



MAYWOOD PARK CITY COUNCIL AGENDA

Virtual meeting via Zoom

Zoom URL: <https://us02web.zoom.us/j/81305967582>

Maywood Park, OR 97220

Agenda posted Friday, January 29, 2021 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 3minutes or less.

MONDAY, FEBRUARY 01, 2021

REGULAR COUNCIL MEETING

7:00 PM

1. CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
2. PRESENTATION
 - a. Gateway Green
3. PUBLIC HEARING
 - a. None
4. COUNCIL BUSINESS
 - a. Approval of Minutes: 01/25/2021 Council Meeting
 - b. Approval of Treasurer Report: None
 - c. Resolutions: None
 - d. Ordinances: None
5. UNFINISHED BUSINESS & UPDATES
 - Mayor Montross
 - a. Task List: Valley View/ODOT/Lovetts/Berm Signs/Johnson Reconsideration Request
 - b. Updates:
 - Council President Reynolds
 - a. Task List: Safety/HOPE Team
 - b. Updates:
 - Councilor Akers
 - a. Task List: Gateway Green/Cost for fire lane, permit parking only on Maywood Place
 - b. Updates:
 - Councilor Berman
 - a. Task List: Gateway Green with Councilor Akers
 - b. Updates:
 - Councilor Wisner
 - c. Task List: Working with Council President Reynolds
 - d. Updates:
 - City Recorder
 - a. Task List: Transfer website hosting
 - 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
25 JANUARY 2021 7:00-8:00 PM

- COUNCIL MEETING -

In Attendance: Mayor Michelle Montross, Council President Mike Reynolds, Councilor Jim Akers, Councilor Miriam Berman, Councilor Robin Wisner
Absent: None
Staff Present: City Recorder Rene' Sanders, Treasurer Wendy Irwin
Residents present: Lt. Jordan, Captain Gullberg, aikatopolski, Allison Hoelter, Andrea, Bill Morgan, Chad Montgomery, Doug Hurlburt, George D, Greg, Jason/Bonnie, Jeff Williams, Josh C, kate lamb, Kelly Walker, Kim, Linda Hardin, marci, Marianne, nimsk, Nonny, Phone, Robert Burrow, Sara and Ed Johnson, SigridWalker, Stef Simmons, Susanne Raymond, Will Murphy

The City Council Meeting was called to order at 7:05 pm.

SHERIFF'S REPORT

Lt. Jordan reported on the Sheriff's activity in Maywood Park for the month of December. There were 20 calls, 18 of which were self-initiated. There were no emergencies, compared with two emergencies in November. The average non-emergency response time was 15 minutes 36 seconds. The total time spent on calls in Maywood park was 14 hours 39 minutes, compared with 11 hours 33 minutes in November. The yearly average time per month is 16 hours. Average time per call was 24 minutes and 25 seconds. They had 3-4 community policing calls, which were about one half of the total. Community policing includes foot patrol community contacts and other community policing efforts. There were no traffic crashes. Lt Jordan then asked if there were any questions.

Councilor Wisner asked if there were any details for the dispatched reports/resolution column. Lt. Jordan explained that information in that column is the clearance information. Councilor Wisner asked specifically about an arrest. Lt. Jordan reported that the person was either on probation or parole. When they contacted the probation or parole officer, the Sheriff's Department was asked to detain the person.

Lt. Jordan introduced Captain Travis Gullberg. He reported that he has been with sheriff's office for two decades and has been Deputy Liaison, Sergeant Liaison, and Lieutenant Liaison to Maywood Park. He went on to explain the development of the Community Partnership Unit (CPU). In August, the Sheriff was clear that the office was going to respond to the public demands for the reimagining of the department and created the Community Partnership Unit which encompasses the outreach programs. It includes the HOPE Team, Community Resource Deputies, Metro Deputy position (which helps with illegal dumping, camping issues and other environmental concerns, and community livability), and TriMet Transit Police. They are about 4-5 months into the project and haven't yet established goals, objectives, and mission/vision statements. There are three keys: enhance community outreach and engagement efforts, implement reimagining police ideals, and coordinate staff training. They are currently working on staff training. Training involves improving active listening skills, communication skills, cultural competency, trauma informed understanding, and anti-racism to improve their response and relationship with the community. Also, their purpose is to engage more with the community and really represent the community.

Captain Gullberg gave some examples of what they are currently working on. He stated that there is a strong need to earn back the public's trust. CPU pulls in all their engagement and outreach teams. He offered the Council, Mayor or anyone from Maywood who has ideas that will help them grow to communicate those to him.

Councilor Wisner asked who the Cultural Competency instructors are. Captain Gullberg replied that they hired an equity and inclusion manger, Rebecca Sanchez. The instructors are all outside instructors. They have new presenters

every week. One topic of training is Police Experience from the Perspective of an Immigrant, with the speaker being an immigrant.

Mayor Montross mentioned that she has some information that she will email to him regarding a workshop on trauma. Captain Gullberg thanked her for the information.

Councilor Wisner asked if the deputies are volunteering or if the meetings are mandatory. Captain Gullberg answered that they are starting with a pilot project with the CPU unit, which is a small group. They are seeing how they can make the training the best they can, and then they will offer it more widely.

There were no more questions. Mayor Montross thanked Captain Gullberg and Lt. Jordan for their time.

APPROVAL OF MINUTES

Mayor Montross asked the Council if they had any corrections to the January 04, 2021 meeting minutes of the Council. There were none. Mayor Montross called for a motion to approve the January 04, 2021, City Council meeting minutes. Councilor Akers made the motion, which was seconded by Councilor Wisner. Mayor Montross voted aye, Council President Reynolds voted aye, Councilor Akers voted aye, Councilor Berman voted aye, Councilor Wisner voted aye.

TREASURER'S REPORT

City Treasurer Irwin presented the Treasurer's Report for the month of December 2020. On the statement of assets, liabilities, & fund balance, pages 3-4 of the report, the total of cash assets is \$514,037.95. On pages 5-7, the fiscal year to date actual vs annual budget amounts are shown. The actual column is for July through December 2020 and the budget column is for the full fiscal year ending June 30, 2021. Ms. Irwin continued reporting that the last 3 pages of the Treasurer's Report show the checks and deposits for each cash account by fund.

Ms. Irwin asked if there were any questions. Mayor Montross asked how often we get the fire district reimbursement. Ms. Irwin reported that we receive it once a year, and that it's about 15% of the total we'd paid for the Sheriff. It's included in income, line item 1-425 for \$2,897.

Councilor Wisner asked what outlay means. Ms. Irwin clarified his question by asking if he meant in reference to Capital Outlay. Councilor Wisner replied yes. Ms. Irwin answered that it means cash out. Councilor Wisner asked what the journal entry was for on the section for change in cash section of the report. Ms. Irwin explained that budgeted transfers were made between the different funds. This happened in December since we received most of our property tax revenues in the general fund. The journal entries were transfers, shown as a deposit in one fund and disbursement in the other fund.

Mayor Montross asked if we have received a credit for the golf cart rental for the Santa Claus event. Ms. Irwin reported that we have not. Mayor Montross will follow up on it. Ms. Irwin reported that the amount paid for the golf cart was \$350.

Ms. Irwin called for motion to approve the December 2020 Treasurer's Report with total cash balance of \$514,037.95. Councilor Wisner made the motion, which was seconded by Councilor Akers. Mayor Montross voted aye, Council President Reynolds voted aye, Councilor Akers voted aye, Councilor Berman voted aye, Councilor Wisner voted aye.

RESOLUTIONS AND FINANCIAL ITEMS

Ms. Irwin presented Resolution 287, Update Authorized Signers on Bank Accounts. This resolution is to update the signers on our bank accounts, removing Matthew Castor and adding Council President Reynolds as signer.

She asked if there were any questions. There were none. She called for a motion to approve Resolution 287, Update Authorized Signers on Bank Accounts. Councilor Akers made the motion, and Councilor Wisner seconded it. Mayor Montross voted aye, Council President Reynolds voted aye, Councilor Akers voted aye, Councilor Berman voted aye, Councilor Wisner voted aye.

Ms. Irwin presented Resolution 288, Storm Drain Reserves Fund Budget Transfer. She reported that we have increased costs in getting our storm drains cleaned out this year. In addition to the cleanout, we also had them mapped and additional repairs made, so the total cost exceeded what was budgeted. We need to transfer money to cover the cost from the capital outlay account to the repairs/maintenance account within the storm drain fund. She asked if there were any questions. There were none. Ms. Irwin called for a motion to approve Resolution 288 Storm Drain Reserves Fund Budget Transfer. Councilor Wisner made the motion, and Councilor Akers seconded. Mayor Montross voted aye, Council President Reynolds voted aye, Councilor Akers voted aye, Councilor Berman voted aye, Councilor Wisner voted aye.

Treasurer Irwin presented the fiscal year end June 30, 2020 audit report from Pauly Rogers. She noted that there were two items included in the agenda packet regarding their audit, the Communication to the Governing Body, and the Financial Report for the Fiscal Year Ended June 30, 2020. The bottom line is on page 2 of 6 of the Communication to the Governing Body, Results of Audit. We received a clean audit opinion, with no issues, and no significant audit findings. Ms. Irwin asked if there were any questions.

Ms. Irwin then presented the 2021-2022 Budget Calendar. She gave a synopsis of the key dates. The Budget Committee meeting will be held on Monday, April 19th. The Budget Hearing will be held on June 7th. She asked if there were any questions on the Budget Calendar.

Councilor Wisner asked about the dates. Ms. Irwin clarified that the committee meeting is April 19th, where we deliberate on the budget with the five residents and five Councilors. The final approval of the budget will be June 7th where the budget will receive its final approval by the Council. There were no more questions.

Ms. Irwin called for motion to approve the 2021-2022 Budget Calendar as presented. Councilor Berman made the motion, and Councilor Akers seconded. Mayor Montross voted aye, Council President Reynolds voted aye, Councilor Akers voted aye, Councilor Berman voted aye, Councilor Wisner voted aye.

UNFINISHED BUSINESS

Mayor Montross pointed out that this is the first meeting with our new Council. She asked everyone, both Council and residents, to have patience and consideration as the new council learns to work together. She stated that the City will not put up with any bullying. She then asked City Recorder Sanders to go over the rules for speaking at a Council meeting.

Ms. Sanders read the key points from the Guidelines for Public Comments at City Council Meetings.

Mayor Montross then reported that people can always email her, text her, or call her. She then gave her cell number for contact. 971-207-0922.

WATER BILL

Mayor Montross reported that the water bill received for last summer was double the usual amount. She reached out to the Portland Water Bureau, and they credited our account by about \$3,000.

VALLEY VIEW

Mayor Montross reported that Valley View cleaned up and removed the Maywood sign on the berm above the freeway. The sign was removed but the shrubbery and the blackberry bushes that bordered the sign remains. She is trying to get ODOT to take care of the blackberry bushes. Next spring, we'll replace the sign.

Mayor Montross reported that she was going to address the Gateway Green issue shortly. She sent a photo of the damage to the lawn near the footbridge to Dan at Valley View. They are also upset about the damage. They have some ideas to bring back our greenery.

SPRINKLER SYSTEM

Mayor Montross spoke to ODOT about repairs to the sprinkler system. They have received bids for around \$100,000. That amount isn't in their budget, but they are working on it.

LOVETT

Mayor Montross reported that Lovett has been doing the clean out and mapping of the storm drains, including catch basins and dry wells. They have given us a quote for work on some needed repair issues. She also spoke with them about the biobags and reported that we will not be putting them out city-wide anymore. Very few of them are reusable, and they are expensive. Mayor Montross stated that if a resident wants bags in front of the grates near their home, we will provide them. However, the requesting resident will be responsible for keeping the grate clean so that the water will drain.

TASKS

Mayor Montross reported that Councilor Wisner will be working with Council President Reynolds on public safety and the HOPE Team. Councilor Berman will be working with Councilor Akers on the Gateway Green issue.

GATEWAY GREEN

Mayor Montross wanted to make it clear that she had not spoken to Linda Robinson, despite social media posts that implied otherwise. Mayor Montross reported that she contacted Gateway Green regarding the parking and destruction of property through their website. She didn't hear from anyone for two weeks, but at 6:05 pm tonight, Ross Swanson from Parks and Rec called her back. He was instrumental in building Gateway Green. He had been contacted, but told them that it was not his department anymore and that it was now an operations issue. He saw the photos and is going to contact several other individuals. Mayor Montross is trying to get someone affiliated with Gateway Green to come to the next council meeting, so that residents can address concerns directly to them.

Mayor Montross had asked Councilor Akers to inquire about the cost of painting a red stripe on the west side of Maywood Place for no parking and a fire lane and permit parking only on the east side.

HOPE TEAM AND PUBLIC SAFETY

Mayor Montross recognized Council President Reynolds to report on his task list. Council President Reynolds reported that Captain Goldberg had covered the HOPE Team. He reported on safety. The multi-use path lighting is being upgraded to LED lights. He is working with Sheriff's Department on increasing patrols for traffic and parking enforcement.

Mayor Montross mentioned that the City is aware that lights on one end of the street are not on. The lights are backordered.

PRICING FOR FIRE LANE STRIPING

Mayor Montross recognized Councilor Akers to report on his task list. Councilor Wisner asked if he and Councilor Akers were a committee or a team. Mayor Montross responded that Councilor Akers will reach out to him. They would discuss it after the meeting.

Mayor Montross apologized to Councilor Akers and asked him to present his update on the pricing for the striping on Maywood Place. Councilor Akers reported that he sent the company an email and placed a phone call, but it has not been returned. He will call again tomorrow if he hasn't heard back.

VANDALISM

Mayor Montross asked Councilor Berman if she had anything to add regarding Gateway Green. Councilor Berman reported that there has been vandalism and broken glass in front of her house from windows of cars being parked there for Gateway Green.

IT

Mayor Montross then recognized City Recorder Sanders for an update on the IT issues. Ms. Sanders reported that Josh set up a new router and got our computers onto the static IP address. In addition, we're waiting on a proposal from him for migrating our website and for redesigning it to something more modern and user friendly.

ANNOUNCEMENTS

Mayor Montross announced the February meeting dates, noting that they will occur on February 1st and February 22nd. The meeting from the third Monday, February 15th was moved to the 22nd in observance of Presidents' Day.

PUBLIC COMMENT

Mayor Montross then opened the floor for public comment.

Residents Sara and Ed Johnson inquired about a request they had emailed October 4, 2020, to the Mayor and all Councilors for 50% reimbursement for replacing their fence that borders the Maywood Commons. Mayor Montross replied that the City doesn't reimburse citizens for home projects. They asked if they could submit an appeal. Mayor Montross pointed out that they built the fence without coming to the City to request reimbursement prior to starting the work. She deferred to City Attorney Jeff Steffen. He said that he would recommend against the City reimbursing 50% for a fence.

Resident Robert Burrow asked about regular City office hours. City Recorder Sanders responded that since the college is closed due to COVID, there aren't regular office hours at this time. The office has no access to running water, and heating is issue. Once the college opens again, office hours will be set.

Resident Kim Hutchinson asked if there would be any presentations regarding the wastewater system plan at upcoming Council meetings. Mayor Montross reported that they are working on it.

Resident Andrea Brown thanked the council for addressing Gateway Green. She asked that if the Fire Lane and Permit Parking is being implemented on Maywood Place, would permit parking also be posted throughout the neighborhood. Mayor Montross responded yes. Resident Brown noted that there were no speedbumps on Beech, and that people are speeding down the street. She asked if it is possible to get speedbumps on the street. Mayor Montross responded that the City will look into it, and asked if the neighbors are in agreement. Resident Brown replied yes, they are. It's dangerous. She's almost been hit several times by cars barreling down the street.

Resident Will Murphey expressed interested in hearing about the completion of the permitting process with the City of Portland. He also wanted to follow up on the wastewater issue and would like to hear more detail about the plan and process. Resident Murphey also requested information on the ballot initiative. He requested

information on the scope of work and the bond council engagement, perhaps at the next meeting or the following one. Mayor Montross thanked him for his input and said that she was making notes on his requests. She replied that the permitting IGA is signed off and is now being done through the City of Portland for at least the next 6 months.

Resident Doug Hurlburt texted a question about the plan for future discussion regarding Gateway Green. Mayor Montross said there isn't a plan yet, but she's trying to get someone to come to the next meeting. Resident Hurlburt texted thank you. Mayor Montross replied you're welcome.

There were no further comments.

Mayor Montross requested a motion to adjourn. The motion was made by Councilor Akers and seconded by Council President Reynolds. Mayor Montross voted aye, Council President Reynolds voted aye, Councilor Akers voted aye, Councilor Berman voted aye, Councilor Wisner voted aye.

Meeting was adjourned at 8:37 pm.

DRAFT