



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

FAIRVIEW CITY COUNCIL AGENDA

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

SATURDAY, FEBRUARY 22, 2020

SPECIAL WORK SESSION

- 1. CALL TO ORDER 10:00 AM

- 2. FISCAL YEAR 2019-2020 SIX MONTH FINANCIAL REPORT
(Lesa Folger, Finance Director)

- 3. COUNCIL GOAL REVIEW

- 4. ESTABLISH FISCAL YEAR 2020-21 ANNUAL WORK PLAN

- 5. ADJOURNMENT 2:00 PM

Brian Cooper
Mayor

February 18, 2020
Date

NEXT COUNCIL MEETING IS MARCH 4, 2020

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: 503.665.7929.



AGENDA STAFF REPORT

| MEETING DATE | AGENDA ITEM # | REFERENCE NUMBER |
|-------------------|--------------------------------------------|------------------|
| February 22, 2020 | Goal Work Plan Development Work Session | 2020-17 |

TO: Mayor and City Council

FROM: Nolan K. Young, City Administrator

DATE: February 18, 2020

ISSUE:

Review of City Council Goals and development of an Annual Work Plan.

BACKGROUND:

For the last three years, the City Council has met at the beginning of each calendar year and developed Council Goals. Council has then identified subsequent “Goal Objectives” for each of those Goals.

This year, we propose an adjustment to this approach. First, we propose a review of the Goals, making any adjustments desired by Council. Next, we would work on the Work Plan featuring specific “Action Items”. Once the “Action Items” are identified and prioritized, we would identify which goal each relates to.

Prioritization is important because we have both limited financial and staff resources. A considerable percentage of those resources are already being utilized to provide the City’s residents with seven core services:

- Fire and EMS
- Planning and Building
- Potable Water
- Public Safety (Police)
- Sewage Collection & Treatment
- Storm Water Collection & Treatment
- Transportation (Streets/Pathways)

As time and resources allow, City Councils frequently pursue quality of life initiatives and programs such as economic development, code enforcement, parks & open spaces, recreation, environmental issues and other local, regional, state and national issues.

RECOMMENDED ACTION:

At our Work Session on Saturday February 22, staff will present potential Work Plan “Action Items” that will include projects and policy initiatives for the City Council’s discussion and review. Our intent in developing these items is to present activities that we believe the current Council has interest in pursuing. In making this determination, we reviewed the City’s Capital Improvement Plans as well as the City Master

Plan and also took into consideration feedback from both our residents and Advisory Committees and Boards.

At the work session, we will work through each proposed “Action Item”, discussing each item and the time and financial resources required to pursue it. During these discussions, we encourage the Council to adjust each item to accurately reflect areas of interest and also use the proposed “Action Items” to identify other activities and tasks to consider.

Attachment A “Potential Work Plan Action Items” lists an “#” for items that will require additional financial resources beyond staff time (because staff does not have the additional time or expertise needed to pursue the “Action Item”). Items with “#~” will require additional financial resources beyond staff time AND are eligible for Urban Renewal assistance if desired by the Council.

Exhibits:

In addition to the list of potential Work Plan “Action Items”, we have attached the following resource items for the Council to review as you prepare for Saturday.

- Exhibit A: City Council Goals for Fiscal Year 2019-20
- Exhibit B: Goal Objectives for Fiscal Year 2019-20
- Exhibit C: Goal Objective Status Summary as of February 14, 2020
- Exhibit D: Optional Tasks for FY 2019-20 that were not selected as Goal Objectives
- Exhibit E: Fairview 20.30.40 Action Plan, Current Action Items

A link to the Full Vision plan was recently sent you, but may also be found at:

<http://www.fairvieworegon.gov/DocumentCenter/View/3304/Vision-Action-Plan-PDF?bidId=>

Potential Work Plan Action Items
Fiscal Year 2020-21

- 1- # ~ Construct pedestrian/bicycle undercrossing of railroad on NE 223rd north of Sandy Boulevard
- 2- Identify and pursue opportunities to increase bike, pedestrian and ADA connectivity
- 3- # Investigate the formation of an East County Road Authority by Fairview, Troutdale, and Wood Village
- 4- # ~ Review street standards for Halsey Corridor to create “Main Street Feel”
- 5- # ~ Complete engineering for roundabout and park-and-ride at NE Fairview Parkway and Halsey
- 6- Develop partnerships for park-and-ride
- 7- # Investigate the use of solar power to reduce City energy costs
- 8- Review and prioritize Park Master Plan CIP and determine if there are any additional park amenities desired
- 9- Identify and develop a project for Metro’s Parks and Open Space Grant Program in 2021 or 2022
- 10- # ~ Identify one or more vacant or underutilized lots and pursue a private/public partnership to create a preferred development
- 11- # ~ Pursue creation of a Farmers Market
- 12- # ~ Investigate creation of a Fairview Food Cart Pod
- 13- Actively participate in the Columbia River levee recertification and development of funding methods for new Flood Control and Water Quality District
- 14- Investigate, purchase, and implement capital asset tracking software
- 15- # Create a “Financial Toolbox” that includes:
 - Five year financial forecasting
 - Semiannual reporting templates

Exhibit A

CITY COUNCIL GOALS: FISCAL YEAR 2019-20

Goal #1: Improve pedestrian and bicycle access and safety.

Goal #2: Enhance service levels of public safety programs.

Goal #3: Increase Fairview's recreational opportunities & park amenities.

Goal #4: Maintain and enhance the city's public infrastructure in a cost efficient manner.

Goal #5: Enhance & promote economic development activity.

Goal #6: Promote city's long-term financial stability.

Goal #7: Work with other local, regional and state organizations to enhance the community.

Goal #8: Enhance communication and engagement with the community.

CITY COUNCIL OBJECTIVES: FISCAL YEAR 2019-20 Exhibit B

- A. * Complete design and pursue construction of narrow railroad bridge undercrossing on NE 223rd Avenue north of Sandy Boulevard.
- B. * Continue implementation of the sidewalk policy for Historic Fairview.
- C. Identify Additional Opportunities to increase Fairview's Bike, and Pedestrian connectivity.
- D. Increase visibility of law enforcement's engagement in the community.
- E. Investigate creating a three Cities MSCO Community Resource Officer position.
- F. Pursue public safety/community policing initiatives.
- G. Evaluate East County Recreation program and determine whether to continue beyond three year pilot period.
- H. Investigate solar power options for city hall.
- I. Develop a city wide signage and beautification program that creates a community identity and a welcoming environment.
- J. Complete projects on the Capital Improvement Plan (CIP).
- K. * Implement Fairview's Main Streets on Halsey project recommendations in coordination with the other project partners.
- L. * Create Urban Renewal incentives and opportunities that support Fairview's vision and preferred developments.
- M. * Develop a program to recruit t business development that creates family wage jobs.
- N. Develop a Buy-Local program.
- O. Pursue public use of power transmission property west of Fairview Parkway and north of Halsey.
- P. Investigate use of art to enhance Fairview's uniqueness and economic development.
- Q. Identify opportunities to streamline policies, and procedures to create efficiencies and cost effectiveness.
- R. * Engage with regional representatives to assure Fairview interests are considered.
- S. Identify and pursue opportunities to consolidate public services with other area providers.
- T. Actively participate in the Columbia River levee recertification and governance process.
- U. Identify and pursue opportunities to increase community communication and engagement.

* High priority.

Exhibit C

| Summary as of February 14, 2020 | | |
|-------------------------------------------------------------------------------------------------------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goal | Status/ Future | Progress Update |
| *1A- Complete design and pursue construction of Pedestrian Undercrossing at 223rd North RR Bridge | On Target for Completion | Design work is completed. Estimated cost of construction is under \$500,000. Contractor currently working on Final design. \$500,000 in URA Budget. Should proceed with construction the summer of 2020. |
| *1B- Continue implementation of the sidewalk goals for Historic Fairview. | On Target for Completion | Completion of remaining infill sections on seventh Street and construction of the sidewalk on the east side of first Street from Main to Depot is included in the current budget. |
| 1C- Identify additional opportunities to increase Fairview's bike and pedestrian conductivity | Progressing | Complete sidewalks on 7th and First Streets this fiscal year. Once the Fellow has completed the CDBG eligibility project for Historic Fairview we will bring a prioritized Plan to the Council. Income eligibility survey underway. |
| 2A - Increase visibility of law enforcement's engagement in the community | Ongoing | New Car Branding Completed. Officer visibility has been increased at community events. Articles included in the Newsletter. Citizen Patrol recruitment increased. |
| 2B - Investigate creating a Three Cities MSCO Community Resource Officer (CRO) Position | Progressing | Troutdale has implemented a CRO. After a Discussion with Wood Village & Troutdale, City Managers, I will provide council a memo on the issue. |
| 2C- Pursue public safety/community policing initiatives | Ongoing | A citizen lead Neighborhood Watch meeting is held monthly. PSAC's activates have included shred events and emergency preparedness seminars. |
| 3A- Evaluate East County Recreation program and determine whether to continue beyond three year pilot. | On Target for Completion | A report on and a celebration of the progress the program has made was presented to both City Councils in December. An IGA for a new three years extension is scheduled for February 19 Council meeting. |
| 4A- Investigate solar power options for City Hall | On Hold | Has been on hold while we work on other projects. |
| 4B- Develop a city-wide signage and beautification program that creates community identity and a welcoming environment. | Progressing | Contract signed with Mike Abbate' to develop a community brand, design theme and wayfinding sign plan. Through work sessions have created a design theme: Fairview - Forward. |
| 4C- Complete projects on Capital Improvement Plan | On Target for Completion | Reservoir #1 project completed. Interlachen Sewer lining project nearing completion. City Hall access control is underway. Well #10 design award scheduled for February 19. |
| *5A- Implement Fairview's Main Streets on Halsey project recommendations in Coordination with other project partners. | Progressing | City leading Metro Grant to work on opportunity sites and land use regulations in the three cities. Through Urban Renewal we are working on a potential roundabout and a flood plain issue. Contract signed to develop branding, design theme and wayfinding signage plan. |
| *5B- Create Urban Renewal incentives and opportunities that support Fairview's vision and preferred developments. | Completed | Private Development Grant and SDC Assistance programs adopted and implemented. First Private Development grant awarded. |
| *5C- Develop a Program to recruit business development that creates family wage jobs. | Progressing | Currently we are using existing City programs, new URA programs and the Opportunity Zone Federal designation to pursue and create opportunities. We will be working with EDAC to develop an outreach program. |
| 5D Develop a "Buy Local" program. | Progressing | The City adopted a "Buy Local" Resolution in 2010. A copy was provided to the Council. |
| 5E- Investigate the use of Power Transmission Property along Fairview Parkway. | Progressing | We have preliminary approval of a concept from PPL and PGE. We are waiting until the roundabout design layout is completed to finalize the site plan. We are reaching out to potential partners for the park-n-ride. |
| 5F - Investigate the use of art to enhance Fairview's uniqueness and economic development | Progressing | design theme, we have a concept to include in the center of the Halsey and Fairview Parkway Roundabout. |
| 6A - Identify opportunities to streamline policies and procedures to create efficiencies and cost effectiveness. | On Hold | No current initiatives under way while we work on other projects and normal operations. |
| 7A - Engage with regional representatives to ensure Fairview interests are considered | Ongoing | Staff and Council continues to be involved with many organizations and partners. |
| 7B- Identify and pursue opportunities to consolidate public services with other service providers. | Ongoing | A Revised contract with Gresham for building inspection now includes Troutdale and Wood Village. Participating with Wood Village in the 2020 Census. Continuing to look for other opportunities.. |
| 7C- Actively participate in the Columbia River Levee recertification and governance process. | Progressing | CA is serving as Chair of new IGA Committee that is working on recertification of the levee. PW Director working on tech sub-committee to develop 7 projects needed for recertification. Council considering appointment to new District's Initial Board. |
| 8A - Identify and pursue opportunities to increase communication and engagement. | Significant Progress | We are now sending our monthly newsletter to those living in apartments buildings and manufactured home parks. We estimate apartments and manufactured home parks include 40% of our residents. Web site was revised and updated.. |

*High Priority

Exhibit D

TASKS ASSOCIATED WITH CITY COUNCIL GOALS: FISCAL YEAR 2019-20

- T.1 Work to move 223rd Street roadway improvements, from Halsey to Sandy, forward on area (EMCTC) County and Regional (JPACT) plans.
- T.2 Continue to look for opportunities to deal with homeless issues.
- T.3 Update Emergency Response Plan information, create leadership checklist tool and plan an emergency preparedness exercise.
- T.4 Consider a proactive program to clear brush and increase visibility at intersections.
- T.5 Develop plan and complete the engineering for restroom(s) (with utilities) at Salish Ponds.
- T.6 Consider future options for Heslin House maintenance.
- T.7 Work with state legislators to obtain funds for Fairview transportation projects.
- T.8 Work with developers to create shovel ready sites.
- T.9 Review business marketing packet.
- T.10 Work on community parking issues, including code standards and parking in the Village and other congested areas.
- T.11 Identify and pursue opportunities for farmer's markets and food carts.
- T.12 Reduce/streamline land use development process.
- T.13 Identify real and perceived barriers to development.
- T.14 Complete five year financial projections.
- T.15 Review service & SDC fees including a transportation fee.
- T.16 Collaborate with Reynolds School District (RSD) to enhance local K-12 education system.
- T.17 Investigate and consider adoption of a rental property standards code similar to Gresham (i.e. rental inspections).
- T.18 Use volunteers to create articles on Fairview's history for inclusion in newsletter and to display at community events.
- T.19 Display historic pictures at City Hall.
- T.20 Consider creating Fairview videos to publicize opportunities and activities.
- T.21 Celebrate diversity and recognize East County success stories.

Exhibit E

FAIRVIEW 20.30.40 COMMUNITY VISION

CURRENT ACTION ITEMS

Economic Development:

- Continue partnership with Wood Village, Troutdale, Metro and Multnomah County to prioritize and pursue the goals of the Main Streets on Halsey plan.
- Reinvigorate the live/work concept in Village Commercial District.
- Actively recruit businesses that are looking to relocate by identifying startups and professional services that are looking for opportunities.

Improve Mobility:

- Complete the sidewalk on west side of Ne 223rd Ave. from Halsey to Blue Lake Park, starting with the railroad undercrossing.
- Connect sidewalks on north side of Sandy Boulevard from NE 338th Avenue to NE 201st.
- Improve roadway on NE 223rd Avenue from Halsey to Sandy.
- Connect sidewalks from the Village to NE Halsey.

Caring, Connected Community:

- Continue to expand the East County Recreation Program beyond its three-year pilot.
- Retain current community events and expand to include events that celebrate our small town feel, like a farmers market.
- Collaborate with ECHO to share articles about the history of the city in the Fairview Point newsletter. Identify and pursue opportunities to share local history with the community and the schools.
- Use social media to connect residents to their community and celebrate the diversity of the community.
- Create and distribute community marketing materials such as Frequently Asked Questions highlighting amenities that are available to new and continuing residents.

Parks & Recreation:

- Strengthen City of Fairview's connection to Blue Lake Park and consider (co-) hosting events and seek discount access for residents.
- Investigate the cost and feasibility of permanent restrooms at Salish Ponds Wetland Park.

Public Safety & Services;

- Create a two-way dialogue where the public is informed and educated on benefits and community services of the Multnomah County Sheriff's Office. Create opportunities for public to provide input and feedback.
- Collaborate with Multnomah County Sheriff's Office HOPE program to address homelessness.

Maintaining Historic Character & Neighborhoods:

- Continue fiscal commitment to code enforcement through code officer.
- Research possible changes to city code design standards.
- Display historic pictures at City Hall.

Enhance Livability:

- Maintain and enhance walk ability of neighborhoods.
- Explorer code revisions and enforcement to maintain neighborhood curb appeal and property values.