

Rivergrove City Council Meeting Agenda Dec 14, 2020

STANDING ITEMS

1. Call to order and attendance (Mayor, Councilors and Guests)

Mayor, Councilors and City Manager: *Mayor-W. Williams, Councilors- B Ruble, D Pierce, W. Tuttle, J Williams, City Manager H Kibbey all present*

Guests: *Councilor elect C Barhyte, Councilor elect S Lahsene, M Salch, R Knight*

2. Review of minutes from previous meeting(s)

A motion to approve the November 9, 2020 minutes submitted was made by Mayor Williams, seconded by Councilor Pierce. Motion approved 5-0.

3. Review of financials

Councilor J Williams did not see any problems with the submitted documents. City Manager Kibbey stated that she had corrected the problem with the previous financials. Councilor J Williams moved to approve; Mayor Williams seconded. Motion passed 5-0.

PUBLIC COMMENT ON NON-AGENDA ITEMS

During this portion of the meeting, citizens are encouraged to present matters of concern not on the meeting agenda. There will be no discussion of these concerns at the meeting, and no interaction between the citizen and the City Council regarding them, unless clarification is needed. Comments are limited to 3 minutes in length. The City Council may, at their discretion, include any of the items on a future City Council meeting agenda for further discussion.

There were no comments.

UNFINISHED BUSINESS

1. Review of financials: Mayor Williams and City Manager Kibbey

This item was resolved last meeting, should not have been included on the agenda [closed]

2. Review of Financial Audit Proposal: Mayor Williams

Mayor Williams consulted with the City Attorney to see if there was any legal liability in not conducting a financial audit. The City Attorney said there was none, so this item is closed. [closed]

3. Paving of Childs Road west of 65th: Mayor Williams

Mayor Williams stated that he added this item to the City of Tualatin queue of projects. A conference with them needs to be scheduled.

Mayor Williams has also contacted three vendors for the project and two have agreed to look at the project to possibly bid on it. [OPEN]

Lead Individual: Mayor Williams

4. Boat Ramp Issues: Action:

The report by Councilors Pierce and Ruble will be presented in January. [OPEN]

Lead Individual: Councilor Pierce

5. Tree Cutting Code: Action: Suggestions for minor modifications for implementation and interpretation:

Since the goal is not to modify the code, only provide clarification on implementation as it is currently written, Councilor Pierce suggested modifying the permit application to specify that the applicant is responsible for submitting a mitigation plan (if needed) that has been approved by the City Arborist. Councilor Pierce will submit a proposed modified form to City Council next meeting. He will also contact the City Attorney to see if a modified form can be approved by resolution. [OPEN]

Lead Individual: Councilor Pierce

6. Inspection for Compliance with Development Condition Permits:

Mayor Williams has been in contact with the City of Tualatin and will get a copy of the City of Durham's contract with Tualatin for similar services. The Mayor will work with the City Attorney to develop a contract for Rivergrove. The Council asked that it be finalized, but not implemented until the new Land Development Ordinance is passed. [OPEN]

Lead Individual: Mayor Williams

7. Mechanisms for Citizens to Comment on Agenda Items:

Counselor Pierce presented a set of Draft Rules for Public Comment During City Council Meetings based on the League of Oregon Cities Model Rules of Procedure along with input from my polling of 10 different local County jurisdictions for their public input procedures. The recommendations also take into account the fact that we are currently meeting via virtual Zoom

meetings. These are to be reviewed by the Council and considered at the next meeting. [OPEN]

Lead Individual: Councilor Pierce

8. Discussion of items of concern from the candidate's forum (only if requested by a City Councilor):

The council wished to pursue the concept of periodic Town Hall Forums. It is to be discussed by the new City Council. [OPEN]

Lead Individual: Councilor Tuttle

NEW BUSINESS - *there was none*

PLANNING COMMISSION REPORT

City Manager Kibbey stated that the development application for a garage at 5301 Childs was approved. There was no other business. The Planning Commission will now start on the new code.

COUNCIL REPORTS

1. Councilor J Williams: Transportation report (recurring) and any other matters

Councilor J Williams reported that he had no new updates, that egress points had been staked out and that aerial drops for power will not work.

2. Councilor Pierce: Parks report (recurring) and any other matters

Councilor Pierce reported that the tree planting project at Minor Park exceeded his expectations. There was good weather with a good turnout and good spirit. There is still some brush to haul away which may call for another volunteer turnout. A report detailing expenses and volunteer hours was given to the City Manager.

The boat ramp and the Park continue to be used despite the time of year and weather conditions.

3. Councilor Ruble: Giving Program (recurring) and any other matters

Councilor Ruble expressed concern that there was not a working emergency preparation program. There is a communication problem if things like Zoom, e-mail, cell phones, etc. go down.

4. Councilor Tuttle:

Councilor Tuttle had some preliminary thoughts on codification, formalization, organization, etc. on policies and procedures relating to the operation of the City. Some of these are lacking and some of these need organizing. Mechanisms of accomplishing this could include Charter revision,

development of administrative rules (e.g., League of Oregon Cities Model) and a Municipal Code. These may require a citizen vote, and most certainly citizen involvement.

Councilor Pierce summarized by saying we basically we need a better roadmap (for the Council, the Commission and citizens) on how to proceed, to conduct business and how things occur.

City Manager Kibbey stated that the City Charter was in the historical section of the City web page, Councilor Tuttle believes it belongs with the Ordinances.

4. Mayor Williams:

Mayor Williams stated that we need to capitalize on the support that the League of Oregon Cities can offer, especially in the area of legal support. While they cannot provide legal opinions, they can offer concepts and information on what other cities with a similar situation have done. In summary then can offer advice but not representation.

Mayor Williams also mentioned the possibility of working with adjoining unincorporated neighborhoods (e.g., Rosewood, Lake Grove) on issues of common concerns.

Finally, Mayor Williams wished to thank Councilors Ruble and J Williams for their hard work, for keeping him grounded and for pushing back when they felt it necessary. He also thanked City Manager Kibbey for her work, especially under some difficult circumstances.

CITY MANAGER REPORT: *Nothing further than what has already been said.*

EXECUTIVE SESSION (Council and staff may adjourn to Executive Session pursuant to Oregon Revised Statutes 192.660: As needed (appropriate subsection shall be cited) – *there was no executive session.*