

MILWAUKIE CITY COUNCIL
WORK SESSION
MARCH 5, 2001

The work session came to order at 6:00 p.m. in the City Hall Conference Room.

Council present: Council President King and Councilors Lancaster, Marshall, and Newman.

City staff present: City Manager Pro Tem Swanson.

Review and Comment on City Manager Recruitment Brochure

The group reviewed the draft brochure Bob Murray prepared for the recruitment. Councilors made several changes to the text and agreed Council President King would make some grammatical, non-substantive changes prior to returning it to Murray.

South Corridor

The group discussed a Clackamas County Board of Commissioners' publication, prepared for a recent Washington, D.C. trip, outlining its South Corridor transportation preferences. The City Council was concerned the evaluation process had not begun in the affected area, yet the Board recommended a solution.

Council was disturbed by the Board's action and felt it should form alliances with other affected cities including Gladstone, Oregon City, West Linn, and Lake Oswego. The City Council requested a meeting with Metro Executive Mike Burton as well as with the Board of Commissioners. In addition, the Council requested letters be prepared for Representatives Hooley and Blumenauer informing them not everyone was rallying behind the Board's position.

This portion of the work session ended at 6:40 p.m.

Council Laptop Training

IST Manager Esther Gartner provided laptop training to Councilors.



Pat DuVal, City Recorder

**CITY OF MILWAUKIE
CITY COUNCIL WORK SESSION AGENDA
MARCH 5, 2001**

MILWAUKIE CITY HALL

Council Chambers
10722 SE Main Street

**EXECUTIVE SESSION -- 5:30 p.m. to discuss real property transaction
pursuant to ORS 192.660**

WORK SESSION – 6:00 p.m.

Discussion Items:

	<u>Time</u>	<u>Topic</u>	<u>Presenter</u>
1.	6:00 p.m.	Review and comment on City Manager Recruitment Brochure	Group
2.	6:30 p.m.	Council Laptop Training	Esther Gartner
3.		Adjourn	

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

The time listed for each discussion item is an estimate only. The actual time at which an item is considered depends upon the actual time devoted to each item.

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.



City of Milwaukie, OR
City Manager

THE COMMUNITY

Small town charm, life on the waterfront, easy access to big city amenities...such is the life in Milwaukie, Oregon. Located between Portland and historical Oregon City in Clackamas County, the "City of Dogwoods" provides a clean environment, a thriving job market, excellent schools and health care, and numerous cultural opportunities.

Relaxing days can be spent whitewater kayaking on the Clackamas River, fly-fishing in a meandering stream, or mountain biking in one of more than 100 County parks. The Willamette River waterfront is easily accessible, with entrances via boat ramp and scenic Elk Rock Island.

Milwaukie's central location also provides easy access to several regions of Oregon. Portland, only minutes away, provides all the excitement of a big city. Shopping, sights, nightlife, fine cuisine and arts are just some of the experiences one can enjoy. Mount Hood, just an hour away, provides year round skiing and a spectacular sight while the Pacific Ocean, a two-hour drive, can be seen crashing along the Oregon coast.

Swimming and other recreation activities are offered in the state-of-the-art North Clackamas Aquatics Park. Featuring a wave pool, lap and diving pools, a kiddy pool, and a spa, it is a fantastic family experience.

During Milwaukie's Festival Daze, a celebration is thrown for the Bing Cherry, which was first cultivated in what is now downtown Milwaukie. Featuring several cherry-related events including a parade, live music, and a skate park, the festival is a fantastic experience for all who attend.

THE ORGANIZATION

The City of Milwaukie operates under a system in which all powers of the City are vested in the Council, except as otherwise specified in the City Charter. The Council is composed of four Council Members and a Mayor who are elected at large and serve no more than two four-year terms. The City Manager is appointed by and serves at the pleasure of the City Council.

A mission statement that reads "Milwaukie – a great place to live" drives the Council. The City is motivated by a commitment to maintaining the sense of history that defines and separates Milwaukie from other areas, its ability to preserve and enhance both built and physical environments, and the potential to achieve a private and public partnership, which provides for the maximization of business and individual opportunities.

The City's 150-plus employees are divided among departments that include Police, Fire, Planning, Building, Neighborhood Services, Finance, Records and Information Systems,

Public Works, and Engineering. Current projects the City is working on include repairing and improving a local junior high school, transit center and related development, a traffic study, and an urban forestry program.

The City's estimated budget for 2001 is \$34.9 million.

ISSUES AND OPPORTUNITIES

From the City Council's perspective, issues and opportunities in Milwaukie focus on the need to maintain and improve the quality of life residents currently enjoy. A significant concern of the City Council is the impact of traffic on the community. Much of the development in the Portland metropolitan area has occurred east of Milwaukie. Most of the traffic generated by this development passes through the City. Its impact on arterials and neighborhoods in the City is considerable.

The City of Milwaukie has recently updated the zoning affecting its downtown. The update, along with a vision for the revitalization of downtown, should provide for its redevelopment. The renewed economic vitality of the downtown should also stimulate other economic growth in the City.

Milwaukie's riverfront, and the numerous opportunities it provides, is also a current challenge facing the City Council. Continued parkland development and the long-term goal of relocating the County's sewage treatment plant are just two of the courses of action the City may take.

The City Council believes its role and that of the City Manager rely on collaboration and a shared vision for the success of the City. Importantly, the City Council is looking for a City Manager who shares responsibility with the Council for the success of the organization, encourages open communication with the staff and empowers employees.

Other issues presently facing the City Council are neighborhood integrity and preservation, infill, open space, trails, and watershed protection.

THE POSITION

The City Council is seeking a creative and innovative leader with excellent communication skills to serve as City Manager. The ideal candidate will help to provide a strategic vision for the community, be well versed on growth issues such as infill and transportation, and provide a fresh and contemporary approach.

The City Council is searching for a facilitator who is unafraid to take risks. The ability to solve problems, effectively collaborate with others involved in the decision-making process, and arrive at multiple solutions for difficult issues is very appealing. Doing so, while also maintaining an accessible demeanor, is extremely important.

The City Manager should also be approachable and visible in the community. He/she should possess an open aura, a desire to promote citizen involvement, and an honest, well-grounded approach.

Knowledge of fiscal plans and an understanding of how to run a sustainable city are similarly appealing qualities. Relevant experience in the transformation of a City Council to a responsive and outcome-driven body will also be looked upon highly.

The City Manager should be a visionary who is capable of effecting change. He/she should be skilled in motivational techniques, able to deliver bad news and possess a good sense of humor. The selected City Manager should treat Council Members equally and keep them well informed, erring on the side of too much information.

Preparation for the position, including relevant training in local government or applicable private sector experience, is preferred. Past experience as a City Manager is not required. Candidates should have a bachelor's degree in public administration, business administration, or a related field. A master's degree in a similar field is preferred.

THE COMPENSATION

The incoming City Manager's salary will be based upon qualifications and experience. The City Council will review the Manager's performance, as well as other city employees, during regular performance evaluations, which may adjust the salary. Milwaukee's benefits program includes:

Retirement - City agrees to contribute to the Public Employees Retirement System (PERS) the same percentage of Employee's base salary as provided to other management personnel.

Medical - Family choice between Kaiser and Blue Cross.

Dental - Family choice between Kaiser and Blue Cross.

Vision - Family choice between Kaiser and Blue Cross.

Life/Disability Insurance - provided.

Unemployment Insurance - provided.

Social Security - PERS (after six months if not a current member).

Deferred Compensation - match of up to \$500 per fiscal year.

Vacation Leave - Eight hours per month.

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Sick Leave - Eight hours per month.

Holiday Leave - Eleven days per year.

Automobile Allowance - City shall provide a monthly automobile allowance of \$250.

TO APPLY

If you are interested in this outstanding opportunity, please submit your resume to:

Bob Murray
Bob Murray and Associates
735 Sunrise Avenue, Suite 145
Roseville, CA 95661

Fax (916) 784-1985

e-mail:

apply@bobmurrayassoc.com

by April 6, 2001

Following the closing date, resumes will be screened against the qualifications outlined above and the most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is anticipated that a candidate may be recommended as a finalist. Finalist interviews will be held with the City Council of the City of Milwaukie.

Should you have any questions, please do not hesitate to contact Mr. Murray at (916) 784-9080.