

Rivergrove City Council Minutes
May 8, 2023, 7:00 PM

Note: {xx:xx} refers to time on the Zoom recording the items was discussed

Standing Items

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

Present were Mayor J Williams, Council President B Ruble, Councilors Barhyte, Tuttle and McLean

Acting City Manager Lisa Merlo-Flores was present.

Guests were Mike Salch, Susie Lahsene, Amy Shaefer, Marianne Grier, and Coleen Nyberg

Rosewood Neighborhood Association: President Grant Howell, Secretary Jenny Davies

2. Approval of minutes from previous meeting(s)

The minutes presented by Councilor Tuttle were approved 4-0 with Mayor J Williams abstaining.

3. Approval of City financials

Presentations for Outside Agencies and Guests:

- Rosewood HOA: LOSD Bus Barn Appeal update: {0.40} The matter has been appealed to LUBA. Aspects of the appeal process were explained.

Standing Items:

1. Ask if any member of the public wishes to speak on an agenda item or a non-agenda item. Please limit your speech to 3 minutes

Susie Lahsene: {11:20} Recently City Risk Consultants e-mail stating recommendation that the gate at the boat ramp remain closed unless citizens are going in or out. It is an attractive nuisance. She said Oregon Supreme Court ruled that recreational immunity did not apply to cities.

Landon Gentry: {14:47} They live next to the boat ramp. They are concerned about the unpleasantness of people using the ramp, the fact the signage has been removed and that the gate is not always locked after hours.

2. Approval of minutes from previous meeting (April 13, 2023) {18:30}

Recorded minutes posted, but written ones will not be until approved by City Council. Approval of April 13 minutes postponed until the June meeting. [OPEN]

3. Discussion and approval of city financials (April 19, 2023 to present day) {25:17}

The City Manager wants to have a discussion regarding what the Council wants to see in the financial report. We need to correlate the bank statements with the budget. Councilor Barhyte believes Quick Books is the better software to use for our situation and gave an explanation as to why. Councilor Barhyte moved that we authorize the Mayor and City Manager up to \$150.00 to set up an online Quick Books account. Councilor Tuttle seconded, and the motion passed 5-0.

[OPEN]

Public Comment on Non-Agenda Items (3 minutes per speaker)

Planning Commission Report: Representative from the Planning Commission {46:30}

No report. There is an appeal of the decision on the permit application for a home at 4810 Dogwood that the City Council will hear.

Unfinished Business:

1. Update on project for electronic gate at the boat ramp {47:10}

Chris Barhyte stated we have the spec sheet for that but believes we would use money from a Metro grant to fund it. He also stated that operation of the gate is not always as the previous Council established, but no one has proposed removing the gate completely.

He also stated {49:20} that parents need to be responsible for their children. Even if the gate is closed, someone could open it to access the river and not be aware of a child entering.

2. Update on Coronavirus Relief Fund Grant & prioritized projects {1:15:00}

Councilor Barhyte provided the following updates:

- Park Revitalization: *we have a contract with Cadwell Landscaping and hopes they provide as much notice as possible to the community. June 15th is the tentative start date.*
- ADA Ramp on Dogwood Court and Lorna Lane: *The goal is to have something done this week.*
- Revitalization of boat ramp: *It will tentatively start sometime in May. He described some specifics of what is to be done to restore it to its' previous original condition.*

3. Goals – *not discussed.*

4. Administrative Rules {1:21:10}:

Councilor Barhyte briefly discussed the items below and then stated we will put those on hold.

- An ordinance on how to run city meetings.
- An ordinance on non-land use rules and procedures for implementation of them
- An ordinance limiting a mayor to a total of terms of six years with no more than two years consecutive
- A Charter Amendment specifically for parks

5. Metro Grant Funds – Discussion of possible use (City Manager) {54.30}

The City Manager had a conversation with Metro about the grant. There are three qualifiers as follows (1) the community must be engaged in selecting projects and chose them themselves. (2) It must connect people to parks/nature. (3) It has to promote equity-e.g. not select people, even those not affected directly. We have ten years to apply.

A park plan in and of itself is not acceptable, but it must result in something being implemented.

Mayor Williams suggested we continue the dialogue and perhaps invite them to a Council meeting to provide more clarity on the issues.

6. Consideration of a City Official to inspect properties for compliance with conditions of a development application {1:24:00}

The City Manger discussed the matter with Mike Salch because of his knowledge of the ordinances and code. They concluded that the person who would perform this task should be a Planning Commissioner thoroughly familiar with the code or perhaps the City Planner.

Councilor Tuttle recalled that we had had discussion with the city of Tualatin to do this, but they stated that until we get a new City Code (i.e. one with a structure similar to model codes) they would not do this.

*Councilor Barhyte stated that our fees are way too low for development, and nobody checks on the conditions of development. He suggested we consider a new fee schedule. He will propose one at the August meeting. **[OPEN]***

7. Audit of email distribution list versus homes in Rivergrove to ensure ALL residents are receiving communications from the city. {1:39:30}

The City Manager has a distribution list which has a subscribed list, an unsubscribed list and a "cleaned list". She described how she is working on getting/populating a list that will include such things as name, address, email, phone number etc.

New Business:

Discussion on using outside web links in city communications {1:45:00}

There was long discussion on this matter with two resolutions that were not approved. Council President Ruble stated {2:17:30} she would talk to the City Manager about it to resolve the issue. They will report at the next meeting.

[OPEN]

Council Reports: {2:32:00}

1. Council President Ruble
2. Councilor McLean
3. Councilor Barhyte

Some discussion regarding park mowing. Mowing is in the budget. The City Manager needs to see a contract for the mowing and park maintenance.

4. Councilor Tuttle
5. Mayor's Report

City Manager Report:

1. Budget Committee {1:44:00}

This is an extremely important item which must be addressed in June. The City Manager will work on it for a presentation to the budget committee. Call for candidates put in Rivergrove Report.

2. Request for regular financial audit {2:26:00}

This is not required, but the State of Oregon has a list of approved personnel.

3. Tree USA Report {2:24:00}

The City Manager is working on the Arbor Day plans.

4. Paving on Tualamere/Marlin/Dogwood {2:25:40}

The City Manager is working Susie Lahsene on this, also working with Clackamas County.

5. Sewer System installation on Pilkington Rd {2:20:20}

The contractor putting in sewer on Pilkington has evidently plugged the drainage that exists which is causing water buildup to several properties. The City Manager is contacting the City of Lake Oswego who will contact the contractor to abate the issue,

Future Agenda Items: (to be discussed at a later date but kept on the agenda while Council deals with higher priority items first.)

Discussion Regarding How Sewer might be Brought to Unserved Properties, Exploring the Issues.

The City Manager heard that Johnson City had a plan for sewer development that was very cost effective for homeowners.

Executive Session: Council and staff may adjourn to Executive Session pursuant to Oregon Revised Statutes 192.660: As needed (appropriate subsection shall be cited)

Adjournment and Announcement of Next Meeting Time