

MINUTES OF COUNCIL MEETING  
FOR THE CITY OF MAYWOOD PARK  
06 August 2018

CITY COUNCIL MEETING

The City Council Meeting was called to order at approximately 7:00 pm.

Present at the meeting were Mayor Mark Hardie, Councilman Art Winslow, Councilman Matthew Castor, Councilman Jim Akers, and Councilman Brian Davey.

Also present at the meeting was Bonnie Davey, City Recorder and Wendy Irwin, Treasurer.

Residents present: Chris Williams, Michelle Montross, Nathan Montross, Jeff Steffen, Mary Jo Steffen, Lisa Higgins, Kim Hutichson, Daniel Veason.

Approval of the July 16, 2018 City Council Minutes. Approved as presented.

**OLD BUSINESS**

Hardie: I tried following up about what's going on on 102<sup>nd</sup>, got no return phone call. Bonnie or Wendy, any comments on in progress items?

Bonnie: Do you want me to keep the policy/procedures item on the agenda?

Hardie: No, if it's complete we're good.

Irwin: No comments.

**TREASURER'S REPORT**

Irwin: This is the first month in our fiscal year, so the budget listed is the new budget for the fiscal year.

Cash balances remain consistent. I noted that in September we have the two CD's coming due, with annual renewal in September. Do we want to renew them for a 1 year term? Or two year term? The longer the term the higher the rate of return.

Hardie: How soon do we need to decide?

Irwin: By the next council meeting.

Castor: Do we know the interest rates?

Irwin: 2 to 4 percent.

Kim Hutchison: Interest rates are going up, so longer may be preferable.

Hardie: Do we need the money?

Irwin: Not necessarily. We have enough money in the money market. Unless a storm drain fails, or we have plans in the next year for build out on Maywood Commons. I won't be here next

meeting, so we can make that decision later. Motion to let the CD expire to determine the new term at the October council meeting when interest rates are available.

Hardie: Sounds fine.

Hardie: So on the Fire District 10 reimbursement we budgeted \$2500 and we got in \$2900?

Irwin: It's 15% of what we pay for the DOEC, it's the previous year's total and I just add that in that 15%.

Hardie: So that comes back to us.

Irwin: Yes, in the general fund.

Irwin: The bigger expenses this month were insurance at \$5000 and also \$4300 for the 4<sup>th</sup> of July BBQ, which was significantly less than last year when we had it catered.

Castor: What about cost for national night out?

Irwin: It was minimal, less than \$1000, not including the band, which got paid in July. In the street fund the big expense was the summer cleanup for landscaping. That was \$7000.

Davey: What's a dishonestly bond?

Irwin: It's in case of embezzlement by staff, just a security. It's one year \$100,000.

Irwin: Motion to approve the July Treasurer's report, total cash \$373,744.54.

July Treasurer's report was approved unanimously as presented.

Hardie: Matt, waste water update?

Castor: Waiting for Gordon to get back on his feet.

Hardie: Art suggested we talk to Ed Trompky, he's the attorney for City of Troutdale now, and he'd like to do a Q&A and presentation in October, if that's ok?

Castor: At a Council meeting? Why?

Hardie: He'll talk about funding options.

Castor: Okay, let's look at dates.

Hardie: Franchise updates? (No)

Steffen: Locate was out today looking frustrated, he couldn't find the address of the Commons. I told him where the Commons were.

Hardie: I heard from City of Portland today and there are no services we have to worry about.

Castor: Do we have more thoughts on lighting up there? Adding lights in the back?

Hardie: Whoever does the lighting has to do the locate request, that's a separate thing.

Castor: Do we have feedback, is the lighting sufficient?

Nathan Montross: It's still too dark, we need to be able to see into those bushes.

Steffen: It hasn't bothered us so far.

Hardie: I noticed at the end of the street dance that a street person ducked up into the park and then behind the band, and he was hard to see when he was up in the Commons. So yes, we need some lighting there.

Steffen: Motion sensitive?

Hardie: Well, we have on there that doesn't always work, or is triggered by animals.

Davey: That wouldn't help if someone was sleeping in there.

Hardie: We got a quote for over \$11K for lights in there and I disregarded it.

Daniel Veason: Can we do the trenching ourselves to save money?

Hardie: The problem is our liability insurance cost on those things. Who wants to take on the project of lighting?

Davey: I will.

### **STREET, BIKE PATH and BERM**

Hardie: I called for an update about when they were going to start up there, but I haven't heard back. Public Safety?

Akers: We had a safe 4<sup>th</sup> of July.

Hardie: A Deputy was at the night out, and we expected more of a presence from fire and safety and most of them were downtown at the protest. I was disappointed in that. I have to mention that a lot of work went into National Night Out, the Montrosses put a lot of time in and we really appreciate that. Maybe next year we can get more people to volunteer.

Steffen: Mary and I will volunteer next year.

Michelle Montross: I did get a nice message on Facebook thanking us. I did get an email from Andersson Windows asking to be involved, it was odd. They wanted to set up a table pop-up showing their windows. I did hear from deputies that they wanted to attend but had to be downtown and were glad to be included but couldn't be there.

Steffen: Are the garbage cans in the commons there for good?

Hardie: No. They are scheduled to be picked up Thursday.

### **NEW BUSINESS**

Hardie: Questions or comments on 9D-2018 ADU Ordinance? Motion to approve?

**9D-2018 ADU Development Provisions Ordinance was approved unanimously as presented.**

(Discussion summarizing previous ADU discussion and Oregonian article on ADU's.)

Hardie: Resolution 261- Records Request Policy. We ran this by the legal team and they said yes, so here we are.

**Resolution 261-Records Request Policy was approved unanimously as presented.**

Hardie: Discussion on draft of resolution on Maywood Park's social media policy. Any comments on this?

Chris Williams: The policy is set to define what happens in situations where people are saying offensive or off-point things, and what actions will be taken. I'm also working on making our social media presence richer, and making sure announcements are broadcast more broadly on social media.

Hardie: So we launched a new Maywood Facebook Page?

Williams: It's been there forever, I'm just starting it up again, to use it as more of a news and announcement site.

Hardie: Any idea how many people are on it?

Williams: So far 340 people, 30 or 40 new people since Bonnie announced it.

Castor: The other groups, Maywood Mamas and Friends of Maywood Park are closed. This will be an open page.

Williams: People can't post, but anyone can see what's on there.

Bonnie: But the policy says there will be no comments.

Williams: I don't think Facebook can do no comments, I'll look to see if there is a way.

Bonnie: It's mostly a disclaimer, if we adopt the policy as written.

Castor: We have official ways for residents to communicate with the City, so we don't want another unofficial way for people to try to communicate with the City.

Castor: I am curious, I was reading about Bend social media policy and they have struggled, and I see here about how retention laws apply to social media, I don't know what the possibility is of retaining social media items? This was complicated by city council members posting on items. They decided if there was a quorum of Council members commenting on a post then that post was subject to retention and the public records laws. So they were told not to post at all.

Bonnie: That's why it would benefit us to have a disclaimer, since public feedback does have a retention schedule. So that complicates our social media presence. But just posting announcements isn't as hard, I keep copies of those anyway.

Castor: We can include a phone number for how to contact us if there is a comment.

Bonnie: Yes, and if someone does comment, we can replace it with the disclaimer and tell them how to contact us. People will learn.

Castor: We just don't have the manpower to communicate with everyone on all social media channels.

Hardie: People expect instant answers on a Facebook post, but they expect slower responses from email.

Bonnie: And if they call the office they will get consistent answers.

Davey: What benefit do we get from having a Facebook account if it just directs to our website?

Castor: It's easier for most people since they are already on Facebook, instead of expecting them to keep going directly to the website.

Williams: If we put things on Facebook it's alongside stuff they interact with daily. We can get to everyone at the same time.

Castor: What is our responsibility to post things outside of the official Maywood page? Are we obligated to post to those sites?

Bonnie: Those sites can share from our official page, but we can't post on them directly.

Castor: So are we only going to post on our official page?

Bonnie: Yes.

Williams: The end goal would be to say we have an announcement to make and we decide where to post it and we can just post across the board, we can pick and choose where it gets posted to.

Michelle Montross: We tried last year to do register for the garage sale online and many people weren't on Facebook or on the computer. Are you still doing the printed bulletin?

Hardie: Yes, we'll still do paper bulletins.

Akers: For example, we had that big fire nearby awhile back, and there was a possible evacuation. If we eliminate Facebook then how will people know these things?

Castor: We'll still be posting on Maywood's official Facebook page, not on the other unofficial pages.

Hardie: The Sheriff sent me that information and I got it out to as many people as I could by email, text.

Akers: I think it's a great idea, with the direction we are going.

Hardie: We'll try to do a good job, and I think we'll bombard people with the information to come to Maywood's Official Facebook page for that kind of information.

Are there things we need to add to this now that comments have been made? Mull it over and email Bonnie comments and we can discuss it.

Williams: There are also discussions around how other people have solved these problems. I can put something together to archive Facebook, Twitter, etc.

Bonnie: I just need access to it, and to put it on a schedule. Our policy was adapted from Cascade Locks.

Hardie: Any other comments on the social media policy? (No)

Hardie: We want to discuss meetings. First meeting in September was scheduled on Labor day, so my suggestion is...

Bonnie: And the college closes at 5pm on the first 3 Mondays of September. So that just leaves us September 24<sup>th</sup>. We can use another place, but it needs to be ADA Accessible.

Hardie: So the 24<sup>th</sup> is it if we're going to hold it at the college, and the other dates are TBD. So let's just meet on the 24<sup>th</sup>.

Bonnie: We could switch October meetings to get us back on schedule. So September 24<sup>th</sup>, October 8<sup>th</sup> and October 22<sup>nd</sup>.

Hardie: Everyone agreed?

All: Yes.

Hardie: Any other new business?

Nathan Montross: I found two dead squirrels in the last two weeks near 102nd.

Lisa Higgins: We have had two sick rats on Campaign, someone is putting out poison I think.

Montross: Just keep an eye out if you have dogs or other animals.

Daniel Veason: What about speed bumps on Maywood place?

Wendy: We do have money set aside in the budget for that.

Bonnie: Do we have a petition? (Yes)

Steffen: Are you also considering closing off the end of Maywood Place?

Castor: Yes, it's in discussion. We're also looking to see if we have funds available for traffic counts. It's crucial we get the study done first, and if we find closing Maywood place works, it would be a waste of money to add speedbumps.

Veason: You also need to track traffic on Beech with the study.

Castor: We will do that, track traffic on every street.

Veason: I personally thing closing Maywood Place is ridiculous.

Castor: We're just exploring doing the study to make sure we make the best decisions.

Veason: I might add about the speedbumps, 96<sup>th</sup> has stop signs at each intersection. If we add those to Maywood Place it will slow down traffic.

Hardie: I disagree.

Castor: I live at 99<sup>th</sup> and Campaign and people constantly run the stop sign. It is a problem we are trying to solve.

Irwin: For Budget, we do have \$30,000 in street budget that traffic count can come out of.

Steffen: I saw traffic count lines the last couple days.

Castor: That was PBOT and we don't know why, we're trying to find out. When PBOT was here, we tried to identify when the worst traffic was, and we determined that was later in the week. Those traffic bands did not show up during those times.

Williams: Will the traffic counts be accounting for speed?

Castor: If we do the full study there are multiple ways, bands, cameras at stop signs, and an OD study (origination and destination) with cameras to track traffic coming in to see where vehicles are departing the city, like on 96<sup>th</sup> and 99<sup>th</sup>. It's a better way for them to exactly identify what's going on.

Kim Hutchins: A minor detail, would you track if people go all the way around the diverter? (No.)

Castor: This would be to determine a baseline, so we can clearly show what the safety corridor improvement has changed in Maywood if we do a second study later. We got a quote for 3 studies, baseline, after closing Maywood Place and after PBOT did their project. If we can find the funds for the first to get a baseline.

Irwin: Recommendation for street fund or general fund? (Street fund) Then I would take it out of contingency in the street fund, we have \$8,291.

Castor: I'd take the first one out of contingency. (All agree)

Irwin: So we'll take the cost of the first study out of contingency, for a total of \$4290.00.

Hardie: How soon can they start that?

Castor: I think quickly, but we want to make sure they are here during peak, problem days.

Hardie: It sounds like time is of the essence.

Resident: You might want to wait until school starts again, in 3 weeks.

Castor: Let's hold off until we hear back from Clay.

Hardie: Brian, do you have questions about commons lighting?

Davey: Yes, underground lines or ariel? (underground) Using existing trees? (No, light pole) and a lamppost like on Maywood Place?

Hardie: Well, the lampposts take a large supporting structure, the lamp posts we have, so probably not.

Davey: How many quotes do we typically get?

Hardie: Two or three.

Meeting was adjourned at 8:18pm.

Respectfully submitted by Lisa Higgins