



MAYWOOD PARK CITY COUNCIL AGENDA

Virtual meeting via Zoom

Zoom URL: <https://us02web.zoom.us/j/83844104152>

Maywood Park, OR 97220

Agenda posted Friday, June 19, 2020 to City website and Facebook page. City Council agendas & minutes can be found on the City's website at www.cityofmaywoodpark.com. The meeting location is wheelchair accessible by elevator. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made a week in advance before the meeting to office@cityofmaywoodpark.com or 503-255-9805. Citizen comments on agenda items should be limited to 3 minutes or less.

MONDAY, JUNE 22, 2020

REGULAR COUNCIL MEETING

7:00 PM

1. CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
2. PRESENTATION
 - a. None
3. PUBLIC HEARING
 - a. None
4. COUNCIL BUSINESS
 - a. Approval of Minutes: 06/01/2020 Budget Hearing, 06/01/2020 Council Meeting
 - b. Approval of Treasurer Report: May
 - c. Resolutions: None
 - d. Ordinances: None
5. UNFINISHED BUSINESS & UPDATES
 - Mayor Castor
 - a. Task List: Traffic diverter at Skidmore and Maywood Place
 - b. Updates: Wastewater System & Franchises
 - Council President Winslow
 - a. Task List: Zoning ordinances development/emergency supplies
 - b. Updates: Planning/Zoning
 - Councilor Akers
 - a. Task List: Cost of replacing speed signs/Bids for speed bump installation/Cost for stop sign at 99th Ave
 - b. Updates: Public Works
 - Councilor Montross
 - a. Task List: Park Watch/ Maywood Commons Lighting and RFP for Maywood Commons/99th and Failing Signage/Summer celebration/emergency supplies
 - b. Updates: Public Safety & Community Affairs
 - Councilor Williams
 - a. Task List:
 - b. Updates: None.
 - City Recorder
 - a. Task List:
 - b. Updates:
 - City Treasurer
 - a. Task List:
 - b. Updates:
6. CITIZEN COMMENT ON NON-AGENDA ITEMS
7. NEW BUSINESS:
8. ADJOURN

8:00 PM

GUIDELINES FOR PUBLIC COMMENT AT CITY COUNCIL MEETINGS

In order to hear as many different viewpoints as possible in the limited time available, the city council asks citizens to:

Refrain from side conversations while the meeting is in progress.

Wait until the Mayor invites citizen comment on an agenda item. Raise your hand to indicate you wish to speak. Each citizen may address the Council once on any agenda item.

When it is your turn to speak please:

- * State clearly your first and last name.
- * Concisely state your point and keep your comments limited to under 3 minutes. A timer will be used.
- * If previous speakers have made the same point, tell the Mayor that you do not need to speak because your point has been made.
- * If you plan to present a handout, give it to the city recorder to distribute to the council. Citizens who wish to submit lengthy or detailed testimony are encouraged to provide their comments in written form at least a week in advance to allow Council time to consider the information provided. Materials can be dropped into the black mailbox outside of the city office, or emailed to office@cityofmaywoodpark.com.
- * Address remarks to all council members. City council members pledge to be respectful and open to citizens that appear before them, and expect speakers to do the same.

If you have additional points, or feel more comfortable communicating your thoughts in writing, you may write the City Council a letter to 10100 NE Prescott St. Suite 147 Maywood Park, OR 97220 or email to office@cityofmaywoodpark.com and it will be distributed to the Council and made a part of public record.

Thank you,

City of Maywood Park

MINUTES OF COUNCIL MEETING
FOR THE CITY OF MAYWOOD PARK
01 JUNE 2020 7:00-8:00 PM

- BUDGET HEARING -

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: Anonymous, Galaxy Note9, Linda Hardin, Miriam Berman

The Budget Hearing was called to order at 7:05 pm.

REVIEW DRAFT OF ADOPTED BUDGET DOCUMENT

Treasurer Irwin reviewed the final budget process. She reported no changes in the budget document from what was approved on April 20th by the Budget Committee. As a reminder, by law, changes made by the Council to the approved budget are limited to changes of less than 10% or \$5,000. Ms. Irwin opened the floor to the Council for comment. Mayor, Castor noted that it's challenging to know what will be happening with coming revenues due to the Corona virus and law enforcement issues and agreed that staying with the approved budget is best for now. Ms. Irwin agreed. She reported that we can re-address any significant changes that need to be made to the adopted budget it in a public forum if budgeted revenues or expenditures change in a major way. Any changes within line items that do not affect overall categories can be changed by resolution. Council President Winslow mentioned that for the sewer plan implementation, we might be looking at \$5,000 to \$10,000 in consultant fees over the next year. Ms. Irwin reported that we do have \$25,000 budgeted in the Wastewater System Reserves fund for PACE and FCS Group. This budget can also be used for other consultant fees even though it's currently labeled for PACE and FCS Group. The General fund also has \$5,000 budget allocated for legal services. If expenses come up, there are some places where we can draw funds in the budget. Ms. Irwin asked if there were any other questions. There were none.

PUBLIC COMMENT

Ms. Irwin then opened the floor to public comment to see if there were any questions. Councilor Williams explained how to comment. There were no comments or questions.

ADOPTION OF BUDGET AND RESOLUTIONS

General Fund (Pages 1-3):

Ms. Irwin asked the council for a motion to adopt the 2020-2021 General Fund budget for total expenditures and unappropriated ending fund balance of \$322,200 as submitted. Councilor Akers made the motion, Councilor Montross seconded the motion. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

State Tax Street Fund (Pages 4-6):

Ms. Irwin asked for a motion to adopt the 2020-2021 State Tax Street Fund budget for total expenditures of \$185,000 as submitted. Councilor Akers made the motion, Councilor Montross seconded the motion. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

Storm Drain Reserves Fund (Page 7):

Ms. Irwin asked for a motion to adopt the 2020-2021 Storm Drain Reserves Fund budget for total expenditures and reserved for future expenditures of \$158,000 as submitted. Councilor Akers made the motion, Councilor Montross seconded the motion. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

Wastewater System Reserves Fund (Page 8):

Ms. Irwin asked for a motion to adopt the 2020-2021 Wastewater System Reserves Fund budget for total expenditures of \$64,000 as submitted. Councilor Akers made the motion, Councilor Montross seconded the motion. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

Failing Street Property Development Reserves Fund (Page 9):

Ms. Irwin asked for a motion to adopt the 2020-2021 Failing Street Property Development Reserves Fund budget for total reserved for future expenditures of \$119,800 as submitted. Councilor Akers made the motion, Councilor Montross seconded the motion. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

Attachment No. 1:

Ms. Irwin asked for a motion to adopt the 2020-2021 Attachment No. 1 to the Budget Document which shows allocation for administrative services between the General Fund and Street Fund. Councilor Akers made the motion, Councilor Montross seconded the motion. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

Tax Levy:

Ms. Irwin asked for a motion to adopt the permanent tax levy set at \$1.95 per \$1,000 AV for the 2020-2021 budget year. Councilor Akers made the motion, Councilor Montross seconded the motion. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

Resolutions:

Ms. Irwin asked for a motion to approve Resolution 281 Adopting the Budget and Tax Levy. Councilor Akers made the motion, Councilor Montross seconded the motion. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

Ms. Irwin asked for a motion to approve Resolution 282 Certifying Services Provided. Councilor Akers made the motion, Councilor Montross seconded the motion. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

Ms. Irwin asked for a motion to approve Resolution 283 Declaring the City's Election to Receive State Revenues. Councilor Akers made the motion, Councilor Montross seconded the motion. Mayor Castor voted aye, Council President Winslow voted aye, Councilor Akers voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

MOTION TO ADJOURN

Treasurer Irwin 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 7:18 pm.

MINUTES OF COUNCIL MEETING
FOR THE CITY OF MAYWOOD PARK
01 JUNE, 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: Bill, Bob Burrow, Galaxy Note9, George D, Kim, Linda Hardin, Miriam Berman, nimsk

The City Council Meeting was called to order at 7:21 pm.

PRESENTATION

None

PUBLIC HEARING

None

APPROVAL OF MINUTES

Mayor Castor asked the council to review the minutes from the May 18 Council meeting. 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 May 18 Council 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.

RESOLUTION 280A

Mayor Castor asked City Recorder Sanders to present Resolution 280A, CIS Volunteer Resolution. Councilor Williams asked if this resolution is for covering our volunteers if anyone should get injured while helping with City events. Ms. Sanders affirmed that it is. Ms. Sanders asked if there were any other questions. There were none. She called for a motion to approved Resolution 280A, CIS Volunteer Resolution. 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.

SURVEYS

Mayor Castor asked Ms. Sanders if we had received anymore community survey responses. Ms. Sanders reported that she had closed the survey on Monday, May 25th, and that we had received one more hardcopy response and several more online responses. Mayor Castor asked that the results be sent to the Council for review before we publish them on the website.

WASTEWATER

Mayor Castor reported nothing new regarding wastewater and reminded everyone that there was a work session on this topic following the meeting.

INSTITUTIONALIZED RACISM TRAINING

Mayor Castor reported that he had received an email from a resident inquiring what we were doing to combat institutionalized racism and how we were working toward racial equality in our community. He reported that we

live in a good community where we don't see any acts of racism, but that doesn't mean that we shouldn't actively work against racism. He has gathered some resources for the Council. He has reached out to our law enforcement to share what they are doing to train their team members and how they are trying to positively engage the community. Mayor Castor said that he was glad that a community member reached out and encouraged us to grow. He then asked if there were any comments? Council President Winslow reported that he first moved to the City in 1981. The neighbors were welcoming and he never had a problem other than one incident in 1983 when gunshots entered his home. Council President Winslow believes that we can accomplish these things by being who we are. He said that it doesn't hurt to learn something new and that it is a good thing to bring up and talk about openly and honestly. He told Mayor Castor that he appreciates what he said and that it means a lot.

TREE ORDINANCE

Mayor Castor continued the meeting with Council President Winslow's report. Council President Winslow reported that there seems to be some confusion among residents about trimming trees near the street. We do have an ordinance that requires the trees to be trimmed.

EMERGENCY SUPPLIES

Council President Winslow reported that he met with Councilor Montross, and that they have a good idea of what is needed in the way of emergency supplies. Resident Mike Reynolds will supply a list of what we need. Resident Reynolds is working with Councilor Montross. They are coming up with an outline for the future. This project is in the works.

Councilor Williams asked Council President Winslow if he had trouble finding the tree ordinance on the new codified website link, or if he was looking in the old ordinances section. Councilor Williams was concerned that the Ordinance didn't make it into the new Code. Councilor Montross had given a hard copy to him. Councilor Akers had a copy in an old email that he forwarded to her. Councilor Williams asked if it was not on the website. Councilor Montross reported that she couldn't find it. Councilor Akers reported that it was in the original welcome packet given to new residents along with a list of utilities and important Ordinances that the City felt people should have.

MULTNOMAH COUNTY/SIGNAGE

Mayor Castor asked Councilor Akers about the status of speed bumps and signage. Councilor Akers reported that Councilor Montross has the update information.

Councilor Montross reported that Councilor Akers picked up the permit parking signs and are in the process of being put up. Several signs are missing, so she ordered more to replace them. The sign fabricator will be in next week, and they will get us the signs ASAP. They didn't have the bracket to put signs up on Failing and Maywood Place, but will get that to us. Once things get back to normal, the County will put up stop signs at Failing Street and 99th Avenue.

Councilor Montross continued with her updates. Residents tend to forget that we don't have an open checkbook and they don't understand why things aren't done right away. Regarding Valley View, Dan and Kyle came out to look at trimming around the fence on the berm, and she is in discussion with them. The budget funds are not available right now [this fiscal year.] However, Valley View will come out in mid-June and will do a 30-day invoice to be billed in July. They will address the ivy issue and what needs to be trimmed back. Some of the trimming falls to the residents, since it is on their property. Mayor Castor said that he appreciates the comments regarding the budget. People don't always realize that.

Councilor Montross reported on the Commons lighting. She spoke with the neighbors surrounding the Commons, and found that they don't have an issue with the current lighting. She met with Council President Winslow, and the lighting will be addressed in the master plan for the Commons that they are working on.

Councilor Montross also reported that there is a City of Maywood Park emergency book. She has it. They're working on a master plan, and want to update the emergency plan in the process.

Councilor Montross reported that we have had a lot of returned mail items of public notices sent to all residents. She checked the addresses and found that the letter carrier should be delivering them. She will talk to the letter carrier and the post office.

PBOT

Councilor Williams reported no updates with regards to PBOT and the changes on NE 102nd Ave/NE Prescott Street.

BUDGET

Treasurer Irwin reported no further comments or updates.

NEW BUSINESS AND PUBLIC COMMENT

Mayor Castor reported that the Sheriff's Department mentioned they are noticing more and more parking violations, including people parking in the wrong direction on the street and derelict vehicles. They are going to start citing or warning people about these things. On one of his drives through the community, the sheriff's deputy stopped county at 50 offenses. Mayor Castor also did an informal drive through and found seven cars on Skidmore Street parked the wrong direction. They will begin tagging derelicts for towing with a 5-day notice.

A question was asked through chat from George D. "Where does the money from fines go?" Mayor Castor reported that since we don't have a municipal court, the money goes to the county. We explored having a court when Mayor Hardie was in office, but we need a place to hold it, and the college wouldn't work. In addition, the potential infractions versus the cost of setting up a municipal court indicated that it wasn't worthwhile.

Treasurer Irwin asked if the Sheriff's Department is going to enforce parking by permit only on Campaign between 99th and 102nd. Mayor Castor reported that yes, they will. If anyone lives in an area where there are parking by permit only signs, and they need a parking permit sticker, please reach out to office@cityofmaywoodpark.com and we can provide stickers.

George D. asked when the Sheriff's Department will begin to cite parking violations. Mayor Castor replied that we should all be obeying the law now, rather than wait until a date in the future.

Mayor Castor asked if there was any other new business. Resident Ron Dickson was recognized. He said that he has a friend that works in the grant department who said that there is a 50% increase in grant writing. He wondered where we are on our grant writing. Mayor Castor replied that Michelle mentioned we cannot spend money we don't have. We have budgeted for a grant writer in the 2020-2021 budget, but that money isn't available yet. Resident Dickson asked why we don't have a committee for volunteer work in the City. He helped a neighbor remove arbor vitae for free. Mayor Castor asked for clarification. Resident Dickson said that he was thinking of residents helping other residents. Mayor Castor replied that this wouldn't be a City function, but if he is willing to head up a committee to recruit volunteers for City functions, he may do so. Councilor Montross mentioned that is what Friends of Maywood Park (Facebook) is for. Resident Dickson said that he was surprised at how many young people we have with kids. We need to approach people and ask. Mayor Castor reported that Mr. Deal-Erickson had taken on the new resident welcoming from Mrs. Burrow. He suggested to Mr. Dickson that it may

be worth getting in touch with him, and start to drum up volunteers. Councilor Williams noted that the newsletter used to go out more frequently with babysitter and other listings. It was nice to have. Mayor Castor observed that certain things get more response than others. The Easter Egg Hunt got a good response, but the tree lighting and 4th of July not as much. We need to break down the barrier for new people and help them feel comfortable in volunteering in the community.

Mayor Castor asked if anyone else had comments.

Councilor Montross said that when Dan from Valley View was out, they asked if they could bring in a porta potty for the big cleanup. With the COVID measures in place, there is no access to public toilets. They will put it behind the dumpster, and it will be locked. Mayor Castor asked how long it will be there. Councilor Montross said that it's just for a couple of weeks while the big cleanup is underway. Mayor Castor approved.

Mayor Castor reached out to ODOT regarding bicycle speeds on the multi-use path. He received an email that bounced him from one person to another. They're seeing what they can do. Possibly add speed limit signs. They are aware of the issue and are trying to come up with solutions.

Councilor Montross reported that a light on lamppost #4 is out, so she contacted Gresham for replacement. Another light with the left turn arrow on it is also out, but it's an ODOT light. She will contact them to have it replaced.

Resident Miriam Berman submitted through chat that she would love to help on Ron's volunteer committee.

There were no further comments.

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 8:11 pm.



Monthly Treasurer's Report

City of Maywood Park
For the period ended May 31, 2020

Prepared by
Wendy Irwin

Prepared on
June 3, 2020

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Assets, Liabilities, & Fund Balance - Cash Basis

As of May 31, 2020

| | Total |
|--|---------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 1-100 General Fund Cash | |
| 1-105 OnPoint Checking | 27,545.06 |
| 1-106 OnPoint Money Market | 49,450.40 |
| 1-107 OnPoint Savings | 5.00 |
| 1-110 Petty Cash | 73.99 |
| Total 1-100 General Fund Cash | 77,074.45 |
| 2-100 Street Fund | |
| 2-105 OnPoint Checking | 11,150.76 |
| 2-106 OnPoint Money Market | 52,330.20 |
| Total 2-100 Street Fund | 63,480.96 |
| 3-100 Storm Drain Reserves Fund | |
| 3-108 Umpqua Money Market | 6,595.29 |
| 3-115 Umpqua 1 yr CD | 129,287.70 |
| Total 3-100 Storm Drain Reserves Fund | 135,882.99 |
| 4-100 Sewer Reserves Fund | |
| 4-106 OnPoint Money Market | 67,512.85 |
| Total 4-100 Sewer Reserves Fund | 67,512.85 |
| 5-100 Commons/Failing St Fund | |
| 5-106 OnPoint Money Market | 27,796.75 |
| 5-108 Umpqua Money Market | 8,071.24 |
| 5-115 Umpqua 1 yr CD | 82,744.13 |
| Total 5-100 Commons/Failing St Fund | 118,612.12 |
| Total Bank Accounts | 462,563.37 |
| Total Current Assets | 462,563.37 |
| Fixed Assets | |
| 1-180 Street Improvements | 314,350.07 |
| 1-185 Furniture and Equipment | 8,179.08 |
| 1-190 Investment in Property & Equip | -322,529.15 |
| Total Fixed Assets | 0.00 |
| TOTAL ASSETS | \$462,563.37 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| 1-210 Payroll Tax Liabilities | 41.76 |
| Total Other Current Liabilities | 41.76 |
| Total Current Liabilities | 41.76 |

| | Total |
|---|---------------------|
| Total Liabilities | 41.76 |
| Equity | |
| 310 Beginning Fund Balance | |
| 1-310 General Fund | 65,612.64 |
| 2-310 Street Fund | 66,225.70 |
| 3-310 Storm Drain Reserve Fund | 152,713.46 |
| 4-310 Sewer Reserve Fund | 45,741.48 |
| 5-310 Commons/Failing St Fund | 92,009.93 |
| Total 310 Beginning Fund Balance | 422,303.21 |
| 330 Prior Year Net Revenues | 0.00 |
| Net Income | 40,218.40 |
| Total Equity | 462,521.61 |
| TOTAL LIABILITIES AND EQUITY | \$462,563.37 |

Fiscal Year to Date Actual v. Annual Budget - Cash Basis

July 2019 - May 2020

| | Actual | Budget | Total over Budget |
|--|----------------|----------------|----------------------|
| INCOME | | | |
| 1-400 General Fund Income | | | |
| 1-401 Property Tax Revenue | 129,477 | 126,300 | 3,177 |
| 1-402 Franchise Fees | 52,644 | 53,500 | -856 |
| 1-403 OR Cigarette Tax | 772 | 900 | -128 |
| 1-404 OR Liquor Tax (OLCC) | 11,101 | 13,900 | -2,799 |
| 1-405 OR Marijuana Tax | 1,276 | 2,200 | -924 |
| 1-410 OR Revenue Sharing | 8,648 | 8,000 | 648 |
| 1-415 Grants Received | 1,000 | | 1,000 |
| 1-420 Permits, Licenses, Fees | 761 | 500 | 261 |
| 1-425 Fire District 10 Reimbursement | 3,101 | 2,600 | 501 |
| 1-430 Interest Income GF | 24 | | 24 |
| 1-435 County Alarm Excess | | 100 | -100 |
| 1-490 Transfers In GF | 9,400 | 9,400 | 0 |
| Total 1-400 General Fund Income | 218,206 | 217,400 | 806 |
| 2-400 Street Fund Income | | | |
| 2-430 Interest Income SF | 78 | | 78 |
| 2-440 State Street Tax (ODOT) | 50,141 | 53,600 | -3,459 |
| 2-490 Transfers In SF | 22,200 | 22,200 | 0 |
| Total 2-400 Street Fund Income | 72,419 | 75,800 | -3,381 |
| 3-400 Storm Drain Reserve Fund Income | | | |
| 3-430 Interest Income SDRF | 2,490 | 1,800 | 690 |
| Total 3-400 Storm Drain Reserve Fund Income | 2,490 | 1,800 | 690 |
| 4-400 Sewer Reserves Fund Income | | | |
| 4-430 Interest Income SRF | 52 | | 52 |
| 4-490 Transfers In SRF | 25,800 | 25,800 | 0 |
| Total 4-400 Sewer Reserves Fund Income | 25,852 | 25,800 | 52 |
| 5-400 Commons/Failing St Fund Income | | | |
| 5-430 Interest Income FSF | 1,600 | 1,000 | 600 |
| 5-490 Transfers In FSF | 25,000 | 25,000 | 0 |
| Total 5-400 Commons/Failing St Fund Income | 26,600 | 26,000 | 600 |
| Total Income | 345,566 | 346,800 | -1,234 |
| GROSS PROFIT | 345,566 | 346,800 | -1,234 |
| EXPENSES | | | |
| 1 General Fund Expenses | | | |
| 1-500 Personnel Services | | | |
| 1-501 Treasurer | 11,440 | 13,200 | -1,760 |
| 1-502 Recorder | 15,290 | 19,400 | -4,110 |
| 1-504 Admin Assistant | | 10,000 | -10,000 |

| | | | Total |
|--|----------------|----------------|--------------------|
| | Actual | Budget | over Budget |
| 1-510 Payroll Tax Expense | 2,355 | 5,000 | -2,645 |
| 1-515 Council Stipends | 2,400 | 6,000 | -3,600 |
| Total 1-500 Personnel Services | 31,485 | 53,600 | -22,115 |
| 1-600 Materials and Services | | | |
| 1-601 Audit Services | 9,000 | 9,000 | 0 |
| 1-602 Legal Services | | 5,000 | -5,000 |
| 1-603 Code Enforcement | 5,430 | 10,000 | -4,570 |
| 1-604 Noise and Nuisance Control | | 1,500 | -1,500 |
| 1-606 Insurance and Bonding | 4,293 | 7,000 | -2,707 |
| 1-607 Public Notices and Filings | 150 | 2,000 | -1,850 |
| 1-608 Operating Supplies | 2,725 | 3,000 | -275 |
| 1-609 Postage | 1,037 | 1,000 | 37 |
| 1-610 Printing and Copying | 3,755 | 3,500 | 255 |
| 1-611 Dues and Subscriptions | 4,380 | 4,000 | 380 |
| 1-612 Conferences and Meetings | | 500 | -500 |
| 1-613 Bank Fees GF | | 100 | -100 |
| 1-615 City Events and PR | 10,394 | 15,000 | -4,606 |
| 1-620 Telephone and Internet | 1,615 | 3,000 | -1,385 |
| 1-621 Rent | 5,669 | 6,000 | -331 |
| 1-627 Planning and Zoning | | 1,000 | -1,000 |
| 1-630 Commons/Failing St Maint | 5,147 | 6,500 | -1,353 |
| Total 1-600 Materials and Services | 53,596 | 78,100 | -24,504 |
| 1-700 Public Safety Services | | | |
| 1-701 Sheriff and Patrol Protection | 29,021 | 40,000 | -10,979 |
| 1-702 911/Police/EMS (BOEC) | 13,609 | 20,000 | -6,391 |
| 1-703 Traffic Missions/Patrols | | 5,000 | -5,000 |
| 1-710 CERT | | 500 | -500 |
| 1-711 Park Watch | | 1,000 | -1,000 |
| Total 1-700 Public Safety Services | 42,630 | 66,500 | -23,870 |
| 1-910 Capital Outlay - Office Furn and Equip | 2,767 | 4,500 | -1,733 |
| 1-990 Transfers Out GF | 73,000 | 73,000 | 0 |
| 1-995 Operating Contingency GF | | 4,700 | -4,700 |
| Total 1 General Fund Expenses | 203,479 | 280,400 | -76,921 |
| 2 Street Fund Expense | | | |
| 2-801 Street and Diverter Maint | 11,177 | 16,000 | -4,824 |
| 2-802 Street Sign Maintenance | 1,064 | 2,000 | -936 |
| 2-810 Bike Path Maintenance | | | |
| 2-811 Landscape Services | 34,930 | 32,000 | 2,930 |
| 2-812 Street Lamps | 140 | 1,000 | -860 |
| 2-813 Electricity | 2,371 | 3,000 | -630 |
| 2-814 Trash Can/Pet Waste | | 500 | -500 |

| | | | Total |
|---|-----------------|--------------------|--------------------|
| | Actual | Budget | over Budget |
| 2-815 Irrigation | 5,058 | 7,000 | -1,942 |
| 2-816 Fountain Repairs & Maint | | 3,000 | -3,000 |
| Total 2-810 Bike Path Maintenance | 42,499 | 46,500 | -4,001 |
| 2-900 Capital Outlay SF | | | |
| 2-902 Street Sign Additions | | 15,000 | -15,000 |
| 2-903 Street Speed Bumps/Traffic | 11,852 | 35,000 | -23,148 |
| 2-904 Street Lamps/Protection | | 2,500 | -2,500 |
| 2-905 Street Shoulders Pave 50% | | 7,200 | -7,200 |
| Total 2-900 Capital Outlay SF | 11,852 | 59,700 | -47,848 |
| 2-990 Transfers Out SF | 9,400 | 9,400 | 0 |
| 2-995 Operating Contingency SF | | 5,200 | -5,200 |
| Total 2 Street Fund Expense | 75,991 | 138,800 | -62,809 |
| 3 Storm Drain Reserve Fund Exp | | | |
| 3-801 Storm Drain Maint/Repair | 19,320 | 19,321 | -1 |
| 3-900 Capital Outlay UIC | | 5,679 | -5,679 |
| Total 3 Storm Drain Reserve Fund Exp | 19,320 | 25,000 | -5,680 |
| 4 Sewer Reserve Fund Expense | | | |
| 4-801 PACE Consulting | 6,558 | 50,000 | -43,443 |
| 4-802 FCS Consulting Services | | 10,000 | -10,000 |
| Total 4 Sewer Reserve Fund Expense | 6,558 | 60,000 | -53,443 |
| Total Expenses | 305,348 | 504,200 | -198,852 |
| NET OPERATING INCOME | 40,218 | -157,400 | 197,618 |
| NET INCOME | \$40,218 | \$ -157,400 | \$197,618 |

Change in Cash for the Month

May 2020

| Date | Transaction Type | Name | Amount | Balance |
|--------------------------------|----------------------|--------------------------------|------------|------------|
| 1-100 General Fund Cash | | | | |
| 1-105 OnPoint Checking | | | | |
| 05/01/2020 | Expense | Google GSuite | -144.00 | -144.00 |
| 05/01/2020 | Bill Payment (Check) | Fort Knox Moving & Storage | -79.00 | -223.00 |
| 05/05/2020 | Expense | Office Depot | -340.00 | -563.00 |
| 05/06/2020 | Expense | Amazon | -2,695.00 | -3,258.00 |
| 05/06/2020 | Deposit | Heiberg Garbage & Recycling | 1,704.81 | -1,553.19 |
| 05/06/2020 | Deposit | State of Oregon OLCC | 1,134.10 | -419.09 |
| 05/07/2020 | Deposit | Cookie Girls | 93.60 | -325.49 |
| 05/07/2020 | Bill Payment (Check) | Multnomah County MCSO | -9,673.75 | -9,999.24 |
| 05/07/2020 | Bill Payment (Check) | S-2 Contractors, Inc. | -11,852.00 | -21,851.24 |
| 05/07/2020 | Bill Payment (Check) | Chris Williams | -107.40 | -21,958.64 |
| 05/07/2020 | Bill Payment (Check) | Valley View Landworks | -350.00 | -22,308.64 |
| 05/07/2020 | Check | Cookie Girls | -93.60 | -22,402.24 |
| 05/07/2020 | Transfer | | 11,852.00 | -10,550.24 |
| 05/10/2020 | Expense | Intuit Quickbooks | -70.00 | -10,620.24 |
| 05/12/2020 | Expense | Intuit Quickbooks | -43.00 | -10,663.24 |
| 05/13/2020 | Deposit | Comcast (Customer) | 2,868.62 | -7,794.62 |
| 05/13/2020 | Deposit | State of Oregon Shared Revenue | 1,853.28 | -5,941.34 |
| 05/18/2020 | Deposit | OR Cigarette City Tax | 75.15 | -5,866.19 |
| 05/19/2020 | Deposit | PacifiCorp | 1,104.18 | -4,762.01 |
| 05/19/2020 | Deposit | PacifiCorp | 1,108.97 | -3,653.04 |
| 05/20/2020 | Expense | TracFone | -16.15 | -3,669.19 |
| 05/25/2020 | Deposit | Multnomah County Oregon | 349.88 | -3,319.31 |
| 05/26/2020 | Transfer | | -22.41 | -3,341.72 |
| 05/26/2020 | Bill Payment (Check) | Mt. Hood Community College | -800.00 | -4,141.72 |
| 05/26/2020 | Bill Payment (Check) | City of Portland BOEC | -717.63 | -4,859.35 |

| Date | Transaction Type | Name | Amount | Balance |
|---|-------------------------|---|----------------------|----------------|
| 05/26/2020 | Bill Payment (Check) | Comcast Business | -150.83 | -5,010.18 |
| 05/29/2020 | Tax Payment | IRS | -544.57 | -5,554.75 |
| 05/29/2020 | Tax Payment | OR Department of Revenue | -154.49 | -5,709.24 |
| 05/29/2020 | Payroll Check | Wendy K. Irwin | -659.14 | -6,368.38 |
| 05/29/2020 | Payroll Check | Elaine R. Sanders | -969.27 | -7,337.65 |
| Total for 1-105 OnPoint Checking | | | \$ -7,337.65 | |
| 1-106 OnPoint Money Market | | | | |
| 05/31/2020 | Deposit | OnPoint Credit Union | 4.20 | 4.20 |
| Total for 1-106 OnPoint Money Market | | | \$4.20 | |
| Total for 1-100 General Fund Cash | | | \$ -7,333.45 | |
| 2-100 Street Fund | | | | |
| 2-105 OnPoint Checking | | | | |
| 05/07/2020 | Bill Payment (Check) | Valley View Landworks | -2,645.00 | -2,645.00 |
| 05/07/2020 | Transfer | | -11,852.00 | -14,497.00 |
| 05/13/2020 | Bill Payment (Check) | Rapid Response Bio Clean | -400.00 | -14,897.00 |
| 05/25/2020 | Deposit | Oregon Dept of Transportation (ODOT) | 4,704.19 | -10,192.81 |
| 05/26/2020 | Transfer | | 22.41 | -10,170.40 |
| 05/26/2020 | Bill Payment (Check) | Pacific Power | -196.55 | -10,366.95 |
| Total for 2-105 OnPoint Checking | | | \$ -10,366.95 | |
| 2-106 OnPoint Money Market | | | | |
| 05/31/2020 | Deposit | OnPoint Credit Union | 6.67 | 6.67 |
| Total for 2-106 OnPoint Money Market | | | \$6.67 | |
| Total for 2-100 Street Fund | | | \$ -10,360.28 | |
| 3-100 Storm Drain Reserves Fund | | | | |
| 3-108 Umpqua Money Market | | | | |
| 05/29/2020 | Deposit | Umpqua Bank | 0.28 | 0.28 |
| Total for 3-108 Umpqua Money Market | | | \$0.28 | |

| Date | Transaction Type | Name | Amount | Balance |
|--|-------------------------|----------------------|-----------------|----------------|
| 3-115 Umpqua 1 yr CD | | | | |
| 05/29/2020 | Deposit | Umpqua Bank | 235.65 | 235.65 |
| Total for 3-115 Umpqua 1 yr CD | | | \$235.65 | |
| Total for 3-100 Storm Drain Reserves Fund | | | \$235.93 | |
| 4-100 Sewer Reserves Fund | | | | |
| 4-106 OnPoint Money Market | | | | |
| 05/31/2020 | Deposit | OnPoint Credit Union | 8.60 | 8.60 |
| Total for 4-106 OnPoint Money Market | | | \$8.60 | |
| Total for 4-100 Sewer Reserves Fund | | | \$8.60 | |
| 5-100 Commons/Failing St Fund | | | | |
| 5-106 OnPoint Money Market | | | | |
| 05/31/2020 | Deposit | OnPoint Credit Union | 2.36 | 2.36 |
| Total for 5-106 OnPoint Money Market | | | \$2.36 | |
| 5-108 Umpqua Money Market | | | | |
| 05/29/2020 | Deposit | Umpqua Bank | 0.34 | 0.34 |
| Total for 5-108 Umpqua Money Market | | | \$0.34 | |
| 5-115 Umpqua 1 yr CD | | | | |
| 05/29/2020 | Deposit | Umpqua Bank | 150.82 | 150.82 |
| Total for 5-115 Umpqua 1 yr CD | | | \$150.82 | |
| Total for 5-100 Commons/Failing St Fund | | | \$153.52 | |



City of Maywood Park

10100 NE Prescott St., Suite 147, Maywood Park, OR 97220

Work Session

POSTPONED

Virtual Meeting via Zoom

Zoom url: <https://us02web.zoom.us/j/83844104152>

Maywood Park, OR 97220

Monday, June 22, 2020

8:00 pm to 9:00 pm

8:00 Council Discussion: Wastewater System

8:55 Closing Comments

9:00 Meeting Ends

The sole purpose for this meeting is for the Council to discuss wastewater system possibilities.

MAYOR MATTHEW CASTOR

COUNCIL PRESIDENT ART WINSLOW

Councilor Jim Akers, Councilor Michelle Montross, and Councilor Chris Williams
503-255-9805