

Marylhurst Neighborhood Association

August 27, 2019 Meeting Minutes

President Oakes called the meeting to order at 7:15 pm, noting a quorum with eleven members and four guests from Tualatin Valley Fire and Rescue present. Ms. Cummings volunteered to take notes for the minutes in the absence of a secretary.

Approval of Agenda Members and guest requests for additions to the agenda were taken. Ms. Cummings moved to add TVFR, the labyrinth, backyard habitat and Marylhurst ROW maintenance to the agenda. Ms. Lyoton seconded and the motion passed unanimously.

Presentation TVFR representatives from Rosemont Station #55 talked about safety measures for hot weather. This summer was mild with few fires. Keep upstairs windows that children can reach closed or cracked to prevent falls, which occurs more than imagined. Maintain area around the house to prevent fire. Refer to the Firewise Program for guidance. In answer to a member's question, TVFR does not handle expired home fire extinguishers and recommends replacement. In answer to another member's question, TVFR does not recommend certain manufacturers of smoke alarms and advises those available at any hardware store are similar except some may also detect carbon monoxide, which is recommended.

Approval of Minutes Members together reviewed draft minutes of the last three meetings that were not accepted due to lack of quorum. Ms. Potkowski moved and Mr. Koll seconded to accept the minutes of September 25, 2018 as amended to correct spelling of Ms. Burk's name and motion passed. Ms. Potkowski moved and Ms. Hill seconded to accept the minutes of October 23, 2018 and motion passed. Mr. New moved and Mr. Neff seconded to accept the minutes of May 28, 2019 and motion passed.

Treasurer's Report Treasurer Boucher reported a balance of \$7247.42 reflects a deposit of \$777 which is MNA's annual share of the City grant to neighborhood associations; and reimbursement to Ms. Potkowski for socials last summer. President Oakes reminded that the policy for neighborhood associations (NAs) to receive City funding was amended this year by City Council in consideration of recommendations by Neighborhood Association Presidents. MNA share went up slightly due to a new tiered allocation to provide smaller NAs with enough funds for basic operations. Certain requirements must be met to qualify for the funding, i.e, holding at least one meeting/year of which one meeting include budget. New requirement is mandatory year-end report to City Council as requested.

Old Business None.

New Business

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- **MNA Socials** Ms. Potkowski, who organized three socials last year, spoke about her ideas for community events this year, i.e, October costume parade and simple dinner (pizza/hot dogs) parties like last year. She felt young families particularly appreciate a prepared dinner and activity for kids. A member mentioned the annual barbeque potluck was also very well attended.

Ms. Potkowski volunteered to organize socials for the coming year and asked if there would be a better way for purchasing supplies, i.e., purchase a VISA card for her use, than being reimbursed for her personal purchases or if photos of receipts would be acceptable? Mr. Koll, former treasurer advised a pre-paid VISA would not be allowed and President Oakes said she will check with the City Finance Director about receipts. Mr. Koll suggests allocating \$400 for socials. After discussion about the amount to allocate and how many socials it might fund, consensus was reached not to require a certain number of socials. Ms. Snyder moved and Ms. Hill seconded to allocate \$500 for socials and the motion passed unanimously.

- **Landscaping for Marylhurst Heights Sign** Treasurer Boucher reported that she and President Oakes had met with a City engineer at the site, who determined a ROW permit was not required for landscaping. Treasurer Boucher explained the need for beautification of the area and the project goal to install a low rise planter bed around the sign with low maintenance plants and a weed barrier beyond. Mr. Koll moved and Mr. Neff seconded to move forward with the project. Discussion resulted in timeline to complete it this fall and next steps of drafting and putting out a request for proposals to landscapers, with bids presented at a meeting to allocate funding. Motion passed unanimously.
- **Labyrinth** Mr. Rand asked if there would be an annual fall clean-up? Members agreed it was overgrown and full of weeds. No one volunteered. President Oakes suggested that it be taken up again if someone volunteered to organize it.
- **Marylhurst Drive Roadside Conditions** Ms. Snyder, who lives and walks on Marylhurst DR, reported blackberries had overgrown and the ROW shoulder of open stormwater ditches had eroded away in places, making pedestrian passage unsafe. She was dissatisfied with the City response after she reported it and only some spot cutting and spraying was done. She specifically mentioned an area where the shoulder of the road was entirely eroded into a very deep ditch where there was no refuge for pedestrians from cars. A member living downhill from the area said the storm drain under her driveway was affected and she paid to have it unclogged, when the City said it was not responsible. Councilor Cummings mentioned a new city ROW policy requiring property owners to cut vegetation in the adjacent ROW. Ms. Snyder questioned if the area and perhaps other areas needed underground pipes and if the City is responsible for

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stormwater improvements and maintenance? She stressed this is a safety issue.

President Oakes will ask the City and report at the September meeting.

- **Backyard Habitat Program** President Oakes reminded members that MNA voted to reimburse members up until year ending 2018 for the participation fee of \$35 upon completing the program and being certified. No members were certified, and she asked if there was interest in extending support? Ms. Cummings moved and Ms. Potkowski seconded to extend through 2020, reimbursement to members of the BHP participation fee once certification was achieved. Motion passed 6 yes and 2 abstained. 2 members had left the meeting.

Community and City Announcements President Oakes announced the Parks Master Plan City Council hearing is September 9 and pointed out other City notices available for members to read.

Adjourned 9:05 pm.

Next Meeting September 24, 2019.