

**MILWAUKIE CITY COUNCIL
WORK SESSION
SEPTEMBER 17, 2001**

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

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

Staff present: Planning Director Rouyer, Sr. Planner Gessner, and Program Service Coordinators Carter and Herrigel.

Information Sharing

1. **Councilor Newman** reported the South Corridor Policy Group ratified Milwaukie's recommendation. He also noted the Springwater Trail project was fully funded in the amount of \$4 million.
2. **Mayor Bernard** participated in the September 17 Constitution Day event in Oregon City and announced the Red Cross Blood Drive at the Milwaukie Masonic Lodge on September 18.

Open Public Forum

Edie Kerbaugh, 12341 SE 67th Court, Milwaukie. She expressed Linwood Neighborhood residents' concerns about Clackamas County's plans to widen Harmony Road to 5 lanes. Such a project would displace homes and businesses. Widening the road would be disastrous to the Neighborhood, and she requested the City Council prepare a letter to the County stating its opposition to the project on behalf of the residents. If one assumes Harmony Road traffic is headed to Hwy 224, she suggested an alternative might be to improve the 82nd Avenue interchange. However, she could not identify an alternative for local traffic.

Mayor Bernard felt it would be appropriate for the City Council to send a letter to the Clackamas County Board of Commissioners voicing the neighborhood's concerns.

Councilor Newman supported looking at alternatives which would divert traffic to Hwy 224.

Councilor Lancaster felt a review of the traffic study prepared for the project would be appropriate.

Councilor Marshall suggested looking at the Regional Transportation Plan and offering a workable alternative. He understands there is an urban renewal project being discussed for the Southgate area that could be influencing a lot of these projects.

The Council agreed to open a dialogue between the City and County with a letter expressing its concerns and proposing a work session in the near future.

Transportation System Plan

Gessner noted 3 minor changes to the Transportation System Plan ordinances and resolutions the Council will consider at the September 18 public hearing. He explained the changes, and Council appreciated the updates and is prepared to move forward.

Rotary and Milwaukie Downtown Development Association Riverfront Project

Paul Klein, Milwaukie Downtown Development Association (MDDA) Interim President, and **Jack Elder**, MDDA Director, discussed the proposed riverfront cleanup project scheduled to begin on October 20. The purpose of the project is to re-acquaint citizens with their waterfront. The first phase will be surface debris removal, and subsequent phases will include noxious weed and plant removal and finally removal of large objects such as concrete and car parts. Elder reported risk management issues have been addressed.

Parks and Recreation Priorities

Herrigel reported the North Clackamas Parks and Recreation District (NCPRD) is going through its master planning process, and, as a neighborhood, Milwaukie has been asked to identify its future needs and interests. The Milwaukie Park and Recreation Board (PARB) prepared a list of priorities for Council review and comment. The priorities are: existing parks maintenance, new parks development, natural area enhancement, additional park acquisition, trails, and recreation and elderly facilities. Herrigel noted the projects were not prioritized at the time the report was prepared because of staff changes.

Councilor Newman asked if the District was undertaking this process in preparation for a bond measure. Milwaukie has an ideal project on the riverfront which he felt should be part of the master plan; however, he was in favor of identifying interim steps which integrate the boulevard plan.

Herrigel suggested including Riverfront Phase 1 and identifying the associated costs.

The Council felt riverfront improvement was highly desirable but did not wish to do so at the expense of other community projects.

Councilor Lancaster understood Wichita Park was master planned but work was postponed due to safety issues and future redesign of Monroe Street. He hoped to see Wichita Park development pushed forward.

Herrigel explained projects getting the most attention are those being pushed by the neighborhoods.

The Council discussed parks master planning and the lack of funds to actually implement those plans. **Councilor Marshall** thought Council had conveyed the message that property might lie fallow until such time as development can be funded.

Herrigel understood the Council direction to be developing a schedule of meetings, which fit with the District's master planning process, between PARB and NDAs to prioritize Milwaukie's list of projects.

Formation of Clackamas County Coordinating Committee

Mayor Bernard said this Committee, made up of representatives from various jurisdictions, was an outcome of Timothy Lake discussions. Its purpose would be to coordinate projects and funding.

It was agreed Mayor Bernard would be the primary representative with Councilors Marshall and Lancaster as secondary and tertiary representatives.

Councilor Marshall noted formation of a Parks/Library District would be on the Committee agenda. Such programs must not be considered without sufficient funding.

Goals Discussion Draft

The group felt the draft was an accurate overview of the Council work session. **Councilor Newman** recommended transportation as a standalone goal and **Councilor Lancaster** agreed. **Councilor Marshall** felt a community wide project, such as rebuilding the Lot Whitcomb, should be an element of the 2003 Centennial goal. There was discussion of a levy or grants to fund the event.

Other

1. **Carter** reviewed the final loan document between the Oregon Housing and Community Services Department and the City of Milwaukie to purchase the Safeway property.
2. **Councilor Marshall** discussed issues of infill and community needs in the Comprehensive Plan. **Rouyer** understands there are elements of the Plan which are outdated and will check with the State on the timelines for the next Periodic Review.

3. **Councilor Marshall** commented on a letter from the Portland Waldorf School and felt something should be initiated to protect the public interest when School District and other publicly owned property is for sale. He used the property recently sold to a developer in the Lewelling Neighborhood as an example and urged some action, such as an agreement for first right of refusal, be taken.

Adjournment

Mayor Bernard adjourned the meeting at 7:20 p.m.

Pat DuVal

Pat DuVal, Recorder

**CITY OF MILWAUKIE
CITY COUNCIL WORK SESSION AGENDA
SEPTEMBER 17, 2001**

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.	Open Public Forum	
3.	6:30 p.m.	Rotary/MDDA Riverfront Project	Paul Klein, MDDA Board Chair
4.	7:00 p.m.	Parks and Recreation Priorities	Herrigel
5.	7:30 p.m.	Formation of Clackamas County Coordinating Committee	Mayor Bernard
6.	7:45 p.m.	Goals Discussion Draft	Mayor Bernard
7.	8:30 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.



To: Mayor and City Council

Through: Mike Swanson, City Manager *MS*

From: JoAnn Herrigel, Program Services Coordinator *JH*

Subject: Parks and Recreation Priorities

Date: August 24, 2001

Action Requested

Review and comment on the attached priorities as drafted by the City's Parks and Recreation Board for submittal to the North Clackamas Parks District for their Master Planning Process.

Background

In May 2001, the North Clackamas Parks District kicked off a Master Planning Process to update their existing master plan that is over ten years old. The District master plan will serve to guide decisions related to facilities and services for the District for the next 20 years. The City's Parks and Recreation Board, with assistance from City staff, drafted the attached summary of needs and priorities and is forwarding it to Council for your input and approval.

Any comments you may have will be incorporated into the draft before it is finalized.

Staff will attend the September 17th work session to discuss the draft. Any written comments, edits or suggestions can be referred to JoAnn Herrigel before or at the work session.



August 24, 2001

Jane Henderson
MIG
412 NW 13th Avenue
Portland, OR 97222

Dear Ms. Henderson:

Enclosed is a draft summary of the Parks, Open Spaces and Recreation program priorities collated by the City of Milwaukie's Parks and Recreation Board (PARB). I have also attached:

- A copy of the IGA between the City and the District
- A map of existing and proposed parks, open spaces and trails in the City (with a corresponding list of all parks and open space areas in the City.)
- A copy of the proposed Recreational Trail System Plan developed by the Parks and Recreation Board

The PARB is an advisory Board to the Milwaukie City Council, and as such, cannot speak on behalf of the City. I will be forwarding this draft document to the Council for their review and comment at their September 17-18 meetings. If Council has additional comments or changes to this submittal, I will forward them to you. In the interest of time, I felt that at least a draft document from the City would be helpful to you.

I tried to capture all of the comments and concerns of the PARB but may have missed some. Any additional comments from Board members will be forwarded to you directly. Please contact me at 503-786-7508 if you have any questions. I will be out of the office from August 27 through September 3.

I hope this submittal will assist you and the District in formation of the new Master Plan.

Sincerely,

A handwritten signature in black ink that reads "JoAnn Herrigel".

JoAnn Herrigel
Program Services Coordinator

cc - Mike Henley

MILWAUKIE CITY HALL
10722 SE MAIN STREET
MILWAUKIE, OREGON 97222
PHONE: (503) 786-7555 • FAX: (503) 652-4433

To: North Clackamas Parks District Advisory Board
Fr: Milwaukie Parks and Recreation Board
Re: Milwaukie Parks and Recreation Priorities for consideration in Master Planning process

Date: August 21, 2001

Since 1992, when the City signed an IGA with the North Clackamas Parks District, the City has relied on the District to provide most of its parks and recreation services. In the past few years as District funding has become tighter, the perception of City residents has been that there is no one to turn to for Parks assistance and services. That is, the District is understaffed and overworked and the City has no Park staff at all. In order to fill this perceived void, City staff have, over the years, provided some assistance to residents and neighborhood groups in the form of volunteer coordination, facilitation of land use processes and grant applications for property acquisition and park development funds. Unfortunately, providing even this minimal amount of assistance has overloaded an already taxed work force. In addition, having the City involved in some, but not all, Parks-related issues has created some confusion among residents, the City's Parks and Recreation Board, the District Advisory Board and District and City staff.

The City of Milwaukie's vision for the future includes a Parks District that provides technical assistance, funding and operational expertise for the purchase, development, operation and high quality maintenance of Parks, recreation and elderly facilities and services for the City and the rest of the District. We look forward to a well-funded organization with staff available to do everything from purchasing property and pursuing grants to coordinating planting parties and community choir events. We look forward to, in essence, being able to turn over all Parks-related issues to the District and having confidence that they will provide high quality and responsive services to our residents

Following is a summary of the facilities and services the City currently enjoys and those services and facilities we would like to have.

Existing Parks Maintenance

Since 1992, the City has had an agreement with the District to maintain and operate a specific list of park and recreation facilities owned by the City. This list of properties for which the District is responsible is attached to the IGA. See attachment A. These properties have received varying levels of care over the years based on their location or the attention brought to the maintenance standards by neighbors, residents or City staff. Currently, the standards of maintenance have reached the very minimal level, with lawn care and garbage removal being the primary tasks provided by the District. The District's recent funding dilemmas have resulted in a halting (or indefinite delay) of all activities requested by the City for such projects as tennis court upgrades, fountain replacements, or even installation of annual plants once or twice a year.

Needs:

- Additional maintenance funds for staff and equipment for a higher level of maintenance at existing city Parks (including replacement of damaged property, timely grounds grooming and seasonal planting). Funding levels should also allow the City to add new Parks to the IGA for on-going operation and maintenance as they are developed.
- District staff to solicit and coordinate volunteers efforts for developing, enhancing and maintaining parks, open spaces and recreational facilities in the City and throughout the District staff capacity should accommodate neighborhood –requested or proposed projects like picnics in parks, concerts coordinated by volunteers and nature education workshops.)

New Parks Development

Over the past four years, the City of Milwaukie has acquired several properties with the intent of landbanking them for future park and recreation facility development. These properties are maintained by the City's facility department or City-contracted crews. Since these parcels are not yet developed, maintenance tasks include mowing, invasive weed control and occasional tree or hazard removal. Specifically, these sites include: Lewelling Community Park, Homewood Park and several Riverfront parcels.

Because of the enormous interest and energy of neighbors and abutters of the Lewelling and Homewood Parks, city staff has moved the land use processes forward for these two projects. The Lewelling Park has been annexed, a master plan has been created, reviewed and adopted into the City's comprehensive plan. Neighbors have funded materials for and coordinated the building of a split rail fence surrounding the property. The Lewelling Neighborhood Association is now in the process of raising money to complete a final design for the Park so that they may apply for a Community Service Overlay review by the Planning Commission. Once the final design is approved, the NDA intends to work with City staff to pursue grants and other funding to begin development of the Park. Because the site development will require half-street improvements on three sides of the park, the price of Park development is expected to be hefty.

The Homewood Park site has an equally energetic group of advocates. Together, park advocates have organized several fence-building parties and are well on their way to finalizing a master plan for the park. On completion of a draft master plan, staff will submit the plan to planning commission for adoption into the comprehensive plan as an ancillary document. This process could be completed as soon as December of 2001. Neighbors fully intend to pursue a final design (and associated) community service overlay approval using pro-bono offers from local engineers and landscape architects as well as grant funding provided by the City's Neighborhood Services Program. Development funds for this site would also need to be identified in the future.

Historically, master planning, final design and even oversight of park development for undeveloped Milwaukie Parks was coordinated, and in some cases, funded by the District. Currently, not only are there no available District funds for park design and development in Milwaukie but there are no District staff available to coordinate meetings

or facilitate land use submittals such as master plan reviews and community service overlays. Thus, most recent activity related to park development has been completed by volunteers or City staff. Suggestions that the City hold off on park master planning until development and maintenance funds are identified seem to fall on deaf ears, given the level of enthusiasm among the neighborhood groups. In the future, the City would like to rely on the District to provide full park development services - from purchase to on-going maintenance.

Needs:

- District staff (or funds to hire contractors) to coordinate and facilitate acquisition, master planning and land use processes as well as final design and development for new City park properties.
- Funds for fees or permits associated with land use processes (master plan adoption, community service overlays or annexations as needed)
- Maintenance funds and staff to allow for minimum standard of maintenance for undeveloped parcels owned by the City
- District staff to coordinate volunteer efforts such as fence building or invasive species removal

Natural Area Enhancement

The City owns three other properties intended to remain natural areas which have recently benefited from regular volunteer enhancement efforts. These properties include: Roswell Pond, Willow Place, and Minthorn North. Minthorn North was purchased and is being enhanced currently using Metro Local Share grant funds. Two other \$5,000 Metro local share grants have been used to enhance Willow Place and Roswell Pond. By December 2001, the local share funds for these projects will be expended. Any further enhancement activity will need to be funded by grants, using volunteer labor.

Needs:

- A District staff person dedicated to natural area acquisition and enhancement
- District staff to solicit and coordinate volunteer efforts and apply for grants for enhancing and maintaining natural areas in the City and throughout the District

Additional Park Acquisition

The Neighborhood Park Plan for Milwaukie (an addendum to the 1990 District Master Plan) identified several areas of the City which were under-served by parks. Two areas identified by that plan remain under-served today, with no parkland currently land-banked by the City. These two areas of the City are the area south of Lake Road and the area west of 32nd Avenue in Milwaukie.

Over the past five years, the City of Milwaukie has spent a great deal of time and effort to acquire land along the Riverfront as part of a Riverfront redevelopment plan. The City's Riverfront Plan was adopted by the City Council in 1999 and the associated zoning changes were adopted in 2001. Several parcels of land were purchased along the waterfront since 1998. Two remaining properties are targeted for purchase as part of a

McLoughlin Boulevard enhancement project within the next two to five years. As of March of 2001, no City funds are allocated for further purchase, design or development of the Riverfront area. Although a design plan exists for a Phase I park south of the 17th street intersection with McLoughlin, all funding for implementation of this plan have been excised from the budget. The only anticipated development activity on the Riverfront is related to the McLoughlin project between Monroe and Washington Streets.

Needs:

- District staff and funding to pursue acquisition (or to pursue grants for acquisition) of available land in the areas of the City in need of park space.
- District staff and funding to complete the development of Phase I of the Riverfront property
- Heightened interaction and coordination between City and District Board and staff regarding City parks and open space planning and development.

Trails

In 2000, the City's Parks and Recreation Board drafted a Recreational Trail System Plan for the City. The system is intended to connect Milwaukie neighborhoods and parks with regional trails and greenways such as OMSI to Springwater, Springwater Corridor, Portland Traction Co. Line, North Clackamas Greenway and the I-205 Corridor Trail. This system would increase opportunity and access to walking, jogging and cycling for City residents and the surrounding jurisdictions. This draft has been distributed to various interested parties but has not undergone any formal public hearing process. In order to formalize this plan, an extensive public process must be conducted and the plan must be adopted into the City's comprehensive plan via the City's land use process.

Needs:

- District staff and funding to coordinate the public input process and facilitate the land use processes necessary to adopt the Trails plan into the City comprehensive plan.
- District staff and funding to pursue acquisition (or to pursue grants for acquisition) of available land in the areas of the City identified along the proposed trail alignment

Recreation and Elderly Facilities

City residents enjoy access to a fairly wide range of recreational and elderly facilities within and near the City. The Milwaukie Center is important to City residents and provides much needed health and recreation services to its elderly population. The North Clackamas Park, surrounding the Center, is also an important facility to City residents and the recently funded master planning process for this Park has been long awaited. The potential for sport field expansion on this site is anxiously anticipated.

Football fields and regulation soccer fields are in short supply for both youth and adult teams in the City. The recent sale of Milwaukie Junior High may result in the loss of an important soccer field. In addition, the outdoor pool located on this site may be in jeopardy. Any restriction on public use of the fields or the pool on this site will surely create a need for additional capacity in these areas.

Although City residents enjoy the current recreation and community event programs coordinated by the District, residents continue to clamor for more. Summer and after-school recreation programs, especially low-cost or free programs are requested on a regular basis. In addition, residents express great interest and enthusiasm for community events like concerts, festivals and fireworks.

Needs:

- District staff and funding to pursue acquisition and/or development of needed sports fields and facilities
- District staff and funding for community events and summer/after-school recreation programs for all levels of income. Volunteer coordination could be a major part of this enhanced effort.

PARKS DISTRICT INTERGOVERNMENTAL AGREEMENT WITH
CITY OF MILWAUKIE July 23, 1992

ATTACHMENT #1

MILWAUKIE PARKS TO BE MAINTAINED AND OPERATED BY
THE SERVICE DISTRICT

SITE	ACRES
Lewelling Tennis Courts	0.31
Rowe Tennis Courts	0.31
Ardenwald Park	0.96
Jefferson Street Park	2.10
Spring Park	6.32
Stanley Park	1.97
Century Park	0.50
Water Tower Park	0.92
Furnberg Park	4.00
North Clackamas Park	45.00
Dogwood Park	0.75
Well #8	0.25
Wichita Water	0.95
Fire Admin/Historical Society	1.22
Monroe/Washington Triangles	0.02
Scott Park/Library	3.08
Pioneer Cemetery	1.77
Spring Creek Park	.80
Kellogg Lake Park	3.4

MILWAUKIE OPEN SPACES TO BE MAINTAINED AND OPERATED BY
THE CITY OF MILWAUKIE

Old Shop (40th & Harvey)	1.00
Police Dept. Grounds (2566 SE Harrison)	1.00
City Hall Grounds and Parking Lot	0.96

If the City of Milwaukie so chooses, it may contract with the Service District to maintain the three facilities listed above. The Service District would charge the City a fee that would allow the District to cover (but not exceed) its maintenance costs.

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City Owned Parks and Open Spaces

FACILITY	ACRES	USE	DATE		Who	
			Acquired	STATUS	Maintains	Needs
1 N. Clackamas Pk./Mil. Ctr	46.45	Active	1967	Developed	District	Plan/Des/Dev
→ 2 Kellogg Lake	3.90	Open space	91/92/96	Undeveloped	District	Plan/Des/Dev
→ 3 Well #8	0.25	Open space	1992	Developed	District	
4 Furnberg Park	2.64	A & W	1970	Developed	District	
→ 5 Wichita Park	0.95	Passive	1987	Undeveloped	District	Des/Dev
6 Century Park	0.50	Active	1955	Developed	District	Tennis Courts
7 Dogwood Park	0.75	Passive	1970	Developed	District	Fountain modification
8 Water Tower Park	0.92	Active	1962	Developed	District	
9 Ardenwald Park	0.96	Active	1987	Developed	District	
→ 10 Pioneer Cemetery	1.77	Passive	1890	Developed	District	
→ 11 Spring Creek Park	0.80	Passive	1971	Undeveloped	District	
12 Spring Park	6.32	Open space	72/80	Undeveloped	District	Plan/Des/Dev
13 Stanley Park	1.97	Passive	1980	Undeveloped	District	Plan/Des/Dev
14 Jefferson Street Boat Ramp	2.10	Active	1973	Developed	District	
15 Scott Park/Ledding Library	3.08	Passive	1975	Developed	District	
16 Lewelling Community Park	0.93	Active	1999	Undeveloped	City	Des/Dev
17 Homewood Park	1.21	Act/Pass	98/99/00	Undeveloped	City	Plan/Des/Dev
18 Roswell	1.63	P & W	1989	Undeveloped	City	
19 Willow Place	0.83	P & W	1992	Undeveloped	City	
20 North Minthorn	0.96	O & W	2000	Undeveloped	City	Enhancement
21 Riverfront	(7.00)		98/99/00	Undeveloped	City	Des/Dev

A = Active
O = Open Space
P = Passive
W = Wetland

Additional Park Needs: Park south of Lake rd
 Park west of 32nd Ave.
 Additional properties on Riverfront



To: Mayor and City Council

From: Mike Swanson, City Manager *MS*

Subject: Formation of Clackamas County Coordinating Committee

Date: September 8, 2001

BACKGROUND

Clackamas County local governments have long experienced a lack of coordination and communication regarding issues of import. While there has been a demonstrated ability to forge cooperative relationships like the Library Network, there has all too often been friction resulting from a lack of coordination and communication.

This fact has not gone unnoticed. Various attempts at cooperative measures, like the Clackamas Regional Elected Group (emergency dispatch coordination), have been attempted. The need for some type of serious effort remains.

At the recent Timothy Lake meeting, the Clackamas Coordinating Committee (By-laws attached.) was proposed in an attempt to solve this problem. The voting membership consists of elected representatives of the County, the cities, and elected representatives of two fire, water, and sanitary sewer districts. It is modeled after cooperative efforts in Washington County.

There are two technical advisory committees being proposed to deal with transportation and land use. In addition, there is a Management Advisory Committee consisting of the chief executives of each jurisdiction.

The first meeting of the Coordinating Committee is scheduled for the evening of September 26, 2001 at 7:00 P.M. At that time, the group will discuss organizational issues. In addition, the County will be presenting material on a possible Parks/Library District to provide County-wide funding of those local services. (It is not proposed that there will be a resolution of this issue as there remain numerous significant issues to be resolved.)

RECOMMENDATION

That the Council appoints one of its members as the elected representative member of the Committee and indicates the appointment and its approval of the By-laws by letter. (It is necessary that the appointed member be available for evening meetings. The date of those meetings will be established at the September 26 organizational meeting.)



CLACKAMAS COUNTY

Board of Commissioners

MICHAEL J. JORDAN
CHAIR

BILL KENNEMER
COMMISSIONER

LARRY SOWA
COMMISSIONER

TO: Mayors and District Chairs

FROM: Michael Jordan, Chair *MJ*

DATE: August 29, 2001

RE: Formation of Clackamas County Coordinating Committee

At our Timothy Lake Retreat, those in attendance were in agreement that we should attempt to form a Clackamas County Coordinating Committee of elected representatives supported by staff advisory committees.

The Managers, Chiefs and Administrators met last Friday to review comments and revise the By-laws. Attached is a marked up copy of the By-laws to show the revisions that were made to them based on input received. Also attached is a final copy of the By-laws without the mark-ups. Each jurisdiction should adopt these and appoint a representative according to the procedure outlined in the By-laws. Please send a letter to the County indicating who will represent your jurisdiction or bring it to the first meeting of the Coordinating Committee.

We have scheduled the first meeting of the Coordinating Committee on Wednesday, September 26th at 7:00 PM. The meeting will be held in the Clackamas County Sunnybrook Service Center located at 9101 SE Sunnybrook Blvd. At that meeting we will work on the organizational issues, such as the best meeting day/time, and other start-up issues. In addition we will present material to discuss how or if to proceed on the formation of a Parks/Library District as a funding mechanism for local services.

If you have any questions, please feel free to call either Steve Rhodes or me.

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CLACKAMAS COUNTY COORDINATING COMMITTEE BY-LAWS

1. PURPOSE

The Clackamas County Coordinating Committee will review and comment on major land use and transportation issues, plans and projects and provide a forum for discussion on these resulting in recommendations for a coordinated approach when appropriate.

The Committee's primary and most common function is to establish positions of consensus on land use and transportation issues among Clackamas County's local governments, which may be carried into regional and state discussions as "countywide" positions.

2. MEMBERSHIP POLICY BODY

The voting membership shall consist of elected representatives or an alternate appointed by the City Council of the cities of Barlow, Canby, Estacada, Gladstone, Happy Valley, Johnson City, Lake Oswego, Milwaukie, Molalla, Oregon City, Rivergrove, Sandy, Tualatin, West Linn and Wilsonville and Clackamas County. The voting membership shall also include up to two elected representatives of Fire Districts, up to two elected representatives of Water Districts/Authorities and up to two elected representatives of Sanitary Sewer Districts/Authorities.

The Special Districts/Authorities representatives shall be designated by agreement among the districts represented. The process for designating the representatives shall be established by agreement among each of the groups of Districts/Authorities.

Each jurisdiction with a voting membership shall have one vote. Clackamas County and cities and special districts of Clackamas County representatives to JPACT and MPAC will be on the policy body but shall not have an additional vote.

3. OFFICERS

The Chairman and Vice Chairman of the Committee shall be elected annually by members of the committee. The Secretary of the Committee shall be a County staff member designated by the Board of County Commissioners.

4. PROCEDURES

- A. Meetings: Meetings will be held monthly on a day to be determined by the committee or called as needed by the chairperson or by a vote of the committee. The secretary is responsible for notifying members of the meeting time and place and for preparing the agenda.
- B. Quorum: A quorum of the committee shall consist of thirteen voting members.
- C. Voting: Votes in the committee shall carry by a simple majority of those present, provided that no action shall be taken unless a quorum is present. Member jurisdictions may designate in writing a member from another jurisdiction to serve as their representative, and such representative shall be entitled to the number of votes according to that designation.
- D. Alternates: A designated alternate will sit in the absence of a member and shall have full voting rights. Alternates will be appointed by the member jurisdiction.
- E. Records: All committee actions shall be documented in the form of minutes, memoranda and special reports. The secretary will be responsible for such documentation and distribution of such minutes, memoranda and reports.
- F. Meetings shall be conducted in accordance with Roberts' Rules newly revised.
- G. Agenda Items: Before presentation to the CCCC, agenda items shall be sent to the member jurisdictions and to all Fire Districts, Water Districts/Authorities and Sanitary Sewer Districts/Authorities for discussion by the governing body. Compliance with this requirement may be waived where circumstances warrant faster action by a majority vote of the committee.

5. MANAGEMENT ADVISORY COMMITTEE

The appointed Administrator of each of the cities, districts, authorities and the County shall serve as a Management Advisory Committee. The Committee will provide overview and support of the work of the Technical Committees and provide advice to the Coordinating Committee. The Committee shall also have the responsibility, as directed by the Coordinating Committee, of constituting any ad hoc committees or other groups established for information and advice on specific issues. The Management Advisory Committee shall meet monthly.

6. TECHNICAL ADVISORY COMMITTEES

The Policy Group shall be informed and advised by the following standing technical advisory committees, as well as other ad hoc committees established for information and advice on specific issues, plans or projects of interest to the committee.

- A. **Transportation Advisory Committee:** The membership of the Transportation Advisory Committee shall consist of staff representatives of all agencies on the policy body and is to review transportation plans, projects and funding issues, and make recommendations to the policy body. The Transportation Advisory Committee shall operate under the same procedures as the policy body, meeting monthly on a day to be determined by committee members.
- B. **Land Use Advisory Committee:** The membership of this committee shall consist of the planning directors or the staff persons with lead planning responsibility for all agencies on the policy body. The committee is to focus on land use issues and transportation issues that may have an impact on land use. The committee shall operate under the same procedures as the policy body, meeting monthly on a day to be determined by committee members or when scheduled by the Chairman or by a vote of the committee.

7. AMENDMENTS

These by-laws may be amended from time to time by a majority of the members of the Committee, provided that all voting members of the committee and all Fire Districts, Water Districts/Authorities and Sanitary Sewer Districts/Authorities have been sent copies of the proposed amendments prior to the meeting where action on the rules is scheduled.

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CLACKAMAS COUNTY COORDINATING COMMITTEE BY-LAWS

1. PURPOSE

The Clackamas County Coordinating Committee will review and comment on major land use and transportation issues, plans and projects and provide a forum for discussion on these resulting in recommendations for a coordinated approach when appropriate.

The Committee's primary and most common function is to establish positions of consensus on land use and transportation issues among Clackamas County's local governments, which may be carried into regional and state discussions as "countywide" positions.

2. MEMBERSHIP POLICY BODY

The voting membership shall consist of elected representatives or an alternate appointed by the City Council of the cities of Barlow, Canby, Estacada, Gladstone, Happy Valley, Johnson City, Lake Oswego, Milwaukie, Molalla, Oregon City, Rivergrove, Sandy, Tualatin, West Linn and Wilsonville and Clackamas County. The voting membership shall also include an up to two elected representatives of Fire Districts, up to two elected representatives of Water Districts/Authorities and up to two elected representatives of Sanitary Sewer Districts/Authorities.

_____ The Special Districts/Authorities representatives shall be designated by agreement among the districts represented. The process for designating the representatives shall be established by agreement among each of the groups of Districts/Authorities.

Each jurisdiction with a voting membership shall have one vote. Clackamas County and cities and special districts of Clackamas County representatives to JPACT and MPAC will be on the policy body but shall not have an additional vote.

3. OFFICERS

_____ The Chairman and Vice Chairman of the Committee shall be elected annually by members of the committee. The Secretary of the Committee shall be a County staff member designated by the Board of County Commissioners.

4. PROCEDURES

- A. Meetings: Meetings will be held monthly on a day to be determined by the committee or called as needed by the chairperson or by a vote of the committee. The secretary is responsible for notifying members of the meeting time and place and for preparing the agenda.
- B. Quorum: A quorum of the committee shall consist of ~~eleven~~ thirteen voting members.
- C. Voting: ~~Votings~~ in the committee shall carry by a simple majority of those present, provided that no action shall be taken unless a quorum is present. Member jurisdictions may designate in writing a member from another jurisdiction to serve as their representative, and such representative shall be entitled to ~~two votes~~ the number of votes according to that designation.
- D. Alternates: A designated alternate will sit in the absence of a member and shall have full voting rights. Alternates will be appointed by the member jurisdiction.
- E. Records: All committee actions shall be documented in the form of minutes, memoranda and special reports. The secretary will be responsible for such documentation and distribution of such minutes, memoranda and reports.
- F. Meetings shall be conducted in accordance with Roberts' Rules newly revised.
- G. Agenda Items: Before presentation to the CCCC, agenda items shall be sent to the member jurisdictions and to all Fire Districts, Water Districts/Authorities and Sanitary Sewer Districts/Authorities for discussion by the governing body. Compliance with this requirement may be waived where circumstances warrant faster action by a majority vote of the committee.

5. MANAGEMENT ADVISORY COMMITTEE

The appointed Administrator of each of the cities, districts, authorities and the County shall serve as a Management Advisory Committee. The Committee will provide overview and support of the work of the Technical Committees and provide advice to the Coordinating Committee. The Committee shall also have the responsibility, as directed by the Coordinating Committee, of constituting any

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ad hoc committees or other groups established for information and advice on specific issues. The Management Advisory Committee shall meet monthly.

6. TECHNICAL ADVISORY COMMITTEES

The Policy Group shall be informed and advised by the following standing technical advisory committees, as well as other ad hoc committees established for information and advice on specific issues, plans or projects of interest to the committee.

- A. Transportation Advisory Committee: The membership of the Transportation Advisory Committee shall consist of staff representatives of all agencies on the policy body and is to review transportation plans, projects and funding issues, and make recommendations to the policy body. The Transportation Advisory Committee shall operate under the same procedures as the policy body, meeting monthly on a day to be determined by committee members.
- B. Land Use Advisory Committee: The membership of this committee shall consist of the planning directors or the staff persons with lead planning responsibility for all agencies on the policy body. The committee is to focus on land use issues and transportation issues that may have an impact on land use. The committee shall operate under the same procedures as the policy body, meeting monthly on a day to be determined by committee members or when scheduled by the Chairman or by a vote of the committee.

7. AMENDMENTS

These ~~By-Laws~~by-laws may be amended from time to time by a majority of the members of the Committee, provided that all voting members of the committee and all Fire Districts, Water Districts/Authorities and Sanitary Sewer Districts/Authorities have been sent copies of the proposed amendments prior to the meeting where actions on the rules is scheduled.



To: Mayor and City Council
From: Mike Swanson, City Manager
Subject: Goals Discussion Draft
Date: September 10, 2001

Attached is a discussion draft of the goals we discussed a week ago. I have tried to tie them into some discussion of guiding principles. They are intended as a draft for your input and, eventually, for staff and public input.

The draft is intended to be of just those goals that are the long-term targets. Over time they will each need implementation plans. In fact, both the Middle School and Centennial goals need them sooner rather than later.

The more I work with this the more I see the potential for using the Centennial to make some of these things happen. That is, the Centennial could have a theme centered on the second hundred years and achieving results. By the time the Centennial rolls around we would have made significant progress on a number of the goals and could use those successes during the Centennial. A couple of ideas might be the Riverfront and/or the Middle School. If both or either is significantly on the way, we could use them as the sire for Centennial shenanigans—fireworks or the like.

I would like to have you review the attached and let me know if it is close. It doesn't have to be perfect at this point as we still have staff and citizen processes to go through. (We might even go to the Neighborhood Leaders September 19 meeting to present it as a draft.)

I am planning on meeting with Jeanne Lawson after your input. Jeanne and I will discuss the next steps with staff and citizens.

DISCUSSION DRAFT

CITY OF MILWAUKIE GUIDING PRINCIPLES AND COUNCIL/MANAGER GOALS

A healthy community defines and creates the future it desires. Having done so, its every action should be calculated to achieve that desired vision. It is toward that end that the following guiding principles and goals are established.

Externally, we value exceptional service to our customers and positive, open communications with our local and regional public sector partners. While this does not mean that every issue is reduced to a mutual agreement, it does mean that we strive to bridge differences, and, where impossible, we will clearly state the reason for not doing so. We value the principle of sustainability in preserving our environment and the character of our neighborhoods. We always seek to create and implement opportunities for the active involvement of our citizens.

Internally, we value both teamwork and the individual effort that contributes to the effectiveness of the team. We do everything we can to ensure that our decisions and actions are of the highest quality and are reliable and consistent. We effectively plan for the future and do all we can to ensure that our plans yield results. We always meet our commitments to our customers and fellow team members, and in all we do we act with the highest integrity.

Milwaukie will soon complete its one-hundredth year. Our responsibility is to ensure that we move into the next one hundred by creating the community we desire. Toward that end the following long term goals are established:

- **Develop and implement a financial plan that ensures the long-term financial viability and stability of the City.** Transportation, public safety, and library funding are all issues that are of immediate concern. In order to ensure that these and all other City services are adequately funded, all potential revenue sources shall be considered, including voter approval of additional funds, annexation, and expanded and creative development potentials.
- **Acquire the Milwaukie Middle School.** The decision to sell the Middle School to a private party does not eliminate its importance to the future of the City. Preservation of community history and available recreation and open space for public use, including transit, define what that community is about. In addition, the availability of the building for community uses, such as adult

education classes, recreation, and meeting space, serve as a focal point for activity in the downtown. The City's resolve to acquire the site for community purposes continues undiminished. All potentials for effecting that acquisition, including eminent domain, will be evaluated and a plan implemented.

- **Upgrade neighborhood livability.** The challenges of growth threaten the nature of the City's neighborhoods. Increased traffic is just one example of the impacts of growth. It is not enough to just hold on to what we have. Rather, we will improve the character of the City and its neighborhoods. Examples of our approach will be the aggressive representation of the City's interests at both the regional and local level and strong local control of our destiny through regulation.
- **Development of an economically vibrant Downtown and North Industrial Area and the Riverfront consistent with the character of the City and its neighborhoods.** The City possesses many hidden gems waiting to be uncovered. Among them are the Downtown, Industrial Area, and the Riverfront. We will seek to maximize those assets, consistent with the nature of the community. Chief among the hindrances to their effective development is the presence of the Kellogg Sewage Treatment Plant. Its removal and relocation will be aggressively pursued.
- **Celebration of the City's Centennial in 2003.** The first one hundred years should serve as a springboard to an active second hundred. The Centennial should see us moving aggressively toward the realization of the above goals.