

## MINUTES

### MILWAUKIE CITY COUNCIL JUNE 16, 2003

#### OATH OF OFFICE

Municipal Court Judge Ronald L. Gray administered the Oath of Office to Councilor Joe Loomis who was elected to office at the May 20, 2003 election.

#### CALL TO ORDER

The 1912<sup>th</sup> meeting of the Milwaukie City Council was called to order by Mayor Bernard at 6:00 p.m. in the City Hall Council Chambers. The following Councilors were present:

Councilor Barnes  
Councilor Lancaster

Councilor Loomis  
Councilor Stone

Staff present:

Mike Swanson,  
City Manager  
Alice Rouyer,  
Community Development/  
Public Works Director

Grady Wheeler,  
Public Information Specialist

#### PLEDGE OF ALLEGIANCE

#### PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS

**Mayor Bernard** read a summary of the minutes of the November 12, 1903 and April 14, 1904 Council meetings. Milwaukie Museum Curator Madalaine Bohl is preparing this series of historical notes in honor of the City's Centennial Year.

#### CONSENT AGENDA

It was moved by Councilor Barnes and seconded by Councilor Stone to adopt the consent agenda, which consisted of:

- A. Contract for Municipal Court Judge Services
- B. Contract for Newsletter Printing

The motion to adopt the consent agenda passed unanimously.

## AUDIENCE PARTICIPATION

No participants.

## PUBLIC HEARING

### 2003 – 2004 Budget Hearing

**Mayor Bernard** called the public hearing on the 2003 – 2004 Budget and 2002 – 2003 Supplemental Budget to order at 6:05 p.m.

The purpose of the hearing was to consider resolutions required to effect the adoption of the FY 2003 – 2004 Budget and a resolution amending the FY 2002 – 2003 Budget.

**Swanson** provided the staff report. As a precondition to adopting the annual budget and supplemental budget, there are certain statutory notice provisions, one of which requires publication in a newspaper of general circulation. The City generally uses *The Clackamas Review* for this particular publication because the notice itself is very lengthy. Apparently that newspaper is in the process of moving. Staff sent the notice, and it was not published in last Thursday's edition. As a result, the notice did not meet the deadline for this particular hearing. The City will have to re-notice and hold the budget hearings on the evening of June 30, which is the last possible adoption date. Finance Director Smith will present the staff report. The non-represented employee cost of living adjustment will also be rescheduled. He advised the City Council to adopt a resolution resetting the budget hearing to June 30, 2003.

**Swanson** provided a brief background of the events leading up to the budget before Council for adoption. This budget has been part of a very lengthy process that began with the local option tax measure on the November 2002 ballot. During the campaign, citizens were respectful; however, there was a great deal of criticism of local government in general and how it has dealt with elections and money matters. In the past when a money measure was defeated, cuts promised during the campaign did not materialize. A number of positions were lost during this budget process with a significant amount of money being cut from the general fund. The City did not lose at the polls and continue to do things the same way. There are very real differences in this organization between November 2002 and June 2003. Those differences are a direct result of meaning what was said during the campaign. At the same time, the commitment is first and foremost to provide public services. That will be the last thing to go. A good group is doing everything it can to be timely in providing the services Milwaukie residents have come to expect. There will be a significant staff reduction.

**Mayor Bernard** added there were no threats during the November campaign to cut staff. The City hoped to win by facing the facts and being positive. The fact is, local option tax supporters knew there would be staff cuts but did not want to use that as a tool to win the election.

**Councilor Stone** asked Swanson to discuss positions that were affected by this budget cut.

**Swanson** said one police patrol position was lost, three library positions, and some police support services. The library was hit particularly hard, and a change at the Budget Committee approved a transfer from contingency into the library fund. A big difference has already been seen in terms of meetings where meals and refreshments are very modest or nonexistent. The neighborhood services manager position will not be filled, and existing staff will assume that work and continue to coordinate neighborhood activities. *The Pilot* will still be published monthly, but it will be 6 pages instead of 8. One position that will be lost is the person who does a lot of deliveries between buildings, and others will have to pick up that job. The planning department is down one position because of the hiring freeze. At one point, because of vacant positions and an illness, there was only one planner on duty for a period of time. This is difficult both for public and the planners who must provide counter assistance while getting their other work done. The organization is somewhat thin, but that is the way it is going to be in terms of staffing.

**Councilor Stone** asked for clarification of the positions lost at the library. Two of those were through retirement and were simply not filled. They were not actually let go, and their work is being absorbed. She asked people to think about volunteering at the library.

**It was moved by Councilor Stone and seconded by Councilor Loomis to adopt the resolution providing public notice of a special City Council meeting on June 30, 2003 to consider the fiscal year 2003 – 2004 Budget and the 2002 – 2003 Supplemental Budget. Motion passed unanimously.**

#### **RESOLUTION NO. 23-2003**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, PROVIDING PUBLIC NOTICE OF A SPECIAL CITY COUNCIL MEETING ON JUNE 30, 2003.**

#### **OTHER BUSINESS**

##### **Comments from Milwaukie City Council to Clackamas County Commissioners Regarding MTIP Funding**

**Mayor Bernard** and Rouyer attended a Metro Joint Policy Advisory Committee on Transportation (JPACT) meeting, and the Lake Road Multimodal Project Milwaukie submitted for MTIP funding was not approved. He felt there was an opportunity to fund the Milwaukie project when Portland offered Clackamas County \$750,000 for its Sunnyside Road project. The County Commissioner could have suggested the Lake Road Project be funded at \$470,000, but nothing was mentioned. The money was given back. Bernard spoke to the Commissioner about this issue, and the Commissioner indicated he did not know Lake Road was not selected for funding.

**Mayor Bernard** believed the City Council should send a letter to the Commissioner asking Clackamas County to look to helping its partners in situations like this. The Councilors agreed sending a letter on this subject to the Clackamas County Commissioners would be appropriate.

### **Centennial Project**

**Mayor Bernard** thanked an incredible citizen from the Linwood neighborhood, who wishes to remain anonymous, for her work on a Pioneer Cemetery project. The names and plot locations of those buried in the cemetery are available to interested persons at the Milwaukie Museum, Ledding Library, and City Hall.

### **House Stored at Lake Road and 21<sup>st</sup> Avenue**

**Mayor Bernard** asked the city manager for an update on the Marinos house.

**Swanson** reported he prepared and forwarded an agreement to Mr. Emmert based on the principles he addressed at the June 10 City Council meeting. He and Mr. Emmert spoke on June 13, and there were a number of disagreements on some of these principles. He is currently preparing a response. One of the things he required in the agreement was the payment of all systems development charges. Mr. Emmert noted a house move in 2001 to a Jefferson Street address, and the total building permit cost was \$975. The proposed Jackson Street move totals in excess of \$14,000. The Jefferson move was to a property that did have a house on it but was demolished. The municipal code is clear that exemptions are required when one is only replacing a structure. SDCs did not apply to the Jefferson Street move. The code assumes these charges have somehow been covered because service already exists to those structures. Jackson is different in that it is a vacant lot with no previous structure; therefore, the SDCs would have to be charged on the Jackson move. Another rather large expense is the transportation system plan fees that were adopted three months after the Jefferson move. When the Jefferson move occurred, there was no provision in place.

Swanson will provide a detailed listing of fees when he presents Mr. Emmert International with the final agreement in the morning. The agreement does provide a framework for saving the house. Swanson will set a deadline and ask Mr. Emmert to sign the agreement, or he will take another action. He did make some changes per Mr. Emmert's request including a removal date extension from July 15 to July 30. In addition, Mr. Emmert claims he is not the owner of the structure until it is moved. The October 31 agreement clearly states it contemplates a transfer of Mr. Peterson's "entire interest in the building" to Mr. Emmert. He will e-mail copies of the final agreement to Council.

**Councilor Barnes** asked Swanson what deadline he had considered for Mr. Emmert's signing the agreement.

**Swanson** would need to know by Wednesday, June 18 at noon. Mr. Emmert was concerned about the difference in fees between the two properties; however, they are justifiable. Mr. Emmert had good points on some of the issues, but Swanson could not accept others.

**Councilor Stone** said Emmert initially proposed moving this home to another vacant lot. She understands Emmert would have been subject to these systems development charges if he had moved it to the Balfour Street property.

**Swanson** said Emmert International would have been subject to systems development charges if there were no house on the Balfour lot. These charges include water, sewer, and parks district.

**Councilor Stone** asked if \$14,000 was a typical amount.

**Swanson** said \$5,300 of that amount is transportation system charges. He will provide a complete list of these charges with the final agreement. In this case, the transportation system plan fees cover future transportation improvements such as streets, curb, gutter, and sidewalk. This, he added, was a fairly recent adoption.

**Councilor Stone** asked if part of the agreement required sidewalks.

**Swanson** said at this time it is a deposit for future construction when it becomes feasible.

**Councilor Stone** asked if this charge could be waived since there are no other sidewalks on that street. She asked if that is how it is when someone buys a house in an area with no sidewalks.

**Swanson** said one would be exempt if they were replacing a home. The code imposes an SDC on any development in the City, which is defined as making a physical change in the use or appearance of a structure or land or creating or terminating or creating a right of access. Merely purchasing a home would not require that, but if one developed a vacant lot, one would be subject. That is the critical difference between the Jackson lot and the Jefferson lot.

**Councilor Stone** thought it was odd these charges would come as a surprise to an experienced developer like Mr. Emmert.

**Swanson** believed most developers are aware of these charges.

**Mayor Bernard** noted that Mr. Van Bergen said he paid \$10,000 in fees when he built his home.

**Councilor Stone** asked for clarification of the clause requiring a certificate of occupancy.

**Swanson** responded the performance bond is intended to ensure compliance with the move from the current property and securing a final inspection at the destination property. Throughout the region, one can see moved homes that are left on blocks. This clause is to make certain the process is complete and the house set on its foundation.

**Councilor Stone** asked the amount of the performance bond.

**Swanson** replied it is \$10,000 and is based on the amount of the demolition contract.

**Councilor Barnes** asked who is the legal owner of the property if not Emmert.

**Swanson** believes Emmert is the legal owner. To say one is not currently the legal owner but is after the move is to place oneself in the best of both worlds. The October 31 agreement is clear; the transfer was for the entire interest in the building.

**Councilor Barnes** understands the new deadline is July 30. Since Mr. Emmert would have to sign by June 18, she asked why there was a need for an additional week.

**Swanson** wants to make this work. His interest is in moving the house and making sure it is abated through this process, not through demolition.

**Councilor Barnes** commended Swanson and staff for their patience. She wanted it made clear that the staff has suffered some personal attacks that never should have happened and should never be repeated. She is glad this is coming to an end, so the City can move on to economic development projects for the future of Milwaukie. She would like to put the energy on something that is productive.

### Traffic Changes

**Councilor Loomis** asked the process for making traffic changes and noted traffic tends to stack up at the right turn arrow at 32<sup>nd</sup> Avenue and Harrison Street.

**Swanson** asked Rouyer to have staff look into this. The City tries to make things not too bureaucratic and encourages contact with staff on questions such as this. Swanson does want to know if people feel they did not get a response to their questions.

**Councilor Barnes** reminded the community of the Centennial Celebration and parade June 20 - 22. She asked the Council to consider having photos taken at the June 30 meeting to put in the City Hall lobby.

**Mayor Bernard** announced the Clackamas County Tourism event at the Kellogg Treatment Plant on June 17 to discuss development opportunities.

**Councilor Loomis** encouraged people to look at the treatment plant property because it is really quite nice with trails and picnic tables.

**ADJOURNMENT**

**It was moved by Councilor Lancaster and seconded by Councilor Barnes to adjourn the meeting. Motion passed unanimously.**

Mayor Bernard adjourned the meeting at 6:45 p.m.

*Pat DuVal*  

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Pat DuVal, Recorder



# AGENDA

## MILWAUKIE CITY COUNCIL JUNE 16, 2003

MILWAUKIE CITY HALL  
10722 SE Main Street

1912<sup>TH</sup> MEETING

### OATH OF OFFICE

The Oath of Office for Councilor Joe Loomis will be administered by Municipal Court Judge Ronald L. Gray.

### REGULAR SESSION - 6:00 p.m.

- I. **CALL TO ORDER**  
Pledge of Allegiance
- II. **PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS**
- III. **CONSENT AGENDA** *(These items are considered to be routine, and therefore, will not be allotted Council discussion time on the agenda. The items may be passed by the Council in one blanket motion. Any Council member may remove an item from the "Consent" portion of the agenda for discussion or questions by requesting such action prior to consideration of that portion of the agenda.)*
  - A. **Contract for Municipal Court Judge Services**
  - B. **Contract for Newsletter Printing**
- IV. **AUDIENCE PARTICIPATION** *(The Mayor will call for statements from citizens regarding issues relating to the City. It is the intention that this portion of the agenda shall be limited to items of City business which are properly the object of Council consideration. Persons wishing to speak shall be allowed to do so only after registering on the comment card provided. The Council may limit the time allowed for presentation.)*
- V. **PUBLIC HEARING** *(Public Comment will be allowed on items appearing on this portion of the agenda following a brief staff report presenting the item and action requested. The Mayor may limit testimony.)*
  - A. **2003 – 2004 Budget Hearing (Swanson)**
    1. **Resolution Adopting the Budget, Making Appropriations, and Declaring the Ad Valorem Tax;**
    2. **Resolution Declaring the City's Election to Receive State Revenues; and**
    3. **Resolution Certifying Services Provided for State Revenue Sharing**

**V. Public Hearing, continued**

**B. 2002 – 2003 Supplemental Budget – Resolution (Swanson)**

**VI. OTHER BUSINESS** *(These items will be presented individually by staff or other appropriate individuals. A synopsis of each item together with a brief statement of the action being requested shall be made by those appearing on behalf of an agenda item.)*

- A. 2004 – 2008 Capital Improvement Plan Adoption – Resolution (Shirey)**
- B. Consider Cost of Living Adjustment for Non-Represented Employees (Swanson)**

**VII. INFORMATION**

**VIII. ADJOURNMENT**

**Public Information**

- Executive Session: The Milwaukie City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions as provided by ORS 192.660(3) but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making and final decision. Executive Sessions are closed to the public.
- For assistance/service per the Americans with Disabilities Act (ADA), please dial TDD 503.786.7555
- The Council requests that all pagers and cell phones be either set on silent mode or turned off during the meeting.



To: Mayor and City Council  
From: Mike Swanson, City Manager  
Subject: Contract for Municipal Court Judge Services  
Date: June 4, 2003

**Action Requested**

Authorize the City Manager to sign a contract with Ronald L. Gray extending Municipal Court Judge Services to June 30, 2005.

**Background**

By City Charter, the Municipal Court Judge is the judicial officer of the City and is appointed directly by the City Council. The Milwaukie Municipal Court Judge handles cases involving building code violations, City ordinance civil infractions such as zoning violations, and all traffic infractions under Milwaukie Municipal Code. The position requires an average of 15 to 20 hours per month on the bench plus several hours per month preparing and reviewing court-related material.

Gray was selected in a competitive process in 1988 and again in 1995. The current contract with Gray for Municipal Court Judge Services expires June 30, 2003. There are no changes to the previous year's contract requested by either Gray or the City.

**Concurrence**

The proposed agreement has been reviewed by Gray and approved as to form by the City Attorney.

**Fiscal Impact**

The amount of the contract is \$18,000 annually and is included in the FY 2003 – 2004 Approved Budget.



**To:** Mayor and City Council  
**Through:** Mike Swanson, City Manager  
**From:** Grady Wheeler, Information Specialist  
**Subject:** *The Pilot* Newsletter Contract  
**Date:** June 2, 2003, for the June 16, 2003 meeting

**Action Requested**

Authorize the City Manager to execute a contract with Printing Today for an amount of \$26,800 to provide the printing and mail preparation services for *The Milwaukie Pilot* newsletter from July of 2003 to June of 2004.

**Background**

During the Budget process the Budget Committee decided to change the newsletter's format from an eight-page publication to a six-page publication. With the format change, and to encourage a competitive environment to secure a better price, the Budget Committee directed staff to put the newsletter out for bid. Staff drafted a Request for Proposals, and two contractors submitted proposals.

On May 6, 2003 a five-person selection committee comprised of regional information specialists and City Staff evaluated the proposals on the basis of vendor qualifications, quality of work, production turnaround and cost. The committee unanimously recommended Printing Today provide the printing and mail preparation services for *The Pilot* for the coming fiscal year, from July '03, to June of '04.

**Concurrence**

As has been the case, the Information Specialist will continue to work with the City's departments in preparing content for the monthly newsletter.

**Fiscal Impact**

Printing Today's bid states that it will print and prepare 12 issues of a six-page, two color *Pilot* for \$26,800. The City currently spends approximately \$38,400 for 12 issues of the eight-page format. The savings gained is about \$11,600.

**Work Load Impacts**

By following the selection committee's recommendation to enter a contract for a six-page newsletter the Information Specialist forecasts he'll save a negligible amount of time in preparing the newsletter with its new format. With a smaller format, a premium will be placed on editing submitted pieces, which is often time-intensive. No addition in work load is anticipated.

**Alternatives**

City Council could reject the selection committee's recommendation and accept the other bid submitted by Continuous Imprinters, or reject both bids and republish the RFP.

**City of Milwaukie Newsletter, The Milwaukie Pilot  
 Evaluation Breakdown**

<b>Vendor Qualifications</b>	<i>Printing Today</i>	<i>Continuous Imprinters</i>									
References	<table border="1"> <tr> <td><b>City of Portland</b></td> <td><b>Dept. of Fish &amp; Wildlife</b></td> </tr> <tr> <td>Meets to Exceeds</td> <td>Exceeds</td> </tr> <tr> <td>Meets to Exceeds</td> <td>Exceeds</td> </tr> <tr> <td>Exceeds</td> <td>Dramatically exceeds</td> </tr> </table>	<b>City of Portland</b>	<b>Dept. of Fish &amp; Wildlife</b>	Meets to Exceeds	Exceeds	Meets to Exceeds	Exceeds	Exceeds	Dramatically exceeds	<table border="1"> <tr> <td><b>None Available</b></td> </tr> </table>	<b>None Available</b>
<b>City of Portland</b>	<b>Dept. of Fish &amp; Wildlife</b>										
Meets to Exceeds	Exceeds										
Meets to Exceeds	Exceeds										
Exceeds	Dramatically exceeds										
<b>None Available</b>											
• Timeliness											
• Reliability											
• Level of customer service											

<b>Production Turnaround</b>	<i>Printing Today</i>	<i>Continuous Imprinters</i>
As described in production matrix:	<b>4 Days</b>	<b>8-13 Days</b>

<b>Cost</b>	<i>Printing Today</i>	<i>Continuous Imprinters</i>
As described in cost matrix:	<b>\$26,800</b>	<b>\$37,722.30</b>



V. A. \_\_\_\_\_

TO: Mayor and City Council  
FROM: Mike Swanson, City Manager  
Subject: Resolutions Regarding FY 2003 - 2004 Budget  
Date: June 9, 2003

**ACTION REQUESTED**

Adoption of the attached resolutions that are required to effect the adoption of the FY 2003-2004 Budget.

Individual motions can accomplish this as follows:

1. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, CLACKAMAS COUNTY, OREGON TO ADOPT THE BUDGET, MAKE APPROPRIATIONS, AND DECLARE AND CATEGORIZE THE AD VALOREM TAX LEVY FOR FISCAL YEAR 2003 - 2004;
2. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES DURING FY 2003-2004; and
3. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, CERTIFYING SERVICES PROVIDED FOR STATE REVENUE SHARING.

It will be necessary to introduce the approved budget and to seek public input on it. ORS 221.770(1)(b) also specifically requires an opportunity to comment orally or in writing on the possible uses of state shared revenues, "including offset against property tax levies by the city . . ." Examples of state shared revenues include, but are not limited to, the cigarette and liquor taxes.

The actions adopting the budget and certifying services require a motion and majority approval of the Council.

**BACKGROUND**

The Budget Committee approved the FY 2003-2004 budget in the amount of \$39,615,966.

**RESOLUTION NO. \_\_\_\_\_ - 2003**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, CLACKAMAS COUNTY, OREGON TO ADOPT THE BUDGET, MAKE APPROPRIATIONS AND DECLARE AND CATEGORIZE THE AD VALOREM TAX LEVY FOR FISCAL YEAR 2003-2004**

**WHEREAS,** the Budget Committee of the City of Milwaukie met and approved the Proposed Budget on April 28, 2003; and

**WHEREAS,** the City subsequently published the Notice of Budget Hearing together with Financial Summary as required by ORS 294.416 in the Clackamas Review on June 16, 2003; and

**WHEREAS,** on June 16, 2003, a public meeting was held, testimony taken, and deliberations made by the City Council.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Milwaukie, Clackamas County, Oregon, that

**Section 1.** On June 16, 2003 the City Council of the City of Milwaukie hereby adopts the budget for fiscal year 2003-2004 in a total sum of \$39,615,966. A copy of the budget document is now on file in City Hall, 10722 S.E. Main Street, Milwaukie, Oregon.

**Section 2.** For the fiscal year beginning July 1, 2003, the amounts shown below are hereby appropriated for the purposes indicated within the funds listed:

<u>FUND</u>	<u>APPROPRIATION CATEGORY</u>	<u>APPROPRIATION</u>
GENERAL FUND	Personal Services	\$3,721,996
	Materials & Services	6,006,934
	Capital Outlays	38,000
	Transfers	1,136,815
	Contingency	1,580,000
	<b>TOTAL GENERAL FUND</b>	<b>\$12,483,745</b>
ADMINISTRATIVE SERVICES	Personal Services	\$1,407,617
	Materials & Services	1,098,734
	Capital Outlays	53,000
	Transfers	100,000
	<b>TOTAL ADMIN SERVICES</b>	<b>\$2,659,351</b>

V. A. 1-2

LIBRARY SERVICES	Personal Services	\$804,706
	Materials & Services	562,287
	Capital Outlays	88,661
<b>TOTAL LIBRARY SVCS</b>		<b>\$1,455,654</b>
NEIGHBORHOOD GRANTS	Capital Outlays	\$59,714
<b>TOTAL NEIGHBORHOOD GRANTS</b>		<b>\$59,714</b>
PUBLIC SAFETY FACILITY DEBT SERVICE	Debt Service	\$454,485
	Reserves for Debt Service	508,515
<b>TOTAL PUB. SAFETY FAC DEBT</b>		<b>\$963,000</b>
PARKS ACQUISITION	Capital Outlays	\$30,060
<b>TOTAL PARKS ACQUISITION</b>		<b>\$30,060</b>
STRUCTURAL SAFETY	Personal Services	\$152,519
	Materials & Services	115,375
	Transfers	51,606
<b>TOTAL STRUCTURAL SAFETY</b>		<b>\$319,500</b>
STATE GAS TAX/ STREET REPAIR	Personal Services	\$391,544
	Materials & Services	754,392
	Capital Outlays	588,450
	Transfers	268,274
	Contingency	173,357
<b>TOTAL STATE GAS TAX</b>		<b>\$2,176,017</b>
TRANSPORTATION SDC	Transfers	\$280,000
	Contingency	305,000
<b>TOTAL TRANS. SDC</b>		<b>\$585,000</b>
BIKE PATH	Transfers	\$21,700
	Contingency	7,875
<b>TOTAL BIKE PATH</b>		<b>\$29,575</b>
WATER	Personal Services	\$430,650
	Materials & Services	1,325,369
	Capital Outlays	704,000
	Transfer	287,277
	Contingency	285,178
<b>TOTAL WATER</b>		<b>\$3,032,474</b>

WATER SDC	Transfer	\$5,000
	Contingency	391,408
<b>TOTAL WATER SDC</b>		<b>\$396,408</b>
WATER CAPITAL RESERVE	Transfers	\$200,000
	Contingency	1,906,271
<b>TOTAL WATER CAPITAL RES.</b>		<b>\$2,106,271</b>
SEWER	Personal Services	\$325,237
	Materials & Services	2,599,829
	Capital Outlays	385,000
	Transfer	1,155,385
	Contingency	324,958
<b>TOTAL SEWER</b>		<b>\$4,790,409</b>
SEWER SDC	Transfer	\$5,000
	Contingency	865,000
<b>TOTAL SEWER SDC</b>		<b>\$870,000</b>
SEWER CAPITAL RESERVE	Contingency	\$1,078,559
<b>TOTAL SEWER CAPITAL RES.</b>		<b>\$1,078,559</b>
STORM SEWER	Personal Services	\$267,475
	Materials & Services	457,357
	Capital Outlays	446,750
	Transfer	317,497
	Contingency	180,356
<b>TOTAL STORM SEWER</b>		<b>\$1,669,435</b>
STORM SEWER SDC	Transfers	\$65,000
	Contingency	55,264
<b>TOTAL STORM SEWER SDC</b>		<b>\$120,264</b>
STORM SEWER RESERVE	Contingency	\$150,481
<b>TOTAL STORM CAPITAL RES.</b>		<b>\$150,481</b>
COMM. DEV. ADMIN.	Personal Services	\$373,961
	Materials & Services	226,133
<b>TOTAL COMM. DEV. ADMIN.</b>		<b>\$600,094</b>
ENGINEERING	Personal Services	\$435,204
	Materials & Services	222,733
	Capital Outlays	6,000
<b>TOTAL ENGINEERING</b>		<b>\$663,937</b>

V. A. 1-4

FLEET SERVICES	Personal Services	\$356,959
	Materials & Services	605,373
	Capital Outlays	5,000
	Transfers	202,289
	<b>TOTAL FLEET SVCS</b>	<b>\$1,169,621</b>
FLEET SERVICES RESERVE	Capital Outlays	\$75,000
	Reserve	737,082
	<b>TOTAL FLEET RES.</b>	<b>\$812,082</b>
FACILITIES MANAGEMENT	Personal Services	\$156,836
	Materials & Services	705,183
	Capital Outlays	261,000
	Transfers	234,096
	<b>TOTAL FLEET SVCS</b>	<b>\$1,357,115</b>
KNUTSON CEMETERY TRUST	Materials & Services	\$5,000
	Contingency	31,200
	<b>TOTAL KNUTSON CEM. TRUST</b>	<b>\$36,200</b>
FORFEITURE TRUST	Transfers	\$1,000
	<b>TOTAL FORFEITURE TRUST</b>	<b>\$1,000</b>
	<b>TOTAL APPROPRIATIONS</b>	<b>\$39,615,966</b>

**Section 3** The City Council of the City of Milwaukie hereby imposes the taxes provided for in the adopted budget at the permanent rate of \$6.5379 of assessed value for operations and in the amount \$300,000 for bonds; and that these are hereby levied upon all taxable property within said City as of 1:00 A.M. on July 1, 2003; and that the allocation and categorization subject to the limits of Section 11b, Article XI of the Oregon Constitution constitute the above aggregate levy:

	SUBJECT TO GENERAL GOVNT LIMIT	NOT SUBJECT TO GENERAL GOVNT LIMIT
GENERAL FUND TAX BASE	\$ 6.5379	
PUBLIC SAFETY DEBT SERVICE LEVY		\$ 300,000

Introduced and adopted by the City Council on June 16, 2003.

This resolution is effective upon adoption.

\_\_\_\_\_  
James Bernard, Mayor

ATTEST:

\_\_\_\_\_  
Pat DuVal, City Recorder

APPROVED AS TO FORM:  
RAMIS, CREW, CORRIGAN & BACHRACH

\_\_\_\_\_  
City Attorney

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES DURING FY 2003-2004**

**WHEREAS**, the City of Milwaukie elects to receive a share of state revenues apportioned and distributed to the cities of the state during FY 2003-2004 as provided in ORS 221.770; and

**WHEREAS**, ORS 221.770(1)(a) requires that any city electing to receive a distribution must enact an ordinance or resolution expressing that election and file the same with the Oregon Department of Administrative Services not later than July 31; and

**WHEREAS**, ORS 221.770(1)(b) requires than any city electing to receive a distribution must hold at least one public hearing at which citizens have the opportunity to provide written or oral comment to the authority responsible for approving the proposed budget of the city on the possible uses of the distributions, including offset against property tax levies by the city for the fiscal year; and

**WHEREAS**, the City must certify its compliance with the said public hearing provisions to the Oregon Department of Administrative Services no later than July 31.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Milwaukie, Oregon:

**Section 1.** That the City of Milwaukie, pursuant to ORS 221.770(1)(a), hereby expresses its election to receive distributions of certain state revenues during FY 2003-2004 under ORS 221.770.

**Section 2.** That the City Clerk is directed to file a copy of this resolution with the Oregon Department of Administrative Services by July 31, 2003.

**Section 3.** That the City Council hereby certifies that it conducted a public hearing, after public notice, on June 16, 2003 and called for written and oral comment on the possible uses of the distributions during FY 2003-2004, including offset against property tax levies by the City, and that the hearing complied with ORS 221.770(1)(b) and (c).

V. A. 2-2

**Section 4.** That the City Clerk is directed to file a copy of this resolution certifying compliance with the public hearing requirements with the Oregon Department of Administrative Services by July 31, 2003.

**Section 5.** This Resolution takes effect upon passage.

Introduced and adopted by the City Council of the City of Milwaukie, Oregon, on June 16, 2003.

\_\_\_\_\_  
James Bernard, Mayor

ATTEST:

\_\_\_\_\_  
Pat DuVal, City Recorder

APPROVED AS TO FORM  
RAMIS, CREW, CORRIGAN & BACHRACH

\_\_\_\_\_  
City Attorney

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON,  
CERTIFYING SERVICES PROVIDED FOR STATE REVENUE SHARING**

**WHEREAS**, ORS 221.760(1) provides that "[t]he officer responsible for disbursing funds to cities under ORS 323.455, 336.785 to 366.820 and 471.805 shall disburse such funds in the case of a city located within a county having more than 100,000 inhabitants, according to the most recent federal decennial census, only if . . . the city provides four or more of the following services:

- (a) Police protection,
- (b) Fire protection,
- (c) Street construction, maintenance and lighting,
- (d) Sanitary sewers,
- (e) Storm sewers,
- (f) Planning, zoning and subdivision control,
- (g) One or more utility services;" and

**WHEREAS**, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Milwaukie, Oregon hereby certifies that it provides all of the above enumerated municipal services.

Introduced and adopted by the City Council of the City of Milwaukie, Oregon on June 16, 2003.

This resolution is effective upon adoption.

\_\_\_\_\_  
James Bernard, Mayor

ATTEST:

\_\_\_\_\_  
Pat DuVal, City Recorder

APPROVED AS TO FORM  
RAMIS, CREW, CORRIGAN & BACHRACH

\_\_\_\_\_  
City Attorney



V. B. 1

To: Mayor and City Council  
Through: Mike Swanson, City Manger  
From: Steve Smith, Finance Director  
Subject: FY 2002-03 Supplemental Budget Resolution  
Date: June 2, 2003

**Action Requested**

Adoption of a resolution amending the City Budget for the fiscal year 2002-2003.

**Background**

The Facilities Acquisition Fund needs a housekeeping increase for interest earned. This will allow the balance of the fund to be transferred back to the General Fund. This will close the Facilities Acquisition Fund.

The Engineering Fund needs an increase of \$60,000 to its FY 2002-2003 budget because a traffic study invoice for work done in FY 2001-2002 was not received in time to be included in that year's costs. The funds were budgeted in FY 2001-2002 budget but ended up being spent in FY 2002-2003, resulting in an over expenditure without this supplemental.

**Fiscal Impact**

The FY 2002-2003 budget will increase by \$62,200. The Facilities Acquisition Fund budget will increase \$2,200 and be offset by revenue from interest earned in an equal amount. The Engineering Fund budget will increase by \$60,000 and be offset by an increase of \$60,000 in transfers from Streets, Water, Sewer and Storm Sewer Funds divided equally from each fund (\$15,000 per fund). The net increase to the City's budget will be \$62,200, reflecting a Supplemental Budget of \$37,904,023.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON TO ADOPT A SUPPLEMENTAL BUDGET AND AMEND APPROPRIATIONS FOR FISCAL YEAR 2002-03**

**WHEREAS**, in accordance with ORS 294.305 to 294.565 by Resolution 14-2002, the budget of the City of Milwaukie for FY 2002-03 was adopted, and budgeted funds appropriated; and

**WHEREAS**, unforeseen events and new revenue and expenditure projections require adjustments to the FY 2002-2003 adopted budget; and

**WHEREAS**, the City of Milwaukie finds that requirements are greater than some existing appropriation amounts and less than others.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Milwaukie, Clackamas County, Oregon that:

**Section 1.** Effective June 16, 2003 the budget of the City of Milwaukie is hereby amended for fiscal year 2002-2003 to reflect a total sum of \$ 37,904,023.

**Section 2.** For FY 2002-2003 the amounts shown below are hereby appropriated for the purposes indicated within the funds listed:

<u>ACCOUNT CODE</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
<b>Engineering Fund</b>		
650-000-4931-0000	\$15,000	Transfer From Fund 510 Water
650-000-4932-0000	15,000	Transfer From Fund 540 Sewer
650-000-4933-0000	15,000	Transfer From Fund 570 Storm
650-000-4934-0000	15,000	Transfer From Fund 320 Streets
	<u>\$60,000</u>	<b>Total increase in revenues</b>
650-612-6020-0000	\$60,000	Downtown Traffic Study
	<u>\$60,000</u>	<b>Total increase in expenditures</b>
<b>Facilities Acquisition</b>		
250-000-4001-0000	\$2,200	Fund Balance Available.
	<u>\$2,200</u>	<b>Total increase in revenue</b>
250-950-8850-0000	\$2,200	Transfer to General Fund.
	<u>\$2,200</u>	<b>Total increase in expenditures</b>

V. B. 3

**Section 3.** This resolution takes effect upon passage.

Introduced and adopted by the City Council of the City of Milwaukie, Oregon on June 16, 2003.

\_\_\_\_\_  
James Bernard, Mayor

ATTEST:

\_\_\_\_\_  
Pat DuVal, City Recorder

APPROVED AS TO FORM  
RAMIS, CREW, CORRIGAN & BACHRACH

\_\_\_\_\_  
City Attorney



To: Mayor and City Council

Through: Mike Swanson, City Manager  
Alice Rouyer, Director of Community Development & Public Works

From: Paul Shirey, Engineering Director

Subject: Adoption of the 2004-08 Capital Improvement Plan

Date: June 2, 2003 for the June 16, 2003 meeting

### **Action Requested**

Approve the attached resolution adopting the City of Milwaukie 2004-2008 Capital Improvement Plan (CIP).

### **Background**

The CIP is a five year plan that is updated annually with the current years' projects funded through the formal budget process. The Engineering Department leads the effort to produce the CIP and works with public works operations, finance, and local neighborhood associations to prepare the annual update. Work was started on this year's plan in November and a final draft document was presented to the Citizen Utility Advisory Board (CUAB) for their consideration in March. The document must be approved by the Budget Committee and finally by City Council prior to the beginning of the new fiscal year.

The projects and improvements in the CIP go beyond essential facility maintenance, are needed to improve system reliability (replacing old, worn out components), enhance safety and efficiency, and sometimes serve new development by providing new capacity. Projects are designed to serve the anticipated needs of the community into the foreseeable future. Projects are defined in master plans that are prepared and updated periodically for each of the utilities. Funding for implementing the CIP comes from utility rates, gas tax revenue for street projects and grants from a variety of sources. Projects are

prioritized based on public health and safety, operating efficiency, growth and projected life expectancy.

**Concurrence**

Engineering, Public Works Operations, Fleet/Facilities and Community Development Administration staff were all involved in preparing portions of the CIP. The Citizen Utility Advisory Board (CUAB) recommended approval of the document on March 5, 2003. The Budget Committee recommended approval on April 7, 2003.

**Fiscal Impact**

Projects outlined in the first year of the CIP are included in the proposed 2003-2004 budget and will be covered by existing utility rate and property tax revenue. |

**Work Load Impacts**

Projects in the first year of the CIP are incorporated into the work plans for the affected departments.

**Alternatives**

1. Adopt the CIP as proposed.
2. Modify the proposed CIP.
3. Do not approve the proposed CIP.

**Attachments**

1. Resolution

**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON ADOPTING THE CAPITAL IMPROVEMENT PLAN FOR 2004-2008.**

**WHEREAS**, on March 5, 2003 the Citizen Utility Advisory Board of the City of Milwaukie met and recommended that the City Council approve the 2004-2008 Capital Improvement Plan (CIP); and

**WHEREAS**, on April 7, 2003 the Budget Committee met and recommended approval of the 2004-2008 CIP; and

**WHEREAS**, on June 16, 2003, a public meeting was held, testimony taken, and deliberations made by the City Council,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby adopts the 2004-2008 Capital Improvement Plan.

Introduced and adopted by the City Council on June 16, 2003.

This resolution is effective on June 16, 2003.

\_\_\_\_\_  
James Bernard, Mayor

ATTEST:

APPROVED AS TO FORM:  
Ramis, Crew, Corrigan & Bachrach, LLP

\_\_\_\_\_  
Pat DuVal, City Recorder



To: Mayor and City Council

From: Mike Swanson, City Manager

Subject: Non-represented Employees Fiscal Year 2003-2004 Salary Schedule and Negotiated Salary Schedule for Represented Employees

Date: May 20, 2003

**ACTION REQUESTED**

Adoption of the City of Milwaukie 2003-2004 Pay Table (attached) with salary schedule effective July 1, 2003 for non-represented employees.

**BACKGROUND**

The City annually adopts an updated salary schedule that reflects adjustments that result both from contracts with its bargaining units and between the City and its non-represented employees. The latter include management, confidential, and seasonal employees.

The 2003-2004 Pay Table reflects a 3% cost of living (COLA) for both of the bargaining units. The agreements that provide for this were finalized during the summer of 2001 and expire on June 30, 2004.

The 2003-2004 Pay Table includes a 3% COLA for non-represented employees.<sup>1</sup> The City's pay plan was established with a 5% differential between ranges. If the COLA granted to the non-represented employees is less than that received by represented employees, the salary differential between supervisors and their employees begins to compress.

**FISCAL IMPACT**

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<sup>1</sup> I am recommending that the City Manager classification be similarly increased in order to maintain the salary schedule differential between job classifications but that the individual salary not be changed in order that I not benefit from this recommendation.

**VI. B.** 2

A 3% COLA was calculated into the personnel schedule for all employees. Thus, sufficient funds have been budgeted. The cost of providing a 3% COLA for non-represented employees is \$34,186.

**WORK LOAD IMPACTS**

There are nominal work load impacts to input salary adjustments.

**ALTERNATIVES**

Council can choose to grant a COLA that is different from that recommended. The effect is to create compression issues within the salary structure between the non-represented and represented employees.



Date \_\_\_\_\_

I wish to address City Council on Agenda Item # \_\_\_\_\_

Name \_\_\_\_\_

JOE JONES

Organization \_\_\_\_\_

SMILE

Address \_\_\_\_\_

Phone \_\_\_\_\_

(503) 232-3339

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date 6/10/03

I wish to address City Council on Agenda Item # Historic Bldg Demo

Name Katie Daniel

Organization Emmert

Address 1101 SE Hwy 212 Clackamas, 97015

Phone 503-7191

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date 6/10/03

I wish to address City Council on Agenda Item # Marinos House

Name Patty Wisner

Organization Design Landmarks Commission

Address 3325 SE Wata St.

Phone 503-654-7468

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments move the house - don't

demolish

\_\_\_\_\_

\_\_\_\_\_

Date 6/10/03

I wish to address City Council on Agenda Item # \_\_\_\_\_

Name JOE JOHNS

Organization SMILE

Address PO BOX 82036

Phone (503) 232-3339

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments KEEP IT.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date 6/10/03

NOT SPEAKING

I wish to address City Council on Agenda Item # \_\_\_\_\_

Name Marianne Wisner

Organization citizen

Address 15605 SE Dana

Phone 503-659-5177

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments Honor the past and

preserve the future by saving

the Marinos house

Thank you

\_\_\_\_\_

Date \_\_\_\_\_

I wish to address City Council on Agenda Item # \_\_\_\_\_

Name George Van Gorp

Organization \_\_\_\_\_

Address 1234 SE Guilford Dr

Phone \_\_\_\_\_

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments "The House" only if  
oral testimony is permitted.

Date 10-10-03

I wish to address City Council on Agenda Item # Historic Bldg Demo

Name Terry Emmert

Organization Emmert International

Address 11811 SE Hwy 212 Clackamas 97015

Phone 503-7191

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments \_\_\_\_\_

Date \_\_\_\_\_

I wish to address City Council on Agenda Item # \_\_\_\_\_

Name DAVID ASCHENBRENNER

Organization HECTOR CAMPBELL NDA

Address 11505 SE Howe Ave

Phone 503 654 4258

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments \_\_\_\_\_

Date 10-10-03

I wish to address City Council on Agenda Item # Historic Bldg Demo

Name Katie Daniel

Organization Emmert International

Address 11811 SE Hwy 212 Clackamas, OR 97015

Phone 503-7191

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments \_\_\_\_\_

Date 6/9/2003

I wish to address City Council on Agenda Item # \_\_\_\_\_

Name Patty Scruggs

Organization \_\_\_\_\_

Address 6942 N. Villard

Phone Portland OR

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments Dont need to speak - here to support

Saving the house

\_\_\_\_\_

\_\_\_\_\_

Date 6-10-2003

I wish to address City Council on Agenda Item # SAM MARINO'S HOUSE

Name LARRY SCRUGGS

Organization \_\_\_\_\_

Address 6942 N VILLARD AVE

Phone PORTLAND OR 97217

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments DO NOT NEED TO SPEAK.

WANT TO SHOW SUPPORT FOR SAVING

THE HOUSE. -

\_\_\_\_\_

Date 6/10/03

I wish to address City Council on Agenda Item # SAVING HOUSE

Name ROY EMMERT

Organization EMMERT INTL

Address 11811 S.E. HWY 212

Phone 503-655-7191

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date 6-10-03

I wish to address City Council on Agenda Item # Andromeda Parkupt

Name Pathy Wisner

Organization Citizen and Designer Landmark

Address 3325 S.E. Wista St. Com.

Phone 503-654-7468

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments Speaking about Mannes House

move.

\_\_\_\_\_

\_\_\_\_\_

Date 6-10-03

I wish to address City Council on Agenda Item # Historic Bldg.

Name Bob Brandy

Organization Concerned citizen

Address 3200 SE WASHINGTON

Phone 810 1359

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date 6-10-03

I wish to address City Council on Agenda Item # \_\_\_\_\_

Name Ron Evans

Organization \_\_\_\_\_

Address 2895 SE Oak Glenn CT

Phone 503-652-0645

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments To keep Marino home.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date 6/10/03

I wish to address City Council on Agenda Item # Historic house

Name Stephen VAUGHAN

Organization Emment IATE

Address 11811 SE Hwy 212

Phone 810-3191

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date 6.10.03

I wish to address City Council on Agenda Item # \_\_\_\_\_

Name Bob WISNER

Organization \_\_\_\_\_

Address 15695 SE Dana Ave

Phone 503 659 5177

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date 6/10

I wish to address City Council on Agenda Item # \_\_\_\_\_

Name Greg Arquit

Organization EMMETT INTERNATIONAL

Address 11811 SE Hwy 212

Phone CLACKAMAS

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date 6/10/03

I wish to address City Council on Agenda Item # HISTORIC BUILDING PRESERVATION

Name HOWARD TIKKA

Organization \_\_\_\_\_

Address 14690 SW 106TH AVE, TIGARD

Phone 503-810-3087

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date 6-10-03

I wish to address City Council on Agenda Item # \_\_\_\_\_

Name LARRY SECOR

Organization \_\_\_\_\_

Address 11774 S.E. 32<sup>ND</sup> AVE - MILWAUKIE OR 97222

Phone 788 654-2545

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments Believe this grand old house should be preserved & placed in an appropriate place

L Secor

Date 6-10-03

I wish to address City Council on Agenda Item # \_\_\_\_\_

Name Fannie Scavin

Organization \_\_\_\_\_

Address # 12027 S.E. 31<sup>ST</sup> PLACE, Apt 8

Phone \_\_\_\_\_

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments Believe this house should be preserved in its original condition

Fannie Scavin

Date 6-10-03

I wish to address City Council on Agenda Item # Audience Participation

Name Julie Wisner

Organization Citizen

Address 3325 S.E. Wister St.

Phone Milwaukee, OR 97222

503-654-7468

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments

In reference to Sam Manner  
Home Move

Date 6/10/03

I wish to address City Council on Agenda Item # Audience Participation

Name Sharon Phillips

Organization

Address 1028 SE 28th Ave. Milw

Phone 503-653-8526

Speaking in Support

Speaking in Opposition

Raising Questions

Providing Information

Comments

Regards to The Manners Home  
move

Speaking in Opposition

Speaking in Support

Providing Information

Raising Questions

Comments

Manner - Home Move

Phone

503-654-5988

Address

3695 S.E. for Road

Organization

Name

Smart V. Brian Citizen

I wish to address City Council on Agenda Item #

Question Participation

Date

6-10-03

Speaking in Opposition

Speaking in Support

Providing Information

Raising Questions

Comments

Phone 503-654-9353

Address

4439 SE Pennywood Dr

Organization

Citizen

Name

Rick Bartz

I wish to address City Council on Agenda Item #

Date 6-10-03



TO: Mayor and City Council  
FROM: Mike Swanson, City Manager  
DATE: June 9, 2003  
RE: FYI Memo for the Weeks of June 16, 2003 through June 27, 2003

Our regular meeting is scheduled as follows:

## **JUNE 16, 2003 COUNCIL MEETING**

Remember that we rescheduled the regular meeting for Monday, June 16, 2003, which is the evening on which we would usually hold a work session. We will not be holding a work session this week. On June 30, 2003 and July 1, 2003 we will return to the regular schedule of a work session on Monday followed by a regular meeting on Tuesday.

The Council meeting commences at 6:00 P.M. in City Hall with Council Loomis's swearing in by Municipal Court Judge Ron Gray. It is for the most part the evening on which we will be adopting the FY 2003-2004 annual budget. State Budget Law requires that the annual budget be adopted by the governing body no later than June 30.

1. **Contract for Municipal Court Judge Services:** This contract for services continues for two years the services of Judge Gray as Municipal Court Judge at \$1,500/month.
2. **Contract for Newsletter Printing:** This contract is the result of a bid process for printing *The Pilot* as a 12 issue, 6-page publication.
3. **Resolution Adopting the Budget, Making Appropriations, and Declaring the Ad Valorem Tax:** This resolution formally adopts a FY 2003-2004 budget. The resolution before you presents the approved budget enacted by the Budget Committee. That is, it is the budget as proposed by the Budget Officer with the addition of \$50,000 from the Contingency to the Library Fund. You must call for a public hearing on the budget and hear testimony from interested persons. Your authority to

make changes to the Budget Committee's approved budget is limited to no more than a \$5,000 or 10% increase (whichever is greater) in estimated expenditures in any fund. You may not increase the *ad valorem* taxes adopted by the Budget Committee without republication of an amended budget document and an additional budget hearing.

4. **Resolution Declaring the City's Election to Receive State Revenues:** This resolution is required by ORS 221.770 in order for the City to receive certain State revenues. In addition, you must call for public written and/or oral testimony on the uses of those revenues. This is an annual exercise that we must go through in order to receive the State funds.
5. **Resolution Certifying Services Provided for State Revenue Sharing:** This resolution certifies that the City provides a certain minimum number of services in order to qualify for the disbursement of State funds. Like the above, this is an annual exercise in which we engage in order to receive those funds.
6. **2002-2003 Supplemental Budget:** This resolution cleans up a couple of current fiscal year budget issues. The biggest of the issues is in the Engineering Fund. It is a timing problem occasioned because an invoice was not received in time to pay it in the year in which it was budgeted. This would result in an overexpenditure without the supplemental budget.
7. **2003-2008 Capital Improvement Plan Adoption:** This resolution adopts the Capital Improvement Plan as adopted by the Budget Committee. The CIP was presented during the Budget Committee hearing process. During the past few years we have attempted to keep the CIP current and adopt it as we adopt the annual budget.
8. **Consider Cost of Living Adjustment for Non-Represented Employees:** This action adopts the pay table that contains a 3% COLA for the non-represented employees. The represented employees (AFSCME and MPEA) have a 3% COLA within their bargaining agreements. This action would maintain consistency among the pay scales within the City.

## **OTHER ITEMS OF INTEREST**

1. I will be on vacation from June 19 through June 30 on our annual (for me) in-law visits. Pat will be Acting City Manager during that time.
2. The Centennial Summer Celebration will be held Friday, June 20th, through Sunday, June 22nd. Craft and food vendors will be staged in the parking lot across from City Hall, as will a beer tent and sound stage featuring live music and talent shows. Carnival rides will be stationed on