,701	102,428	99,275
E. County Franch. Fees, Frontier	224,846	226,288	228,441	157,411
Operating Budget Appropriation-Portland	281,036	304,998	314,826	294,418
Interest Earned	184,274	291,297	238,842	150,000
PEG / I-Net Capital Fee	5,196,878	4,791,334	4,269,431	3,282,585
<b>Total Resources</b>	<b>7,386,301</b>	<b>7,057,530</b>	<b>6,404,297</b>	<b>5,249,966</b>
Beginning Fund Balance	6,663,998	7,266,195	3,232,096	3,129,131
Unspent FY19 Comm Technology Grants	0	0	800,000	297,488
Unspent FY19 TechSmart Initiative Grants	0	0	3,440,426	6,913,886
Unspent FY19 Comm Grants Contingency	0	0	800,000	0
<b>Total</b>	<b>\$14,050,299</b>	<b>\$14,323,725</b>	<b>\$14,676,819</b>	<b>\$15,590,471</b>
<b>EXPENDITURES</b>				
MHCRC Operating Budget	857,792	656,303	1,116,781	1,254,868
Franchise Fee Balance to Jurisdictions	530,356	503,730	462,973	450,652
Community Media Pmt, E. County (MetroEast)	969,020	937,920	888,698	855,967
Community Media Pmt, Mult. West (Open Signal)	65,446	64,021	60,022	57,812
Community Media Capital (MetroEast/OS)	1,726,301	1,469,042	1,504,299	2,083,120
I-Net Grants	189,884	568,179	960,000	0
Community Technology Grants	110,459	0	1,600,000	1,197,488
TechSmart Initiative Grants	2,334,845	0	5,298,617	6,913,886
Community Grants Contingency	0	0	800,000	800,000
<b>Total Expenditures</b>	<b>\$6,784,103</b>	<b>\$4,199,195</b>	<b>\$12,691,390</b>	<b>\$13,613,793</b>
Net Change in Fund Balance	7,266,195	10,124,530	1,985,430	1,976,678
<b>Total</b>	<b>\$14,050,299</b>	<b>\$14,323,725</b>	<b>\$14,676,819</b>	<b>\$15,590,471</b>

## **APPENDIX ONE**

**FRANCHISE FEE REVENUE AND DISBURSEMENT DETAIL**

**MHCRC OPERATING BUDGET-LINE ITEM DETAIL**

**JURISDICTIONAL APPROPRIATIONS BY JURISDICTION**

**FRANCHISE FEE REVENUES AND DISBURSEMENTS**

**FY20-21 Estimate**

Jurisdictions	Franchise Fee Revenues	MetroEast Appropriation	Open Signal Appropriation	MHCRC Budget Appropriation	Payments to Jurisdictions
<b>Portland*</b>	<b>\$5,343,986</b>		<b>\$936,857</b>	<b>\$294,418</b>	
MULTNOMAH CO., EAST	69,920	41,952		14,046	13,922
MULTNOMAH CO., WEST	96,353	N/A	57,812	N/A	38,541
GRESHAM	1,055,311	633,187		113,652	308,472
TROUTDALE	172,042	103,225		17,486	51,331
FAIRVIEW	101,278	60,767		10,162	30,349
WOOD VILLAGE	28,060	16,836		3,202	8,022
<b>Total, East County</b>	<b>\$1,522,964</b>	<b>\$855,967</b>	<b>\$57,812</b>	<b>\$158,548</b>	<b>\$450,637</b>
<b>Grand Total</b>	<b>\$6,866,950</b>	<b>\$855,967</b>	<b>\$994,669</b>	<b>\$452,966</b>	<b>\$450,652</b>

\*Information purposes only: MHCRC does not collect franchise fee revenues for or disburse Open Signal operational funds from the City of Portland.

**EMENTS to EAST COUNTY JURISDICTIONS - Prior Years:**

Jurisdictions	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Adopted	FY 2020-21 Proposed
MULTNOMAH CO., EAST	19,120	17,900	16,382	15,866	13,922
MULTNOMAH CO., WEST	45,848	43,632	42,098	40,014	38,541
GRESHAM	388,290	363,362	337,012	314,158	308,472
TROUTDALE	61,738	60,401	55,899	52,546	51,331
FAIRVIEW	37,435	35,620	33,667	32,279	30,349
WOOD VILLAGE	9,846	9,441	8,502	8,110	8,022
<b>TOTAL</b>	<b>\$562,277</b>	<b>\$530,356</b>	<b>\$493,560</b>	<b>\$462,973</b>	<b>\$450,637</b>

**MHCRC FY20-21 OPERATING BUDGET - Line Item Detail**

Title	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Adopted	FY20-21 Proposed
Personnel - MHCRC Admin	497,774	339,589	580,553	629,633
Indirect Personnel - Bureau Support	34,540	10,870	0	0
<b>Personnel Services</b>	<b>\$532,314</b>	<b>\$350,459</b>	<b>\$580,553</b>	<b>\$629,633</b>
External Fund Audit	13,150	10,060	15,000	15,000
Professional Services	96,074	166,975	284,000	362,000
Miscellaneous Services	4,755	2,563	9,000	9,000
Office Supplies	1,832	2,123	1,000	400
Operating Supplies	1,546	0	400	400
Education	11,462	8,394	15,775	14,775
Local Travel	555	0	600	600
Out-of-Town Travel	4,744	2,743	10,400	10,400
Rent Columbia Square	37,677	41,744	38,076	0
Miscellaneous	882	1,440	800	800
<b>External Materials &amp; Services</b>	<b>\$172,677</b>	<b>\$236,042</b>	<b>\$375,051</b>	<b>\$413,375</b>
Fleet Services	0	0	120	0
Print/Distribution	8,365	3,918	4,012	2,799
Facilities Services	287	310	313	45,359
EBS Services	13,223	8,548	0	0
Information Technology (IT)	22,685	21,022	17,642	15,614
Insurance/Workers Comp	7,406	6,876	7,000	5,673
Technical Accounting IA	6,350	5,575	9,000	9,000
Mgmt Services (Bus Ops) IA	25,000	8,333	21,590	0
Other	878	15,220	0	0
<b>Internal Services</b>	<b>84,194</b>	<b>69,802</b>	<b>59,677</b>	<b>78,445</b>
GF Overhead (charged direct to fund)	0	0	0	25,000
Contingency - General	0	0	101,500	108,415
Encumbrance Carryover	38,085	0	0	0
<b>Fund Level Expenditures</b>	<b>\$ 38,085</b>	<b>\$ -</b>	<b>\$ 101,500</b>	<b>\$ 133,415</b>
<b>Total</b>	<b>\$ 827,270</b>	<b>\$ 656,303</b>	<b>\$ 1,116,781</b>	<b>\$ 1,254,868</b>
Admin Expenses	425,962	330,971	586,548	727,881
Compliance Expenses	431,830	325,332	530,232	526,988
Appropriation from Jurisdictions	455,118	469,228	484,348	452,951
Year-end Balance - Carry over	2,500	12,409	80,000	127,322
Appropriation from Fund Compliance	519,688	325,332	530,232	526,988
<b>Fund Level Appropriations</b>	<b>\$ 977,306</b>	<b>\$ 806,969</b>	<b>\$ 1,094,580</b>	<b>\$ 1,107,261</b>
Interest Revenue Allocation	\$ -		\$ 22,201	\$ 147,608
<b>Year-End Operations Balance</b>	<b>\$ 31,656</b>	<b>\$ 175,666</b>	<b>\$ -</b>	<b>\$ -</b>

**JURISDICTIONAL APPROPRIATION - PERCENTAGE BY JURISDICTION**

**MHCRC OPERATING BUDGET**

**FY 2020-21**

City of Portland Appropriation	\$294,418	65.0%
East County Appropriations	\$158,533	35.0%
<b>Operating Budget Total:</b>	<b>\$452,951</b>	

JURISDICTION			FY 2020-21 Proposed	FY 2020-21 % Allocation
Portland			\$294,418	65.0%
	Subscriber Distribution			
<u>East County</u>	<u>No. Of Subs</u>	<u>Perc. Distr.</u>		
Gresham	19,422	71.69%	\$113,652	25.1%
Multnomah Co.	2,399	8.86%	\$14,046	3.1%
Troutdale	2,988	11.03%	\$17,486	3.9%
Fairview	1,737	6.41%	\$10,162	2.2%
Wood Village	546	2.02%	\$3,202	0.7%
East County Total	27,092	100.02%	\$158,548	35.0%
Total			\$452,966	100.0%

**Budget Allocation Comparison**

JURISDICTION	FY 2018-19 Actual	FY 2019-20 Proposed	FY 2020-21 Proposed
Portland	\$304,998	\$314,826	\$294,418
<u>East County</u>			
Gresham	\$119,444	\$124,107	\$113,652
Multnomah Co.	\$13,434	\$13,172	\$14,046
Troutdale	\$17,934	\$18,902	\$17,486
Fairview	\$9,936	\$9,781	\$10,162
Wood Village	\$3,482	\$3,543	\$3,202
East County Total	164,230	169,505	158,548
Total	469,228	484,331	452,966

## APPENDIX TWO

### COMMUNITY MEDIA DISBURSEMENT DETAIL (MetroEast and Open Signal)

The MHCRC administers two grant agreements with the community media organizations that serve the MHCRC-member Jurisdictions. MetroEast Community Media (MetroEast) serves the cities and communities of Gresham, Troutdale, Fairview and Wood Village and east Multnomah County areas. Open Signal serves the City of Portland and the west Multnomah County areas.

The community media organizations receive funding for both operations and capital expenditures. Most of Open Signal's operational resources come from a grant agreement between Open Signal and the City of Portland and are, therefore, not included in the MHCRC's Fund Budget (the amount is included below for informational purposes). MetroEast receives operational resources, in accordance with the IGA that created the MHCRC, based on 60 percent of the cable franchise fees for the east Multnomah County area. Open Signal also receives an amount in accordance with the IGA for the west Multnomah County area. Both organizations receive capital funds from the MHCRC Fund Budget, derived from PEG/I-Net Capital fee.

Both MetroEast and Open Signal are nonprofit organizations with governing Boards of Directors. These Boards annually develop and adopt detailed budgets and have fiduciary responsibility for the organizations. The MHCRC conducts oversight and compliance with the grant agreements to ensure funds are expended in accordance with requirement of the agreements.

#### **SUMMARY OF COMMUNITY MEDIA DISBURSEMENTS**

##### **MetroEast Community Media:**

Operations Funding: East County Franchise Fees	\$ 855,967
Capital Funding: MHCRC	<u>\$ 833,248</u>
Total	\$ 1,689,215

##### **Open Signal:**

Operations Funding: Portland General Fund	\$ 936,857
Operations Funding: West County Franchise Fees	\$ 57,812
Capital Funding: MHCRC	<u>\$ 1,249,872</u>
Total	\$ 2,244,541



**MINUTES  
CITY OF FAIRVIEW  
CITY COUNCIL**

May 14, 2020

**Council Members**

Brian Cooper, Mayor  
Cathi Forsythe  
Mike Weatherby  
Keith Kudrna  
Balwant Bhullar  
Darren Riordan  
Council Position 5 – Vacant

**Staff**

Devree Leymaster, City Recorder

**COUNCIL MEETING – Virtual Meeting via Zoom (6:00 PM)**

**1. CALL TO ORDER**

**2. REVIEW & DISCUSS CITY COUNCIL POSITION 5 CANDIDATE INTERVIEWS**

Due to technical issues with video and sound, Council was sent a direct link to view the interviews independently for candidates Caydan Glenn, Sam Freshner, Wendy Lawton, Steven Marker, Steve Owen, and Matthew Williams. The meeting recessed while they viewed the videos and was called back to order at 7:15 PM.

Councilor Riordan noted the diverse group of candidates that want to participate. Would encourage every candidate to get involved in with the city in some other way. Council President agreed. Councilor Forsythe commented she would like to see outreach efforts be made to engage the candidates and share other opportunities.

Mayor Cooper proposed each Councilor submit their top three choices ranked one to three to the City Recorder to help identify the top candidates.

CR Leymaster read each Councilor’s selection.

Councilor Riordan:	1. Steve Owen	2. Steve Marker	3. Wendy Lawton
Councilor Forsythe:	1. Sam Freshner	2. Matthew Williams	3. Wendy Lawton
Councilor Kudrna:	1. Steve Owen	2. Wendy Lawton	3. Matthew Williams
Councilor Bhullar:	1. Steve Owen	2. Wendy Lawton	3. Matthew Williams
Councilor Weatherby:	1. Sam Freshner	2. Wendy Lawton	3. Matthew Williams
Mayor Cooper:	1. Steve Owen	2. Wendy Lawton	3. Matthew Williams

Mayor Cooper suggested since Steve Owen has the majority of nominations that Council proceed with selecting him to be appointed.

Councilor Forsythe expressed concern that the candidate was publicly involved in trying to recall prior Councilors, previously vacated his Council seat, and was recalled from another organizations committee. She commented this is an opportunity for “new blood to come to the surface.”

Council President Weatherby remarked he wished he knew why the candidate vacated his seat. He was not in office at the time and would like an opportunity to ask him why.

**3. IDENTIFY CANDIDATES FOR APPOINTMENT CONSIDERATION**

Councilor Riordan moved to approve Steve Owen for the council position and Councilor Kudrna seconded.

The motion passed by majority.

AYES: 4 – Councilor Riordan, Councilor Bhullar, Councilor Kudrna & Mayor Cooper

NOES: 2 – Council President Weatherby & Councilor Forsythe

ABSTAINED: 0

Council President Weatherby commented on the different process and not having an opportunity to ask a candidate a question person to person. He noted he doesn't see the urgency; could have happened at a second meeting.

CR Leymaster clarified staff will prepare a resolution for Steve Owen's appointment for the May 20 regular meeting. Mayor Cooper confirmed.

#### 4. ADJOURNMENT

Mayor Cooper adjourned the meeting at 7:29 PM.

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Devree Leymaster  
City Recorder

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Brian Cooper  
Mayor

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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.

**MINUTES  
CITY OF FAIRVIEW  
CITY COUNCIL**

May 20, 2020

**Council Members**

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

**Staff**

Nolan Young, City Administrator  
Allan Berry, Public Works Director  
Lesa Folger, Finance Director  
James Eriksen, Police Chief  
Heather Martin, City Attorney  
Devree Leymaster, City Recorder

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

**1. CALL TO ORDER**

ROLL CALL

**2. CITY COUNCIL POSITION 5**

- a. Appoint Steve Owen to City Council Position 5: Resolution 17-2020

Councilor Kudrna moved to adopt Resolution 17-2020 and Councilor Riordan seconded. Council President Weatherby commented he was embarrassed for Steve because of the process. He noted this had been discussed before; therefore, he would not continue. Motion passed by majority.

AYES: 4

NOES: 2 – Council President Weatherby and Councilor Forsythe

ABSTAINED: 0

- b. Oath of Office – City Council Position 5

City Recorder Leymaster sited the Oath of Office to appointed Councilor Steve Owen, who recited it back.

**3. CITIZEN TESTIMONY FOR NON-AGENDA ITEMS**

None.

**4. CONSENT AGENDA**

- a. ~~Minutes of April 15, 2020~~

- b. Authorize Twelve Mile Disposal to Charge Customers the Pass-Through Cost for the Capital Activity Tax Beginning June 1, 2020: Resolution 19-2020

- c. Authorize City Administrator to Sign Amendment No. 1 to the Multnomah County Business Income Tax Intergovernmental Agreement: Resolution 16-2020

Councilor Owen requested minutes of April 15, 2020 be removed from the Consent Agenda and voted on separately. Mayor Cooper called for a motion for the Consent Agenda without the minutes of April 15, 2020.

Councilor Kudrna moved to approve the Consent Agenda and Councilor Owen seconded. The motion passed unanimously.

AYES: 7

NOES: 0

ABSTAINED: 0

a. Minutes of April 15, 2020

Councilor Riordan moved to approve the minutes of April 15, 2020 and Councilor Kudrna seconded. The motion passed by majority.

AYES: 6

NOES: 0

ABSTAINED: 1 – Councilor Owen

5. CITY ADMINISTRATOR REPORT

None.

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

a. Small Cell ROW Permit Process & Standards: Resolution 18-2020

City Administrator Young summarized local governments cannot prohibit this wireless service and installation, per the Federal Communications Commission (FCC); therefore, staff recommends adopting standards that balances the installation of the small wireless service towers with an aesthetic policy within compliance of the FCC. Since the city cannot charge a privilege tax for the use of the right-of-way, the city will need to create a fee structure that meets federal guidelines and adopt in a separate resolution.

Councilor Owen moved to adopt Resolution 18-2020 and Councilor Kudrna seconded. Motion passed by majority.

AYES: 6

NOES: 1 – Council President Weatherby

ABSTAINED: 0

b. Review Residential Speed Study

Director Berry reviewed the study results and noted they indicate the city could reduce the speed limit in residential areas from 25 mph to 20 mph. He also noted that, in general, the study shows there is not a speeding issue.

Councilor Forsythe noted her observation is different than the study results. She also commented she is not sure if changing the speed limit will alleviate the problem.

Council President Weatherby agreed and inquired what an estimate to purchase and install additional “your speed is” signs would be to act as a deterrent and help raise awareness. Councilor Riordan suggested portable signs that could be relocated. Councilor Kudrna proposed working with MCSO for targeted speed enforcement. CA Young commented MCSO has, and will, work with the city for targeted enforcement in areas of concern.

Councilor Owen proposed continuing enforcement and locating the existing speed trailer in the Hancock area, around the lakes, and the Pelfrey Park area where speeding is being observed, while we work out the next steps.

CA Young summarized staff will get bids for temporary “speed is” signs and bring the information to a future meeting for discussion. In the meantime, will continue setting out the speed trailer in the areas of concern.

c. Review Location of Flower Baskets

CA Young reviewed the current placement of baskets and identified options for additional placement. He noted this year's baskets will arrive and be placed May 26.

Council President Weatherby remarked he would like the basket locations expanded throughout the city. If not able to expand this year, then move some of the brackets in the Village to other areas. Councilor Kudrna commented he isn't sure this is the right time to expand and increase program costs. Councilor Bhullar proposed putting up American flags in lieu of baskets, similar to Corbett. Councilor Owen suggested looking at flags and additional brackets/baskets for the future. For this year keep within existing budget and let staff map out the location.

CA Young commented for this year, staff will move some brackets this year if they can; if can't, will plan for moving next year.

d. Review Critical Path Time Line for Fairview Parkway/Halsey Roundabout

CA Young briefed Council on the proposed timeline and the work plan for spring and summer 2020. He noted a request to extend the development incentive program for the Halsey and Fairview Park Way development will be coming to Council for consideration. Because the work being done and potential redesign could affect the development and the city; and it is in the best interest of the city to work with the developer, staff will recommend approving the extension similar to what the city did for the Halsey/223<sup>rd</sup> development.

Council President Weatherby inquired about the cost for the center. CA Young replied that portion of design and development was suspended. The focus is on a functional design for the overall project. He noted, the center design could be included if Council wishes.

Council President Weatherby reiterated his concern that the costs to determine if the roundabout should be constructed will get to a point that not proceeding will be less and less of an option.

Director Berry shared staff will be applying for a grant to assist with feasibility and planning for the Park-and-Ride.

Councilor Kudrna inquired about the role of Urban Renewal in the project. CA Young answered Urban Renewal funds may be used for the design work. There is a limit on how much of the overall construction can be funded from Urban Renewal.

e. Retroactive Approval of Small Business Assistance Grant Application to State of Oregon:  
Resolution 20-2020

CA Young briefed Council on the matching 1:1 grant program to provide funds to businesses impacted by COVID-19. Staff recommends submitting a grant application with a commitment of \$15,000. The \$15,000 would come from uncommitted or unused funds within the existing budget.

Council President Weatherby inquired who would administer the program. CA Young replied the city's COVID Specialist.

Councilor Owen moved to adopt Resolution 20-2020 and Councilor Kudrna seconded. Motion passed unanimously.

AYES: 7  
NOES: 0  
ABSTAINED: 0

f. Discuss Utility Payment Relief for Customers (Related to COVID-19 Pandemic)

Director Folger briefed Council on the current program (suspension of utility late fees and disconnections due to non-payment) and staff recommendations if Council chooses to extend the program.

Council President Weatherby proposed not charging residents or businesses utility fees for those who meet a determined set of criteria for six months. "Show that we are a city that cares."

Councilor Bhullar commented relief for businesses should be focused on restaurants and coffee shops. This group of businesses have been affected more than most.

Councilor Forsythe cautioned about limiting the program too much and unintentionally leaving out groups of businesses that have also been adversely impacted i.e. salons.

Councilor Riordan remarked he would need to see a program with criteria, financial information, and time frame (1, 3, 6 months) to make a decision.

Director Folger reviewed Wood Village's relief program. Their program includes providing funds for other utilities i.e. electric, gas. For residential an applicant can receive \$250 or one month; Commercial one month of qualified utility fees. Their application process is simple.

Councilor Forsythe left the meeting at 7:09 PM.

CA Young proposed two options. 1. Continue the current relief program and use grant funds for additional relief assistance. 2. Allocate reserves (\$40 - \$100,000) to provide relief and staff will craft program options for Council consideration.

Council Riordan supported extending the current program and looking at program options with financial data. Mayor Cooper and Councilor Owen concurred.

CA Young clarified the current program will be extended, staff will work on creating an assistance program to help residents or businesses that are not able to get help through other programs, and staff will continue to monitor other programs and assistance opportunities. Council concurred and supported scheduling a special meeting for this item.

7. ADJOURNMENT

Councilor Kudrna moved to adjourn the meeting and Councilor Owen seconded. The motion passed, and the meeting adjourned at 7:30 PM.

AYES: 6  
NOES: 0  
ABSTAINED: 0

**EXECUTIVE SESSION**

Council convened into Executive Session under the authority of 192.660(2)(e) – Discussion related to Real Property Transaction at 7:35 PM.

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Devree Leymaster  
City Recorder

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Brian Cooper  
Mayor

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Date of Signing

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

**MINUTES  
CITY OF FAIRVIEW  
CITY COUNCIL**

June 3, 2020

**Council Members**

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

**Staff**

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

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

**1. CALL TO ORDER**

ROLL CALL

**2. UTILITY PAYMENT RELIEF PROGRAM**

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

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

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

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

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

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

CA Young asked for direction for the following program elements.

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

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

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

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

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

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

AYES: 6  
NOES: 0  
ABSTAINED: 0

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

### 3. ADJOURNMENT

Mayor Cooper adjourned the meeting at 6:59 PM.

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Devree Leymaster  
City Recorder

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Brian Cooper  
Mayor

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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.



# AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 17, 2020	4.b.	2020-44

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

**ISSUE:**

Reappoint Mt. Hood Cable Regulatory Commission representative for Fairview.

**BACKGROUND:**

The Mt. Hood Cable Regulatory Commission (MHCRC) was created by an Intergovernmental Agreement (IGA) among the cities of Fairview, Gresham, Portland, Troutdale, Wood Village, and Multnomah County (“Jurisdictions”) in an effort to provide enhanced public benefits from cable communications franchising and regulation, and economies of scale in its operation. The MHCRC is made up of eight dedicated citizen volunteers, backed by professional office staff. The MHCRC negotiates and enforces cable services franchise agreements; manages the public benefit resources and assets derived from the franchises; and advocates on behalf of the public interest on communications policy issues at local, state, and federal levels.

Pursuant to the IGA establishing the MHCRC, each jurisdiction, except Portland, selects and appoints one representative to serve as its Commissioner. Portland selects and appoints three representatives to serve as its commissioners. Commissioners serve three-year terms.

The current MHCRC representative for the City of Fairview is Jeff Dennerline. Mr. Dennerline was appointed in January 2019 to complete the term of Rich Goheen who wished to resign/retire. The position term date is June 30, 2020. Mr. Dennerline has represented Fairview in a positive and productive manner and has expressed a desire and willingness to serve another three-year term.

**ATTACHMENT:**

Exhibit A – MHCRC letter of support for reappointment

**RECOMMENDED ACTION:**

Adopt Resolution 26-2020. This will reappoint Jeff Dennerline to the MHCRC with a term date of June 30, 2023.

**COUNCIL ALTERNATIVES:**

1. **Staff Recommendation:** Move to adopt Resolution 26-2020.
2. Not adopt Resolution 26-2020 and defer the appointment.

Nolan Young  
City of Fairview  
PO Box 337  
Fairview, OR 97024-0337

Re: Fairview reappointment to the MHCRC

Dear Nolan Young:

Jeff Dennerline's term on the MHCRC expires June 30, and we are pleased to report that Jeff is willing to serve another term. If the Mayor and Council support reappointment, we request that the reappointment be considered prior to his term expiration. The new term would be July 1, 2020, through June 30, 2023.

On behalf of staff and the MHCRC, we hope that Fairview City Council will endorse the reappointment. Jeff has provided exemplary service to the Commission and has spent many, many volunteer hours overseeing Commission business and representing the City of Fairview in numerous and various forums. We are delighted that he remains willing to serve.

As always, please feel free to contact me if you have any questions.

Thanks,

Julie Omelchuck  
MHCRC Program Manager

c. Jeff Dennerline  
Devree Leymaster



**RESOLUTION**  
**(26-2020)**

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL REAPPOINTING JEFF DENNERLINE AS THE FAIRVIEW REPRESENTATIVE ON THE MT. HOOD CABLE REGULATORY COMMISSION**

**WHEREAS**, the cities of Portland, Gresham, Troutdale, and Wood Village and Multnomah County have entered into an Intergovernmental Agreement in 1998 establishing the Mt. Hood Cable Regulatory Commission (MHCRC); and

**WHEREAS**, pursuant to the Intergovernmental Agreement, each MHCEC jurisdiction, except Portland, appoints one representative to serve as its Commissioner and Portland appoints three representatives to serve as its Commissioners; and

**WHEREAS**, Jeff Dennerline is the current representative for the City of Fairview on the Mt. Hood Cable Regulatory Commission, with his term ending June 30, 2020; and

**WHEREAS**, Jeff Dennerline has represented our community on MHCRC in a positive and productive manner and is willing and able to serve another three-year term.

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

**Section 1.** The City Council hereby approves the reappointment of Jeff Dennerline to the MHCRC with a term date of June 30, 2023.

**Section 2** This resolution is and shall be effective from the day of its passage.

Resolution adopted by the City Council of the City of Fairview, this 17th day of June, 2020.

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Mayor, City of Fairview  
Brian Cooper

ATTEST

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City Recorder, City of Fairview  
Devree Leymaster

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Date





# AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 17, 2020	4.c.	2020-45

**TO:** Mayor and City Council  
**FROM:** Sarah Selden, Senior Planner & Economic Development Coordinator  
**THRU:** Nolan K. Young, City Administrator  
**DATE:** June 12, 2020

**ISSUE:**

Adopt Resolution 32-2020, authorizing staff to apply for a Transportation and Growth Management (TGM) grant for planning and design of Halsey right-of-way and streetscape improvements.

**RELATED COUNCIL GOALS:**

- Goal #1: Improve pedestrian and bicycle access and safety.
- Goal #5: Enhance & promote economic development activity.
- Goal #7: Work with other local, regional and state organizations to enhance the community.

**BACKGROUND:**

The Main Streets on Halsey Plan outlines strategies to encourage new investment and make the corridor safer for people walking, biking and driving. The strategies and recommendations fall into three major categories:

- Improvements to the public realm – the street and sidewalk area
- Improvements to the private realm – development of land on each side of the road
- Programs and coordination – efforts to support economic development along the main street

All three components must come together to implement the community’s main street vision. The Cities, County and community partners have been working to advance these recommendations through several key efforts:

- The 2019 Economic Diversification Study identified market demand for business types and concepts for placemaking elements that would visually tie together the corridor while reflecting the identity of each community.
- The Fairview Urban Renewal Agency worked with Mike Abbaté to develop a Design Theme for Fairview that can be implemented through streetscape improvements using a unique

palette of materials and colors, and to explore development of common wayfinding elements and brand identity along the street.

- Fairview has been developing a concept plan for a major gateway feature to mark the entry to Fairview and the Halsey Main Street at NE Fairview Parkway, and has been working to identify a successful transit and bike hub use for the PP&L/PGE property at that intersection.
- The Metro grant-funded Halsey Site Readiness and Code Update Project is working to update the development code along Halsey to remove barriers to main street development types, and set standards for future development that will create an inviting pedestrian-friendly environment that supports storefront business activity and community gathering.
- The three cities and Multnomah County have been advocating for funding of Halsey Street improvements.

## **DISCUSSION:**

### **Project Need**

Improvements to the public realm are critical to creating a main street environment and signaling the community's commitment and vision to invest in the corridor.

In order to position the Cities and County for capital funding opportunities, the transportation recommendations – including over 20 improvements identified in the Main Streets Plan – require a more detailed level of design and refined cost estimates. Updates are also required to adopted transportation plans and standards before any improvements can be implemented or required of private development.

A coordinated design process among the three cities will create a visually unified main street, while still responding to the unique street functions and character in different locations along the corridor.

### **Grant Program and Timeline**

The TGM Program serves to help local governments create vibrant, livable places in which people can walk, bike, take transit or drive where they want to go. The grant program awards funds for adoption-ready transportation or land use plans and regulations, generally in the range of \$100,000 - \$250,000.

Fairview is taking the lead in applying for the grant, which is due by July 31. If awarded the grant in September, Troutdale staff will take the lead in grant management. The project would begin in 2021, with consultants selected and projects underway by mid- next year.

## **BUDGET IMPLICATIONS:**

The draft grant proposal is in the range of \$160,000-\$200,000. TGM staff will be reviewing and advising on the budget to ensure the requested and granted amount is appropriate for the work tasks. If awarded the grant, the City of Troutdale would manage the grant, and the three cities would be required to contribute a 12% total match, which can be provided in staff time.

**RECOMMENDED ACTION:**

Adopt Resolution 32-2020 to pursue application for a TGM Grant.

**COUNCIL ALTERNATIVES:**

1. Staff Recommendation: Adopt Resolution 32-2020
2. Do not adopt Resolution 32-2020

**ATTACHMENTS:**

Resolution 32-2020

Draft Tasks for TGM Grant



**RESOLUTION**  
**(32-2020)**

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL AUTHORIZING THE APPLICATION FOR A TRANSPORTATION AND GROWTH MANAGEMENT (TGM) GRANT FOR PLANNING AND DESIGN OF HALSEY RIGHT-OF-WAY AND STREETScape IMPROVEMENTS**

**WHEREAS**, in 2017 the Fairview City Council adopted the Main Streets on Halsey: Strategic Economic Action Plan and created the Halsey Community Collaborative Compact (HC3) to solidify the commitment of each City and Multnomah County to implement the Main Streets Plan; and

**WHEREAS**, during the Main Street planning process the community identified many transportation improvements needed to make Halsey Street safer and more welcoming to all people, and that now require more detailed planning and design, and updates to current road standards; and

**WHEREAS**, the Main Streets Plan identifies Coordinated Funding for Street and Safety Improvements as a strategic action to signal public investment and spur private development, as well as to create a safe and inviting main street environment and distinct sense of place; and

**WHEREAS**, the Oregon Department of Transportation (ODOT) and Department of Land Conservation and Development (DLCD) administer a Transportation and Growth Management (TGM) Grant program to help local jurisdictions plan for streets and land to lead to more livable, sustainable, and economically vital communities that increase opportunities for transit, walking and bicycling; and

**WHEREAS**, the grant provides an opportunity to advance Halsey Street transportation improvements and better position the three cities and Multnomah County for capital funding opportunities.

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

**Section 1** The City Council authorizes staff to pursue a TGM grant to prepare a Halsey street and streetscape design plan to implement the Main Streets on Halsey vision.

**Section 2** This resolution is and shall be effective from the day of its passage.

Resolution adopted by the City Council of the City of Fairview, this 17<sup>th</sup> day of June 2020.

\_\_\_\_\_  
Mayor, City of Fairview  
Brian Cooper

ATTEST

\_\_\_\_\_  
City Recorder, City of Fairview  
Devree Leymaster

\_\_\_\_\_  
Date

**DRAFT**

**TGM GRANT WORK TASKS**

For

**Main Streets on Halsey, Phase #4: Future Look and Functions of Halsey**

Task #1: Street Cross Section: (\$60,000-\$80,000)

Revise County's street design standards to create a main street environment that encourages pedestrian and bike travel, slows traffic and increases safety, supports storefront business activity, and allows for implementation of the streetscape design.

Tasks to include:

- Identify options within each of the cities' sections under current design standards.
- Public engagement process to determine how the current standards are working (where challenges exist) and opportunities for improvement. Stakeholders should include HC3 Executive Committee, businesses and property owners along corridor and the general public.
- Consultant works with Technical Advisory Committee to explore alternatives based on input received through the engagement process.
- HC3 Executive Committee selects alternatives to take through the public engagement process.
- Public engagement process on alternatives.
- Consulting Team and Technical Advisory Committee develop a proposal to take to HC3 Executive Committee.
- HC3 develops recommendation.
- Recommendation taken to three cities for concurrence.
- Recommendation taken through the County process for final adoption.

Task #2: Street Design Plan (\$100,000-\$120,000)

Based on the preferred street design standards and cross section in Task 1, and existing community identity and design guidelines, develop a develop a 5-10% Design Plan for Halsey Street. The Design Plan will include two components:

## **1. Streetscape Elements:**

- Visual design themes for each city that reflect individual community identities, and can be implemented through streetscape elements.
- A uniform set of streetscape elements that are consistent throughout the corridor

Streetscape elements in the Design Plan will include vehicle, bike, and pedestrian markings and materials, wayfinding and signage, street signs, light fixtures, bus stops, street trees, landscape plantings, banners, art elements and other furnishings.

## **2. Linear Design Plan for the Right-of-Way:**

The plan will reflect the preferred cross section, and will locate pedestrian crossings, intersection treatments, on-street parking locations, bus stops, street furnishings, wayfinding signage, and landscape areas. Tasks to include:

- Review information in the three prior Halsey Corridor (Main Streets on Halsey) studies relating to design themes or streetscape.
- Become familiar with the current design themes being used by each of the three cities.
- Develop, with the assistance of a Technical Advisory Committee and the HC3 Executive Committee two or three concepts to take through a public engagement process.
- Complete a community engagement process that involves a diverse group of stakeholders that reflect the demographics of the community.
- Refined concept based on community engagement and take through a public process for approval by each of the three cities.
- HC3 Executive Committee makes recommendation to City Councils and Multnomah County.



# AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 17, 2020	4.d.	2020-40

**TO:** Mayor and City Council  
**FROM:** Lesa Folger, Finance Director  
**THRU:** Nolan K. Young, City Administrator  
**DATE:** June 11, 2020

**ISSUE:**

Qualification to Receive State Shared Revenues

**BACKGROUND:**

ORS 221.760 provides that cities located within a county having more than 100,000 inhabitants (according to the most recent federal decennial census), must provide four or more of the following municipal services in order to be eligible to receive state shared revenues:

- 1) Police Protection
- 2) Fire Protection
- 3) Street Construction, Maintenance, and Lighting
- 4) Sanitary Sewers
- 5) Storm Sewers
- 6) Planning, Zoning, and Subdivision Control
- 7) One or more Utility Services

In order to receive state shared revenues, the City of Fairview must, on an annual basis and through resolution, certify that it provides four or more of the above criteria (the City provides all seven of the services listed).

**RECOMMENDED ACTION:**

Staff recommends approval of Resolution 21-2020, certifying the City's eligibility to receive state shared revenues.

**BUDGET IMPLICATIONS:**

Certification of the City's eligibility to receive state shared revenues, followed by election to receive those revenues via Resolution 22-2020, is estimated to result in total revenue of \$949,580 for Fiscal Year 2020-21. Of this total, \$279,509 is expected as revenue to the General Fund, with \$670,071 expected as revenue to the Street Fund.

**COUNCIL ALTERNATIVES:**

1. **Staff Recommendation:** Move to approve Resolution 21-2020, certifying the City's eligibility to receive state shared revenues.
2. City Council could vote not to approve Resolution 21-2020 and thus not receive state shared revenues (cigarette, liquor, general state shared, and highway) for Fiscal Year 2020/2021. This would significantly impact the City's revenue stream and cuts to anticipated expenditures would be recommended.



**RESOLUTION**  
**(21 - 2020)**

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL CERTIFYING THE CITY'S  
QUALIFICATION TO RECEIVE STATE SHARED REVENUES**

**WHEREAS**, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- 1) Police Protection
- 2) Fire Protection
- 3) Street Construction, Maintenance, and Lighting
- 4) Sanitary Sewers
- 5) Storm Sewers
- 6) Planning, Zoning, and Subdivision Control
- 7) One or more Utility Services

; and

**WHEREAS**, Fairview city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760; and

**WHEREAS**, the City of Fairview is a city located within a county having more than 100,000 inhabitants.

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

**Section 1** The City of Fairview hereby certifies it provides four or more of the following municipal services enumerated in Section 1, ORS 221.760:

- Police Protection
- Fire Protection
- Street Construction and Maintenance
- Sanitary Sewers
- Storm Sewers
- Planning, Zoning, and Subdivision Control
- Water Utility System

**Section 2** The Finance Director shall take all steps necessary to carry out the intent of this resolution including transmitting a certified copy of this resolution to the State of Oregon, Department of Administrative Services to establish the City's eligibility for state shared revenues.

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

Resolution adopted by the City Council of the City of Fairview, this 17th day of June, 2020.

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Mayor, City of Fairview  
Brian Cooper

ATTEST

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City Recorder, City of Fairview  
Devree Leymaster

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Date



# AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 17, 2020	4.e.	2020-46

**TO:** Mayor and City Council  
**FROM:** Lesa Folger, Finance Director  
**THRU:** Nolan K. Young, City Administrator  
**DATE:** June 12, 2020

**ISSUE:**

COVID-19 Relief Program development by the City Council on June 3, 2020.

**ATTACHMENTS:**

- Attachment 1 Resolution 27–2020
- Attachment 2 Exhibit A for Resolution 27–2020
- Attachment 3 Residential application
- Attachment 4 Residential FAQ
- Attachment 5 Commercial application
- Attachment 6 Commercial FAQ

**BACKGROUND:**

The City Council on June 3, 2020 developed and supported by motion a \$50,000 Relief Program that included the following elements:

- 1- Residential: Residents who can attest they have lost income because of the pandemic can apply to the city to receive up to \$63 a month for four months in either utility credit or if they do not have a utility account a check to be used for rent. This is intended to be per household.
- 2- Commercial: Businesses (home occupation businesses, apartment complexes, national corporations and food processors are excluded) who can attest that they have lost income because of the pandemic can apply for up to \$250 per month for four months. The actual amount relief is to equal their utility costs if they have the utility account or their calculated share of the city utility costs if they do not have a utility account. Those businesses without utility accounts are expected to use any relief they receive for rent.

In addition, the Council authorized the City Administrator to assess other needs for the funds. Made available. For example, match for current or any future state or federal program where match from the city is required. The City Administrator was also given the latitude to develop other similar programs to meet a specific need that may be identified.

The program ends on August 30, 2020 at which time the Council will consider if they wish to provide additional funding. If we run out of funding prior to that date we are to go to the Council and discuss additional funding. The City Administrator is to give weekly reports to the City Council.

**BUDGET IMPLICATIONS:**

The money for this program is to come from the General Fund. The current general fund excess reserve is \$872,076. This \$50,000 program allocation represents 5.7% reserves.

**CITY COUNCIL ALTERNATIVES:**

1. **Staff recommendation:** Moved to adopt Resolution 27–2020 creating a COVID-19 Relief Program.
2. Amend the proposed program and then approve it.



**RESOLUTION**  
**(27-2020)**

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL ADOPTING A  
COVID-19 RELIEF PROGRAM**

**WHEREAS**, the City Council understands the financial hardship the COVID-19 pandemic has created for many Fairview businesses and residents and desires to provide an opportunity for some relief to those adversely affected; and

**WHEREAS**, the Council reviewed the utility relief program suspending utility late payment fees and disconnections due to non-payment at their May 20, 2020 meeting and following discussion directed staff to draft additional program options for review; and

**WHEREAS**, Council held a special meeting on June 3, 2020 to review the proposed program options and directed the City Administrator to create a COVID-19 Relief Program with details and criteria for residential and commercial groups;

**WHEREAS**, Council requested \$50,000 be allocated from reserves to the COVID-19 Relief Program; and

**WHEREAS**, Council directed the COVID-19 Relief Program have a start date of June 3, 2020 and an application submittal deadline of August 31, 2020.

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

**Section 1**      The City Council hereby adopts the COVID-19 Relief Program as attached hereto in Exhibit A.

**Section 2**      This resolution is and shall be effective retroactive to June 3, 2020.

Resolution adopted by the City Council of the City of Fairview, this 17th day of June, 2020.

\_\_\_\_\_  
Mayor, City of Fairview  
Brian Cooper

ATTEST

\_\_\_\_\_  
City Recorder, City of Fairview  
Devree Leymaster

\_\_\_\_\_  
Date

## Resolution 27-2020

### Exhibit A

#### **Residential COVID-19 Relief Program**

The Fairview Residential COVID-19 Relief Program is designed to be utilized by households that have not received other compensation to fully recoup their loss of income due to the impacts of COVID-19. The "loss of income" under which the residence is applying must have occurred between March 16, 2020 (the date the City declared an emergency) and the date of this application.

To be eligible, the residence must be within the City of Fairview or in an unincorporated area of Multnomah County that is served by a Fairview residential utility account.

If approved, a credit of up to \$252 will be applied to the residential utility account (a credit of up to \$63 per month to be determined by actual base utility fees for water, sewer, and storm water service, for up to four months).

Households who meet the above criteria but do not have a Fairview residential utility account may be granted assistance via check to be used for rent relief (E.g. residents that live in apartments).

Deadline to submit an application is August 31, 2020.

#### **Commercial COVID-19 Relief Program**

The Fairview Commercial COVID-19 Relief Program is designed to be utilized by active businesses that have not received other compensation to fully recoup their loss of income due to the impacts of COVID-19. The "loss of income" under which the business is applying must have occurred between March 16, 2020 (the date the City declared an emergency) and the date of this application.

To be eligible for this program, the main commercial business location must be within the city of Fairview or in an unincorporated area of Multnomah County that is served by a Fairview commercial utility account. The business must also have a Fairview Business License. Apartment complexes, national corporations, and food processors are not eligible. Additionally, Home Occupation businesses may submit an application through the homeowner under the residential relief program, but will not be eligible under the commercial program.

If approved, a credit of your actual utility bill of up to \$1,000 (up to \$250 per month for up to four months) will be applied to the main commercial utility account. Businesses who meet the above criteria but do not have a Fairview commercial utility account may be granted assistance via check to be used for rent relief. Assistance in this instance may be granted for a proportional share of the total Utility account credit that the business receives utility service under, as determined by the City. Additionally, businesses that typically receive the utility bill for an entire complex may be granted a credit for their proportional share of the total utility account, as determined by the City.

Deadline to submit an application is August 31, 2020.



## **City of Fairview COVID-19 Residential Assistance Program**

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### **APPLICATION PACKET**

The Fairview Residential COVID-19 Relief Program is designed to be utilized by households that have not received other compensation to fully recoup their loss of income due to the impacts of COVID-19. The "loss of income" under which the residence is applying must have occurred between March 16, 2020 (the date the City declared an emergency) and the date of this application. To be eligible, the residence must be within the City of Fairview or in an unincorporated area of Multnomah County that is served by a Fairview residential utility account.

If approved, a credit of up to \$252 will be applied to the residential utility account (a credit of up to \$63 per month to be determined by actual base utility fees for water, sewer, and storm water service, for up to four months).

Households who meet the above criteria but do not have a Fairview residential utility account may be granted assistance via check to be used for rent relief (E.g. residents that live in apartments).

If you need assistance completing the online application or need a paper application, please contact the City Recorder at 503-674-6224 or email [leymasterd@ci.fairview.or.us](mailto:leymasterd@ci.fairview.or.us).

# Application

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All questions are required to be answered. Not doing so may delay your application being processed.

Date of Application: \_\_\_\_\_

Applicants Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address (if different from above): \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

How has COVID-19 affected your household financially? \_\_\_\_\_

Does your residence have a Fairview utility account?    Yes     No

If yes, please provide the utility account number: \_\_\_\_\_

# Affidavit of Program Eligibility and Relief Use

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By entering your full name as a signature, you attest that you are authorized to apply for relief on behalf of the residence listed above, that the household has not received benefits equal to, or in excess of, the loss of income due to COVID-19 and that all information provided is true to the best of your knowledge. You further attest that you have the documentation to support and verify your claim and will provide the information to the City upon request. Additionally, if you do not have a City of Fairview residential utility account, you agree funds provided to you will be utilized for rent relief for the address listed above.

(Completing this application is not a guarantee of assistance. Assistance is based on qualification and available funds.)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Submit

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Submit the completed application and signed affidavit statement to:

Email: [covidrelief@ci.fairview.or.us](mailto:covidrelief@ci.fairview.or.us)

Mail: City of Fairview, COVID Relief, PO Box 337, Fairview, OR 97024

Fax: 503-666-0888

Questions: Please call 503-665-7929

## **City of Fairview COVID-19 Residential Relief**

### **Frequently Asked Questions**

Question: Am I eligible for relief assistance even if I don't have a City of Fairview utility account?

*Answer: Yes, as long as your residence is served by Fairview utilities.*

Question: I live in a duplex or apartment complex and my landlord pays the utilities – am I eligible?

*Answer: Yes! We encourage you to apply. Any relief granted will be in the form of a check to be used to assist in paying your rent.*

Question: I'm a landlord with a property in Fairview. I pay the utility service – am I eligible for relief?

*Answer: No, landlords are not eligible for relief. However, your tenants may apply and use the relief they receive toward their rent.*

Question: I have a home based business – am I eligible to receive relief under this program?

*Answer: Yes, you may apply for residential relief on behalf of your home based business under the Residential Relief Program.*

Question: My spouse and I have both been negatively financially impacted by COVID-19 and have a Fairview utility account. Are we eligible for more than one credit?

*Answer: No, in order to assist the largest number of residents, the program is limited to one credit per property (apartment complexes may receive multiple credits, but only one credit per unit).*

Question: I was unemployed due to COVID-19; however, the unemployment I've been receiving from the State of Oregon and Federal Programs exceeds what I would have brought home had I been working. Am I still eligible for the program?

*Answer: No, since your lost income has been made up via alternate programs, you are not currently eligible.*

Question: Is there a deadline for submission of my application for this program?

*Answer: Yes. All applications must be received by 5:00 pm on August 31, 2020. At that time, City Council may revisit the need for relief and may choose to extend the program, or they may choose not to extend it. We encourage you to submit your application early as there are limited funds available. Demand for this program is expected to be high and applications will be funded on a first-come, first-served basis.*

Question: Does my loss in income have to happen each month of a four month period?

*Answer: No. The loss can happen any time during the period from March 16, 2020 to August 31, 2020.*

Question: If I apply before July 16, 2020, am I still eligible for four-months of assistance (since four months will not have passed since the City declared an emergency on March 16, 2020)?

*Answer: Yes. Your loss in income does not have to occur over a four-month period (E.g. Your entire loss in income may have occurred in one month).*



## City of Fairview COVID-19 Commercial Assistance Program

### APPLICATION PACKET

The Fairview Commercial COVID-19 Relief Program is designed to be utilized by active businesses that have not received other compensation to fully recoup their loss of income due to the impacts of COVID-19. The "loss of income" under which the business is applying must have occurred between March 16, 2020 (the date the City declared an emergency) and the date of this application. For your convenience, a simple worksheet that will assist in determining the business' "loss of income" has been provided on page 4. We encourage you to use this worksheet and retain a copy for your records.

To be eligible for this program, the main commercial business location must be within the city of Fairview or in an unincorporated area of Multnomah County that is served by a Fairview commercial utility account. The business must also have a Fairview Business License. Apartment complexes, national corporations, and food processors are not eligible. Additionally, Home Occupation businesses may submit an application through the homeowner under the residential relief program, but will not be eligible under the commercial program.

If approved, a credit of your actual utility bill of up to \$1,000 (up to \$250 per month for up to four months) will be applied to the main commercial utility account. Businesses who meet the above criteria but do not have a Fairview commercial utility account may be granted assistance via check to be used for rent relief. Assistance in this instance may be granted for a proportional share of the total Utility account credit that the business receives utility service under, as determined by the City. Additionally, businesses that typically receive the utility bill for an entire complex may be granted a credit for their proportional share of the total utility account, as determined by the City.

If you need assistance completing the online application or need a paper application, please contact the City Recorder at 503-674-6224 or email [leymasterd@ci.fairview.or.us](mailto:leymasterd@ci.fairview.or.us).

# Application

---

All questions are required to be answered. Not doing so may delay your application being processed.

Date of Application: \_\_\_\_\_

Business Name: \_\_\_\_\_

Owners Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address (If different from above): \_\_\_\_\_

---

Daytime Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Fairview Business License Number: \_\_\_\_\_

## How has COVID-19 affected your business financially?

Please verify that your business has experienced a non-reimbursed loss in net income (between 3/16/2020 and the date of this application) of at least \$1,000. If your non-reimbursed loss has been less than \$1,000, please list a specific amount of non-reimbursed loss in net income due to COVID-19.

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Does your business have a Fairview utility account?      Yes  No\*

If yes, please provide the main utility account number: \_\_\_\_\_

\*(utilities may be paid by your landlord or an alternate business – this does not disqualify your business from receiving assistance)

# Affidavit of Program Eligibility and Relief Use

---

By entering your full name as a signature, you attest that you are authorized to apply for relief on behalf of the business listed above, that the business has not received benefits equal to, or in excess of, the loss of income due to COVID-19 and that all information provided is true to the best of your knowledge. You further attest that you have the documentation to support and verify your claim and will provide the information to the City upon request. Additionally, if you do not have a City of Fairview commercial utility account, you agree funds provided to you will be utilized for rent or lease relief for the location listed above.

(Completing this application is not a guarantee of assistance. Assistance is based on qualification and available funds.)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Submit

---

Submit the completed application and signed affidavit statement to:

Email: [covidrelief@ci.fairview.or.us](mailto:covidrelief@ci.fairview.or.us)

Mail: City of Fairview, COVID Relief, PO Box 337, Fairview, OR 97024

Fax: 503-666-0888

Questions: Please call 503-665-7929

# Simple Loss of Income Worksheet

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<u>Estimated Loss of Net Income Due to COVID-19 Worksheet</u>		
Anticipated Net Income 3/16/2020 - Current:	\$	
Less: Actual Net Income 3/16/2020 - Current:	\$	
Less: Relief Funds Received:		
Federal	\$	
State	\$	
City	\$	
Other	\$	
<b>Estimated Loss of Net Income Due to COVID-19:</b>	<b>\$</b>	

## **City of Fairview COVID-19 Commercial Relief**

### **Frequently Asked Questions**

Question: Am I eligible for relief assistance even if I don't have a City of Fairview utility account?

*Answer: Yes, active businesses that have a business license in Fairview (or unincorporated Multnomah County served by Fairview utilities) are eligible (exclusions include apartment complexes, national corporations, and food processors).*

Question: Why are apartment complexes, national corporations, and food processors excluded?

*Answer: Apartment complexes are excluded, as their tenants are already eligible for relief via the City of Fairview's Residential Relief Program. The intent of the program was to assist those local businesses struggling the most during this pandemic. Because we anticipate national corporations and food processors have a higher likelihood of obtaining assistance elsewhere, they were excluded from Fairview's program. Additionally, it is unlikely that even our largest available credit of \$1,000 would provide any significant relief to a business in this category.*

Question: My business is part of a complex and I do not pay the utility bill directly – is my business eligible for relief?

*Answer: YES! Even if you do not have a utility account, we encourage you to apply. Assistance will be prorated based on the eligible businesses on the account.*

Question: I have a home based business – am I eligible to receive relief under this program?

*Answer: No, home occupation businesses are not eligible. HOWEVER, we encourage you to visit our Residential Relief Program Page (insert link here). You may apply for residential relief on behalf of your home based business.*

Question: is there a deadline for when I need to submit an application for this program.

*Answer: Yes. This assistance programs end August 31 – Council may revisit and extend it. We encourage you to submit your application early as there are limited funds available and if the demand is high, applications will be funded on a first-come first-served basis.*

Question: Can I include purchases I made to provide for protection of both my customers and employees from COVID-19 exposure and to comply with the Governors executive orders to calculate my loss in income?

*Answer: Yes. The standard is net income. If these additional expenses resulted in your total net income being less than anticipated, you qualify for the relief.*

Question: Does my net loss need to exceed \$1000 for me to receive the maximum financial relief?

*Answer: Your loss in income needs to equal the credit or payment you receive up to the \$1000 limit. The actual relief is determined by the value of four months of utility service. If four months of utility service is \$750 you must have an income loss of \$750 to receive the full eligible amount.*

Question: Does my loss in income have to happen in a four month period?

*Answer: No. It can happen any time during the period from March 16 to August 31. The key is to not submit your application for relief until your loss will allow you to receive the maximum financial assistance you are eligible for. This means you may need to delay applying until sometime in August.*

Question: If I apply before four months after March 16 (July 16) can I still receive the four month assistance?

*Answer: Yes. Your loss does not have to occur over a four-month period.*



# AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 17, 2020	4.f.	2020-46

**TO:** Mayor and City Council  
**FROM:** Lesa Folger, Finance Director  
**THRU:** Nolan K. Young, City Administrator  
**DATE:** June 12, 2020

**ISSUE:**

To transfer budget appropriations between categories in the General Fund for Fiscal Year 2019-20.

**BACKGROUND:**

Per Oregon Budget Law, “it often becomes necessary after the budget is adopted to transfer appropriation authority from one fund to another or between appropriation categories within the same fund. The governing body may authorize some transfers of appropriation authority by passing a resolution or ordinance. A transfer of appropriation authority is a decrease of one existing appropriation and a corresponding increase of another existing appropriation, with no net change in the total amount of appropriations” (OAR 150-294.450(3)(1)).

**Transfer of General Fund Appropriations Between Categories**

Due to the COVID-19 Pandemic, City Council has established a “COVID-19 Utility Relief Program” in the amount of \$50,000 to be funded from the General Fund. Additionally, the City has incurred expenditures associated with the hiring of a COVID-19 Response Specialist, as well as expenditures to ensure the health and welfare of employees and citizens. Finally, the City obtained a \$15,000 grant from Business Oregon to assist businesses impacted by COVID-19 and must provide a \$15,000 Grant Match to the Grant and Capital Projects Fund.

Transfer General Fund Appropriations of \$80,000 Between Categories			
General Fund	Existing Budget	Proposed Change	Adjusted Budget
Administration	\$ 416,673	\$ 55,000	\$ 471,673
Community Services	281,001	(15,000)	266,001
Fire/BOEC/Emergency Mgmt	1,388,958	10,000	1,398,958
Interfund Transfers	168,297	15,000	183,297
Contingencies - Excess Reserves	1,057,394	(65,000)	992,394
Fund Total	3,312,323	-	3,312,323

**RECOMMENDED ACTION:**

Staff recommends approval of Resolution 31-2020, authorizing the proposed budget transfer resolutions for Fiscal Year 2019-20.

**BUDGET IMPLICATIONS:**

Total appropriations do not change. However, \$65,000 of Contingency is utilized.

**COUNCIL ALTERNATIVES:**

1. **Staff Recommendation:** Move to approve Resolution 31-2020, authorizing the proposed budget transfer resolution for Fiscal Year 2019-20.
2. City Council could amend the resolution to exclude a portion of Resolution 31-2020. However, one or more of the programs funded would need to be delayed or abandoned in order to remain in compliance with Oregon Budget Law.



**RESOLUTION**  
**(31 - 2020)**

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL AUTHORIZING THE TRANSFER OF BUDGET APPROPRIATIONS WITHIN THE GENERAL FUND FOR FISCAL YEAR 2019-20**

**WHEREAS**, the City Council wishes to comply with Oregon Budget Law; and

**WHEREAS**, OAR 150-294.450(3)(1) allows for transfers of appropriation authority via resolution; and

**WHEREAS**, the budget appropriation transfers provided herein do not change any fund by 10% or more from the adopted Fiscal Year 2019-20 Budget and in fact only transfer allocations within one fund, not across funds; and

**WHEREAS**, the changes to the Fiscal Year 2019-20 Budget as proposed herein do not impact the total authorized expenditures of any fund; and

**WHEREAS**, a resolution to accept the transfer of budgeted appropriations within the City of Fairview Fiscal Year 2019-20 Budget is necessary to continue to manage distribution of those resources and expenditures and to maintain compliance with ORS 294.471(3) (a) and 294.463.

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

**Section 1** The City Council hereby authorizes the following proposed budget transfer to the FY2019-20 Budget:

<b>Transfer General Fund Appropriations of \$80,000 Between Categories</b>			
<b>General Fund</b>	<b>Existing Budget</b>	<b>Proposed Change</b>	<b>Adjusted Budget</b>
Administration	\$ 416,673	\$ 55,000	\$ 471,673
Community Services	281,001	(15,000)	266,001
Fire/BOEC/Emergency Mgmt	1,388,958	10,000	1,398,958
Interfund Transfers	168,297	15,000	183,297
Contingencies - Excess Reserves	1,057,394	(65,000)	992,394
<b>Fund Total</b>	<b>3,312,323</b>	<b>-</b>	<b>3,312,323</b>

**Section 2** This resolution is and shall be effective from the day of its passage.

Resolution adopted by the City Council of the City of Fairview, this 17th day of June, 2020.

ATTEST

\_\_\_\_\_  
Mayor, City of Fairview  
Brian Cooper

\_\_\_\_\_  
City Recorder, City of Fairview  
Devree Leymaster

\_\_\_\_\_  
Date





# AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 17, 2020	4.g.	2020-47

**TO:** Mayor and City Council  
**FROM:** Lesa Folger, Finance Director  
**THRU:** Nolan K. Young, City Administrator  
**DATE:** June 12, 2020

**ISSUE:**

To adjust Grant and Capital Project Fund budget appropriations due to the award of a Census Grant and a COVID Relief Grant and to adjust the Recreation Fund Budget appropriations due to the award of a Recreation Grant.

**BACKGROUND:**

The City of Fairview has recently received the following grants that were unanticipated and thus were not included in the Fiscal Year 2019-20 Budget:

- Census Grant – From United Way of the Columbia Willamette \$15,000
- COVID Relief Grant – From Business Oregon \$15,000 (plus \$15,000 City match)
- Recreation – Metro Community Placemaking Grant \$13,800

Resolution 33-2020 authorizes budget appropriations for both increased revenue and increased expenditures due to receipt of the above grants in the Grant and Special Projects Fund as well as the Recreation Fund.

Recognize \$45,000 in Unanticipated Non-Tax Revenue and the Associated Expense			
Grant & Capital Projects Fund	Existing Budget	Proposed Change	Adjusted Budget
Resources	\$ (5,250,159)	\$ (45,000)	\$ (5,295,159)
Materials & Services	\$ -	\$ 45,000	\$ 45,000
Capital Improvements	5,154,454	-	5,154,454
Debt Service	-	-	-
Transfers	27,569	-	27,569
Other	68,136	-	68,136
Fund Total	-	-	-

<b>Recognize \$13,800 in Unanticipated Non-Tax Revenue and the Associated Expense</b>				
<b>Recreation Fund</b>	<b>Existing Budget</b>	<b>Proposed Change</b>	<b>Adjusted Budget</b>	
Resources	\$ (203,685)	\$ (13,800)	\$ (217,485)	
Personnel Services	115,993		115,993	
Materials & Services	85,136	13,800	98,936	
Other	2,556	-	2,556	
Fund Total	-	-	-	

**RECOMMENDED ACTION:**

Staff recommends approval of Resolution 33-2020, authorizing the proposed budget appropriation resolution for Fiscal Year 2019-20.

**BUDGET IMPLICATIONS:**

Both revenue and expenditures in the Grant and Capital Projects Fund will increase \$45,000 (including a transfer from the General Fund of \$15,000 for the Business Oregon Grant Match). Both revenue and expenditures in the Recreation Fund will increase \$13,800.

**COUNCIL ALTERNATIVES:**

1. Staff Recommendation: Move to approve Resolution 33-2020, authorizing the proposed budget appropriation resolution for Fiscal Year 2019-20.
2. City Council could vote not to approve Resolution 33-2020; however, this would limit spending within the Grant and Capital Projects Fund. In order to administer these grants, expenditures appropriated to an alternate category would need to be reduced.



**RESOLUTION**  
**(33 - 2020)**

**A RESOLUTION TO INCREASE APPROPRIATIONS IN THE GRANT AND CAPITAL PROJECTS FUND AND THE RECREATION FUND DUE TO THE AWARD OF GRANTS**

**WHEREAS**, the City Council wishes to comply with Oregon Budget Law; and

**WHEREAS**, OAR 294.338(3) allows for an increase in appropriations for unanticipated non-tax revenue via resolution; and

**WHEREAS**, the City expects to realize unanticipated non-tax revenue in the Grants and Capital Projects Fund of \$15,000 for the Census project from the United Way of the Columbia Willamette; and

**WHEREAS**, the City expects to realize unanticipated non-tax revenue in the Grant and Capital Projects Fund of \$15,000 for the COVID-19 Business Relief from Business Oregon (with a \$15,000 grant match from the General Fund); and

**WHEREAS**, the City expects to realize unanticipated non-tax revenue of \$13,800 to the Recreation Fund for a Metro Community Placemaking Grant; and

**WHEREAS**, the City expects corresponding expenditures related to the above grants of \$45,000 in the Grant and Capital Projects Fund and \$13,800 in the Recreation Fund; and

**WHEREAS**, these grants were not anticipated at the time the Fiscal Year 2019-20 Budget was adopted.

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

**Section 1** The City Council hereby authorizes the following proposed budget appropriations to the FY2019-20 Budget:

<b>Recognize \$45,000 in Unanticipated Non-Tax Revenue and the Associated Expense</b>				
<b>Grant &amp; Capital Projects Fund</b>	<b>Existing Budget</b>	<b>Proposed Change</b>	<b>Adjusted Budget</b>	
Resources	\$ (5,250,159)	\$ (45,000)	\$	(5,295,159)
Materials & Services	\$ -	\$ 45,000	\$	45,000
Capital Improvements	5,154,454	-	\$	5,154,454
Debt Service	-	-	\$	-
Transfers	27,569	-	\$	27,569
Other	68,136	-	\$	68,136
<b>Fund Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Recognize \$13,800 in Unanticipated Non-Tax Revenue and the Associated Expense				
Recreation Fund	Existing Budget	Proposed Change	Adjusted Budget	
Resources	\$ (203,685)	\$ (13,800)	\$ (217,485)	
Personnel Services	115,993		115,993	
Materials & Services	85,136	13,800	98,936	
Other	2,556	-	2,556	
Fund Total	-	-	-	

**Section 2** This resolution is and shall be effective from the date of its passage.

Resolution adopted by the City Council of the City of Fairview, this 17th day of June, 2020.

\_\_\_\_\_  
 Mayor, City of Fairview  
 Brian Cooper

ATTEST

\_\_\_\_\_  
 City Recorder, City of Fairview  
 Devree Leymaster

\_\_\_\_\_  
 Date



# AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 17, 2020	4.h.	2020-48

**TO:** Mayor and City Council  
**FROM:** Allan Berry, Public Works Director  
**THRU:** Nolan K. Young, City Administrator  
**DATE:** June 12, 2020

**ISSUE:**

Extension of Development Incentives for NW corner of Halsey and Fairview Parkway (207<sup>th</sup>) to coordinate with Main Streets on Halsey and Urban Renewal and to allow the City and Developer to resolve issues related to potential roundabout concept.

**RELATED COUNCIL GOALS:**

Goal #5: Enhance and promote economic development activity.

**BACKGROUND:**

The Planning Commission approved the mixed-use development and preliminary subdivision plat on the NW corner of Halsey and Fairview Parkway at their December 11, 2018 meeting. The City Council had extended the use of the Development Incentive Program to June 30, 2020 on this property. To allow staff and the developer to work on the issues below, more time is needed.

1. Roundabout Concept: We have been working with Kittelson & Associates to develop a concept for a roundabout in this intersection. The roundabout would provide a visible gateway to the Halsey Corridor, and also provides the means of efficient access to the sites on the east side of Fairview Parkway as well as the ingress and egress to the proposed Transit & Bike Hub.
2. Property lines: There is a piece of property owned by Multnomah County to the west of the Fairview Parkway right-of-way that may provide a means to allow the development to be more amenable to current city standards. The City and County are working through a process to seek dedication of the right-of-way needed for a future roundabout, through agreement with the property owners
3. Transit & Bike Hub: The City is exploring opportunities for a Transit & Bike Hub in the northeast corner of the intersection. The feasibility for this is largely dependent on having the roundabout to allow ease of access to the proposed facility.

4. Relaxation of Certain City Standards: The design team for the development has been having some difficulty meeting City standards for the required infrastructure. The additional time would better align with the review timeline for public improvement plans, which are significant for this site, and must be approved before the lots can be recorded and permits applied for.

**RECOMMENDED ACTION:**

To resolve this issue staff recommends that the Council, during Council Business, adopt the proposed resolution extending the full benefit of the current development incentive program to this development if building permits are taken out by June 30, 2021. This recommendation includes the current approval URA to reimburse the utilities for the amount of the utility (Water, Sewer and Storm Water) SDCs.

**ALTERNATIVE ACTIONS:**

1. Provide another date by when the permit must be taken out.
2. Decline to adopt the proposed resolution, whereby the project would not meet the timeline for eligibility to receive SDC assistance.

**BUDGET IMPLICATIONS:**

The recommended action would result in the three utilities receiving SDC revenue that they might not receive if these issues are not resolved, and the development does not happen.

**COUNCIL ALTERNATIVES:**

1. **Staff Recommendation:** Move to adopt Resolution 28-2020. This will provide the full benefits of the current development incentive program to the Raze-Haq development; if permits are taken out by June 30, 2021 with the Urban Renewal Agency reimbursing the three utilities for the SDC's waived.
2. Amend the date a permit is required for the development and then adopt Resolution 28-2020.
3. Declined to adopt Resolution 28-2020.



**RESOLUTION**  
**(28-2020)**

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL AUTHORIZING THE FULL BENEFITS OF THE CURRENT DEVELOPMENT INCENTIVE PROGRAM TO THE RAZE-HAQ DEVELOPMENT, IF PERMITS ARE TAKEN OUT BY JUNE 30, 2021 WITH THE URBAN RENEWAL AGENCY REIMBURSING THE THREE UTILITIES FOR THE SDC'S WAIVED**

**WHEREAS**, the City of Fairview has adopted a Development Incentive Program that waives System Development Charges (SDCs) for new development; and

**WHEREAS**, the original Development Incentive Program requires that to be eligible for the waiver, permits must be obtained by June 30, 2019; and

**WHEREAS**, the Fairview City Council adopted Resolution 64-2018 on December 19, 2018 extending the benefits of the Development Incentive program for the Raze-Haq Development to June 30, 2020; and

**WHEREAS**, it is in the best interest of the Main Streets on Halsey project to potentially delay the Raze-Haq Development past June 30, 2020; and

**WHEREAS**, a delay of the Raze-Haq Development creates an opportunity for achieving some of the goals of the Fairview Urban Renewal Agency.

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

- Section 1**     The Raze-Haq Development is eligible for the full benefits of the current Development Incentive Program if permits are obtained by June 30, 2021.
- Section 2**     The Fairview Urban Renewal Agency will reimburse the City of Fairview's Water, Sewer and Storm Water utilities for the amount of their System Development Charges waived for the Raze-Haq Development.
- Section 3**     This resolution is and shall be effective from the day of its passage.

Resolution adopted by the City Council of the City of Fairview, this 17th day of June, 2020

\_\_\_\_\_  
Mayor, City of Fairview  
Brian Cooper

ATTEST

\_\_\_\_\_  
City Recorder, City of Fairview  
Devree Leymaster

\_\_\_\_\_  
Date





# AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 17, 2020	4.i.	2020-49

**TO:** Mayor and City Council  
**FROM:** Lesa Folger, Finance Director  
**THRU:** Nolan K. Young, City Administrator  
**DATE:** June 12, 2020

**ISSUE:**

Supplemental Budget for Fiscal Year 2019-20 to establish the Grant and Capital Project Fund Materials and Services category due to the administration of grants from this fund.

**BACKGROUND:**

The City recently obtained two grants (specifically, a grant for the US Census from the united Way of the Columbia Willamette and a grant for COVID-19 business relief from Business Oregon). These Grants will be received into and administered via the Grants and Capital Projects Fund for transparency. Additionally, there will be a City contribution of \$15,000 as a grant match to the Business Oregon Grant.

Since these grants are not for specific City capital projects, a Materials and Services category is needed within the Grants and Capital Projects Fund. Expenditures within the category would be budgeted at \$45,000 and would offset the additional revenues as depicted in Resolution 33-2020.

Resolution 34-2020 establishes a Materials and Services category within the Grant and Capital Projects Fund.

**RECOMMENDED ACTION:**

Staff recommends approval of Resolution 34-2020, authorizing the establishment of a Materials and Services category in the Grant and Capital Projects Fund.

**BUDGET IMPLICATIONS:**

None

**COUNCIL ALTERNATIVES:**

1. Staff Recommendation: Move to approve Resolution 34-2020, authorizing the establishment of a Materials and Services category in the Grant and Capital Projects Fund.
2. City Council could vote not to approve Resolution 34-2020. The City would need to record these grants and the corresponding City match in the General Fund and grant tracking would not be as transparent as if they were run from the Grant and Capital Projects Fund.



**RESOLUTION**  
**(34-2020)**

**A RESOLUTION AUTHORIZING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR  
2019-20 ESTABLISHING A MATERIALS AND SERVICES CATEGORY IN THE  
GRANT AND CAPITAL PROJECT FUND**

**WHEREAS**, the City Council wishes to comply with Oregon Budget Law; and

**WHEREAS**, the creation of a new appropriation category within any fund must be completed via a Supplemental Budget; and

**WHEREAS**, resolution 33-2020 appropriates expenditures within the Grant and Capital Projects Fund to the Materials and Services category.

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

**Section 1**      The City Council hereby authorizes the establishment of a Materials and Services category within the Grant and Capital Projects Fund.

**Section 2**      This resolution is and shall be effective from the date of its passage.

Resolution adopted by the City Council of the City of Fairview, this 17th day of June, 2020.

\_\_\_\_\_  
Mayor, City of Fairview  
Brian Cooper

ATTEST

\_\_\_\_\_  
City Recorder, City of Fairview  
Devree Leymaster

\_\_\_\_\_  
Date



# AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 17, 2020	5.a.	2020-39

**TO:** Mayor and City Council  
**FROM:** Lesa Folger, Finance Director  
**THRU:** Nolan K. Young, City Administrator  
**DATE:** June 11, 2020

**ISSUE:**  
Election to Receive State Shared Revenues

**BACKGROUND:**

State Revenue Sharing Law, ORS 221.770, mandates that in order to receive state revenue sharing in fiscal year 2019/2020, cities must have levied property taxes in the preceding year and:

- 1) Pass a resolution approving participation in the program and file a copy of that resolution with the State of Oregon Department of Administrative Services prior to July 31, 2020.
- 2) Hold the following public hearings on the use of state revenue sharing funds:
  - a. A public hearing before the Budget Committee to discuss possible uses of the funds;
  - b. A public hearing before the City Council on the proposed funds in relation to the entire budget.

The City of Fairview is scheduled to meet any of the above requirements not yet met during the June 11, 2020 City Council meeting.

**RECOMMENDED ACTION:**

Staff recommends approval of Resolution 22-2020, declaring the City's election to receive state shared revenues.

**BUDGET IMPLICATIONS:**

Election to receive state shared revenues is estimated to result in total revenue of \$949,580 for Fiscal Year 2020-21. 837,326 in Fiscal Year 2020/2021. Of this total, \$279,509 is expected as revenue to the General Fund, with \$670,071 expected as revenue to the Street Fund.

**COUNCIL ALTERNATIVES:**

1. **Staff Recommendation:** Move to approve Resolution 22-2020, declaring the City's election to receive state shared revenues.
2. City Council could vote not to approve Resolution 22-2020 and thus not receive state shared revenues (cigarette, liquor, general state shared, and highway) for Fiscal Year 2020/2021. This would significantly impact the City's revenue stream and cuts to anticipated expenditures would be recommended.



**RESOLUTION**  
**(22 - 2020)**

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL DECLARING THE CITY OF FAIRVIEW'S ELECTION TO RECEIVE STATE SHARED REVENUES**

**WHEREAS**, the City of Fairview desires to receive state shared revenues and must declare its election to receive state shared revenues; and

**WHEREAS**, property taxes were levied in the preceding year; and

**WHEREAS**, ORS 221.770 requires two public hearings be held on the use of funds; and

**WHEREAS**, a public hearing before the Budget Committee was held May 11, 2020. A public hearing was held June 17, 2020 before the City Council, giving citizens an opportunity to comment on the use of state revenue sharing resources.

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

**Section 1** Pursuant to ORS 221.770, the City of Fairview hereby elects to receive a proportionate share of state revenues that will be apportioned to cities for fiscal year 2020-2021 and the Finance Director is directed to take all steps necessary to carry out the intent of this resolution.

**Section 2** This resolution is and shall be effective from and after the day of its passage.

Resolution adopted by the City Council of the City of Fairview, this 17th day of June, 2020.

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Mayor, City of Fairview  
Brian Cooper

ATTEST

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City Recorder, City of Fairview  
Devree Leymaster

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Date



# AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 17, 2020	5.b.	23-2020

**TO:** Mayor and City Council  
**FROM:** Lesa Folger, Finance Director  
**THRU:** Nolan K. Young, City Administrator  
**DATE:** June 12, 2020

**ISSUE:**

Adoption of Fiscal Year 2020-21 Budget.

**BACKGROUND:**

Local governments in Oregon must prepare and adopt an annual budget. A budget is a financial plan containing estimates of revenues and expenditures for a single fiscal year (or biennial budget period). Budgeting allows a local government to evaluate its needs in light of revenue sources available to meet those needs. A complete budget justifies the imposition of property taxes and approval of appropriations that give the government its authority to spend public funds.

The City of Fairview Budget Committee met on May 11, 2020 and May 18, 2020 to receive the budget message, as well as to review, discuss, and amend the Proposed Budget for Fiscal Year 2020-21. The Budget Committee amended and approved the budget for Fiscal Year 2020-21.

The approved total budget amount is \$27,789,958. All major programs are budgeted to continue as currently offered.

Key capital improvements contained in the FY 2020-21 Approved Budget include the following:

- \$50,000 for construction of the Pelfrey Park play structure
- \$25,000 for a shelter at Pelfrey Park
- \$10,000 for Salish Ponds ADA access
- \$78,487 CDBG Grant for 7th Street Sidewalk Infill Project
- \$25,000 City CDBG Grant Match for 7th Street Sidewalk Infill Project
- \$500,000 for continuation of the 223rd Railroad Undercrossing Project
- \$300,000 from URA for the Fairview Parkway Roundabout/Park and Ride design
- \$200,000 from URA for street design for NE 223<sup>rd</sup> north of Halsey
- \$2,041,394 for Well 10 design and construction
- \$166,385 for the Metro CET Planning and Development Grant

- \$55,000 for purchase of a new Public Works Crew Truck
- \$12,500 for purchase of a Public Works grit spreader
- \$275,328 for repair and/or replacement of the City Hall HVAC system
- \$26,528 for storm water GN-1 CCTV inspection

The General Fund as approved by the Budget Committee has total *Operating Expenses* of \$5,633,090, *Transfers to Other Funds* of \$174,843, *Capital Outlay* of \$0, *Contingency* of \$1,154,076, and *Ending Fund Balance* of \$1,410,000.

The budget approved and forwarded to Council by the Fairview Budget Committee for adoption has the following City-Wide Totals:

<i>Total Resources</i>	\$27,789,958
<i>Personnel Expenses</i>	\$ 2,867,330
<i>Materials and Services Expenses</i>	\$ 7,404,078
<i>Capital Outlay Expenses</i>	\$ 3,917,856
<i>Debt Service Expenses</i>	\$ 494,293
<i>Inter-fund Transfers</i>	\$ 2,433,679
<i>Contingency</i>	\$ 3,872,667
<i>Ending Fund Balance</i>	\$ 6,800,055

The Budget Committee consists of 14 members: seven City Council members and seven appointed citizen representatives. The City Council, in accordance with Oregon Budget Law, must conduct a public hearing regarding the budget prior to voting for adoption of the committee-approved budget. A public hearing was noticed and will be held on Wednesday, June 17, 2020.

The Council could add or subtract expenses. Per ORS 294.435, the Council may make revisions to the budget after the budget hearing and before adopting the budget. Changes are limited in each fund to no more than \$5,000 or 10% of the total fund, whichever is greater. Any increase in expense (without a corresponding decrease in the fund or increase in resources) of the budget as approved by the Budget Committee will require the use of reserve balances.

Proposed Resolution 23-2020 includes no staff-proposed changes to the FY2020-21 Approved Budget.

**ATTACHMENTS:**

Exhibit A – Form LB-1 (as published in The Oregonian on June 12, 2020)

**RECOMMENDED ACTION:**

Staff recommends approval of Resolution 23-2020, adopting the Fiscal Year 2020-2021 Approved Budget as presented.

**BUDGET IMPLICATIONS:**

City-Wide budget implications \$27,789,958 as approved.

**COUNCIL ALTERNATIVES:**

1. **Staff Recommendation:** Move to approve Resolution 23-2020, adopting the Fiscal Year 2020-21 Budget as presented and approved by the City of Fairview Budget Committee.
2. Adopt the Fiscal Year 2020-21 Budget as presented and approved by the Fairview Budget Committee, with any changes specified by Council (changes cannot be more than \$5,000 or 10% of a total fund, whichever is greater).

Exhibit A

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Fairview City Council will be held on June 17, 2020 at 7:00 pm at Fairview City Hall, 1300 NE Village Street, Fairview, Oregon and/or via Zoom, (due to the restrictions in place established by the Governor's Stay-at-Home Order). The method of meeting will take into consideration the status of the Multnomah County Phase I reopening on June 17, 2020, at the discretion of the City. If the meeting is held by Zoom, it will begin at 6:00 pm the link is: <https://zoom.us/j/93576789597>, or 1-253-215-8782 (Meeting ID: 935 7678 9597, Password: 1908). Please contact the City Recorder at 503-674-6224 on June 17, 2020 for final determination of how the meeting will be held. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2020 as approved by the City of Fairview Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at: <http://www.fairvieworegon.gov/approvedbudget>. Those without internet access may obtain a copy by calling 503-674-6247. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Nolan K. young

Telephone: (503) 665-7929 Email: youngn@ci.fairview.or.us

**FINANCIAL SUMMARY - RESOURCES**

TOTAL OF ALL FUNDS	Actual Amount 2018-19	Adopted Budget This Year 2019-20	Approved Budget Next Year 2020-21
Beginning Fund Balance/Net Working Capital	11,785,654	13,111,700	12,307,854
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	5,581,258	6,888,635	6,508,987
Federal, State & all Other Grants, Gifts, Allocations & Donations	836,013	1,970,878	957,353
Revenue from Bonds and Other Debt	3,155,000	0	0
Interfund Transfers / Internal Service Reimbursements	478,055	3,303,944	3,608,485
All Other Resources Except Current Year Property Taxes	1,778,848	1,382,136	1,689,528
Current Year Property Taxes Estimated to be Received	2,443,342	2,588,572	2,713,751
<b>Total Resources</b>	<b>26,058,170</b>	<b>29,245,865</b>	<b>27,785,958</b>

**FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION**

Personnel Services	2,543,622	2,767,887	2,867,330
Materials and Services	6,502,938	7,202,451	7,404,078
Capital Outlay	2,483,618	6,208,678	3,917,856
Debt Service	381,795	561,608	494,293
Interfund Transfers	1,228,309	3,303,944	2,433,679
Contingencies	0	7,451,054	3,872,667
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	12,917,888	1,750,243	6,800,055
<b>Total Requirements</b>	<b>26,058,170</b>	<b>29,245,865</b>	<b>27,789,958</b>

**FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM \***

Name of Organizational Unit or Program FTE for that unit or program			
General Fund - Administration	340,211	404,823	453,050
FTE	1.88	1.65	1.96
General Fund - Finance	220,587	218,696	230,589
FTE	1.65	1.34	1.15
General Fund - Court	93,085	88,405	72,570
FTE	0.75	0.66	0.50
General Fund - Public Works Community Services	256,451	281,001	284,044
FTE	1.69	1.79	1.79
General Fund - Public Works Parks	334,440	376,434	381,787
FTE	1.96	2.33	2.33
General Fund - Police Services	2,492,338	2,641,738	2,764,776
FTE	0.00	0.00	0.00
General Fund - Fire / BOEC / Emergency Management	1,356,130	1,388,958	1,465,067
FTE	0.00	0.00	0.00
General Fund - Other Requirements	3,685,178	2,842,191	2,720,126
FTE	0.00	0.00	0.00
Recreation Fund	184,634	203,685	208,561
FTE	1.30	1.30	1.28
Administrative Excise Charge Fund	57,712	168,161	196,745
FTE	0.00	0.00	0.00
Building Fund	787,746	823,453	950,470
FTE	1.45	1.45	1.45
Grant and Special Projects Fund	3,468,143	5,217,619	3,290,698
FTE	0.00	0.00	0.00
Public Works State Tax Street Fund	705,305	1,669,785	1,872,914
FTE	2.36	2.29	2.37
Public Works Facility Fee Fund	172,961	357,628	411,696
FTE	0.00	0.00	0.00
Water System Development Charge Fund	470,029	1,156,618	920,495
FTE	0.00	0.00	0.00
Sewer System Development Charge Fund	731,316	1,238,201	927,473
FTE	0.00	0.00	0.00
Storm Water System Development Charge Fund	200,152	269,728	294,446
FTE	0.00	0.00	0.00

Parks and Open Spaces System Development Charge Fund	119,497	144,682	85,000
FTE	0.00	0.00	0.00
Public Works Water Fund	2,965,722	2,246,712	2,544,257
FTE	4.70	5.07	5.06
Public Works Sewer Fund	4,496,212	4,521,471	4,742,404
FTE	3.75	3.69	3.66
Public Works Storm Water Fund	1,716,210	1,647,988	1,735,693
FTE	2.92	3.19	3.17
Not Allocated to Organizational Unit or Program	1,204,111	1,337,888	1,237,097
FTE	0.00	0.00	0.00
<b>Total Requirements</b>	<b>26,058,170</b>	<b>29,245,865</b>	<b>27,789,958</b>
<b>Total FTE</b>	<b>24.41</b>	<b>24.76</b>	<b>24.72</b>

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \***

There were no major changes in activities or financing.

**PROPERTY TAX LEVIES**

	Rate or Amount Imposed 2018-19	Rate or Amount Imposed This Year 2019-20	Rate or Amount Approved Next Year 2020-21
Permanent Rate Levy (rate limit \$3.4902 per \$1,000)	3.4902	3.4902	3.4902
Local Option Levy	0	0	0
Levy For General Obligation Bonds	0	0	0

**STATEMENT OF INDEBTEDNESS**

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$3,049,000	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$620,743	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>

150-504-073-2 (Rev. 11-18)

\*Fees, Licenses, Permits, Fines, Assessments & Other Svc Chrsgs should be increased by \$4,000 for General Fund Revenue.

New Total Revenue = \$27,289,958



**RESOLUTION**  
**(23 - 2020)**

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL ADOPTING THE FISCAL YEAR 2020-21 BUDGET, MAKING APPROPRIATIONS, AND DECLARING THE AD VALOREM PROPERTY TAX RATE TO BE CERTIFIED TO THE COUNTY ASSESSOR**

**WHEREAS**, on May 18, 2019, the City of Fairview Budget Committee, after appropriate deliberation and public hearing, approved the budget for Fiscal Year 2020-21; and

**WHEREAS**, in accordance with Oregon Budget Law, after holding a public hearing, the City seeks to adopt a budget and appropriate City revenues and expenditures for Fiscal Year 2020-21; and

**WHEREAS**, the City seeks to declare the ad valorem property tax rate for Fiscal Year 2020-21 to the Multnomah County Tax Assessor.

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

**Section 1** The City Council hereby adopts the budget for Fiscal Year 2020-21 (July 1, 2020 – June 30, 2021), in the total amount of \$27,789,958. The budget is now on file at Fairview City Hall, 1300 NE Village Street, Fairview, Oregon.

**Section 2** The City Council hereby makes the following appropriations in the amounts stated for Fiscal Year 2020-21, and for the purposes shown below is hereby appropriated as shown in Exhibit B.

**Section 3** The City Council hereby declares and certifies to the Multnomah County Tax Assessor the following ad valorem property tax rate for Fiscal Year 2020-21 upon the assessed value of all taxable property within the tax district of the City of Fairview:  
In the amount of \$3.4902 per \$1,000 of assessed value for permanent rate tax.

**Section 4** The City Council hereby resolves that the taxes imposed are hereby categorized for purposes of Article XI Section 11b as:

	<b><u>General Government Limitation</u></b>	<b><u>Excluded from Limitation</u></b>
Permanent Rate Tax:	\$3.4902 per \$1,000 ATV	\$0.00
Bonded Debt:	\$0.0000 per \$1,000 ATV	\$0.00
Local Option Tax:	\$0.0000 per \$1,000 ATV	\$0.00

**Section 5** The City Council hereby directs the Budget Officer for the City of Fairview to certify to the County Assessor of Multnomah County, Oregon, the tax levy made by this Resolution and shall file with them a copy of the budget as finally adopted.

**Section 6** This resolution is and shall be effective from and after the day of its passage.

Resolution adopted by the City Council of the City of Fairview, this 17th day of June, 2020.

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Mayor, City of Fairview  
Brian Cooper

ATTEST

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City Recorder, City of Fairview  
Devree Leymaster

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Date

Resolution 23-2020

Exhibit B

**FY2020-21 Budget Appropriations**

**110- GENERAL FUND**

ADMINISTRATION	453,050
FINANCE	230,589
COURT	72,570
COMMUNITY SERVICES	284,044
PARKS	381,787
POLICE SERVICES	2,764,776
FIRE/BOEC/EMERGENCY MGMT	1,465,067
MATERIALS AND SERVICES	25
INTERFUND TRANSFERS	156,025
CONTINGENCIES	1,154,076
<b>TOTAL APPROPRIATIONS</b>	<b>6,962,009</b>
UNAPPROPRIATED ENDING FUND BALANCE	1,410,000
<b>TOTAL GENERAL FUND BUDGET</b>	<b>8,372,009</b>

**118- RECREATION FUND**

RECREATION	201,433
CONTINGENCY	7,128
<b>TOTAL APPROPRIATIONS</b>	<b>208,561</b>

**121- AEC FUND**

CAPITAL OUTLAY	-
INTERFUND TRANSFERS	34,003
CONTINGENCY	162,742
<b>TOTAL APPROPRIATIONS</b>	<b>196,745</b>

**122- BUILDING FUND**

BUILDING	293,037
INTERFUND TRANSFERS	17,500
CONTINGENCY	639,933
<b>TOTAL APPROPRIATIONS</b>	<b>950,470</b>

**123- GRANT / PROJECT FUND**

CAPITAL OUTLAY	3,241,403
INTERFUND TRANSFERS	23,784
CONTINGENCY	25,511
<b>TOTAL APPROPRIATIONS</b>	<b>3,290,698</b>

**124- STREET FUND**

STREETS	535,984
INTERFUND TRANSFERS	67,124
CONTINGENCY	1,269,806
TOTAL APPROPRIATIONS	<u>1,872,914</u>

**125 - PUBLIC WORKS FACILITY FEE FUND**

MATERIALS AND SERVICES	100
DEBT SERVICE	225,734
UNAPPROPRIATED ENDING FUND BALANCE	185,862
TOTAL FUND BUDGET	<u>411,696</u>

**131- WATER SDC FUND**

WATER	-
INTERFUND TRANSFERS	920,495
TOTAL APPROPRIATIONS	<u>920,495</u>
UNAPPROPRIATED ENDING FUND BALANCE	-
TOTAL FUND BUDGET	<u>920,495</u>

**132- SEWER SDC FUND**

SEWER	-
INTERFUND TRANSFERS	-
TOTAL APPROPRIATIONS	-
UNAPPROPRIATED ENDING FUND BALANCE	927,473
TOTAL FUND BUDGET	<u>927,473</u>

**133- STORM WATER SDC FUND**

UNAPPROPRIATED ENDING FUND BALANCE	294,446
TOTAL FUND BUDGET	<u>294,446</u>

**134- PARKS/OPEN SPACES SDC FUND**

PARKS	85,000
CONTINGENCY	-
TOTAL APPROPRIATIONS	<u>85,000</u>

**141- FAIRVIEW LAKE LID DEBT FUND**

INTERFUND TRANSFERS	121,000
TOTAL APPROPRIATIONS	121,000
UNAPPROPRIATED ENDING FUND BALANCE	93,648
TOTAL FUND BUDGET	<u>214,648</u>

**143- EQUIPMENT REPLACEMENT FUND**

CAPITAL OUTLAY	76,225
INTERFUND TRANSFERS	31,279
CONTINGENCY	43,901
TOTAL APPROPRIATIONS	151,405
UNAPPROPRIATED ENDING FUND BALANCE	395,109
TOTAL FUND BUDGET	546,514

**144- FACILITIES MAINTENANCE FUND**

UNALLOCATED CAPITAL OUTLAY	320,328
INTERFUND TRANSFERS	12,000
CONTINGENCY	143,607
TOTAL APPROPRIATIONS	475,935

**211- WATER FUND**

WATER UTILITY	1,223,791
DEBT SERVICE	39,967
INTERFUND TRANSFERS	896,000
CONTINGENCY	38,450
TOTAL APPROPRIATIONS	2,198,208
UNAPPROPRIATED ENDING FUND BALANCE	346,049
TOTAL FUND BUDGET	2,544,257

**212- SEWER FUND**

SEWER UTILITY	1,856,699
DEBT SERVICE	228,592
INTERFUND TRANSFERS	42,822
CONTINGENCY	261,429
TOTAL APPROPRIATIONS	2,389,542
UNAPPROPRIATED ENDING FUND BALANCE	2,352,862
TOTAL FUND BUDGET	4,742,404

**213- STORM WATER FUND**

STORM WATER UTILITY	767,174
INTERFUND TRANSFERS	92,829
CONTINGENCY	81,084
TOTAL APPROPRIATIONS	941,087
UNAPPROPRIATED ENDING FUND BALANCE	794,606
TOTAL FUND BUDGET	1,735,693





# AGENDA STAFF REPORT

MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 17, 2020	5.c.	2020-42

**TO:** Mayor and City Council  
**FROM:** Allan Berry, Public Works Director  
**THRU:** Nolan K. Young, City Administrator  
**DATE:** May 15, 2020

**ISSUE:**  
Fairview needs to establish fees for 5G Small Cell infrastructure.

**BACKGROUND:**  
Many cities continue to discuss the implementation of small wireless service towers, balancing compliance with federal requirements while not undercutting neighborhood livability. Discussions center on how to create criteria for aesthetics, having an expedited review process, and a fee structure for their implementation. The small wireless facilities, also known as small cells, are shorter, but more powerful, meaning they will need to be placed all over the city. Each cell-service provider will have its own facilities. The small cells will typically be mounted on structures 50-feet or less in height, with the likely solution in Fairview being Multnomah County Lighting District (MCLD) streetlight poles.

The Federal Communications Commission has stated local government cannot prohibit the wireless services, and cannot discriminate between functionally equivalent services — meaning Fairview must accept small wireless facilities without unreasonable fees, vague aesthetic standards, and provide relatively rapid review timeframes. Some of those restrictions may change in the future, as the Federal Telecommunication Act for Small Wireless Facilities faces litigation by other municipalities.

These standards being presented attempt to adopt an acceptable aesthetic policy, but the FCC will not allow Fairview to geographically restrict the facilities, meaning they could go up in places like the Village that have a unique, established aesthetic.

The FCC also has mandated review times, which give the city no more than 90 days to look into applications for new poles and 60 days for facilities added onto an existing city pole. The city also cannot charge a privilege tax for the use of the right-of-way; therefore, Fairview has created a fee structure that meets federal guidelines, without any additional studies. Additional studies could allow for increased fees, but that is unknown at this time.

The City Council on May 20 adopt standards for small cell deployment. The next step is to adopt permit. Resolution 30-2020 establishes these for Small Wireless Facilities (SWF) in the City rights-of-way (ROW). The minimum fees are as follows:

- Application fee for siting on existing infrastructure- \$500 for up to five sites and \$100 for each additional site.
- Application fee for siting on new infrastructure- \$1000 each.
- Annual usage fee - \$270 each.

These are minimum fees and if the actual cost for processing an application or managing existing facilities in City ROW are more than the actual costs shall be charged.

**RECOMMENDED ACTION:**

Adopt Resolution 30-2020 to establish fees for small cell wireless facilities in the City ROW.

**ALTERNATIVE ACTIONS:**

- Require staff to undertake studies to establish the maximum fees allowable.

**BUDGET IMPLICATIONS:**

- No budget implications at this time.
- There will be additional revenue to the city when new SWF are sited in the City ROW.



**RESOLUTION**  
**(30-2020)**

**A RESOLUTION OF THE FAIRVIEW CITY COUNCIL ESTABLISHING FEES FOR  
SMALL WIRELESS FACILITIES IN THE CITY RIGHTS OF WAY**

**WHEREAS**, the City of Fairview (the “City”) has Constitutional and Charter authority to manage its rights-of-way (“ROW”); and

**WHEREAS**, the Fairview Municipal Code (FMC) Chapter 12 (Section 12.35) regulates utilities operating in the City’s ROW and the City Council adopted Resolution 18-2020 to regulate small cell facilities operating in the City’s ROW; and

**WHEREAS**, the City Council finds that all utilities should compensate the City for the privilege of using the rights-of-way, which is a limited public asset; and

**WHEREAS**, the City Council further finds that the City should be compensated for the costs, impacts, and burdens related to utility use of the City ROW; and

**WHEREAS**, the FMC and Resolution 18-2020 authorizes the City to establish by resolution fees related to utility use of the City ROW; and

**WHEREAS**, the City Council desires to adopt application and usage fees for Small Wireless Facilities (“SWF”) sited in the City ROW.

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

**Section 1** The application fee for siting SWF in the City ROW on existing infrastructure, as it involves both access to City ROW and vertical infrastructure located in the City ROW, shall be \$500.00 for up to 5 sites and \$100.00 for each additional site, unless the City’s actual cost of processing such applications exceeds the otherwise applicable fee, in which case the fee shall be adjusted to an amount equal to the City’ actual cost for processing the application. The ROW application fee for siting SWF on new support structures to be installed in the City ROW shall be \$1,000.00 per new support structure proposed, unless the City’s actual cost of processing such applications exceeds the otherwise applicable fee, in which case the fee shall be adjusted to an amount equal to the City’s actual cost for processing the application. In those cases where the City’s processing costs exceed the otherwise applicable application fee, the fee paid shall cover all reasonable costs incurred by the City in securing outside expertise necessary to evaluate such applications.

**Section 2** The annual usage fee for siting and maintaining SWF in the shall be \$270.00 per SWF attachment sited in the City ROW, unless the City’s actual cost for administering and making the City ROW available for the subject attachment(s) exceeds the otherwise applicable fee, in which case the annual fee shall be adjusted to an amount equal to the City’s actual cost for administering and making the City ROW available for the subject attachment(s). In those cases where the City’s

annual per-attachment cost exceeds the otherwise applicable usage fee, the actual usage fee paid shall cover all reasonable costs incurred by the City in securing outside expertise necessary to administer and make the City ROW available for the subject attachment(s).

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

Resolution adopted by the City Council of the City of Fairview, this 17th day of June, 2020.

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Mayor, City of Fairview  
Brian Cooper

ATTEST

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City Recorder, City of Fairview  
Devree Leymaster

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Date

## Law Enforcement Activity Reporting

IGA between MCSO & City of Fairview

For Contract Law Enforcement Services

**May 2020**

A. Traffic Stops made in the City of Fairview:

<b>FAIRVIEW TRAFFIC STOPS</b>	
<b>DISPOSITION</b>	<b>MAY</b>
WARNING ISSUED	110
CITATION ISSUED (NON-CRIMINAL)	15
ASSIGNMENT COMPLETED	8
ARREST (CITE-IN-LIEU)	6
ARREST (PHYSICAL)	3
NO CLEARANCE CODE GIVEN (DISPATCH ONLY)	1
UNABLE TO LOCATE PERSON OR LOCATION	1
<b>TOTAL:</b>	<b>144</b>

B. Other Deputy Activity Reporting Summary:

- Total Calls for Service: **770**
- Total time spent on calls: **169 hours 24 minutes**
- Avg. time spent per call: **13 minutes 38 seconds**
- Dispatched: **425**
- Self-Initiated: **345**
- Traffic Stops: **144**
- Subject Stops: **16**

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

- |  | Average <sup>1</sup> | Median |
|--|----------------------|--------|
|--|----------------------|--------|

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<sup>1</sup> 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

**May 2020**

D. Detective Case Activity:

<b>NEW FAIRVIEW CASES ASSIGNED TO DETECTIVES</b>		
<b>DATE ASSIGNED</b>	<b>CRIME</b>	<b>STATUS</b>
PROPERTY CRIME = 0		
PERSON CRIME = 1		
May 6, 2020	RUNAWAY	Active

<b>DISPOSITION OF FAIRVIEW CASES ASSIGNED TO DETECTIVES</b>	
<b>DISPOSITION</b>	<b>COUNT</b>
Cleared	
Cleared by Arrest	
Closed – DHS Continue	
Declined by District Attorney	
No Complaint	
Referred to City Attorney	
Referred to District Attorney	
Suspended	
Unfounded	
<b>MAY CASES DISPOSED</b>	<b>0</b>
<b>OTHER CASES DISPOSED</b>	<b>0</b>
<b>TOTAL CASES DISPOSED:</b>	<b>0</b>



# Multnomah County Sheriff's Office



## Law Enforcement Activity Report

### Fairview

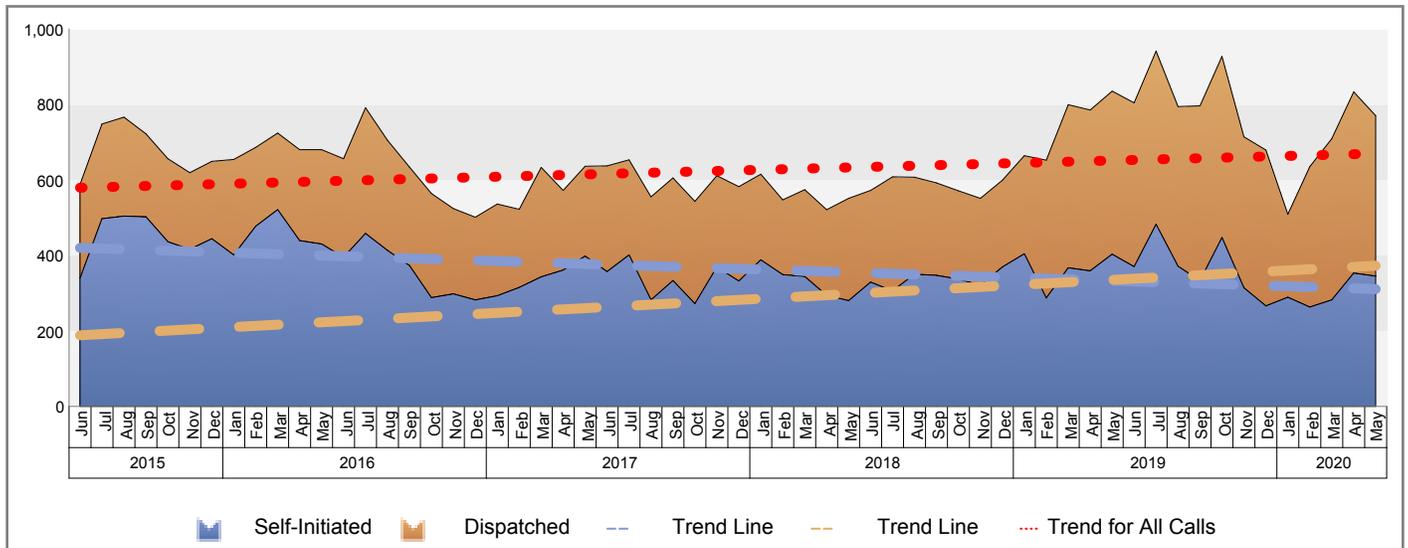
May 1, 2020 to May 31, 2020

(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	4	5.5
Suicide Attempt/Threat		3	2	2.1
Area Check		8	8	7.1
Premise Check		94	129	24.5
Welfare Check		18	35	25.4
Vacation Home Check		28	9	4.6
Extra, Targeted Patrol		189	199	164.3
Traffic Accident		10	9	16.1
Traffic Stop		144	80	180.0
Subject Stop		16	19	36.8
Suspicious Sub/Veh/Cir		45	45	49.4
Burglary		2	2	3.1
Theft		18	32	31.8
Vandalism		6	14	5.2
Stolen Vehicle		5	16	7.8
Vice		2	1	2.1
All Other Call Types		179	253	211.3
<b>Total</b>		<b>770</b>	<b>857</b>	<b>777.2</b>

### Calls for Service by Month: 5-Year View





# Multnomah County Sheriff's Office



## Law Enforcement Activity Report

### Fairview

May 1, 2020 to May 31, 2020

(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	425	494	423.8
Self-Initiated	345	363	353.5

### Calls for Service by Call Priority (dispatched calls only)

	Current 31 Day Period	Previous 31 Day Period	Previous Year's 31 Day Avg.
Administrative	214	198	171.8
P1-2 (Emergency)	42	66	50.1
P3-7 (Non-Emergency)	169	230	201.8

### 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	2 minutes 4 seconds	0 minutes 54 seconds	2 minutes 8 seconds
P1-2 (Emergency)	5 minutes 14 seconds	3 minutes 15 seconds	4 minutes 50 seconds
P3-7 (Non-Emergency)	6 minutes 10 seconds	5 minutes 22 seconds	8 minutes 14 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.
169 hours 24 minutes	222 hours 48 minutes	223 hours 0 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.
13 minutes 38 seconds	15 minutes 59 seconds	17 minutes 51 seconds



# Multnomah County Sheriff's Office



## Law Enforcement Activity Report

### Fairview

May 1, 2020 to May 31, 2020

(31 days in period)

### Traffic Accidents Reported between May 1, 2020 and May 31, 2020

Date and Time	Accident Type	Accident Location
Saturday, May 9, 2020 5:00 PM	Injury	NE 201ST AVE / NE HALSEY ST
Sunday, May 10, 2020 7:52 AM	Unknown Injury	NE HALSEY ST / NE 227TH AVE
Tuesday, May 12, 2020 2:45 PM	Unknown Injury	21400 BLOCK NE SANDY BLVD
Wednesday, May 13, 2020 4:40 AM	Injury	NE 223RD AVE / NE MARINE DR
Wednesday, May 13, 2020 5:32 PM	Hit & Run	20400 BLOCK NE SANDY BLVD
Thursday, May 14, 2020 2:40 PM	Injury	NE MARINE DR / NE 223RD AVE
Friday, May 15, 2020 6:51 AM	Non-Injury	NE 223RD AVE / NE MARINE DR
Sunday, May 17, 2020 12:00 PM	Hit & Run	22700 BLOCK NE HALSEY ST
Tuesday, May 26, 2020 5:44 AM	Non-Injury	NE FAIRVIEW PKWY / I84 FWY
Thursday, May 28, 2020 12:59 PM	Non-Injury	NE FAIRVIEW PKWY / I84 FWY

### Community Policing Contacts and Meetings between May 1, 2020 and May 31, 2020

Date and Time	Time Spent	Contact Type	Location
Sunday, May 3, 2020 8:43 AM	1 minute	Community Policing	LINCOLN ST / 6TH ST
Monday, May 4, 2020 10:28 AM	7 minutes	Community Contact	22737 NE HALSEY ST
Wednesday, May 6, 2020 7:52 AM	3 minutes	Community Policing	NE 223RD AVE / NE ARATA RD
Sunday, May 10, 2020 2:58 PM	3 minutes	Community Policing	21500 NE HALSEY ST
Tuesday, May 12, 2020 12:09 PM	10 minutes	Community Policing	1200 NE 201ST AVE
Tuesday, May 12, 2020 1:42 PM	7 minutes	Community Policing	21500 NE HALSEY ST
Tuesday, May 19, 2020 7:49 AM	94 minutes	Community Policing	NE PARK LN / NE 223RD AVE
Wednesday, May 20, 2020 1:17 PM	8 minutes	Community Policing	21500 NE HALSEY ST





# Multnomah County Sheriff's Office



## Motor Vehicle Theft Report

### Fairview

May 1, 2020 to May 31, 2020

(31 days in period)

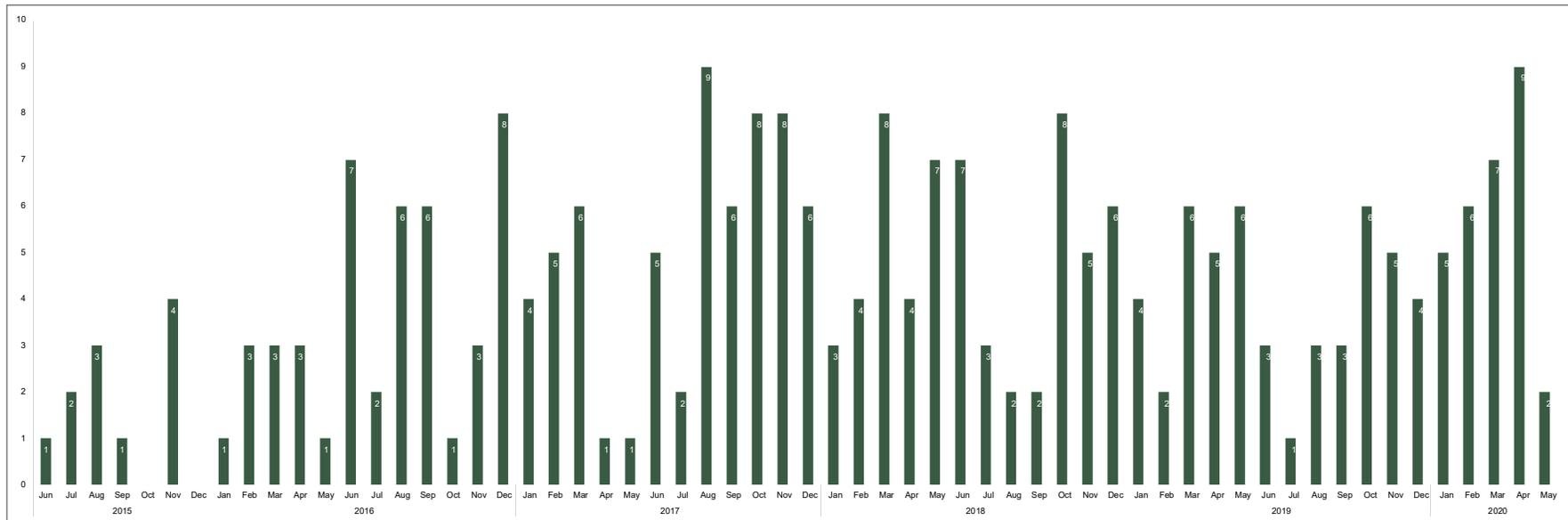
### Vehicles Reported Stolen

This Period (May 1, 2020 to May 31, 2020)	Last Period (Mar 31, 2020 to Apr 30, 2020)	Same Period Last Year (May 1, 2019 to May 31, 2019)
2	10	6

### Vehicles Reported Stolen This Period

Date	Location	Year	Make	Model	Case #	Arrest Made	# Arrested
Sat, May 2, 2020	21300 BLOCK NE WEIDLER CIR	1996	NISS	TK	GO40202021518	No	
Fri, May 15, 2020	NE FAIRVIEW PKWY / NE GLISAN ST	2000	YAMA	CYL	GO40202024004	No	

### Vehicles Reported Stolen by Month: 5-Year View





# Multnomah County Sheriff's Office



## Motor Vehicle Theft Report

### Fairview

May 1, 2020 to May 31, 2020  
(31 days in period)

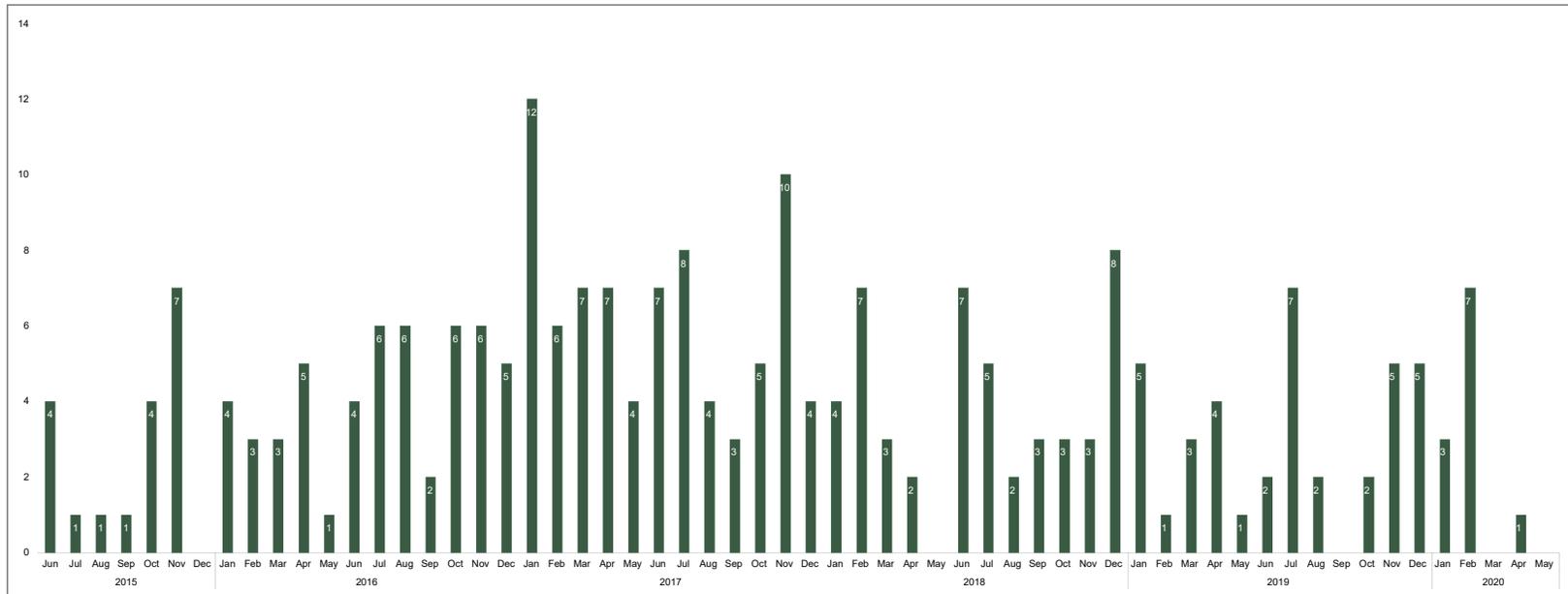
### Stolen Vehicles Recovered

This Period (May 1, 2020 to May 31, 2020)	Last Period (Mar 31, 2020 to Apr 30, 2020)	Same Period Last Year (May 1, 2019 to May 31, 2019)
0	1	1

### Stolen Vehicles Recovered This Period

There were no stolen vehicles recovered during the scope.

### Stolen Vehicles Recovered by Month: 5-Year View





By Check Number

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
<b>Bank Code: US BANK-OPERATING ACCOUNT</b>						
01347 <a href="#">39701</a>	ALEXIN ANALYTICAL LABORATORIES Invoice	05/15/2020 04/22/2020	Regular ROUTINE COLIFORM & E. COLI TESTING	0.00 0.00	250.00 250.00	68208
00026 <a href="#">17105</a>	ALL COUNTY SURVEYORS & PLANNE Invoice	05/15/2020 04/30/2020	Regular 7TH ST.SIDEWALK TOPO SURVEY	0.00 0.00	5,900.00 5,900.00	68209
01614 <a href="#">SI-41617</a>	AL'S GARDEN CENTER AND GREENH Invoice	05/15/2020 01/23/2020	Regular FV- FLOWER BASKETS (44)	0.00 0.00	2,490.00 2,490.00	68210
00145 <a href="#">100138</a>	CASCADE CENTERS INC Invoice	05/15/2020 05/01/2020	Regular EMPLOYMENT ASSISTANCE PROGRAM	0.00 0.00	9.90 9.90	68211
00178 <a href="#">52596</a>	CITY OF GRESHAM Invoice	05/15/2020 04/28/2020	Regular BUILDING PROFESSIONAL SVCS. FEB- MAR	0.00 0.00	4,513.75 4,513.75	68212
00314 <a href="#">ORPOR113291</a>	FASTENAL COMPANY Invoice	05/15/2020 05/07/2020	Regular PW-EARPLUGS (200)	0.00 0.00	48.06 48.06	68213
00753 <a href="#">0873138</a>	FERGUSON ENTERPRISES, INC Invoice	05/15/2020 04/23/2020	Regular HAND TITE PIPE PLUG	0.00 0.00	204.00 204.00	68214
01042 <a href="#">INV0034433</a> <a href="#">INV0034434</a> <a href="#">INV0034436</a> <a href="#">INV0034437</a> <a href="#">INV0034438</a> <a href="#">INV0034439</a> <a href="#">INV0034440</a> <a href="#">INV0034441</a> <a href="#">INV0034442</a> <a href="#">INV0034443</a> <a href="#">INV0034444</a> <a href="#">INV0034445</a> <a href="#">INV0034447</a>	FRONTIER COMMUNICATIONS CORI Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	05/15/2020 04/28/2020 04/28/2020 04/28/2020 04/28/2020 04/28/2020 04/28/2020 04/28/2020 04/28/2020 04/28/2020 05/13/2020 04/28/2020 04/28/2020 04/25/2020 05/13/2020	Regular TELEPHONE- WELL #6 TELEPHONE- BLUE LAKE PS TELEPHONE- GLISAN RESERVOIR TELEPHONE- HALSEY RESERVOIR TELEPHONE- FV LAKE PS TELEPHONE- WELL # 8 TELEPHONE- INTERLACHEN PS TELEPHONE-MARINE DR PS PW SHOP - FAX TELEPHONE- PW SHOP CC TELEPHONE-CC TELEPHONE- CC TELEPHONE- FV LAKE PS	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	1,502.11 47.11 136.80 47.11 87.17 87.17 93.16 85.81 42.74 57.54 164.43 362.51 105.76 184.80	68215
02278 <a href="#">224023469</a>	JR SIMPLOT COMPANY Invoice	05/15/2020 04/28/2020	Regular PW- HERBICIDE (CROSSBOW)	0.00 0.00	120.00 120.00	68216
00497 <a href="#">2020_0508_162</a>	KIP EDGLEY Invoice	05/15/2020 04/18/2020	Regular ROUTINE DATA/SCADA UPDATING/WELL #	0.00 0.00	2,890.00 2,890.00	68217
00280 <a href="#">91403</a>	LINDEN TECHNOLOGIES INC Invoice	05/15/2020 04/30/2020	Regular MERCHANT FEES- APRIL 2020	0.00 0.00	862.43 862.43	68218
00542 <a href="#">INV0034449</a> <a href="#">INV0034450</a> <a href="#">INV0034451</a> <a href="#">INV0034452</a>	LOWES COMPANIES INC Invoice Invoice Invoice Invoice	05/15/2020 05/25/2020 04/25/2020 04/25/2020 04/25/2020	Regular MULTI-PURPOSE STUD/ WHITWOOD BOA WHITEWOOD BOARD/ AC FILTER EXT (2) MULT PURPOSE STUD/KD STUD/AC FILTER PW- DRYWALL/HARDW BLADE/ CARB OSC	0.00 0.00 0.00 0.00	1,178.21 637.12 112.48 191.00 237.61	68219
00637 <a href="#">39-202003</a>	NET ASSETS CORPORATION Invoice	05/15/2020 04/01/2020	Regular FINANCE- TITLE SEACHES MARCH 2020	0.00 0.00	204.00 204.00	68220
00694 <a href="#">0140071-IN</a>	OREGON CORRECTIONS ENTERPRISE Invoice	05/15/2020 04/20/2020	Regular TRAFFIC SIGNS- NE MARKET DR/ NE CHIN	0.00 0.00	1,611.00 1,611.00	68221

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
00249	OREGON DEPARTMENT OF ADMINI	05/15/2020	Regular	0.00	172.29	68222
<a href="#">AIA27827</a>	Invoice	05/06/2020	ADMIN/FINANCE- VEHICLE LEASE/FUEL	0.00	172.29	
00757	PORTLAND GENERAL ELECTRIC COM	05/15/2020	Regular	0.00	10,340.75	68223
<a href="#">INV0034455</a>	Invoice	04/28/2020	ELECTRICITY- CC	0.00	80.54	
<a href="#">INV0034456</a>	Invoice	04/28/2020	ELECTRICITY- SCHATZ BARN	0.00	21.80	
<a href="#">INV0034457</a>	Invoice	04/28/2020	ELECTRICITY- IRRIGATION/ GLISAN ST.	0.00	27.95	
<a href="#">INV0034458</a>	Invoice	04/28/2020	ELECTRICITY- PARK CLEONE	0.00	21.02	
<a href="#">INV0034459</a>	Invoice	04/28/2020	ELECTRICITY- FAZZETT PARK	0.00	21.02	
<a href="#">INV0034460</a>	Invoice	04/28/2020	ELECTRICITY- STONE PARK	0.00	21.22	
<a href="#">INV0034461</a>	Invoice	04/28/2020	ELECTRICITY- GUMDROP PARK	0.00	58.62	
<a href="#">INV0034462</a>	Invoice	04/28/2020	ELECTRICITY- MARILYN'S PARK	0.00	21.13	
<a href="#">INV0034463</a>	Invoice	04/28/2020	ELECTRICITY-FV COMM PARK	0.00	35.14	
<a href="#">INV0034464</a>	Invoice	04/28/2020	ELECTRICITY- FV WOODS PARK	0.00	25.24	
<a href="#">INV0034465</a>	Invoice	04/28/2020	ELECTRICITY- CH PARKING LOT	0.00	30.14	
<a href="#">INV0034466</a>	Invoice	04/28/2020	ELECTRICITY- FV SIGN	0.00	23.66	
<a href="#">INV0034467</a>	Invoice	04/28/2020	ELECTRICITY- BOOSTER PS	0.00	383.24	
<a href="#">INV0034468</a>	Invoice	04/28/2020	ELECTRICITY- WELL #5	0.00	1,322.26	
<a href="#">INV0034469</a>	Invoice	04/28/2020	ELECTRICITY-WELL #6	0.00	128.45	
<a href="#">INV0034470</a>	Invoice	04/28/2020	ELECTRICITY- GLISAN RESERVOIR	0.00	34.82	
<a href="#">INV0034471</a>	Invoice	04/28/2020	ELECTRICITY- WELL #8	0.00	2,554.20	
<a href="#">INV0034472</a>	Invoice	04/28/2020	ELECTRICITY- WELL #9	0.00	1,586.08	
<a href="#">INV0034473</a>	Invoice	04/28/2020	ELECTRICITY- INTERLACHEN PS	0.00	294.48	
<a href="#">INV0034474</a>	Invoice	04/28/2020	ELECTRICITY- BLUE LAKE PS	0.00	95.92	
<a href="#">INV0034475</a>	Invoice	04/28/2020	ELECTRICITY- MARINE DR PS	0.00	39.14	
<a href="#">INV0034476</a>	Invoice	04/28/2020	ELECTRICITY- FV LAKE PS	0.00	830.22	
<a href="#">INV0034477</a>	Invoice	04/28/2020	ELECTRICITY- PW SHOP	0.00	307.55	
<a href="#">INV0034478</a>	Invoice	04/28/2020	ELECTRICITY- CH	0.00	2,376.91	
	**Void**	05/15/2020	Regular	0.00	0.00	68224
00749	REXEL USA, INC	05/15/2020	Regular	0.00	161.04	68225
<a href="#">0H06573</a>	Invoice	04/13/2020	LIQTITE 1000FT TUB/ CONNECTORS/ 500	0.00	161.04	
00850	SCRUBBYS CAR WASH	05/15/2020	Regular	0.00	48.95	68226
<a href="#">219955</a>	Invoice	02/11/2020	2012 TERRAIN (E260016) DETAIL	0.00	39.95	
<a href="#">INV0034480</a>	Invoice	04/13/2020	CS- CAR WASH (E260016)	0.00	9.00	
02060	STAPLES CONTRACT & COMMERCIA	05/15/2020	Regular	0.00	451.11	68227
<a href="#">730680321201</a>	Invoice	04/08/2020	NEWSLETTER LABELS	0.00	28.47	
<a href="#">7306803212-0-1</a>	Invoice	04/08/2020	BLDG. FUND OFFICE SUPPLIES	0.00	31.94	
<a href="#">7306903919-0-2</a>	Invoice	04/14/2020	NEWSLETTER LABELS	0.00	10.34	
<a href="#">7306972834-0-1</a>	Invoice	05/14/2020	COPY ROOM STAPLER	0.00	29.40	
<a href="#">7307073526-0-1</a>	Invoice	04/21/2020	FIN- LEYMASTER	0.00	48.02	
<a href="#">7307120942-0-1</a>	Invoice	04/22/2020	PAYROLL/MASK MAILERS	0.00	13.59	
<a href="#">730760249-0-1</a>	Invoice	04/21/2020	COMPUTER SCREEN- YOUNG	0.00	271.59	
<a href="#">737060249-0-2</a>	Invoice	04/20/2020	ADMIN- OFFICE SUPLIES	0.00	17.76	
00881	STARK STREET WEST INC	05/15/2020	Regular	0.00	161.94	68228
<a href="#">748734</a>	Invoice	04/27/2020	MOWER BLADES	0.00	161.94	
01420	STONE DEPOT LLC	05/15/2020	Regular	0.00	99.68	68229
<a href="#">11553</a>	Invoice	04/28/2020	(2) TON 3-6" GABION ROCK	0.00	99.68	
02515	TENNANT SALES AND SERVICE COM	05/15/2020	Regular	0.00	160.00	68230
<a href="#">917043540</a>	Invoice	04/16/2020	PW- DETERGENT -TTCS YELLOW	0.00	160.00	
00941	TRAFFIC SAFETY SUPPLY CO INC	05/15/2020	Regular	0.00	194.00	68231
<a href="#">INV025508</a>	Invoice	04/14/2020	DRIVE RIVETS (200)	0.00	194.00	
00674	US BANK NATIONAL ASSOCIATION	05/15/2020	Regular	0.00	303.00	68232
<a href="#">413309790</a>	Invoice	04/30/2020	CS/PW - COPIER PAYMENT	0.00	303.00	
01184	VERIZON WIRELESS	05/15/2020	Regular	0.00	720.28	68233

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">9850723244</a>	Invoice	04/11/2020	PW- IPAD WIRELESS	0.00	240.08	
<a href="#">9850723246</a>	Invoice	03/18/2020	MGMT IPAD WIRELESS	0.00	120.03	
<a href="#">9852801571</a>	Invoice	04/18/2020	PW IPAD WIRELESS	0.00	240.14	
<a href="#">9852801573</a>	Invoice	04/18/2020	MGMT IPAD WIRELESS	0.00	120.03	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	74	25	0.00	34,596.50
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>74</b>	<b>26</b>	<b>0.00</b>	<b>34,596.50</b>



By Check Number

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
<b>Bank Code: US BANK-OPERATING ACCOUNT</b>						
02046	ALLSTREAM BUSINESS US, INC.	05/20/2020	Regular	0.00	1,183.55	68235
<a href="#">INV0034529</a>	Invoice	05/11/2020	CH -IT SVCS.	0.00	244.95	
<a href="#">INV0034530</a>	Invoice	05/11/2020	CH - TELEPHONE SVCS.	0.00	826.76	
<a href="#">INV0034531</a>	Invoice	05/11/2020	CC- TELEPHONE	0.00	111.84	
00082	BEERY ELSNER AND HAMMOND LLP	05/20/2020	Regular	0.00	30,995.35	68236
<a href="#">INV0034532</a>	Invoice	02/03/2020	LEGAL SERVICES - JAN 2020	0.00	4,877.80	
<a href="#">INV0034533</a>	Invoice	03/02/2020	LEGAL SERVICES - FEB 2020	0.00	14,884.40	
<a href="#">INV0034534</a>	Invoice	04/01/2020	LEGAL SERVICES - MAR 2020	0.00	4,327.35	
<a href="#">INV0034535</a>	Invoice	04/01/2020	LEGAL SERVICES - MAR 2020	0.00	1,269.00	
<a href="#">INV0034536</a>	Invoice	05/01/2020	LEGAL SERVICES - APR 2020	0.00	5,058.30	
<a href="#">INV0034567</a>	Invoice	05/01/2020	LEGAL SERVICES- APRIL 2020	0.00	578.50	
00988	BRENDA L AND GRANT E KELLY	05/20/2020	Regular	0.00	213.30	68237
<a href="#">2004214</a>	Invoice	05/15/2020	NEWSLETTER ENVELOPES APRIL & MAY	0.00	213.30	
01081	COMCAST FINANCIAL AGENCY CORP	05/20/2020	Regular	0.00	12.03	68238
<a href="#">INV0034540</a>	Invoice	05/04/2020	CH- CABLE TV	0.00	12.03	
00402	CORE & MAIN LP	05/20/2020	Regular	0.00	7,131.70	68239
<a href="#">M206877</a>	Invoice	05/13/2020	2" METER W/CODER/ 20" ANTENNA/ CAB	0.00	7,131.70	
00213	CTX BUSINESS SOLUTIONS INC	05/20/2020	Regular	0.00	412.53	68240
<a href="#">IN2310049</a>	Invoice	04/21/2020	CS/PW- COPIER USAGE 3/25-4/24/2020	0.00	412.53	
00293	DIAL TEMPORARY HELP SERVICES IN	05/20/2020	Regular	0.00	2,375.04	68241
<a href="#">359411</a>	Invoice	04/22/2020	TEMP/HELP GALLAGHER WEEK ENDING 4	0.00	593.76	
<a href="#">359537</a>	Invoice	04/29/2020	TEMP/HELP GALLAGHER WEEK ENDING 4	0.00	593.76	
<a href="#">359662</a>	Invoice	05/06/2020	TEMP/HELP GALLAGHER WEEK ENDING 5	0.00	593.76	
<a href="#">359796</a>	Invoice	05/13/2020	TEMP/HELP GALLAGHER WEEK ENDING 5	0.00	593.76	
00314	FASTENAL COMPANY	05/20/2020	Regular	0.00	84.00	68242
<a href="#">ORPOR113392</a>	Invoice	05/14/2020	PW-DISPOSABLE EAR PLUGS	0.00	34.00	
<a href="#">ORPOR113393</a>	Invoice	05/14/2020	PW- DRAIN CAP REPLACEMENT	0.00	50.00	
00390	GROUNDWATER SOLUTIONS INC	05/20/2020	Regular	0.00	4,810.25	68243
<a href="#">0117.027.6</a>	Invoice	05/11/2020	GROUNDWATER SVCS. - APRIL 2020	0.00	4,810.25	
00417	HORIZON DISTRIBUTORS INC	05/20/2020	Regular	0.00	115.40	68244
<a href="#">2T1511117</a>	Invoice	05/07/2020	SPRINKLER HEAD TRIMMER/ TRENCH SHO	0.00	115.40	
01116	JEFFREY DANIEL KINCAID	05/20/2020	Regular	0.00	740.00	68245
<a href="#">INV0034568</a>	Invoice	05/19/2020	CH- WINDOW CLEANING	0.00	465.00	
<a href="#">INV0034569</a>	Invoice	05/19/2020	PW SHOP -WINDOW CLEANING	0.00	275.00	
02516	JOSEPH ROBERT CALKINS	05/20/2020	Regular	0.00	262.50	68246
<a href="#">INV0034537</a>	Invoice	05/15/2020	SPRING WOODLAND BASKETBALL INST. FE	0.00	262.50	
00596	MOEN MACHINERY INC	05/20/2020	Regular	0.00	884.40	68247
<a href="#">529532</a>	Invoice	04/23/2020	PW- PRESSURE WASHER ATTACHMENT	0.00	838.60	
<a href="#">529533</a>	Invoice	04/23/2020	PW-FC EDGER BLADE	0.00	45.80	
00615	MULTNOMAH COUNTY	05/20/2020	Regular	0.00	649,280.75	68248
<a href="#">INV0034552</a>	Invoice	04/29/2020	LAW ENF. QTRLY BILLING #3 FY 19/20	0.00	649,280.75	
00619	MULTNOMAH COUNTY TREAS	05/20/2020	Regular	0.00	715.56	68249
<a href="#">INV0034553</a>	Invoice	03/31/2020	COUNTY ASSESSMENTS (JAIL) - MARCH 20	0.00	635.31	

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">INV0034554</a>	Invoice	04/30/2020	COUNTY ASSESSMENTS (JAIL) - APRIL 202	0.00	80.25	
00694	OREGON CORRECTIONS ENTERPRISE	05/20/2020	Regular	0.00	1,358.00	68250
<a href="#">01040428-IN</a>	Invoice	05/13/2020	PW- STOP SIGNS (15)	0.00	1,358.00	
00695	OREGON DEPARTMENT OF REVENUE	05/20/2020	Regular	0.00	2,485.44	68251
<a href="#">INV0034556</a>	Invoice	03/31/2020	STATE ASSESSMENTS- LEMLA/UNITARY- M	0.00	2,234.69	
<a href="#">INV0034557</a>	Invoice	04/30/2020	STATE ASSESSMENTS- LEMLA/UNITARY- A	0.00	250.75	
00808	RICH'S TREE SERVICE INC	05/20/2020	Regular	0.00	250.00	68252
<a href="#">20191621</a>	Invoice	02/07/2020	PARK CLEONE- STUMP REMOVAL/GRINDI	0.00	250.00	
02262	RODNEY H. GRAFE	05/20/2020	Regular	0.00	400.00	68253
<a href="#">INV0034559</a>	Invoice	05/01/2020	COURT JUDICAL SERVICES- APRIL 2020	0.00	400.00	
00881	STARK STREET WEST INC	05/20/2020	Regular	0.00	87.97	68254
<a href="#">745133</a>	Invoice	05/15/2020	PW- BLOWER BELT (1)	0.00	33.99	
<a href="#">751978</a>	Invoice	05/05/2020	PW- BLOWER BELT (2) EXMARK 60	0.00	53.98	
02458	STERLING NATIONAL BANK	05/20/2020	Regular	0.00	102,725.00	68255
<a href="#">INV0034562</a>	Invoice	04/19/2020	URA BOND PAYMENT	0.00	102,725.00	
00958	US POSTMASTER	05/20/2020	Regular	0.00	2,500.00	68256
<a href="#">INV0034563</a>	Invoice	05/19/2020	POSTAGE REFILL BULK MAILING	0.00	2,500.00	
02460	WILLIAM RAUL HERNANDEZ MOLIN	05/20/2020	Regular	0.00	260.00	68257
<a href="#">INV0034566</a>	Invoice	05/15/2020	SPRING WOODLAND ELEM ART INSTRUCT	0.00	260.00	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	39	23	0.00	809,282.77
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
	<b>39</b>	<b>23</b>	<b>0.00</b>	<b>809,282.77</b>



City of Fairview

# Check Register

Packet: APPKT03168 - 5/20/2020 PO #19-0019 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	
<b>Bank Code: US BANK-OPERATING ACCOUNT</b>						
00389	MACKENZIE ENGINEERING, INC	05/20/2020	Regular	0.00	8,490.36	68258
<a href="#">1064276REV</a>	Invoice	05/20/2020	ACCESS CONTROLS DESIGN	0.00	637.50	
<a href="#">1065946</a>	Invoice	05/20/2020	ACCESS CONTROLS DESIGN	0.00	2,372.06	
<a href="#">1066937</a>	Invoice	05/20/2020	ACCESS CONTROLS DESIGN	0.00	3,238.30	
<a href="#">1067303</a>	Invoice	05/20/2020	ACCESS CONTROLS DESIGN	0.00	2,242.50	

**Bank Code US BANK Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	4	1	0.00	8,490.36
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
	<b>4</b>	<b>1</b>	<b>0.00</b>	<b>8,490.36</b>



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	
<b>Bank Code: US BANK-OPERATING ACCOUNT</b>						
00596	MOEN MACHINERY INC	05/20/2020	Regular	0.00	1,310.74	68259
<a href="#">527697</a>	Invoice	03/30/2020	KUBOTA RIDING MOWER OIL CHANGE/BL	0.00	1,179.79	
<a href="#">528891</a>	Invoice	04/16/2020	BACKPACK SPRAYER	0.00	95.96	
<a href="#">530175</a>	Invoice	04/30/2020	PRO MARK HEARING PROTECTOCTOR	0.00	34.99	
01184	VERIZON WIRELESS	05/20/2020	Regular	0.00	2,312.96	68260
<a href="#">9850723245</a>	Invoice	04/10/2020	CHROME NOTEBOOKS (4)	0.00	1,599.96	
<a href="#">985072345</a>	Invoice	04/10/2020	CENSUS- WIRELESS	0.00	244.24	
<a href="#">INV0034573</a>	Invoice	05/20/2020	PW- CELL WIRELESS	0.00	415.46	
<a href="#">INV0034574</a>	Invoice	04/10/2020	REC-WIRELESS	0.00	53.30	

**Bank Code US BANK Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	7	2	0.00	3,623.70
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
	<b>7</b>	<b>2</b>	<b>0.00</b>	<b>3,623.70</b>



City of Fairview

# Check Register

Packet: APPKT03176 - 6/5/2020 PO #20-0009 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						
02393	GARY L. RAINS	06/05/2020	Regular	0.00	1,868.00	68266
<a href="#">4011</a>	Invoice	06/05/2020	VACANT LAND MARKETING	0.00	1,868.00	

**Bank Code US BANK Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	1,868.00
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
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>1,868.00</b>



By Check Number

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
<b>Bank Code: US BANK-OPERATING ACCOUNT</b>						
00030 <a href="#">71269</a>	ALLWOOD RECYCLERS INC Invoice	06/05/2020 06/02/2020	Regular FAIRVIEW SPRING CLEANUP- MAY 2020	0.00 0.00	552.00 552.00	68268
00053 <a href="#">068-97805</a>	ANSWERNET INC Invoice	06/05/2020 05/21/2020	Regular PW SHOP- ANSWERING SVC.	0.00 0.00	106.00 106.00	68269
01511 <a href="#">20101171</a> <a href="#">20204763</a>	BRANOM INSTRUMENT CO INC Invoice Invoice	06/05/2020 02/04/2020 05/22/2020	Regular WELL #9 WORK BACKUP TRANSDUCERS-SE LIFT STATIONS	0.00 0.00 0.00	2,672.36 1,320.00 1,352.36	68270
00145 <a href="#">100594</a>	CASCADE CENTERS INC Invoice	06/05/2020 06/01/2020	Regular EMPLOYEE ASSISTANCE PROGRAM	0.00 0.00	9.90 9.90	68271
00178 <a href="#">52815</a>	CITY OF GRESHAM Invoice	06/05/2020 05/20/2020	Regular SEWER DISPOSAL - JAN/FEB 2020	0.00 0.00	31,067.24 31,067.24	68272
00213 <a href="#">IN2325233</a>	CTX BUSINESS SOLUTIONS INC Invoice	06/05/2020 05/18/2020	Regular ADMI/FIN - COPIER USAGE- 2/19-5/18/20	0.00 0.00	1,682.33 1,682.33	68273
00230 <a href="#">744720593</a>	DAILY JOURNAL OF COMMERCE INC Invoice	06/05/2020 05/22/2020	Regular REQUEST FOR BIDS 7TH ST. SIDEWALK IM	0.00 0.00	344.25 344.25	68274
02326 <a href="#">3248</a>	EDUARDO NORELL Invoice	06/05/2020 05/28/2020	Regular SUMMER REC GUIDE 2020 DESIGN	0.00 0.00	225.00 225.00	68275
01050 <a href="#">91489</a>	FAMILY HOME SERVICES INC Invoice	06/05/2020 05/29/2020	Regular CH- BI-MONTHLY MICE TREATMENT	0.00 0.00	119.00 119.00	68276
00314 <a href="#">ORPOR113532</a>	FASTENAL COMPANY Invoice	06/05/2020 05/21/2020	Regular PW- GLOVES/ C-FOLD PAPER TWLS/ PAPE	0.00 0.00	138.30 138.30	68277
00280 <a href="#">91414</a>	LINDEN TECHNOLOGIES INC Invoice	06/05/2020 05/31/2020	Regular MERCHANT FEES- MAY 2020	0.00 0.00	985.71 985.71	68278
00533 <a href="#">41881</a>	LOCATES DOWN UNDER INC Invoice	06/05/2020 05/27/2020	Regular LOCATE WATER LINES- 220TH & HALSEY N	0.00 0.00	225.00 225.00	68279
00542 <a href="#">INV0034610</a>	LOWES COMPANIES INC Invoice	06/05/2020 05/25/2020	Regular 8-IN CABLE TIES/ 9V BATTERIES/SPRAY PAI	0.00 0.00	284.44 284.44	68280
00596 <a href="#">531772</a>	MOEN MACHINERY INC Invoice	06/05/2020 05/15/2020	Regular CHAINSAW - BLADE	0.00 0.00	24.99 24.99	68281
00619 <a href="#">INV0034611</a>	MULTNOMAH COUNTY TREAS Invoice	06/05/2020 05/31/2020	Regular COUNTY ASSESSMENTS (JAIL) MAY 2020	0.00 0.00	448.18 448.18	68282
00648 <a href="#">INV0034630</a> <a href="#">INV0034631</a> <a href="#">INV0034632</a>	NORTHWEST NATURAL GAS COMPA Invoice Invoice Invoice	06/05/2020 05/19/2020 05/19/2020 05/19/2020	Regular CH- GAS HEAT CC- GAS HEAT PW SHOP- GAS HEAT	0.00 0.00 0.00 0.00	204.82 20.98 68.62 115.22	68283
00683 <a href="#">0050369</a>	ONE CALL CONCEPTS INC Invoice	06/05/2020 05/31/2020	Regular OREGON UTILITY NOTIFCATION- MAY 202	0.00 0.00	101.43 101.43	68284
00695 <a href="#">INV0034612</a>	OREGON DEPARTMENT OF REVENU Invoice	06/05/2020 05/31/2020	Regular STATE ASSESSMENTS-LEMLA/UNITARY- M	0.00 0.00	1,113.60 1,113.60	68285
00206 <a href="#">252039</a>	OREGON PUBLICATIONS CORP Invoice	06/05/2020 06/03/2020	Regular NOTICE OF FV BUDGET COMMITTEE MTG	0.00 0.00	196.67 99.51	68286

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">252040</a>	Invoice	06/03/2020	NOTICE OF BUDGET COMMITTEE MTG - U	0.00	97.16	
00747	PITNEY BOWES GLOBAL FINANCIAL	06/05/2020	Regular	0.00	1,245.00	68287
<a href="#">INV0034635</a>	Invoice	05/22/2020	LEASE PAYMENT MAIL/SORTER	0.00	1,245.00	
01984	PORTLAND GENERAL ELECTRIC	06/05/2020	Regular	0.00	17.85	68288
<a href="#">0000405838</a>	Invoice	05/15/2020	EXCESS TRANSFORMER CAP- MARINE DRI	0.00	17.85	
02319	ROBERT BARRIE	06/05/2020	Regular	0.00	550.00	68289
<a href="#">202005-279</a>	Invoice	05/29/2020	SALISH POND TUNNEL - GRAFFITI PATROL	0.00	225.00	
<a href="#">202005-293</a>	Invoice	05/29/2020	SALISH POND TRAIL - GRAFFITI PATROL &	0.00	325.00	
02262	RODNEY H. GRAFE	06/05/2020	Regular	0.00	400.00	68290
<a href="#">INV0034627</a>	Invoice	06/05/2020	COURT JUDICAL SERVICES- MAY 2020	0.00	400.00	
02060	STAPLES CONTRACT & COMMERCIA	06/05/2020	Regular	0.00	760.75	68291
<a href="#">7307477862-0-1</a>	Invoice	05/06/2020	ADMIN/FINANCE- OFFICE SUPPLIES	0.00	77.83	
<a href="#">7307743255-0-1</a>	Invoice	05/14/2020	PW/CS- OFFICE SUPPLIES	0.00	45.18	
<a href="#">7307743255-0-2</a>	Invoice	05/18/2020	PW/CS- OFFICE SUPPLIES	0.00	59.86	
<a href="#">737513693-0-1</a>	Invoice	05/06/2020	NEWSLETTER- LABELS	0.00	22.74	
<a href="#">737956398-0-1</a>	Invoice	05/21/2020	PW/CS- OFFICE SUPPLIES	0.00	555.14	
00955	TYLER TECHNOLOGIES INC	06/05/2020	Regular	0.00	737.07	68292
<a href="#">025-293595</a>	Invoice	05/01/2020	FY 20/21 MAINT AMR INTERFACE	0.00	737.07	
02067	ZW USA INC.	06/05/2020	Regular	0.00	829.75	68293
<a href="#">344141</a>	Invoice	05/27/2020	PW- DOG WASTE BAGS (36000)	0.00	829.75	

Bank Code US BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	35	26	0.00	45,041.64
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
	<b>35</b>	<b>26</b>	<b>0.00</b>	<b>45,041.64</b>



City of Fairview

# Check Register

Packet: APPKT03179 - 6/5/2020 PO#20-0018 RA

By Check Number

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
02493 <a href="#">0064571</a>	MOORE IACOFANO GOLTSMAN, INC Invoice	06/05/2020	Regular PLANNING ASSISTANCE	0.00 0.00	2,010.00 2,010.00	68267

**Bank Code US BANK Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	2,010.00
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
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>2,010.00</b>