

CITY COUNCIL MEETING
 October 7, 1974
 7 p. m.

COUNCIL CHAMBERS1229th Meeting

The one thousand two hundred twenty-ninth meeting of the Council of the City of Milwaukie, Oregon, was held on the 7th day of October, 1974. The meeting was called to order by Mayor Donald W. Graf, with the following councilpersons present:

Bill E. Hupp	William M. Keller
Robert G. Stochosky	Mayor Donald W. Graf
Joy Burgess	

Also present:

Harold L. Schilling, City Manager	Richard White, Fire Chief
J. Wayne Daigle, Dir. of P. W.	Myer Avedovech, City Attorney
Donald Jones, Police Chief	Dorothy E. Farrell, Secretary

The invocation was given by the Reverend Wayne Allen, and the Pledge of Allegiance was recited.

CONSENT CALENDAR

- a) Approval of minutes - September 16 and 23, 1974 Council meetings
- b) Letter from K. Dimond re Police Department services
- c) Letter from State Highway Division re funding
- d) Letter from George W. Tibbetts
- e) Manager's absence, ICMA Conference, October 13-17
- f) Mayor's letter to County Assessor
- g) ICMA Nuts & Bolts
- h) Planning Commission Annual Report
- i) Vehicle costs - Police Department purchases and leasing 1971-74
- j) Street resurfacing status report

It was **MOVED** by Stochosky, **SECONDED** by Keller, that the Consent Calendar be accepted. **MOTION CARRIED** and so ordered.

- b) Letter from Kathryn Dimond, dated August 16, 1974, thanks the police department for prompt response to a call.
- c) Letter from State Highway Division, dated September 20, 1974, lists projects approved and rejected for funding under the Highway Safety Act.
- d) Letter from George Tibbetts, dated September 23 reports on a neighborhood meeting re the 72-hour parking regulation in Milwaukie.
- e) Memo from Manager, dated October 2, states he will be attending the ICMA Conference from October 13 to 17.
- f) Mayor has written letter to County Assessor, dated September 30, discussing problems caused by lack of information on assessed valuation.
- g) Council has received copy of "Nuts & Bolts," management information from ICMA.
- h) Council has received Planning Commission Annual Report, dated October 1, 1974.
- i) Police Chief's memo, dated September 20, sets out vehicle purchase and lease costs from 7/1/71 through 7/1/74.
- j) Public Works Director's memo, dated September 20, gives a status report on street resurfacing.

AUDIENCE PARTICIPATION

Clair Kuppenbender, 1026 - 28th Street, presented a letter to the Council, dated

September 30, and also verbally discussed the problem of cars speeding at 27th and Washington Streets. Staff will report back to the Council on what has been done.

2. Glynn McAlonan, Manager of Lakewood and Lake Village Apartments, presented a letter to Council, dated October 7, concerning a sign on private property. The matter was referred to staff, and a report to Council was requested.
3. Glen Schneider, owner of Milwaukie Paint and Decorating, asked Council permission to install a sign. He was asked to submit the request in writing to staff.

CORRESPONDENCE

1. Letter has been received from Employees Association, dated September 30, asking for a similar raise to those given to Police and Fire bargaining units.
2. Council has received letter from Councilman Hupp, regarding agenda item (i) on the Consent Calendar, asking that discussion on the matter be delayed until the next Council meeting.
3. Letter has been received from Raymond Stomps, dated October 4, withdrawing his name from the November ballot for Council position No. 4. The County election department advises this cannot be done, but the City Attorney will research the state law.
4. Letter has been received from county supervisor of elections, dated September 30, verifying the candidates to appear on the November ballot.
5. Letter addressed to William Keller, dated October 4, from CRAG, encloses the CRAG staff findings and recommendations on the Clackamas Town Center.
6. Letter has been received from Clackamas County Library Board, dated October 4, stating they propose a ballot measure for a library serial levy.
7. Metropolitan Service District agenda for October 11 meeting has been received.
8. Council has received copies of letters from City Manager to the business agent of the police union, regarding election for "Fair Share," and in response to letter from the business agent regarding payroll withholdings.
9. Councilwoman Burgess stated she had received letter from CRAG regarding a meeting October 11 on the state highway system. Public Works Director will attend the meeting and report to the Council.
10. Council has received letter from Tri Met, acknowledging the city's concerns as to bus shelters. Majority of Council would prefer that the Planning Commission be delegated the authority to pick sites.

ORDINANCE NUMBER 1301 - REFUSE COLLECTION

It was **MOVED** by Stochosky, **SECONDED** by Burgess, that Ordinance Number 1301 (AN ORDINANCE RELATING TO THE ENVIRONMENT, HEALTH, AND SANITATION OF THE CITY OF MILWAUKIE; PROVIDING FOR THE ESTABLISHMENT, MAINTENANCE AND OPERATION OF A SYSTEM OF WASTE AND SOLID WASTE DISPOSAL; PROVIDING FOR SALVAGE AND RECYCLING; GRANTING EXCLUSIVE FRANCHISES; PROVIDING FOR THE ADOPTION OF RULES AND REGULATIONS, . . .) be read the first time. **MOTION CARRIED** and so ordered. It was **MOVED** by Hupp, **SECONDED** by Stochosky, that Ordinance 1301 be read the second time by title only. **MOTION CARRIED** and so ordered. Ordinance 1301 was put on its passage with the following roll-call vote: **AYES:** Hupp, Stochosky, Keller, Burgess and Graf. **NOES:** None. Ordinance 1301 passed the Council and was so declared by the Mayor.

(Meeting recessed at 8:05 p. m. , reconvened at 8:15 p. m. with all present.)

RESOLUTION NUMBER -- CLACKAMAS TOWN CENTER

Letter has been received from Mrs. Patricia Higdon, undated, concerning Council support of the Clackamas Town Center. At the last meeting, staff was directed to prepare a resolution supporting the development of the center. Council has received copies of report from CRAG and from the CRAG technical advisory committee. A report from the Clackamas County Planning Department Technical Review Committee has just been received and will be copied and sent to Council as soon as possible. It was MOVED by Hupp, SECONDED by Stochosky, to table the matter until the next meeting. MOTION CARRIED and so ordered.

APPOINTMENT TO BICENTENNIAL COMMITTEE

Mayor Graf stated since he had received no recommendations for appointment to the Bicentennial Committee, the matter would be tabled until the next meeting.

STAFF REPORT ON WILLAMETTE GREENWAY

Council has received City Planner's report, dated September 16, on the Willamette Greenway Plan. It was MOVED by Burgess, SECONDED by Keller, that the Council give their support to the guidelines as submitted by the Willamette Greenway Plan for our area. It was MOVED by Stochosky, SECONDED by Hupp, that the motion be amended to include the words "insofar as they agree with Milwaukie's Comprehensive Plan." On the amendment, MOTION CARRIED and so ordered. On the main motion, MOTION CARRIED and so ordered. A letter will be prepared to the Greenway Committee.

RESOLUTIONS NUMBER 24-1974 and 25-1974 - FEES FOR SPECIAL INSPECTIONS AND REINSPECTIONS

Letter has been received from HUD, dated September 16, regarding special inspections. It was MOVED by Stochosky, SECONDED by Burgess, that Resolution Number 24-1974 (A RESOLUTION AMENDING RESOLUTION NUMBER 65-1968, AND SETTING FEES FOR SPECIAL INSPECTIONS PERFORMED BY THE BUILDING INSPECTOR) be read, including a fee of \$25. MOTION CARRIED and so ordered. It was MOVED by Stochosky, SECONDED by Burgess, that Resolution 24-1974 be adopted. MOTION CARRIED and so ordered. It was MOVED by Burgess, SECONDED by Stochosky, that Resolution Number 25-1974 (A RESOLUTION AMENDING RESOLUTION NUMBER 65-1968, AND SETTING FEES FOR REINSPECTIONS PERFORMED BY THE BUILDING INSPECTOR IN ACCORDANCE WITH SECTION 303 (d) OF THE BUILDING CODE) be read. MOTION CARRIED and so ordered. It was MOVED by Burgess, SECONDED by Stochosky, that Resolution 25-1974 be adopted. MOTION CARRIED and so ordered.

STAFF REPORT ON CRAG LETTER RE JOHNSON CREEK

Manager reported a member of CRAG had met with him and indicated CRAG staff did not support a building moratorium in the Johnson Creek drainage basin, but was investigating other alternatives. There will be a meeting October 11 which the Public Works Director will attend, and after the meeting and an analysis of the data staff will report to Council on alternatives and what role the city will play.

STAFF REPORT ON INTERCEPTOR SEWER BIDS

Public Works Director has sent a memo, dated September 30, recommending rejection of all bids on Phase II of interceptor sewers, and readvertising with alternates in construction materials. It was MOVED by Keller, SECONDED by Stochosky, that Council adopt the staff recommendation. MOTION CARRIED and so ordered.

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HISTORICAL SOCIETY LEASE PROGRAM

Council has received memorandum from City Attorney, dated September 27, giving some alternatives for inclusion in a lease for placement of the Historical Society house on city property. Attorney was asked to prepare a lease for submission to Historical Society and Council.

STAFF REPORT ON POLICE CAR MAINTENANCE

Manager reported on efforts to find a Milwaukie firm that would sign a maintenance agreement on police cars. Council will be notified when a decision has been made.

RESOLUTION NUMBER 26-1974 - SANITARY SEWER L. I. D. - REPLAT OF COLE ADDITION

It was MOVED by Keller, SECONDED by Stochosky, that Resolution Number 26-1974 (A RESOLUTION DECLARING THE INTENTION OF THE CITY OF MILWAUKIE, OREGON, TO CONSTRUCT SANITARY SEWER IMPROVEMENTS IN THE REPLAT OF COLE ADDITION AREA OF THE CITY OF MILWAUKIE) be read. MOTION CARRIED and so ordered. It was MOVED by Hupp, SECONDED by Stochosky, that Resolution 26-1974 be adopted. MOTION CARRIED and so ordered.

DRAINAGE PROGRAM - BOSS LANE AREA

Council has received memorandum from Public Works Department re drainage in Boss Lane area. It was MOVED by Stochosky, SECONDED by Keller, that staff be instructed to get bids and draw up specifications and proceed with storm drains as recommended. MOTION CARRIED and so ordered.

RESOLUTION NUMBER 27-1974 - SIGNALS AT 37TH AND RAILROAD CROSSING

It was MOVED by Stochosky, SECONDED by Hupp, that Resolution Number 27-1974 (A RESOLUTION AGREEING TO ENTER INTO AN AGREEMENT FOR INSTALLATION OF RAILROAD PROTECTIVE DEVICES AT 37TH AVENUE ON SOUTHERN PACIFIC TRANSPORTATION COMPANY MAIN LINE TO BE DESIGNATED AS CROSSING NO. C-763.90) be read. MOTION CARRIED and so ordered. It was MOVED by Hupp, SECONDED by Stochosky, that Resolution 27-1974 be adopted. MOTION CARRIED and so ordered.

FIRE DEPARTMENT CALL SHIFTS

Council has received memorandum from Manager re Fire Department manning, dated October 3. It was decided to schedule an executive session at the next regular Council meeting to consider the matter.

EMPLOYEE GRIEVANCE - RETROACTIVE PAY

Council has received memorandum from Manager, dated October 2, 1974, concerning an employee grievance on retroactive pay. A special meeting will be held at 7 p. m. October 15 to consider the matter.

RESOLUTION NUMBER 28-1974 - AUTHORIZING LOAN TO GENERAL FUND

It was MOVED by Keller, SECONDED by Stochosky, that Resolution Number 28-1974 (A RESOLUTION AUTHORIZING REVENUE SHARING FUND TO LOAN \$120,000 TO

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GENERAL FUND TO PROVIDE THE NECESSARY CASH FOR THE OCTOBER, 1974 PAYROLL TO BE REPAID WITHIN 60 DAYS) be read. MOTION CARRIED and so ordered. It was MOVED by Keller, SECONDED by Burgess, that Resolution 28-1974 be adopted. MOTION CARRIED and so ordered.

PAYMENT OF BILLS

It was MOVED by Hupp, SECONDED by Stochosky, that the bills listed for October 8, 1974 payment be approved for payment. MOTION CARRIED and so ordered.

The meeting adjourned at 11:50 p. m.

Donald W. Graf
Donald W. Graf, Mayor

ATTEST:

Dorothy E. Farrell
Dorothy E. Farrell, Secretary

DDE291

CITY COUNCIL AGENDA
October 7, 1974
7 p.m.

COUNCIL CHAMBERS

1229th Meeting

- 1. CALL TO ORDER
- 2. INVOCATION - The Reverend Wayne Allen
- 3. PLEDGE OF ALLEGIANCE
- 4. CONSENT CALENDAR
 - a) Approval of Minutes - September 16 and 23 Council meetings
 - b) Letter from K. Dimond re Police Department Services
 - c) Letter from State Highway Division re funding
 - d) Letter from George W. Tibbetts
 - e) Managers Absence, ICMA Conference October 13-17
 - f) Mayors letter to County Assessor
 - g) ICMA Nuts & Bolts
 - h) Planning Commission Annual Report
 - i) Vehicle Costs - Police Department Purchases and Leasing 71-74
 - j) Street Resurfacing Status Report
- 5. AUDIENCE PARTICIPATION
- 6. CORRESPONDENCE
 - a) Employees Association - 1974-75 Wage Negotiations
- 7. OLD BUSINESS
 - a) Ordinance No. _____ Refuse Collection
 - b) Resolution No. _____ - Re Clackamas Town Center
 - c) Appointment to Bicentennial Committee
 - d) Staff Report on Willamette Greenway
 - e) Resolutions No. _____ and _____ - Fees for Special Inspections and Reinspections
 - f) Staff Report on CRAG letter re Johnson Creek
 - g) Staff Report on Interceptor Sewer Bids
 - h) Staff Report on Police Car Maintenance
 - i) Historical Society Lease Program
 - j) Appointment to Planning Commission
- 8. CONSIDERATION
 - a) Resolution No. _____ - Cole Addition Sewer L.I.D.
 - b) Drainage Program - Asti Property
 - c) Contract and Resolution No. _____ - Re 37th Avenue - SPRR Project
 - d) Fire Department Call Shifts
 - e) Employee Grievance - Retroactive Pay
 - f) Resolution No. _____ - Authorizing Interfund Loan



TOM McCALL
GOVERNOR

F. B. KLABOE
Administrator of Highways

Hal - for your info

**OREGON STATE
HIGHWAY DIVISION**

HIGHWAY BUILDING • SALEM, OREGON • 97310

September 20, 1974

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9/25/74 Anthony
Copies for City
Council and
Traffic Safety
Commission
(Ybe)

Mr. Wayne C. Daigle
City Engineer
City Hall
Milwaukie, OR 97222

Dear Mr. Daigle:

We have received and reviewed your requests for funding under Title II of the 1973 Highway Safety Act. Response to some of these programs has been overwhelming. However, there still exists funds for high priority projects especially under Sections 210 and 230. Projects rejected were disqualified because of excess cost, low priority, or ineligibility under these programs.

The following project in your jurisdiction has been approved for programming as indicated. Since the project does not involve a state highway you will be contacted for participation of 10% of the costs.

<u>Sec</u>	<u>Hwy</u>	<u>M.P.</u>	<u>Location</u>	<u>Improvement</u>	<u>Cost</u>
230	37th Avenue			Install RR crossing gates	\$35,000

The following project requested by you is a worthy project. Unfortunately priority for this project is too low to permit immediate funding. We will maintain this project on our list and review it at a later date.

<u>Sec</u>	<u>Hwy</u>	<u>M.P.</u>	<u>Location</u>	<u>Improvement</u>	<u>Cost</u>
209	FAS133		Kings Rd @ 46th Avenue	Flashing beacons	\$5,000

Unfortunately the following projects cannot be recommended for funding due to the low priorities of their benefit-cost ratios on a state wide basis.

<u>Sec</u>	<u>Hwy</u>	<u>M.P.</u>	<u>Location</u>	<u>Improvement</u>	<u>Cost</u>
209			Milwaukie: Harrison @ 42nd	Signalization	\$20,000

Mr. Wayne C. Daigle
September 20, 1974

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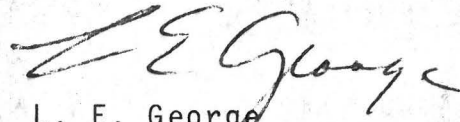
209 Milwaukie: Lake Signalization \$30,000
Rd @ Oatfield

230 Milwaukie: Mon- Flashing bea- \$5,000
roe @ 42nd con

The following projects have been submitted by our Regional Office and approved for programming. They may be of interest to you as they are located in your area.

<u>Sec</u>	<u>Hwy</u>	<u>M.P.</u>	<u>Location</u>	<u>Improvement</u>	<u>Cost</u>
209	ORE224	2.20- 4.14	Milwaukie: Clackamas Expressway	Remove excess asphalt	\$1,000
210	ORE99E	4.68	Milwaukie: McLoughlin Blvd @ Portland Trac- tion RR under- crossing	Install guard- rail @ RR bridge columns	\$2,000

Very truly yours,


L. E. George
Traffic Engineer

Copies to Council
agenda

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George W. Tibbetts
9015 S.E. Regents
Milwaukie, Or 97206

Harold L. Schilling
City Manager
Milwaukie, Or.

Sept 23, 1971

Dear Sir;

I promised Chief Jones and yourself a report on the neighborhood meeting held at my house in regards to the 72 hour parking regulation in Milwaukie.

Following is that report.

I anticipated a small turnout and got just that. I received one visitor and three phone calls. The visitor had been on vacation and wanted to find out what was going on. One of the phone calls was pro "get rid of the junk off our neighborhood streets". This person would not identify herself. The remaining two phone calls were from neighbors wanting to know what the results were of our visit a week ago last Friday.

I have informed all the people that I have had contact with; that showed an interest, of your change in enforcement policy.

Thank you sincerely


George W. Tibbetts

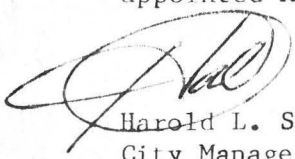
CITY OF MILWAUKEE
Inter-Department Memorandum

Date: October 2, 1974

TO: Honorable Mayor and City Council
FROM: City Manager
SUBJECT: Manager's Absence - Annual ICMA Conference

On October 13, 1974, I will be attending the 66th Annual Conference of the International City Management Association held this year in Dallas, Texas. The conference runs from Sunday, October 13, 1974 to Thursday, October 17, 1974. This year work shop offerings run the gamut of contemporary urban management issues with a new focus on small city problems and creative solutions (brief program summaries attached).

Pursuant to City Charter requirements, Chapter VI, Section 24, subsection (e), a manager pro tem is to be appointed during the City Manager's absence. Continuing the rotational assignment of department heads, it is my recommendation that Fire Chief Richard White be appointed Manager Pro Tem and empowered to act in my absence.



Harold L. Schilling
City Manager

THE CONFERENCE PROGRAM

Conference sessions are grouped in four tracks: Professionalism, Services, Management, and "Nuts & Bolts." Opening and closing general sessions will be devoted to the theme, "ICMA/Building on Six Decades of Professional Management." The Awards Luncheon, Regional Breakfasts, and Annual Business Meeting will round out the professional program. Below are brief descriptions of the sessions.

PROFESSIONALISM

1. Indices of Corruption (2 sessions). The first part of this two-block session will address procedures and techniques for identifying the existence of corruption in local government. The second part will deal with strategies and approaches for taking remedial action, identification of external resources, comprehensive program approaches, and case discussions.

2. Ethics and Political Activity. Discussion of Hatch Act and its relationship to local government, particularly with revenue sharing. Political activity as it relates to the manager, the public employees, and the public employee unions.

3. Management Ethics, Recruitment and Job Change. Subjects covered will include proper practices in competing employer recruitment, ethics of job change for managers, competing for presently occupied positions, and recommending mediocre employees to other recruiters.

4. Food and Booze—Who Pays; Or Can You Be Bought? What constitutes undue influence in terms of free lunches, gifts, etc.? What is their relationship to personal and professional ethics? Policies to deal with this area will receive major attention.

5. Managing Your Stress. Three-part session: 1) identifying issues—financial, job insecurity, marital and family problems; 2) discussing alternative outlets—alcohol, drugs, psychiatric tension releases and agency help, and 3) suggesting ways to sustain high motivation level.

6. Managing Your Health. Managers, concerned about the day-to-day operations of local government, often overlook their own physical and mental health. This session will place a two-by-four to the head and attempt to discuss practical

steps a manager can "maintain his physical and mental health.

7. Role of ICMA Ethics Committee. Case examples of the kinds of issues which come before the committee will be presented and methods of adjudication will be explained.

8. Domestic Dynamics. A discussion of issues related to building and maintaining a strong family relationship while operating in the fishbowl and pressure cooker of local government management.

9. Manager/Assistant Relationships. An opportunity for managers and assistants to get together and identify models of effective working relationships.

SERVICES

1. Mass Transit (2 sessions). Two blocks: 1) problems peculiar to the large cities, and 2) the needs of small cities. Subjects covered will include bus systems dial-a-bus, downtowners, car pooling, parking, and rapid transit systems.

2. OSHA: How to Stay Afloat. Overview of federal regulations regarding water, health, and safety. OSHA representative will discuss legislative and programmatic future of OSHA.

3. The Cities and Congress. An assessment of how the cities fared before the 93rd Congress and a general discussion of the prospects for legislation of interest to cities in the 94th Congress.

4. Review of Revenue Sharing. A round table discussion on the status of existing general revenue sharing programs and an evaluation of the impact of specific local revenue sharing plans and processes.

5. Preparing for the Worst. Discussion of resources for coping with natural disasters, including pre-disaster precautions, during-disaster activities, and after-disaster follow-ups.

6. Cooling Down Fire Service Problems. This session will cover a wide range of fire service issues, such as overtime, department operations, volunteer fire departments, cost-effectiveness of fire fighting, and innovations.

7. Using New Resource Recovery Technology. Presentation of new solid waste resource recovery

technology—the St. Louis waste-to-energy system, Baltimore pyrolysis operation, Lowell incinerator residue system, Franklin wet pulping technique.

8. How Do We Bury the Solid Waste Problem? Small group discussions centering around specific landfill problems: site selection, design and operation, leachate control, gas recovery, ultimate site use.

9. Labor Relations: Another Day Older and Deeper in Debt (2 sessions). Mock negotiations with the participants acting as members of bargaining teams. Follow-up comment and discussion about what took place and its meaning.

10. Land Use. Focus on limited growth techniques and court reactions to them, with emphasis on current trends and case studies.

11. State Legislative Relations. The role of managers in lobbying in state legislatures. Methods of input to legislation, i.e., state leagues and local representation. How can managers be effective without endangering their non-partisan status?

12. Energy: Power to the People (2 sessions). Examination of energy-conserving measures and methods of reducing energy demands.

13. EEOC. Round table discussion on dealing with EEOC regulations, with emphasis on experiences of managers with effective affirmative action programs.

14. Inflation and Financial Management (2 sessions). Problems of short-term inflation and long-term financial management will be covered in two sessions. Areas of interest will include acquisition of equipment, the bidding process, status of gasoline bids, revenues vs. expenditures, and labor costs.

MANAGEMENT

1. Measuring Citizen Demand. Determining citizen needs and wants through the use of attitude surveys, complaints, and citizen advisory groups using case studies.

2. Organizing for Public Participation. Organizing the input of citizens to help meet the needs of management—via case studies.

3. Communicating With Citizens. Marketing city

services to citizens via a public information system or organizing and utilizing public information techniques.

4. Productivity—What's Happened. Current status of techniques for measuring and improving efficiency and effectiveness in the areas of fire, police, sanitation, and parks and recreation.

5. Productivity Bargaining. Introducing productivity considerations into union contracts and their utilization in the area of community bargaining. Specific functional areas will be examined.

6. Private Technology for Public Problems—Part I. Successful technologies that have been, or may be, applied to municipal problems—panel of experts.

7. Private Technology for Public Problems—Part II. Discussions with private sector experts regarding municipal problems and technological needs.

8. Feeling the Pinch of the New Federalism (Post-Watergate). Discussion of current trends in the New Federalism. Panel of experts will field questions.

9. Do-It-Yourself Technology. Innovative approaches with existing staff and resources—case study approach.

10. Management Begins at Home. How to improve the internal operation of the manager's office—whether large or small.

11. Employee Incentives. Utilization of case-study approach to employee incentives currently being used by municipal managers.

12. Creative Termination of Employees. Role playing and experiences relating to termination utilized to develop new insights into ways of effecting terminations.

"NUTS & BOLTS"

1. Citizen Relations in a Small Community. Working with your citizens.

2. Personnel Policy in a Small City: How to Deal with Ineffective Employees Who Are Hard to Remove. *Everything you always wanted to know about . . .*

3. Ambulance Services in a Small Community. What are the best approaches to providing quality service at reasonable cost?

4. Implementing One-Man Crews in Garbage Collection. How to deal with equipment, productivity, union problems.

5. Council Member/City Manager Relationships in a Small City. Working effectively and productively with your council members.

6. Employee Incentives. Making the most of employee potential.

7. Gearing Up For Community Development in a Small City. Getting city departments to work together toward community development goals.

8. Techniques for Development Control. What leverage can a city manager use to block developers with poor quality projects and to motivate sound developments?

9. How to Adequately Staff all Council Committees, Commissions, Boards, etc. When Your Whole Administrative Staff is Yourself. Management of time.

10. Promoting a Bond Issue in a Small Community. Techniques for mobilizing voter support.

11. Orientation for New Council Members. What a city manager can do to familiarize newly-elected council members with city operations—with due regard to the manager's delicate role in this business.

12. Techniques in Personnel Evaluation. Problems and approaches in evaluating performance of personnel.

13. Attracting Industry to a Small Community. How to encourage industry to locate and remain in your city.

14. Investing Idle Cash Funds. Gaining maximum interest on city funds, even on very short-term investments.

15. Training Police for Better Community Relations. Helping police serve your citizens.

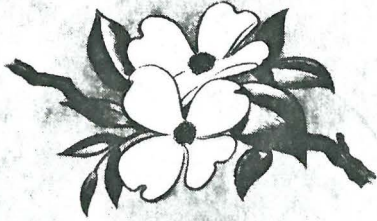
16. Approaches to Annexation. What can a small city do towards an "annexation program" rather than simply a willy-nilly addition of properties?

REGIONAL BREAKFASTS

On Wednesday morning, the traditional regional breakfasts will afford all members the opportunity to meet with their vice presidents and state presidents to discuss municipal management policy subjects, ICMA/state association relations, and other matters of interest.

Assessor's office 659-8671

CITY OF



MILWAUKIE, OREGON
"The Dogwood City of the West"

FOUNDED 1848--INCORPORATED 1903

September 30, 1974

Juanita Orr
County Assessor
County of Clackamas
Court House
Oregon City, Oregon 97045

Dear Ms. Orr:

We are now proceeding into the second quarter of fiscal 1974-75, and with the fast approaching November General Election date many communities are anxiously awaiting the electorate's response to local money measures. At the same time, inflation continues its stranglehold on the economy causing voters to more carefully than ever evaluate their personal financial situations.

Earlier in September, a \$500,000 Park Bond initiative measure was brought before local voters only to be defeated. Although the margin of defeat was narrow, many observers of the local political climate feel that had the voters known the personal economic impact of the bond its chances for acceptance would have been much improved. Which brings me to the thrust of my writing.

In discussions centering on the proposed bond we were asked many times: "How much will it cost me?" An estimate could have been drawn but information on the city's 1974-75 assessed valuation continue to be unavailable from your office, and repeated efforts to obtain these data have been met with a "not yet available and don't know when" response.

Inasmuch as assessed valuation data are essential to calculations and estimates of a tax measure's impact, you can readily see our concern. Local voters have the right to know what it will cost if a proposed tax measure is approved.

In November, we will be asking Milwaukie citizens to approve a new city tax base. The community will expect to know what impact the new tax measure would have on individual tax bills. These

Juanita Orr

September 30, 1974

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calculations will require 1974-75 assessed valuation information together with an estimate of assessed values for 1975-76. We need your assistance in developing and making these data available to the public.

Yours very truly,

Donald Graf
Mayor

agenda
↓
file 49

nuts & bolts

management information for your organization

RIGHT ON TRACK

There will be a new wrinkle in the Annual Conference this year in Dallas--a Nuts and Bolts track. Sixteen sessions will focus on management approaches, many of which are especially applicable in small cities including collecting garbage in plastic bags, evaluating employees, relations with city council, promoting a bond issue, replacing vehicles, controlling developers, volunteer fire departments, investing city funds, etc. The format will be a round-table discussion with plenty of opportunity for managers to share experiences. If you like *Nuts & Bolts*, you should find this track "right on."

COMPUTERIZING WATER

Garland, Tex., is using a process control computer in the city water department to monitor 156 control points 20,000 times a minute and trigger an alarm and shutdown control. The computer receives readings from sensors placed in strategic locations in the water system, and uses the reading to supervise and control processes. For example, pump maintenance is expensive when a pump comes on and the valve does not open as it should. The damage can run from \$10,000 to \$20,000. The process control computer pinpoints the problem, sounds an alarm, and shuts down the pump before damage occurs.

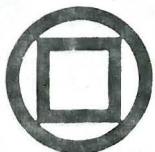
The process control computer has saved the city more than \$60,000 in its first five months of operation through a 15 to 20% reduction in equipment breaks, electrical power requirements, and emergency manpower needs. The computer is part of an on-line information and control system for everything from book circulation in the library to traffic flow in the downtown. All departments have direct access to these common data through information display systems and remote terminals connected to a central computer. For further information, contact Charles E. Duckworth, city manager, Garland, Tex., or join the field trip to Garland during the ICMA Annual Conference in Dallas, where the system will be demonstrated.

TRAVELING SECRETARIES

Edwin Powell, city manager of Placentia, Calif., has arranged visits for city secretaries with staffs in other cities. This may leave the city "shorthanded" for a couple of days, but it enables the secretaries to learn from their counterparts how they might improve such job activities as filing, office management, and handling citizen complaints.

RADIO PROGRAM

The city of Rome, Ga. (Bruce Hamler, city manager), has worked out a weekly public service radio program of 15-minute interviews with the heads and subheads of the various city departments. The program is aired twice each Tuesday. The series started in January with the discussion of the current city budget, and went through programs of all the different departments. Station WROM, which carries the programs, received an award from the Georgia Association of Broadcasters, with this public service program as a prime factor. The city staff feels that it has done much to enhance the image of the city with residents. One of the local colleges has requested copies of the broadcast tapes for students in governmental



International
City
Management
Association

(over)

studies. For further information, contact Jim Crowdis, Assistant City Manager, City Hall, Rome, Ga. 30161.

**RADIO
TRAINING
FOR
POLICE**

The city of Beaumont, Tex., looks on the police radio as an opportunity to train police officers. A special frequency has been allocated for the training, and a 24-hour recorder broadcasts the material, at the rate of one or two short units per hour. A unit or MODEL (acronym for Mobile On Duty Electronic Learning) varies from 30 seconds to 3 minutes. Each MODEL is repeated several times throughout the year. A circuit is designed to override the training program if the dispatcher is making a transmission. While these MODELS are designed to supplement regular training, some questions for promotional examinations are drawn from the modules.

The materials cover departmental policies and procedures, laws of arrest, search and seizure, handling of juveniles, community relations, city ordinances, basic techniques of investigation, defensive driving, code of criminal procedures review, and special projects. For further information, contact Kenneth Devero, City Manager, P.O. Box 3827, Beaumont, Tex. 77704.

**SANTA
PHONE**

Last Christmas, the city parks and recreation department of Vancouver, Wash., sponsored a Santa phone line, manned by senior citizens, that handled some 16,000 calls from youngsters in the Vancouver area. The Senior Citizens Advisory Council, a nonprofit group, provided volunteers who signed up as Mr. or Mrs. Santa Claus on two-hour shifts for the days of operation. The Northwest Bell Telephone Company contributed three telephone lines. Each phone was provided with an answering service tape which explained that Santa was out on a call or feeding the reindeer in the event the volunteers were off duty. A. N. Harvey, city manager, says the program gave a positive image, showing that government agencies can feel the spirit of Christmas too. For further information contact A. N. Harvey, City Manager, City Hall, 210 E. 13th St., Vancouver, Wash. 98660.

**STAY HOME
PAY**

University City, Mo., now provides a \$50 per month residency allowance for policemen and firemen who live in the city. City Manager Charles Henry believes that the plan has been successful, particularly for police; almost half of all police officers now live within the city.

**THINK
TANK**

Lakewood, Colo. (Ray Wells, city administrator), has built a management information center with 30 back-lighted plexiglass panels to show via maps and charts current conditions of eight key categories of city interest: safety, recreation, transportation, environment, land use, social characteristics, housing, and capital improvements. Each display is updated monthly to show the most current development in the city. The center was built with HUD "701" funds. The center, used primarily for council and staff meetings, serves as a focal point for decisionmaking. For further information, contact Bill Henderson, Assistant to the City Administrator, 1580 Yarrow St., Lakewood, Colo. 80215.

FREEBEE

The city of Palo Alto, Calif. (George A. Sipel, city manager), has developed a Handbook which tells the story of how that city went about establishing greater accountability for performance, and improving both effectiveness and efficiency in services. The Handbook is called *Service Management System*, and is pitched towards sharing transferable experiences with other local governments. ICMA's Management Development Center (MDC) has a limited quantity of this 140-page Handbook available for free distribution to members. For a copy, write ICMA (Attn: Nuts & Bolts) and enclose a self-addressed mailing label.

City of Milwaukie
Planning Commission

4h

ANNUAL REPORT
October 1, 1974

During the period from October 1, 1973, through September 30, 1974, the Planning Commission held 12 regular meetings, 3 special meetings, and 9 work sessions. Included in these sessions were the following: 2 joint meetings with City Council, 3 joint meetings with Sign Ordinance Advisory Committee, 1 meeting with property owners concerning future development of their area, and a field trip to review proposed bus shelter locations. The Planning Commission also held a joint meeting with the Street and Storm Sewer Study Committee, and a joint meeting with the Council and representatives from Columbia Region Association of Governments.

In March 1974, Jon Nickel was appointed to fill the expired term of John Foster and Byron Foreman was reappointed for a four year term. In August, 1974, Jerry Mesander was appointed to fill the unexpired term of Edythe Knaub, who resigned in June, 1974. Fred Liddell resigned in August, 1974, and there has been no appointment made for his replacement. In October, 1973, Louis Casale was elected President, Dennis Davis as Vice-President and Michelle Brown as Secretary, and assumed office in December, 1973.

Members are:

--vacant--
Louis Casale
Dennis Davis
Robert Kennedy
Jerry Mesander
Byron Foreman
Jon Nickel
Michelle Brown
ex officio members

Term to Expire:

February, 1975
February, 1976
February, 1976
February, 1977
February, 1977
February, 1978
February, 1978
City Staff

ZONE CHANGES

- 3 applications received and 3 public hearings held
- 2 recommendations to the Council for zone change; 2 zone change ordinances were passed by the Council
- 2 recommendations to deny; 2 were denied by Council (included was 1 recommendation which was previously postponed for further study)

CONDITIONAL USE PERMITS

- 15 applications received and 15 public hearings held
- 14 conditional use permits granted; 1 denied
- 1 denial was appealed to City Council; Council upheld Planning Commission decision
- 4 extensions of approved conditional uses were requested and granted

Among the conditional use requests granted were four duplexes, trade school, artists' studio, re-open former church, artists' studio and gallery, expand repair garage and remodel service station, use theatre as a church, surface mining, amateur radio antenna, parking facility for hospital and medical offices, and replace private boat dock.

VARIANCES AND EXCEPTIONS

- 12 variance applications were received and 9 requests were granted; 3 were denied
- 1 variance denial was appealed to City Council; Council upheld Planning Commission decision
- no exception applications were received

SUBDIVISIONS AND MINOR LAND PARTITIONS

- 3 subdivision preliminary plats were submitted and approved - Elizabeth Subdivision, Torino I, and The Grove
- 1 subdivision final plat was submitted and approved - Cedarcrest 8
- 5 minor land partitions were requested and approved. In addition, staff approved 11 minor land divisions

BUFFER AREAS, ETC.

- 6 buffer areas were reviewed and approved
- 2 signs in buffer areas were reviewed and approved
- 1 sign pursuant to approved conditional use was reviewed and approved
- 1 sign pursuant to approved change of non-conforming use was reviewed and approved
- 1 plan in Flood Hazard zone was reviewed and approved
- 1 request to add decorative face to building was reviewed and approved
- 2 appeals from interpretation of City Manager were reviewed; 1 was upheld and 1 was reversed

ALTERATION, EXTENSION OR CHANGE OF NON-CONFORMING USES

- 1 change in non-conforming use was requested and approved, no hearing required at the time
- 1 expansion of non-conforming use was received, a public hearing held and the request approved

OTHER ACTIVITIES

- a) Amendments to the Zoning Ordinance (Milwaukie Ordinance Number 1183) concerning buffer area in A-3, major streets, parking requirements for one and two family dwellings, parking requirements for apartments, change in non-conforming use, hearings on alteration, extension or change of non-conforming use and definition of kitchen facility were recommended for adoption to the City Council and approved. A fee for application for alteration, extension or change of non-conforming use was recommended for adoption by the City Council and approved.
- b) The Commission made interpretations of surface mining and drive-in restaurants in C-L zone.
- c) The Commission received the draft of the proposed Sign Ordinance from the Sign Ordinance Advisory Committee, held public information meetings on the proposal and has been studying it for recommendations to the City Council.
- d) The Commission received the draft of the "codified" Zoning Ordinance, but has made no recommendations to date.
- e) The Commission made a report on the impact of a proposed regional shopping center on the City of Milwaukie which was accepted by the City Council.



Michelle Brown
Secretary to Planning Commission

City of Milwaukee
M E M O R A N D U M

September 30, 1974

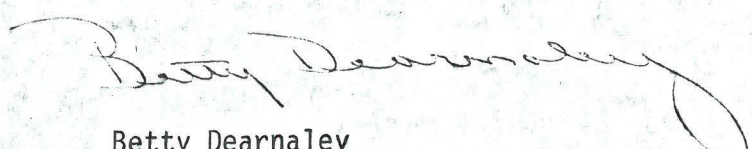
TO: City Council
FROM: Employees Association
SUBJECT: 1974-75 Wage Negotiations

In his letter regarding the 1974-75 Employees Association contract dated June 26, 1974, Kent J. Collings stated that if either the Fire or Police Unions were awarded more than an 8 1/2% wage increase, he would request the City Council to extend a like raise to the Association.

It is our understanding that the Fire Department received 12% and the Police Department 8 1/2% plus adjustments.

This is our request for you to review our request for a like raise for the Employees Association.

Thank you for your consideration.



Betty Dearnaley
President-Elect

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RESOLUTION NUMBER _____

A RESOLUTION SUPPORTING DEVELOPMENT OF THE GLACKAMAS TOWN CENTER REGIONAL SHOPPING CENTER IN THE SPHERE OF INFLUENCE OF THE CITY OF MILWAUKIE.

WHEREAS, the Clackamas Town Center Regional Shopping Center is proposed for development within the sphere of influence of the City of Milwaukie, and Oregon law provides that a city may plan for extraterritorial areas when such areas reasonably relate to the planning of said city, and

WHEREAS, the proposed location of the Clackamas Town Center Regional Shopping Center is within the sphere of influence of the City of Milwaukie and therefore is reasonably related to the planning of the City of Milwaukie,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Milwaukie, Oregon, approves development of the proposed Clackamas Town Regional Shopping Center within the city's sphere of influence, with the following recommendations:

- 1. That Harmony Road should not be a major traffic route to this Center because of its inadequate surface and width and its close proximity to residential development, but that the Expressway be utilized instead.
- 2. That Clackamas County should attempt to discourage satellite convenience commercial development around the area of the Clackamas Town Center.
- 3. That the County attempt to increase the density surrounding the development, but hold to single family, low density on the east side of I-205, retaining much of the open space currently found in that area.

Be it so resolved.

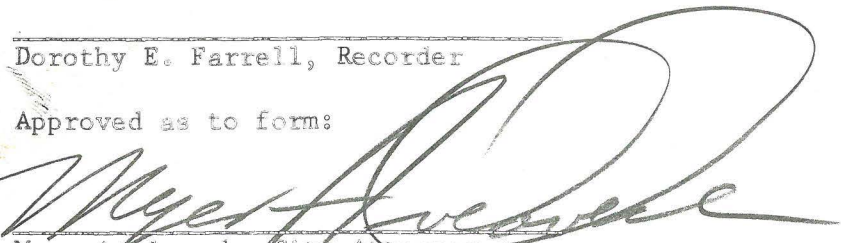
Introduced and adopted by the City Council of the City of Milwaukie, Oregon, on the 7th day of October, at a regular meeting of the City Council.

Donald W. Graf, Mayor

ATTEST:

Dorothy E. Farrell, Recorder

Approved as to form:



Myer Avedovech, City Attorney

Copies to:

Editor, Journal
Editor, Milwaukie Review

72
Patricia J. Higdon
12501 S. E. 90th
Clackamas, OR 97015

Milwaukie City Council
City Hall
Milwaukie, OR 97222

Dear Sirs and Madam:

Congratulations Milwaukie - by lending your support to the construction of the Clackamas Town Center you have certainly clobbered your business area.

The proposed development does appear to be well thought out and well-planned. The only hitch is that it requires a major redevelopment of the surrounding area if it is to be built as proposed - this in turn requires a total and ambitious cooperative effort by all levels of government - are you supporting the total plan or just the shopping center?

Did you read pages 251 and 252 of the impact analysis - the part that says, "Relatively small concentrations of retail activity such as Oregon City or Downtown Milwaukie may therefore be predicted under the model to suffer substantial loss?" The impact chart spells this out more clearly - without the Town Center, Milwaukie's 1980 sales are projected to increase over 1974's by 32% - with the Center, Milwaukie's 1980 sales are projected to go down 3% over 1974's. That is a 35% loss of sales overall - Your generosity is overwhelming. I wonder how your businessmen in GAF goods feel about it, especially those who were asked to plunk down considerable sums of money for your downtown improvement project. ~~Maybe there is no problem - perhaps they are planning to move their stores to the new center!~~

If you really support construction of the Town Center, why don't you campaign to get it located within your city limits? Then you could have a slice of the profit pie. As long as developers are allowed to use open space in relatively undeveloped areas there will be no progress toward keeping already settled and commercialized areas vital and up to date. You hear a lot today about urban sprawl - the way Clackamas county is going we may have to coin a new phrase - commercial sprawl.

The North Clackamas citizenry do not need more shopping as much as they need other things - designated open spaces, livability insurance, a comprehensive plan they can depend on, and provisions for people to get around without sole dependence on automobiles. If you must make a favorable response supporting the Clackamas Town Center, may I urge you also to respond on the SOS Neighborhood's behalf? We are expected to live with it and that will not be easy to do. It may indeed be a nice place to visit, but would you want to live there?

Sincerely,

Patricia A. Higdon