

MINUTES OF COUNCIL MEETING  
FOR THE CITY OF MAYWOOD PARK  
6 APRIL, 2020 7:00-8:00 PM

- COUNCIL MEETING -

In Attendance: Mayor Matthew Castor, Council President Art Winslow, Councilor Jim Akers, Councilor Michelle Montross, Councilor Chris Williams  
Absent:  
Staff Present: City Recorder Rene' Sanders, City Treasurer Wendy Irwin  
Residents present: Kim Hutchinson, Ron Dickson, Linda Hardin, Jason, George D, John Williams, Bill, Kathy Nims, Bill Morgan, teleokin, 5033183302

The City Council Meeting was called to order at 7:04 pm.

**PRESENTATION**

None

**PUBLIC HEARING**

None

**APPROVAL OF MINUTES**

Mayor Castor asked the council to review the minutes from the March 2<sup>nd</sup> Council meeting. Mayor Castor then asked the council if they have any questions about the minutes. There were none. Mayor Castor called for a motion to approve the minutes. Councilor Akers made the motion; which was seconded by Councilor Montross. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye.

**TREASURER REPORT**

City Treasurer Irwin presented the February 2020 Treasurer's Report for the council. On the statement of assets, liabilities, & fund balance, pages 3-4 of the report, the total cash assets by fund are shown for February. The total cash in all funds is \$481,779.20. On the statement of YTD actual v. annual budget, pages 5-7 of the report, the actual amounts for the eight months from July 1, 2019 through February 29, 2020 versus the 12-month annual budget are shown. Ms. Irwin continued with the report, stating that the final pages, 8-10, are a detail listing of the checks written and deposits made during the month of February, by fund. She pointed out that the current numbers will be shown in the March report.

Ms. Irwin then presented the March 2020 Treasurer's Report for the council. On page 3 of 10 of the report, the total cash assets by fund are shown for March, total cash in all funds is \$482,011.14. On pages 5-7 of the report, the actual amounts for the nine months from July 1, 2019 through March 31, 2020 versus the 12-month annual budget is shown. Ms. Irwin continued with the report, stating that the final pages, 8-10 are a detail listing of the checks written and deposits made during the month, by fund.

Ms. Irwin asked if there were any other questions. None. Ms. Irwin requested that a motion be made to approve the February and March Treasurer's Reports as submitted with a final cash balance of \$481,779.20 and \$482,011.14, respectively. Councilor Akers made the motion; which was seconded by Councilor Montross. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

## **SURVEYS**

Mayor Castor mentioned that he had sent the results from the curbside composting survey, and asked if the Council had received them. They acknowledged that they had. Council President Winslow asked how many responses we received. City Recorder Sanders reported that we had received 131 total responses. Mayor Castor reported that there seemed to be split results, with a common theme that no one wants to lose any services. Mayor Castor suggested that we wait for a quote from Heiburg on the cost of adding composting, then return to the community to get input. He suggested that we table it for the short term. Councilor Montross asked if people can opt out of composting if they wish. Mayor Castor thought that they could.

## **WASTEWATER SYSTEM**

Mayor Castor mentioned that the Council will need a work session on waste water. He would like to have the work session within the next two scheduled meetings. He asked council to email City Recorder Sanders with best date for each of them.

## **TRANSIENT ISSUES**

Mayor Castor mentioned some transient issues that had come up recently. There was a camper on Maywood Place and a camper on Failing Street. The Sheriff's Department responded quickly. Mayor Castor requested that he be emailed when we call the sheriff or 911.

## **ORDINANCES**

Council President Winslow reported nothing new regarding Ordinances. He reported that he submitted request to Treasurer Irwin for a budget item for grant writing. He requested \$10,000 for initial consideration, but would take anything. Council President Winslow reported that we need someone to write and manage grants. He also requested \$5,000 funding for CERT supplies and training. Mayor Castor stated that whatever we decide to move forward with, a grant writing process will be valuable. Council President Winslow agreed, saying that so many agencies were not prepared [for COVID 19].

## **STOP SIGNS**

Councilor Akers reported that the County is working on signage at 96<sup>th</sup> and Prescott, and will also do 98<sup>th</sup> and Failing at the same time, but didn't give a date.

## **SPEED BUMPS**

Councilor Akers reported that we received the 3<sup>rd</sup> speed bump bid. Mayor Castor pointed out that all 3 bids are in the agenda packet. He continued, saying that it seems that S2 Contactors have the best bid based on cost and what work they are doing. Mayor Castor summarized the total amounts from each bid. Councilor Akers: reported that he knows S2 did contract work for Parkrose. The City of Portland made them remove a couple, relocate, and redo them. He wondered about having S2 redo the bumps on Mason Street. Mayor Castor reported that the county facilitated having those bumps put in, but it's unclear whether they did the work or contracted it out. The county should be paying to have the bumps remade. Mayor Castor asked if Councilor Akers and/or Councilor Montross could push the county for an answer, or if he should do it. Mayor Castor also wanted to verify the placement of the speed bumps in relation to neighbors' driveways and parking areas. Council President Winslow could see no reason not to go with S2. Mayor Castor asked about the budget. Treasurer Irwin said that we have \$30,000 currently budgeted for speed bumps. Mayor Castor asked Councilor Akers about how many speed bumps we need. Councilor Akers reported that we need two on Maywood Place and only two on Failing Street due to hindering driveways. Mayor Castor opined that we should go ahead and have S2 do the new bumps. Councilor Akers said that the county actually did the work. Mayor Castor asked him to get a quote so that when we talk to the county, we have numbers to put in front of them.

A citizen commented that they're going too fast, [drivers] including Tri-Met. Mayor Castor reported that the county came out to look at them, and found that the speed bumps are a bit too aggressive. Mayor Castor asked Councilor Akers or Councilor Montross to contact S2 to come out and do a final locate, and plan the work for this summer.

Councilor Akers gave Treasurer Irwin estimates for projects for next year, including the LED conversion project, speed bumps, and street signage. Mayor Castor said that will be part of the new survey. He reported that new families are coming in, with lots of young children. Speed reductions don't necessarily prevent accidents, but do reduce severity of injuries. Allocating funds in the budget is a good idea, so that if we get that support [to reduce the speed limits to 20 mph] from our city, we have the funding to do it. Mayor Castor talked about the LED light conversion, appreciation to Akers for gathering info.

### **ADA RAMPS & CAMPAIGN STREET MARKINGS**

Councilor Akers reported that he had noticed a bunch of locates marked along Maywood Place. Mayor Castor reported that ODOT found a number of the new ADA ramps out of spec. ODOT decided a number of them need to be redone.

The other markings on Campaign St were made by the Portland Water Bureau. We've had four different main water line breaks, so the water bureau identified it as a section that needs to have the water main replaced. The markings are for the engineering design team, then they will come back to us with a paving plan, etc. The work is 9 to 12 months out. Mayor Castor asked them to notify the office when they plan to come in.

Regarding the ADA ramps, Councilor Akers reported that he was concerned about the bump out locate and one to the south because they're going to take out a tree. Mayor Castor asked if the marks are for actual cuts, or for location of the ramps. Councilor Akers reported that the bump out looks like actual cut. Mayor Castor will follow up. Councilor Akers requested that we get an estimate for striping after they complete the work. Mayor Castor reported that ODOT said no painting will be done or is budgeted for on that project.

### **PUBLIC SAFETY, NATIONAL NIGHT OUT (NNO), AND 4<sup>th</sup> of JULY**

Councilor Montross reported that she was with Deputy Barrett when he escorted the homeless person off the berm. He said that there is a new wave of transients, and they are very aggressive. They don't want to be in COVID shelters.

Councilor Montross reported that she saw that a number of bulletins were returned by the Post Office. It bothered her quite a bit. She wondered if we also had surveys returned. We did. She reported that she checked the addresses, and out of 12-13 bulletins that were undeliverable, only one actually shouldn't have been delivered.

Councilor Montross reported that she has been in contact with ODOT. Josh has been out to Maywood Park. When she asked for layout of the irrigation system, he laughed. He's looking for it, and will come out and deliver it to her. Jim Baily is trying to find the old IGA that we had with ODOT. She asked if they could put up a "No Trespassing" sign where we have the trouble. She also reported that we have no "Entering Maywood Park" sign on the lower bike path He's looking into putting one up. Mayor Castor asked if we were trying to get those signs done at the same time as the others. Councilor Akers reported that we're waiting on 99<sup>th</sup> and Maywood Place and 99<sup>th</sup> and Failing Street. ODOT is behind, and told him that they'd get to it when they could.

Mayor Castor elaborated on the sign for 96<sup>th</sup> and Prescott. Derelict vehicles are parked on Prescott, and they are spilling over onto 96<sup>th</sup> on our side. A "Parking by Permit Only" sign will be put up.

Michelle, talked to Councilor Akers about putting large rocks by the Maywood Park sign. She reported that Councilor Akers replaced zip ties that hold the electrical outlet cover shut. People were out by it recently smoking, but also looked like they wanted to get into the outlets again. Mayor Castor asked if the landscaping company can do that. Councilor Montross replied yes. Mayor Castor asked her to get a price for the work. He also requested the cost for cleaning up where the fire was near Prescott. Mayor Castor wondered if it is worth talking to landscaper about solutions like coarse gravel or rock to mitigate camping in soft spots. Councilor Montross believes that they would have some good suggestions. Mayor Castor thought it is worth exploring options.

Councilor Montross reported on community affairs. She doesn't want to cancel anything for the 4<sup>th</sup> of July or National Night Out yet. She would like to order the tables, etc. for the 4<sup>th</sup> of July. The Garage Sale committee has decided that they'll let everyone know by June 15<sup>th</sup> if they will proceed with the garage sale. Mayor Castor asked if the garage sale would be cancelled or pushed back. Councilor Montross doesn't know. Mayor Castor said that it sounds like a good way to proceed. Modeling indicates that mid to late this month, the number of cases should be tapering off. Wear masks, keep distance, etc. Councilor Montross reported that registration for the garage sale will be done during the first week of July. They get more response than when they send out registration in May or June. Mayor Castor reported that our events make our community unique, but we'll need to do what we need to in the interest of public health.

### **CODIFICATION**

Councilor Williams reported that the codification project is complete. There is a website hosting our code, comprehensive plan, and city charter. It is linked on our Ordinances and Resolutions page on the website. Mayor Castor explained how to get to the City Code. Councilor Williams agreed; but said that he wants to make it more prominent. Mayor Castor said that's great. It's been a long time coming. Councilor Williams reported that there is a lot of cross-reference, and any new ordinances will be included in the new code. Mayor Castor thanked him for his work. Council President Winslow also thanked all who took part in it.

Councilor Williams requested that coronavirus preparedness be removed from his to-do list. Mayor Castor reported that information is changing daily. We don't have the things other communities do, such as a grocery store, school, or hospital. There are hard decisions we aren't directly faced with. Governor Kate Brown wanted to close all restaurants and bars, including take-out. However, small-town mayors spoke out for older people who rely on restaurants for two meals a day. If any info needs to be gotten out to our people, we'll do so.

### **2020/2021 BUDGET**

Treasurer Irwin reported that the budget meeting is scheduled for Monday April 20 at 7:00. She noted that this is a separate meeting with separate minutes. She asked if we will have a regular council meeting as well. Mayor Castor felt that we should focus on the budget meeting, and maybe have the work session afterwards. He asked the Council if they would be available. They are. Treasurer Irwin reported that she was working toward the formation and formalizing of our budget committee. The budget committee consists of the Council and up to five residents. There are currently two additional openings if someone would like to participate. Nathan Montross, Ron Dickson, Bob Burrow are currently members of the committee. Treasurer Irwin asked if the Council or anyone else listening had another name to suggest. Someone suggested Mike Reynolds. Treasurer Irwin reported that he previously stated that he was unavailable. Mayor Castor suggested Brian Davey. Councilor Montross suggested Miriam Berman. Mayor Castor suggested Lalena Dalby. She has helped on committees in the past and is a grant writer. Treasurer Irwin will formalize the committee names in the next week.

Treasurer Irwin asked if the speed bumps and signage will be completed by the end of June. Councilor Akers reported that it is hard to say. Treasurer Irwin asked if we should roll the numbers over to the 2020/2021 budget. Mayor Castor reported that Councilors Akers and Montross need to reach out and see if they can work it into this

fiscal cycle. Treasurer Irwin said that this impacts budget numbers. She hopes to finalize the numbers by end of week, so she needs the numbers now. She stated that we can proceed with an online process for the budget meeting. People at the state level are working hard on getting smaller districts through their budget process. The process must be completed by the end of June in order to get our funding. Mayor Castor asked if there was any leniency on date requirements from TSCC. Treasurer Irwin reported that there is not a blanket extension, but if we feel it's a hardship, we need to start the process for getting an exception. Mayor Castor doesn't think it will be a problem. Treasurer Irwin reported that if we feel April 20th is a little tight, we might stretch that out. The budget hearing is currently scheduled for June 1. We need to submit resolutions to the state by the end of June. Someone asked how COVID 19 will affect our revenue stream. Treasurer Irwin reported that our main source of revenue is property tax and state shared revenue. Currently, she doesn't see a huge impact on our revenue stream. She then asked if there were any questions. There were none.

### **NEW BUSINESS**

None.

### **PUBLIC COMMENT**

Mayor Castor opened up the meeting to comment time. Councilor Williams explained the process of requesting to speak over Zoom. Resident Ron Dickson raised his virtual hand. He reported that he has listened to the meeting and thinks it's working great. He pointed out that the Council never talked about trimming back the trees around the street lighting. Mayor Castor asked Councilor Montross if she would talk to a tree trimming service, take the list of locations from Ron and get a quote. Councilor Montross reported that some of the locations are on the list for Valley View. Someone was supposed to come and do trimming. Mayor Castor reported that an electrician is coming in to replace LED heads in the street lights, and asked Councilor Akers to confirm. He did. Councilor Montross asked Ron to email her his list and she will have people come out to get it done. Resident Dickson reported lots more people coming through Maywood Park in the night. Mayor Castor mentioned an abundance of police one night. They were pursuing a stolen vehicle, doing a quick search of the streets. Resident Dickson said that's all he had. Mayor Castor asked if anyone else wanted to speak.

Councilor Williams reported that teleokin had raised their virtual hand. Councilor Williams had an error on unmuting them, so he asked them if they could type in their question. Councilor Akers asked if we still plan on getting tablets for the council. Mayor Castor said yes, it's budgeted for, and we are looking to Councilor Williams to make recommendations. He asked Councilor Williams to scope out the best solution. We would like to avoid rolling the budget over for the tablets, and just get it taken care of. Councilor Williams asked City Recorder Sanders to add this to his to-do list.

Teleokin: Dan Chavez talks about easements.... Mayor Castor reported that people can plant things in the easements, but the county may not be liable for replacing anything planted there. Council President Winslow reported that if you wanted to, you should have someone come out and locate any lines, etc. that may be there. We received the question from teleokin: Multnomah County vague about a shovel full of dirt. Mayor Castor reported that if it's on the Maywood Park side of Prescott, it would fall to us first.

Mayor Castor reported that he received a text from Ron that permitting is grinding to a halt. It is an issue getting anything through. Issues relate primarily with the Coronavirus situation. Mayor Castor reported that he is badgering them about it because the clock is ticking. Maybe we could revisit our IGA and extend the cutoff date of the permitting.

Councilor Williams wants to unmute the anonymous phone number 302 for a few seconds to see if they had any comments. He informed 302 that they were on and could make any comments that they might have. No response.

He unmuted Resident Dickson again. Resident Dickson reported that due to technical difficulties from City of Portland and Multnomah County it is very slow. A lot of contractors are tied up with the city and county. Mayor Castor reported that he talked with Lindsey from sanitation. They know it's not working. Gresham is overwhelmed. Lindsey was instructed to work from home and given very few resources. She also has the distractions of her two young children.

Councilor Williams gave a last call for any comments. Council President Winslow had one last thing regarding records from Troutdale. They are close to finishing, but it's been delayed by Coronavirus. Mayor Castor asked if there were any other comments. There were none.

**Mayor Castor requested a motion to adjourn. The motion was made by Councilor Akers, and seconded by Councilor Montross. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye.**

**Meeting was adjourned at 8:57 pm.**