

**MILWAUKIE CITY COUNCIL
WORK SESSION
NOVEMBER 4, 2002**

The work session came to order at 5:30 p.m. in the City Hall Conference Room.

City Council present: Mayor Bernard and Councilors King, Lancaster, Marshall, and Newman.

Staff present: City Manager Mike Swanson, Director of Community Development and Public Works Alice Rouyer, Planning Director John Gessner, Interim Engineering Director Paul Shirey, and Project Manager Jeff King.

Information Sharing

1. City Council agreed to read a proclamation recognizing Bob's Red Mill Natural Foods groundbreaking ceremony on November 12.
2. The group discussed disposition of property located at 12125 SE 19th Avenue. At a recent meeting, neighbors indicated they would like to see the lots developed for residential use.
3. Mayor Bernard, Planning Commissioner Rosemary Crites, and Project Manager King recently toured the Gresham Station development.
4. The City Council authorized the City Manager to sign a waiver of potential conflict of interest for Ramis, Crew, Corrigan & Bachrach in upcoming services related to AT&T Wireless.
5. Swanson feels that whatever the outcome of the local option tax measure 3-77 on the November ballot, the community and organization is richer for their coming together during the campaign. He felt he and Mayor Bernard had been treated with respect in all community meetings they attended.
6. Rouyer introduced Jeff King, Project Manager, and Paul Shirey, Interim Director of Engineering, both recently hired to fill vacant positions in the City.

Volume-Based Sewer Rate Update

Rouyer advised the City Council that staff has received citizen complaints about the recent sewer rate increases on their utility bills. Records indicate the volume-based sewer rate implemented on July 1 may not be revenue neutral as planned at the outset. The purpose of this update was to inform Council that staff is evaluating the current rate and will report its findings.

The group discussed sewage treatment costs and the feasibility of an early pay off of capital improvement costs for the Kellogg Treatment Plant. **Councilor Lancaster** urged caution since there is a positive cash flow, and **Mayor Bernard** recommended some sort of interest rate charge on late payments.

Tyler McCune, Filbert Street resident, commented on the increased sewer charges. He felt the consumers could have been better informed and suggested training operations crews to respond to residents' questions in the field. He questioned why the sewer rate was greater than the water rate. He does not believe the sewer system has as many maintenance requirements as the City's water system, and the crews are equal.

North Main Street Developer Selection Committee Charge Statement

Rouyer reviewed the proposed charge statement and membership criteria.

The City Council did not feel it was necessary to have a Council member on the Committee to act as a liaison. After some discussion the City Council agreed to the following membership criteria: Library Board member or Friends of the Library representative; Historic Milwaukie Neighborhood District Association representative; downtown business or property owner; 2 at-large members with a preference for people with design, architecture, development, or commercial real estate backgrounds.

Councilor Marshall proposed charge the statement include step #5 – to disband the Committee after it makes its recommendation to the City Council.

Staff will prepare a resolution for the next City Council meeting that establishes the Committee so members can legitimately enter into executive session.

King briefly reviewed the project schedule that includes an open house for City Council and the public to review the proposals and provide input.

The House on 21st Avenue

Mayor Bernard announced Peterson had turned over ownership of the structure to another party who has agreed to move it to a suitable site. He anticipates it will be moved by early January.

The work session ended at 7:20 p.m.



 Pat DuVal, Recorder

**CITY OF MILWAUKIE
CITY COUNCIL WORK SESSION AGENDA
NOVEMBER 4, 2002**

MILWAUKIE CITY HALL

Second Floor Conference Room
10722 SE Main Street

WORK SESSION – 5:30 p.m.

Discussion Items:

	<u>Time</u>	<u>Topic</u>	<u>Presenter</u>
1.	5:30 p.m.	Dinner and Information Sharing	Group
2.	6:00 p.m.	Board and Commission Interviews	Group
3.	6:45 p.m.	Volume-Based Sewer Rate Update	Rouyer/Ostlund
4.	7:15 p.m.	Discuss North Main Developer Selection Committee Draft Charge Statement	Rouyer
5.	8:00 p.m.	Adjourn	

The Council may vote in work session on non-legislative issues.

The time listed for each discussion item is approximate. The actual time at which each item is considered may change due to the length of time devoted to the preceding items.

At the end of the work session, the Council may hold an Executive Session under the authority of Oregon Revised Statutes 192.660 as needed.

*For assistance/service per the Americans with Disabilities Act (ADA)
dial TDD 786-7555.*

The Council requests that all pagers and cell phones be either set on silent mode or turned off during the meeting.

ADVISORY BOARD INTERVIEWS**Monday, November 4, 2002**

<u>Time</u>	<u>Applicant</u>	<u>Area of Interest</u>
6:00 p.m.	Michael Welling	Library Board
6:10 p.m.	Tatyana Roldan	Planning Commission Citizens Utility Advisory Board
6:20 p.m.	Roy Harris	Planning Commission
6:30 p.m.	Brent Carter	Planning Commission

CITY OF MILWAUKIE
APPOINTED ADVISORY BOARD APPLICATION

Name: Michael E. Welling Date: 05 Sept 02
Street address: 2323 SE Harrison St #36, Milwaukie, OR 97222
Mailing address if different than home address: _____
Business Phone: (503) 765-3475 x 2359 Home Phone: (503) 786-4873
E-mail address: mewelling@webtv.net
How long have you been a Milwaukie resident? 1 3/4 years
Are any members of your household currently serving on a City of Milwaukie Advisory Board or Commission? If so, which one. NONE
Are you a registered voter in Milwaukie? Yes
How did you hear about the position? Mr Ed Zumwalt

Occupation: Printer Employer: ODS Healthplans
Employer's Address: 10505 SE 17th Ave, Milwaukie Phone: (503) 765-3475
601 SW 2nd Ave, Portland (503) 228-6554

Please list any prior civic or professional activities. Member of the Milwaukie
Leading Library Facility Planning Committee and Member
of the Historic Downtown Neighborhood Association.

Why have you applied for this position? I was asked to and I have a strong desire
to help the city's library meet the needs of our community.

What special training, skills, or experience have you had that would be pertinent to this application? Strong analytical, problem solving, decision making,
organizational, and detail orientation skills.

Board(s) or Commission(s) in which you are interested. Leading Library Board. Position #2

Please complete this form fully so City Council can evaluate your application. Thank you for the extra time and effort. Please return to City Recorder's Office, 10722 SE Main Street, Milwaukie, OR 97222, or fax to 653-2444. If you need additional information, please call 786-7502.

Received by City _____ Information Sent _____
Interviewed _____ Appointed _____
Commission _____ Term Expires _____

WS. 2 3

CITY OF MILWAUKIE
APPOINTED ADVISORY BOARD APPLICATION

Name: TATYANA (TANYA) ROUDAN Date: 9-1302
Street address: 10121 SE 65th AVE, MILWAUKIE, OR 97222
Business Phone: 503-226-4211x4419 Home Phone: 503-449-4854

How long have you been a Milwaukie resident? 7 years.

Are any members of your household currently serving on a City of Milwaukie Advisory Board or Commission? If so, which one. NO.

Are you a registered voter in Milwaukie? Yes

How did you hear about the position?
the Milwaukie Pilot

Occupation: System Expansion Coordinator Employer: NW Natural

Employer's Address: 220 NW 2nd Ave., Por. Phone: 503-226-4211

Also: measurer, Navigator Freight 503-788-3252.
vice president.

Please list any prior civic or professional activities. I'm a landlord and homeowner and business owner.

Why have you applied for this position? I am a resident in Milwaukie, a landlord in Milwaukie and I want to be involved in the decisions that determine the shape of my life.

What special training, skills, or experience have you had that would be pertinent to this application? In my day job, I work on the entire Portland area to determine what is the next, best step for a system (natural gas) expansion. I'm a homeowner and business owner in Milwaukie.

Board(s) or Commission(s) in which you are interested. Planning & Citizens Utility Advisory Commission Board.

Please complete this form fully so City Council can evaluate your application. Thank you for the extra time and effort. Please return to City Recorder's Office, 10722 SE Main Street, Milwaukie, OR 97222, or fax to 653-2444. If you need additional information, please call 786-7502.

Received by City _____
Interviewed _____
Commission _____

Information Sent _____
Appointed _____
Term Expires _____

CITY OF MILWAUKIE
APPOINTED ADVISORY BOARD APPLICATION

WS. 2 4

Name: Ray Harris Date: 08/20/02
Street address: 10040 SE Stanley
Business Phone: _____ Home Phone: 503-786-2002

How long have you been a Milwaukie resident? 12 years

Are any members of your household currently serving on a City of Milwaukie Advisory Board or Commission? If so, which one. NO

Are you a registered voter in Milwaukie? yes

How did you hear about the position? neighborhood committee chairman (friend)

Occupation: Electrician Employer: Retired

Employer's Address: _____ Phone: _____

Please list any prior civic or professional activities. President Lions Club 1974
Member of ELKS, Past Member VFW,

Why have you applied for this position? Maintain and possibly
improve livability of Milwaukie

What special training, skills, or experience have you had that would be pertinent to this application? Most of my working life was
supervision and project management

Board(s) or Commission(s) in which you are interested. Planning Commission

Please complete this form fully so City Council can evaluate your application. Thank you for the extra time and effort. Please return to City Recorder's Office, 10722 SE Main, Milwaukie, OR 97222. If you need additional information, please call 786-7502.

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Received at City Hall _____
Interviewed _____
Commission _____

Information Sent _____
Appointed _____
Term Expires _____

CITY OF MILWAUKIE
APPOINTED ADVISORY BOARD APPLICATION

Name: Brent C. Carter

Date: October 4th, 2002

Street address: 8806 SE Regents Drive, Milwaukie, Oregon 97222

Mailing address if different than home address: same

Business Phone: (503) 670-0234 Home Phone: (503) 653-2182

E-mail address: bcarter@bsaarch.com

How long have you been a Milwaukie resident? Since April 1989

Are any members of your household currently serving on a City of Milwaukie Advisory Board or Commission?

If so, which one. I am a commissioner for the Design and Landmarks Commission.

Are you a registered voter in Milwaukie? Yes, Clackamas County

How did you hear about the position? I heard about the position from John Gessner

Occupation: Intern Architect Employer: Benner Stange Associates Architects
P.C.

Employer's Address: 5000 SW Meadows Road, Lake Oswego, Oregon 97035 Phone:

same as above

Please list any prior civic or professional activities.

1. Designer, West Chapter Habitat for Humanities 1990-1996
2. Land Use Co-chair, Hector Campbell N.D.A. 1997-1998
3. Steering Committee, City of Milwaukie, Zoning Ordinances Revisions.
1998
4. Commissioner, Design Landmarks Commission, City of Milwaukie 2000-
Present

Why have you applied for this position? I am interested in continuing my involvement with the City of Milwaukie to further maintain and guide the master planning and urban development of our fine city; as well as continuing to further educate myself in becoming an informed and active participating citizen of Milwaukie.

What special training, skills, or experience have you had that would be pertinent to this application?

University of Oregon Graduate - Bachelor of Architecture 1989

Practicing Architectural Intern (Profession) 13 years.

Prior civil responsibilities with the City of Milwaukie stated above.

Board(s) or Commission(s) in which you are interested. Planning Commission

WS. 2 6

Please complete this form fully so City Council can evaluate your application. Thank you for the extra time and effort. Please return to City Recorder's Office, 10722 SE Main Street, Milwaukie, OR 97222, or fax to 653-2444. If you need additional information, please call 786-7502.

Received by City	<u>10/7/02</u>	Information Sent	_____
Interviewed	_____	Appointed	_____
Commission	_____	Term Expires	_____

Chapter 2.28 PUBLIC LIBRARY

Section 2.28.010 Designated.

The Ledding Library of Milwaukie is designated the city public library according to the provisions of ORS 357.400 to 357.621. (Ord. 1800 § 2 (part), 1996)

Section 2.28.020 Established--Purpose.

The library board is established for the purpose of advising the city council and the Ledding staff regarding library patrons' needs. The board shall be responsible for, but not limited to, the following activities:

- A. Reviewing and commenting on rules and policies for the operation of the library;
 - B. Commenting on the acceptance or rejection of donations of real or personal property of funds donated to the library;
 - C. Commenting on the annual operating budget for the library;
 - D. Commenting on sites for public library buildings or for location of library facilities;
- and
- E. Such other activities as the council may assign. (Ord. 1800 § 2 (part), 1996)

Section 2.28.030 Membership--Qualifications.

- A. The board shall consist of seven members, with a majority of members of the board being city residents.
- B. It is desirable that an applicant be familiar with and willing to support the library and its programs; understand the needs of the Milwaukie area library patrons and the general community relative to the library programs; have the ability to gather information regarding needs; and have experience in working with committees or other task groups. (Ord. 1800 § 2 (part), 1996)

Section 2.16.010 Established--Purpose.

The planning commission is lawfully established for the purpose of reviewing and advising on matters of planning and zoning according to the provisions of the comprehensive plan, zoning ordinance, and other planning implementation documents. The commission shall be responsible for, but is not limited to, the following activities:

- A. Keeping current the comprehensive plan and implementing ordinances for the city and urban growth boundary as applicable;
- B. Preparing as necessary legislation that will implement the purposes of the comprehensive plan;
- C. Recommending to the city council plans for regulating future growth, development and beautification of the city, and to review and recommend on regional issues and concerns;
- D. Recommending and making suggestions to the council concerning:
 - 1. The laying out, widening, extending, and locating of public thoroughfares, parking of vehicles and relief of traffic congestion,
 - 2. Betterment of housing and sanitation conditions,
 - 3. Establishment of districts for limiting the use, height, area, bulk, and other characteristics of buildings and structures related to land development,
 - 4. Protection and assurance of access to incident solar radiation, and
 - 5. Protection and assurance of access to wind for potential future electrical generation or mechanical application;
- E. Recommending to the city council plans for regulating the future growth, development and beautification of the city in respect to its public and private buildings and works, streets, parks, grounds and vacant lots, and plans consistent with future growth and development of the city in order to secure to the city and its inhabitants' sanitation, proper service of public utilities and telecommunications utilities, including appropriate public incentives for overall energy conservation and harbor, shipping and transportation facilities;
- F. Recommending to the city council plans for promotion, development and regulation of industrial and economic needs of the community with respect to business and industrial pursuits;
- G. Considering and conducting public hearings on the comprehensive plans and zoning ordinances and similar matters which may include, but are not limited to, zone changes, condition uses, subdivisions and partitions;
- H. Performing all other acts and things necessary to properly carry out the provisions of ORS Chapter 227 that are not specifically addressed by local ordinances and procedures; and
- I. Such other activities as the council may assign. (Ord. 1802 § 1 (part), 1996)

Section 2.16.020 Membership--Qualifications.

A. The commission shall consist of seven members appointed by the council, no more than two of whom may be nonresidents. No more than two members shall be engaged in the same kind of occupation, business, trade or profession.

B. No more than two voting members of the commission may engage principally in the buying, selling or developing of real estate for profit as individual, or be members of any partnership, or officers or employees of any corporation, that engages principally in the buying, selling or developing of real estate for profit. (Ord. 1802 § 1 (part), 1996)

Section 2.16.030 Statement of economic interest.

Commissioners are required to file annual statements of economic interest as required by ORS 244.050 with the Oregon Government Standards and Practices Commission. (Ord. 1802 § 1 (part), 1996)

Chapter 2.11 CITIZENS UTILITY ADVISORY BOARD

Section 2.11.010 Established--Purpose.

The citizens utility advisory board is established for the purpose of advising the city council on the methods and manner in which city utility rates and capital improvements are scheduled and carried out. The board shall be responsible for, but is not limited to, the following activities:

- A. Reviewing existing rate structures and capital improvement programs for the various city sewer, water and surface water utilities;
- B. Acting in an advisory capacity to the city council in review and enactment of future utility rate structures and capital improvement programs;
- C. Promoting public knowledge, understanding, acceptance and support of official utility programs proposed or instigated by the city; and
- D. Such other activities as the council may assign. (Ord. 1798 § 1 (part), 1996)

Section 2.11.020 Membership--Qualifications.

The board shall consist of five members appointed at large by the mayor with consent of the council, all of whom must be either Milwaukie residents or own a business within the city limits throughout his/her term. (Ord. 1875 § 1, 2000: Ord. 1798 § 1 (part), 1996)



To: City Council

Through: Mike Swanson, City Manager

From: Alice Rouyer, Director of Community Development & Public Works *ACP*
Jay Ostlund, Associate Engineer *JRO*

Subject: Volume-Based Sewer Rate Update

Date: October 25, 2002 for the November 4, 2002 meeting

Action Requested

Listen to a staff report and update on the volume-based sewer rates.

Background

City staff has been receiving several questions and concerns from citizens about the new volume-based sewer rates that were implemented on July 1, 2002. When these were implemented, the City designed the rates to be revenue-neutral. That is, the new rates were not intended to raise more revenue city-wide, but instead would redistribute revenue generation across the city based on the volume of sewer service used by customers.

Many customers are concerned that their bills have increased significantly. Staff is reviewing these concerns and will be prepared to provide the Council with a brief report on any findings at the November 4, 2002 work session. In the mean time, City staff is alerting concerned customers that staff is reviewing this issue and will be prepared to respond to them shortly after the Council work session.



To: City Council

Through: Mike Swanson, City Manager

From: Alice Rouyer, Director of Community Development & Public Works *ACR*

Subject: North Main Developer Selection Committee Charge Statement

Date: October 25, 2002 for the November 4, 2002 meeting

Action Requested

Review and approve draft charge for the proposed North Main Project Developer Selection Committee.

Background

The Council has discussed using a citizen committee to review development proposals and provide a recommendation to Council concerning the appropriate development team for the North Main site. The Request for Proposal (RFP) document will be released to the four qualified development teams in mid-November. The four teams will submit development proposals in response to the RFP by mid-December. Assuming this schedule, the committee should be ready to convene in January to begin reviewing the various proposals and interviewing project teams. Please review the attached charge statement and provide comment to staff at the November 4, 2002 work session. The statement includes information about the proposed size and composition of the group. This charge statement will be used to recruit members to apply to the committee.

WS. 4 2

**North Main Developer Selection Committee
Draft Charge Statement
October 25, 2002**

Proposed Charge Statement:

1. Review development proposals and developer qualifications submitted by the four qualified firms, approved in the Request for Qualification (RFQ) project phase in August 2002. The Committee will review the proposals against project selection criteria identified in the Request for Proposal (RFP) document.
2. Interview development teams for "fit" with city goals and values.
3. Recommend a proposal and development team for consideration and final approval by the City Council.
4. After no more than 2 months from the date of the first meeting, the Committee should report a recommendation and conclusions to Council.

Proposed Membership:

The Selection Committee will have five members who have either development or community expertise. The group should be composed of members from the following stakeholder groups:

- a. Library Board or staff representative
- b. Historic Milwaukie NDA representative
- c. Downtown business owner
- d. City Council representative
- e. An adjacent property/business owner **OR** at-large member.

The Community Development Project Manager and a representative from the City's North Main Project Management Consultant, Shiels Oblatz Johnsen will provide staff support to the Committee. High quality staff support will be necessary, especially if the selection committee lacks experience or familiarity with real estate development.