

MINUTES OF COUNCIL MEETING  
FOR THE CITY OF MAYWOOD PARK  
4 MAY, 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: Anon, bill, Galaxy Note 9, Jeff Stephen, Kim, Linda Hardin, Marianne, Greg West, nimsk

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

**PRESENTATION**

None

**PUBLIC HEARING**

None

**APPROVAL OF MINUTES**

Mayor Castor asked the council to review the minutes from the April 6 Council meeting and April 20 Budget Committee meeting. Mayor Castor pointed out a correction for the April 6 meeting minutes. The word "Treasurer" was misspelled in the heading "Treasurer Report". Mayor Castor then asked the council if they had any questions about the minutes. There were none. Mayor Castor called for a motion to approve the April 6 Council minutes with one correction and the April 20 Budget Committee meetings as is. 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'S REPORT**

City Treasurer Irwin presented the April 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 as of April 30, 2020. The total cash in all funds is \$479,859.05. On the statement of YTD actual v. annual budget, shown on pages 5-7 of the report, Ms. Irwin pointed out that we'll need to make a resolution to move budget amounts for bike path maintenance since we are over budget on landscape services. She reported that this is not news, since the Council knew that the landscaping costs increased with the new provider. Mayor Castor asked if we have received any further notification of increase of office rent from MHCC. Ms. Irwin reported that we signed 3-year lease last year, rent increase is \$25 per month at each anniversary date of lease. Ms. Irwin asked if there were any other questions. There were none. She then called for motion to approve the April 2020 Treasurer's Report with total cash balance of \$479,859.05. Councilor Akers made the motion, and Councilor Montross seconded. 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 in the results from the curbside composting survey. We are waiting on written responses for the Community Engagement survey.

## **WASTEWATER SYSTEM**

Mayor Castor mentioned that the Council still needed a work session since the budget meeting went long at the last regular scheduled meeting. He proposed scheduling it for the next council meeting, and asked if the Council agreed. Councilors indicated agreement. The work session will be scheduled for the May 18<sup>th</sup> meeting. Mayor Castor reported nothing further on wastewater or franchises.

## **BUILDING INSPECTION RECORDS**

Council President Winslow asked City Recorder Sanders to follow-up with the City of Troutdale regarding the acquisition of copies of our building inspection records.

## **WASTEWATER AND ELECTIONS**

Council President Winslow addressed the sewer issue, reporting that he wished to put something before the people and give them time to voice their opinions at the meeting. He wants to submit paperwork to have something on the November 2020 ballot, and noted that we needed to start the paperwork now in order to meet deadlines. Alternatively, if that felt too soon, we should try for the May 2021 election. He noted that spring is the best time to present things to the public regarding money because the fewest people vote. Mayor Castor agreed with a May date so that we have enough time to get together, present information, and give people time to respond to it. Treasurer Irwin, talked with Craig Gibbons at TSCC, who said he could recommend consultants, an attorney and a financial advisor. Mayor Castor asked her to forward the information to Art and Rene', and the Council will deliberate at the work session.

Mayor Castor reported that in April, Chris Damgen, the Community Development Director in Troutdale, expressed concern about challenges for us to locate a new provider for building inspections. The IGA termination was to end in June, but Mayor Castor reached out to postpone the deadline. As a result, we have an extension of the deadline through October 30, 2020, agreed to by Troutdale.

## **STREET SIGNS**

Councilor Akers reported that he would reach out to the county to see if our signs are done. If they don't have time to do the installation, he might pick them up, or if he can't, maybe move two of the "Parking by Permit Only" signs currently near the college to Prescott and Campaign. Councilor Montross said she would reach out to the county on behalf of Councilor Akers to see if we could pick them up. If they are not ready, the alternative plan is to transfer one or two signs to 96<sup>th</sup> Avenue posts.

Councilor Aker reported that someone broke the Caution tape at the Commons and he saw a little girl playing at the park. Mayor Castor mentioned that he needs to reach out to Rapid Response to get someone out here. He requested that this be put on his task list

## **SPEED BUMPS**

Councilor Montross reported that we still haven't received the bill for the speed bumps, but she is working on it. Additionally, she reported that she will talk with his crew in the next day or so regarding the best way to repair the speed bumps on Mason Street.

## **LANDSCAPING**

Councilor Montross reported that we had received an email from a Parkrose resident who pointed out that some invasive weeds were in some of our landscaping. Sierra was asked to remove them, but it never got done. They are located at Mason & Maywood Place. She will reach out to Dan (at Valley View) to make sure that they're removed. Mayor Castor agreed that we need to get rid of them sooner rather than later so that they don't spread.

Councilor Montross wants to address the issue regarding the island just off the bike path where all the campers are. She asked Mayor Castor if he would reach out to HOPE team. The campers have been having some good cook-outs there. Mayor Castor replied that he was sending them an email right now.

#### **4<sup>TH</sup> OF JULY AND NNO**

Councilor Montross reported that since the Governor extended the state of emergency to July 6, she is suggesting moving our City celebrations to August and having one big event with a band, BBQ, first responders, and kids' games. Mayor Castor reported that with Governor Brown's extension through July 6, we can't hold the event on July 4<sup>th</sup>. He asked for everyone to weigh in. He wondered if we should push it back. Councilor Montross reported that National Night Out is the first Tuesday in August, and her proposed date would be the Saturday after. Mayor Castor asked if we would combine everything. Councilor Montross said that there would be no parade, but more kids' games, maybe a dunk tank, and more activities. Mayor Castor reported that his only hesitation is that once restrictions are lifted, it won't be a quick get back to normal. If there's not another extension, we will still see a phased approach in the return to normal. Even relaxed guidelines may not allow for the type of gathering that we'd like to have. He suggested that we push it as far back in August as possible, and make the plans tentative. Councilor Montross reported that she initially thought about September, but if we are back to normal, school activities will be going on. Mayor Castor said that he likes the idea of planning for something. Councilor Montross, reported that the 29<sup>th</sup> is the last Saturday in August. That could be our tentative date. Mayor Castor mentioned that with a more activity-based event, he would like for Councilor Montross to put together an agenda of what it would look like. Councilor Montross agreed to do so.

#### **COMMONS & PUBLIC SAFETY**

Councilor Montross reported on progress with the Commons lighting. She reported that we need a master plan before digging for lighting and irrigation. It had also been suggested that we wait until the leaves are on the trees. She noted that Alameda is willing to work with us. She also talked to Valley View. They know we want to do something and are on board. Mayor Castor requested that someone on the council, or two-person partnership on the council, take on the Commons development project. The survey has indicated that residents are interested in a building or structure, playground, basketball or tennis courts... many things. We need to draft of an RFP and publish it for public comment. Councilor Montross indicated that she would like to continue working on the Commons project. Mayor Castor would like to solicit designs from the community. Recorder Sanders was asked to send community survey data to Councilor Montross.

Mayor Castor reported that he had emailed Lt Jordan and the HOPE team about the campers on the island.

Councilor Montross mentioned one public safety item. A reckless driver came down Maywood Place at a high rate of speed, and wound up crashing into a portable basketball hoop in the cul-de-sac. A number of citizens tried to get info on the vehicle. It had no plates, and the driver fled the scene. We need to really do something with the divortor. Resident Mike Reynolds will put together some temporary solutions to assist with safety. He will get some costs to us.

Councilor Williams asked Councilor Montross about weeds that need to be removed. Yes, they are noxious weeds and dangerous to pets. Councilor Williams said that we had received an anonymous comment in the Zoom chat, "No don't take them from Campaign." Treasurer Irwin mentioned that the comment probably related back to the earlier discussion on moving the parking signs.

#### **LAPTOPS & PBOT**

Councilor Williams reported on purchasing laptops for the Council. He is having to rely on online research instead of hands-on for laptop options. He should be able to complete research this week.

Councilor Williams reported that ODOT emailed us today asking about the speed limit on 102<sup>nd</sup> from Mason to Fremont, regarding lowering it from 35 to 30. Mayor Castor reported that if PBOT wants to change the speed, they have to get approval from ODOT. We didn't think that reducing the speed limit from the bridge all the way to Halsey was necessary, but for our part of NE 102<sup>nd</sup>, it was okay.

Councilor Akers inquired about where we are with PBOT. They were supposed to get back with us. Mayor Castor asked on what topic. Councilor Akers replied on plans they're proposing at Maywood Place and 102<sup>nd</sup>. Mayor Castor asked Councilor Williams about following up on the pedestrian and bicycle path design and lane striping at that location. Councilor Akers reported that there were issues with their statistics and counts with bicycle and traffic usage. Mayor Castor reported that at this point, it's not our concern. The concern is that it's poorly design. PBOT admitted this, and said that they were going to redesign. We need to follow up and not let it fall off the table. Councilor Montross reported that there were PBOT representatives out Saturday. They talked to Nathan about a bump-out at the bus stop, etc. It looks like they are working on it, but she didn't feel like she should get involved in it. Mayor Castor reported that we haven't seen any of their designs. He asked Councilor Williams to follow up with Leor. Councilor Williams clarified that he was to follow up with ODOT regarding the speed limit to the south and follow up with Leor regarding the design from Fremont to the bridge on 102<sup>nd</sup>.

Councilor Williams returned to the laptop issue and asked Treasurer Irwin regarding budget and how much should be left after the purchase of the laptops. Treasurer Irwin replied that he can split the cost over two budget years if necessary. There is about \$4,000 available this budget year, with no other allocation for the remainder of the year, so he is free to use it all for the laptop purchase.

### **BUDGET**

Treasurer Irwin reported that she submitted approved budget documents to TSCC, and is waiting for their review and response. Our LB1 notice was approved, which is the public notice document for the budget hearing scheduled in June. This document will be mailed out to all residents.

### **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.

Councilor Montross reported that Nathan had just informed her that the city-wide garage sale has been cancelled for 2020. The next city-wide garage sale will be held July 16-18, 2021. Councilor Montross asked City Recorder Sanders to put a notice on the website and in the newsletter.

Marianne asked if there is a way to tell bikers flying down the bike path to go to the street, so that people walking the path with animals or children can be safe on the path. Mayor Castor reported that there is ongoing conversation with ODOT regarding this issue. The path runs through our city, but the path belongs to ODOT. It is a multi-use path, open to all. He agrees, it's a safer option for speeding bikers to use the street. He'll reach out to Ted Miller and ODOT to see if there's a sign that can be placed or a speed limit that can be posted. For example, Nike has a speed limit on their campus. Mayor Castor thanked Marianne for bringing up the issue.

Mayor Castor asked if anyone else had any comments. Council President Winslow asked if we had an audit taken of the current emergency supplies in the container. He wondered if there is a record written down somewhere. Councilor Montross reported that they threw out quite a bit due to expired product and that we need to restock it.

Mayor Castor asked Council President Winslow and Councilor Montross if they would make it a priority. They agreed.

There was no further public comment.

**Mayor Castor requested a motion to adjourn. The motion was made by Councilor Akers, and seconded by Councilor Williams. 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 8:00 pm.**

FINAL