

CITY OF MILWAUKIE  
CITY COUNCIL MEETING  
MAY 18, 1993

The one thousand six hundred and seventy-first meeting of the Milwaukie City Council was called to order by Mayor Lomnicki at 7:04 p.m. in the Milwaukie Center with the following Councilmembers present:

Craig Lomnicki, Mayor Rick Farley	Jean Schreiber Rob Kappa Bob Knudson
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Also present:

Dan Bartlett, City Manager Mike Robinson, City Attorney Charlene Richards, Assistant to the City Manager Angus Anderson Finance Director Tim Corbett, Public Works Director	Maggie Collins, Community Development Director Jim Crumley, Associate Planner Dave Krogh, Associate Planner Jay Saatkamp, Operations Supervisor Pat DuVal, Recorder/Secretary
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**PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS**

**Historic Moments**

Mayor Lomnicki discussed the Milwaukie Museum's publication, *As We Remember It*.

**Announcements**

Mayor Lomnicki announced that the Milwaukie City Council's first regular session of June would be held on Wednesday, June 2, 1993, at 4:00 p.m. at the Milwaukie Masonic Lodge. The meeting would commemorate the first Council meeting in 1903.

Mayor Lomnicki announced the Sister City Affiliation Ceremony to be held at the Milwaukie Center on Friday, June 4, 1993, at 5:30 p.m.

**King Road Pavement Marking Changes**

Tim Corbett, Public Works Director, presented the staff report in which the City Council was informed of the King Road Pavement Marking Change. Clackamas County staff

## CITY COUNCIL MEETING - MAY 18, 1993

contacted the City regarding improvements to King Road from 82nd Avenue to Wichita. It will cost Milwaukie \$9,725 to extend the improvements to 42nd Avenue.

The improvements include adding bike lanes and reducing the number of travel lanes from four to two, adding a two-way left turn lane. These improvements would help fulfill state rulings on multi-modal transportation and comply with the Transportation Element of the Milwaukie Comprehensive Plan. Project funds are available in the Bike Path Fund.

**Councilmember Kappa** asked if it would be appropriate to spend this money for bike paths on King Road rather than the Johnson Creek Corridor. **Corbett** said that there were funds available for both projects.

**Councilmember Kappa** asked if two lanes would cause more congestion on King Road. **Corbett** said the refuge lane usually works quite well.

**Councilmember Schreiber** asked when the traffic study was done. **Corbett** said the County indicated that the study was done about three years ago, and there has been little change since that time.

**Councilmember Schreiber** asked what sort of relationship City staff had with Clackamas County on the cooperative project. **Corbett** said it had been very easy to work with County staff.

**Councilmember Schreiber** commented that it seemed that the improvements would make travel safer for area school children.

**Councilmember Kappa** expressed concern that the volume of cars may have increased since the traffic study was made. He said many drivers take that route to access 82nd Avenue from Hwy 224. **Corbett** said completion of the Johnson Creek Blvd. project in about three years is expected to ease some of this traffic.

**Mayor Lomnicki** said he endorsed this project as an improvement for all types of traffic in the Milwaukie area.

## PUBLIC HEARING

Consider Amendment to Historic Review Overlay Zone, File No. ZA-93-01

**Mayor Lomnicki** called the public hearing for ZA-93-01 on Zoning Code Amendments to Section 323 et. seq., Historic Resource Overlay Zone, for the Milwaukie Zoning Ordinance to order at 7:15 p.m.

CITY COUNCIL MEETING - MAY 18, 1993

Mayor Lomnicki said the purpose of the hearing was to consider amending an ordinance which proposes a name change for the Historic Review Committee, a change in the Committee composition, and a change in Bed and Breakfast provisions. He reviewed the order of business.

Mayor Lomnicki said the procedures governing the legislative action were outlined in the staff report. The review criteria addressed were in Section 904, Requirements for Zoning Text Amendments, and in Section 905, Approval Criteria for all Amendments.

Mayor Lomnicki said any interested party may appeal the decision of the Council to the State Land Use Board of Appeals according to the rules adopted by the Board.

Mayor Lomnicki reviewed the conduct of the hearing.

Staff Report: Jim Crumley, Associate Planner, presented the staff report in which the City Council was requested to consider amendments to Section 323 of the Milwaukie Zoning Ordinance as recommended by the Planning Commission.

The Historic Review Committee unanimously approved the amendments to the Historic Preservation Overlay Zone. The three elements to the amendments were: (1) name change - "Historic Review Committee" to Historic Review Commission"; (2) change in committee composition; and (3) change in Bed and Breakfast provisions.

The Planning Commission reviewed the proposal on May, 1993. The Commission made one change and voted to recommend that Council adopt the proposed ordinance. Crumley reviewed the findings which demonstrated that the criteria for approval had been met. He stated that there were no conflicts with state or federal regulations.

Councilmember Kappa asked if there had been a Bed and Breakfast application. Crumley said there was one business license application from the Waverly area.

Councilmember Kappa asked how many homes were possible Bed and Breakfast locations. Crumley said there were six homes in Milwaukie that might be contenders, and probably only three that could be converted.

Councilmember Knudson said there were also other conditions that an applicant would have to meet. Crumley said the Planning Commission may set specific standards.

## CITY COUNCIL MEETING - MAY 18, 1993

Councilmember Farley asked why a change in the membership composition was recommended. Crumley said the Planning Commission feels that since the Historic Review Committee is now well established, that there should be more of an opportunity for members at large to serve.

Correspondence: None.

Testimony in Support: None.

Testimony in Opposition: None.

Neutral Testimony: None.

Staff Comments: None.

Questions of Clarification: None.

Close of Hearing: Mayor Lomnicki closed the public testimony portion of the hearing on the proposed amendments to the Comprehensive Plan at 7:25 p.m.

Discussion among Councilmembers: Councilmember Kappa said he was concerned that since this item was a legislative issue, that there should have been notification. City Attorney Robinson said he believed that staff had made appropriate notification. There may be applications in the future requiring notification of specific property owners.

Bartlett said state laws and the Municipal Code allow for general notice in designated papers of record. The proposed amendments have been reviewed by the Historic Review Committee and the Planning Commission prior to recommendation to the City Council.

Determination of Findings and Decision: It was moved by Councilmember Schreiber and seconded by Councilmember Knudson to read the ordinance amending ordinance number 1712, the Zoning Ordinance (ZA-91-03) for the first time by title only. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions. The ordinance was read for the first time by title only.

It was moved by Councilmember Schreiber and seconded by Councilmember Knudson to read the ordinance amending ordinance number 1712, the Zoning Ordinance (ZA-91-03) for the second time by title only. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions. The ordinance was read for the second time by title only.

CITY COUNCIL MEETING - MAY 18, 1993

It was moved by Councilmember Schreiber and seconded by Councilmember Knudson to adopt the ordinance amending ordinance number 1712, the Zoning Ordinance (ZA-91-03). Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

ORDINANCE NO. 1737:

AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, AMENDING ORDINANCE NUMBER 1712, THE ZONING ORDINANCE (ZA-91-03).

Consider Comprehensive Plan Designation Project File No. CPA-93-01

Mayor Lomnicki called the public hearing for CPA-93-01 on proposed Comprehensive Plan amendments to order at 7:29 p.m.

Mayor Lomnicki said the purpose of the hearing was to consider adopting an ordinance which provides amendments to the City Comprehensive Plan. The proposed amendments provide updates that affect designations within the Comprehensive Plan. The proposed amendments also make a minor plan map correction. Mayor Lomnicki reviewed the order of business.

The procedures governing this legislative action were outlined in the staff report. The applicable substantive criteria to be addressed is stated in Chapter 2 - Plan Review and Amendment Process (Objective 1, Policy 7) of the Comprehensive Plan. Any interested party may appeal this decision of the Council to the State Land Use Board of Appeals according to the rules adopted by the Board.

Councilmember Schreiber asked procedurally what one watching the public hearing on cable television could do. Robinson said in order to have standing, one must be present at the meeting.

Bartlett said most of the actions were quasi-judicial decisions that change the Comprehensive Plan Map.

Staff Report: Dave Krogh, Associate Planner, presented the staff report in which the City Council was requested to consider a legislative proposal updating portions of the City Comprehensive Plan.

The boundary refinements were a result of eight natural resource reviews completed in 1992-1993. The proposed refinements will be included in the Comprehensive Plan appendix as more accurate data. Krogh reviewed the properties included in the Comprehensive Plan amendment.

## CITY COUNCIL MEETING - MAY 18, 1993

The Planning Commission reviewed the proposal and recommended Council approval.

Correspondence: Krogh said Milt Palm had submitted correspondence supporting the amendments.

Councilmember Farley said he had met with Palm several times and found him a knowledgeable person.

Krogh indicated that there had been proper notification of the public hearing.

Testimony in Support: None.

Testimony in Opposition: None.

Neutral Testimony: None.

Staff Comments: None.

Questions of Clarification: None.

Close of Hearing: Mayor Lomnicki closed the public testimony portion of the hearing on the proposed amendments to the Comprehensive Plan at 7:42 p.m.

Discussion among Councilmembers: None.

Determination of Findings and Decision: It was moved by Councilmember Schreiber and seconded by Councilmember Farley to read the ordinance amending Ordinance No. 1666, the Comprehensive Plan (CPA-93-01) for the first time by title only. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions. The ordinance was read for the first time by title only.

It was moved by Councilmember Schreiber and seconded by Councilmember Knudson to read the ordinance amending Ordinance No. 1666, the Comprehensive Plan (CPA-93-01) for the second time by title only. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions. The ordinance was read for the second time by title only.

CITY COUNCIL MEETING - MAY 18, 1993

It was moved by Councilmember Schreiber and seconded by Councilmember Knudson to adopt the ordinance amending Ordinance No. 1666, the Comprehensive Plan (CPA-93-01). Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

ORDINANCE NO. 1738:

AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, AMENDING ORDINANCE NUMBER 1666, THE COMPREHENSIVE PLAN (CPA-93-01).

AUDIENCE PARTICIPATION

None.

OTHER BUSINESS

Consider Modification to By-Laws of the City Historic Resources Committee - Resolution

Dave Krogh, Associate Planner, presented the staff report in which the City Council was requested to consider a resolution reflecting Historic Review Modifications of File ZA-93-01.

Adoption of Ordinance No. 1737 required the repeal of Resolutions 27-1990 and 14-1991. Resolution No. 27-1990 established the Historic Review Committee, and Resolution No. 14-1991 established the by-laws. The proposed resolutions amend the name, membership composition, and meeting dates of the committee.

Councilmember Schreiber asked for clarification of the relationship between the Historic Review Commission and the City Council.

Krogh said the Historic Review Commission would be required to follow the same hearing procedures as the Planning Commission and the City Council.

Bartlett said references are made in the Ordinance regarding the relationship between the City Council and the Historic Review Commission. The City Council or the Commission may initiate certain procedures and bring up an historic designation. The Commission would have to go through the Comprehensive Plan and Zoning Ordinance process. An historic designation would have to be approved by the Planning Commission and the City Council. A process may be started by the Planning Commission, but must be completed by the City Council.

## CITY COUNCIL MEETING - MAY 18, 1993

Krogh said the Historic Review Commission cannot adopt changes to codes. Procedures are governed by state land use laws.

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to adopt the resolution adoption rules of procedure for the Milwaukie Historic Review Commission and repealing Resolution No. 14-1991. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

## RESOLUTION NO. 9-1993:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, ADOPTING RULES AND PROCEDURE FOR THE MILWAUKIE HISTORIC REVIEW COMMISSION AND REPEALING RESOLUTION NO. 14-1991.

It was moved by Mayor Lomnicki and seconded by Councilmember Schreiber to adopt the resolution establishing a Historic Review Commission, providing for the rules and regulations for government and maintenance of said Commission, describing responsibilities and duties of said Commission, and repealing Resolution No. 27-1990. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

## RESOLUTION NO. 10-1993:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, ESTABLISHING A HISTORIC REVIEW COMMISSION, PROVIDING FOR THE RULES AND REGULATIONS FOR GOVERNMENT AND MAINTENANCE OF SAID COMMISSION, DESCRIBING RESPONSIBILITIES AND DUTIES OF SAID COMMISSION, AND REPEALING RESOLUTION NO. 27-1990.

Consider Bid Award for 92/93 Waterline Upsizing Project

Jay Saatkamp, Operations Supervisor, Water Division, presented the staff report in which the City Council was requested to consider awarding the Sherrett and Willow Street water main project to D.M. Excavating Co., Inc., in the amount of \$95,654.80. Completion is expected in 90 days.

CITY COUNCIL MEETING - MAY 18, 1993

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to authorize the Public Works Department to award the Sherrett and Willow Street water main project (92/93 Waterline Upsizing Project) to D.M. Excavating Co., Inc., in the amount of \$95,654.80. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

Regional Committee Assignments

Mayor Lomnicki said Council had met in a work session to discuss the various regional committee assignments. He reviewed the assignments.

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to approve the Council Regional Committee Assignments. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

Councilmember Knudson asked for information on the meeting dates of the South Metro Fire Marshal's Office. Bartlett said the group meets quarterly, and he would advise the Councilor of the next meeting date.

Councilmember Kappa said he believed the Youth Gangs Task Force should be an ad hoc committee.

Mayor Lomnicki said that all regional committee issues are discussed during the Council information sharing section of the work session.

Monroe Traffic Study

Councilmember Farley asked for an update on the Monroe Street traffic study. Bartlett said staff would report on the results of the study at the next Council meeting.

Councilmember Kappa asked if there was information on the speed board that had been demonstrated to the Traffic Safety Commission. Bartlett said he would look into it.

Councilmember Schreiber said she believed the North Clackamas Parks and Recreation District maintenance program was beginning to show results throughout the City. She said the District was looking for a 40-acre site for development of tournament soccer and baseball.

Councilmember Kappa asked the status of the wetlands behind the aquatic center development. Councilmember Schreiber said District funds were never spent on acquisition of that property, and use of that space had to be reconsidered.

## CITY COUNCIL MEETING - MAY 18, 1993

## CONSENT AGENDA

It was moved by Mayor Lomnicki and seconded by Councilmember Farley to adopt the Consent Agenda which consisted of the City Council Minutes of May 4, 1993.

Councilmember Kappa moved that the minutes be revised to state that he could "not support the overtime pay bill in the proposed form." There was no second.

Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

## INFORMATION

Councilmember Farley discussed the Rotary Exchange Student selection.

Mayor Lomnicki announced the Milwaukie waterfront cleanup on May 22.

Bartlett pointed out the Miles Fiberglass newsletter in the *Information* section of the agenda packet.

Bartlett gave an update of the status of the Public Safety Building.

Mayor Lomnicki announced *Mayors' Day* in Salem, May 20, to discuss state shared revenues with legislators.

Mayor Lomnicki announced an executive session to discuss real property transaction and personnel.

## ADJOURNMENT

Mayor Lomnicki adjourned the meeting at 8:21 p.m.

Pat DuVal

Pat DuVal, Recorder/Secretary

CITY OF MILWAUKIE  
CITY COUNCIL AGENDA  
MAY 18, 1993

MILWAUKIE CENTER

1671ST MEETING

**WORK SESSION**

5:00 - 5:45 p.m. - Solid Waste Rate Review  
5:45 - 6:30 p.m. - Open Container & Vehicle Impoundment  
6:30 - 6:45 p.m. - Information Sharing

**REGULAR SESSION**

7:00 p.m.

- I. **CALL TO ORDER**  
Pledge of Allegiance
  
- II. **PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS**
  - A. **Historic Moments (Mayor Lomnicki)**
  - B. **King Road Pavement Marking Changes**
  
- III. **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. **Consider Amendment to Historic Review Overlay Zone**  
File No. ZA-93-01 - Ordinance (Jim Crumley)
  - B. **Consider Comprehensive Plan Designation Project**  
File No. CPA-93-01 - (Dave Krogh)
  
- 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 card provided on the table at the back of the meeting area. The Council may limit the time allowed for presentation.)*

**V. OTHER BUSINESS** *(The following items will be individually presented by City 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. Consider Modification to By-Laws of the City Historic Resources Committee - Resolution (Dave Krogh)**
- B. Consider Bid Award for 92/93 Waterline Upsizing Project (Jay Saatkamp)**
- C. Regional Committee Assignments**

**VI. CONSENT AGENDA** *(Items appearing below are considered to be routine, and therefore, will not be allotted Council discussion time on the agenda. Rather, the items may be passed upon 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.)*

**City Council Minutes of May 4, 1993**

**VII. INFORMATION**

- A. Planning Commission Minutes of April 27, 1993**
- B. Traffic Safety Commission Minutes of April 12, 1993**
- C. Historic Review Committee Minutes of March 15, 1993**
- D. Regional Water Providers Information**
- E. Parks District Information**
- F. Miles Fiberglass & Plastics Newsletter**
- G. PSB Update**
- H. Revenue Analysis of April 30, 1993**
- I. Expense Summary of April 30, 1993**
- J. Accounts Payable Report**

**VIII. ADJOURNMENT**

**EXECUTIVE SESSION**

*At the end of the regular meeting, the Council may hold an Executive Session under the authority of ORS 192.660.*

*For assistance/services per the Americans with Disabilities Act (ADA), dial TDD 659-5171.*

Item III  
Comprehensive Plan Amendments - (CPA-93-01)  
May 18, 1993

1. Opening

"The public hearing for CPA-93-01 on proposed Comprehensive Plan amendments is called to order."

2. Purpose

"The purpose of this hearing is to consider adopting the attached ordinance which provides amendments to the City Comprehensive Plan. The proposed amendment provides updates that affect designations within the Comprehensive Plan. The proposed amendment also makes a minor Plan map correction. The order of business we will follow in conducting this hearing will be:

- a) Staff report.
- b) Correspondence.
- c) Testimony from those in the audience.
- d) Additional staff comments.
- e) Questions from the Council.
- f) Hearing closed, no further testimony from the audience.
- g) Discussion by Council and decision.

The procedures governing this legislative action are outlined in the staff report. The applicable substantive criteria to be addressed is stated in Chapter 2-Plan Review and Amendment Process (Objective 1, Policy 7) of the Comprehensive Plan.

Any interested person who wants written notice of the decision on this matter should leave his/her name and address with the Recorder. Any interested party may appeal the decision of the Council to the State Land Use Board of Appeals according to the rules adopted by the Board."

3. Conduct of Hearing

"Does anyone in the audience wish to speak on this matter?"  
[If Yes]

"I will recognize those persons wishing to speak and any questions should be addressed through me. When you come to the podium, please state your name and address for the record, as this hearing will be taped.

Since we have other items on the agenda this evening, I would encourage those wishing to speak to confine their remarks to the matter before us.

Dave Krogh will be giving us the staff report, so let's move on to that."

4. Staff Report

Dave Krogh - Associate Planner

5. Correspondence

"Have we received any correspondence on this matter other than those items included in the agenda materials?"

6. Audience Testimony

"Does anyone wish to speak in support of the proposed amendments?"

"Does anyone wish to speak in opposition to the proposed amendments?"

"Is there any further testimony or any further questions from the audience?"

7. Staff Comments

"Does the staff have anything to add which specifically addresses a question raised during the testimony?"

8. Questions of Clarification

"Does any member of the Council have any questions regarding clarification of the testimony to this point? If there are no further questions, I will close the public testimony portion of this hearing."

9. Close Hearing

"The public testimony portion of the hearing on the proposed amendments to the comprehensive plan is now closed." [Gavel]

10. Discussion Among Council Members

"Is there discussion by Council?"

(No further testimony unless absolutely necessary. You may want the city attorney to outline alternatives.)

11. Determination of Findings and Decision

"Is the Council ready to vote?"

12. Decision of Council Members

"The Ordinance has been adopted (or rejected) and will go into effect 30 days after the date it is signed."

Note: If you wish to continue this matter for any reason, the hearing should be continued to a date certain to avoid the need to publish new notice.

Item III  
Zoning Ordinance Amendments - (ZA-93-01)  
May 18, 1993

1. Opening

"The public hearing for ZA-93-01 on Zoning Code Amendments to Section 323 et. seq., Historic Resource Overlay Zone, of the Milwaukie Zoning Ordinance is called to order."

2. Purpose

"The purpose of this hearing is to consider amending an ordinance which proposes a name change for The Historic Review Committee, a Change in the Committee Composition and a Change in Provisions for Bed and Breakfast. The order of business we will follow in conducting this hearing will be:

- a) Staff report.
- b) Correspondence.
- c) Testimony from those in the audience.
- d) Additional staff comments.
- e) Questions from the Council.
- f) Hearing closed, no further testimony from the audience.
- g) Discussion by Council and decision.

The procedures governing this legislative action are outlined in the staff report. The review criteria to be addressed are in Section 904, Requirements for Zoning Text Amendments, and in Section 905, Approval Criteria for all Amendments.

Any interested person who wants written notice of the decision on this matter should leave his/her name and address with the Recorder. Any interested party may appeal the decision of the Council to the State Land Use Board of Appeals according to the rules adopted by the Board."

3. Conduct of Hearing

"Does anyone in the audience wish to speak on this matter?"

[If Yes]

"I will recognize those persons wishing to speak and any questions should be addressed through me. When you come to the podium, please state your name and address for the record, as this hearing will be taped.

Since we have other items on the agenda this evening, I would encourage those wishing to speak to confine their remarks to the matter before us.

Jim Crumley will be giving us the staff report, so let's move on to that."

4. Staff Report

Jim Crumley - Associate Planner

5. Correspondence

"Have we received any correspondence on this matter other than those items included in the agenda materials?"

6. Audience Testimony

"Does anyone wish to speak in support of the proposed amendments?"

"Does anyone wish to speak in opposition to the proposed amendments?"

"Is there any further testimony or any further questions from the audience?"

7. Staff Comments

"Does the staff have anything to add which specifically addresses a question raised during the testimony?"

8. Questions of Clarification

"Does any member of the Council have any questions regarding clarification of the testimony to this point? If there are no further questions, I will close the public testimony portion of this hearing."

9. Close Hearing

"The public testimony portion of the hearing on the proposed amendments to the comprehensive plan is now closed." [Gavel]

10. Discussion Among Council Members

"Is there discussion by Council?"

(No further testimony unless absolutely necessary. You may want the city attorney to outline alternatives.)

11. Determination of Findings and Decision

"Is the Council ready to vote?"

12. Decision of Council Members

"The Ordinance has been adopted (or rejected) and will go into effect 30 days after the date it is signed."

Note: If you wish to continue this matter for any reason, the hearing should be continued to a date certain to avoid the need to publish new notice.

# CITY OF MILWAUKIE



FAX (503) 652-4433

\*\*\*MEMORANDUM\*\*\*

April 21, 1993

TO: Honorable Mayor and City Council

THROUGH: Dan Bartlett, City Manager *DB*  
Charlene Richards, Assistant to the City Manager

FROM: Darrell Lyons, Project Specialist - Recycling

SUBJECT: Solid Waste Haulers' Request for Rate Adjustment and  
Proposed Up Date to Administrative Rules for Solid  
Waste, Recycling and Yard Debris

#### ACTION REQUESTED:

City Council to review the following request from the haulers for adjustments to the rates effective July 1, 1993 and to review the proposed up date to administrative rules for solid waste, recycling and yard debris.

The haulers are requesting the following rate changes. Ref: letter from Estle Harlan to Darrell Lyons.

- \* A 5% increase in residential rates.
- \* A 5% increase in drop box rates.

The haulers are requesting the City of Milwaukie administrative rules for solid waste, recycling and yard debris be up dated to reflect certain performance standards. Ref: City of Milwaukie administrative rules for solid waste, recycling and yard debris collection. These changes are important to the up coming franchise reviews in 1994.

Staff will present an assessment of the requests based on the evaluation criteria set forth for such reviews. Ms. Harlan will be present at the worksession to explain the requests.

Solid Waste Haulers' Request for  
Rate Adjustment  
April 21, 1993  
Page 2

BACKGROUND INFORMATION:

In March, 1993, staff received the haulers' confidential financial and rate application materials. Several meetings with Estle Harlan, representative of six solid waste franchisees in the City of Milwaukie, have taken place for reviewing the financial data.

EVALUATION CRITERIA:

In 1984, the City adopted a rate review process. Results of analysis of the current request are as follows.

a. Prevailing rate in region. Using current rates, the City of Milwaukie remains at the upper range of the residential weekly rates for jurisdictions within Clackamas County and other Oregon Cities. Ref: SUMMARY OF COMPARATIVE 1992 RATES. Please note that those in the upper range of rates offer weekly yard debris recycling. Milwaukies' drop box rates are mid range. Ref: SUMMARY OF COMPARATIVE 1992 RATES.

b. Operating Costs. Gross Revenues for 1992 showed an increase of 14.6% over 1991, while total expenses increased approximately 8%.

c. Rate of Return. The City of Milwaukie uses the same formula (revenues minus expenses divided by revenues) for rate adjustments that Clackamas County uses. Based on this formula the rate of return is 13.1% for 1992 as compared to 7.1% for 1991.

The 1984 report suggested that the City allow a rate of return that would provide for reinvestment in capital equipment and facilities and a reasonable profit to the business. The City is also to consider the prevailing benchmark for rate of return established by Clackamas County for the franchisees it regulates.

d. Investment of an extraordinary nature required to fulfill federal or local requirements. The haulers presented no specific extraordinary costs. The costs for providing recycling has an increased in a net loss from 4.3% in 1991 to 6.2% in 1992.

SPECIAL REQUEST:

Ms. Harlan is recommending a change to the reporting period for rate adjustment requests. Ref: Letter of correspondence from Ms. Harlan dated February 24, 1993. The current administrative rules require annual reporting through September, with data to be presented to the City no later than January of the following year. METRO's disposal fee adjustments take effect July 1. This means that the haulers could be a year behind in financial changes that can significantly impact their operations.

Clackamas County has required a pro-forma financial statement and rate adjustment reports that are for the six month period July 1 through December 31. Beginning January 1, 1994 this will be corrected in that the county will require all companies to go to a calendar reporting year.

Solid Waste Haulers' Request for  
Rate Adjustment  
April 21, 1993  
Page 3

Ms. Harlan has included in this rate review consolidated financial data for both the year ending September 30, 1992 and six month data for the period July 1, 1992 through December 31, 1992. Ref: City of Milwaukie 1993 Rate Review.

The data presented shows a slide in adjusted net profit before taxes from 13.1% to 11.3% for the six month period. If this trend is annualized, the impact on adjusted net profit before taxes would be reduced to less than 10%.

METRO:  
Disposal rates, which are controlled by METRO, can have a direct impact on the rates the citizens pay for waste and recycling services. It appears that no increases in disposal rates will occur in 1993. However, there are indications that the disposal rates could go up as much as \$15 per ton in July, 1994. This would mean a \$1.00 per month increase on a 32 gallon can in the METRO region.

A combination of a METRO disposal increase and a rate adjustment for the waste haulers to maintain a reasonable profit could have a major impact on rates in 1994.

SUMMARY:  
The staff and the haulers' representative will be present to discuss the proposed rate adjustments and up date of administrative rules. Staff requests that Council give direction as to the process to use for completion of the rate review and administrative rules update.

# CITY OF MILWAUKIE



FAX (503) 652-4433

DATE: May 13, 1993

TO: Honorable Mayor and City Council

THROUGH: Charlene Richards, Assistant to the City Manager  
 Dan Bartlett, City Manager *Da*

FROM: *Dx* Darrell Lyons, Project Specialist - Recycling

SUBJECT: Changes to the City of Milwaukie Administrative Rules  
 for Solid Waste, Recycling and Yard Debris

**ACTION REQUESTED:**

City Council to review the proposed update to Administrative Rules for solid waste, recycling and yard debris. These proposed changes are being presented by Estle Harlan. Ref: SUMMARY OF ADMINISTRATIVE RULES.

**OVERVIEW:**

The Administrative Rules have been reorganized and updated so that the City of Milwaukie is in full compliance with State and Regional regulations. Staff met with Ms. Harlan on numerous occasions in developing the purposed changes. Staff is confident that the update will provide good public policy and also assist in the 1994 franchise review.

The following sections are new or have significant changes:

- Section 3., 3.1, 3.2
- Section 4., 4.1, 4.1.4, 4.1.5, 4.2, 4.2.1, 4.2.2
- Section 5.

SOLID WASTE AND WASTE COLLECTION RATES  
IN THE CITY OF MILWAUKIE

Effective the 1st day of July, 1992

I. 32 GALLON CAN <u>Residential Rates</u>	<u>present</u> <u>rate</u>	<u>effect</u> <u>of 5%</u> <u>rate</u> <u>increase</u>
The rate per 32 gallon can per month shall be:		
One collection per Week - One Can	\$17.25	\$18.11
One Collection per Week - Two Cans	33.15	34.81
One Collection per Week - Each Addt'l Can	14.70	15.44
One Collection per Week = One Can 20 Gal. or less	13.70	14.39
Extra Can of yard Debris (occasional)	2.60	2.73
yard Debris in Cart (Subscribe for one year)	3.40	3.57

Court Apartments (5 or More)

The rate per 32 gallon can per month shall be:

One Collection per Week - One Can	\$13.20	\$13.86
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II. ROLLER CART - RESIDENTIAL ROADSIDE RATE

\*The cart must be at roadside by 6AM on day of collection

The rate per cart per month shall be:

One Collection per Week - per 60 Gallon Cart	\$21.60	\$22.68
One Collection per Week - per 90 Gallon Cart	23.30	24.47

Additional stop per week shall be served at 125% of the first stop per week rate.

Extra Can of Yard Debris (Occasional)	2.60	2.73
Yard Debris in Cart (Subscribed for one year)	3.40	3.57

III. DROP BOX SERVICE

A. Loose Material - for repeat customers:

(plus disposal costs)

20 yards	\$ 79.95	\$ 83.95
30 yards	101.55	106.63
40 yards	117.35	123.22

An additional \$21.55 per drip box may be charged for one-stop service (plus disposal costs). A reasonable deposit for disposal costs may be charged.

B. Compacted Material:

(plus disposal costs)

Under 18 Cubic Yards	\$96.05	\$100.85
18-29 Yards	5.95	6.25
30-39 Yards	5.25	5.51
40+ Yards	4.65	4.88

Rental Fee after 48 hours on location, per 10 yards of drop box capacity, per day	3.40	3.57
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V. NON-CUSTOMER YARD DEBRIS ONLY SERVICE

(Non-customer includes a regular customer with a less than weekly service frequency.)

The following are monthly rates predicated on weekly yard debris removal service. This service is provided only within the Urban Growth Boundary. The subscriber is required to pay for one year of service in advance.

1-32 Gallon Can; or 4' X 18" diameter bundle, or Kraft paper bag	\$ 3.60	\$ 3.78
60 Gallon Cart	7.00	7.35
Extra Can of Yard Debris	2.60	2.73
Permanent second Can	3.60	3.78

4



HARLAN BUSINESS CONSULTANTS, INC.

2202 S.E. LAKE RD.

MILWAUKIE, OREGON 97222

(503) 654-9533

May 10, 1993

HONORABLE MAYOR and CITY COUNCIL, CITY OF MILWAUKIE:

I. Rate Adjustment Request

We are requesting a 5% increase in the residential rates and in the drop box rates. We are requesting no increase in the commercial rates. The justification for this increase is:

1. Even though the rates for the 12-month period ending 9/30/92 were healthy, we began to see a trend toward a decrease in the operating margin for the 6-month period ending 12/31/92. If this trend were to continue, we would be well below the standard 10% operating margin by the time rates would normally be adjusted again on 7/1/94.

2. The collection industry has always based rate adjustments on historic numbers. That is not a very businesslike way to project costs. Most governments and businesses set budgets on projected numbers. Attached as Exhibit (1) is a projection of Revenues and Expenses for the twelve months ending July 1, 1994. If you were to grant the requested rate adjustment, the net impact on our operating margin would be only 2.9% because the increased revenue would not be realized on any of the commercial rates. We conservatively project our expenses to increase by 2.6%. We would barely keep even, if you grant the requested increase. If you do not grant the increase, we will need to re-coup the losses next year.

3. METRO did not increase disposal fees for the year beginning July 1, 1993. Projections are that disposal fees will increase by around \$15 per ton on July 1, 1994. That would increase can rates by 90¢ per can per month and container rates by \$6.45 per loose yard per month. Thus, there will be a substantial increase expected just for disposal on July 1, 1994, and it would be difficult to add a 2-year increase for other operating cost increases, if one were not given this year.

4. Other programs may come on line. Portland plans to add scrap paper this year, and the County is considering adding both scrap paper and milk jugs by next year. That will add to garbage rates, on top of a disposal fee increase. This is another argument for taking a small operating cost increase this year so that next year's rates will take less of a jump.

II. Administrative Rules

Attached is a summary of the proposed changes to the Administrative Rules. In reviewing these with staff, the focus has been on setting good public policy for comprehensive solid waste management. This Summary is attached as Exhibit (2).

CITY OF MILWAUKIE

## 1993 RATE REVIEW

REVENUE PROJECTION

<u>REVENUE CLASS</u>	<u>% BY CLASS</u>	<u>REVENUE BY CLASS</u>	<u>PROPOSED INCREASE</u>	<u>PROPOSED REVENUE</u>	<u>PROPOSED EFFECTIVE INCREASE</u>
Residential	35.8%	991,059	5%	1,040,612	
Commercial	42.3%	1,171,000	0%	1,171,000	
Drop Box	21.9%	606,263	5%	636,576	
	100.0%	(1) 2,768,322		2,848,188	= 2.9%

(1) 6 mos. Revenue of \$1,384,161 annualized

EXPENSE PROJECTION

<u>EXPENSE CENTER</u>	<u>EXPENSE</u>	<u>PROJECTED INCREASE</u>	<u>PROJECTED EXPENSE</u>	<u>PROJECTED EFFECTIVE INCREASE</u>
Disposal	(2) 1,039,476	0%	1,039,476	
All Other Allowable Expenses	(3) 1,417,452	(4) 4.4%	1,479,820	
	2,456,928		2,519,296	
Franchise Fee of 3% on proposed Increase Revenue			2,396	
			2,521,692	= 2.6%

(2) 6 mos. Disposal of 519,738 annualized

(3) 6 mos. Other Allowable Expenses of 708,726 annualized

(4) Assume 4.4 CPI Increase (Portland 1992 was 4.4%)

(6)

SUMMARY OF ADMINISTRATIVE RULES  
Proposed for City of Milwaukie

I. The proposed Administrative Rules are organized as follows:

Section 1. Purpose, Scope and Amendments

Section 2. Definitions

Section 3. Solid Waste Collection Requirements

3.1 Franchisee Responsibility

3.2 Customer Responsibility

Section 4. Recycling Collection Requirements

4.1 Franchisee Responsibility

4.1.4 Recyclables

4.1.5 Yard Debris

4.2 Customer Responsibility

4.2.1 Recyclables

4.2.2 Yard Debris

Section 5. Financial Program Reporting Requirements, Access, Reviews

II. Conformance/Change to Current Rules

All policies currently in effect in the City have been retained, except for the following:

(a) The current language was not in the format of rules so much as in the format of futuristic directives. Some of these referred to recycling being developed as "profit centers," and that recycling should not be considered as needing subsidized. Now that recycling is well established, actual standards have been written in these proposed Administrative Rules that incorporate the state and regional regulations, and the out-dated directives have been deleted.

(b) The current policy directs that there is to be a cooperative effort between the city and county in developing programs. While that may still occur, that explicit policy has been deleted from the proposed Rules.

(c) Many new standards have been included to provide for the customers' convenience, to mitigate customer confusion and to set clear public policy that brings the City into full compliance with state and regional regulations. This replaces loosely worded directives that were more goals than rules. The new wording also provides expanded access by the City to franchisees' books and records and provides a review process of financial data for the City.

CITY OF MILWAUKIE  
ADMINISTRATIVE RULES  
for  
SOLID WASTE, RECYCLING AND YARD DEBRIS COLLECTION

Section 1.0 PURPOSE OF RULES

It shall be the express purpose of the City of Milwaukie to coordinate its solid waste regulatory process with that of Clackamas County to achieve the following equitable and economical results:

- a. Equal or fair treatment of franchisees serving both jurisdictions.
- b. Maximum integration of data collection and analysis capabilities to control the public and private sector costs of regulation.
- c. Consistent standards of operation and conduct for businesses operating franchises in the city and county.

1.1 SCOPE OF RULES

Administrative Rules contained within this document are intended to articulate the standards and expectations for solid waste, recyclables and yard debris collection as authorized by Ordinance No. \_\_\_\_\_.

1.2 ADOPTION AND AMENDMENT OF RULES

The City or Franchisees may propose and prepare rules and regulations pertaining to Ordinance No. \_\_\_\_\_. The rules and regulations shall be in writing and be maintained for inspection in the office of the City Recorder. All rules and regulations proposed by either party and all amendments thereto shall be immediately forwarded to the other party who shall have 30 days to respond in writing to such proposed rules and regulations. The rules and regulations and any amendments thereto, shall be acted upon by the City Council, after hearing, following said 30-day period.

Section 2.0 DEFINITIONS

2.1 "City" means City of Milwaukie, Clackamas County, Oregon.

The definitions contained in Ordinance No. \_\_\_\_\_ shall be incorporated by reference herein.

2.2 "City Council" or "Council" means City Council of Milwaukie, Oregon.

In addition, for the purpose of these Administrative Rules, the following definitions shall be applicable:

2.3 "Bulky Wastes" mean large items of Solid Waste such as appliances, furniture, large auto parts, trees, branches

1. ADMINISTRATIVE RULES

8

greater than 4 inches in diameter and 36 inches in length, stumps and other oversize wastes whose large size precludes or complicates their handling by normal collection, processing or disposal methods.

2.4 "Commission" means Environmental Quality Commission (EQC).

2.5 "Compensation" includes:

(a) Any type of consideration paid for service including, but not limited to, rent, membership fees, the proceeds from resource recovery, any direct or indirect provision for the payment of money, goods, services or benefits by tenants, lessees, occupants, members or similarly situated persons; and

(b) The exchange of service between persons.

2.6 "Curbside" means located within three (3) feet of the edge of a public street. The "street" may be a public alley if a Franchisee desires to pick up garbage or recyclables from the alley. The three foot rule does not allow the garbage or recycling container to be placed on the house side of a fence or enclosure even if the container is within three feet of the public street/alley. For residences on a flag lot, or other private driveway, "curbside" shall be the point where the driveway intersects the public street, or at such other location agreed upon between a Franchisee and Customer.

2.7 "Department" means the Department of Environmental Quality (DEQ).

2.8 "Disposal Site" means land and facilities used for the disposal, handling or transfer of, or resource recovery from solid wastes, including but not limited to dumps, landfills, sludge lagoons, sludge treatment facilities, disposal sites for septic tank pumping or cesspool cleaning service, transfer stations, resource recovery facilities, incinerators for solid waste delivered by the public or by a solid waste collection service, composting plants and land and facilities previously used for solid waste disposal at a land disposal site; but the term does not include a facility subject to the permit requirements of ORS 468B.050; a landfill site which is used by the owner or person in control of the premises to dispose of soil, rock, concrete or other similar nondecomposable material, unless the site is used by the public either directly or through a solid waste collection service; or a site operated by a wrecker issued a certificate under ORS 822.110.

2.9 "Franchisee" means the person to whom a franchise is granted by the City Council pursuant to Ordinance No. \_\_\_\_\_. Such franchise shall grant exclusive rights to provide service and solid waste management service for compensation.

## 2. ADMINISTRATIVE RULES

2.10 "Infectious Waste" means biological waste, cultures and stocks, pathological wastes, and sharps, as defined in ORS 459.386 and 459.387.

2.11 "Person" means the state or a public or private corporation, local government unit, public agency, individual, partnership, association, firm, trust, estate or any other legal entity.

2.12 "Processing" means an operation where collected, source separated, recyclable materials are sorted, graded, cleaned, densified or otherwise prepared for end use markets.

2.13 "Recyclable Material" means any material or group of materials that can be collected and sold for recycling at a net cost equal to or less than the cost of collection and disposal of the same material.

2.14 "Resource Recovery" means the process of obtaining useful material or energy resources from solid waste and includes:

(a) "Energy recovery," which means recovery in which all or a part of the solid waste materials are processed to utilize the heat content, or other forms of energy, of or from the material.

(b) "Material recovery," which means any process of obtaining from solid waste, by presegregation or otherwise, materials which still have useful physical or chemical properties and can be reused or recycled for some purpose.

(c) "Recycling," which means any process by which solid waste materials are transformed into new products in such a manner that the original products may lose their identity.

(d) "Reuse," which means the return of a commodity into the economic stream for use in the same kind of application as before without change in its identity.

2.15 "Solid Waste" means all putrescible and non-putrescible wastes, including but not limited to garbage, rubbish, refuse, ashes, waste paper and cardboard; sewage sludge, septic tank and cesspool pumpings or other sludge; commercial, industrial, demolition and construction wastes; discarded or abandoned vehicles or parts thereof; discarded home and industrial appliances; manure, vegetable or animal solid and semisolid wastes, dead animals, infectious waste as defined in ORS 459.387 and other wastes; but the term does not include:

(a) Hazardous wastes as defined in ORS 466.005; and

(b) Materials used for fertilizer or for other productive purposes or which are salvageable as such materials

are used on land in agricultural operations and the growing or harvesting of crops and the raising of animals.

2.16 "Solid Waste Collection Service" or "Service" means the collection, transportation or disposal of or resource recovery from solid wastes.

2.17 "Solid Waste Management" means prevention or reduction of solid waste; management of the storage, collection, transportation, treatment, utilization, processing and final disposal of solid waste; or resource recovery from solid waste; and facilities necessary or convenient to such activities.

2.18 "Source Separate" means that the person who last uses recyclable material separates the recyclable material from solid waste.

2.19 "Transfer Stations" mean a fixed or mobile facility normally used as an adjunct of a solid waste collection and disposal system or resource recovery station between a collection route and a disposal site.

2.20 "Waste" means material that is no longer usable or wanted by the source of the material, which material is to be utilized or disposed by another person. For the purposes of this paragraph, "utilized" means the productive use of wastes through recycling, reuse, salvage, resource recovery, energy recovery or landfilling for reclamation, habilitation or rehabilitation of land.

2.21 "White Goods" mean kitchen or other large appliances which are Bulky Wastes.

2.22 "Yard Debris" includes grass clipping, leaves, hedge trimmings and similar vegetative waste generated from residential property or landscaping activities, but does not include stumps or similar bulky wood materials.

## Section 3.0 SOLID WASTE COLLECTION REQUIREMENTS

### 3.1 FRANCHISEE RESPONSIBILITY

3.1.1 Service Responsibility. Each Franchisee shall make available, for subscription, all levels of Solid Waste collection service for which the City sets rates, to every customer in its franchised geographic area, subject to the limitations below under "Refusal of Service". Collection of "bulky wastes" shall be made by special arrangement between Franchisee and a customer. Each Franchisee shall provide each of their new customers with City approved written information on all solid waste and recycling collection services that are available and the rates for these services. The Franchisee shall not intentionally provide Solid Waste collection service to customers in another Franchisee's geographic area within the Milwaukie city limits except by arrangement with another Franchisee under a sub-contract.

3.1.2 Hours for Collection Activity. Franchisees may not collect any Solid Waste, including recyclables, on streets in predominately residential neighborhoods except between the hours of 6:00 a.m. and 6:00 p.m., unless weather or holiday schedules require extended hours for collection. Wherever possible, a Franchisee shall minimize the disturbance to residences or neighborhoods in the operation of its equipment.

3.1.3 Maintaining Passage on Public Streets. To the greatest extent practicable, a Franchisee should avoid stopping of collection vehicles so as to block the passage of other vehicles and pedestrians on public streets and sidewalks.

3.1.4 In-Ground Cans. A Franchisee is not required to remove a garbage can from an in-ground or "sunken" location. If a customer wishes service at such a location, they are responsible for placement of the can, with lid, above ground.

3.1.5 Ingress and Egress. Franchisees shall not be required to pass through any doors or gate(s), cross flower beds, go through hedges, cross open lawns, or place themselves in a situation which would jeopardize their health and safety.

3.1.6 Location of Empty Cans. A Franchisee shall not leave emptied containers in a location where they would obstruct the sidewalk or impede traffic flow.

3.1.7 Containers. Garbage containers made available by a Franchisee to collection service customers shall be designed for safe handling. They shall be non-absorbent, watertight, vector-resistant, durable, easily cleanable, and provided with lids or covers which can be readily removed or opened.

3.1.8 Refusal of Service. A Franchisee may refuse Solid Waste, Recycling or Yard Debris collection service to any customer if the customer has not paid a bill within thirty (30) days of the billing due date. In no event however, shall a Franchisee terminate said service without first notifying the customer and the City in writing of the intention to terminate service not less than seven days prior to the date of intended termination of service.

3.1.9 Collected Solid Waste Disposal. A Franchisee must dispose of the Solid Waste collected within their franchised geographic area at a Metro-approved facility. A Franchisee shall not mix Solid Waste for disposal with any properly prepared source, separated, recyclable materials.

3.1.10 Cleanup on Route. Each Franchisee shall make a reasonable effort to pick up all material blown, littered, broken, or leaked during the course of collection subsequent to being set out by the customer.

5. ADMINISTRATIVE RULES

3.1.11 Prevention of Leaking and Spilling Loads. All Solid Waste collection vehicles shall be constructed, loaded, operated and maintained in a manner to reduce to the greatest extent practicable dropping, leaking, blowing, sifting or escaping of solid wastes, recyclables or the vehicle's fuel, hydraulic fluid or lubricants from the vehicle onto private property and public streets while stationary or in transit, excepting (a) normal leakage of fuel, hydraulic fluid or lubricants typically associated with a properly maintained vehicle; and (b) leakage of fuel, hydraulic fluid or lubricants due to equipment failure, provided that the failure is immediately corrected and the leakage is cleaned up as soon as practicable.

3.1.12 Covers for Open-Body vehicles. All open-body collection vehicles shall have a cover which shall be either an integral part of the vehicle or a separate cover for the vehicle. This cover shall be used while in transit, except during the transportation of bulky wastes, including but not limited to stoves, refrigerators and similar "white goods."

3.1.13 Compliance with Driving and Transportation Laws and Compliance with Metro and DEQ Requirements. Each Franchisee shall comply with all applicable federal, state and local laws and regulations relating to driving, transportation, and solid waste and recyclable materials collection and disposal.

3.1.14 Safety and Maintenance. All collection equipment must be maintained and operated in compliance with all local and state statutes, ordinances and regulations including compliance with regulations related to the safety of the collection crew and the public.

3.1.15 Compliance with Zoning Ordinances. Facilities for storage, maintenance and parking of any vehicles or other equipment shall comply with all applicable zoning ordinances and any other applicable local and state statutes, ordinances and regulations.

3.1.16 Information and Complaint Resolution. Each Franchisee shall respond within 24 hours or by the next business day to customer calls and complaints. Both office and on-route staff shall be knowledgeable and courteous in answering customer information requests and resolving customer complaints regarding solid waste and recycling collection service.

3.1.17 Billing Procedures. A Franchisee may bill customers either once per month or once every two months but shall not bill more than sixty (60) days in advance of service provided. Franchisees may require payment at time of service for services requested by customers that are less frequent than monthly.

## 3.2 CUSTOMER RESPONSIBILITY

3.2.1 The Solid Waste must be placed safely and securely to prevent lightweight materials from blowing away prior to and while being dumped into the collection vehicle or receptacle.

## 6. ADMINISTRATIVE RULES

3.2.2 Any roll carts must be placed in an area where they can be accessed by a Franchisee without going up or down stairs.

3.2.3 Any receptacle over 32 gallon capacity must be provided by the Franchisee or approved by the Franchisee on the basis of safety, equipment compatibility, and availability of equipment. Garbage receptacles provided by the customer should be designed for safe handling. They should be non-absorbent, watertight, vector-resistant, durable, easily cleanable, and provided with tight-fitting lids or covers which can be readily removed. Cans should be tapered with a smaller bottom than top opening and be equipped with a handhold on the bottom. The customer must provide for reasonable vertical clearance for any garbage receptacle(s) picked up away from the curbside.

3.2.4 The maximum weights required to be collected in any single receptacles are:

<u>Receptacle Capacity</u>	<u>Maximum Weight</u>
Up to and including 20 gallons	35 lbs
Over 20, up to and including 32 gallons	55 lbs
Roll carts up to and including 40 gallons	65 lbs
Roll carts over 40, up to and including 60 gallons	75 lbs
Roll carts over 60, up to and including 90 gallons	100 lbs

Franchisees are not required to collect containers exceeding 300 pounds gross loaded contents per loose cubic yard.

3.2.5 The weight of material put into a container or drop box, whether compacted or not, shall not exceed the lifting capacity of Franchisee's equipment nor shall the weight put a Franchisee over the weight limit for the loaded vehicle. Each Franchisee shall furnish the customer with information concerning limitations on his equipment, upon request. Customers shall not overfill a can, cart or container so that the lid cannot be securely closed. If a can, cart or container is overfilled an additional reasonable fee may be charged. If the contents of a can, cart, container or drop box are compacted (either mechanically or manually, the compactor rate shall be charged.

3.2.6 Unless placed in leakproof containers or in a receptacle with a leakproof lid, the following items shall not be disposed of in storage receptacles for pickup: 1) Oil, fats or other liquid or semi-solid wastes, 2) Other materials which create fire hazards to the public or Franchisee's equipment.

3.2.7 Customers shall take appropriate actions to ensure that hazardous materials, chemicals, paint, corrosive materials, infectious waste or hot ashes are not put into a can, cart, container or drop box. When materials or customer abuse, fire or vandalism causes excessive wear or damage to a cart, container, or drop box, the cost of repair or replacement may be charged to the customer by a Franchisee.

7. ADMINISTRATIVE RULES

Section 4.0 RECYCLING COLLECTION REQUIREMENTS

4.1 FRANCHISEE RESPONSIBILITY

4.1.1 Service Responsibility. Each Franchisee shall provide yard debris collection for all residential solid waste and/or yard debris customers within their geographic area franchised by the City. Each Franchisee shall provide all residents within their geographic area with all other recycling collection service and with a recycling container for such service. A Franchisee shall not intentionally collect yard debris or recyclable material from customers in another Franchisee's geographic area within the City boundary except by sub-contract arrangements with another Franchisee. Any subcontract arrangements made for provision of recycling services shall be approved by the City.

4.1.2 Collection Frequency. Recyclable materials shall be collected each week on the same day as garbage collection for any given residence. Yard Debris shall be collected weekly, on a consistent schedule, from residential customers.

4.1.3 Point of Collection. Collection of residential recyclable materials and yard debris shall be made at the curbside. For customers with a corner lot, pick up will be on the address side, or at such other location agreed upon between Franchisee and customer.

4.1.4 Collection of Source Separated Recyclable Material. Each Franchisee shall pick up recyclable materials set out for collection, so long as the materials are properly prepared, separated and placed. Materials shall be prepared according to these instructions and separated into these categories:

Newspapers. Bagged or securely tied, not contaminated with other materials or other types of paper not delivered with the newspaper.

Glass. Rinsed whole bottles and jars, color separated. Caps, lids, rings and labels may remain on the bottles. The following items shall not be collected: drinking glasses, cookingware, plate glass, safety glass, light bulbs, ceramics and non-glass materials.

Tin Cans. Must have labels and organics removed, and if possible both ends removed and flattened. Ferrous can ends and jar-bottle lids may be included.

Corrugated Containers. Flattened, bundled or otherwise secured. Any single piece or bundle is limited in size to 36" in any direction. Includes brown paper bags. It is not the approved recycler's responsibility to flatten corrugated cardboard boxes.

Aluminum. Including aluminum cans, containers and foil with organics removed.

Ferrous Scrap. Any single piece or bundle is limited to 30" in size in any direction and 30 lbs. Appliances, car parts, and bicycles are not included.

Non-Ferrous Scrap Metal. Any single piece or bundle is limited to 30" in size in any direction and 30 lbs. Lead acid batteries are excluded.

Used Motor Oil. In leakproof, see-through, unbreakable plastic containers of not more than one gallon each, with a screw on cap. No other fluids are to be included.

The City reserves the right to add other materials to the above list. The City's process for adding materials shall include an assessment of the impact on rates.

4.1.5 Collection of Source Separated Yard Debris From Residential Customers. Each Franchisee shall collect from residential customers all properly prepared Yard Debris, in either a hauler-provided receptacle, or a 32 gallon-or smaller-garbage can or 30 gallon kraft bag provided by the customer, or bundled, in bundles which are securely tied to support the bundle when lifted. A bundle may be rejected if it exceeds 45 lbs. A Franchisee SHALL NOT collect Yard Debris placed in a plastic bag. A Franchisee SHALL collect all Yard Debris properly bundled or placed in rigid receptacles clearly and visibly marked "YARD DEBRIS ONLY". A Franchisee shall leave at the point of collection the hauler provided receptacle or customer provided rigid receptacle.

4.1.6 Principal Recyclable Materials List. Should the Oregon Environmental Quality Commission modify the list of residential recyclable materials under the provisions of ORS 459A for collection of source separated recyclable materials, the City shall add or eliminate, pursuant to applicable procedural requirements, collection of such material.

4.1.7 Disposal Prohibition. Each Franchisee is responsible for transporting and marketing of collected materials for recycling. A Franchisee shall ensure that all properly prepared and collected recyclables and yard debris are delivered to a processor or broker of recyclable materials or to an end-use market. A Franchisee shall be prohibited from delivering, or causing to be delivered, any collected recyclable materials or yard debris for disposal, unless the recyclable materials or yard debris were improperly prepared.

4.1.8 Promotion and Education. Each Franchisee shall participate in City directed promotion and education efforts. Each Franchisee shall comply with DEQ requirements for notices to customers concerning recycling services and opportunities.

9. ADMINISTRATIVE RULES

16

4.2 CUSTOMER RESPONSIBILITY

4.2.1 Recyclable Materials. It is the responsibility of residential customers to place recyclables at curbside, separate and distinct from garbage, safely, securely, and properly prepared. Customers should set materials at the curbside by 6 a.m. on the customer's designated collection day. Receptacles should not be placed in an area where they obstruct the sidewalk.

Receptacles provided by a Franchisee remain the property of the Franchisee and are to be left at the residence when a customer moves.

4.2.2 Yard Debris. It is the responsibility of the customer to place yard debris at the curb, separate and distinct from garbage, safely, securely, and properly prepared, and to prevent leaves and other lightweight materials from being blown away. Customers shall not use plastic bags to contain yard debris. No sod, dirt, rocks, metal, ashes, food, or household solid waste may be placed in the yard debris receptacle nor branches exceeding 4 inches in diameter or 36 inches in length. Yard debris placed in cans or carts should be loosely loaded to minimize damage to the receptacle and to facilitate emptying them.

A filled receptacle shall not weigh more than 45 lbs. if it is a kraft bag; 55 lbs if a 32 gallon garbage can; 65 lbs. if a roll cart up to and including 40 gallons; 75 lbs. if a roll cart up to and including 60 gallons; and 100 lbs. if a roll cart up to and including 90 gallons. If bundled, the yard debris must be securely tied to support the bundle when lifted, and the weight of the bundle may not exceed 45 lbs.

Where the customer provides any rigid receptacles to contain yard debris for collection, it is the customer's responsibility to mark such receptacles clearly and visibly as "Yard Debris Only".

All rigid receptacles shall be clearly and visibly marked "YARD DEBRIS ONLY" so as to not confuse it with a garbage set out. Receptacles shall not be placed in an area where they obstruct the sidewalk.

Section 5.0 FINANCIAL AND PROGRAM REPORTING REQUIREMENTS

5.1 GENERAL REQUIREMENTS

Each Franchisee shall maintain records and reports required by the City and promptly respond to periodic requests for such records and reports which are directly pertinent to requirements of Ordinance No. \_\_\_\_\_. The Franchisee is responsible for keeping such other records and submit such other reports as may be required by the Oregon Department of Environmental Quality and the Metropolitan Service District.

A Franchisee shall make no significant changes in service or in container types without first submitting the proposed change to the City for review and approval.

10. ADMINISTRATIVE RULES

5.2 ANNUAL FINANCIAL REPORTING REQUIREMENTS

5.2.1 Reporting Data and Timing of Annual Reviews.

(a) No later than April 15th of each year, each Franchisee shall submit a written report to the City which shall include a summary Income Statement and "Application for Rate Adjustment" utilized by the Clackamas County Solid Waste Commission. The most current version of this form and the guidelines for its completion shall be utilized by the City.

(b) The City of Milwaukie shall automatically review reporting data and the existing rate schedule and make a written report to the City Council no later than the first Council meeting in June of each year. It shall be the policy of the City of Milwaukie to prefer annual rate review and adjustment and to consider more frequent review only on the basis of extraordinary and profound evidence of necessity. Such necessity could occur and a request for rate review could be initiated by Franchisees at any time the financial condition of the Franchisees as a group has been so adversely affected as to jeopardize continued profitable operation.

(c) A request for rate review shall be in writing to the office of the City Manager. A request for rate review shall be accomplished by the most current financial and operational data. Specific data relating to extraordinary negative cost impacts shall be documented in a reasonable, objective manner according to acceptable accounting practices.

(d) Franchisees shall submit financial data based on the service area within the City of Milwaukie. The City shall combine the financial data provided by the Franchisees and calculate rates based on the composite data.

5.2.2 Rate Review Criteria. It shall be the goal of the City and the Franchisees to record, report, and analyze operational data in a manner which allows for uniform and consistent treatment of data now and in the future.

(a) Revenue Elements - The gross revenue received from operations within the City that are regulated by Ordinance No. \_\_\_\_\_ and these Administrative Rules shall be reported by each Franchisee.

(b) Cost Elements - The cost of operations within the City that are regulated by Ordinance No. \_\_\_\_\_ and these Administrative Rules shall be reported by each Franchisee. The itemization of costs shall be those set forth on the "Application for Rate Adjustment" forms. Amortization and interest expenses directly associated with the acquisition of the business shall not be considered operating costs and shall be added to the operating margin or "profit" of the business.

11. ADMINISTRATIVE RULES

(c) Operating Margin - The City shall utilize as a standard the prevailing benchmark for the operating margin established by Clackamas County for the Franchisees it regulates. It is calculated using the following steps:

1. Deduct allowable operating costs which are authorized by the County from gross revenue to arrive at "Gross Profit."

2. The "Operating Margin" shall be the net profit as a percent of gross revenue after taxes are deducted from gross profit. The City shall be concerned that a sufficient net profit is available to allow for reinvestment in capital equipment and facilities and a reasonable profit to the Franchisees.

5.2.3 Access to and Review of Books and Records.

(a) Open Books and Records - The City shall have the right to inspect at any time, upon at least 24 hours notice, during normal business hours, at an office of the Franchisee located in the local metropolitan area, all books, records, maps, plans, income tax returns, financial statements and other like materials of the Franchisee which are directly related to the operation of the franchise.

(b) Outside Review - Prior to the granting or renewal of a franchise under Ordinance No. \_\_\_\_\_, and at each five (5) year interval thereafter, during the term of the franchise, the City shall have the right to contract with an outside accounting firm to conduct a review of each Franchisee's books and records relating to operations under their franchise.

HARLAN BUSINESS CONSULTANTS, INC.  
2202 S.E. LAKE RD.  
MILWAUKIE, OREGON 97222  
(503) 654-9533

ESTLE HARLAN  
CONSULTANT

May 11, 1993

TO: DARRELL LYONS  
FROM: ESTLE HARLAN

I called and found you were out, so I am writing you this little cover memo with the material I am leaving for you:

1. My memo with two attachments
2. Clean copies of data you reference in your memo, as I promised I would get for you: (a) Administrative Rules as revised (see my memo to haulers summarizing revisions - this is for your reference only and not for the Council, since it refers just to the latest revisions); (b) Consolidated Financial Summaries; (c) Comparative Rate Summary.

Let me know if you need any additional changes in the Rules or if you need anything else for the Council packet. After 1:30 today I can be reached at the OSSSI office (1-800-527-7624).

HARLAN BUSINESS CONSULTANTS, INC.

2202 S.E. LAKE RD.

MILWAUKIE, OREGON 97222

(503) 654-9533

May 10, 1993

ESTLE HARLAN  
CONSULTANT

TO: MILWAUKIE FRANCHISEES  
Re: Additional Changes to Administrative Rules

After Darrell Lyons met with Charlene, they requested the following additional revisions:

Section 3.1.1 Add "Collection of 'bulky wastes' shall be made by special arrangement between franchisee and a customer." Add "Each franchisee shall provide each of their new customers with City approved written information on all solid waste and recycling collection service..."

Section 3.1.16 Change to read: Each Franchisee shall respond within a-reasonable-time 24 hours or by the next business day to customer calls and complaints.

Section 4.1.4 Delete the last sentence on page 9. that says the City will provide a rate to cover any new service, with the reasoning being that if we are showing a large operating margin, the City could ask that a new service be added within the current rate structure.

Section 4.1.8 Delete wording saying that the city programs will be coordinated with county programs, as the City does not want to be required to tie programs together.

Section 4.2.1. and 4.2.2 Delete the last sentence of each that required customers to remove recycling bins or carts from the sidewalk and put them back in their yards within 24 hours, as the City does not believe they have the resources to enforce that.

Section 5.2.3 Add a new section on Open Books and Records and on Outside Review by a CPA of books and records.

CITY OF MILWAUKIE  
1993 Rate Review

(2)

	12/31/92 Consolid.	12/31/92 Percent	9/30/92 Consolid.	9/30/92 Percent	9/30/91 Consolid.	9/30/91 Percent
<b>MILWAUKIE GROSS REVENUE</b>	<u>1,384,161</u>	<u>100.0%</u>	<u>2,577,262</u>	<u>100.0%</u>	<u>2,248,439</u>	<u>100.0%</u>
<b>MILWAUKIE EXPENSES:</b>						
Employee Related	361,707	26.1%	661,693	25.7%	546,934	24.3%
Vehicle Related:	[162,452]	[11.7%]	[321,816]	[12.5%]	[356,015]	[15.8%]
Fuel/Oil	24,094	1.7%	41,447	1.6%	44,815	2.0%
Repair/Maintenance	28,667	2.1%	62,625	2.4%	105,175	4.7%
Depreciation	72,668	5.2%	155,262	6.0%	140,052	6.2%
Interest/Lease	27,682	2.0%	45,383	1.8%	53,798	2.4%
Garage, Parking, Lic., Taxes	9,341	0.7%	17,099	0.7%	12,175	0.5%
Other Expenses:	519,738	37.5%	937,965	36.4%	918,647	40.9%
Disposal	1,323	0.1%	2,346	0.1%	2,160	0.1%
Dues/Subscriptions	96	0.0%	641	0.0%	1,205	0.1%
Meetings/Conventions	41,412	3.0%	75,605	2.9%	44,192	2.0%
Franchise Fees	19,541	1.4%	31,327	1.2%	49,420	2.2%
General Insurance	60,744	4.4%	90,923	3.5%	83,228	3.7%
Office	6,361	0.5%	11,722	0.5%	5,827	0.3%
Professional Fees	5,021	0.4%	14,931	0.6%	4,844	0.2%
Promotion/Education	2,487	0.2%	8,176	0.3%	7,707	0.3%
Subcontracts	2,243	0.2%	5,282	0.2%	5,595	0.2%
Taxes (Real/Personal)	5,770	0.4%	12,866	0.5%	5,857	0.2%
Utilities	20,402	1.5%	61,924	2.4%	41,745	1.9%
Route Purchase	39,619	2.8%	63,558	2.5%	54,280	2.4%
Other						
<b>TOTAL EXPENSES</b>	<u>1,248,916</u>	<u>90.2%</u>	<u>2,300,715</u>	<u>89.3%</u>	<u>2,127,656</u>	<u>94.6%</u>
<b>NET BEFORE TAXES</b>	135,245	9.8%	276,547	10.7%	120,783	5.4%
ADJ. (Same as Clackamas Co.)						
(1) Deduct Add. salary						
(2) Add Back Excess Costs						
(3) Add Back Route Purchase	<u>20,452</u>	<u>1.5%</u>	<u>62,137</u>	<u>2.4%</u>	<u>38,052</u>	<u>1.7%</u>
<b>ADJ. NET BEFORE TAXES</b>	155,697	11.3%	338,684	13.1%	158,835	7.1%
Income Taxes	<u>(56,083)</u>	<u>(4.1)%</u>	<u>(117,036)</u>	<u>(4.5)%</u>	<u>(63,068)</u>	<u>(2.8)%</u>
<b>ADJ. NET AFTER TAXES</b>	<u>99,614</u>	<u>7.2%</u>	<u>221,648</u>	<u>8.6%</u>	<u>95,767</u>	<u>4.3%</u>
<b>NET LOSS FROM RECYCLING</b>	<u>(78,208)</u>	<u>(5.7)%</u>	<u>(159,900)</u>	<u>(6.2)%</u>	<u>(96,317)</u>	<u>(4.3)%</u>
<b>NET FROM YARD DEBRIS</b>	<u>(18,360)</u>	<u>(1.3)%</u>	<u>+ 13,575</u>	<u>+0.5)%</u>	<u>-</u>	<u>-</u>

SUMMARY OF COMPARATIVE RATES

1992 RATES

Effective Date:

SERVICE RATES	BEAVERTON	CANBY	CLACK COUNTY	GLADSTONE	GRESHAM	MILWAUKIE	MOLALLA	OREGON CITY	PORTLAND	SANDY	TIGARD	TUALATIN	WASHINGTON COUNTY	WEST LINN
	*	*	#	**	#	#	#	#	***	#	*	*	*	#
<u>RESIDENTIAL WKLY.</u>														
yd.) 1 Can (32 gal)	12.23	14.40	17.85	13.55	17.20	17.25	15.15	17.95	17.30	15.35	13.10	17.05	14.47	15.80
yd.) 2 Cans(32 gal)	23.31	25.45	35.70	27.10	28.10	33.15	27.85	35.90	27.20	29.20	26.20	28.80	28.94	31.60
yd.) Ea.add.Can(32 g)	10.58	11.25	17.85	13.55	10.25	14.70	11.90	17.95	6.50	14.65	13.10	11.75	14.47	15.80
yd.) 1 Can (20 gal)	-	-	14.15	-	15.20	13.70	-	14.25	13.00	-	10.85	13.93	13.30	13.25
curb) 60 Gal Cart	-	-	26.30	-	21.70	21.60	-	-	24.20	-	24.08	23.39	22.08	-
curb) 90 Gal Cart	-	-	27.90	-	21.70	23.30	-	-	27.25	-	30.19	-	26.92	-

COMMERCIAL WKLY.

1 Can (32 gal)	12.75	14.90	15.45	13.55	13.40	15.45	16.30	16.00	Not	15.60	13.10	13.13	14.47	17.00
2 Cans (32 gal)	24.30	25.70	28.80	27.10	24.30	29.35	29.35	32.00	Regu-	28.20	26.20	25.15	28.94	34.00
60 Gallon Cart	-	-	25.10	-	-	22.40	-	-	lated	-	24.08	-	22.08	-
90 Gallon Cart	-	-	27.30	-	-	24.10	-	-	-	-	30.19	23.43	26.92	-
1-1/2 yd.Container	110.21	108.80	114.85	114.00	89.56	120.30	114.05	129.05		116.45	102.85	103.57	101.29	131.05
2 yd.Container	143.88	145.00	144.05	147.75	116.07	159.35	151.65	171.55		145.90	136.19	137.25	133.73	166.10
3 yd.Container	203.10	199.55	202.55	200.45	164.42	217.70	-	-		200.45	186.49	189.66	171.85	-

DROP BOX (+Disp)

20 Yard	93.94	72.50	76.30	76.30	72.08	79.75	76.30	88.90		76.30	88.80	68.55	93.88	62.90
30 Yard	130.12	87.75	93.45	93.45	92.92	101.55	93.45	113.10		93.45	108.70	89.95	129.47	82.50
40 Yard	159.41	95.55	107.95	107.95	104.16	117.35	107.95	-		107.95	-	103.80	155.17	95.25

(Plus Rental)

\* No curbside collection of yard debris

\*\* Weekly curbside collection of yard debris paid by City General Fund

\*\*\* Monthly (not weekly) curbside collection of yard debris. Garbage collection rates are curbside (\$3. surcharge for yard garbage collection)

# RATE ADJUSTMENT PENDING, EFFECTIVE 7/1/93

# CITY OF MILWAUKIE



POLICE DEPARTMENT  
2566 S.E. Harrison • phone 652-4400

MEMORANDUM  
May 4, 1993

TO: Mayor and City Council

THROUGH: Dan R. Bartlett, City Manager *DB*

FROM: C. A. Mansfield, Chief of Police *CAM*

SUBJECT: ALCOHOLIC BEVERAGES IN PUBLIC

Members of the City Council requested information regarding the possibility of a local ordinance related to consumption of alcoholic beverages in public. Presently, Milwaukie has no ordinance concerning the drinking alcohol in public places.

The city does enforce several state statutes related to other uses of alcoholic beverages in other settings. For example; open container in a motor vehicle, furnishing alcohol to a minor, Driving Under the Influence of Intoxicants, serving visibly intoxicated persons (applies to OLCC licensed servers) and minor in possession of an alcoholic beverage. Past experience has shown that most non-vehicular citations are to minors in possession of an alcoholic beverage, which may be either by physical possession or by consumption, as evidenced by the odor of an alcoholic beverage on a person's breath.

ORS 426.460 provides for civil hold of a person at a detoxification center when that person is intoxicated or under the influence of controlled substances in a public place. Usually these persons are taken to the Hooper Detoxification Center in Portland, where they are held until sobered and released. We experience anywhere from two to six such cases per month.

This leaves those cases of persons who are not visibly intoxicated and are in possession of or are consuming an

alcoholic beverage in public. It is to these situations a local ordinance would be addressed.

Most ordinances dealing with this subject have common elements:

- \* Person is on a public street, alley or sidewalk; in or upon public grounds or buildings;
- \* In possession of, drinks or consumes an alcoholic beverage from an open or unsealed container;
- \* unless licensed by the Oregon Liquor Control Commission.

Most of these ordinances do not include park properties which, in our case, would be dealt with by the Parks District or other property owner under separate regulations. For example, the Board of County Commissioners recently passed an ordinance regulating this type of situation at the sewage treatment plant on McLoughlin Boulevard. The Milwaukie Police Department will be working with the county Department of Utilities to enforce these regulations.

In summary, the Council has two options:

1. Do nothing.
2. Enact an ordinance prohibiting consumption or possession of an open or unsealed container of an alcoholic beverage in a public place, as defined within the ordinance. Such an ordinance would have a civil penalty of a fine, to be imposed by the Municipal Court.

Should Council decide for option two, it is recommended the City Attorney draft an ordinance for Council action.

# CITY OF MILWAUKIE



FAX (503) 652-4433

DATE: May 13, 1993

TO: Honorable Mayor and City Council

THROUGH: Charlene Richards, Assistant to the City Manager  
Dan Bartlett, City Manager *Da*

FROM: *Dh* Darrell Lyons, Project Specialist - Recycling

SUBJECT: Changes to the City of Milwaukie Administrative Rules  
for Solid Waste, Recycling and Yard Debris

#### ACTION REQUESTED:

City Council to review the proposed update to Administrative Rules for solid waste, recycling and yard debris. These proposed changes are being presented by Estle Harlan. Ref: SUMMARY OF ADMINISTRATIVE RULES.

#### OVERVIEW:

The Administrative Rules have been reorganized and updated so that the City of Milwaukie is in full compliance with State and Regional regulations. Staff met with Ms. Harlan on numerous occasions in developing the purposed changes. Staff is confident that the update will provide good public policy and also assist in the 1994 franchise review.

The following sections are new or have significant changes:

Section 3., 3.1, 3.2

Section 4., 4.1, 4.1.4, 4.1.5, 4.2, 4.2.1, 4.2.2

Section 5.

SOLID WASTE AND WASTE COLLECTION RATES  
IN THE CITY OF MILWAUKIE

Effective the 1st day of July, 1992

I. 32 GALLON CAN <u>Residential Rates</u>	<u>present rate</u>	<u>effect of 5% rate increase</u>
The rate per 32 gallon can per month shall be:		
One collection per Week - One Can	\$17.25	\$18.11
One Collection per Week - Two Cans	33.15	34.81
One Collection per Week - Each Addt'l Can	14.70	15.44
One Collection per Week = One Can 20 Gal. or less	13.70	14.39
Extra Can of yard Debris (occasional)	2.60	2.73
yard Debris in Cart (Subscribe for one year)	3.40	3.57

Court Apartments (5 or More)

The rate per 32 gallon can per month shall be:

One Collection per Week - One Can	\$13.20	\$13.86
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II. ROLLER CART - RESIDENTIAL ROADSIDE RATE

\*The cart must be at roadside by 6AM on day of collection

The rate per cart per month shall be:

One Collection per Week - per 60 Gallon Cart	\$21.60	\$22.68
One Collection per Week - per 90 Gallon Cart	23.30	24.47

Additional stop per week shall be served at 125% of the first stop per week rate.

Extra Can of Yard Debris (Occasional)	2.60	2.73
Yard Debris in Cart (Subscribed for one year)	3.40	3.57

III. DROP BOX SERVICE

A. Loose Material - for repeat customers:

(plus disposal costs)

20 yards	\$ 79.95	\$ 83.95
30 yards	101.55	106.63
40 yards	117.35	123.22

An additional \$21.55 per drip box may be charged for one-stop service (plus disposal costs). A reasonable deposit for disposal costs may be charged.

B. Compacted Material:

(plus disposal costs)

Under 18 Cubic Yards	\$96.05	\$100.85
18-29 Yards	5.95	6.25
30-39 Yards	5.25	5.51
40+ Yards	4.65	4.88

Rental Fee after 48 hours on location, per 10 yards of drop box capacity, per day	3.40	3.57
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## 7. NON-CUSTOMER YARD DEBRIS ONLY SERVICE

(Non-customer includes a regular customer with a less than weekly service frequency.)

The following are monthly rates predicated on weekly yard debris removal service. This service is provided only within the Urban Growth Boundary. The subscriber is required to pay for one year of service in advance.

1-32 Gallon Can; or 4' X 18" diameter bundle, or Kraft paper bag	\$ 3.60	\$ 3.78
60 Gallon Cart	7.00	7.35
Extra Can of Yard Debris	2.60	2.73
Permanent second Can	3.60	3.78

4



HARLAN BUSINESS CONSULTANTS, INC.  
2202 S.E. LAKE RD.  
MILWAUKIE, OREGON 97222  
(503) 654-9533

May 10, 1993

HONORABLE MAYOR and CITY COUNCIL, CITY OF MILWAUKIE:

I. Rate Adjustment Request

We are requesting a 5% increase in the residential rates and in the drop box rates. We are requesting no increase in the commercial rates. The justification for this increase is:

1. Even though the rates for the 12-month period ending 9/30/92 were healthy, we began to see a trend toward a decrease in the operating margin for the 6-month period ending 12/31/92. If this trend were to continue, we would be well below the standard 10% operating margin by the time rates would normally be adjusted again on 7/1/94.

2. The collection industry has always based rate adjustments on historic numbers. That is not a very businesslike way to project costs. Most governments and businesses set budgets on projected numbers. Attached as Exhibit (1) is a projection of Revenues and Expenses for the twelve months ending July 1, 1994. If you were to grant the requested rate adjustment, the net impact on our operating margin would be only 2.9% because the increased revenue would not be realized on any of the commercial rates. We conservatively project our expenses to increase by 2.6%. We would barely keep even, if you grant the requested increase. If you do not grant the increase, we will need to re-coup the losses next year.

3. METRO did not increase disposal fees for the year beginning July 1, 1993. Projections are that disposal fees will increase by around \$15 per ton on July 1, 1994. That would increase can rates by 90¢ per can per month and container rates by \$6.45 per loose yard per month. Thus, there will be a substantial increase expected just for disposal on July 1, 1994, and it would be difficult to add a 2-year increase for other operating cost increases, if one were not given this year.

4. Other programs may come on line. Portland plans to add scrap paper this year, and the County is considering adding both scrap paper and milk jugs by next year. That will add to garbage rates, on top of a disposal fee increase. This is another argument for taking a small operating cost increase this year so that next year's rates will take less of a jump.

II. Administrative Rules

Attached is a summary of the proposed changes to the Administrative Rules. In reviewing these with staff, the focus has been on setting good public policy for comprehensive solid waste management. This Summary is attached as Exhibit (2).

5

CITY OF MILWAUKIE

## 1993 RATE REVIEW

REVENUE PROJECTION

<u>REVENUE CLASS</u>	<u>% BY CLASS</u>	<u>REVENUE BY CLASS</u>	<u>PROPOSED INCREASE</u>	<u>PROPOSED REVENUE</u>	<u>PROPOSED EFFECTIVE INCREASE</u>
Residential	35.8%	991,059	5%	1,040,612	
Commercial	42.3%	1,171,000	0%	1,171,000	
Drop Box	21.9%	606,263	5%	636,576	
	100.0%	(1) 2,768,322		2,848,188	= 2.9%

(1) 6 mos. Revenue of \$1,384,161 annualized

EXPENSE PROJECTION

<u>EXPENSE CENTER</u>	<u>EXPENSE</u>	<u>PROJECTED INCREASE</u>	<u>PROJECTED EXPENSE</u>	<u>PROJECTED EFFECTIVE INCREASE</u>
Disposal	(2) 1,039,476	0%	1,039,476	
All Other Allowable Expenses	(3) 1,417,452	(4) 4.4%	1,479,820	
	2,456,928		2,519,296	
Franchise Fee of 3% on proposed Increase Revenue			2,396	
			2,521,692	= 2.6%

(2) 6 mos. Disposal of 519,738 annualized

(3) 6 mos. Other Allowable Expenses of 708,726 annualized

(4) Assume 4.4 CPI Increase (Portland 1992 was 4.4%)

(6)

SUMMARY OF ADMINISTRATIVE RULES  
Proposed for City of Milwaukie

I. The proposed Administrative Rules are organized as follows:

Section 1. Purpose, Scope and Amendments

Section 2. Definitions

Section 3. Solid Waste Collection Requirements

3.1 Franchisee Responsibility

3.2 Customer Responsibility

Section 4. Recycling Collection Requirements

4.1 Franchisee Responsibility

4.1.4 Recyclables

4.1.5 Yard Debris

4.2 Customer Responsibility

4.2.1 Recyclables

4.2.2 Yard Debris

Section 5. Financial Program Reporting Requirements, Access, Reviews

II. Conformance/Change to Current Rules

All policies currently in effect in the City have been retained, except for the following:

(a) The current language was not in the format of rules so much as in the format of futuristic directives. Some of these referred to recycling being developed as "profit centers," and that recycling should not be considered as needing subsidized. Now that recycling is well established, actual standards have been written in these proposed Administrative Rules that incorporate the state and regional regulations, and the out-dated directives have been deleted.

(b) The current policy directs that there is to be a cooperative effort between the city and county in developing programs. While that may still occur, that explicit policy has been deleted from the proposed Rules.

(c) Many new standards have been included to provide for the customers' convenience, to mitigate customer confusion and to set clear public policy that brings the City into full compliance with state and regional regulations. This replaces loosely worded directives that were more goals than rules. The new wording also provides expanded access by the City to franchisees' books and records and provides a review process of financial data for the City.

CITY OF MILWAUKIE  
ADMINISTRATIVE RULES  
for  
SOLID WASTE, RECYCLING AND YARD DEBRIS COLLECTION

Section 1.0 PURPOSE OF RULES

It shall be the express purpose of the City of Milwaukie to coordinate its solid waste regulatory process with that of Clackamas County to achieve the following equitable and economical results:

- a. Equal or fair treatment of franchisees serving both jurisdictions.
- b. Maximum integration of data collection and analysis capabilities to control the public and private sector costs of regulation.
- c. Consistent standards of operation and conduct for businesses operating franchises in the city and county.

1.1 SCOPE OF RULES

Administrative Rules contained within this document are intended to articulate the standards and expectations for solid waste, recyclables and yard debris collection as authorized by Ordinance No. \_\_\_\_\_.

1.2 ADOPTION AND AMENDMENT OF RULES

The City or Franchisees may propose and prepare rules and regulations pertaining to Ordinance No. \_\_\_\_\_. The rules and regulations shall be in writing and be maintained for inspection in the office of the City Recorder. All rules and regulations proposed by either party and all amendments thereto shall be immediately forwarded to the other party who shall have 30 days to respond in writing to such proposed rules and regulations. The rules and regulations and any amendments thereto, shall be acted upon by the City Council, after hearing, following said 30-day period.

Section 2.0 DEFINITIONS

2.1 "City" means City of Milwaukie, Clackamas County, Oregon.

The definitions contained in Ordinance No. \_\_\_\_\_ shall be incorporated by reference herein.

2.2 "City Council" or "Council" means City Council of Milwaukie, Oregon.

In addition, for the purpose of these Administrative Rules, the following definitions shall be applicable:

2.3 "Bulky Wastes" mean large items of Solid Waste such as appliances, furniture, large auto parts, trees, branches

1. ADMINISTRATIVE RULES

8

greater than 4 inches in diameter and 36 inches in length, stumps and other oversize wastes whose large size precludes or complicates their handling by normal collection, processing or disposal methods.

2.4 "Commission" means Environmental Quality Commission (EQC).

2.5 "Compensation" includes:

(a) Any type of consideration paid for service including, but not limited to, rent, membership fees, the proceeds from resource recovery, any direct or indirect provision for the payment of money, goods, services or benefits by tenants, lessees, occupants, members or similarly situated persons; and

(b) The exchange of service between persons.

2.6 "Curbside" means located within three (3) feet of the edge of a public street. The "street" may be a public alley if a Franchisee desires to pick up garbage or recyclables from the alley. The three foot rule does not allow the garbage or recycling container to be placed on the house side of a fence or enclosure even if the container is within three feet of the public street/alley. For residences on a flag lot, or other private driveway, "curbside" shall be the point where the driveway intersects the public street, or at such other location agreed upon between a Franchisee and Customer.

2.7 "Department" means the Department of Environmental Quality (DEQ).

2.8 "Disposal Site" means land and facilities used for the disposal, handling or transfer of, or resource recovery from solid wastes, including but not limited to dumps, landfills, sludge lagoons, sludge treatment facilities, disposal sites for septic tank pumping or cesspool cleaning service, transfer stations, resource recovery facilities, incinerators for solid waste delivered by the public or by a solid waste collection service, composting plants and land and facilities previously used for solid waste disposal at a land disposal site; but the term does not include a facility subject to the permit requirements of ORS 468B.050; a landfill site which is used by the owner or person in control of the premises to dispose of soil, rock, concrete or other similar nondecomposable material, unless the site is used by the public either directly or through a solid waste collection service; or a site operated by a wrecker issued a certificate under ORS 822.110.

2.9 "Franchisee" means the person to whom a franchise is granted by the City Council pursuant to Ordinance No. \_\_\_\_\_. Such franchise shall grant exclusive rights to provide service and solid waste management service for compensation.

## 2. ADMINISTRATIVE RULES

2.10 "Infectious Waste" means biological waste, cultures and stocks, pathological wastes, and sharps, as defined in ORS 459.386 and 459.387.

2.11 "Person" means the state or a public or private corporation, local government unit, public agency, individual, partnership, association, firm, trust, estate or any other legal entity.

2.12 "Processing" means an operation where collected, source separated, recyclable materials are sorted, graded, cleaned, densified or otherwise prepared for end use markets.

2.13 "Recyclable Material" means any material or group of materials that can be collected and sold for recycling at a net cost equal to or less than the cost of collection and disposal of the same material.

2.14 "Resource Recovery" means the process of obtaining useful material or energy resources from solid waste and includes:

(a) "Energy recovery," which means recovery in which all or a part of the solid waste materials are processed to utilize the heat content, or other forms of energy, of or from the material.

(b) "Material recovery," which means any process of obtaining from solid waste, by presegregation or otherwise, materials which still have useful physical or chemical properties and can be reused or recycled for some purpose.

(c) "Recycling," which means any process by which solid waste materials are transformed into new products in such a manner that the original products may lose their identity.

(d) "Reuse," which means the return of a commodity into the economic stream for use in the same kind of application as before without change in its identity.

2.15 "Solid Waste" means all putrescible and non-putrescible wastes, including but not limited to garbage, rubbish, refuse, ashes, waste paper and cardboard; sewage sludge, septic tank and cesspool pumpings or other sludge; commercial, industrial, demolition and construction wastes; discarded or abandoned vehicles or parts thereof; discarded home and industrial appliances; manure, vegetable or animal solid and semisolid wastes, dead animals, infectious waste as defined in ORS 459.387 and other wastes; but the term does not include:

(a) Hazardous wastes as defined in ORS 466.005; and

(b) Materials used for fertilizer or for other productive purposes or which are salvageable as such materials

are used on land in agricultural operations and the growing or harvesting of crops and the raising of animals.

2.16 "Solid Waste Collection Service" or "Service" means the collection, transportation or disposal of or resource recovery from solid wastes.

2.17 "Solid Waste Management" means prevention or reduction of solid waste; management of the storage, collection, transportation, treatment, utilization, processing and final disposal of solid waste; or resource recovery from solid waste; and facilities necessary or convenient to such activities.

2.18 "Source Separate" means that the person who last uses recyclable material separates the recyclable material from solid waste.

2.19 "Transfer Stations" mean a fixed or mobile facility normally used as an adjunct of a solid waste collection and disposal system or resource recovery station between a collection route and a disposal site.

2.20 "Waste" means material that is no longer usable or wanted by the source of the material, which material is to be utilized or disposed by another person. For the purposes of this paragraph, "utilized" means the productive use of wastes through recycling, reuse, salvage, resource recovery, energy recovery or landfilling for reclamation, habilitation or rehabilitation of land.

2.21 "White Goods" mean kitchen or other large appliances which are Bulky Wastes.

2.22 "Yard Debris" includes grass clipping, leaves, hedge trimmings and similar vegetative waste generated from residential property or landscaping activities, but does not include stumps or similar bulky wood materials.

## Section 3.0 SOLID WASTE COLLECTION REQUIREMENTS

### 3.1 FRANCHISEE RESPONSIBILITY

3.1.1 Service Responsibility. Each Franchisee shall make available, for subscription, all levels of Solid Waste collection service for which the City sets rates, to every customer in its franchised geographic area, subject to the limitations below under "Refusal of Service". Collection of "bulky wastes" shall be made by special arrangement between Franchisee and a customer. Each Franchisee shall provide each of their new customers with City approved written information on all solid waste and recycling collection services that are available and the rates for these services. The Franchisee shall not intentionally provide Solid Waste collection service to customers in another Franchisee's geographic area within the Milwaukie city limits except by arrangement with another Franchisee under a sub-contract.

3.1.2 Hours for Collection Activity. Franchisees may not collect any Solid Waste, including recyclables, on streets in predominately residential neighborhoods except between the hours of 6:00 a.m. and 6:00 p.m., unless weather or holiday schedules require extended hours for collection. Wherever possible, a Franchisee shall minimize the disturbance to residences or neighborhoods in the operation of its equipment.

3.1.3 Maintaining Passage on Public Streets. To the greatest extent practicable, a Franchisee should avoid stopping of collection vehicles so as to block the passage of other vehicles and pedestrians on public streets and sidewalks.

3.1.4 In-Ground Cans. A Franchisee is not required to remove a garbage can from an in-ground or "sunken" location. If a customer wishes service at such a location, they are responsible for placement of the can, with lid, above ground.

3.1.5 Ingress and Egress. Franchisees shall not be required to pass through any doors or gate(s), cross flower beds, go through hedges, cross open lawns, or place themselves in a situation which would jeopardize their health and safety.

3.1.6 Location of Empty Cans. A Franchisee shall not leave emptied containers in a location where they would obstruct the sidewalk or impede traffic flow.

3.1.7 Containers. Garbage containers made available by a Franchisee to collection service customers shall be designed for safe handling. They shall be non-absorbent, watertight, vector-resistant, durable, easily cleanable, and provided with lids or covers which can be readily removed or opened.

3.1.8 Refusal of Service. A Franchisee may refuse Solid Waste, Recycling or Yard Debris collection service to any customer if the customer has not paid a bill within thirty (30) days of the billing due date. In no event however, shall a Franchisee terminate said service without first notifying the customer and the City in writing of the intention to terminate service not less than seven days prior to the date of intended termination of service.

3.1.9 Collected Solid Waste Disposal. A Franchisee must dispose of the Solid Waste collected within their franchised geographic area at a Metro-approved facility. A Franchisee shall not mix Solid Waste for disposal with any properly prepared source, separated, recyclable materials.

3.1.10 Cleanup on Route. Each Franchisee shall make a reasonable effort to pick up all material blown, littered, broken, or leaked during the course of collection subsequent to being set out by the customer.

5. ADMINISTRATIVE RULES

3.1.11 Prevention of Leaking and Spilling Loads. All Solid Waste collection vehicles shall be constructed, loaded, operated and maintained in a manner to reduce to the greatest extent practicable dropping, leaking, blowing, sifting or escaping of solid wastes, recyclables or the vehicle's fuel, hydraulic fluid or lubricants from the vehicle onto private property and public streets while stationary or in transit, excepting (a) normal leakage of fuel, hydraulic fluid or lubricants typically associated with a properly maintained vehicle; and (b) leakage of fuel, hydraulic fluid or lubricants due to equipment failure, provided that the failure is immediately corrected and the leakage is cleaned up as soon as practicable.

3.1.12 Covers for Open-Body vehicles. All open-body collection vehicles shall have a cover which shall be either an integral part of the vehicle or a separate cover for the vehicle. This cover shall be used while in transit, except during the transportation of bulky wastes, including but not limited to stoves, refrigerators and similar "white goods."

3.1.13 Compliance with Driving and Transportation Laws and Compliance with Metro and DEQ Requirements. Each Franchisee shall comply with all applicable federal, state and local laws and regulations relating to driving, transportation, and solid waste and recyclable materials collection and disposal.

3.1.14 Safety and Maintenance. All collection equipment must be maintained and operated in compliance with all local and state statutes, ordinances and regulations including compliance with regulations related to the safety of the collection crew and the public.

3.1.15 Compliance with Zoning Ordinances. Facilities for storage, maintenance and parking of any vehicles or other equipment shall comply with all applicable zoning ordinances and any other applicable local and state statutes, ordinances and regulations.

3.1.16 Information and Complaint Resolution. Each Franchisee shall respond within 24 hours or by the next business day to customer calls and complaints. Both office and on-route staff shall be knowledgeable and courteous in answering customer information requests and resolving customer complaints regarding solid waste and recycling collection service.

3.1.17 Billing Procedures. A Franchisee may bill customers either once per month or once every two months but shall not bill more than sixty (60) days in advance of service provided. Franchisees may require payment at time of service for services requested by customers that are less frequent than monthly.

## 3.2 .CUSTOMER RESPONSIBILITY

3.2.1 The Solid Waste must be placed safely and securely to prevent lightweight materials from blowing away prior to and while being dumped into the collection vehicle or receptacle.

## 6. ADMINISTRATIVE RULES

3.2.2 Any roll carts must be placed in an area where they can be accessed by a Franchisee without going up or down stairs.

3.2.3 Any receptacle over 32 gallon capacity must be provided by the Franchisee or approved by the Franchisee on the basis of safety, equipment compatibility, and availability of equipment. Garbage receptacles provided by the customer should be designed for safe handling. They should be non-absorbent, watertight, vector-resistant, durable, easily cleanable, and provided with tight-fitting lids or covers which can be readily removed. Cans should be tapered with a smaller bottom than top opening and be equipped with a handhold on the bottom. The customer must provide for reasonable vertical clearance for any garbage receptacle(s) picked up away from the curbside.

3.2.4 The maximum weights required to be collected in any single receptacles are:

<u>Receptacle Capacity</u>	<u>Maximum Weight</u>
Up to and including 20 gallons	35 lbs
Over 20, up to and including 32 gallons	55 lbs
Roll carts up to and including 40 gallons	65 lbs
Roll carts over 40, up to and including 60 gallons	75 lbs
Roll carts over 60, up to and including 90 gallons	100 lbs

Franchisees are not required to collect containers exceeding 300 pounds gross loaded contents per loose cubic yard.

3.2.5 The weight of material put into a container or drop box, whether compacted or not, shall not exceed the lifting capacity of Franchisee's equipment nor shall the weight put a Franchisee over the weight limit for the loaded vehicle. Each Franchisee shall furnish the customer with information concerning limitations on his equipment, upon request. Customers shall not overfill a can, cart or container so that the lid cannot be securely closed. If a can, cart or container is overfilled an additional reasonable fee may be charged. If the contents of a can, cart, container or drop box are compacted (either mechanically or manually, the compactor rate shall be charged.

3.2.6 Unless placed in leakproof containers or in a receptacle with a leakproof lid, the following items shall not be disposed of in storage receptacles for pickup: 1) Oil, fats or other liquid or semi-solid wastes, 2) Other materials which create fire hazards to the public or Franchisee's equipment.

3.2.7 Customers shall take appropriate actions to ensure that hazardous materials, chemicals, paint, corrosive materials, infectious waste or hot ashes are not put into a can, cart, container or drop box. When materials or customer abuse, fire or vandalism causes excessive wear or damage to a cart, container, or drop box, the cost of repair or replacement may be charged to the customer by a Franchisee.

7. ADMINISTRATIVE RULES

Section 4.0 RECYCLING COLLECTION REQUIREMENTS

4.1 FRANCHISEE RESPONSIBILITY

4.1.1 Service Responsibility. Each Franchisee shall provide yard debris collection for all residential solid waste and/or yard debris customers within their geographic area franchised by the City. Each Franchisee shall provide all residents within their geographic area with all other recycling collection service and with a recycling container for such service. A Franchisee shall not intentionally collect yard debris or recyclable material from customers in another Franchisee's geographic area within the City boundary except by sub-contract arrangements with another Franchisee. Any subcontract arrangements made for provision of recycling services shall be approved by the City.

4.1.2 Collection Frequency. Recyclable materials shall be collected each week on the same day as garbage collection for any given residence. Yard Debris shall be collected weekly, on a consistent schedule, from residential customers.

4.1.3 Point of Collection. Collection of residential recyclable materials and yard debris shall be made at the curbside. For customers with a corner lot, pick up will be on the address side, or at such other location agreed upon between Franchisee and customer.

4.1.4 Collection of Source Separated Recyclable Material. Each Franchisee shall pick up recyclable materials set out for collection, so long as the materials are properly prepared, separated and placed. Materials shall be prepared according to these instructions and separated into these categories:

Newspapers. Bagged or securely tied, not contaminated with other materials or other types of paper not delivered with the newspaper.

Glass. Rinsed whole bottles and jars, color separated. Caps, lids, rings and labels may remain on the bottles. The following items shall not be collected: drinking glasses, cookingware, plate glass, safety glass, light bulbs, ceramics and non-glass materials.

Tin Cans. Must have labels and organics removed, and if possible both ends removed and flattened. Ferrous can ends and jar-bottle lids may be included.

Corrugated Containers. Flattened, bundled or otherwise secured. Any single piece or bundle is limited in size to 36" in any direction. Includes brown paper bags. It is not the approved recycler's responsibility to flatten corrugated cardboard boxes.

Aluminum. Including aluminum cans, containers and foil with organics removed.

Ferrous Scrap. Any single piece or bundle is limited to 30" in size in any direction and 30 lbs. Appliances, car parts, and bicycles are not included.

Non-Ferrous Scrap Metal. Any single piece or bundle is limited to 30" in size in any direction and 30 lbs. Lead acid batteries are excluded.

Used Motor Oil. In leakproof, see-through, unbreakable plastic containers of not more than one gallon each, with a screw on cap. No other fluids are to be included.

The City reserves the right to add other materials to the above list. The City's process for adding materials shall include an assessment of the impact on rates.

4.1.5 Collection of Source Separated Yard Debris From Residential Customers. Each Franchisee shall collect from residential customers all properly prepared Yard Debris, in either a hauler-provided receptacle, or a 32 gallon-or smaller-garbage can or 30 gallon kraft bag provided by the customer, or bundled, in bundles which are securely tied to support the bundle when lifted. A bundle may be rejected if it exceeds 45 lbs. A Franchisee SHALL NOT collect Yard Debris placed in a plastic bag. A Franchisee SHALL collect all Yard Debris properly bundled or placed in rigid receptacles clearly and visibly marked "YARD DEBRIS ONLY". A Franchisee shall leave at the point of collection the hauler provided receptacle or customer provided rigid receptacle.

4.1.6 Principal Recyclable Materials List. Should the Oregon Environmental Quality Commission modify the list of residential recyclable materials under the provisions of ORS 459A for collection of source separated recyclable materials, the City shall add or eliminate, pursuant to applicable procedural requirements, collection of such material.

4.1.7 Disposal Prohibition. Each Franchisee is responsible for transporting and marketing of collected materials for recycling. A Franchisee shall ensure that all properly prepared and collected recyclables and yard debris are delivered to a processor or broker of recyclable materials or to an end-use market. A Franchisee shall be prohibited from delivering, or causing to be delivered, any collected recyclable materials or yard debris for disposal, unless the recyclable materials or yard debris were improperly prepared.

4.1.8 Promotion and Education. Each Franchisee shall participate in City directed promotion and education efforts. Each Franchisee shall comply with DEQ requirements for notices to customers concerning recycling services and opportunities.

116

## 4.2 CUSTOMER RESPONSIBILITY

4.2.1 Recyclable Materials. It is the responsibility of residential customers to place recyclables at curbside, separate and distinct from garbage, safely, securely, and properly prepared. Customers should set materials at the curbside by 6 a.m. on the customer's designated collection day. Receptacles should not be placed in an area where they obstruct the sidewalk.

Receptacles provided by a Franchisee remain the property of the Franchisee and are to be left at the residence when a customer moves.

4.2.2 Yard Debris. It is the responsibility of the customer to place yard debris at the curb, separate and distinct from garbage, safely, securely, and properly prepared, and to prevent leaves and other lightweight materials from being blown away. Customers shall not use plastic bags to contain yard debris. No sod, dirt, rocks, metal, ashes, food, or household solid waste may be placed in the yard debris receptacle nor branches exceeding 4 inches in diameter or 36 inches in length. Yard debris placed in cans or carts should be loosely loaded to minimize damage to the receptacle and to facilitate emptying them.

A filled receptacle shall not weigh more than 45 lbs. if it is a kraft bag; 55 lbs if a 32 gallon garbage can; 65 lbs. if a roll cart up to and including 40 gallons; 75 lbs. if a roll cart up to and including 60 gallons; and 100 lbs. if a roll cart up to and including 90 gallons. If bundled, the yard debris must be securely tied to support the bundle when lifted, and the weight of the bundle may not exceed 45 lbs.

Where the customer provides any rigid receptacles to contain yard debris for collection, it is the customer's responsibility to mark such receptacles clearly and visibly as "Yard Debris Only".

All rigid receptacles shall be clearly and visibly marked "YARD DEBRIS ONLY" so as to not confuse it with a garbage set out. Receptacles shall not be placed in an area where they obstruct the sidewalk.

## Section 5.0 FINANCIAL AND PROGRAM REPORTING REQUIREMENTS

### 5.1 GENERAL REQUIREMENTS

Each Franchisee shall maintain records and reports required by the City and promptly respond to periodic requests for such records and reports which are directly pertinent to requirements of Ordinance No. \_\_\_\_\_. The Franchisee is responsible for keeping such other records and submit such other reports as may be required by the Oregon Department of Environmental Quality and the Metropolitan Service District.

A Franchisee shall make no significant changes in service or in container types without first submitting the proposed change to the City for review and approval.

## 10. ADMINISTRATIVE RULES

5.2 ANNUAL FINANCIAL REPORTING REQUIREMENTS

5.2.1 Reporting Data and Timing of Annual Reviews.

(a) No later than April 15th of each year, each Franchisee shall submit a written report to the City which shall include a summary Income Statement and "Application for Rate Adjustment" utilized by the Clackamas County Solid Waste Commission. The most current version of this form and the guidelines for its completion shall be utilized by the City.

(b) The City of Milwaukie shall automatically review reporting data and the existing rate schedule and make a written report to the City Council no later than the first Council meeting in June of each year. It shall be the policy of the City of Milwaukie to prefer annual rate review and adjustment and to consider more frequent review only on the basis of extraordinary and profound evidence of necessity. Such necessity could occur and a request for rate review could be initiated by Franchisees at any time the financial condition of the Franchisees as a group has been so adversely affected as to jeopardize continued profitable operation.

(c) A request for rate review shall be in writing to the office of the City Manager. A request for rate review shall be accomplished by the most current financial and operational data. Specific data relating to extraordinary negative cost impacts shall be documented in a reasonable, objective manner according to acceptable accounting practices.

(d) Franchisees shall submit financial data based on the service area within the City of Milwaukie. The City shall combine the financial data provided by the Franchisees and calculate rates based on the composite data.

5.2.2 Rate Review Criteria. It shall be the goal of the City and the Franchisees to record, report, and analyze operational data in a manner which allows for uniform and consistent treatment of data now and in the future.

(a) Revenue Elements - The gross revenue received from operations within the City that are regulated by Ordinance No. \_\_\_\_\_ and these Administrative Rules shall be reported by each Franchisee.

(b) Cost Elements - The cost of operations within the City that are regulated by Ordinance No. \_\_\_\_\_ and these Administrative Rules shall be reported by each Franchisee. The itemization of costs shall be those set forth on the "Application for Rate Adjustment" forms. Amortization and interest expenses directly associated with the acquisition of the business shall not be considered operating costs and shall be added to the operating margin or "profit" of the business.

11. ADMINISTRATIVE RULES

(c) Operating Margin - The City shall utilize as a standard the prevailing benchmark for the operating margin established by Clackamas County for the Franchisees it regulates. It is calculated using the following steps:

1. Deduct allowable operating costs which are authorized by the County from gross revenue to arrive at "Gross Profit."

2. The "Operating Margin" shall be the net profit as a percent of gross revenue after taxes are deducted from gross profit. The City shall be concerned that a sufficient net profit is available to allow for reinvestment in capital equipment and facilities and a reasonable profit to the Franchisees.

5.2.3 Access to and Review of Books and Records.

(a) Open Books and Records - The City shall have the right to inspect at any time, upon at least 24 hours notice, during normal business hours, at an office of the Franchisee located in the local metropolitan area, all books, records, maps, plans, income tax returns, financial statements and other like materials of the Franchisee which are directly related to the operation of the franchise.

(b) Outside Review - Prior to the granting or renewal of a franchise under Ordinance No. \_\_\_\_\_, and at each five (5) year interval thereafter, during the term of the franchise, the City shall have the right to contract with an outside accounting firm to conduct a review of each Franchisee's books and records relating to operations under their franchise.

HARLAN BUSINESS CONSULTANTS, INC.  
2202 S.E. LAKE RD  
MILWAUKIE, OREGON 97222  
(503) 654-9533

ESTLE HARLAN  
CONSULTANT

May 11, 1993

TO: DARRELL LYONS  
FROM: ESTLE HARLAN

I called and found you were out, so I am writing you this little cover memo with the material I am leaving for you:

1. My memo with two attachments
2. Clean copies of data you reference in your memo, as I promised I would get for you: (a) Administrative Rules as revised (see my memo to haulers summarizing revisions - this is for your reference only and not for the Council, since it refers just to the latest revisions); (b) Consolidated Financial Summaries; (c) Comparative Rate Summary.

Let me know if you need any additional changes in the Rules or if you need anything else for the Council packet. After 1:30 today I can be reached at the OSSI office (1-800-527-7624).

HARLAN BUSINESS CONSULTANTS, INC.

2202 S.E. LAKE RD.

MILWAUKIE, OREGON 97222

(503) 654-9533

May 10, 1993

*Handwritten signature*  
ESTLE HARLAN  
CONSULTANT

TO: MILWAUKIE FRANCHISEES  
Re: Additional Changes to Administrative Rules

After Darrell Lyons met with Charlene, they requested the following additional revisions:

Section 3.1.1 Add "Collection of 'bulky wastes' shall be made by special arrangement between franchisee and a customer." Add "Each franchisee shall provide each of their new customers with City approved written information on all solid waste and recycling collection service..."

Section 3.1.16 Change to read: Each Franchisee shall respond within a-reasonable-time 24 hours or by the next business day to customer calls and complaints.

Section 4.1.4 Delete the last sentence on page 9. that says the City will provide a rate to cover any new service, with the reasoning being that if we are showing a large operating margin, the City could ask that a new service be added within the current rate structure.

Section 4.1.8 Delete wording saying that the city programs will be coordinated with county programs, as the City does not want to be required to tie programs together.

Section 4.2.1. and 4.2.2 Delete the last sentence of each that required customers to remove recycling bins or carts from the sidewalk and put them back in their yards within 24 hours, as the City does not believe they have the resources to enforce that.

Section 5.2.3 Add a new section on Open Books and Records and on Outside Review by a CPA of books and records.

CITY OF MILWAUKIE  
1993 Rate Review

	12/31/92 Consolid.	12/31/92 Percent	9/30/92 Consolid.	9/30/92 Percent	9/30/91 Consolid.	9/30/91 Percent
<b>MILWAUKIE GROSS REVENUE</b>	<u>1,384,161</u>	<u>100.0%</u>	<u>2,577,262</u>	<u>100.0%</u>	<u>2,248,439</u>	<u>100.0%</u>
<b>MILWAUKIE EXPENSES:</b>						
Employee Related	361,707	26.1%	661,693	25.7%	546,934	24.3%
Vehicle Related:	[162,452]	[11.7%]	[321,816]	[12.5%]	[356,015]	[15.8%]
Fuel/Oil	24,094	1.7%	41,447	1.6%	44,815	2.0%
Repair/Maintenance	28,667	2.1%	62,625	2.4%	105,175	4.7%
Depreciation	72,668	5.2%	155,262	6.0%	140,052	6.2%
Interest/Lease	27,682	2.0%	45,383	1.8%	53,798	2.4%
Garage, Parking, Lic., Taxes	9,341	0.7%	17,099	0.7%	12,175	0.5%
Other Expenses:						
Disposal	519,738	37.5%	937,965	36.4%	918,647	40.9%
Dues/Subscriptions	1,323	0.1%	2,346	0.1%	2,160	0.1%
Meetings/Conventions	96	0.0%	641	0.0%	1,205	0.1%
Franchise Fees	41,412	3.0%	75,605	2.9%	44,192	2.0%
General Insurance	19,541	1.4%	31,327	1.2%	49,420	2.2%
Office	60,744	4.4%	90,923	3.5%	83,228	3.7%
Professional Fees	6,361	0.5%	11,722	0.5%	5,827	0.3%
Promotion/Education	5,021	0.4%	14,931	0.6%	4,844	0.2%
Subcontracts	2,487	0.2%	8,176	0.3%	7,707	0.3%
Taxes (Real/Personal)	2,243	0.2%	5,282	0.2%	5,595	0.2%
Utilities	5,770	0.4%	12,866	0.5%	5,857	0.2%
Route Purchase	20,402	1.5%	61,924	2.4%	41,745	1.9%
Other	39,619	2.8%	63,558	2.5%	54,280	2.4%
<b>TOTAL EXPENSES</b>	<u>1,248,916</u>	<u>90.2%</u>	<u>2,300,715</u>	<u>89.3%</u>	<u>2,127,656</u>	<u>94.6%</u>
<b>NET BEFORE TAXES</b>	135,245	9.8%	276,547	10.7%	120,783	5.4%
ADJ. (Same as Clackamas Co.)						
(1) Deduct Add. salary						
(2) Add Back Excess Costs						
(3) Add Back Route Purchase	<u>20,452</u>	<u>1.5%</u>	<u>62,137</u>	<u>2.4%</u>	<u>38,052</u>	<u>1.7%</u>
<b>ADJ. NET BEFORE TAXES</b>	155,697	11.3%	338,684	13.1%	158,835	7.1%
Income Taxes	<u>(56,083)</u>	<u>(4.1)%</u>	<u>(117,036)</u>	<u>(4.5)%</u>	<u>(63,068)</u>	<u>(2.8)%</u>
<b>ADJ. NET AFTER TAXES</b>	<u>99,614</u>	<u>7.2%</u>	<u>221,648</u>	<u>8.6%</u>	<u>95,767</u>	<u>4.3%</u>
<b>NET LOSS FROM RECYCLING</b>	<u>(78,208)</u>	<u>(5.7)%</u>	<u>(159,900)</u>	<u>(6.2)%</u>	<u>(96,317)</u>	<u>(4.3)%</u>
<b>NET FROM YARD DEBRIS</b>	<u>(18,360)</u>	<u>(1.3)%</u>	<u>+ 13,575</u>	<u>+0.5)%</u>	<u>-</u>	<u>-</u>

SUMMARY OF COMPARATIVE RATES

1992 RATES

Effective Date:

	BEAVERTON	CANBY	CLACK COUNTY	GLADSTONE	GRESHAM	MILWAUKIE	MOLALLA	OREGON CITY	PORTLAND	SANDY	TIGARD	TUALATIN	WASHINGTON COUNTY	WEST LINN
SERVICE RATES	*	*	#	**	#	#	#	#	***	#	*	*	*	#
<u>RESIDENTIAL WKLY.</u>														
1 yd.) 1 Can (32 gal)	12.23	14.40	17.85	13.55	17.20	17.25	15.15	17.95	17.30	15.35	13.10	17.05	14.47	15.80
1 yd.) 2 Cans(32 gal)	23.31	25.45	35.70	27.10	28.10	33.15	27.85	35.90	27.20	29.20	26.20	28.80	28.94	31.60
1 yd.) Ea.add.Can(32 g)	10.58	11.25	17.85	13.55	10.25	14.70	11.90	17.95	6.50	14.65	13.10	11.75	14.47	15.80
1 yd.) 1 Can (20 gal)	-	-	14.15	-	15.20	13.70	-	14.25	13.00	-	10.85	13.93	13.30	13.25
curb) 60 Gal Cart	-	-	26.30	-	21.70	21.60	-	-	24.20	-	24.08	23.39	22.08	-
curb) 90 Gal Cart	-	-	27.90	-	21.70	23.30	-	-	27.25	-	30.19	-	26.92	-

COMMERCIAL WKLY.

1 Can (32 gal)	12.75	14.90	15.45	13.55	13.40	15.45	16.30	16.00	Not	15.60	13.10	13.13	14.47	17.00
2 Cans (32 gal)	24.30	25.70	28.80	27.10	24.30	29.35	29.35	32.00	Regu-	28.20	26.20	25.15	28.94	34.00
60 Gallon Cart	-	-	25.10	-	-	22.40	-	-	lated	-	24.08	-	22.08	-
90 Gallon Cart	-	-	27.30	-	-	24.10	-	-	-	-	30.19	23.43	26.92	-
1-1/2 yd.Container	110.21	108.80	114.85	114.00	89.56	120.30	114.05	129.05		116.45	102.85	103.57	101.29	131.05
2 yd.Container	143.88	145.00	144.05	147.75	116.07	159.35	151.65	171.55		145.90	136.19	137.25	133.73	166.10
3 yd.Container	203.10	199.55	202.55	200.45	164.42	217.70	-	-		200.45	186.49	189.66	171.85	-

DROP BOX (+Disp)

20 Yard	93.94	72.50	76.30	76.30	72.08	79.75	76.30	88.90		76.30	88.80	68.55	93.88	62.90
30 Yard	130.12	87.75	93.45	93.45	92.92	101.55	93.45	113.10		93.45	108.70	89.95	129.47	82.50
40 Yard	159.41	95.55	107.95	107.95	104.16	117.35	107.95	-		107.95	-	103.80	155.17	95.25

(Plus Rental)

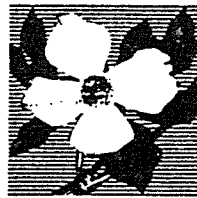
\* No curbside collection of yard debris

\*\* Weekly curbside collection of yard debris paid by City General Fund

\*\*\* Monthly (not weekly) curbside collection of yard debris. Garbage collection rates are curbside (\$3. surcharge for yard garbage collection)

# RATE ADJUSTMENT PENDING, EFFECTIVE 7/1/93

# CITY OF MILWAUKIE



POLICE DEPARTMENT  
2566 S.E. Harrison • phone 652-4400

MEMORANDUM  
April 5, 1993

TO: Mayor and City Council

THROUGH: Dan R. Bartlett, City Manager *Dan*

FROM: Charles A. Mansfield, Chief of Police *CA*

SUBJECT: VEHICLE IMPOUNDS

Substantial interest and media coverage has been given to recent enactment in several cities of ordinances authorizing impoundment of vehicles related to "driving uninsured" and "driving while suspended" traffic offenses.

Both Portland and Gresham have ordinances authorizing impoundment of vehicles where no evidence of insurance is presented by motorists stopped for other traffic violations. The Portland ordinance covers only uninsured vehicles. Gresham's ordinance covers situations where the driver has no valid operator's license and is driving uninsured, has failed to transfer title, register the vehicle or carry a valid registration card.

Additionally, a bill has been introduced in the legislature providing impoundment for uninsured vehicles (HB 2708). Another bill, HB 3321, provides for civil forfeiture of a vehicle operated by any person suspended for a "DUII" conviction. HB 3432 provides for seizure and forfeiture proceedings on any vehicle being operated by a suspended driver.

The logic behind these efforts is that impoundment--taking away the vehicle itself--is the only effective means society has to ensure that all drivers do have valid driver's licenses and/or liability insurance, as required by law. The Oregon Motor Vehicles Division recently estimated that 15-18%

of all motorists do not have required liability insurance to protect other motorists victimized by uninsured drivers.

Similarly, there is a high percentage of Oregon drivers that are operating vehicles while their drivers licenses are suspended or revoked. While most "DWS" offenses are civil infractions there are a significant number of drivers who are "felony or misdemeanor suspended", which means their suspensions result from prior convictions for a major traffic offense, habitual offender status, certain crimes involving use of a motor vehicle or a felony crime involving the use of a vehicle ("felony suspended"); refusing the breath test or having a breath test result which shows legal intoxication, certain offenses involving use of a motor vehicle, license revocation for perjury or false statement or certain commercial driver offenses (misdemeanor suspended).

Courts also have authority to impound vehicles in certain instances under ORS 809.700, but to my knowledge this procedure is little used.

Portland has had a great deal of experience with impoundment of vehicles for "no proof of insurance" violations. An interesting effect has been a large percentage of the impounded vehicles have not been reclaimed by rightful owners, leading authorities to conclude that many uninsured drivers use "junkier" cars with value less than the anticipated tow and storage charges. Thus, when impounded, the tow operators are left with a number of cars on which they must go through a lien process to acquire and eventually sell, usually to an auto salvage yard. At one point recently, at least one third of the cars towed fit this category.

I have discussed with our towing contractor, Olson Bros. Service, the possibility of a city impound program. No unusual problems or concerns were expressed. Their manager is familiar with the other impound processes and stated Olson Bros. could handle the increased numbers of towed vehicles. However, he stated that should the salvage value of unclaimed vehicles not cover their costs, they would request an increase in towing rates under their contract for all towed vehicles. Such an increase could be as much as 25% over current rates.

Attached is material related to the enforcement process of Gresham and Portland. A similar program could be implemented in Milwaukie, recognizing it would incur some additional records keeping and processing with a corresponding additional burden on the department. However, I am in favor of these programs, as are many of our department personnel, if they reduce the number of uninsured and suspended drivers who flagrantly violate laws designed to protect the law abiding, responsible public who

use our streets and highways.

Council could consider the following options:

- 1. Do nothing.
- 2. Do nothing at this time and await the outcome of pending legislation at the state level, which will not be fully determined until late this summer. Any passed legislation would likely not take effect until October, 1993 or later.

We could then apply state statutes alone or use a combination of state statute and city ordinance if Council felt the state law did not cover specific situations it feels need to be addressed.

- 3. Enact an ordinance providing for impoundment of vehicles under certain situations. Should Council choose this option, I would recommend impoundment be for the offense of driving uninsured (ORS 806.010) where the police officer reasonably believes that the operator is driving uninsured.

Should Council decide on option three, staff would return within 45 days with a draft ordinance and outline of procedures for an impoundment program.

## Towing for No Insurance Fact Sheet

### How will this new ordinance work?

Portland police officers stop motorists after observing a traffic violation or recognizing a vehicle as one reported stolen or involved in a crime under investigation. An officer will ask the motorist to produce a driver's license, vehicle registration and proof of insurance. If the motorist admits that the vehicle is uninsured, or if the officer otherwise determines that the issuance of a citation for driving uninsured is in order, the officer will issue the citation and order the vehicle towed to disrupt and prevent its unlawful, uninsured operation. To claim the vehicle, the motorist must produce proof of insurance to the Records Division at the Justice Center. The motorist will be given a form to show the towing company to release the vehicle. The motorist is responsible for paying towing and storage fees.

### When does the new ordinance start?

Officers will issue warning letters to motorists cited for driving without insurance from January 8 to February 7, 1993. On February 8, 1993, officers will order tows in addition to issuing citations for driving without insurance. Officers may not order a tow on a vehicle specifically equipped for and operated by a handicapped driver. Other exceptions must be approved by a supervisor.

### What does the warning letter say?

The notice is printed in five languages (Spanish, Cambodian, Laotian, Vietnamese and English): Warning. You have been cited for driving without liability insurance, a violation of ORS 806.010.

After February 8, 1993, if you are cited for driving without liability insurance your vehicle will be towed and impounded at your expense until you can provide proof of insurance.

There are five ways to provide proof of liability insurance:

1. an insurance policy
2. a card from an insurance company verifying the issuance of a policy
3. proof of a bond approved by a judge (as provided under ORS 806.090)
4. proof of a deposit with the State Treasurer (as provided under ORS 806.110)
5. proof of a DMV policy for self-insurance (as provided under ORS 806.130)

Please contact your insurance carrier for more information.

Will the police pull over a car on the hunch that the driver's car is uninsured?

No. An officer will not stop a motorist unless the officer has reason to believe that the vehicle contains some person or evidence relevant to a violation of a law or that the driver has committed or is committing an offense. Police will not be setting up roadblocks or checkpoints.

Will this ordinance apply to non-residents of Portland?

The state law requiring insurance applies to all motorists in Oregon. Thus, the ordinance, applies to any person where the officer develops the reasonable belief that the operator's car is not insured. Like state law it makes no exception for motorists who are not residents of Portland or of the State of Oregon.

What constitutes proof of insurance? Is the insurance information on the back of one's vehicle registration enough?

Because a person can meet the state's financial liability laws in various ways, including self-insurance, no fool-proof description or checklist of acceptable proof of insurance can be provided. The ordinance allows an officer to tow a vehicle if the officer reasonably believes a factual basis exists for issuing a citation for driving without insurance. "Proof of insurance" in this context, would therefore be "such proof as would satisfy a reasonable and prudent person, considering the person's training, experience and common sense and taking into account the totality of the circumstances."

The insurance information on the back of one's vehicle registration does not fit these criteria because that information may not be current or true.

What if a vehicle is insured, but is towed anyway?

City Council recognizes that it may take a while for some people to develop the habit of carrying proof of insurance with them. Therefore, during the first six months of the ordinance, the City will pay the towing and storage costs when an insured vehicle is towed. This courtesy is limited to one time per vehicle and one time per household or business and must be exercised within 72 hours of the tow.

When presented with proof that the vehicle was insured when it was towed, the Police Bureau will provide the owner a form which can be presented to the towing company for the release of the vehicle without paying the towing fee and costs. The towing company will bill the city for its services.

6

What if an auto repair shop employee picks up someone's uninsured car and is stopped while driving it to the shop?

Auto repair shop drivers, like all motorists, are required to have insurance and must be able to produce proof of insurance.

Will the lienholder be notified of impending sale at the same time that the debtor is? We only have 10 days to respond and protect out interest. If a person does not keep the car insured, it is a default under our contract. DMV makes note of the lienholder and the branch from which the purchase money loan originated.

Every effort will be made to assure that the interests of lienholders in vehicles towed under this ordinance are not harmed or prejudiced in any way. Insurance companies and commercial lenders are encouraged to work with the Police Bureau to devise a process for prompt notification of the tow and impending sale of such vehicles.

What about a car owned by a car dealer, driven for business purposes, such as a test-drive or to and from a detailer? Insurance documents won't be in the car. Are these cars at greater risk of being towed?

Our officers will make reasonable judgements in the application of the ordinance, taking into account the totality of the circumstances. Because auto dealers are required by law to have insurance for the cars on their lots, a reasonable police officer probably would be satisfied if a computer check on the car's plates reveals that the car is registered to a dealer. On the other hand, if the circumstances cause the officer to reasonably believe that the car has been purchased without transferring title, the fact that the car is registered to a car dealer may not prevent its being towed.

Does this ordinance apply to rental car drivers?

Yes. Rental car companies require that the driver must be insured; each driver needs to carry that proof of insurance.

Will an officer accept a photocopy of an insurance card as proof of insurance?

Motorists should carry the original card from the insurance company with them at all times. A photocopy is not recommended because they can be altered with and may not constitute "such proof as would satisfy a reasonable and prudent person."

What if the driver has insurance but the owner of the vehicle does not? Will the car be towed?

No, as long as the driver can show proof of insurance if stopped by a police officer.

Where should proof of insurance cards be kept?

Some insurance cards are printed with the driver's name and home address. For crime prevention reasons these should not be kept in the vehicle in case the vehicle is stolen (the thief then has a home address and, sometimes, a key or a garage door opener). Therefore, motorists are encouraged to carry the insurance card with their driver's license.

What are the current towing and storage fees?

The standard towing fee is \$75 and storage fees are \$12 a day.

Additional questions?

Regarding

- Your personal insurance needs
- Obtaining proof of insurance
- Obtaining insurance
- Difficulty in obtaining insurance
- Releasing a vehicle from tow

Contact

- Your insurance agent or company representative
- Your insurance agent or company representative
- Insurance company of your choice
- Western Insurance Information Service, 643-6355
- Police Information Line, 823-INFO (4636)

§ 8.35.010

VEHICLES AND PARKING

Article 8.35. IMPOUNDING VEHICLES

- 8.35.010. Impound.
- 8.35.020. Impound Procedures.
- 8.35.030. Hearing.
- 8.35.040. Release of Vehicle.
- 8.35.050. Towing and Storage Liens.

8.35.010. Impound.

(1) A vehicle may be towed without prior notice when:

(a) the vehicle is a hazardous vehicle as prohibited in GRC 8.30.020;

(b) the manager reasonably believes that the vehicle is stolen;

(c) the manager reasonably believes that the vehicle or its contents constitute evidence of any offense, if such towing is reasonably necessary to obtain or preserve such evidence;

(d) the vehicle was in possession of a person taken into custody by a law enforcement officer and no other reasonable disposition of the vehicle was available;

(e) the vehicle is illegally parked on a public or private street in a conspicuously restricted space, zone or traffic lane where parking is limited or prohibited to designated classes of vehicles or periods of time, or at any time when the vehicle interferes with the intended use of such space, zone or traffic lane;

(f) the vehicle obstructs the entrance of any post office or postal station, or is within

10 feet of a private mailbox during the hours of delivery;

(g) the manager reasonably believes the vehicle operator does not possess a valid operator's license and either:

(i) is driving uninsured; or

(ii) has failed to transfer title of the vehicle, register the vehicle, or carry a valid registration card;

(h) the vehicle remained in a park after emergency park closure pursuant to GRC 7.10.130(2); or

(i) the manager reasonably believes the vehicle was part of an illegal drag race pursuant to section 8.15.040.

(2) A vehicle may be towed after notice, as provided by section 8.35.020 when:

(a) the manager reasonably believes that the vehicle is abandoned;

(b) the vehicle is parked in violation of a temporary or permanent parking restriction where there is no reasonable need to immediately remove the vehicle; or

(c) the vehicle is parked on city owned or operated property without express city permission.

(3) A vehicle may be towed under subsection (2) five days after notice by certified mail of the intent to impound has been sent to the registered owner. If prior notice of intent to impound was sent to the same registered owner regarding the same vehicle and the same violation within the preceding 12 months, then subsequent notice by certified mail is not

IMPOUNDING VEHICLES

§ 8.35.020

required. If notice by certified mail is not reasonably possible, the vehicle may be towed five days after it is posted with the notice of intent to impound.

(4) A vehicle impounded pursuant to this section shall be taken into custody by the manager and shall be held at the expense of the owner or person entitled to possession of the vehicle. The manager may use the personnel, equipment and facilities of the city for the removal and storage of the vehicle, or may hire a private garage for that purpose.

(5) A vehicle used in committing a traffic or parking violation for which an unserved warrant or citation is on file with the district court may be towed upon order of the district court.

(Ord. No. 1256, Amended, 07/21/92; Ord. No. 1268, Amended, 12/17/92)

8.35.020. Impound Procedures.

(1) Pre-Impound Investigation. The manager shall, when a vehicle is found in violation of section 8.35.010(2), to:

(a) make a routine investigation to discover the driver or registered owner, when the vehicle is required by law to be registered with the Motor Vehicles Division of this or any other state, and request immediate removal of the vehicle; or

(b) if the registered owner or driver cannot be located, make a reasonable inquiry as to the name and address of the owner;

(c) if the registered owner is identified, mail a notice to the registered owner at the address listed with the Motor Vehicles Division; and

(d) place a notice of intent to impound upon the windshield or some other

conspicuous part of the vehicle which is easily seen by the passing public.

(2) Notice Generally.

(a) Notice is deemed given when a certified letter addressed to the registered owner of the vehicle and the legal owner, if any, return receipt requested and postage prepaid, is mailed within 48 hours after the vehicle is taken into possession by or at the direction of the manager.

(b) If the vehicle is registered with the Motor Vehicles Division of the State of Oregon, notice may be addressed to the registered owner, and the legal owner, if any, at the last respective addresses of each as shown by the records of the Motor Vehicles Division. If the vehicle is not so registered, reasonable efforts shall be made to ascertain the name and address of the legal owner or person entitled to possession of the vehicle so that notice may be mailed, if reasonably possible, within 48 hours of impound.

(3) Pre-Impound Notice.

(a) The notice required by section 8.35.020(1)(d) shall state the following:

(i) the name and badge number of the officer or identification of other city employee issuing the notice;

(ii) that if the vehicle is not removed within the prescribed time limit, the vehicle will be impounded;

(iii) that any person who, at the request of the manager, impounds a vehicle, shall have a lien on the vehicle for the just and reasonable towing and storage charges, may retain possession

of the vehicle until the charges are paid, and may have the vehicle sold at public auction to satisfy the lien; and

(iv) that a hearing on the validity of the proposed impound may be held, if timely requested within five calendar days of receipt of notice by the owner.

(4) Post-Impound Notice. After a vehicle has been impounded pursuant to either section 8.35.010 (1) or (2), notice must be provided to the registered owner, if known, indicating:

(a) the location of the vehicle;

(b) that a lien has arisen on the vehicle in favor of the person who towed and is storing the vehicle;

(c) that the vehicle may be sold at public auction to satisfy the lien; and

(d) that a hearing on the validity of the tow may be held, if requested within five calendar days of receipt of notice by the owner.

8.35.030. Hearing.

(1) Request for Hearing.

(a) The owner must request a hearing within five calendar days after receipt of the notice. The request may be made in person or in writing to the tow hearing coordinator. Failure to make a timely request for a hearing shall constitute a waiver of the right to a hearing.

(b) If the owner of the vehicle timely requests a hearing before the vehicle is taken into custody, the vehicle shall not be

impounded until a hearing is set and held in accordance with this section.

(2) Hearing Procedures.

(a) When timely request for a hearing is made, a hearing shall be held before a hearings officer.

(b) The hearing shall be set and conducted within four calendar days of receipt of the request, excluding holidays, Saturdays and Sundays. The hearing can be set for a later date if the owner or person entitled to possession so requests.

(c) At the hearing, the owner may contest the validity of the impound.

(d) The city shall have the burden of proving by a preponderance the validity of the impound. The city may present evidence either by testimony of the police officer, traffic officer or code enforcement officer, or by written report of the officer. If the city's evidence is presented only by written report and the hearings officer cannot resolve a question by information contained in the report, the hearing may be held open for a reasonable time to complete the record.

(3) Decision of the Hearings Officer. If the hearings officer finds that:

(a) Impound of the vehicle was proper, the hearings officer:

(i) shall enter an order supporting the removal; and

(ii) shall find that the owner or person entitled to possession is liable for any towing and storage charges resulting from the impound; and

IMPOUNDING VEHICLES

§ 8.35.050

(iii) may find that the owner or person entitled to possession is liable for the costs of the tow hearing, including costs of the hearings officer and any witnesses.

(b) Impound of the vehicle was improper, the hearings officer shall:

(i) order the vehicle released to the owner or person entitled to possession;

(ii) find that the owner or person entitled to possession is not liable for any towing or storage charges resulting from the impound; and

(iii) order the city to satisfy the towing and storage lien.

(c) The decision of the hearings officer is final.

(4) Failure to Appear at the Hearing. If the person requesting the hearing does not appear at the scheduled hearing, the hearings officer may enter an order supporting the impound and assessment of towing and storage costs, and shall add an assessment for the costs of the hearings officer and any witnesses who appeared at the time set for hearing.

(Ord. No. 1268, Amended, 12/17/92)

8.35.040. Release of Vehicle.

A vehicle which has been impounded under this section may be released to the registered owner or legal owner, if different, or to the person operating the vehicle at the time of impound if:

(1) the owner or driver of the vehicle has paid all of the accrued towing and storage costs, unless otherwise ordered by the hearings officer; and

(2) the Gresham Police Department has released its hold, if any, on the vehicle.

8.35.050. Towing and Storage Liens.

A person who, at the request of the manager, takes a vehicle into custody under the provisions of sections 8.30.010 through 8.35.020 shall have a lien on the vehicle for the just and reasonable towing and storage charges, may retain possession of the vehicle until the charges are paid, and may have the vehicle sold at public auction to satisfy the lien. The lien that attaches to the vehicle shall be a possessory chattel lien in accordance with ORS 87.142 and shall be foreclosed in the manner provided in ORS 87.152 to 87.212. If the appraised value of the vehicle is \$750 or less, the vehicle shall be disposed of in the manner provided in ORS 819.220.

(Ord. No. 1268, Amended, 12/17/92)

165980

ORDINANCE NO. 165980

Allow the towing of vehicles which are operated by uninsured individuals. (Ordinance; amend Code Sections: 16.30.220, 16.30.520)

The City of Portland ordains:

Section 1. The Council finds:

1. That there is an ever increasing problem with vehicles that are operated by individuals that are uninsured.
2. That the present Title 16 is inadequate to meet the demands of this problem and therefore should be amended.
3. That in order to protect the health, safety and welfare of the public, regulation of vehicles operated by uninsured individuals is necessary.

NOW, THEREFORE, the Council directs:

- a. Section 16.30.220 is amended to read as follows (language to be added is underlined):

16.30.220 Towing Without Prior Notice. Any authorized officer may, without prior notice, order a vehicle towed when:

(A) through (J) \* \* \* (No Change.)

K. A police officer reasonably believes that the vehicle's operator is driving uninsured.

- b. Section 16.30.520 is amended to read as follows (language to be added is underlined):

16.30.520 Charges and Release of Vehicle.

(A) (No Change.)

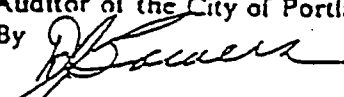
ORDINANCE No.

- (B) If the required towing and storage charges have been paid, the vehicle must be immediately released to the person(s) entitled to lawful possession. A vehicle towed pursuant to Section 16.30.220(K) shall be immediately released to the person(s) entitled to lawful possession upon proof of insurance and payment of towing and storage charges. If towing and storage charges have not been paid, a vehicle will not be released except upon order of the Towing Hearings Officer.
- (C) (No Change.)

Section 2. This ordinance shall be repealed on December 31, 1993 unless Council affirmatively acts otherwise.

Passed by the Council, NOV 5 1992

VRTolbert:BR  
October 28, 1992  
police/misc.vrt/uninsure.ord

BARBARA CLARK  
Auditor of the City of Portland  
By  Deputy

# CITY OF MILWAUKIE



COMMUNITY DEVELOPMENT  
in the City Hall • phone 659-5171

1

## MEMORANDUM

TO: Mayor and City Council

THRU: Dan Bartlett, City Manager *DB*

FROM: R. Tim Corbett, Public Works Director *RTC*

RE: King Road Pavement Marking Change

DATE: May 6, 1993

### ACTION REQUESTED

None; information only.

### BACKGROUND

Clackamas County has completed a study of a proposal to change the pavement markings on King Road from 82nd Avenue to 42nd Avenue. The portion from 82nd Avenue to Wichita is under the jurisdiction of Clackamas County while the area from Wichita to 42nd is under Milwaukie's jurisdiction. County staff contacted City staff approximately nine months ago to inform the City that they were planning on conducting the study. City staff agreed to review the proposal and consider a joint project once the study was completed.

The County is proposing to change King Road west of 82nd Avenue by reducing the number of vehicular travel lanes from four to two, adding a two way center left turn lane, and adding a five foot bike lane on each side of the street. The study completed by the County indicates there is sufficient capacity on King Road to accommodate the change. In addition, accidents are expected to decrease at the King Road and Linwood Avenue intersection as a result of the pavement marking changes in conjunction with new signalization and a protected left turn signal phase. The study is attached for reference.

### DISCUSSION

The County has offered to extend the project to 42nd Avenue at a cost of \$9,725. Public Works staff have reviewed the proposal and agree that, based on the traffic counts outlined in the study, King Road has sufficient capacity to accommodate the proposed change.

2

Public Works staff requested that Community Development staff review the proposal based on consistency with Comprehensive Plan policies. In response, Maggie Collins, Community Development Director, drafted the attached memo recommending that the project be undertaken.

The Bike path fund has \$68,025 in Contingencies in the proposed FY 93-94 budget and this amount will be more than sufficient to pay for the project. The project is expected to be completed some time during the summer of 1993.

attachments

RTC/rtc

\*\*\*MEMORANDUM\*\*\*

COMMUNITY DEVELOPMENT DEPARTMENT

April 28, 1993

To: Paul Roeger, Office Engineer

From: *MC* Maggie Collins, Community Development Director

Re: County Project No. EN93-267  
(King Road Restriping)

Action Requested

For your information and action.

Background

I have reviewed the Clackamas County proposal dated 3/23/93 signed by Joseph Marek.

Milwaukie has jurisdiction of 4,741 feet of King Road (Wichita to 42nd) that would be affected by this project. The proposal is to reduce vehicular travel lanes from four to two; to initiate a two-way center left-turn lane; and to add two 5-foot, striped shoulder bikeways, or two 5-foot, striped shared roadway bikelanes where no curb exists.

King Road is identified as a Minor Arterial in the Milwaukie Comprehensive Plan. Minor arterials carry local traffic between neighborhood areas or to regional facilities.

Specific transportation policy states that: The City recognizes that problems have occurred for Johnson Creek Blvd., Lake Rd., King Road, Harrison Street, and Railroad Avenue in providing adequate east/west traffic movement. The City will continue to work with other area agencies to either improve existing routes or develop a new east/west corridor route (page 77, Milwaukie Comprehensive Plan). While the County designates King Road as a service road for adjacent businesses and neighborhoods, Milwaukie designates King Road as an important segment of an east-west connection from McLoughlin Blvd. to 82nd Avenue.

King Road is also designated as a Bike-Footway Corridor in the Milwaukie Comprehensive plan.

Summary

This project is in compliance with, and implements, policies in the Transportation Element of the Milwaukie Comprehensive Plan. It fulfills multi-modal considerations of the State Transportation Rule by adding safe, well-identified bicycle travel lanes on a roadway identified by both Milwaukie and Clackamas County as highest priority for bike lane improvements.

Recommendation

That a sum not to exceed \$10,000 be allocated from the City's Bikeway Fund for the City's share of this project.

cc: Tim Corbett  
Mike Clark



# CLACKAMAS COUNTY

Department of Transportation & Development

THOMAS J. VANDERZANDEN  
ACTING EXECUTIVE DIRECTOR

March 23, 1993

Project No.: EN93-267

Paul Roeger  
City of Milwaukie  
6101 SE Johnson Creek Road  
Milwaukie, OR 97222

SUBJECT: SE King Road Restriping Between SE 42nd Avenue and SE  
Hollywood Avenue

Dear Paul:

Pursuant to our phone conversation on March 16, 1993, I am providing you with a copy of the analysis to-date of changing SE King Road from a four-lane section to a three-lane section with one travel lane in each direction and a two-way center left-turn-lane. In addition, a five foot bicycle lane is proposed on each side of the roadway. The addition of the bicycle lane satisfies our Comprehensive Plan which shows SE King Road as a future bicycle facility from SE 37th Avenue to SE 82nd Avenue.

As you can see from the analysis that has been completed to date, it appears that there is sufficient capacity along SE King Road to accommodate this pavement marking change.

In terms of cost, the estimated cost of the pavement marking removal is approximately \$9,400 while the estimated cost of the new markings is \$325 based on current costs for County crews and materials.

I hope that this information will be sufficient for your needs. Please call me at 650-3452 if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Joseph F. Marek".

Joseph F. Marek, P.E.  
Transportation Design Engineer

Enclosures

C: Mike Clark, Tim Corbett



# CLACKAMAS COUNTY

Department of Transportation & Development

THOMAS J. VANDERZANDEN  
ACTING EXECUTIVE DIRECTOR

## MEMORANDUM

TO: File  
FROM: Joseph Marek  
DATE: March 17, 1993  
PROJECT: King Road Pavement Rehabilitation  
PROJECT NO.: EN93-267  
SUBJECT: Justification for Lane Marking Change from Four to Three  
C: Ken Hubert

### INTRODUCTION

The purpose of this memorandum is to summarize the need for lane marking modifications to SE King Road between SE Hollywood Avenue and SE 82nd Avenue regarding number of lanes. In addition, it is desired to implement the following changes in the City of Milwaukie between SE 42nd Avenue and SE Hollywood Avenue, providing that there is adequate capacity available.

The current proposal is to modify SE King Road from its current four-lane section to a three-lane section with one travel lane in each direction and a two-way center left-turn lane. In addition, pursuant to the *Clackamas County Comprehensive Plan*, a bike lane would be added on each side of the roadway.

SE King Road is a Minor Arterial street with a four-lane curb-to-curb section and a width of 48 feet. The County line is located at SE Hollywood Avenue and from this point east to SE 82nd Avenue is under the jurisdiction of Clackamas County. The portion west of SE Hollywood Avenue is under the jurisdiction of the City of Milwaukie.

### EXISTING CONDITIONS

#### Manual Turning Movement Counts

Manual turning movement counts were completed at the most critical intersections on SE King Road which is at SE Linwood Avenue and at SE Bell Avenue. Counts at the Linwood intersection were completed during both the a.m. and p.m. peak periods. The a.m. and p.m. peak hours were found to be from 7:00 to 8:00 a.m. and from 3:00 to 4:00 p.m., respectively. Figure 1 shows the turning movement counts for these two time periods at both intersections.

Turning movement counts at the intersection of SE King Road/SE Bell Avenue we used from a traffic impact analysis performed in 1989 but with the additional traffic of a proposed development.

Although not totally up to date, the rate of growth in this area is low enough such that the counts are believed to be representative of prevailing conditions. As with the intersection at SE Linwood, the p.m. peak hour was the most critical time of day. The a.m. peak hour at this intersection was found to be from 7:10 to 8:10 a.m. in the morning and 4:37 to 5:37 p.m. in the evening.

The p.m. peak hour times are significantly different, however, the peak traffic volumes are likely similar.

### **Existing Intersection Operations**

#### SE King Road/SE Linwood Avenue

Currently, eastbound and westbound left turn movements are prohibited between 3:00 and 6:00 p.m. every day. It is interesting to note that there are a number of violations of this regulation. From the count information, it is clear that the p.m. peak hour is the most critical for the intersection as it accommodates 1,988 vehicles per hour versus only 890 during the a.m. peak hour. Thus, for the purposes of this analysis, the p.m. peak hour has been analyzed.

Currently, the level-of-service at the intersection of SE King Road/SE Linwood Avenue is Level-of-Service (LOS) "B" with a volume to capacity (V/C) ratio of 0.60 and a total intersection delay of 11 sections using procedures from the *1985 Highway Capacity Manual*.

#### SE King Road/SE Bell Avenue

LOS was determined at the signalized intersection of SE King Road/SE Bell Avenue during the p.m. peak hour of the day. The intersection currently is operating at LOS "B" with a V/C ratio of 0.53 and an overall delay of 8.0 seconds.

### **PROPOSED CHANGES AND OPERATIONS**

#### **Intersection Operations**

#### SE King Road/SE Linwood Avenue

As part of the proposed changes, the SE King Road/SE Linwood Avenue intersection is proposed to be reconfigured to include a protected left-turn phase for eastbound and westbound left-turn movements. Ken Hubert has been the steward of this effort which will improve the safety of the intersections. Based on Ken's analysis, it appears that out of 37 accidents between January 1989 and June 1991, approximately 17 can be prevented with this traffic control change, a potential reduction in accidents of roughly 50 percent.

As noted previously, the current proposal calls for restriping SE King Road from a four-lane section to a three-lane section with one travel lane in each direction and a two-way center left-turn lane. Level of service analyses were completed for this proposed configuration to ensure that the intersections and the link have sufficient capacity to accommodate this change.

Figure 2 shows the anticipated intersection volumes assuming a redistribution of motorists making the eastbound and westbound left-turning movements. Based on this configuration, the intersection is anticipated to operate at LOS "C" with a V/C ratio of 0.60 and an intersection delay of 15.6 seconds.

This LOS change is not significant and is expected given that by providing a protected left-turn phase, you are taking green time away from the major east/west movement. The LOS is still anticipated to be adequate and the safety of the intersection is anticipated to significantly enhanced by this configuration change.

SE King Road/SE Bell Avenue

Similarly, SE King Road at SE Bell Avenue is proposed to be changed to include one through lane in each direction and a eastbound left-turn lane at the intersection. Based on this analysis, it appears that the left turn movement can be operated as a permissive movement and the intersection will operate at LOS "B" with a V/C ratio of 0.78 and an overall delay of 10 second. Provisions should be included in the signal work to allow for the future addition of an eastbound left-turn phase.

**Link Operations**

The link volumes were also examined to ensure that there will be adequate capacity in the links between signalized intersections. As Figure 1 shows the highest one way link volumes occur during the p.m. peak hour and are in the 500 to 650 vehicle per hour range. With the two-way left-turn lane, the delay to through vehicles is reduced to nearly zero because there is a refuge for those motorists to pull out of the traffic stream. Thus, vehicle can progress through the links virtually unimpeded. The ideal single lane link capacity is approximately 1,800 vehicles per hour, however, with adjustments for geometric conditions, this decreases to approximately 1,700 vehicles per hour. Thus, it is clear that the constraint points are at the intersections, not the links. Therefore, based on the intersections analyses, it appears that there is sufficient capacity with SE King Road as a full three-lane section versus the existing four-lane configuration.

Discussions with Ron Weinman in the Transportation Planning section indicated that the growth of traffic on SE King Road is anticipated to be in the 1 to 2 percent per year, as the area is largely build out and SE King Road does not serve as a major east/west link, other than to serve adjacent businesses and neighborhoods.

Discussions with Tri-met indicate that Route Number 31, 28 and 71 utilize portions of SE King Road with Route 31 being the only one that utilizes all of SE King Road in the proposed project area. Based on discussions with Tri-Met, it is legal for buses to pull out into the bicycle lanes to let riders

on and off, thus, there should not be the problem with vehicles queuing behind the buses for long distances since there will be opportunities to pass the bus when it stops. Therefore, the lane configuration change is not anticipated to result in a degradation in capacity because of bus traffic.

**COOPERATION WITH CITY OF MILWAUKIE**

Based on discussions with Dave McNeel and Ken Hubert, it is desired to extend the three-lane configuration west through the City of Milwaukie to SE 42nd Avenue. This is a distance of approximately 4,500 feet. Based on the analysis of SE King Road/SE Linwood Avenue, it appears that the three-lane configuration would be adequate along all of SE King Road from SE 42nd Avenue to SE 82nd Avenue, however, the City of Milwaukie should conduct enough analyses to be comfortable with the pavement marking change.

As I understand, the City of Milwaukie has a maintenance contract with the County that includes pavement markings and signing, which gets billed to the City on a time and materials basis. I further understand that Dave McNeel and Mike Clark have tentatively discussed sharing the cost of the removing the pavement markings and installing the new markings. Table 1 summarizes the estimated costs of changing the pavement markings and shows the cost of restriping the existing roadway.

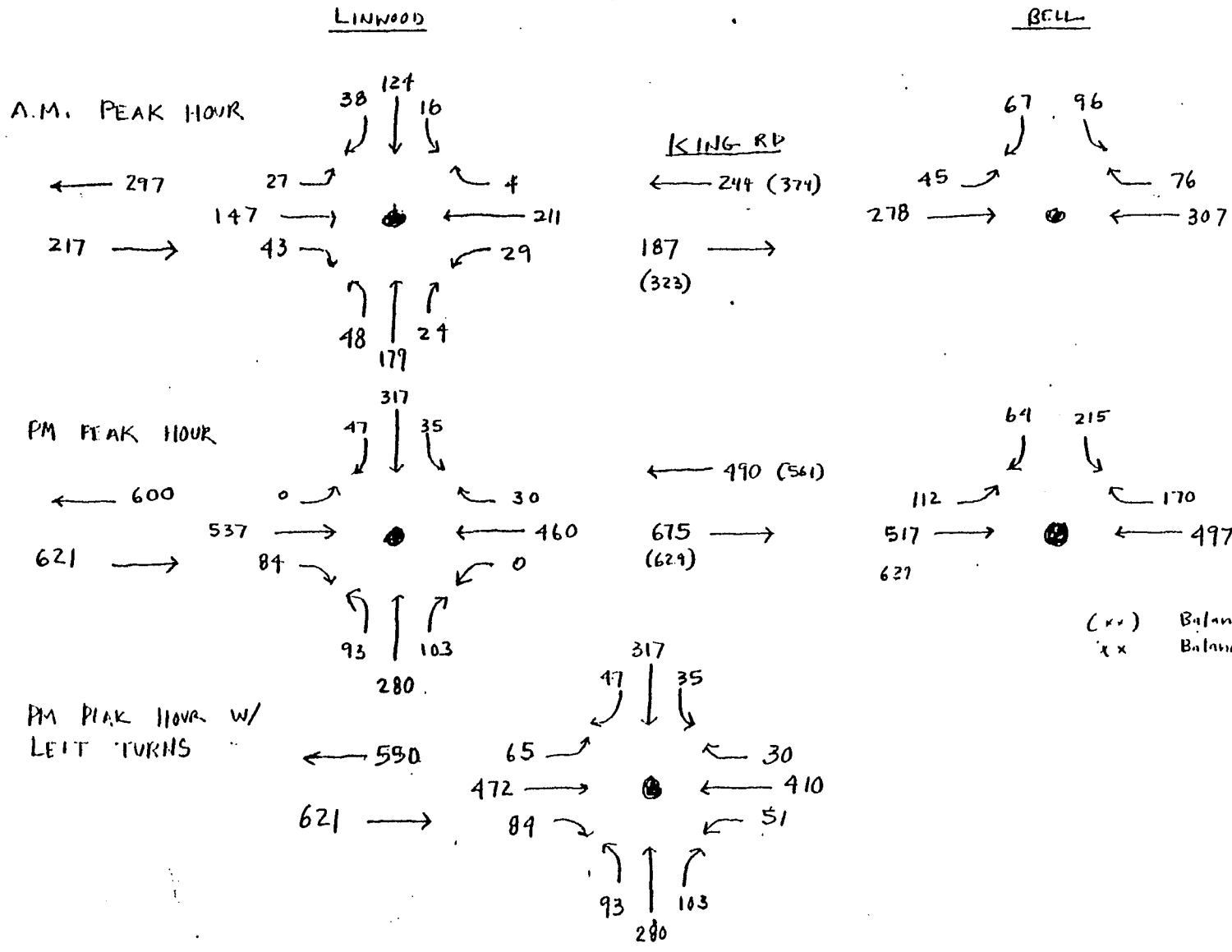
TABLE 1 PAVEMENT MARKING COST ESTIMATES PORTION OF SE KING ROAD IN CITY OF MILWAUKIE				
ITEM	QUANTITY	UNIT COST	LENGTH (FT)	SUBTOTAL
Marking Removal	2-4" Yel.solid	\$ 0.65	4500	\$ 5,850
	2-4" Wht.dashed	\$ 0.65	2750	\$ 3,575
				\$ 9,425
New Markings	2-8" Wht.solid	\$ 0.02	4500	\$ 180
	2-4" Yel.solid	\$ 0.01	4500	\$ 90
	2-4" Yel.dashed	\$ 0.01	2750	\$ 55
				\$ 325
			<b>TOTAL</b>	\$ 9,750
Restripe Exist. King Road	2-4" Yel.solid	\$ 0.01	4,500	\$ 90
	2-4" Wht.dashed	\$ 0.01	2,750	\$ 55
			<b>TOTAL</b>	\$ 145

3-17-93

SE KING ROAD

MAREK

FIGURE 1: AM & PM TRAFFIC VOLUMES



(xx) Balance from Bell  
 xx Balance from Linwood

# CITY OF MILWAUKIE



COMMUNITY DEVELOPMENT  
PUBLIC WORKS  
6101 S.E. JOHNSON CREEK BLVD.  
TELEPHONE: 652-4410

**\*\*\*MEMORANDUM\*\*\***

COMMUNITY DEVELOPMENT DEPARTMENT  
May 18, 1993

**TO:** Mayor and City Council  
**THRU:** Dan Bartlett, City Manager *[Signature]*  
**FROM:** Maggie Collins, Community Development Director  
Jim Crumley, Associate Planner  
**RE:** Zoning Ordinance Amendments to Section 323, Historic Resource Overlay Zone

REQUESTED ACTION

Approve the amendments to Section 323 et. seq. of the Milwaukie Zoning Ordinance as recommended by the Planning Commission.

BACKGROUND

On January 18, 1993, the Milwaukie Historic Review Committee unanimously approved a recommendation that three specific amendments, as outlined in the staff report to the Planning Commission, be made to the Historic Preservation Overlay Zone of the city's Zoning Ordinance.

The Planning Commission reviewed the proposal on May 13, 1993 and upon making one change which is reflected in the proposed Ordinance, voted unanimously to recommend that the City Council adopt an Ordinance amending the City Zoning Ordinance by incorporating the changes highlighted in Exhibit 1 of the Community Development staff report dated May 18, 1993 (Attachment A).

CONCLUSION

Staff concurs with the Planning Commission recommendation to adopt the attached Ordinance amending Section 323 of the Milwaukie Zoning Ordinance.

ATTACHMENTS

- A. Staff Report to the Planning Commission, with attachments, (5/18/93)
- B. Adopting Ordinance

JC:jpg

CITY OF MILWAUKIE  
COMMUNITY DEVELOPMENT DEPARTMENT  
STAFF REPORT

File No.: ZA-93-01  
Date: May 18, 1993

Application: Amendments to Section 323 of the Milwaukie Zoning Ordinance  
Applicant: City of Milwaukie

\*\*\*\*\*

PROPOSAL

As proposed by the Milwaukie Historic Review Committee, three elements are being reviewed for amendment:

- (1) Amend all applicable subsections of Section 323 changing the name of the historic review body from "Committee" to "Commission";
- (2) Amend subsection 323.4(A) from two Planning Commissioners appointed to the Historic Review Committee to one Planning Commissioner; and
- (3) Amend subsection 323.9(B) to permit bed and breakfast facilities in historic structures when said structures are not located on major or minor arterial streets.

This is a legislative action as described in subsection 1011.5 of the Zoning Ordinance. The Planning Commission is required to hold a public hearing and make a decision based on compliance with applicable goals and policies of the Comprehensive Plan. The Planning Commission then forwards a recommendation to the City Council for final action.

The review criteria outlined in Sections 904 and 905 must be applied, as relevant, to the proposed changes.

BACKGROUND/DISCUSSION

At the January 18, 1993 meeting of the Historic Review Committee specific motions were approved to institute three changes.

Name Change - The Historic Review Committee is amending its Bylaws and the name change from "Committee" to "Commission" will make this group consistent with the usual title applied to other historic review bodies in the state.

CITY OF MILWAUKIE COMMUNITY DEVELOPMENT DEPARTMENT  
STAFF REPORT - City of Milwaukie  
May 18, 1993 - ZA-93-01  
Page 2

Change in Committee Composition - The Planning Commission originally felt that two members would be appropriate on the newly established Historic Review Committee since they were familiar with the newly adopted Historic Review Overlay Process. Since that time it has become more appropriated to have people on the HRC who have more background and more interest in this area.

Change in Provisions for Bed and Breakfast - The Community Development Department has received a request to establish a bed and breakfast in the Waverly area. The Staff believes this is an area where a bed and breakfast would be an appropriate use; however, the use is not currently permitted under the Zoning Ordinance. Staff discussed this situation with the Historic Review Committee and it was determined that the Staff should submit an amendment to the zoning ordinance which would allow bed and breakfast establishments in any residential area under conditional use permit approval.

REQUIREMENTS FOR ZONING TEXT AMENDMENTS

Subsection 904.1 requires that written evidence that the following requirements are satisfied:

- A. Applicable requirements of Section 1003.

A completed application was prepared and received as file No. ZA-93-01.

- B. Reasons for requesting the proposed text amendments.

The reasons for the proposed amendments are outlined in the report and contained in the minutes of the January 18, 1993 meeting of the Historic Review Committee.

- C. Explanation of how the proposed text amendment is consistent with other provisions of the Zoning Ordinance.

All proposed amendments are to a single section of the Zoning Ordinance, Section 323, the Historic Preservation Overlay Zone. The subsections proposed for amendment are not referenced elsewhere in the Zoning Ordinance.

- D. The approval criteria of Section 905.

The criteria for approval for each element of the proposed amendments is followed below.

APPROVAL CRITERIA AND FINDINGS

Approval criteria for all amendments are set forth in Section 905.1 of the Zoning Ordinance.

- A. The proposed amendment must conform to applicable Comprehensive Plan goals, policies, and objectives and be consistent with the provisions of City ordinances.

Proposed amendment element 1 (membership), and element 2 (name change), are consistent with Objective #2 of the Historic Resources Element in that they promote and coordinate preservation activities. Element 3 (bed and breakfast) is consistent with Objective #2, Policy 4 of the Economic Base and Industrial/Commercial Land Use Element in that it supports home occupations which do not detract from the residential character of the area.

- B. The anticipated development must meet the intent of the proposed zone, taking into consideration the following factors: site location and character of the area, the predominant land use pattern and density of the area, the potential for mitigation measures adequately addressing development effects, any expected changes in the development pattern for the area, the need for uses allowed by the proposed zone amendment, and the lack of suitable alternative sites already appropriately zoned for the intended use or uses. The Planning Commission and City Council shall use its discretion to weight these factors in determining the intent of the proposed zone.

This criteria is not applicable to elements 1 and 2.

As this criteria applies to element 3, the Planning Commission should note that the Zoning Ordinance currently provides for bed and breakfast establishments in historic properties provided that they are located on minor or major arterial roads. There are seven homes on the historic inventory which meet this criteria. However, only one or two could be suitably developed due to the size of the structures. Currently there are no bed and breakfast facilities in the City. The homes most ideally suited for bed and breakfast are located in the Waverly area and do not conform to the requirement that they be located on arterial roads. The proposed change does not eliminate the requirement that all bed and breakfast facilities remain conditional uses subject to approval by the Planning Commission.

- C. The proposed will amendment meet or can be determined to reasonably meet applicable, regional, state, or federal regulations.

Staff is unaware of any applicable regional or federal regulations which would apply to any of the amendment elements. Standard notification

CITY OF MILWAUKIE COMMUNITY DEVELOPMENT DEPARTMENT  
STAFF REPORT - City of Milwaukie  
May 18, 1993 - ZA-93-01  
Page 4

procedures have been completed with the State Department of Land Conservation and Development.

- D. The proposed development demonstrates that existing or planned public facilities and services can accommodate anticipated development of the subject site without significantly restricting potential development within the affected service area.

The proposed amendments will have no effect on public services or facilities.

CONCLUSION AND RECOMMENDATION

The above findings demonstrate that the criteria for approval have been addressed. Staff recommends that the Planning Commission recommend that these Zoning Ordinance amendments (ZA-93-01) be forwarded to the City Council for review and approval.

EXHIBITS

- 1. Strikeout/underline Section 323.
- 2. HRC Minutes - January 18, 1993

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6

323 HISTORIC PRESERVATION OVERLAY ZONE HP

In an HP Zone the following regulations shall apply:

323.1 Purpose

The intent and purpose of this Section is to promote the general welfare by providing for the identification, protection, enhancement, perpetuation, and use of sites, structures, districts, objects, and buildings within the City that reflect the City's unique architectural, archaeological, and historical heritage and to facilitate preservation of such properties in order to:

- A. Safeguard the City's heritage as embodied and reflected in such resources;
- B. Encourage public knowledge, understanding, and appreciation of the City's history and culture;
- C. Foster community and neighborhood pride and sense of identity based on recognition and use of cultural resources;
- D. Promote the enjoyment and use of cultural resources appropriate for the education and recreation of the people of the City;
- E. Preserve diverse and significant architectural styles reflecting phases of the City's history, and encourage complementary design and construction relative to cultural resources;
- F. Enhance property value and increase economic and financial benefits to the City and its residents;
- G. Identify and resolve conflicts between the preservation of cultural resources and alternative land uses;
- H. Integrate the management of cultural resources and relevant data into public and private land management and development processes; and
- I. Implement the goals and policies of the Comprehensive Plan.

323.2 Applicability

- A. Section 323 shall apply to all historic resources within the City as identified in the Historic Resources Element of the Comprehensive Plan.
- B. An historic resource may be designated HP on the Zoning Map and placed on the City Historic and Cultural Resources Inventory following the procedures of subsection 323.5 below.

323.3 Definitions

- A. Alteration, landmark: Means a change, addition, or modification of a landmark which affects the exterior of the landmark, excluding routine maintenance as defined in subsection 323.6 of this Ordinance.
- B. Committee Commission: Means the City of Milwaukie Historic Review Committee Commission.

EXHIBIT #	1
DATE	5/18/93
SUBMITTED BY	Staff
	10 Pages
RECEIVED	2A-93-01
	CC Public Hearing

- C. **Contributing:** Is an historic resource ranking whereby buildings, sites, structures, or objects are less significant examples of architecture or of lesser historical association. These, over time, may become a source for additional "Significant" resources. To be designated as "Contributing," an historic resource must receive a rating score level of 50% to 60% on the evaluation worksheet or score a high of 10 in at least one of the categories of the evaluation worksheet.
- D. **Demolish:** Means to raze, destroy, dismantle, deface, or in any other manner cause partial or total destruction of a designated resource or building in an historic district.
- E. **Evaluation worksheet:** Is a rating system used by the City to rank historic resources as to their historic, architectural, or environmental characteristics. The ranking system is numerical with a top score of 86 and is part of the Historic and Cultural Resources Inventory, located in the background paper.
- F. **Historic or cultural resource or resource:** Means any site, object, building, ensemble, district, or structure which is included in the Historic and Cultural Resources Inventory.
- G. **Historic and Cultural Resources Inventory or Inventory:** Means the 1988 Milwaukie Historic and Cultural Resources Inventory included as part of the Historic Resources Background Paper of the Comprehensive Plan.
- H. **Landmark:** Means a cultural resource that has been designated by the Milwaukie City Council as per subsection 323.4 of this Ordinance.
- I. **Significant:** Is an historic resource ranking whereby important buildings, sites, structures, or objects in Milwaukie are distinguished by outstanding qualities of architecture, relationship to environment, and/or historic associations. To be designated as "Significant," an historic resource must receive a rating score level of 60% or greater on the evaluation worksheet and be at least 50 years old, or score a high of 10 in at least two of the categories of the evaluation worksheet, or be listed on the National Register of Historic Places.
- J. **Unrankable:** Historic resources lack sufficient information to be ranked. When that information is available, those found to be "Significant" or "Contributing" shall be recommended by the Historic Review ~~Committee~~ Commission for designation as "Landmarks."

## 323.4

Historic Review ~~Committee~~ Commission

- A. **Appointment and composition:** ~~Two~~ One members of the Planning Commission and ~~three~~ four individuals to be appointed by the City Council shall comprise the Historic Review ~~Committee~~ Commission. Two of the appointed individuals shall have demonstrated special interest, experience, and/or knowledge in the field of historic preservation, architecture, history, or related disciplines. The ~~third and fourth~~ third and fourth individuals appointed shall be a citizens-at-large. The ~~three~~ four individuals shall be appointed for a term of three years and may be reappointed to, or removed from, the ~~Committee~~ Commission at the discretion of the City Council.

8

SECTION 323 - HISTORIC PRESERVATION OVERLAY ZONE HP

- B. Duties and responsibilities: The ~~Committee~~ Commission shall be responsible for the following:
1. Carry out the duties described for it in this Section and otherwise assist the City Council on historic preservation matters.
  2. Review and make recommendations on all partitions and subdivisions of designated properties.
  3. Disseminate information to educate the public as to State and federal laws protecting antiquities and historic places.
  4. Act as a coordinator for local preservation groups such as the Milwaukie Historical Society, educational workshops, signing and monumentation projects, and other similar programs.
  5. Assist the Milwaukie Historical Society in advising interest groups, agencies, boards, commissions, and citizens on matters relating to historic preservation within the City.
  6. Review and make recommendation on all applications requesting designation or deletion of a landmark and placement or removal on the Cultural Resources Inventory, as provided under subsection 323.5.
  7. Review and make recommendation on all applications requesting designation or deletion of an historic district as provided under subsection 323.5.
  8. Review all development which proposes to alter a landmark, subject to the procedures and criteria set forth in this section.
  9. Review all demolition permits affecting landmarks, as provided under subsection 323.8.
  10. Review and make recommendation on all conditional use applications related to landmarks.
  11. Maintain an Historic and Cultural Resources Inventory and map of landmarks.
  12. Develop regulations for the protection of landmarks, such as design guidelines for adoption by the City Council.

323.5 Process for designation or deletion of a landmark

- A. Application request: The owner of record, contract purchase, or an agent of any of the foregoing, of property within the City of Milwaukie may make application for resource designation or deletion. The application shall be in such form and detail as the Community Development Director prescribes and will be the same as the Major Quasi-Judicial review process of subsection 1011.4 of this Ordinance, substituting the Historic Review ~~Committee~~ Commission for the Planning Commission. The application shall be submitted to the Community Development Director. The Historic Review ~~Committee~~ Commission or the City Council may also initiate such proceedings on their own motion.

- B. Historic Review Committee Commission: The Committee Commission, as described in subsection 323.4, shall conduct a public hearing to evaluate the request. The Committee Commission shall enter findings and make a written recommendation to the City Council.

For designation, the Committee Commission shall determine that the resource meets the ranking standards for resource designations (as defined in subsection 323.3) based on completion of the evaluation worksheet.

For deletion, the Committee Commission shall determine that the resource does not meet the ranking standards for resource designations.

The Committee Commission shall also determine whether the designation meets the goals and policies of the Comprehensive Plan.

- C. City Council: The City Council shall conduct a public hearing to consider the recommendation of the Historic Review Committee Commission on the request and shall either approve, approve with conditions, or deny the request.
- D. Pending permits: No new construction, exterior alteration, demolition, or removal permits for any improvement, building, or structure relative to a proposed landmark shall be issued while any public hearing or any appeal affecting the proposed action is pending.
- E. Interim measures: Upon a request for new construction, exterior alteration or demolition of a resource which is on the inventory but designated as "Unrankable" for lack of information regarding location, quality, or quantity, the applicant shall be required to first complete the designation process for the resource as outlined in subsection 323.5.

### 323.6 Alteration and development

- A. Review required: Any exterior alteration of a landmark shall be subject to review under the provision of subsection 323.6 herein. This review applies only to those resources determined to be "Significant" on the inventory. Resources designated "Unrankable" must complete the process referred to in subsection 323.5.
- B. Application Request: The application shall be submitted to the Community Development Director. The application shall be in such form and detail as the Community Development Director prescribes. Applications subject to subsection 323.6.C shall follow the Type I Administrative review process of subsection 1011.1.
- C. Administrative approval:
1. The Community Development Director shall approve alteration requests if:
    - a. There is no change in the appearance and materials of the existing landmark; or

SECTION 323 - HISTORIC PRESERVATION OVERLAY ZONE HP

- b. The proposed alteration duplicates the affected exterior building features as determined from an historic photograph, original building plans, or other evidence of original building features.
2. The following minor alterations are exempt from review provided these actions meet the above standards.
- a. Replacement of gutters and downspouts, or the addition of gutters and downspouts, using materials that match the appearance of those that were typically used on similar style buildings;
  - b. Repairing, or providing a compatible new foundation that does not result in raising or lowering the building elevation;
  - c. Replacement of building material, when required due to deterioration of material, with building material that matches the appearance of the original material;
  - d. Repair and/or replacement of roof materials with the same kind of roof materials existing, or with materials which are in character with those of the original roof;
  - e. Application of storm windows made with wood, bronze, or flat finished anodized aluminum, or baked enamel frames which complement or match the color detail and proportions of the building;
  - f. Replacement of wood sashes with new woods sashes, or the addition of wood sashes when such is consistent with the original historic appearance;
  - g. Installation of solar equipment so that it complies with subsection 323.6.C.2.e; and
  - h. The installation of security doors and security lighting systems.
- D. Other requests: All requests that do not meet the provisions of subsection 323.6.C shall be forwarded to the Committee Commission. The Committee Commission's decision will be final after notice and public hearing held the same as subsection 1011.3 of this Ordinance (Minor Quasi-Judicial review), substituting the Historic Review Committee Commission for the Planning Commission. The Committee Commission shall approve or disapprove issuance of the permit. The Committee Commission may attach conditions to the approval for permit which must be adhered to for the permit to remain valid.
- E. Criteria and findings: Approval of a permit to alter a landmark or any property in the HP district shall be based on findings of adherence to the following guidelines:

1. Retention of original construction: Distinguishing original qualities defining a resource's character shall not be destroyed. Removal or alteration of historic materials or distinctive architectural features should be avoided when possible.
2. Building Height: Existing building heights should be maintained. Alteration of roof pitches shall be avoided. Raising or lowering a building's permanent elevation when constructing a foundation shall be avoided, except as required by Building Code or floodplain development permit.
3. Horizontal additions: The scale and proportion of building additions, including the relationship of windows to walls, shall be visually compatible with the traditional architectural character of the historic building. Contemporary design for alterations and additions is acceptable if the design respects the building's original design and is compatible with the original scale, materials, and window and door opening proportions of the building.
4. Windows: Window replacements shall match the visual qualities of original windows as closely as possible. Wood window frames are preferred in meeting this standard. However, if nonwood replacements exhibit similar visual qualities as their wooden counterparts, they may be acceptable. The original number of window panes shall be maintained or restored when replacements are required.
5. Restoration possible: Except where Building Code precludes it, new additions or alteration to buildings shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original building could be restored.
6. Signs and lighting: Signs, lighting, and other appurtenances, such as walls, fences, awnings, and landscaping, shall be visually compatible with the original character of the building.
7. Time period consistency: Buildings shall be recognized as products of their own time. Alterations that have no historical basis or which seek to create an earlier appearance shall be avoided.
8. Visual integrity/style: Distinctive stylistic features, such as a line of columns, piers, spandrels, or other primary structural elements, or examples of skilled craftsmanship which characterize a building, shall be maintained or restored as far as is practicable.
9. Replacement or additional materials: Whenever possible, deteriorated architectural features shall be repaired rather than replaced. In the event replacement of an existing feature is necessary, or an addition is proposed, new materials should match those of the original building, to the extent possible, in composition, design, color texture, and other visual qualities.

SECTION 323 - HISTORIC PRESERVATION OVERLAY ZONE HP

10. Buffering: An appropriate buffer or screen, as provided under Section 413, may be required when a new commercial or industrial improvement or use is proposed on or adjacent to a designated resource, or within or adjacent to an historic district.

F. Appeals: Appeals shall be heard by the City Council as per Section 1002 of this Ordinance.

323.7 Maintenance and repair

A. Nothing in this Ordinance shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature which does not involve a change in design, material, or appearance of such feature or which the Building Official shall certify is required for public safety due to an unsafe or dangerous condition.

323.8 Demolition

A. Notification of demolition request: If an application is made for a building permit to demolish all or part of a designated cultural resource, to the extent that the historic designation is affected, the Building Official shall, within seven days of the receipt of an application, transmit a copy of the application to the ~~Committee~~ Commission. This review applies to all resources determined to be "Significant" or "Contributing" on the inventory. Resources determined to be "Unrankable" shall first complete the process referred to in subsection 323.5.

- B. Property owner action: For a period of not less than 30 days prior to the public hearing the property owner shall:
  - 1. List the property for sale with a real estate agent for a period not less than 90 days with the intent of selling or relocating the resource intact. Such real estate agent shall advertise the property in local and state newspapers of general circulation in the area. This listing requirement can be reduced if the ~~Committee~~ Commission approves the demolition request.
  - 2. The owner shall give public notice by posting a visible "For Sale" sign on the property which shall be in bold letters no less than 6" in height and shall read as a minimum: HISTORIC BUILDING FOR SALE - WILL BE DEMOLISHED UNLESS MOVED.
  - 3. Prepare and make available any information related to the history and sales of the property to all individuals, organizations, and agencies who inquire.

C. Public hearing review: The ~~Committee~~ Commission shall hold a public hearing within forty-five days of application. The procedures shall be the same as those in subsection 1011.3, Minor Quasi-Judicial review, substituting the Historic Review ~~Committee~~ Commission for the Planning Commission.

D. Review criteria and findings: In determining the appropriateness of the demolition, as proposed in an application for a building permit, the ~~Committee~~ Commission shall consider the following:

1. All plans, drawings, and photographs as may be submitted by the applicant;
  2. Information presented at a public hearing held concerning the proposed work;
  3. The City of Milwaukie Comprehensive Plan, including the economic, social, environmental, and energy consequences;
  4. The purpose as set forth in subsection 323.1;
  5. The criteria used, and findings and decisions made, in the original designation of the landmark or historic district in which the property under consideration is located;
  6. The historical and architectural style, design, arrangement, materials, or its appurtenant fixtures; the relationship of such features to similar features of other buildings within the district and the position of the building or structure in relation to public rights-of-way and to other buildings and structures in the area;
  7. The effects of the proposed work upon the protection, enhancement, perpetuation, and use of the district which cause it to possess a special character or special historic or aesthetic interest or value; and
  8. Whether denial of the permit would involve substantial hardship to the applicant, and whether issuance of the permit would act to the substantial detriment of the public welfare and would be contrary to the intent and purposes of this Ordinance.
- E. Approval of demolition request/appeals: The ~~Committee~~ Commission may approve the demolition request after considering the criteria under subsection 323.8.D, above. Action by the ~~Committee~~ Commission approving the issuance of permit for demolition may be appealed to the City Council by any aggrieved party, by filing a notice of appeal, in the same manner as provided in subsection 323.6.F. If no appeal is filed, the Building Official shall issue the permit in compliance with all other codes and ordinances of the City.
- F. Denial/stay of demolition:
1. The ~~Committee~~ Commission may reject the application for permit if it determines that in the interest of preserving historic values, the property should not be demolished. In that event, issuance of the permit shall be suspended for a period not exceeding thirty days from the date of public hearing. The ~~Committee~~ Commission may invoke an extension of the suspension period if it determines that there is a program or project under way which could result in public or private acquisition of the landmark, and that there is reasonable ground to believe that such program or project may be successful. Then the ~~Committee~~ Commission, at its discretion, may extend the suspension period to thirty days, to a total of not more than one hundred twenty days from the date of public hearing for demolition permit.

SECTION 323 - HISTORIC PRESERVATION OVERLAY ZONE HP

- 2. If all such programs or projects are demonstrated to the ~~Committee~~ Commission to be unsuccessful and the applicant has not withdrawn his application for demolition permit, the Building Official shall issue such permit, if the application otherwise complies with the codes and ordinances of the City.
- 3. Action by the ~~Committee~~ Commission suspending issuance of the permit for demolition may be appealed to the City Council by the applicant for the permit, by filling a notice of appeal in the same manner as provided in subsection 323.6.F.

323.9 Uses permitted

- A. Primary uses: A resource may be used for any use which is allowed in the underlying district, subject to the specific requirements for the use, and all other requirements of this Section.
- B. Conditional uses: Except within low and moderate density residential designations, uses identified in subsection 323.9.C below which would not be allowed in the underlying zones may be allowed when such use would preserve or improve a resource which would probably not be preserved or improved otherwise, subject to the provisions of subsection 323.6. Such uses may also be allowed in the low and moderate density residential designations if located along minor or major arterial streets, with the exception of bed and breakfast establishments, which may be located on any street. Approval of such uses shall include conditions mitigating adverse impact of the use on neighboring properties and other requirements as per Section 600 of the Zoning Ordinance (Conditional Uses).
- C. The following uses may be permitted after a public hearing conducted pursuant to subsection 1011.3 of the Zoning Ordinance:
  - 1. Art and music studios
  - 2. Galleries
  - 3. Offices/clinics
  - 4. Craft shops
  - 5. Bed and breakfast establishments
  - 6. Gift shops
  - 7. Museums
  - 8. Catering services
  - 9. Bookstores
  - 10. Boutiques
  - 11. Restaurants
  - 12. Antique shops
  - 13. Community centers for civic or cultural events

14. Other uses determined by the Planning Commission to be similar to those listed above.

MINUTES

Historic Review Committee  
January 18, 1993  
Johnson Creek Facility

6:30 PM

Members Attending

Gregg Newstrand, Chair  
Pat Lent, Vice Chair  
Margaret Parsons

Staff

Maggie Collins, Comm.  
Development Dir.

I. OPENING OF MEETING

Gregg Newstrand opened the meeting at 6:45 PM. The Committee took a minute to recognize the significance of Martin Luther King Day, and to acknowledge Dr. King's leadership.

II. APPROVAL OF OCTOBER 19, 1992 MINUTES

Pat Lent moved to accept the 10/19/92 Minutes as corrected. Margaret Parsons seconded the motion. The motion passed unanimously.

A. Membership Continuation.

Before proceeding with the remainder of the Agenda, the Chair declared an Executive Session at 6:50 PM to consider members' desires to continue serving as a Committee. The Chair called the meeting back to order at 7:30 PM. Gregg Newstrand stated for the record that after considerable discussion and soul-searching, it was decided to continue on as HRC members. Mr. Newstrand stated, "Our enthusiasm has waned, but our decision is to stay for the time being."

B. Procedural Changes.

Pat Lent moved to change the regular meeting date to the third Monday of every other month beginning in January, 1993. These meetings will begin at 6:00 PM. Margaret Parsons seconded the motion. The motion passed, 3-0.

Margaret Parsons moved to cancel the meeting scheduled in February, 1993, because it conflicts with a holiday. Pat Lent seconded. The motion passed, 3-0.

EXHIBIT #	2
DATE	5/18/93
SUBMITTED BY	Staff
	4 pages
RECEIVED	2A-93-01
	CC Public Hearing

Gregg Newstrand set March 15, 1993 as the next regular HRC meeting. He requested that staff initiate the process for amendment of the HRC By-Laws to reflect the above actions.

IIa. REVIEW OF NOTES OF 1/11/93 JOINT MEETING OF HISTORIC REVIEW COMMITTEE AND THE MILWAUKIE CITY COUNCIL.

The Committee made minor changes and asked staff to clarify that Mike McKeever was listing concepts under Section 4.0, rather than issues that both bodies agreed upon. For example, Gregg Newstrand stated that he believes that both bodies should come to the same conclusion about 90% of the time, rather than 50% as stated in Item #4. Staff will make the recommended changes and send the notes on to City Hall.

III. OLD BUSINESS

A. Discussion of Council/HRC Communication Needs

Several ideas were discussed, summarized as follows: (1) When HRC items appear in front of the Council, an HRC representative should be present to further Council discussion; and (2) Be diligent about sending the HRC biannual report to City Council for review.

Pat Lent moved to endorse the above procedures. Margaret Parsons seconded the motion. The motion passed, 3-0.

B. Discussion of HRC-Staff Relationship.

The Committee stated some areas where they felt that staff support was less than adequate, citing the findings on the School District replacement windows request and the slowness of response on the October minutes, so that the Chair had to bring this to the Community Development Director's attention on 12/24/92. They hoped that they could have more consistent staff work in the future.

C. Review of Annual Report.

The Committee authorized Staff to do a report and send it to City Council for review.

D. HRC Resignation.

The record shows that the HRC received Betty Fulmore's letter of resignation on 11/18/92. That meeting was recessed; consequently, no formal action to accept Ms. Fulmore's resignation had been taken.

Pat Lent moved to accept Betty Fulmore's resignation from the HRC. Margaret Parsons seconded the motion. The motion passed, 3-0.

#### IV. NEW BUSINESS

##### A. Requests Requiring HRC Action.

HRC agreed to sponsor an amendment for allowing bed and breakfast establishments as a conditional use in residential zones. They stated that a bed and breakfast establishment was a reasonable exception in residential areas because it does not cater to walk-in customers as does a regular commercial use; a bed and breakfast establishment is not a major traffic draw.

Pat Lent moved that the HRC sponsor this amendment change. Margaret Parsons seconded the motion. The motion passed, 3-0.

B. The Committee agreed to ask that the Committee's name be changed from a "Committee" to a "Commission," as defined in Sections 323.3 and 323.4.

#### V. OTHER

A. Pat Lent stated that the Planning Commission is interested in an amendment to the Zoning Ordinance to reduce Planning Commission representation on the HRC from two to one. When the program was first set up, it was deemed necessary to have two Planning Commissioners to help support the historic resources program. Now, it would be more advantageous to have more representation from the community on the HRC. The HRC agreed to add such an amendment clause to a package as discussed earlier.

##### B. Election of Officers.

Pat Lent nominated Gregg Newstrand to a second term as HRC Chair. Margaret Parsons seconded the motion. The motion passed, 2-0, with Newstrand abstaining.

Margaret Parsons nominated Pat Lent to a second term as HRC Vice-Chair. Gregg Newstrand seconded the motion. The motion passed 2-0, with Lent abstaining.

Gregg Newstrand nominated Margaret Parsons as HRC Second Vice-Chair. Pat Lent seconded the motion. The motion passed, 2-0, with Parsons abstaining.

C. The Committee requested that Staff review and refine the Work Program for comment and review by July, 1993.

V. ADJOURNMENT

Pat Lent moved to adjourn the meeting. Margaret Parsons seconded the motion. The motion passed unanimously. Gregg Newstrand adjourned the meeting at 9:32 PM.



Gregg Newstrand, Chair



Maggie Collins, Recorder

## ORDINANCE NUMBER \_\_\_\_\_

AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, AMENDING  
ORDINANCE NUMBER 1712, THE ZONING ORDINANCE (ZA-91-03)

WHEREAS, on January 18, 1993 the Historic Review Committee unanimously approved a motion to amend Section 323.4(A) of the Milwaukie Zoning Ordinance to reduce the Planning Commission representation on the Committee from two members to one, to amend Section 323.9(B) to permit bed and breakfast facilities in historic structures when said structures are not located on major or minor arterial streets, and to amend applicable subsections of Section 323 changing the name of the historic review body from "Committee" to "Commission"; and

WHEREAS, the proposed amendments are consistent with Objective #2 of the Historic Resources Element of the Milwaukie Comprehensive Plan; and

WHEREAS, the proposed amendments are consistent with Objective #2, Policy 4 of the Economic Base and Industrial/Commercial Land Use Element of the Milwaukie Comprehensive Plan; and

WHEREAS, public hearings were held for this matter by the Planning Commission on April 13, 1993, and by the City Council on May 18, 1993.

NOW, THEREFORE, THE CITY OF MILWAUKIE DOES ORDAIN AS  
FOLLOWS:

Section 1. Findings. The following findings as set forth in Section 905.1 of the Milwaukie Zoning Ordinance are hereby adopted:

1. The proposed Zoning Ordinance amendments conform to applicable Comprehensive Plan goals, policies, and objectives by promoting and coordinating preservation activities of the Historic Resource Element; and conform to the Employment Opportunity Objective of the Economic Base and Industrial/Commercial Land Use Element by supporting home occupations which do not detract from the residential character of the area.
2. The anticipated development of bed and breakfast facilities would meet the intent of the zone in which it is located because the development would be subject to the Conditional Use criteria of Section 600 of the Milwaukie Zoning Ordinance.
3. The proposed amendments meet state regulations because a Notice of Proposed Action has been filed with the Department of Land Development and Conservation per OAR 660-18-020.
4. The proposed amendments will have no effect on provisions of public services or facilities.

ORDINANCE NUMBER \_\_\_\_\_

Section 2. Zoning Ordinance Text Amendment. Section 323 et. seq. is hereby amended as attached in Exhibit A.

Read the first time on \_\_\_\_\_, 1993, and moved to second reading by a \_\_\_\_\_ vote of the City Council.

Read the second time and adopted by the City Council on \_\_\_\_\_, 1993.

\_\_\_\_\_  
Craig Lomnicki, Mayor

ATTEST:

\_\_\_\_\_  
Pat Duval, City Recorder

Approved as to form:

\_\_\_\_\_  
O'Donnell Ramis Crew and Corrigan  
City Attorney

22

## SECTION 323 - HISTORIC PRESERVATION OVERLAY ZONE HP

323 HISTORIC PRESERVATION OVERLAY ZONE HP

In an HP Zone the following regulations shall apply:

**323.1 Purpose**

The intent and purpose of this Section is to promote the general welfare by providing for the identification, protection, enhancement, perpetuation, and use of sites, structures, districts, objects, and buildings within the City that reflect the City's unique architectural, archaeological, and historical heritage and to facilitate preservation of such properties in order to:

- A. Safeguard the City's heritage as embodied and reflected in such resources;
- B. Encourage public knowledge, understanding, and appreciation of the City's history and culture;
- C. Foster community and neighborhood pride and sense of identity based on recognition and use of cultural resources;
- D. Promote the enjoyment and use of cultural resources appropriate for the education and recreation of the people of the City;
- E. Preserve diverse and significant architectural styles reflecting phases of the City's history, and encourage complementary design and construction relative to cultural resources;
- F. Enhance property value and increase economic and financial benefits to the City and its residents;
- G. Identify and resolve conflicts between the preservation of cultural resources and alternative land uses;
- H. Integrate the management of cultural resources and relevant data into public and private land management and development processes; and
- I. Implement the goals and policies of the Comprehensive Plan.

**323.2 Applicability**

- A. Section 323 shall apply to all historic resources within the City as identified in the Historic Resources Element of the Comprehensive Plan.
- B. An historic resource may be designated HP on the Zoning Map and placed on the City Historic and Cultural Resources Inventory following the procedures of subsection 323.5 below.

**323.3 Definitions**

- A. Alteration, landmark: Means a change, addition, or modification of a landmark which affects the exterior of the landmark, excluding routine maintenance as defined in subsection 323.6 of this Ordinance.
- B. Commission: Means the City of Milwaukie Historic Review Commission.

- C. **Contributing:** Is an historic resource ranking whereby buildings, sites, structures, or objects are less significant examples of architecture or of lesser historical association. These, over time, may become a source for additional "Significant" resources. To be designated as "Contributing," an historic resource must receive a rating score level of 50% to 60% on the evaluation worksheet or score a high of 10 in at least one of the categories of the evaluation worksheet.
- D. **Demolish:** Means to raze, destroy, dismantle, deface, or in any other manner cause partial or total destruction of a designated resource or building in an historic district.
- E. **Evaluation worksheet:** Is a rating system used by the City to rank historic resources as to their historic, architectural, or environmental characteristics. The ranking system is numerical with a top score of 86 and is part of the Historic and Cultural Resources Inventory, located in the background paper.
- F. **Historic or cultural resource or resource:** Means any site, object, building, ensemble, district, or structure which is included in the Historic and Cultural Resources Inventory.
- G. **Historic and Cultural Resources Inventory or Inventory:** Means the 1988 Milwaukie Historic and Cultural Resources Inventory included as part of the Historic Resources Background Paper of the Comprehensive Plan.
- H. **Landmark:** Means a cultural resource that has been designated by the Milwaukie City Council as per subsection 323.4 of this Ordinance.
- I. **Significant:** Is an historic resource ranking whereby important buildings, sites, structures, or objects in Milwaukie are distinguished by outstanding qualities of architecture, relationship to environment, and/or historic associations. To be designated as "Significant," an historic resource must receive a rating score level of 60% or greater on the evaluation worksheet and be at least 50 years old, or score a high of 10 in at least two of the categories of the evaluation worksheet, or be listed on the National Register of Historic Places.
- J. **Unrankable:** Historic resources lack sufficient information to be ranked. When that information is available, those found to be "Significant" or "Contributing" shall be recommended by the Historic Review Commission for designation as "Landmarks."

**323.4****Historic Review Commission**

- A. **Appointment and composition:** One member of the Planning Commission and four individuals to be appointed by the City Council shall comprise the Historic Review Commission. Two of the appointed individuals shall have demonstrated special interest, experience, and/or knowledge in the field of historic preservation, architecture, history, or related disciplines. The third and fourth individuals appointed shall be citizens-at-large. The four individuals shall be appointed for a term of three years and may be reappointed to, or removed from, the Commission at the discretion of the City Council.

SECTION 323 - HISTORIC PRESERVATION OVERLAY ZONE HP

B. Duties and responsibilities: The Commission shall be responsible for the following:

1. Carry out the duties described for it in this Section and otherwise assist the City Council on historic preservation matters.
2. Review and make recommendations on all partitions and subdivisions of designated properties.
3. Disseminate information to educate the public as to State and federal laws protecting antiquities and historic places.
4. Act as a coordinator for local preservation groups such as the Milwaukie Historical Society, educational workshops, signing and monumentation projects, and other similar programs.
5. Assist the Milwaukie Historical Society in advising interest groups, agencies, boards, commissions, and citizens on matters relating to historic preservation within the City.
6. Review and make recommendation on all applications requesting designation or deletion of a landmark and placement or removal on the Cultural Resources Inventory, as provided under subsection 323.5.
7. Review and make recommendation on all applications requesting designation or deletion of an historic district as provided under subsection 323.5.
8. Review all development which proposes to alter a landmark, subject to the procedures and criteria set forth in this section.
9. Review all demolition permits affecting landmarks, as provided under subsection 323.8.
10. Review and make recommendation on all conditional use applications related to landmarks.
11. Maintain an Historic and Cultural Resources Inventory and map of landmarks.
12. Develop regulations for the protection of landmarks, such as design guidelines for adoption by the City Council.

323.5 Process for designation or deletion of a landmark

- A. Application request: The owner of record, contract purchase, or an agent of any of the foregoing, of property within the City of Milwaukie may make application for resource designation or deletion. The application shall be in such form and detail as the Community Development Director prescribes and will be the same as the Major Quasi-Judicial review process of subsection 1011.4 of this Ordinance, substituting the Historic Review Commission for the Planning Commission. The application shall be submitted to the Community Development Director. The Historic Review Commission or the City Council may also initiate such proceedings on their own motion.

- B. Historic Review Commission: The Commission, as described in subsection 323.4, shall conduct a public hearing to evaluate the request. The Commission shall enter findings and make a written recommendation to the City Council.

For designation, the Commission shall determine that the resource meets the ranking standards for resource designations (as defined in subsection 323.3) based on completion of the evaluation worksheet.

For deletion, the Commission shall determine that the resource does not meet the ranking standards for resource designations.

The Commission shall also determine whether the designation meets the goals and policies of the Comprehensive Plan.

- C. City Council: The City Council shall conduct a public hearing to consider the recommendation of the Historic Review Commission on the request and shall either approve, approve with conditions, or deny the request.
- D. Pending permits: No new construction, exterior alteration, demolition, or removal permits for any improvement, building, or structure relative to a proposed landmark shall be issued while any public hearing or any appeal affecting the proposed action is pending.
- E. Interim measures: Upon a request for new construction, exterior alteration or demolition of a resource which is on the inventory but designated as "Unrankable" for lack of information regarding location, quality, or quantity, the applicant shall be required to first complete the designation process for the resource as outlined in subsection 323.5.

### 323.6 Alteration and development

- A. Review required: Any exterior alteration of a landmark shall be subject to review under the provision of subsection 323.6 herein. This review applies only to those resources determined to be "Significant" on the inventory. Resources designated "Unrankable" must complete the process referred to in subsection 323.5.
- B. Application Request: The application shall be submitted to the Community Development Director. The application shall be in such form and detail as the Community Development Director prescribes. Applications subject to subsection 323.6.C shall follow the Type I Administrative review process of subsection 1011.1.
- C. Administrative approval:
1. The Community Development Director shall approve alteration requests if:
    - a. There is no change in the appearance and materials of the existing landmark; or
    - b. The proposed alteration duplicates the affected exterior building features as determined from an historic photograph, original building plans, or other evidence of original building features.

SECTION 323 - HISTORIC PRESERVATION OVERLAY ZONE HP

- 2. The following minor alterations are exempt from review provided these actions meet the above standards.
  - a. Replacement of gutters and downspouts, or the addition of gutters and downspouts, using materials that match the appearance of those that were typically used on similar style buildings;
  - b. Repairing, or providing a compatible new foundation that does not result in raising or lowering the building elevation;
  - c. Replacement of building material, when required due to deterioration of material, with building material that matches the appearance of the original material;
  - d. Repair and/or replacement of roof materials with the same kind of roof materials existing, or with materials which are in character with those of the original roof;
  - e. Application of storm windows made with wood, bronze, or flat finished anodized aluminum, or baked enamel frames which complement or match the color detail and proportions of the building;
  - f. Replacement of wood sashes with new woods sashes, or the addition of wood sashes when such is consistent with the original historic appearance;
  - g. Installation of solar equipment so that it complies with subsection 323.6.C.2.e; and
  - h. The installation of security doors and security lighting systems.
  
- D. Other requests: All requests that do not meet the provisions of subsection 323.6.C shall be forwarded to the Commission. The Commission's decision will be final after notice and public hearing held the same as subsection 1011.3 of this Ordinance (Minor Quasi-Judicial review), substituting the Historic Review Commission for the Planning Commission. The Commission shall approve or disapprove issuance of the permit. The Commission may attach conditions to the approval for permit which must be adhered to for the permit to remain valid.
  
- E. Criteria and findings: Approval of a permit to alter a landmark or any property in the HP district shall be based on findings of adherence to the following guidelines:
  - 1. Retention of original construction: Distinguishing original qualities defining a resource's character shall not be destroyed. Removal or alteration of historic materials or distinctive architectural features should be avoided when possible.

2. Building Height: Existing building heights should be maintained. Alteration of roof pitches shall be avoided. Raising or lowering a building's permanent elevation when constructing a foundation shall be avoided, except as required by Building Code or floodplain development permit.
3. Horizontal additions: The scale and proportion of building additions, including the relationship of windows to walls, shall be visually compatible with the traditional architectural character of the historic building. Contemporary design for alterations and additions is acceptable if the design respects the building's original design and is compatible with the original scale, materials, and window and door opening proportions of the building.
4. Windows: Window replacements shall match the visual qualities of original windows as closely as possible. Wood window frames are preferred in meeting this standard. However, if nonwood replacements exhibit similar visual qualities as their wooden counterparts, they may be acceptable. The original number of window panes shall be maintained or restored when replacements are required.
5. Restoration possible: Except where Building Code precludes it, new additions or alteration to buildings shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original building could be restored.
6. Signs and lighting: Signs, lighting, and other appurtenances, such as walls, fences, awnings, and landscaping, shall be visually compatible with the original character of the building.
7. Time period consistency: Buildings shall be recognized as products of their own time. Alterations that have no historical basis or which seek to create an earlier appearance shall be avoided.
8. Visual integrity/style: Distinctive stylistic features, such as a line of columns, piers, spandrels, or other primary structural elements, or examples of skilled craftsmanship which characterize a building, shall be maintained or restored as far as is practicable.
9. Replacement or additional materials: Whenever possible, deteriorated architectural features shall be repaired rather than replaced. In the event replacement of an existing feature is necessary, or an addition is proposed, new materials should match those of the original building, to the extent possible, in composition, design, color texture, and other visual qualities.
10. Buffering: An appropriate buffer or screen, as provided under Section 413, may be required when a new commercial or industrial improvement or use is proposed on or adjacent to a designated resource, or within or adjacent to an historic district.

- F. Appeals: Appeals shall be heard by the City Council as per Section 1002 of this Ordinance.

323.7 Maintenance and repair

- A. Nothing in this Ordinance shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature which does not involve a change in design, material, or appearance of such feature or which the Building Official shall certify is required for public safety due to an unsafe or dangerous condition.

323.8 Demolition

- A. Notification of demolition request: If an application is made for a building permit to demolish all or part of a designated cultural resource, to the extent that the historic designation is affected, the Building Official shall, within seven days of the receipt of an application, transmit a copy of the application to the Commission. This review applies to all resources determined to be "Significant" or "Contributing" on the inventory. Resources determined to be "Unrankable" shall first complete the process referred to in subsection 323.5.
- B. Property owner action: For a period of not less than 30 days prior to the public hearing the property owner shall:
  1. List the property for sale with a real estate agent for a period not less than 90 days with the intent of selling or relocating the resource intact. Such real estate agent shall advertise the property in local and state newspapers of general circulation in the area. This listing requirement can be reduced if the Commission approves the demolition request.
  2. The owner shall give public notice by posting a visible "For Sale" sign on the property which shall be in bold letters no less than 6" in height and shall read as a minimum: HISTORIC BUILDING FOR SALE - WILL BE DEMOLISHED UNLESS MOVED.
  3. Prepare and make available any information related to the history and sales of the property to all individuals, organizations, and agencies who inquire.
- C. Public hearing review: The Commission shall hold a public hearing within forty-five days of application. The procedures shall be the same as those in subsection 1011.3, Minor Quasi-Judicial review, substituting the Historic Review Commission for the Planning Commission.
- D. Review criteria and findings: In determining the appropriateness of the demolition, as proposed in an application for a building permit, the Commission shall consider the following:
  1. All plans, drawings, and photographs as may be submitted by the applicant:
  2. Information presented at a public hearing held concerning the proposed work;

3. The City of Milwaukie Comprehensive Plan, including the economic, social, environmental, and energy consequences;
  4. The purpose as set forth in subsection 323.1;
  5. The criteria used, and findings and decisions made, in the original designation of the landmark or historic district in which the property under consideration is located;
  6. The historical and architectural style, design, arrangement, materials, or its appurtenant fixtures; the relationship of such features to similar features of other buildings within the district and the position of the building or structure in relation to public rights-of-way and to other buildings and structures in the area;
  7. The effects of the proposed work upon the protection, enhancement, perpetuation, and use of the district which cause it to possess a special character or special historic or aesthetic interest or value; and
  8. Whether denial of the permit would involve substantial hardship to the applicant, and whether issuance of the permit would act to the substantial detriment of the public welfare and would be contrary to the intent and purposes of this Ordinance.
- E. Approval of demolition request/appeals: The Commission may approve the demolition request after considering the criteria under subsection 323.8.D, above. Action by the Commission approving the issuance of permit for demolition may be appealed to the City Council by any aggrieved party, by filing a notice of appeal, in the same manner as provided in subsection 323.6.F. If no appeal is filed, the Building Official shall issue the permit in compliance with all other codes and ordinances of the City.
- F. Denial/stay of demolition:
1. The Commission may reject the application for permit if it determines that in the interest of preserving historic values, the property should not be demolished. In that event, issuance of the permit shall be suspended for a period not exceeding thirty days from the date of public hearing. The Commission may invoke an extension of the suspension period if it determines that there is a program or project under way which could result in public or private acquisition of the landmark, and that there is reasonable ground to believe that such program or project may be successful. Then the Commission, at its discretion, may extend the suspension period to thirty days, to a total of not more than one hundred twenty days from the date of public hearing for demolition permit.
  2. If all such programs or projects are demonstrated to the Commission to be unsuccessful and the applicant has not withdrawn his application for demolition permit, the Building Official shall issue such permit, if the application otherwise complies with the codes and ordinances of the City.

SECTION 323 - HISTORIC PRESERVATION OVERLAY ZONE HP

- 3. Action by the Commission suspending issuance of the permit for demolition may be appealed to the City Council by the applicant for the permit, by filling a notice of appeal in the same manner as provided in subsection 323.6.F.

323.9 Uses permitted

- A. Primary uses: A resource may be used for any use which is allowed in the underlying district, subject to the specific requirements for the use, and all other requirements of this Section.
- B. Conditional uses: Except within low and moderate density residential designations, uses identified in subsection 323.9.C below which would not be allowed in the underlying zones may be allowed when such use would preserve or improve a resource which would probably not be preserved or improved otherwise, subject to the provisions of subsection 323.6. Such uses may also be allowed in the low and moderate density residential designations if located along minor or major arterial streets, with the exception of bed and breakfast establishments, which may be located on any street. Approval of such uses shall include conditions mitigating adverse impact of the use on neighboring properties and other requirements as per Section 600 of the Zoning Ordinance (Conditional Uses).
- C. The following uses may be permitted after a public hearing conducted pursuant to subsection 1011.3 of the Zoning Ordinance:
  - 1. Art and music studios
  - 2. Galleries
  - 3. Offices/clinics
  - 4. Craft shops
  - 5. Bed and breakfast establishments
  - 6. Gift shops
  - 7. Museums
  - 8. Catering services
  - 9. Bookstores
  - 10. Boutiques
  - 11. Restaurants
  - 12. Antique shops
  - 13. Community centers for civic or cultural events
  - 14. Other uses determined by the Planning Commission to be similar to those listed above.

# CITY OF MILWAUKIE



COMMUNITY DEVELOPMENT  
PUBLIC WORKS

6101 S.E. JOHNSON CREEK BLVD.

TELEPHONE: 652-4410

## \*\*\*MEMORANDUM\*\*\*

COMMUNITY DEVELOPMENT DEPARTMENT  
May 18, 1993

TO: Mayor and City Council

THRU: Dan Bartlett, City Manager *Dan*

FROM: Maggie Collins, Community Development Director  
Dave Krogh, AICP, Associate Planner

RE: Comprehensive Plan Amendment (CPA-93-01);  
Public Hearing

### REQUESTED ACTION

That the City Council approve CPA-93-01, a legislative proposal which updates portions of the City Comprehensive Plan, by adopting the attached Ordinance.

### PROJECT DESCRIPTION

This Comprehensive Plan Amendment provides follow-up for land use actions that affect designations within the Comprehensive Plan. This request also includes a minor correction to a Plan map.

In this case, 8 natural resource reviews in 1992 and early 1993 resulted in Natural Resource Overlay Zone boundary refinements. These boundary refinements are shown on property maps provided for Appendix 3 of the Milwaukie Comprehensive Plan. In addition, the Planning Commission has discovered that Natural Resources Site 19, although correctly referenced in Appendix 2 of the Comprehensive Plan, has not been labeled on Map 5-Natural Resources within the Plan.

Modifications to the Comprehensive Plan, whether they be in the form of map, text or table, require review and action by the City Planning Commission and City Council. Since this particular action involves map modifications and appendix information, the process to be followed is that of Legislative review. This entails a public hearing before the Planning Commission with the Commission providing a recommendation for action (if for approval) to the City Council. The City Council then holds a public hearing and if it concurs with the Planning Commission, takes appropriate adoption action.

MEMO TO CITY COUNCIL  
CPA-93-01 - Public Hearing  
May 18, 1993  
Page 2

PROPERTY DISCUSSION

As indicated above, 8 natural resource refinement reviews are included in this Comprehensive Plan Amendment. These reviews are summarized on the following table:

<u>File</u>	<u>Applicant</u>	<u>NR Site</u>	<u>Zoning</u>	<u>Map/Tax Lots</u>
NR-93-01	Fitzgerald	22	R-2	11E36CB; 1900
NR-92-06	Cunningham	11	R-10	21E1AA; 2600
NR-92-05	Feb/Weedman	11	R-7	21E1AD; 400
NR-92-04	Hawkins	11	R-7	21E1AD; 200
NR-92-03	City of Milw.	1	R-10	22E6AC; 100
NR-92-02	Mortrud	19	R-5	11E35DD; 6700
NR-92-01	Clack. Christ.	20 900 & 901	R-3/R-10	22E6AD; 700, *
NR-91-08	Wirtz	11	R-10	22E6BC; 3300

A brief discussion of each of these reviews is as follows:

1. NR-93-01 was heard by the Planning Commission on February 23, 1993. The applicants requested to construct a room addition onto their house. Their property required the NR review since it lies adjacent to Kellogg Lake. The Planning Commission adopted a refined NR boundary at the 100 year floodplain elevation of Kellogg Lake. This is at the 33 foot line. (Exhibit 1 attached to the Ordinance.)
2. NR-92-06 was heard by the Planning Commission on January 26, 1993. The applicants requested to construct a room addition onto their house. Their property required the NR review since it was adjacent to Kellogg Creek. The Planning Commission adopted a refined NR boundary at the 100 year floodplain elevation which Staff has identified at 36.5 feet (Exhibit 2 attached to the Ordinance).
3. NR-92-05 was heard by the Planning Commission on September 8, 1992. The applicants requested a phased subdivision proposal for the property. The NR review was required because a portion of the property fronts Kellogg Creek. The Planning Commission adopted a refined NR boundary

MEMO TO CITY COUNCIL  
CPA-93-01 - Public Hearing  
May 18, 1993  
Page 3

based on an environmental assessment report. This boundary is uphill, above the 100 year floodplain, and includes wooded area up to the top of the slope down to the Creek (Exhibit 3 attached to the Ordinance).

4. NR-92-04 was heard by the Planning Commission on September 22, 1992. The applicant desired to demolish an existing house in order to construct a new residence. The NR review was required because the property fronts Kellogg Creek. The Planning Commission felt this site to be essentially the same in feature as the site in NR-92-05 (which is in close proximity to this site) and therefore adopted the top of the slope down to the Creek as the refined NR boundary (Exhibit 3 attached to the Ordinance).
5. NR-92-03 was heard by the Planning Commission on June 23, 1992. The City of Milwaukie proposed to expand the existing Milwaukie Center building at North Clackamas Park. The NR review was required because of the presence of Mt. Scott Creek and associated drainage ways within North Clackamas Park. The Planning Commission adopted a refined NR boundary for North Clackamas Park which coincides with 100 year floodplain and riparian areas (Exhibits 4, 5, and 6 attached to the Ordinance).
6. NR-92-02 was heard by the Planning Commission on June 23, 1992. The applicant desired to demolish an existing dwelling in order to construct a new and larger dwelling. The NR review was required because of the property frontage on the Willamette River. The Planning Commission adopted a refined NR boundary coinciding with the 100 year floodplain elevation of 33 feet (Exhibit 7 attached to the Ordinance).
7. NR-92-01 was heard by the Planning Commission on July 28, 1992. The applicant proposed a church expansion project. The NR review was required because of the presence of Mt. Scott Creek and associated drainage area. The Planning Commission adopted a refined NR boundary for the church property coinciding with the 100 year floodplain elevation, which decreases from an elevation of 66 feet to 63 feet through this property (Exhibits 8 and 9 attached to the Ordinance).
8. NR-91-08 was heard by the Planning Commission on February 25, 1992. The applicant proposed a 3-parcel minor land partition to allow for future residential development. The NR review was required because of property frontage on Kellogg Creek. The Planning Commission adopted a refined NR boundary coinciding with the 100 year floodplain elevation which generally follows the 47 foot contour line at this site (Exhibit 10 attached to the Ordinance).

In addition, Natural Resource Site 19 (which includes Willamette Riverfront properties in the Island Station area) was not labeled on Map 5-Natural Resources within the Comprehensive Plan although this area is identified in Appendix 2. This request proposes to add Site 19 onto Map 5. This is only

4

MEMO TO CITY COUNCIL  
CPA-93-01 - Public Hearing  
May 18, 1993  
Page 4

a map labeling correction and does not affect or change designations for any property within Site 19. Refer to Exhibit 11 which is attached to the Ordinance.

#### ADDITIONAL DISCUSSION

This proposed amendment is limited to NR refinements that have taken place since the beginning of 1992 and to a Plan map correction which has been discovered. One annexation has recently occurred that will require amendments to apply City plan and zoning designations to newly annexed properties near Johnson Creek Blvd. and Linwood. These actions will be taken as part of a separate project. Similarly, no actions have been taken that would require modification to the Historic Resources list within the Comprehensive Plan.

Findings to support the proposed plan amendment are included within the attached Ordinance (Exhibit A). The Planning Commission reviewed this proposal at a public hearing on April 27, 1993, and voted to recommend approval of CPA-93-01 to the City Council.

#### CONCLUSION

CPA-93-01 has been reviewed and recommended for approval by the City Planning Commission based on findings provided in the attached adoption Ordinance (Exhibit A). Staff concurs and recommends Council approval at this time.

#### ATTACHMENT

A. Ordinance

DK:jpg

## ORDINANCE NUMBER \_\_\_\_\_

AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, AMENDING  
ORDINANCE NUMBER 1666, THE COMPREHENSIVE PLAN (CPA-93-01).

WHEREAS, the Comprehensive Plan must periodically be updated to reflect changes in property identification and status; and

WHEREAS, the Comprehensive Plan has been reviewed and found to be in need of amendment, based on the findings below; and

WHEREAS, this Comprehensive Plan amendment was considered at public hearings before the Planning Commission on April 27, 1993, and the City Council on May 18, 1993,

NOW, THEREFORE, THE CITY OF MILWAUKIE DOES ORDAIN AS  
FOLLOWS:

Section 1. Findings. The following Findings of Fact are provided in support of the proposed amendments:

- a. Chapter 2-Plan Review and Amendment Process (Objective 1, Policy 7) of the Comprehensive Plan requires all plan amendments be evaluated based on the following five criteria:

1. **Conformance with the Comprehensive Plan, its goals, policies, and spirit.**

Chapter 2, Objective 1, Policy 1 requires the Plan be monitored and updated to maintain a factual data base. Since the Natural Resources Overlay Zone establishes a map refinement process, the refinements in turn must be incorporated into the Comprehensive Plan to be accurately reflected.

The above is consistent with the Planning Concepts of Objective 2 of the Open Spaces, Scenic Areas, and Natural Resources Element. The concepts therein call for a coordination between the NR Overlay Zone boundaries and the primary Natural Resources Map within the Comprehensive Plan (Map 5).

2. **Public need for the change.**

As stated in 1. above, and implied in the Goal Statement and Planning Concepts for the Open Spaces, Scenic Areas, and Natural Resources Element, designating natural resources and accurately depicting those resources by the Comprehensive Plan will serve a public need for enhanced natural and scenic resources "in order to create an aesthetically pleasing urban environment".

6

3. **Public need is best satisfied by this particular change.**

This change is a mapping refinement amendment which will result in the addition of refined Natural Resources maps to Appendix 3 of the Comprehensive Plan. Findings to support these refinements have already been adopted by the Planning Commission as part of separate reviews for files NR-93-01, NR-92-06, NR-92-05, NR-92-04, NR-92-03, NR-92-02, NR-92-01, and NR-91-08. The change also includes a labeling correction to Comprehensive Plan Map 5-Natural Resources, adding the label "19" to a site already identified and listed in Appendix 2.

Providing the refinement maps and labeling correction developed from the above reviews will serve the public by keeping Comprehensive Plan data and maps accurate for public and City staff use.

4. **The change will not adversely affect the health, safety, and welfare of the community.**

This criterion is not applicable. The amendment proposed is a mapping refinement and will not impact in any way primary plan designations or textual policies.

5. **The change is in conformance with applicable Statewide Planning Goals.**

Statewide Goal 5 (Open Space/Natural Resources) promotes the identification and preservation of open spaces and natural resources. When Milwaukie's Comprehensive Plan was first acknowledged by the State Land Conservation and Development Commission in 1980, several areas were designated for public and open space purposes. These designations were expanded and new Comprehensive Plan language and zones created (/NR and /HP) as part of the Periodic Review Process which was adopted by the City in 1989. Although the State has not as yet acknowledged Milwaukie's Periodic Review submittal, the City Council adopted the current Comprehensive Plan by Ordinance 1666, including findings that address local and Statewide goals and policies. Minor refinements to the City Plan maps are consistent with the intent of State Goal 5.

Section 2. Comprehensive Plan Map Amendment. The following amendments are made to Comprehensive Plan Maps:

- a. Specific Natural Resource designated properties that have undergone a refinement review are to be included in the Comprehensive Plan as Appendix 3-Natural Resource Refinement Maps. Specific properties involved are listed as follows and shown in Exhibits 1 - 10.

<u>File</u>	<u>NR Site #</u>	<u>Map/Tax Lots</u>
NR-93-01	22	11E36CB; 1900
NR-92-06	11	21E1AA; 2600
NR-92-05	11	21E1AD; 400
NR-92-04	11	21E1AD; 200
NR-92-03	1	22E6AC; 100
NR-92-02	19	11E35DD; 6700
NR-92-01	20	22E6AD; 700, 900 & 901
NR-91-08	11	22E6BC; 3300

- b. Map 5-Natural Resources is amended to add the label "19" for Site 19, which is currently outlined on Map 5 but not labeled, as shown in Exhibit 11.

Read the first time on May 18, 1993, and moved to a second reading by a \_\_\_\_\_ vote of the City Council.

Read the second time and adopted by the City Council on \_\_\_\_\_, 1993.

\_\_\_\_\_  
Craig Lomnicki, Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

Approved as to form:

\_\_\_\_\_  
O'Donnell Ramis Crew & Corrigan  
City Attorney



KELLOGG  
LAKE

W. L.  
18.3  
9-19-87

**NR-93-01**

**SITE #22**

# SITE #11

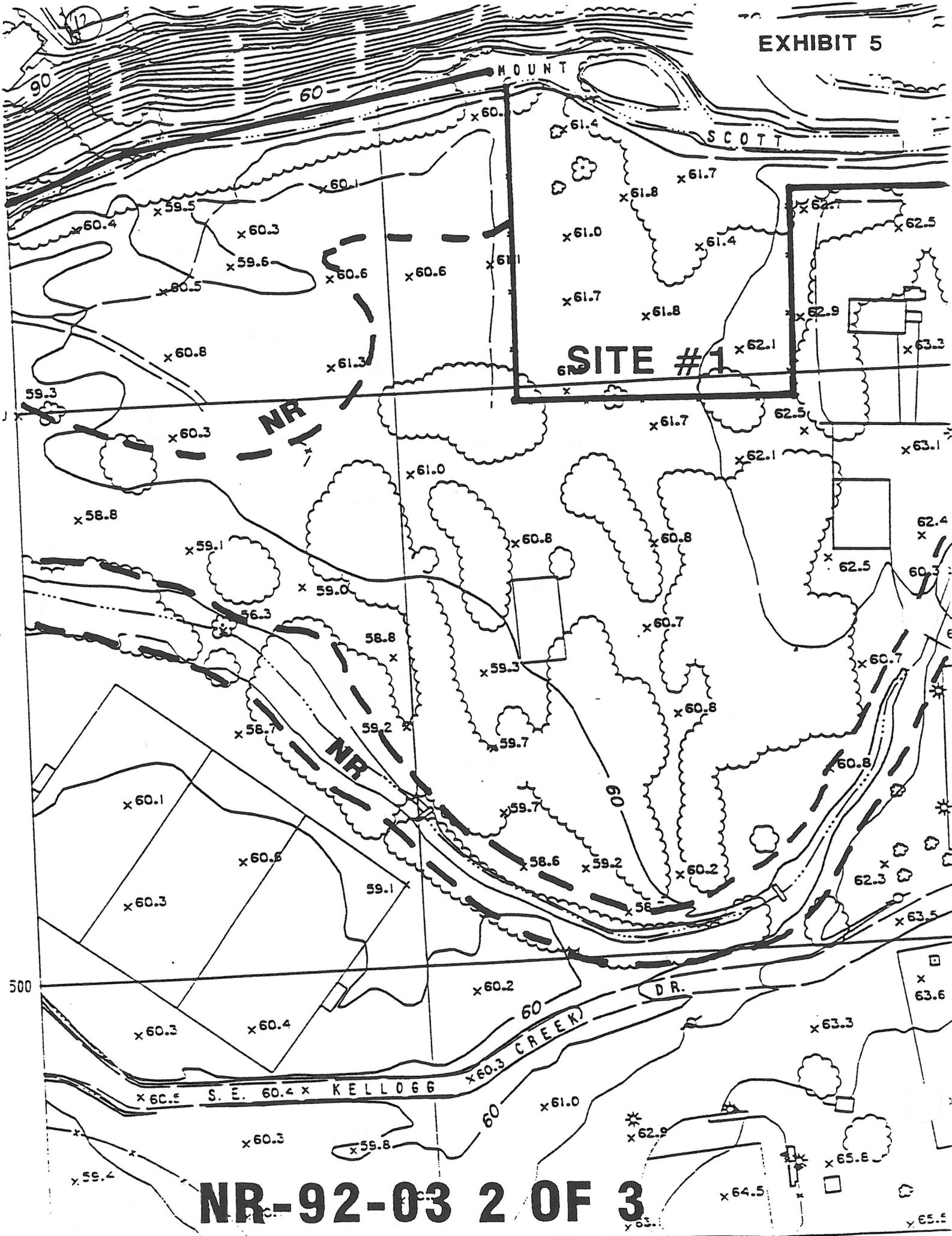
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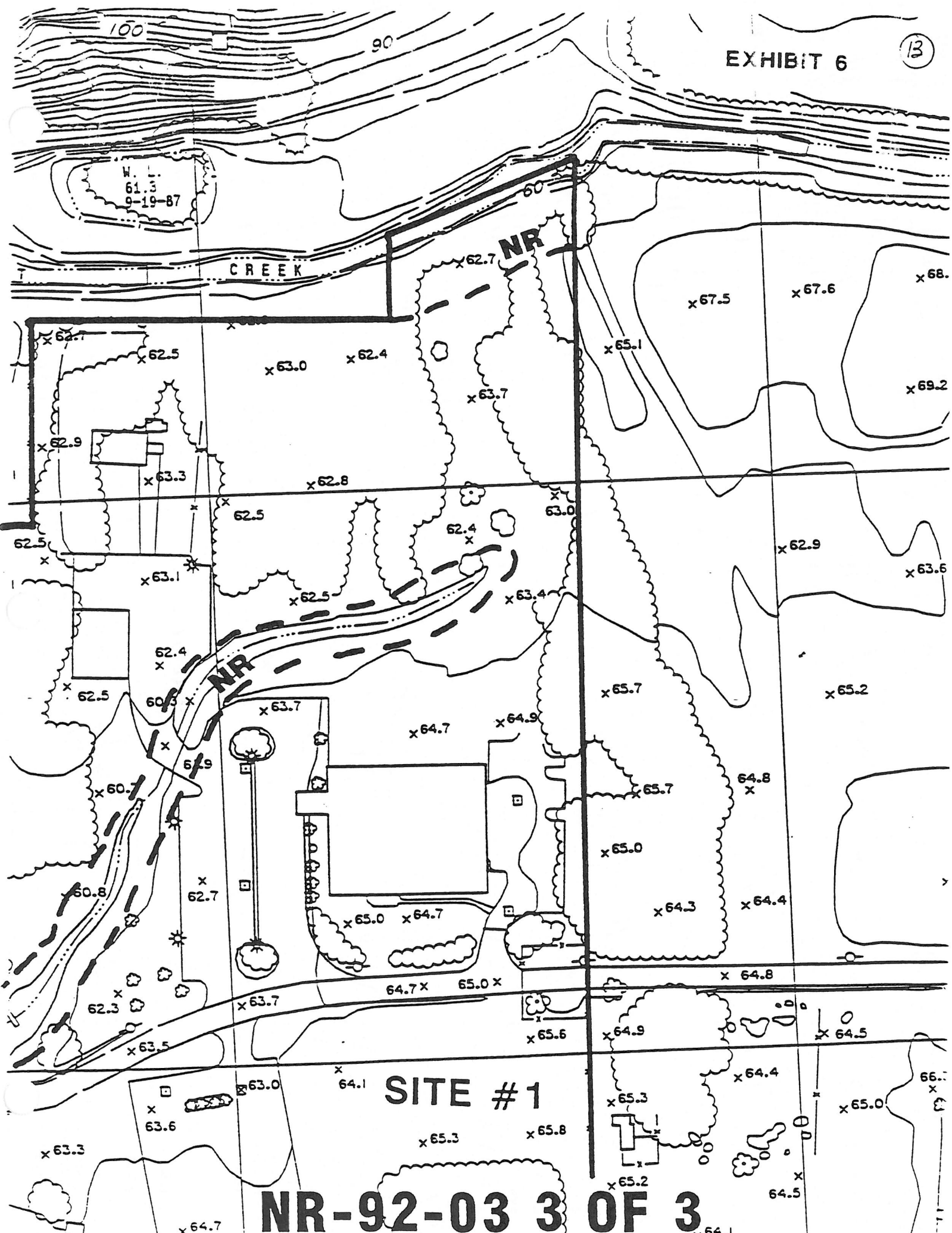


NR-92-06









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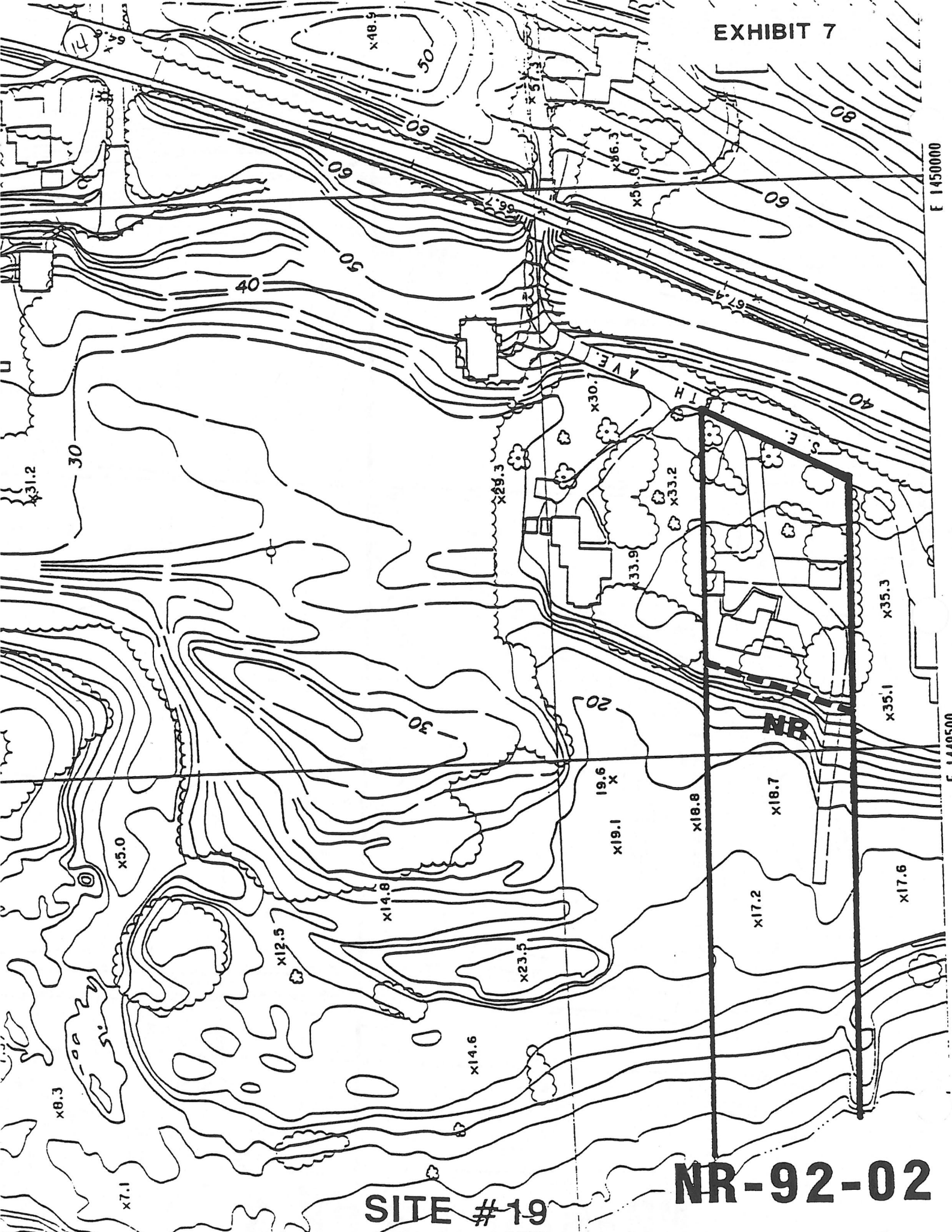
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SITE #1

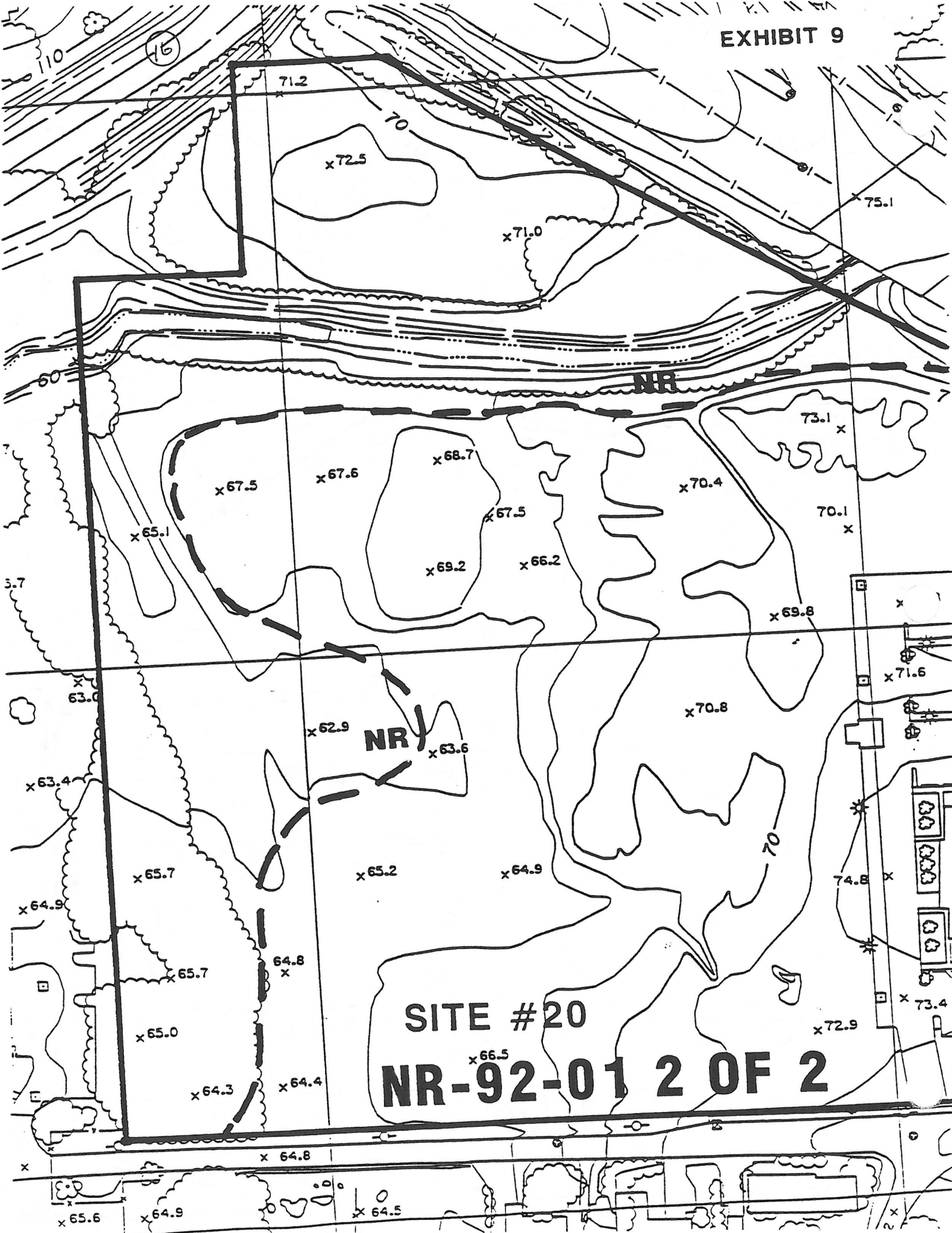
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SITE #19

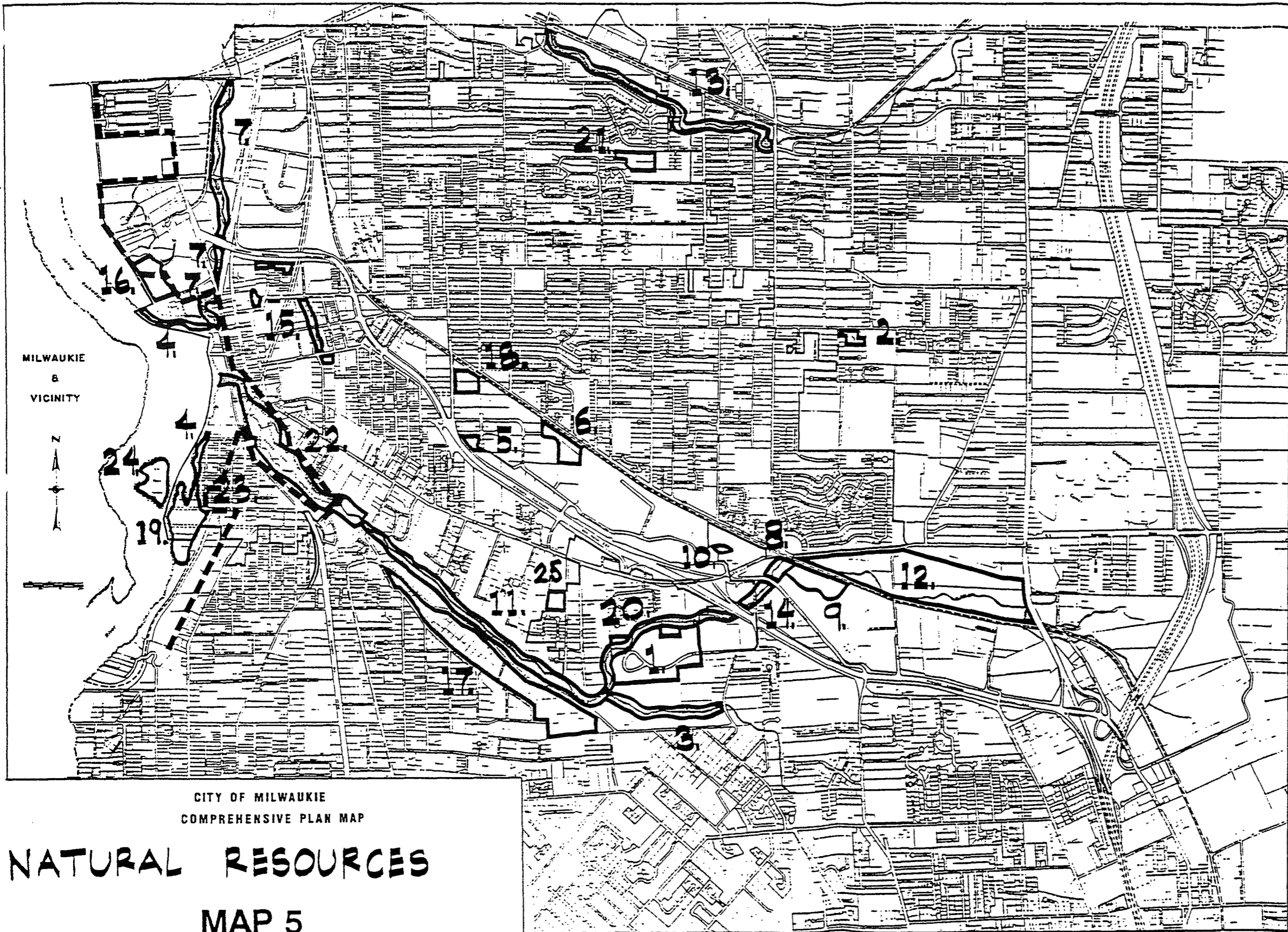
NR-92-02





SITE #20  
NR-92-01 2 OF 2





# LEGEND

**5 NATURAL RESOURCE SITE**

**--- WILLAMETTE GREENWAY BOUNDARY**

## NATURAL RESOURCES

### MAP 5

ORDINANCE NUMBER \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, AMENDING  
ORDINANCE NUMBER 1666, THE COMPREHENSIVE PLAN (CPA-93-01).**

**WHEREAS**, the Comprehensive Plan must periodically be updated to reflect changes in property identification and status; and

**WHEREAS**, the Comprehensive Plan has been reviewed and found to be in need of amendment, based on the findings below; and

**WHEREAS**, this Comprehensive Plan amendment was considered at public hearings before the Planning Commission on April 27, 1993, and the City Council on May 18, 1993,

**NOW, THEREFORE, THE CITY OF MILWAUKIE DOES ORDAIN AS  
FOLLOWS:**

Section 1. Findings. The following Findings of Fact are provided in support of the proposed amendments:

- a. Chapter 2-Plan Review and Amendment Process (Objective 1, Policy 7) of the Comprehensive Plan requires all plan amendments be evaluated based on the following five criteria:

1. **Conformance with the Comprehensive Plan, its goals, policies, and spirit.**

Chapter 2, Objective 1, Policy 1 requires the Plan be monitored and updated to maintain a factual data base. Since the Natural Resources Overlay Zone establishes a map refinement process, the refinements in turn must be incorporated into the Comprehensive Plan to be accurately reflected.

The above is consistent with the Planning Concepts of Objective 2 of the Open Spaces, Scenic Areas, and Natural Resources Element. The concepts therein call for a coordination between the NR Overlay Zone boundaries and the primary Natural Resources Map within the Comprehensive Plan (Map 5).

2. **Public need for the change.**

As stated in 1. above, and implied in the Goal Statement and Planning Concepts for the Open Spaces, Scenic Areas, and Natural Resources Element, designating natural resources and accurately depicting those resources by the Comprehensive Plan will serve a public need for enhanced natural and scenic resources "in order to create an aesthetically pleasing urban environment".

Other public needs for natural resource areas are described in the Planning Concepts of Objective 2 of the Open Spaces, Scenic Areas, and Natural Resources Element. The public needs supported by the natural resource areas objective include control of stormwater runoff, erosion prevention, recreation and educational opportunities. These amendments fully support the identified public needs by more accurately describing some of the city's natural resource areas, thus providing an improved basis for their protection.

**3. Public need is best satisfied by this particular change.**

This change is a mapping refinement amendment which will result in the addition of refined Natural Resources maps to Appendix 3 of the Comprehensive Plan. Findings to support these refinements have already been adopted by the Planning Commission as part of separate reviews for files NR-93-01, NR-92-06, NR-92-05, NR-92-04, NR-92-03, NR-92-02, NR-92-01, and NR-91-08. The change also includes a labeling correction to Comprehensive Plan Map 5-Natural Resources, adding the label "19" to a site already identified and listed in Appendix 2.

Providing the refinement maps and labeling correction developed from the above reviews will serve the public by keeping Comprehensive Plan data and maps accurate for public and City staff use. The better the quality of the natural resource mapping, the better the City's ability to protect the most highly-valued natural areas designated with the NR Overlay Zone.

**4. The change will not adversely affect the health, safety, and welfare of the community.**

This criterion is not applicable. The amendment proposed is a mapping refinement and will not impact in any way primary plan designations or textual policies.

**5. The change is in conformance with applicable Statewide Planning Goals.**

Statewide Goal 5 (Open Space/Natural Resources) promotes the identification and preservation of open spaces and natural resources. When Milwaukie's Comprehensive Plan was first acknowledged by the State Land Conservation and Development Commission in 1980, several areas were designated for public and open space purposes. These designations were expanded and new Comprehensive Plan language and zones created (/NR and /HP) as part of the Periodic Review Process which was adopted by the City in 1989. Although the State has not as yet acknowledged Milwaukie's Periodic Review submittal, the City Council

adopted the current Comprehensive Plan by Ordinance 1666, including findings that address local and Statewide goals and policies. Minor refinements to the City Plan maps are consistent with the intent of State Goal 5 that the location, quality, and quantity of natural resource sites be inventoried.

The map changes are based on site-specific facts presented in public hearing before the Planning Commission April 27, 1993, and again before the City Council May 18, 1993. The public need and the justification for these changes have been established, as discussed under Criteria 2 and 3 above. Therefore, these minor refinements comply with Guideline E.2 of State Goal 2 for minor changes to the Comprehensive Plan.

Section 2. Comprehensive Plan Map Amendment. The following amendments are made to Comprehensive Plan Maps:

- a. Specific Natural Resource designated properties that have undergone a refinement review are to be included in the Comprehensive Plan as Appendix 3-Natural Resource Refinement Maps. Specific properties involved are listed as follows and shown in Exhibits 1 - 10.

<u>File</u>	<u>NR Site #</u>	<u>Map/Tax Lots</u>
NR-93-01	22	11E36CB; 1900
NR-92-06	11	21E1AA; 2600
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NR-92-02	19	11E35DD; 6700
NR-92-01	20	22E6AD; 700, 900 & 901
NR-91-08	11	22E6BC; 3300

- b. Map 5-Natural Resources is amended to add the label "19" for Site 19, which is currently outlined on Map 5 but not labeled, as shown in Exhibit 11.

Ordinance No. \_\_\_\_\_  
Page 4

Read the first time on May 18, 1993, and moved to a second reading by a  
\_\_\_\_\_ vote of the City Council.

Read the second time and adopted by the City Council on \_\_\_\_\_,  
1993.

\_\_\_\_\_  
Craig Lomnicki, Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

Approved as to form:

\_\_\_\_\_  
O'Donnell Ramis Crew & Corrigan  
City Attorney

# CITY OF MILWAUKIE



COMMUNITY DEVELOPMENT  
PUBLIC WORKS

6101 S.E. JOHNSON CREEK BLVD.

TELEPHONE: 652-4410

\*\*\*MEMORANDUM\*\*\*

## COMMUNITY DEVELOPMENT DEPARTMENT May 18, 1993

TO: Mayor and City Council

THRU: Dan Bartlett, City Manager *DB*

FROM: Maggie Collins, Community Development Director  
Dave Krogh, AICP, Associate Planner

RE: Adoption of Resolution Reflecting Historic Review  
Modifications of ZA-93-01

### REQUESTED ACTION

That the City Council adopt a resolution which reflects Historic Review Modifications of File ZA-93-01.

### DISCUSSION

This action assumes the City Council adopted modifications proposed by ZA-93-01 at a public hearing on May 18, 1993. That proposal included items which are reflected in two prior existing resolutions, no.s 27-1990 and 14-1991.

Resolution No. 27-1990 established the Historic Review Committee. Resolution No. 14-1991 established By-Laws for that committee. Items modified by ZA-93-01 which are discussed in these resolutions include the name of the committee and the member make-up of the committee. In addition, the Historic Review Committee, on March 15, 1993, also recommended that meeting date provisions be modified in their By-Laws. The Committee desires to meet every other month at present but allow the possibility of changing this schedule if need be.

The attached resolutions repeal the previous two resolutions, incorporating the changes of ZA-93-01 and the recommended By-Law modifications of the Historic Resources Committee. Therefore, staff recommends the City Council adopt the attached resolutions.

### ATTACHMENTS

- A. Proposed Resolution Replacing Resolution No. 27-1991
- B. Proposed Resolution Replacing Resolution No. 14-1991

DK:jpg

2

## RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, ESTABLISHING A HISTORIC REVIEW COMMISSION, PROVIDING FOR THE RULES AND REGULATIONS FOR GOVERNMENT AND MAINTENANCE OF SAID COMMISSION, DESCRIBING RESPONSIBILITIES AND DUTIES OF SAID COMMISSION, AND REPEALING RESOLUTION NO. 27-1990.

WHEREAS, preservation and protection of significant historical and cultural sites, structures, or objects is an adopted Comprehensive Plan goal; and

WHEREAS, objective, policies, and implementing ordinances addressing the City's historic resources took effect December 7, 1989; and

WHEREAS, Section 323 of Ordinance No. 1712 provides procedures whereby the City's identified historic resources shall be managed over time; and

WHEREAS, Section 323.4 of Ordinance 1712 provides for a Historic Review Commission to oversee implementation of actions and activities affecting the City's historic resources inventory; and

WHEREAS, Resolution No. 27-1990 is being replaced by this Resolution;

NOW, THEREFORE, BE IT RESOLVED THAT THE MILWAUKIE CITY COUNCIL HEREBY ESTABLISHES AN HISTORIC REVIEW COMMISSION WITH THE FOLLOWING STRUCTURE AND DUTIES:

Section 1. The Commission is comprised of five members appointed by the City Council as follows: one member of the Milwaukie Planning Commission; two members as citizens-at-large; and two members who shall have demonstrated special interest, experience, and/or knowledge in the field of historic preservation, architecture, history, or related disciplines.

Section 2. The four non-Planning-Commission individuals shall be appointed for terms of three years apiece, and may be reappointed to, or removed from, the Commission at the discretion of the City Council.

Section 3. The Commission shall elect from amongst themselves a chair and vice chair for the orderly conduct of its meetings, and shall establish rules of procedure and submit them to the City Council for approval.

Section 4. No member of the Commission shall receive any compensation for his or her time or labor on tasks assigned to the Commission.

Section 5. The Commission shall be staffed by the Community Development Director and such other staff as may be needed to accomplish the Commission's charge. Staff duties shall include the recording of minutes and distribution of same.

Resolution No. \_\_\_\_\_

Section 6. The Commission shall meet at least once yearly. A majority of the members shall constitute a quorum for the conduct of business, and the concurrence of a majority of the members present shall be required to decide any matter.

Section 7. The Commission shall be specifically responsible for, but not limited to, the duties and responsibilities identified in Section 323.4.B of Ordinance No. 1712, said duties and responsibilities identified as EXHIBIT A of this Resolution.

Section 8. The Commission shall adopt and abide by general operating policies as follows:

- a. The Commission shall operate as a nonprofit, nonpolitical organization, and shall operate in the general public interest as identified by the applicable goals and policies of the Milwaukie Comprehensive Plan.
- b. The Commission shall provide the City Council a yearly report on its activities and actions, in December of each year.

Section 9. Resolution No. 27-1990 is repealed and replaced with this Resolution.

Read and adopted by the City Council the \_\_\_ day of \_\_\_\_\_, 1993.

\_\_\_\_\_  
Craig Lomnicki, Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

Approved as to form:

\_\_\_\_\_  
O'Donnell Ramis Crew & Corrigan  
City Attorney

Resolution No. \_\_\_\_\_

EXHIBIT A

Milwaukie Historic Review Commission

DUTIES AND RESPONSIBILITIES

The Commission shall be responsible for the following:

1. Carry out the duties described for it in this Section and otherwise assist the City Council on historic preservation matters.
2. Review and make recommendations on all partitions and subdivisions of designated properties.
3. Disseminate information to educate the public as to State and federal laws protecting antiquities and historic places.
4. Act as a coordinator for local preservation groups such as the Milwaukie Historical Society, educational workshops, signing and monumentation projects, and other similar programs.
5. Assist the Milwaukie Historical Society in advising interest groups, agencies, boards, commissions, and citizens on matters relating to historic preservation within the City.
6. Review and make recommendation on all applications requesting designation or deletion of a landmark and placement or removal on the Cultural Resources Inventory, as provided under subsection 323.5.
7. Review and make recommendation on all applications requesting designation or deletion of an historic district as provided under subsection 323.5.
8. Review all development which proposes to alter a landmark, subject to the procedures and criteria set forth in this section.
9. Review all demolition permits affecting landmarks, as provided under subsection 323.8.
10. Review and make recommendation on all conditional use applications related to landmarks.
11. Maintain an Historic and Cultural Resources Inventory and map of landmarks.
12. Develop regulations for the protection of landmarks, such as design guidelines for adoption by the City Council.

5

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, ADOPTING RULES OF PROCEDURE FOR THE MILWAUKIE HISTORIC REVIEW COMMISSION AND REPEALING RESOLUTION NO. 14-1991.

WHEREAS, Resolution No. \_\_\_\_\_ authorizes formation of the Milwaukie Historic Review Commission; and

WHEREAS, Section 3 of said Resolution calls for the Historic Review Commission to submit rules of procedure to the City Council for approval; and

WHEREAS, the Historic Review Commission amended its Bylaws at its January 18, 1993, meeting, attached to this Resolution as EXHIBIT A; and

WHEREAS, the City Council has reviewed EXHIBIT A at its meeting on May 18, 1993; and

WHEREAS, Resolution No. 14-1991 is being replaced by this Resolution;

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

Section 1. The rules of procedure attached as EXHIBIT A and titled "Milwaukie Historic Review Commission Bylaws" are hereby approved as stipulated by Resolution No. \_\_\_\_\_.

Section 2. The effective date of this Resolution shall be May 18, 1993.

Section 3. Resolution No. 14-1991 is repealed and replaced by this Resolution.

Read and adopted by the City Council the \_\_\_ day of \_\_\_\_\_, 1993.

\_\_\_\_\_  
Craig Lomnicki, Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

Approved as to form:

\_\_\_\_\_  
O'Donnell Ramis Crew & Corrigan  
City Attorney

6

Resolution No. \_\_\_\_\_

EXHIBIT A

Milwaukie Historic Review Commission

BYLAWS

ARTICLE I: HRC MEMBERS AND VOTING PROCEDURES

1. The Commission is comprised of five members appointed by the City Council as follows: one member of the Milwaukie Planning Commission; two members as citizens-at-large; and two members who shall have demonstrated special interest, experience, and/or knowledge in the field of historic preservation, architecture, history, or related disciplines.
2. The four non-Planning-Commission individuals shall be appointed for terms of three years each, except that the original members should be appointed to terms of two, three, and four years in order to provide for orderly transition of Commission membership. For Commission members which serve on the Planning Commission, their term on the Historic Review Commission shall be for three years or the end of their term on the Planning Commission, whichever comes first. All Commission members may be reappointed to, or removed from, the Commission at the discretion of the City Council.
3. A Commission member found incompetent of fulfilling his or her duties may be expelled with a majority vote of the other Commission members and approval of the City Council. An expelled member of the HRC must be allowed an opportunity to be heard concerning his or her qualifications for continual membership in a public meeting in front of the City Council.
4. Members are requested to attend all meetings. A Commission member may be expelled by a majority vote of all other Historic Review Commission members after missing one half or more of regularly scheduled meetings in a six-month period.
5. If a quorum is not attained fifteen minutes following the scheduled time of call to order, the meeting shall be cancelled.
6. All members who are present at Commission meetings, including the Chairperson and Vice Chairperson, are allotted one vote each on all motions.
7. One member must make a motion and another member must second that motion in order for the Commission to vote. A motion is passed by majority of the Commission members present. Any member, including the Chairperson and Vice Chairperson, may make and second motions.

Resolution No. \_\_\_\_\_

**ARTICLE II: CHAIRPERSON AND VICE CHAIRPERSON DUTIES/MOTIONS**

- 1. The Commission shall elect a Chairperson and a Vice Chairperson. Elections shall be held yearly in January.
- 2. In the event that an officer cannot complete the specified term, an emergency election shall be held for the completion of the term.
- 3. In the event the Chairperson cannot attend a scheduled meeting, the Vice Chairperson shall act as the presiding officer.
- 4. The Chairperson shall preserve the order and decorum of the meeting; direct discussion and comment to relevant issues; establish and enforce time limits for discussion and comment as appropriate; prevent attacks on personalities; and encourage citizen input.
- 5. The Chairperson, or the Vice Chairperson if the Chairperson is absent, shall preside over the meetings, generally following the procedure outlined in the City of Milwaukie's Public Hearing Format Chairman's Guide.

**ARTICLE III: MEETINGS AND PUBLIC HEARINGS**

- 1. Regular meetings shall be held at 6:00 p.m. on the third Monday of every other month. The time and dates of the meeting may be changed by a majority vote of Commission members.
- 2. The public shall be notified of all Commission meetings by the City's general notification procedures.
- 3. The Community Development Director or his/her designee shall be responsible for preparing the Minutes for each meeting and keeping records of the attendance.
- 4. The Community Development Director or his/her designee shall be responsible for mailing the Agenda and all meeting materials to Commission members and interested members of the public at least seven (7) days before the next scheduled meeting.
- 5. Special Meetings may be called at the request of the Chairperson or by a majority vote of the Commission.
- 6. Executive Sessions may be held consistent with City Council Meeting Provisions, Section 2.04.090 of the City of Milwaukie Code.

**ARTICLE IV: BYLAWS/CHANGES**

- 1. Bylaws may be amended, repealed, or altered by a majority vote at two consecutive Historic Review Commission meetings and after approval by the City Council.

# CITY OF MILWAUKIE



COMMUNITY DEVELOPMENT  
PUBLIC WORKS

6101 S.E. JOHNSON CREEK BLVD

TELEPHONE: 652-4410

TO: Mayor and City Council

THRU: Dan Bartlett, City Manager *DB*  
Tim Corbett, Public Works Director *TC*  
Kelly Somers, Public Works Superintendent *KS*

FROM: Jay Saatkamp, Operations Supervisor-Water *Jay*

DATE: May 6, 1993

RE: Award the 92/93 Waterline upsizing project

## ACTION REQUESTED

Authorize the Public Works Department to Award the Sherrett and Willow Street water main project (92/93 Waterline upsizing Project) to D.M. Excavating Co., Inc. in the amount of \$95,654.80.

## BACKGROUND

On April 20, 1993 Council gave the Public Works Department approval to advertise for bid the water main project. The water fund has \$82,400.00 budgeted for the project. The remainder will come from the unexpended balance in the Material and Services portion of the budget. The project has a 90 calendar day completion time frame.

## DISCUSSION

The bid opening was held on May 5, 1993; three bids were received as follows:

	Alt A	Alt B
1. D.M. Excavating Co., Inc.	\$107,004.50	\$ 95,654.80
2. Werbin West Const.	\$113,710.00	\$103,020.00
3. Wayne Jeskey Const.	\$128,582.34	\$116,985.98
* Engineers estimate	\$129,875.00	\$125,755.00

Alternate A is using Ductile Iron Pipe.

Alternate B is using C-900 Pvc pipe.

Please find attached our memo on the life expectancy, advantages, and disadvantages of ductile iron pipe and C-900 PVC pipe.

May 6, 1993  
page 2 of 2

2

D.M. Excavating Co. Inc has done several projects for the City and has provided timely, quality work.

RECOMMENDATION:

Staff recommends Council award the bid to D.M. Excavating Co., Inc. for Alternate B in the amount of \$95,654.80.

attachment  
KS/ks

To: Mayor and City Council

Thru: Kelly Somers

From: Tony Pritchett TNP

Regarding: Life Expectancy of Ductile Iron and P.V.C. Pipe

Date: 5-7-93

FOR INFORMATION ONLY

DUCTILE IRON :

Since being introduced in 1955, Ductile Iron Pipe has been proven to be an extremely durable alternative for use in modern water and wastewater systems. It possess a high degree of impact and corrosion resistance, while retaining high levels of strength and durability. Ductile Iron Pipe has been proven to be even more resistant to corrosion than Cast Iron Pipe, of which there are many example locations which have been in service for more than 150 years. This information was obtained from The Ductile Iron Research Association.

One of the drawbacks of Ductile Iron verses P.V.C., is that there tends to be more build-up of mineral deposits on the inner-walls of the pipe. One other item that has been one of the most frequent problems with the existing pipes in the City of Milwaukie is the occurrence of line breakage. This seems to occur most frequently in a circular pattern, which most often happens at ground shift. locations.

P.V.C. :

In the mid thirties, German engineers and scientists developed and produced limited amounts of P.V.C. Pipe, some of which is still functioning today in a satisfactory manner. P.V.C. Pipe manufactured to todays design standards, also exhibits high levels of corrosive resistance, durability and strength. It also exhibits an almost

complete resistance to biological attack. This is defined by the degradation and/or deterioration caused by the action of living micro- or macro-organisms, which may include fungi, bacteria, grass roots, termites, and rodents. P.V.C. Pipe is more flexible than Ductile Iron Pipe while retaining it's structural integrity. This is very important considering the most frequent types of line failures within the City of Milwaukie as mentioned under the heading of Ductile Iron. Information regarding P.V.C. Pipe was obtained from the American Water Works Association Manual of Water Practices, copyright 1980.

# CITY OF MILWAUKIE



COMMUNITY DEVELOPMENT  
PUBLIC WORKS

6101 S.E. JOHNSON CREEK BLVD.

TELEPHONE: 652-4410

TO: Mayor and City Council

THRU: Dan Bartlett, City Manager *DB*  
 Tim Corbett, Public Works Director *T.C. - Wkst. S.*  
 Kelly Somers Public Works Superintendent *KS*

FROM: Jay Saatkamp, Operation Supervisor Water Dept *JfS*

RE: Approval to Advertise Sherrett and Willow St. Water Main Replacement for Bid.

DATE: April 9, 1993

## ACTION REQUESTED

Authorize the Public Works Dept. to advertise the Sherrett and Willow St. water line replacement and upsizing project for bid.

## DISCUSSION

S.E. Sherrett is on the N.W. border of Milwaukie near 32nd Avenue and Johnson Creek Blvd. The water line to be replaced is an older 2" galvanized pipe. S.E. Willow is located just north of Stanley Avenue and is scheduled for a water line upsizing improvement in FY 93-94. Staff would like to add this project to the Sherrett Street upsizing project this fiscal year. A new subdivision (Global Estates) has been built in the Willow Street project area in the last year. The existing water line on Willow Street is a 4 inch line and is over 30 years old that dead ends at the west end of Willow Street. By replacing the existing lines and tying them into the new water lines in the new subdivision we will improve flow and fire protection in the area. In addition, the Street Division has scheduled paving improvements to Willow Street during the summer of 1993.

S.E. Sherrett Street water line was budgeted for the 92/93 FY at \$82,400. The engineers estimate to complete the water line improvements on both Sherrett Street and Willow Street totals \$130,330.

6.

The Water Department is forecasting an unexpended balance in the Materials and Services portion of the Budget in excess of \$73,500 and this balance will be used to pay for the project. This increased capital expenditure was forecasted as a FY 92-93 expenditure in developing the proposed beginning Fund Balance for FY 93-94 therefore, funds available in the FY 93-94 proposed Water Budget will not be negatively impacted by constructing the additional improvement this year.

RECOMMENDATION/CONCLUSION

Staff recommends that Council authorize the Public Works Department to go to bid for the Sherrett Street and Willow Street St Water Main Replacement and Upsizing.

CITY OF MILWAUKIE  
CITY COUNCIL AGENDA  
APRIL 20, 1993

MILWAUKIE CENTER

1669TH MEETING

WORK SESSION

Parks Administration - 11022 SE 37

8:30 a.m. - 12:30 p.m. - Fire Issues

Milwaukie Center

- 5:00 - 5:30 p.m. - Electric Lightwave, Inc. Franchise Agreement
- 5:30 - 6:00 p.m. - Uniform Fire Code Update Adoption
- 6:00 - 6:30 p.m. - South Metro Fire Marshal's Office Annual Report
- 6:30 - 6:45 p.m. - Commission Interview - Citizens Utility Advisory

RECEIVED  
APR 14 1993

CITY OF MILWAUKIE  
DEPT. OF PUBLIC WORKS

REGULAR SESSION

7:00 p.m.

I. CALL TO ORDER  
Pledge of Allegiance

II. PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS

- A. Historic Moments (Mayor Lomnicki)
- B. Citizens Utility Advisory Commission Goals and Work Program (Dr. Michael Kay)

III. 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.)*

None scheduled.

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 card provided on the table at the back of the meeting area. The Council may limit the time allowed for presentation.)*

**VII. INFORMATION, continued**

- I. Congestion Management Air Quality (CMAQ) Information
- J. UGMA Coordination Committee Minutes of February 1, 1993
- K. "Last Week at the Capitol" April 8, 1993
- L. Accounts Payable Transactions, February & March 1993

**VIII. ADJOURNMENT****EXECUTIVE SESSION**

*At the end of the regular meeting, the Council may hold an Executive Session under the authority of ORS 192.660.*

*For assistance/services per the Americans with Disabilities Act (ADA),  
dial TDD 659-5171.*

# CITY OF MILWAUKIE



FAX (503) 652-4433

\* \* \* \* MEMORANDUM \* \* \* \*

May 18, 1993

To: Mayor and City Council

From: Dan Bartlett, City Manager *Dan*

Subject: Regional Committee Assignments

**Action Requested**

Consider designating Councilors to serve on regional committees.

**Background**

The City is involved in a number of regional committees. . The City Council reviewed and discussed Councilor assignments to these committees at a work session held after adjournment of the regular session on May 4, 1993. The attachment is a result of this discussion.

**Recommendation**

Staff recommends that the City Council move to approve the Council Regional Committee Assignments.

COUNCIL REGIONAL COMMITTEE ASSIGNMENTS

5/8/93

COMMITTEE MEETING DATE AND TIME	STAFF	COUNCILOR
NORTH CLACKAMAS REGIONAL PARKS 2nd Thursday 7 - 9 pm PARC member alternate	Charlene	Jean
FOCUS 6 times/year Evenings	Dan	Jean
STORMWATER STEERING 4th Thursday, morning	Dan, Tim	Bob
UGMA COORDINATION COMMITTEE 1st Tuesday, 7:00 am	Maggie	Craig
OAK LODGE FIRE varies	Dan Olsen	Bob Rick
SOUTH METRO Quarterly	Dan Olsen	Bob
COMMUNITY ACTION 4th Monday, 7:00 pm	County Alternate	Rick Jean
SEWER unknown	Tim	Rick
WATER COORDINATING 4th Tuesday, 7:30 pm	Tim	Rob
WILLAMETTE RIVER CORRIDOR MASTER PLAN - PAC	Maggie	Rob
JOHNSON CREEK CORRIDOR COMM. 3rd Thursday, 7:00 p.m. - 9:30 p.m.	Maggie Alternate	Rob Bob

Each Councilor representing the City on these assignments is responsible for reporting significant issues and highlighting important points during Council Information Sharing.

These Regional Committee assignments are designated by the Milwaukie City Council.

OTHER REGIONAL COMMITTEES

5/8/93

COMMITTEE MEETING DATE AND TIME	STAFF	COUNCILOR
BOARD OF EQUALIZATION		Jean
DRUG PREVENTION COALITION		Craig
YOUTH GANGS TASK FORCE		Rob
JPACT FOR CLACKAMAS CITIES		Craig
MDDA BOARD 2nd Wednesday, 7:30 a.m.	Dan	Craig
MPAC	Alternate	Jean

These Regional Committee assignments are dependent of City Council designation. They are included for informational purposes.

CITY OF MILWAUKIE  
CITY COUNCIL MEETING  
MAY 4, 1993

The one thousand six hundred and seventieth meeting of the Milwaukie City Council was called to order by Mayor Lomnicki at 7:03 p.m. in the Milwaukie Center with the following Councilmembers present:

Craig Lomnicki,  
Mayor  
Rick Farley

Jean Schreiber  
Rob Kappa  
Bob Knudson

Also present:

Dan Bartlett,  
City Manager  
Tim Ramis,  
City Attorney  
Charlene Richards,  
Assistant to the  
City Manager  
Angus Anderson  
Finance Director

Maggie Collins,  
Community Development  
Director  
Tim Corbett,  
Public Works Director  
Pat DuVal,  
Recorder/Secretary

**PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS**

**Historic Moments**

Mayor Lomnicki discussed early schools, newspapers, and churches in the City of Milwaukie. Hector Campbell opened the first school in 1849. It was located on land donated by Lot Whitcomb near the present site of Milwaukie City Hall. Milwaukie residents have always had a passion for fine education, and the North Clackamas #12 School District is one of the best in the state.

**Citizens Utility Advisory Commission (CUAC) Goals and Work Program**

Dr. Michael Kay, 2923 SE Kelvin, Citizens Utility Advisory Commission Chair, discussed the advisory board's goals for 1993. The highest ranking goal was to review data on the water rate study and to consider alternate rate structures. The CUAC would make a recommendation to the City Council.

Kay said the CUAC has also agreed to continue with the sewer rate sufficiency study. He explained that the large amount of data prevented the group from considering more than one utility at a time. Street funding and participation in regional utility issues were other Commission goals.

**Councilmember Kappa** asked Kay if he believed the training sessions were beneficial. Kay said he believed the training sessions had helped CUAC members become more focused.

**Councilmember Farley** asked how much the rate structure would be changed. Kay said the CUAC was considering different ways to cost service. For example, the Council may select a scale that would encourage conservation. The current rate structure does not take into consideration the costs associated with constructing a new reservoir or installing alternate hook ups to other water providers. The CUAC will make recommendations to Council on the most efficient way to continue water service. The Commission is considering the theory of the structure and have not yet considered the actual rates.

**Councilmember Schreiber** asked when the CUAC would discuss recommendations with the City Council. Kay responded that recommendations would be made this summer when the cost of service study is complete. The Commission is also expecting information relating to the costs of capital improvements.

**Councilmember Schreiber** asked if Council's role would be problem solving or accepting recommendation. Kay said the CUAC would probably present findings based on a summary of the reports currently being studied.

**Councilmember Kappa** asked if the Clackamas Water Basin Authority had provided information on Goal #3, regional utility issues. Kay said information is being put into the cost of service study for grow-out into the urban growth boundary area. The CUAC is considering regionalization and its effect on water and sewer.

**Councilmember Kappa** asked if he believed the cost of water would go up. Kay said there may be increases in the current basin as demand increases and supply is static. He said the public is concerned with equity between low income and large business users. The current philosophy is to offer life line rates for limited, low-income consumers while encouraging large users to conserve. Kay said the CUAC will be making a recommendation based on the complete picture. In the past, rates have not been established that provide for future growth.

**Councilmember Knudson** asked how far ahead the CUAC was looking. Kay said between ten and fifteen years in the future.

**Mayor Lomnicki** thanked Kay and the other members of the Citizens Utility Advisory Commission for their hard work in

dealing with the technical information.

Proclamation - Rediscover Downtown Milwaukie Day

Karen O'Dowd, Milwaukie Downtown Development Manager, discussed the "Rediscover Downtown" event in Oregon. She discussed the Facade Improvement Program and the projects which have been approved for Candyland, Graham's Books and Stationery, Looks Wright Hair Design, and Danny's Pub.

O'Dowd said she perceives the Milwaukie downtown district as an area in transition. She discussed the professional offices in the downtown area. New investments in the area have included improvements and addition of new employees. She said the City must have a vision that sets it apart and creates a special image. This vision must be developed by property owners, businesses, and the City in order to create a new vitality.

O'Dowd discussed some short term, visible results which included a waterfront cleanup on May 22; tree-well cleanup by junior high school students; short term parking needs survey; public forum on Metro transit study; and replanting flowers on Main Street. She said her key personal project was the downtown streetscape plan which consists of seeking corporate financial assistance for street furniture and lighting. O'Dowd said new businesses need to be recruited that compliment those existing. She discussed the promotional package in which she plans to include a downtown directory.

Mayor Lomnicki read a proclamation naming May 19, 1993, as *Rediscover Downtown Milwaukie Day*.

Proclamation - Foster Parent Awareness Month

Mayor Lomnicki read a proclamation naming May, 1993, as *Foster Parent Awareness Month* in the City of Milwaukie.

Proclamation - Apprenticeship Month

Mayor Lomnicki read a proclamation naming May, 1993, as *Apprenticeship Month* in the City of Milwaukie.

**PUBLIC HEARING**

None scheduled.

**AUDIENCE PARTICIPATION**

None.

OTHER BUSINESS

League of Oregon Cities (LOC) Legislative Information

Dan Bartlett, City Manager, presented the staff report in which the City Council was requested to consider supporting League of Oregon Cities positions on several legislative issues and direct staff to prepare letters on selected issues. The information included in the Council packet was distributed on April 26, at a joint LOC/AOC conference. The LOC is seeking position support from cities. Bartlett said some of the language is still under negotiation and is unavailable at this time. The goal is to avoid the outcome of California's Proposition 13 which resulted in raids between government entities for funding.

Bartlett reviewed the issues: (1) Support of a comprehensive tax reform; (2) support of the Oregon Transportation Plan; (3) support an increase in the cigarette tax as an alternative to a new tax on health care providers. The proposed cigarette tax would raise sufficient revenue to meet projected costs and maintain cities' current revenues; (4) support the position that all state shared revenues be maintained; (5) support for HB 2611 which would cause the same overtime payment requirements that now apply to the State of Oregon and to private business to be applied to cities, counties and other local governments; and (6) LOC feels that the imposition of a water user fee should not be pursued this session; rather, be a subject for interim discussion until a similar and equitable fee can be assessed on commercial, agricultural and industrial users as well as residential.

Councilmember Kappa said he could not support the overtime pay bill *in proposed form*.

It was moved by Councilmember Schreiber and seconded by Councilmember Farley to support the comprehensive tax reform item. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

It was moved by Mayor Lomnicki and seconded by Councilmember Kappa to support the LOC position regarding the Oregon Transportation Plan. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

CITY COUNCIL MEETING - MAY 4, 1993

It was moved by Councilmember Schreiber and seconded by Councilmember Farley to support the LOC position regarding cigarette tax. Motion passed 4 - 1 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, and Councilmember Kappa, aye; Councilmember Knudson, nay; no abstentions.

It was moved by Councilmember Schreiber and seconded by Mayor Lomnicki to support the LOC position on revenues from liquor and cigarette receipts. Motion passed 3 - 2 with the following vote: Mayor Lomnicki, Councilmember Schreiber, and Councilmember Kappa, aye; Councilmember Farley and Councilmember Knudson, nay; no abstentions.

It was moved by Councilmember Schreiber and seconded by Mayor Lomnicki to support the LOC position regarding overtime payment. Motion passed 3 - 2 with the following vote: Mayor Lomnicki, Councilmember Schreiber, and Councilmember Farley, aye; Councilmember Kappa and Councilmember Knudson, nay; no abstentions.

It was moved by Mayor Lomnicki and seconded by Councilmember Kappa to support the LOC position regarding the water user fee.

Councilmember Schreiber said she believed this was an issue currently being considered on a community basis. She said she was not in favor of state action at this time.

Motion passed 4 - 1 with the following vote: Mayor Lomnicki, Councilmember Kappa, Councilmember Farley, and Councilmember Knudson, aye; Councilmember Schreiber, nay; no abstentions.

Authorize Staff to Submit NPDES Storm Water Permit Application to the Department of Environmental Quality

Tim Corbett, Public Works Director, presented the staff report in which the City Council was requested to submit the National Pollutant Discharge Elimination System (NPDES) Permit Application to the Department of Environmental Quality.

The Clean Water Act, passed in 1987, set the stage for the NPDES which controls storm water discharge. The first part of the application was completed in May, 1992, and the second part is due before May 17, 1993. Clackamas County and other cities have worked together to prepare a joint application permit to meet the requirements of a storm water program. Following community meetings, it was felt that the most effective method of funding a storm water program would be a utility fee.

**CITY COUNCIL MEETING - MAY 4, 1993**

**Corbett** discussed the pending Supreme Court decision regarding a similar case in Roseburg. The decision would impact the feasibility of placing this type of fee under the Ballot Measure 5 cap. He said the Department of Environmental Quality (DEQ) has agreed to review an application based on a utility fee outside of the \$10 cap.

**Corbett** reviewed the items of the mandated program which included: watershed identification; storm water system inventory; maintenance and planning activities; operation of public streets; flood management; pollutants reduction; illicit connections; spill prevention and containment; infiltration controls; public education; and fiscal resources.

**Corbett** said staff recommends that Council authorize staff to submit the permit to DEQ.

**Councilmember Kappa** discussed the number of test sites throughout the county.

**Corbett** said the permit application requires only outfall testing. The permit indicates that there will be in stream monitors probably located in Minthorn and Johnson Creeks. The five test sites are instream.

**Councilmember Knudson** asked why this Roseburg case was in court. **Corbett** said the decision will be based on avoidability and controllability.

**Mayor Lomnicki** said the federal government is mandating storm water control. If the Court rules against the Roseburg utility, cities will have to fund the program.

**Corbett** said that sewer charges may also be found to fall under the cap.

**Councilmember Farley** asked the length of Johnson Creek. **Corbett** said he believed that Johnson Creek started near Orient. There were at least 15 jurisdictions located on the banks of the creek, and Milwaukie is at the end.

**Councilmember Kappa** asked if there would be more test sites near the Milwaukie area.

**Corbett** said there are about 18 test sites in streams which go through our jurisdiction.

**Councilmember Farley** discussed catchbasins and street sweeping.

CITY COUNCIL MEETING - MAY 4, 1993

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to authorize staff to submit the National Pollutant Discharge Elimination System (NPDES) to the Department of Environmental Quality. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

Center/Community Advisory Board (C/CAB) Transition

Charlene Richards, Assistant to the City Manager, presented the staff report in which the City Council was requested to review the current positions filled by City of Milwaukie residents and ensure that the City has nine positions designated for City Council appointment. The existing C/CAB has eighteen members appointed by the City Council. The intergovernmental agreement with the North Clackamas Parks and Recreation District designates that nine members would be appointed by the Council and nine by the District. Richards reviewed the status of those currently holding positions on the C/CAB. Bee Hall was the only member requesting reappointment at this time.

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to follow staff's recommendation and to reappoint Bee Hall to a consecutive term. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

Commission Appointments

It was moved by Councilmember Kappa to appoint Jeff Brannen to the Budget Committee and Anne Marie Smith to the CUAC. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson, aye; no nays; no abstentions.

Dan Bartlett, City Manager, discussed the letter received from residents of Licyntra Lane. He said waterline upgrade and street overlay projects would be done at the same time.

Councilmember Kappa said residents stated in their letters that "some of us have spoken with City officials and remain perplexed." Bartlett said apparently there had not been an adequate explanation of the capital improvement program. He said he believed that the letter prepared by staff for the Mayor's signature explained the upcoming projects.

Councilmember Kappa said he believed the letter should be more specific.

**CITY COUNCIL MEETING - MAY 4, 1993**

Councilmember Schreiber said she believed it was appropriate to explain the future actions. Since all Councilmembers received the same letter, it is appropriate for the Council to authorize the Mayor to sign the letter on its behalf.

It was moved by Councilmember Schreiber and seconded by Councilmember Knudson to authorize the Mayor to sign the letter to Licynta residents regarding future street overlay and waterline improvements. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

**Regional Committee Assignments**

It was Council consensus to discuss this issue during a work session immediately following adjournment of the regular session and to continue the item to the May 18, 1993 agenda.

**CONSENT AGENDA**

It was moved by Councilmember Kappa and seconded by Councilmember Farley to adopt the Consent Agenda which consisted of the City Council Minutes of April 20, 1993. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

**INFORMATION**

Councilmember Farley discussed his participation as a member of the Rotary Exchange Student Selection Committee.

Bartlett discussed the recently developed Community Event packets.

Bartlett reviewed the Oregon Business Council survey on values and beliefs on growth.

Councilmember Schreiber discussed the MPAC meeting and the impact of values on future development.

**ADJOURNMENT**

Mayor Lomnicki adjourned the meeting at 8:40 p.m.

---

Pat DuVal, Recorder/Secretary

CITY COUNCIL MEETING - MAY 4, 1993

WORK SESSION

The Council met in a work session to discuss regional committee assignments. The work session was adjourned at approximately 9:10 p.m.

MILWAUKIE PLANNING COMMISSION  
MINUTES  
TUESDAY, APRIL 27, 1993

COMMISSION PRESENT

Chairman Trotter  
Gordon Jones  
Bill Johnson  
Pat Lent  
John Littlehales  
Scott McClure  
Carolyn Tomei

STAFF PRESENT

Maggie Collins,  
Community Dev. Dir.  
Jim Crumley,  
Associate Planner  
Dave Krogh,  
Associate Planner  
Shirley Richardson,  
Hearings Reporter

COMMISSIONERS ABSENT

None

1.0 CALL TO ORDER

Chairman Trotter called the meeting to order at 6:34 p.m.

2.0 PROCEDURAL QUESTIONS

Chairman Trotter explained the meeting format. He then asked the audience if there were any questions. There were none.

3.0 CONSENT AGENDA

3.1 PLANNING COMMISSION MINUTES - April 13, 1993

The minutes were continued until the next meeting, May 11, 1993.

4.0 PUBLIC COMMENT - None.

5.0 PUBLIC HEARINGS

- 5.1 Applicant: Northwest Housing Alternatives, Inc.  
Property Owner: Doug Pelton  
Location: 2416 SE Willard (Tax Lot 6800 of Tax Map T1S, R1E, 36BC)  
Proposal: Community Service Overlay Review to convert one existing house from a rental to an Annex of Annie Ross House family homeless shelter (CSO-93-03)

Chairman Trotter opened this hearing for a Community Service Overlay Review to convert one existing house from a rental to an Annex of Annie Ross House. He asked if there were any conflicts of interest or ex-parte contacts

to declare. There were none. He asked if there were any Commissioners who visited the site. Five hands were raised. None of the Commissioners who raised their hands spoke to anyone at the site or noticed anything different from what is stated in the Staff Report. No one in the audience questioned the impartiality of any Commission member.

**Jim Crumley** reviewed Community Service Overlay CSO-93-01 with the Commission. He stated that the Applicant, Northwest Housing Alternatives, Inc./Annie Ross House (NHA), proposes to expand its existing facility to add the residence located at 2416 Willard Street to house two additional families on a temporary basis. This will bring their total commitment to a maximum of six families served by this facility.

The proposal is subject to the findings that are required under the Community Service Overlay, Section 321.2 of the Zoning Ordinance. Staff has identified two issues of concern; availability of parking and neighborhood compatibility.

There is sufficient parking on the site now for the extension. There will be no reason for the residents to be parking off-site. There is no conflict with the high school.

Since the inception of this program, there have been a series of changes in the restrictions and regulations on how the Home operates. As a response to concerns by the neighbors, several conditions on the original approval about fencing and screening to the south and east have been modified. Fencing is now in place and it has created effective screening.

A curfew of 10:00 p.m. on weekdays and 11:00 p.m. on weekends is enforced. On-site management assures that these rules are adhered to and 24-hour supervision is accomplishing the goal of neighborhood compatibility.

One letter was received from Una Rowe, 11394 SE 27th, recommending that the Annie Ross House be allowed to continue. The letter stated that the Annie Ross House is a good neighbor and is fulfilling a pressing need in the community. This is the only facility of its type in the County.

Staff recommends that the Planning Commission adopt the findings that are contained in the Staff Report with the conclusion that the establishment of the Community Service Overlay use is in the general public interest and that the benefits to the public outweigh possible adverse impacts; and approve this project with the conditions as outlined in the Staff Report with a correction to a typo in Condition #1, "exposed/proposed expansion."

#### QUESTIONS FROM THE COMMISSIONERS OF STAFF

**Chairman Trotter** asked Staff to clarify the location of the fencing on the Site Plan, Exhibit #2. **Jim Crumley** stated that the fencing was not shown on the Site Plan. The Condition states that site obscuring fencing should continue around the perimeter of the proposed expansion. What is shown on the Site Plan is the proposed expansion area. The residence at 2440 is on the same tax

lot, but it is not a part of this proposal. The fencing will exclude 2440. Part of the fencing will be removed so that it can be repositioned to run down the westerly side of the driveway and include the westerly half of the expansion area. The Applicant is in agreement with the fencing suggestions.

John Littlehales asked if the proposed office conversion and storage and play area on Exhibit #2 were a part of this application. Jim Crumley stated that these improvements were a part of the original application for the Annie Ross House; they are not a part of this application.

Pat Lent asked if the garage on the proposal would be included with the 2440 residence and excluded from the 2460 residence? Jim Crumley stated that Staff is open on this issue; they do not feel it is necessary to include parking space in this garage to accommodate the parking needs of this facility. It is better if all the residents park in the parking lot: the garage is available if they need it, but it is Staff's intention to have the residents use the parking lot.

Bill Johnson asked if the code required a height restriction for the site obscuring fence. Jim Crumley stated that there are no height requirements for the fencing; this fence will be six feet high.

#### APPLICANT PRESENTATION

Speaking: Barbara Orloff, 2316 SE Willard Street, Milwaukie 97222

Ms. Orloff stated that she is the Case Manager and Program Director at Annie Ross House. She has worked with Northwest Housing Alternatives since February, 1990.

When the property adjoining the shelter came up for sale, Staff saw an opportunity to expand the shelter services. There is a demand for shelter services in Clackamas County. The Anne Ross House is the only shelter for families with men, women and children in Clackamas County. They do not take families with addictions or any history of domestic violence.

This expansion affords the opportunity for two more private spaces for families. They hope to have an opportunity by this expansion to consolidate their facility to include storage, laundry, and to increase their capacity to shelter families. They hope to accomplish this expansion without additional cost or need for additional staff. They would like to use the expansion space by September, 1993.

The latest report from the Clackamas County Information Referral System lists 831 requests for shelter. There are five families on the waiting list for the Annie Ross House. Presently they are at capacity with four families and will not have a vacancy until May 3. The main cause of homelessness in Clackamas County is the lack of affordable housing.

Annie Ross House affords families a maximum stay of three weeks, at which time they are assisted to seek permanent housing and employment. All the residents are screened before entering and agree on plan of action to get back on their feet. They must be without other resources, have some future prospects of housing and income and be willing to work with the case management plan. Annie Ross House provides residents with a safe and secure environment, including cooking and laundry facilities on site. The residents live cooperatively and share in household chores. They meet each day with a case manager to assist them with a plan of moving towards self-sufficiency.

Ms. Orloff stated that they felt the pressure to expand and welcome the opportunity to expand. They appreciate the opportunity to come before the Planning Commission with their proposal.

Most of the children at the facility are under the age of five. The fencing is a safety and security issue. They would like to have the fence run on the west side around the 2440 house so the play area can be enlarged.

#### QUESTIONS FROM THE COMMISSIONERS OF THE APPLICANT

Pat Lent asked about the rental plans for the 2440 site. Ms. Orloff stated that there is a family in this residence at the present time. They will not displace this family if they wish to continue to rent this house. Should they chose to move, the Annie Ross House will use this facility as a transitional housing rental where a family could stay up to 18 months with case management, but in a more independent-type setting. The responsibility and expectations would be much higher as they will be moving towards independent living. The resident would have to have employment, a good rental history, and fill out a rental application as any other tenant would.

John Littlehales asked about the proposed changes to storage and office space. Ms. Orloff stated that these changes took place in 1985 when the original conversion took place.

Don Trotter asked for the proposed use of the garage in the expansion area? Ms. Orloff stated that they would like to use the garage for additional storage; for furnishings, as their present two-car garage is used.

Don Trotter asked if the Applicant agreed with Staff intent for parking for the residents of Annie Ross House? Ms. Orloff stated that they prefer parking in the present lot where there is light and staff can see the cars. Most of the residents do not own cars. There will be no parking in the garages.

Don Trotter asked if there will be additional outdoor lighting? Ms. Orloff stated that presently the outdoor lighting includes a 100-watt bulb and cover. There is a flood light above parking lot. There are no plans for other additional lighting in the back area.

Pat Lent asked if the family presently living in the 2440 house has use of the garage? Ms. Orloff stated that she did not know for sure; perhaps they use half of it.

TESTIMONY IN FAVOR - None.

QUESTIONS OR COMMENTS

Speaking: Shirley Park, 2460 SE Willard, Milwaukie 97222

Ms. Park stated that she is one house away from the facility. She stated that she was under the impression that the existing NHA Office was originally to be used for overflow housing. She thought one room would be used as office space and rest of the area used for overflow to house two extra families. She asked why all this area was used for office? Jim Crumley stated that the original application included this area for overflow housing, but during the course of the hearing, it was decided that it be used for office space.

TESTIMONY IN OPPOSITION

Speaking: Shirley Park, 2460 SE Willard, Milwaukie

Ms. Park stated that she was sad because years ago, before the Annie Ross House, there were ten concerned families with her at the hearing. These families are no longer a part of her neighborhood.

She no longer cares if Annie Ross House continues to expand or take over the entire street because her neighborhood is no longer as she once knew it. It has become more of a transient neighborhood. In 1985, everyone living on that street had been there five to fifteen years. Now they are lucky if people stay one or two years. The house next to hers has been up for sale three times since the original application.

Ms. Park stated she felt the Planning Commission was fair with her in the original application, but felt she had no voice at City Council.

Ms. Park expressed concern about the condition that two staff members being on duty at all times. This has been a problem in the past. She has been told that as long as there is someone in the office, this is considered supervision. She would like to know if this will be a condition for the resident at 2416. Can this facility supervise a separate residence from the office?

Ms. Park stated that in the last few years, things have been relatively quiet. She has not had to call the police or watch for things going on. Things are being handled better than before. She would like to see the facility follow the rules and regulations.

APPLICANT'S CLOSING COMMENTS

Speaking: Barbara Lee Orloff, 2316 SE Willard Street, Milwaukie 97222

Ms. Orloff stated that her present office is in the NHA office space, separate from the shelter, there is a staff person present in the shelter at all times. There are plans to use the basement in September to become a staff office. There has been a staff person in the shelter 24-hours a day, 7 days a week.

QUESTIONS FROM COMMISSIONS TO THE APPLICANT

Chairman Trotter stated that Condition #7 requires two staff members on duty at all times; is this being done? Ms. Orloff stated that one or two staff people are on duty at all times with a backup beeper. Sometimes there are not two people on the premises.

DELIBERATION AMONG COMMISSIONERS

Chairman Trotter asked about Condition #7, two staff members on duty at all times; has it been revised? Jim Crumley stated that there is a memo on file from the City Attorney which states that having one person on duty/premises 24-hours a day and one person in beeper contact complies with the requirement of having staff members on duty at all times. The staff member on duty is on the premises of the residence not in the office.

Pat Lent asked if there was an access problem with the 10-foot wide driveway for emergency vehicles? Jim Crumley stated that the application was sent to South Metro Fire District for review; there were no problems noted. They did recommend the placement of house numbers out on Willard Street.

John Littlehales stated that he would like to see some way of assuring that the parking will be in the main parking lot and not in the access of 2416 and 2640. Chairman Trotter suggested moving the fence between the access road behind the existing courtyard from the access road to the corner of the two properties and extending the fence along the east side of the Annie Ross House straight back until it intersects the garage at the back of the property. This would preclude parking in this area and allow access between the existing Annie Ross House and the expansion of 2416.

This will also allow closer supervision of the site and provide privacy for the 2440 resident.

Chairman Trotter asked if the 2416 residence was used as a shelter, would this have to come back to the Commission for review? Jim Crumley stated that it would have to come back before the Planning Commission.

Gordon Jones asked if there would be one person on duty for each premise? Ms. Orloff stated that two staff would be on duty; one on the premise, the other in beeper contact. It is not possible to have staff in the 2416 annex.

The basement of the present shelter will be converted to a staff office, which would allow sleeping and cooking space as well as office space for the person on duty.

It was agreed that the proposed expansion met all the criteria for the Community Service Overlay. Discussion centered on the conditions; the following changes were made:

Condition #1, "The site obscuring fence shall be constructed around the perimeter of the proposed expansion area to the satisfaction of City Staff." It is the intention of the Planning Commission that the existing fencing between 2400 and 2416 Willard be removed and that fencing continue at a southerly direction along the west side of the driveway.

Condition #2, "Conditions 2, 6 (occupancy as deemed by Fire Department), 8, and 9 of approval for CSO-85-02 shall remain in effect (Exhibit 5)."

Add Condition #6, "Two staff members shall be on duty at all times, at least one shall be located on premises."

Carolyn Tomei moved to approve CSO-93-01 subject to Conditions 3 through 6 as stated in the Staff Report, Conditions 1 and 2 as revised tonight, and the addition of Condition #6. Pat Lent seconded.

Chairman Trotter proposed adding Condition #7, "Any additional outdoor lighting shall be shielded from adjacent residences." Carolyn Tomei and Pat Lent concurred. MOTION CARRIED 7-0.

Recess was taken at 7:30 p.m. and the meeting reconvened at 7:44 p.m.

5.2 Applicant: City of Milwaukie  
Property Owner: Various  
Location: Various  
Proposal: Comprehensive Plan Designation Project (CPA-93-01)

Chairman Trotter explained that this was a legislative hearing; there is no ex-parte contact. He asked if there was any Commissioner that wished to abstain from this hearing. There were none.

Dave Krogh reviewed the year-end Comprehensive Plan amendment with the Commission. He stated that there were eight separate natural resource review applications heard this past year. Part of the process in these hearings was to establish a natural resource boundary for each application. A process was needed to include these new map designation boundaries into the Comprehensive Plan. This is done by inserting the refined natural resource boundary maps into Appendix 3.

A worksession was held April 13, 1993. The background information, summaries, and maps that will be inserted into the Comprehensive Plan have

CITY OF MILWAUKIE PLANNING COMMISSION  
MINUTES OF APRIL 27, 1993  
PAGE 8

been provided to the Commissioners. A public hearing is now being held and the Planning Commission will be asked for a recommendation for approval to City Council. At the May 18, 1993, City Council meeting, a final decision will be made to adopt the Ordinance.

There are five criteria for plan amendments. The findings are provided in the Staff Report.

A question was raised at the April 13th meeting about possibly substituting a separate map for the current Map #5 in the Comprehensive Plan. Staff has reviewed map options and feels that they should retain the existing Map #5. The City has the base map for Map #5 and it is the same scale as the rest of the maps in the Comprehensive Plan.

The Commission reviewed the information and the following changes were made:

- Provide Map #19, Willamette River Slough.
- Label on each refinement map to indicate NR site map designation.
- Add Lot 21E35DD, Tax Lot 6700 to NR9202 list.
- NR9201, Site 20, does not have a Tax Lot 600 for 26EAD
- NR9205, Site 25, Tax Lot 500 not listed.
- Check discrepancies between the Natural Resources property list and Exhibits #1 & #2.

Pat Lent moved to recommend approval of CPA-93-01 to City Council with the findings 1-5 as stated on pages 2 and 3 of the Staff Report, with the additions and corrections as discussed. John Littlehales seconded. MOTION CARRIED 7-0.

Staff will bring corrections back to the Commission before the May 11th City Council meeting.

6.0 CONSIDERATION ITEMS - None.

7.0 OLD BUSINESS - None.

8.0 OTHER BUSINESS  
8.1 Election of Officers

Carolyn Tomei nominated Pat Lent for Planning Commission Chair. John Littlehales nominated Don Trotter for a second term as Chair. MOTION CARRIED 4-3 for Pat Lent as Chair.

Pat Lent nominated Carolyn Tomei for Vice Chair. No other nominations were made. MOTION CARRIED UNANIMOUSLY.

Chairman Trotter stated that he enjoyed serving as Chairman for the past two years, and looked forward to participation in the future. Pat Lent will take office at the next meeting.

8.2 Community Development Report

Maggie Collins submitted follow-up information for the Pennywood Subdivision Variances, the Mill End Store Parking Lot Landscaping, and the Clackamas County Corrections Sidewalk.

JOINT WORKSESSION WITH PUBLIC WORKS

Discussion centered on Public Work's interpretation of conditions requested by the Planning Commission. Maggie Collins will arrange a meeting with Tim Corbett so the Commission and Public Works can work out a solution to the interpretation differences.

Questions to be addressed are:

- Planning Commission condition interpretations (language/standards) (Clackamas County Corrections-Sidewalk) (Mill End Store-Landscaping) (International Way/Highway 224-\$100,000 road improvement)
- Bonding requirements

Maggie Collins will bring a draft escrow policy to the next meeting for review.

VARIANCE CRITERIA REVISIONS

Chairman Trotter suggested that the variance criteria revisions be placed higher on the priority list. Maggie Collins stated that she would have the City attorney review the variance criteria of the Zoning Ordinance and make suggestions for revisions.

PENDLETON PROPERTY

**John Littlehales** asked for a status report on the conditions of approval for the Pendleton property.

BROD & McCLUNG

**Carolyn Tomei** asked for a status report on the landscaping on east side of property.

CUMMINS PROPERTY

**Pat Lent** requested a status report on the progress on the setback variance for a garage at 21st and Bob White (Cummins).

CLACKAMAS SEWERAGE FACILITY PROGRAM

**Maggie Collins** reported that a CSO application will be started by the Clackamas Sewer District. The District has been asked to present an overview of the program that has been accepted so far by the City, a five-year plan, and what plans they have for this summer. A worksession is planned with the Committee and the Planning Commission on May 25, 1993, to decide to what extent the Planning Commission will be involved.

8.3 Urban Forestry Management Program Proposal

**Maggie Collins** reviewed a matrix chart of the Urban Forestry Management Program with the Commission. She stated that this program will include goals, responsibilities, performance standards, flexibility, enforcement, a comprehensive plan, and community support. The components of urban forestry practices are new development, public property, private properties, and trees of significance.

**Maggie Collins** asked the Commission to identify which parts of the proposed program they would like to see incorporated in the Milwaukie Tree Ordinance:

- Identify and protect trees of significance
- New development requirements for replacement of trees removed/enforcement
- Assess current resources (public streets and property)/volunteers, schools, City Arborist
- Assess current ordinances/storm drainage programs, leaf collection
- Assess current ordinances/Zoning Ordinance, Natural Resource, Subdivision Ordinance, Comprehensive Plan, Solar Access, City Ordinance, Willamette Greenway
- Private property/education (yard debris fact sheet), citizen acceptance, community support
- Stop encroachment on trees that exist

- Interim strategy for protecting trees
- Long term strategy comprehensive program to preserve and encourage tree planting
- Have a goal statement/intentions

Carolyn Tomei moved to request that Staff begin the process of establishing an 8-member subcommittee, to be known as the Milwaukie Tree Committee, with three members from the Planning Commission, Carolyn Tomei, Pat Lent and Scot McClure. Pat Lent seconded. MOTION CARRIED 7-0.

#### 8.4 Milwaukie and the State Land Use Program

Chairman Trotter opened the discussion on the Land Use Program. Maggie Collins stated that she was requesting information for a statement on how the State Land Use program has affected and benefitted Milwaukie. This statement will be sent out to legislators and City Council.

The following benefits were cited:

- Contained urban sprawl
- Allowed general public forum on development in community
- Helped establish local evaluation and planning of processes
- Has established a process for management and evaluation of natural resources
- Willamette Greenway Goal has maintained options for riverfront development
- Has established consistency in planning from jurisdiction to administration.
- Given us mechanism to preserve natural resources
- Given ability to identify and protect natural resources
- Prevented profiteering
- Confined transportation corridors

Negatives cited:

- As the process has evolved it has become more and more legalistic
- Too much legal process - LUBA
- LUBA doesn't work the way it should; qualified people are needed
- Growth in bureaucracy - too many levels to go through
- The expense is not equal; higher cost to person making land use application
- Need flexibility in system to prevent land use that is not intended
- Well organized minority can impede development
- Classification of secondary land designation needs improvement

CITY OF MILWAUKIE PLANNING COMMISSION  
MINUTES OF APRIL 27, 1993  
PAGE 12

- 9.0 NEXT MEETING: May 11, 1993
- 9.1 CU-93-02 (Wilhelm)

Pat Lent moved to adjourn the meeting of April 27, 1993. John Littlehales seconded.  
MOTION PASSED UNANIMOUSLY. Meeting adjourned at 10:45 p.m.

\_\_\_\_\_  
Don Trotter, Chairman

\_\_\_\_\_  
Shirley Richardson, Hearings Reporter

TRAFFIC SAFETY COMMISSION  
City Council Chambers  
April 12, 1993

I CALL TO ORDER

In the absence of a quorum, Vice-Chair Bergman opened the meeting for audience discussion at 7:45pm.

Present were:

Bruce Bergman, Vice-Chair  
Greg Gibson

Larry Cowling

ABSENT:

Dick Baker, Chair  
Joe Precourt  
Michelle Harris  
David Cookson

STAFF PRESENT:

Police Chief Mansfield  
Officer Donald Dodd  
Paul Roeger, Office. Engr.  
Connie Leasure, Staff Ass't

II APPROVAL OF MINUTES

Due to the lack of a quorum, approval of minutes was tabled for the next meeting.

III AUDIENCE PARTICIPATION

The meeting was opened for discussion of items of interest to the audience.

A. Monroe Street Traffic Network Analysis

Roeger explained that the study has been awarded to Tom Lancaster, Inc., who has begun taking traffic counts at relevant intersections prior to the posting on Monroe of temporary NO TRUCKS signs. To facilitate identification of the types of traffic currently using the area, Lancaster has elected to use human traffic counters, rather than mechanical devices; the intersections will be counted for 12 hours each, from 7 am to 7 pm, and company names which are visible on trucks will be noted. Advance notice signs will be posted the week of 4/12-4/16, with an effective date of 4/19 thru 5/1 or so. Lancaster will allow one week to pass before making a second set of counts, using the same criteria.

Mrs. Alford, 2708 SE Monroe, asked if double-trailer trucks delivering stock to Milwaukie Lumber will be allowed to use Monroe. Roeger replied that, as Milwaukie Lumber's property does have an access on Monroe, technically they would be allowed to use the street; however, he would try to work with the owners to gain their cooperation for the purposes of this study. Mr. Alford noted that cooperation is not always achieved; he still sees empty trucks using Monroe after unloading logs at Caffal Brothers, although he is aware that the Police Dept. had requested they not use the residential streets.

Bergman asked if increased police enforcement had been scheduled for the duration of the study; Roeger replied that the traffic regulation had been forwarded to Police, and asked Officer Dodd how it would be handled from there. Dodd explained that the expected procedure would be to issue a warning to a driver first, and to cite only if they repeated the infraction. Roeger noted that the advanced warning signs would be placed immediately off Hwy. 224, and flagged to catch the driver's attention.

B. 34th Avenue Task Force

Roeger noted that Tom Lancaster had also received a copy of the 34th Avenue Task Force Study, and he will examine the neighborhood's concerns in relation to the work he is doing on the Monroe Street study to see how they inter-relate, as well as for the purpose of proposing additional work to complete any needed information.

C. Eagle Street Traffic Control Device Request

Roeger invited Chief Mansfield to discuss his request; Mansfield explained that it had arisen as an outcome of a neighborhood meeting on January 7, 1993 at the Kellogg Sewage Treatment Plant. The meeting had been held at the request of the local residents, who were concerned about activities which have occurred on the plant grounds during the past few summers. More and more, people who do not live near the plant have begun to use the landscaped picnicking areas for late-night parties, resulting in parking problems on Eagle Street, as well as excessive noise and occasional offensive behavior. In an effort to discourage this type of use, the local residents had requested NO PARKING on the north side of Eagle Street.

Mansfield noted that the sole residence on the north side of Eagle is a house which is owned by Clackamas Service District, the operators of the treatment plant, and leased to Linda Brown and Mike Clark, who were also in attendance at this meeting. He reported that he had received a letter written by Brown & Clark, citing their needs and requesting the NO PARKING area be mitigated by the addition of a disabled parking space. The letter, a copy of which was placed in the TSC packet with the TCD request, explained that Mr. Clark has a heart condition that makes using the steep driveway serving their home difficult. Mansfield stated that he would support an addendum to his request for the disabled space, but noted that having any type of parking would tend to negate the effect of the NO PARKING and could create an enforcement problem.

Bergman commented that CSD#1 could improve the parking situation at the house, and noted that a large hedge infringes into the right-of-way, which could be removed or trimmed back to the property line to provide less refuge to park users. Mansfield interjected that the hedge had been discussed at the neighborhood meeting and it had been noted to be desirable to the residents to screen plant operations. Bergman asked Brown and Clark if it would be feasible for the owners to improve the existing parking situation for them at the house; the topography of the area was discussed, and it was generally agreed that due to a steep drop in elevation it was unlikely to be cost-effective to make such improvements.

Mansfield summed up the discussion by stating that he feels that there are three options - leave the area as it is currently, post the entire north side of Eagle Street NO PARKING, or put in one handicapped space and post the remainder NO PARKING. Due to the lack of a quorum, the TSC was not in a position to vote on a recommendation, but Roeger polled the members present and gained a consensus that the third option appeared to be the best solution to the situation. In order to avoid having to make the neighborhood wait until the May TSC meeting, Roeger suggested that he write a memo to the City Manager recommending approval of the NO PARKING request, amended with a handicapped parking space. The City Manager could approve a recommendation without the TSC approval, and the citizens would be better served by this type of action. The TSC members, Chief Mansfield and the tenants all approved of this suggestion.

D. 19th & Sparrow Traffic Control Device Request

Chief Mansfield then addressed the commission on his second NO PARKING request for Island Station, this one located at the opposite end of the neighborhood. Mansfield noted that this intersection is located at the entrance of Spring Park, which is the City-owned portion of a natural area which leads out to Elk Rock Island, presently owned by the City of Portland. Mansfield explained that Elk Rock Island is an unimproved, heavily wooded parcel almost completely surrounded by the Willamette River, and this isolation serves to shelter adolescent parties which can be quite large, loud, and unruly. Those attending such parties have no land access other than through Spring Park, and the large numbers who congregate on the island tend to park their vehicles in every nook and cranny near the park entrance.

The Chief commented that this request has a two-fold purpose; to reduce the area near the park available for legal parking (thereby reducing the attraction for large congregations), and to provide open area at the park entrance for emergency vehicles who might be required to respond to fight fires, provide emergency aid, or break up disturbances on the island. Bergman asked where legitimate users could park; Mansfield replied that further north on 19th parking is allowed on the shoulder, which would only require users to walk a block or two further to use the area. After further discussion, Roeger said that if desirable, he could write a memo to the City Manager as noted above, recommending the NO PARKING request for reasons of emergency access. The commission members agreed that this appeared to be necessary in light of the upcoming summer season and the historical problems noted by the Chief.

E. Police Report

Chief Mansfield handed out copies of the Police Department's 1992 Annual Report to the commissioners. Officer Dodd reported that a second new officer has been hired by the department, and this person will be dedicated to traffic enforcement. Three additional positions have been approved for the 1993/1994 fiscal year, and with the construction of the Public Safety Facility nearing completion, morale is high among the force.

Mansfield stated that with the dedicated traffic officer, goals have been set establishing 10 mph over the posted speed as the "tolerance level", triggering citations at 11 mph. Officers will have a choice of techniques to use to achieve this goal, and the Chief expects noticeable improvement in speeds on problem streets. The remainder of the officers will continue to meet the expectation of one traffic citation per officer per shift, with residential areas targeted for surveillance.

IV ADJOURN

With no further business, the meeting was adjourned at 8:35pm.

Minutes of the  
March 15, 1993 Meeting of the  
Milwaukie Historic Review Committee

Public Services Facility  
6101 SE Johnson Creek Blvd.

Members Present

Pat Lent  
Gregg Newstrand, Chair  
Margaret Parsons

Staff Present

Maggie Collins, Community  
Development Director  
Jim Crumley, City Planner  
Gregory Chew, Consultant

Others

Alvin Butcher  
Geraldine Butcher  
David Church  
John Henslee

- 18
- 1.0 Approval of minutes from January 17, 1993 meeting  
Gregg Newstrand asked if there were any changes to the Minutes of the January 18 HRC meeting. Members requested deleting the phrase ", and on behalf of each other", from paragraph A on page 1. A motion to approve the minutes as amended carried 3-0.
  - 2.0 Old Business  
Chair Newstrand requested that agenda item #2 "Old Business" be moved to later to accommodate the applicants present.
  - 3.0 New Business  
There were two items discussed under "New Business": (1) HR-92-03; and (2) HR-93-01.
  - 3.1 HR-92-03: Butcher Property Public Hearing  
The Committee held a public hearing on Alvin and Geraldine Butcher's request for their property at 8835 SE 42nd Ave. to be added to the Historic and Cultural Resources Inventory. Jim Crumley gave the staff response to the Consultant's Report on HR-92-03. He stated that the city staff agreed with the recommendation that the property be designated a Contributing property based on a score of 10 points out of 10 in category #1 (Group/Person/Association). Although the outcome would be the same, the staff disputed one ranking, which was the "pattern" category. The city staff recommended that the pattern ranking be upgraded from a score 5 ("Some") to 7 points ("Strong") on the basis that the Butcher property exuded a strong image in social and cultural themes in the community. Slides of the property were shown.

Geraldine Butcher, the owner of the property, noted that the application had requested both the barn and the house to be considered in the evaluation of the property. She stated that the barn's original materials of construction have not been altered, except for some new cinder blocks. The barn itself may be considered of historical interest because it had served numerous agricultural functions in the community, including produce sales and the production of locally known apple cider. Ms. Butcher also indicated that she thought the barn on her property had historical significance to the community. She had come across a document that stated a "J. Mason" was once the mayor of Milwaukie. However, she had no way to confirm whether this was the same as Jelmer Mason who was the original owner and builder of the Butcher property. Ms. Butcher said these factors may affect the consultant's

evaluation of the property and give the property a higher score.

Margaret Parsons noted that for her own house, which is a Significant property, structures not attached to her own house are not considered part of city's inventory. However, in the National Register of Historic Properties, all structures on her property were part of its inventory.

Gregg Newstrand suggested that the staff look into issues such as the development of flax hair seed as a historical event. This may be of historical significance and affect the evaluation of the property. Maggie Collins also suggested that the staff look at how other local jurisdictions address historical criteria ratings for the sake of comparison.

Because there was not enough information about the barn, the significance of other social and cultural events, or the contribution of the original owners of the property, the applicants requested a continuance of the hearing until the next HRC meeting on May 16. Maggie Collins indicated that this would be appropriate with public hearing laws if the applicants agreed to sign a waiver for the public hearing. The Butchers agreed to do so and to return to the next meeting of the HRC on May 16.

3.2 HR 93-01: North Clackamas School District #12 Public Hearing

The Committee considered the request for alteration of a property, the Milwaukie Senior High School, on the historic inventory. Dave Church, from the North Clackamas School District, and John Henslee, the architect hired by the school district, gave the presentation on proposed alteration of the senior high school. Two years ago the district had a bond issue on the March 1991, ballot to improve the school facilities in the district. The bond measure was approved by the voters and the district considered ways to modernize and improve Milwaukie Senior High with the surrounding community. The district had several meetings with the neighborhood and businesses to gather input on how to develop the design. After the preliminary designs were complete, the district went to the Milwaukie City Council and requested the city to vacate the adjacent street (S.E. 23rd Ave.) for reasons of better functionality. The City Council approved the request. The Planning Commission also heard the request and made two suggestions: one was to make the new facility handicapped accessible; the other was to develop the final design with citizen input from adjacent property owners.

The proposed design is to construct a 26,000 square foot addition between the main classroom building and the gymnasium. To conform with the Americans with Disabilities Act, the new addition will connect the existing building at two points. Because the high school is a significant structure on the City's Historic and Cultural Inventory, the Committee was being asked to determine whether the alteration is consistent with the architectural character of the existing historic building.

After the slide presentation, the Committee asked for clarifications. One clarification was the kitchen would be located on the north side of the new facility and that there would be delivery access for loading vehicles. Another clarification was that the color of the new facility would be the same color, both for the surface and trim, as the existing main two buildings. The texture of the building will also be similar to the exterior of the gym. The new building will be made of stucco and concrete spandrels. In addition, the windows will be similar in scale to the windows in the existing building.

After questions, Committee Chair closed the public hearing and opened the Committee discussion. Pat Lent stated that as long as the constructed building looked similar to what the drawings indicated (the texture, colors and scale), she would vote in favor of the request. She also indicated that it was unfortunate to have to cut down the existing trees.

Gregg Newstrand stated that he liked the design of the new facility. He indicated he was not quite sure how well it would fit with the character of the old building. He was particularly concerned that the existing stairs to the main building would lose much of their character. He stated that he would vote in favor of the request because the drawings of the proposed construction indicate that his concerns would be met.

Margaret Parsons also stated that she would vote in favor of the request for the same reasons stated by Ms. Lent and Mr. Newstrand.

Pat Lent made a motion to approve the request with the two conditions the staff recommended in its staff report. Those conditions are as follows:

1. The Applicant shall receive approval of a Community Service Overlay permit from the Planning Commission and conform to all conditions and requirements of that approval.
2. All construction shall be in substantial conformance to the plans and specifications shown in Exhibit 2 (dated January 19, 1993 in file number HR-93-01).

Margaret Parsons seconded the motion. The request was passed 3-0.

#### 4.0 Old Business (revisited)

Pat Lent asked what is the status of the HRC's annual report to the City Council. Maggie Collins answered that a draft of the annual report is behind schedule but is in progress.

The Committee also considered proposed by-law amendments. Ms. Collins stated the process for this to happen is that members would approve the motion on the proposed by-law amendments in two consecutive votes. Then, if it is approved, it would be sent to the City Council for adoption in a resolution.

There were three amendments to the by-laws that were being considered by the Committee since the last meeting. First, the Historic Review Committee is changed to the Historic Review Commission. Second, the frequency of regular meetings is once every other month, not every month. Third, there is to be only one member of the Planning Commission on the Historic Review Committee (or Commission) instead of two members. Fourth, the location and the time of day of the meetings are to be arranged by staff, and not be mentioned specifically in the HRC by-laws.

Margaret Parsons made a motion to adopt the amended by-laws. The motion carried 3-0.

#### 4.1 Other old business

The Committee had amendments to the January 11 meeting notes. Gregg Newstrand suggested that the members of the City Council and the Historic Review Committee that were absent should be noted in the meeting notes. Mr. Newstrand also suggested that in section 4.0, first paragraph should be changed from "Mr. McKeever led the discussion on what common themes the two bodies had and what they might identify as reasonable goals" to "Mr. McKeever suggested the following concepts for common goals for the two bodies. They are summarized as follows:"

The Committee approved adoption of the meeting notes as amended 3-0.

5.0 Informational items

Pat Lent stated that she heard of a property owner on Oatfield Road who might be interested in having the property designated a historical resource.

Ms. Lent also suggested that if the Butcher property is designated a historical property, it would be good publicity to have the local newspaper write an article about it.

6.0 Adjourned

The meeting was adjourned at 8:10 pm.

7.0 New Meeting Opened

Chair Gregg Newstrand called a new meeting of the Committee to consider the proposed Committee by-law amendments. Mr. Newstrand stated the four proposed changes: First, the Historic Review Committee is changed to the Historic Review Commission. Second, the frequency of regular meetings is once every other month, not every month. Third, there is to be only one member of the Planning Commission on the Historic Review Committee (or Commission) instead of two members. Fourth, the location and time of day of the meetings are to be arranged by staff, and not be mentioned specifically in the HRC by-laws.

Margaret Parsons made a motion to adopt the amended by-laws. The motion carried 3-0.

8.0 Adjourned

The meeting was adjourned at 8:14 pm.

Respectfully submitted,

---

Gregory Chew, consultant

---

Gregg Newstrand, HRC Chair



CITY OF  
**PORTLAND, OREGON**  
BUREAU OF WATER WORKS

Mike Lindberg, Commissioner  
Michael F. Rosenberger, Administrator  
1120 S.W. 5th Avenue  
Portland, Oregon 97204-1926  
information (503) 823-7404

For More Information Contact:  
Jeanne McKeever, 823-7457

May 4, 1993

### REGIONAL WATER PROVIDERS SIGN CONTRACT FOR WATER SUPPLY STUDY

As of today twenty-seven regional water providers have signed an agreement to jointly fund and participate in a regional water supply plan. The inter-governmental agreement outlines joint funding and management responsibilities for a regional water supply plan. The plan is funded at \$2.3 million and is expected to take two years to complete. Portland City Council approved Portland's participation April 7.

"I'm not sure people realize what an extraordinary alliance this is," notes City Water Commissioner Mike Lindberg, "I am aware of no other example where local governments and commissions have joined together, with the full support of their elected leaders, to address such a significant regional issue. Our publics are well served by this effort. We all need water, we will all need more water in the future, and it wouldn't serve the public's interest if we were every city and district for itself when it comes to new water supplies."

A consultant team, led by Barakat and Chamberlin, will develop an integrated regional water supply plan based on a scope outlined by the 27 regional participants. The plan will evaluate the costs, benefits, impacts and risks of both demand management and supply options. The integrated resource planning process resembles the *least cost planning* approach used by electric utilities. Demand management and conservation will be considered on the same footing as new supply options. The approach seeks to determine the best choices and scenarios to meet the policy objectives and values of the region and will include extensive public involvement and participation.

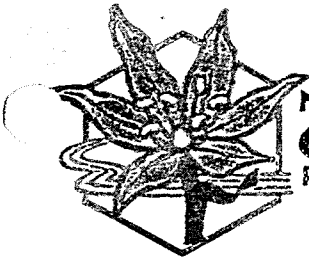
"Regional values are obviously a critical element in this planning process," acknowledges Mike Rosenberger, Portland Water Bureau Administrator, "and our process identifies considerable time and resources devoted to public involvement. Our regional water utilities serve the public -- it isn't up to engineers to decide in a vacuum what we want to do about future water supplies. We expect to identify real choices and trade-offs that make public participation in the process essential. There are many feasible choices. The right choice is the one that is most consistent with our communities' values."

A second page lists participants.

INTERGOVERNMENTAL AGREEMENT  
TO FUND PHASE TWO  
REGIONAL WATER SUPPLY PLAN

PARTICIPANTS:

City of Beaverton  
Canby Utility Board  
Clackamas Water District  
City of Gladstone  
Clairmont Water District  
Damascus Water District  
City of Fairview  
City of Gresham  
City of Hillsboro Utilities Commission  
City of Forest Grove  
City of Lake Oswego  
City of Milwaukie  
Mt. Scott Water District  
Oak Lodge Water District  
City of Portland  
Raleigh Water District  
Rockwood Water  
City of Sandy  
City of Sherwood  
South Fork Water Board: City of Oregon City/City of West Linn  
Tigard Water District  
City of Troutdale  
City of Tualatin  
Tualatin Valley Water District  
West Slope Water District  
City of Wilsonville  
City of Wood Village



**NORTH  
CLACKAMAS  
PARKS & RECREATION  
DISTRICT**

**MEMO**

**TO:** Regional Parks Advisory Board  
**FROM:** Roger K. Brown, Director  
**DATE:** *Roger K. Brown*  
May 7, 1993  
**SUBJECT:** MAY 13 BOARD MEETING

Enclosed is the agenda and backup information for the May 13 Board meeting.

Tree Policy:

Staff, working with the committee appointed by the Board, has developed a policy concerning tree planting, replacement and removal. Thom Kaffun will review this policy at the Board meeting.

Milwaukie Center Advisory Board:

It is my understanding that the authority for appointing the members of the Milwaukie Center Advisory Board (District members) has been given to the RPAB. Sara Hite has prepared a memorandum along with a list of the current members and the status of their appointments for your review and consideration. The City of Milwaukie makes the appointments for positions 1-9 and the Board will make appointments for positions 10-18.

Nominating Committee:

The policy adopted by the Board at their July, 1992 meeting provides for the Chairman to appoint a three member nominating committee at the May meeting and designate one of those members as Chair. The nominating committee is to submit their recommendations for Chair and Vice-Chair at the June meeting. A copy of the policy is enclosed.

Terms of RPAB Members:

We have researched our records in an effort to determine the appointment dates and expiration dates for members of the Neighborhood Park Advisory Boards as well as the Regional Park Advisory Boards. A copy of a memorandum prepared by the Planning Division staff and presented to the Board at its January, 1992 meeting is enclosed. Staff will review this memorandum with you in an effort to make certain that our records are accurate.

Division Reports:

Beginning with this month's agenda, you will find monthly reports for the three divisions of Milwaukie Center, Park Services and Program Services. These reports

May 13 Board Meeting  
May 7, 1993  
Page 2

will be included each month so that you can stay up-to-date with the key activities of the District.

NRPA Statement:

You have probably heard on radio and television as well as read in some articles in the newspaper that some Congressmen and Senators have referred to the proposed spending of dollars in the Clinton Administration Jobs Package for parks and swimming pools as "wasteful" and "pork barrel". The District obviously has an interest in the Administration's economic stimulus package. It appears that both Republicans and Democrats are using the services provided through public parks and recreation as escape goat for mismanagement of the Federal budget.

The National Recreation and Parks Association has developed the enclosed opinion paper to try and fend off negative hype being thrust upon parks & recreation at the local level. If any members of the Board have an interest in writing our Congressmen or Senators concerning this issue, or providing a letter to the editor for our local media, staff will be glad to provide any assistance that you may desire about the District's operations. Additionally, the opinion paper prepared by NRPA is attached for your information as well.

Director's Absence:

As noted at the last meeting, I will miss the May 13 Board meeting. I will be taking annual leave and Faye and I will be attending the IFPRA Asia-Pacific Regional Meeting in Mito City, Japan. I will be back in the office on Monday, May 17. During my week's absence, I have appointed Thom Kaffun as Acting Director.

If you have any questions about the Agenda or any items associated with it, please give Thom a call or bring it to the attention of staff at the Board meeting.

RKB:js

Enclosures (as per Agenda)



**NORTH  
CLACKAMAS  
PARKS & RECREATION  
DISTRICT**

**MEMO**

**TO:** Regional Parks Advisory Board

**FROM:** Roger K. Brown, Director

**DATE:** May 7, 1993

**SUBJECT: DISTRICT UPDATE**

1993-94 Budget:

The Budget Committee for the District unanimously approved the budget as recommended by RPAB at the public meeting on Tuesday, May 4. There were few questions and general concurrence on the direction of the District as being guided by the Board.

Tour of Park Facilities:

The tour of the park facilities for the Board, along with members of the Board of County Commissioners, is set for Monday, May 17 at 4:30 P.M. A separate memorandum and map for the tour is enclosed with the Board packet.

Drug Prevention Coalition:

Don Robertson attended an all day training session recently to determine what role the District might play in the development of "risk focus" prevention program.

Welcome to Cindy Hubbard:

Cindy Hubbard joined the District as a temporary employee to handle registrations for summer programs and provide overall assistance to our office operations.

Summer Employees:

The District will be employing about 18 temporary employees for the summer to provide a variety of program services.

Intergovernmental Agreements:

A meeting has been scheduled for May 19 with the School Superintendent and Deputy School Superintendent to begin discussions concerning the development of an Intergovernmental Agreement between our two organizations. We will keep the Board apprised of progress of these discussions.

4

District Update  
May 7, 1993  
Page 2

Volunteer Recognition Program:

The Milwaukie Center held a special program to honor the volunteers at the Milwaukie Center on April 23. A large turnout was present to enjoy the special recognition and receive a few words of encouragement to continue their volunteer efforts.

Mowing Operations:

Continuous rain and wet areas have caused considerable problems in keeping up-to-date with our schedule on mowing operations. Hopefully, we will be able to resume normal operations soon.

RKB:js

**REGIONAL PARKS ADVISORY BOARD MINUTES****MEETING #25, April 8, 1993****BOARD MEMBERS PRESENT:**

Jim Ellis, Chairman, Southgate/Town Center representative  
Champ Husted, at-large member  
Tom Peterson, Sunnyside representative  
Mitch Wall, Milwaukie Center representative  
Gary Barth, Oak Lodge representative  
Bill Brod, at-large member  
Daisa Lawson, Oatfield representative  
Jean Schreiber, Milwaukie representative

**BOARD MEMBERS ABSENT:**

Lynn Sharp, at-large member

**STAFF:**

Roger Brown, Parks District Director  
John Hartsock, Project Manager  
Sara Hite, Director - Milwaukie Center  
Thom Kaffun, Park Services Supervisor  
June Southworth, Administrative Assistant  
Don Robertson, Program Services Manager

**GUESTS:**

Mike Zilis, Walker & Macy  
Terry Gilreath, East Side Athletic Center  
Jennifer Harding, East Side Athletic Center  
Alan Brunk, Loaves & Fishes

**Minutes**

The meeting was called to order by Chairman Jim Ellis at 7:05 P.M. in the conference room at the North Clackamas Parks and Recreation District.

**1. Neighborhood Updates:**

Jean Schreiber noted that Tom Peterson has been meeting with everyone about the Kellogg Lake development. Jean stated that she has attended one of the meetings herself and found that those attending were very pleased. She also commented that she had heard very favorable remarks about the maintenance at the parks.

Gary Barth informed the Board of a meeting which was held the previous week at Risley Park. Thom Kaffun added that the meeting was well attended and that the work the District had done at this park was well received.

**2. Approval of Minutes:**

**Champ Husted motioned to approve the minutes of the March 11 meeting. Gary Barth seconded the motion. Minutes approved with amendment showing that Daisa Lawson had attended the meeting.**

**3. Adoption of Fees for Aquatics Center:**

Roger Brown requested that Don Robertson go over the various types of fees for the Aquatics Center. Robertson explained the proposed fee schedule in detail, reminding the Board that the main issue at the last meeting was the family rate. The question was raised as to what constitutes a "family"? Don stated that staff had contacted various agencies in the area and found that a "family" means two or more related persons living in a household. Tom Peterson asked how the proposed rate structure would impact the District financially. Roger Brown responded that we are not sure what the impact would be but we felt sure that it would be okay in regard to our budget for this year. John Hartsock added that budget figures have been overstated for this year; therefore, we should not encounter a problem in this regard. Brown reiterated that we are currently conducting a search for an Aquatics Center Manager and we are in the process of bringing a marketing and promotions organization on board. He then requested that the RPAB consider the proposed fee schedule as a consensus item so that the District may proceed without being locked into a fee so far in advance of opening as well as allowing input from the Aquatics Manager and the marketing firm. **Tom Peterson moved that the Board accept the fee schedule as a consensus item. Mitch Wall seconded the motion. Approved as consensus with final decisions to be made at a later date.**

**4. Approval of 1993-94 Fiscal Year Budget:**

Brown informed the Board that the Citizens Budget Committee will meet on May 4. Until this meeting is held, the budget can be modified if necessary. Members then reviewed their copies of the proposed budget and openly discussed certain aspects of it. **Gary Barth moved that the RPAB forward the proposed budget to the Budget Committee with recommendation to approve. Champ Husted seconded the motion. Motion approved.**

**5. Regional Park Update:**

The Director reminded Board members that the District had promised to give an update on progress of the Regional Park. He then asked Mike Zilis of Walker & Macy to present an update on progress at the Regional Park. Zilis explained the schematic design and stated that it has been reviewed and approved by staff and the Development Agency. He added that they are very close to obtaining the required permits. Also, handicap accessibility is within the plan. Zilis went over details of the intersection at Price

Fuller and Harmony Road and the possibilities for change in the entrance. Brown passed around an article about the oak tree which appeared in the Clackamas County Review that day.

Brown then requested that Mike Zilis explain the DEQ-SP schedule. Zilis stated that Walker & Macy recently held discussions with DEQ and SP. An agreement has been signed to study and clean up this site. HCI (SP's consultant) will be putting in some monitoring wells to check the ground water for pollution and the extent of damage. This work will continue into the summer and fall. Ramifications are if the ground water is badly contaminated, the County is warned against changing the hydrology of the site and flood management will have to wait until this area is clean. The contract allows 16 months for the study. Info will be available in early summer concerning preliminary findings. Extensive discussion was held among Board members regarding this issue.

**6. Executive Session to Discuss Property Issues:**

At 8:50 P.M., Roger Brown requested the meeting be called into Executive Session as authorized by ORS 192.660 to discuss property acquisition issues. Executive Session was ended at 9:26 P.M.

**7. Board Member Comments:**

Daisa Lawson commented that the NRPA magazine is very informative and provided some very enjoyable reading. She pointed out that the current issue had an excellent article on aging in relation to parks and recreation, adding the the District had already achieved recommendations for seniors as stated in this article. Bill Brod asked what properties we are trying to obtain for use as a ball park complex. John Hartsock pointed out areas we are interested in on a map of the District. Discussion was held regarding ideal sites and possible joint ventures for Park District use.

**8. Speakers From the Floor:**

Terry Gilreath of the East Side Athletic Center requested details on the type of structure which would be built in the proposed Park Center at the Regional Park site. Jennifer Harding, also of the East Side Athletic Center, requested a copy of the Park District budget and asked what the final cost of the Aquatics Center would be. John Hartsock stressed that this site is now owned by the Urban Renewal Agency. Ms. Harding also asked if the District had entered into any type of agreement with the School District. The Director responded that the Park District had no agreement with the School District at this point.

Regional Parks Advisory Board Meeting Minutes  
April 8, 1993  
Page 4

Alan Brunk, on behalf of Loaves and Fishes, requested financial assistance of \$12,000 from the District to help with transportation costs. Roger Brown asked Sara Hite to respond to Mr. Brunk's request and to explain to the Board how Loaves and Fishes operates. Brown informed Mr. Brunk that the District would study his request and get back in touch with him at a later date.

The Director introduced Brian Gard from Gard, Strang, Edwards & Aldridge, Inc. as the principal in the marketing and promotions firm selected for the District. Gard explained that he still needs to read through all the material to learn more about the District's needs. John Hartsock mentioned that Gard and his Creative Director both live within the Park District boundaries, which is a plus for us.

**9. Director's Comments:**

Roger Brown informed the RPAB that he would like to have them, along with the BCC, take a tour of the Park District. Tentative plans are to tour on May 17 and finish with a picnic at North Clackamas Parks. The Board agreed with the date and set the time for 4:30 P.M.

Financial Consultants for the District have submitted the same material to Standard and Poors for a rating. The feeling is that there is a possibility that S&P would give a higher rating to the District - but not lower than the one given by Moody's.

## DISTRICT TREE POLICY

### Vision Statement

North Clackamas Parks and Recreation District is committed to the provision of continuous enhancement of its facilities through the placement and maintenance of plant materials which add to the educational value and overall quality of the visitors' recreational experience.

### Policy

The District shall give priority to the use of native plants and trees where appropriate.

The District shall select plant materials which have low water and fertilizer requirements and are hearty in the local climate. Materials shall be selected and placed in locations appropriate to its ultimate size, character, and structure. Material shall be maintained in a manner which reflects the plant's natural growth characteristics whenever possible.

The provision of wildlife habitat through the selection, placement and maintenance of plant materials shall be accomplished where appropriate and possible. Natural areas shall be maintained to provide the maximum benefit to wildlife.

Invasive and noxious plant materials shall not be used.

Decisions regarding the removal of trees from District owned and/or maintained facilities shall be made through the "TREE HAZARD RATING" and "METHOD FOR DETERMINING THE CONDITION OF A TREE".

**NORTH CLACKAMAS PARK AND RECREATION DISTRICT  
METHOD FOR DETERMINING THE CONDITION OF A TREE**

<u>DIAMETER INSIDE BARK</u>	<u>THICKNESS OF SOUND WOOD</u>
16"	2-1/2"
20"	3"
24"	3-1/2"
28"	4"
32"	4-1/2"
36"	5-1/2"
40"	6"
44"	6-1/2"
48"	7"
52"	8"
56"	8-1/2"
60"	9"
64"	9-1/2"
68"	10"

THE CONDITION OF A TREE SHALL BE DETERMINED BY THE USE OF AN INCREMENT BORE: THIS METHOD TAKES A CORE SAMPLE OF THE TREE IN FOUR LOCATIONS, THE NORTH, SOUTH, EAST AND WEST SIDES OF THE TREE AT EYE LEVEL OR LOWER. THE CORE SAMPLE WILL DETERMINE THE SOUND WOOD OF THE TREE THEREFORE DETERMINING THE OVERALL CONDITION OF THE TREE.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT

**TREE HAZARD RATING**

Tree Condition Rating

- 0 Excellent Health/Expected 25 Year Life
- 1 Some Minor Defects Present/Expected 25 Year Life
- 2 Many Defects Present/Expected 15 Year Life
- 3 Seriously Defected/Less Than 15 Year Life Expected
- 4 Dead But Solid
- 5 Dead Unstable

Impact Zone Rating

- 0 No Target/No Value/Tree Very Small
- 1 Minimal Damage, Probability of Hitting Target Low, Low Value Tree or Parts That Could Fail, Small
- 2 Moderate Damage, Medium Probability of Hitting Target, Tree or Parts of Sufficient Size to Cause Moderate Damage, Target of Moderate Value
- 3 Extensive Damage, Probability of Hitting Target High, Target of Medium Value, Target Could Include Transient People, (Jogging Paths)
- 4 Extensive Damage, Positively Will Hit High Value Target, Target Could Include Stationary People (Picnic Areas, Benches)
- 5 Street Trees, Trees in Parks Where Impact Zone Includes Play Areas

TOTAL OF THE "TREE CONDITION RATING" AND THE "IMPACT ZONE RATING" EQUALS THE HAZARD RATING NUMBER.

Hazard Rating	Response Time:	10	8 Hours
		9	16 Hours
		8	24 Hours
		7	36 Hours
		6	48 Hours
		5-1	As Work Load Permits

**NORTH CLACKAMAS PARK AND RECREATION DISTRICT  
TREE REMOVAL GUIDELINES**

The following are guidelines for the removal of trees in district owned/maintained facilities.

It shall be district policy to remove trees in facilities if:

- A. The tree or trees pose a safety or health risk to the general public based on the TREE HAZARD REPORT.
- B. The tree or trees are diseased beyond recovery or dead based on the THICKNESS OF SOUND WOOD REPORT.
- C. The tree or trees are in a location that pose a SAFETY OR MAINTENANCE liability to district operations. It shall be the responsibility of the Park Services Manager to determine if removal of tree/s is appropriate at this time.
- D. The Park Services Manager shall also evaluate as follows before potential removal.
  - 1. HABITAT VALUE as it relates to food and shelter of wildlife.
  - 2. APPROPRIATE LOCATION of human activity relative to the tree location.
  - 3. ENVIRONMENTAL VALUE of the tree or trees in the area.



13

## MEMO

TO: ROGER BROWN

FROM: SARA HITE

RE: RECOMMENDATIONS FOR APPOINTMENTS/COMPOSITION OF CENTER/  
COMMUNITY ADVISORY BOARD WITH 9 MEMBERS BEING CITY APPOINTED AND 9  
MEMBERS NCPRD REGIONAL BOARD APPOINTED.

DATE: APRIL 28, 1993

After exchanging position numbers so City residents were in Positions 1 thru 9 of the C/CAB, the City had one vacancy and one Position (4) reapplied for (see attachment). I discussed this with Charlene Richards and she indicated City Council would be reviewing the recommendations soon.

The District has four vacancies and one (13) reapplied for. Three of the four vacancies have very well qualified applicants. The reapplication is Mitch Wall. It is my recommendation that all four be appointed. One vacancy would remain. Position 15 is held by an out-of-district person. This term will end 10/93 and a new person sought for the position at that time (see attachment).

The exchange of positions for existing members worked out well. Most of the new appointments will be District appointments. No individual (of the 18) had to reduce the length of office. None of the District members were affected other than position 15 (out-of-District member).

C/CAB MEMBERSHIP STATUS  
4/93

City Appointments  
Positions 1 thru 9

District Appointments  
Positions 10 thru 18

<u>POSITIONS</u>	<u>Term Expires</u>	<u>POSITIONS</u>	<u>Term Expires</u>
Position 1 Alice Neely 5925 SE Kent 97222 654-7178	10/95	Position 10 (Don Chambers applied) 14001 SE Beech 97222 654-3980	10/95
Position 2 Alan Brunk 4304 SE Rio Vista 97222 659-0126	10/93	Position 11 Jack Barber 17285 SE Oatfield 97267 659-4787	10/93
Position 3 Doris Burton 4302 SE Rio Vista 97222 654-5194	10/94	Position 12 (Norma Wettland applied) 9736 SE 33 #3 97222 659-5965	10/94
Position 4 (Bee Hall reapplied) 3695 SE Harvey 97222 654-7083	10/95	Position 13 (Mitch Wall reapplied) 3385 SE Aldercrest 97222 653-5700	10/95
Position 5 Della Stuelpnagel 10524 SE 34 #17 97222 659-8010	10/93	Position 14 (Vacancy)	10/94
Position 6 Marie Linn 2453 SE LAKE RD. 97222 659-8677	10/94	Position 15 (Out of District)	10/93
Position 7 Janet Witter 4515 SE Adams 97222 654-0342	10/95	Position 16 Dorothy Harrington 12705 SE River Rd #4085 97222 652-6588	10/95
Position 8 (Vacancy)	10/93	Position 17 Pat Kennedy 14209 SE Oatfield Milwaukie, OR 97222 653-6553	10/93
Position 9 Lillie Moore 4001 SE Johnson Creek 97222 654-6401	10/94	Position 18 (Harold Stohler applied) 15127 SE Concord Ct 97267 654-6657	10/94



**MEMO**

**TO:** Regional Parks Advisory Board

**FROM:** Roger K. Brown, Director

**DATE:** July 2, 1992

**SUBJECT: POLICY/PROCEDURES REGARDING CHAIR AND VICE-CHAIR POSITIONS**

The following is proposed for the Board's consideration concerning the two offices for the RPAB:

Chair Position:

1. Election of the Chair's position will be held by the RPAB during the regular meeting each June.
2. An individual may not hold the position for more than two years consecutively.
3. The position will normally alternate between a neighborhood representative and an at-large representative.
4. The Chair will preside at the regular monthly meetings of the Board.
5. The Chair will receive copies of pertinent correspondence from the Director and other material that the Director believes to be important in keeping the Chair apprised and updated.
6. The Chair will be or appoint a representative of the Board at various community meetings when appropriate.
7. The Chair will serve as the official spokesman for the Board whenever there is an issue or statement required when it is inappropriate for the Director to make that response or statement.
8. The Chair may appoint special committees or ask the Board to appoint special committees on issues or topics where a committee is deemed to be needed or appropriate.

16.

Regional Parks Advisory Board  
July 2, 1992  
Page 2

Vice-Chair Position:

1. The election of the Vice-Chair will be held at the same meeting as that of the election of the Chair.
2. The position of Vice-Chair will be held by a neighborhood representative when the Chair's position is held by an at-large member and vice versa.
3. The Vice-Chair will serve as the presiding officer at the Board meetings when the Chair is absent.

Procedure:

1. The Chair will appoint a three member Nominating Committee at the May meeting and designate one member as Chair.
2. The Chair of the Nominating Committee will hold a meeting and the Committee will submit recommendations for RPAB Chair and Vice-Chair at the June meeting.
3. The Committee Chair will contact nominees in advance of the June meeting to determine their willingness to serve.
4. After the report of the Committee to the RPAB, the Board Chair will call for other nominations.
5. Voting will be by voice unless a member requests secret ballot.

RKB:js

✌ **NOTICE** ✌

**SUBJECT: BOND RATING**

*About 11:00 this morning, we received the rating from Standard & Poors. I am pleased to report that our rating is "A-". Needless to say, we are extremely pleased and the effort for a second opinion paid off.*

*Roger K. Brown*

*Director*

THE MILWAUKIE CENTER

APRIL 1993 - MONTHLY REPORT

HIGHLIGHTS AND MAJOR ACTIVITIES:

- \* Annual Volunteer Recognition Day with approximately 275 volunteers in attendance
- \* The Milwaukie Center received a national award from the National Council on Aging for "A Place at the Center". Sara Hite attended their national conference in Anaheim to accept the award.
- \* New classes added to the Center's program:  
     Line Dancing - Thursday and Sunday  
     Duplicate Bridge - Monday
- \* Tax preparation assistance Monday and Friday each week thru the 15th - 577 taxpayers served 1993
- \* Oregon Senior Theater - Rehearsal every Monday
- \* Wellness Seminar - "For Men and Those Who Care About Them - Prostate Health"
- \* Financial Seminar - "Nursing Homes - Can You afford It?"
- \* Annual Chef De Cuisine Brunch - 350 people served - over \$3000.00 raised
- \* Annual Easter Egg Hunt co-sponsored by the Friends and the Park District
- \* Milwaukie Providence will fund a second day for "A Place at The Center" and support group assistance
- \* Center/Community Advisory Board's Building Review Committee completed it's planning for refurbishment of the Center. Hall carpeting was installed.
- \* Electric Doors installed - primarily paid for by Friends
- \* Travel Group (39'ERS) planned and sponsored 3 trips
- \* 4520 Meals on Wheels Delivered
- \* 1770 congregate Meals Served
- \* 5047 Newsletter Circulation

QUARTERLY STATISTICS - 3RD QUARTER - FY 1992-93

Some Services Provided:

- \* 5 Foot Clinics
- \* 3 Eyeglass Adjust Clinics
- \* 206 Medical Escort Rides
- \* 147 Grocery Deliveries
- \* 29 Support Group Meetings
- \* 288 Classes were held

The following contracted units of service were provided

- \* 25 Assessments
- \* 6 Community Outreach
- \* 259 Case Monitoring
- \* 189 Referrals
- \* 9 Family Consultations
- \* 262 Energy Assistance Applications

VOLUNTEERS:

- \* 17,500 volunteer hours were contributed
- \* 62 new volunteers were screened and placed

WEEKEND/EVENING COMMUNITY USE:

- \* Building Use revenue was \$7656.00
- \* Hours of Community Use other than Center Programs - 276

# THE MILWAUKIE CENTER

19

Monday thru Friday 8:30 AM to 5:00 PM  
serving the community and area seniors  
TELEPHONE: 653-8100

## HEALTH SERVICES

- (2) Wellness Classes
- (3) Foot Clinics
- (3) Blood Pressure
- (1) Flu Shot Clinic
- (2) Hearing Aid Clinic
- (4) Warm Water Therapy
- (2) Eyeglass Clinic
- (5) Exercise Opportunities
- (5) Health Equipment Loan Program

## NUTRITION SERVICES

- (5) Noon Meal
- (5) Meals on Wheels
- (4) Grocery Shopping Assistance
- (4) Grocery Delivery

## SUPPORT GROUPS

- (2) Alzheimer Support Grp.
- (3) Stroke Club
- (2) Grief Support Group
- (2) Arthritis Club
- (2) Diabetes Support Group
- (2) Adult Children of Aging Parents
- (4) Alcoholics Anonymous

## TRANSPORTATION

- (5) To Center
- (5) Medical Appointments
- (4) To grocery shopping
- (5) Information on other transportation
- (5) Shopping at the Center

## GIFT NOOK

## SOCIAL SERVICES

- (5) INFORMATION on all areas of concern to seniors
- (5) REFERRAL Assistance
- (5) ASSESSMENTS and family consultation
- (5) HOME VISITS by outreach workers

## "A PLACE AT THE CENTER"

- (40) Respite program for memory-impaired
- (5) Telephone Reassurance
- (5) Friendly Visitors
- (5) Senior Companion Program
- (1) Tax Assistance
- (5) Insurance Counseling
- (5) Consumer Advocacy
- (1) Energy Assistance Program
- (5) Chore program
- (5) Notary Public Service
- (5) Utility payment box
- (5) Handicapped parking applications
- (5) Gold cards
- (2) Financial Seminars

## LEISURE TIME

- (5) 39er's Travel Club
- (5) Lge screen TV-close captioned
- (5) Lending Library
- (4) Bridge or Contract Bridge
- (5) Classes (4) Arts & Crafts
- (4) Nights Out (5) Pinochle
- (4) Bingo (4) Sing-a-long
- (5) Music (3) Dances
- (4) Bowling (4) Quilting
- (1) Community garden
- (1) Special events

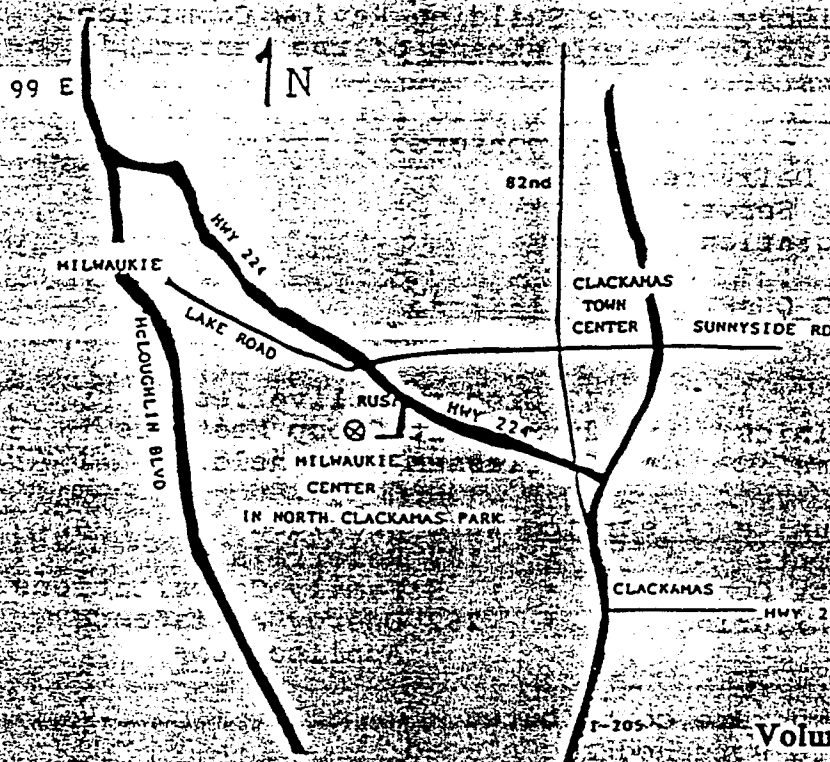
## Volunteer Opportunities

Monthly Center Newsletter, by request

Community Use of Building, by arrangement

KEY: (5) Daily (4) Weekly  
(3) Semi-monthly (2) Monthly  
(1) Seasonally

THE MILWAUKIE CENTER  
5440 SE KELLOGG CREEK DRIVE  
MILWAUKIE, OREGON 97267



**REPORT OF**  
**PROGRAM SERVICES DIVISION**

**APRIL, 1993**

**Brochure/Summer Recreation Schedule:**

The brochure containing the summer recreation schedule is at the printers at the time of this writing. It is the hope of staff to have copies available for the RPAB meeting. This year's summer schedule is considerably expanded from last year's. Building on existing programs and adding new ones will allow us to provide offerings for most populations of the District.

**Aquatics Director:**

Staff has interviewed 11 candidates by phone. That list has been pared to five finalists. On May 22, staff will interview the five finalists - these will be pared down to two for final interviews on May 23.

**Intergovernmental Agreements:**

Staff has been working with Richard Moore of OIT to develop an Intergovernmental Agreement for the use of the OIT gym. This agreement is in the final stages of negotiation. Staff has also begun preliminary discussion with the School District on the development of an IGA.

**Clackamas County Youth Gang Task Force:**

Staff has become involved in the Clackamas County Youth Gang Task Force. This fledgling group has been formed as an outgrowth of the County Children and Youth Division. Staff will keep you abreast of all of its activities.

**Day of Pioneer Feasting:**

Staff is serving as liaison to this event which is sponsored by the Friends of the Milwaukie Center and the area Lions Clubs. The event will be held in North Clackamas Park on June 5. It will feature a pancake breakfast in the morning and a salmon barbecue in the afternoon.

**After School Activity Program:**

Many of you have read in the newspaper that the School District will be offering its own After School Activity Program. While this is true, it will not affect the current operations of the District's existing ASAP programs for the short term. Because of the cuts being incurred by the School District, it appears they will be attempting to shift some of the nonessential school activities into their After School Program. These may include such items as band, orchestra, drama and choir. As details of these changes unfold, staff will keep you informed.

REPORT OF  
PARK SERVICES DIVISION  
APRIL, 1993

**PLANNING/DEVELOPMENT:**

PLANNING GOALS FOR NEIGHBORHOODS:

As the District acquires property for neighborhood and community parks, each neighborhood board and the Milwaukie Parks and Recreation Commission will begin working on the development of a CIP (Capital Improvement Program) for a five year period beginning with next year's budget. Projects and improvements for parks will be ranked as to high, medium and low priority. Each neighborhood will be meeting during the month of May to begin this process.

SOUTHGATE/TOWN CENTER NEIGHBORHOOD:

We are still working with CDBG to purchase a piece of property for this neighborhood. If everything comes together, we should be able to close after July 1, 1993.

OATFIELD NEIGHBORHOOD:

We are negotiating on two pieces of property that look promising for a community park and a neighborhood park.

RISLEY PARK - OAK LODGE NEIGHBORHOOD:

The rest room building at Risley will be coming down prior to June 15, 1993. Another planning meeting will be held in the future to develop a revised Master Plan that may allow for development of a recreational softball field.

KELLOGG LAKE - MILWAUKIE NEIGHBORHOOD:

The District held two planning meetings to develop a Master Plan for the Kellogg property. The consensus by the neighbors was to leave this area as open space at this time and as a gateway to the City of Milwaukie. The site would be graded, seeded and a few trees planted. Nothing further would be done with the property unless additional property were to be purchased north of the RR tracks. In this event, a foot bridge could be installed linking Dogwood Park to the Kellogg Lake property. Then people could be brought into the park safely for passive recreation activities.

SOUTHERN LITES PARK - SUNNYSIDE NEIGHBORHOOD:

The Southern Lites Association approved with an 80% majority the donation of a 3.5 acre park site to the District for development into a neighborhood park. Maintenance of the undeveloped park site will begin effective January 1, 1994. Development of the park will begin within four years with the first phase possibly beginning in the spring of 1994.

**MAINTENANCE:**

The District has been unable to mow the parks at District standards due to the amount of rain during the month of April. As the weather dries out a little, we will be back to mowing once a week.



# F O C U S

Miles Fiberglass & Plastics, Oregon City, Oregon

April 1993

## MFP projects in the works...

### What UFO?

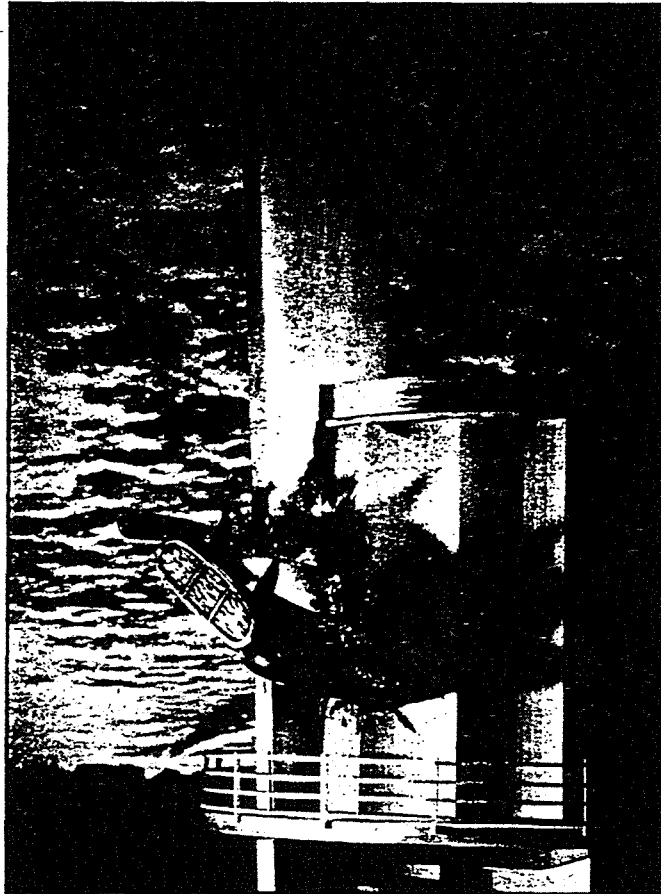
That shiny space ship now docked in MFP's Otty Road building does not mean visitors from outer space. The futuristic mode of transportation was created right here on earth, and it is the result of a six-month project by our crew in Research and Development.

This one-of-a-kind model was recently completed for Dark Horse Comics, inc., a chain of comic book stores headquartered in Milwaukie, OR, with offices in Los Angeles, London and Paris.

The colorful space craft began with a clay form model design and was developed into a 14-foot by 12-foot fiberglass construction weighing approximately 1,500 pounds. The new home for the life-sized space craft will be atop Dark Horse's newest store located at Universal Studios, Hollywood, CA.

This space ship is just one of many special effect projects MFP has done over the years. Who could forget the world's biggest ice cream dish (listed in the Guinness Book of World Records) that we built for a Farrell's Ice Cream Parlor promotion.

Other special projects have included: a giant bowling pin, the Atlantis submarine and a seven-foot, life-like goose.



*This 2 x 4 foot fiberglass and wood model was the beginning step of a space craft that will adorn the new storefront of Dark Horse Comics, Inc. at Universal Studios in Hollywood.*

### Quiet as a mouse...

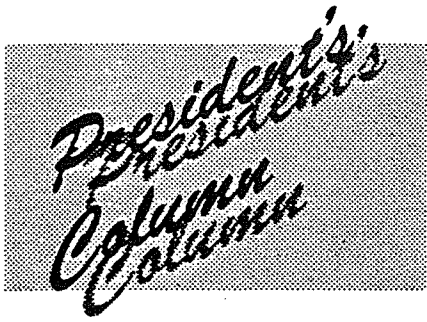
The giant mouse under construction by our R & D department is for the "big cheese" of Microsoft Corp. Bill Gates, owner of this well-known Seattle computer company requested Promotion Products Inc. of Portland to come up with a custom golf cart for his use. Promotion Products contacted MFP and an idea was born. When completed, the fiberglass cover will transform Gates' golf cart into a giant version of a computer mouse device manufactured by Microsoft.

### Anyone for a swim?

MFP is completing a one-lane lap swimming pool for Sportlane, a Portland-based manufacturer.

Eugene Emmerson, designer and founder of Sportlane will be marketing this first-of-its-kind lap pool through swimming pool and spa dealers in the Western United States. According to Emmerson, the market for this product looks very promising.

For more information, contact Sportlane at P.O. Box 2972, Portland, OR 97208.



## Thirty years later

We are celebrating our 30th anniversary at Miles Fiberglass and Plastics this year. Like most businesses, we've had our ups and downs. Thankfully there have been more ups than downs!

Our products have changed over the years to match the changing times. And the good part is the customers we have now and the people that makes up the MFP company are by the far the best we've ever had.

Three years ago, we began doing business differently. We started to look at a Total Quality Management approach that has been very successful. We're doing things differently, and we've made more progress as a company in the last three years than we did in the first 27 years. Our article "Striving for Excellence" on page 3 of this newsletter explains some of the changes we have made with TQM.

I'm proud of what we've done, and I consider it REAL progress. Even better, I'm optimistic that we will continue to improve our business geometrically over the next few years.

It's been a good thirty years.

*Lowell Miles, president*

A year after graduating from Benson Tech High School in 1955, Lowell Miles was working nights as a machinist. One weekend, for a little entertainment, he went to a local boat show where he noticed only one fiberglass boat on display. That night at the boat show got him to thinking there just might be a real future in making fiberglass boats.

Lowell rushed home and made a proposition to his dad—If Lowell and his buddy Ed Huston (now brother-in-law and salesman for MFP) tore down the old barn behind his dad's cabinet shop, would it be okay if they built a new shop. His dad said yes, and that was the very beginning of what would later become Miles Fiberglass & Plastics.

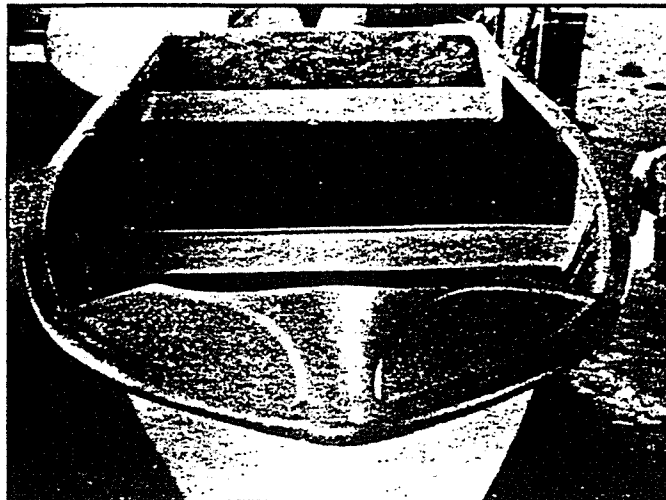
Lowell and Ed built the shop and started a company called Glass Craft Products, which produced 14 and 16 foot lake boats, small parts for Freightliner, Tucker Snowcat pontoons, and golf cart bodies. In 1958, Ed sold his part of the company to Harry Coleman, and in 1960, Lowell sold his portion to Harry as well. Lowell found another location and began a new business on his own called Molded



*Lowell Miles with a Tucker Snowcat pontoon in 1957.*

Fiberglass & Plastics. The bulk of the companies products were: skycaps, RV shower stalls, and Freightliner hoods. Products have changed since then to more custom projects, large tanks and a variety of processes such as vacuum forming.

In 1986, Molded Fiberglass & Plastics became Miles Fiberglass & Plastics Inc. The company has come a long way from the site of that barn. MFP now has 50 employees and two manufacturing locations, one in Oregon City and one near Clackamas. We are proud to celebrate 30 years in the plastics business.



*The product that launched Glass Craft Products, the forerunner of Miles Fiberglass & Plastics, was this fiberglass lake boat.*



# Striving for excellence —

## Continuing improvement is the key to success

By Tim Thompson, Miles Fiberglass & Plastic

About three years ago, Lowell Miles, president of Miles Fiberglass and Plastics, began a quest to improve the company. With the help of a business consultant, Lowell introduced a Total Quality Management (TQM) program that is a comprehensive approach to participative management and quality control. It is as much a philosophy as it is a way of doing business. TQM encompasses all areas of the business and attempts to generate new leadership skills, teamwork and commitment throughout the company—from the president to the department manager to the operator on the floor.

An essential part of TQM is the concept of Continuous Improvement. Put simply, continuous improvement means that everyone in the company is responsible for the short-term and long-term success of the company. Everyone is encouraged and expected to continually look for ways to make processes more efficient and products and service better. In addition, every employee is given authority to make suggestions and to participate in changes.

As you can imagine,

implementing such a new and different business approach doesn't happen overnight. One of the first hurdles was to begin to change old mind sets. We needed to replace the old top-down management approach with a new, team-oriented system. This was accomplished through training sessions, which helped everyone understand their new responsibilities and new roles. Action teams were also formed that included a cross-section of employees from all disciplines of the business—operations, sales, financial, research and development, maintenance, personnel and purchasing. The teams evaluated each area and came up with short- and long-term plans for improvement.

The next step was to look at specific procedures and processes. It began with the people who actually do the work tasks providing the input for improvements. Then the action teams examined the suggested changes for broader impacts. Every idea was given merit and evaluated with vigilance and respect. Through this team-building process, many of MFP's internal procedures were changed dramatically.

And, because every employee had a hand in the changes, every employee shares in the successes.

The result of TQM and continuous improvement at MFP has been gratifying. For example, we have seen our personnel turnover rate for new hires drop by 43% in 18 months. As a result of input from the floor, we installed an overhead boom for transporting roof sections, which now requires one person to move a roof, compared to 10 when it was done manually before. We have made other processes more efficient, which, in turn, has freed up capital to upgrade equipment. And, most importantly, we have documented improvements in the quality and delivery of our products.

After nearly three years of self-examination and change, Miles Fiberglass and Plastics and our customers are reaping the rewards of this effort. Our people are constantly looking for ways to improve our capabilities and service to our customers. We believe this is the difference that will mean success for MFP in the future.

## Recycling technology unveiled

North American Plastics Recycling Corp unveiled its breakthrough recycling technology for recyclable plastic bottles Aug. 14 in Fort Edward, NY. The recycling system, which automatically sorts plastic bottles by resin and color, can handle 1500 pounds of bottles per hour, or approximately three bottles per second.

The technology was manufactured by Automation Industrial Control of Baltimore, MD, with funding from the Partnership for Plastics Progress, a joint initiative with the Society of the Plastics Industry (SPI). Data will be collected on the system for 12 months. Tours of the new technology will be available.

MFP is also a participant in recycling technology locally. In January, we submitted a proposal for government funding to research the possibilities of breaking down excess thermoplastic and applying it to raw construction materials, such as cement or other types of plastic. The grant will not be awarded until May of this year.

## OSHA rolls back styrene limits

As the result of a court ruling, Oregon OSHA has rolled styrene exposure limits to the previously accepted federal levels of 200 parts per million short term and 100 parts per million on an 8-hour weighted average.

Our thanks to everyone who contacted their state and federal elected officials with opinions on this important issue.



## Oregon OSHA rejects federal penalty increase

The U.S. Occupational Safety and Health Administration (OSHA) recently sent instructions to the state administrators to increase their maximum and minimum penalties for serious, repeat and willful violations of occupational safety and health rules. The federal OSHA set the increase because it does not have the resources to inspect every employer, and expects this increase to be sufficient to deter uninspected companies.

The administrator of Oregon OSHA, Jack Pompei, made these penalty changes in the Oregon law but has declined to use the federal penalty matrix to implement them and is using the existing schedule in Oregon's Administrative Rules. Mr. Pompei's reason, as he stated to

federal OSHA, is that Oregon's present system and rules are effectively reducing Oregon's injury rate, so an increase is not necessary.

In response, the regional administrator of federal and state OSHA operations, James Lake, has recommended federal disapproval of Mr. Pompei's action. Mr. Lake's rationale is that Oregon now has an average serious penalty rate only one-third that of the federal OSHA. In addition, Mr. Lake has stated that in the absence of any acceptable, supportable rationale from Oregon, he cannot recommend approval of Mr. Pompei's response.

As background, OSHA's charter, as written, is to "assure as far as possible every man and woman safe and healthful working

conditions." Is it possible, then, that the federal OSHA had lost sight of this charter when it states that a reduction in injury rates is not an acceptable rationale for Oregon to reject the federal program changes?

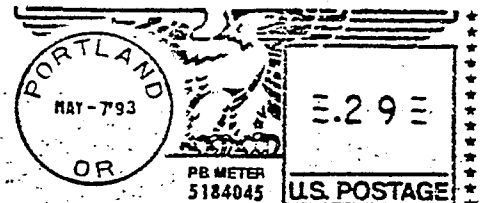
Oregon OSHA could use our support on this issue. If you agree, please let your elected federal officials know your opinion. You may also wish to contact the federal OSHA at the following address:

Bruce Hillenbrand, Director of Federal and State Operations, U.S. Department of Labor, OSHA, 1111 Third Avenue - Suite 715, Seattle, WA 98101-3212.

*By Tim Thompson  
Miles Fiberglass & Plastics*



1516 MAIN STREET • OREGON CITY, OREGON 97045



*"A company that supports  
its employees, community  
and industry"*

Dan Bartlett  
City of Milwaukie  
10722 SE Main St.  
Milwaukie, OR 97222



CONSTRUCTION PROGRESS REPORT #8

April 10 - May 10, 1993

**SITework**

Motorists will notice the new traffic pole and signal at the corner of 32nd and Harrison. It was lifted into place and wired this last month, along with the new fire signal pole near the fire apparatus bay. The final changes to the signals will occur after the County installs its equipment at that intersection and when the half-street improvements are completed. There was no other work on the site.

**BUILDING CONSTRUCTION**

I probably don't need to mention the weather last month...but I will. Rain, rain, and more rain kept delaying the roof work. Happily, except for the low roofs on the west end, most of the building (at last) is somewhat watertight. Sheet metal flashing work is underway to complete the roof system.

Brick masons have finished everything but a section at the main entrance and some minor details. Windows were expected but did not arrive, so window openings will be covered with plywood in the meantime.

Relatively little work occurred inside the building, although the electrical subcontractor kept busy installing transformers and pulling wires. HVAC ducts, plumbing lines, and the sprinkler system are close to completion. All metal stairways are in place.

**WORK TO COME**

The roofers finally were able to complete the roof area where the mechanical units will sit. Those units will be lifted into place on 5/11/93. The (considerable) weight of the units will bend the steel roof joists ever-so-slightly to their final position. That will allow the wall framer to connect his new walls to the roof structure properly. Combine that with the planned completion of the flashing work on the second floor roof, and *TA-DAAAA!!!!* sheetrock work can start at last.

Of course, once the building is water tight and we don't care if it rains, the weather will dry and allow concrete sidewalks, curbs, and other sitework to begin.

**SCHEDULE**

Since April 8, there have been eleven days out of twenty when no roofing work could occur due to the "R word". The contractor has not prepared a new schedule, but when he does I am sure that the completion date will be early September. I don't expect him to make up many of those days with somehow speedier work.

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
11	GENERAL FUND					
11 000 4001 0000	FUND BALANCE AVAILABLE	317,094.00	31,909.39	904,284.39	-587,190.39	285.179
11 000 4010 0000	CURRENT YEAR PROPERTY TAX*****	3713,758.00	0.00	0.00	3713,758.00	0.000
11 000 4010 0010	CURRENT TAXES MULT CO *****	0.00	0.00	0.00	0.00	0.000
11 000 4011 0000	CURRENT YEAR PROPERTY TAXES	0.00	0.00	3470,903.05	-3470,903.05	0.000
11 000 4020 0000	PRIOR YEAR PROPERTY TAX *****	250,000.00	0.00	0.00	250,000.00	0.000
11 000 4020 0001	DELINQ PROP TXS - 89/90 *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0002	DELINQ PROP TXS - 88/89 *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0003	DELINQ PROP TXS - 87/88 *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0004	DELINQ PROP TXS - OTHER *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0010	PRIOR TAXES - 90/91 MC *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0011	PRIOR TAXES - 89/90 MC *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0020	PRIOR TAXES - 88/89 MC *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0030	PRIOR TAXES - 87/88 MC *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0040	PRIOR TAXES - OTHER MC *****	0.00	0.00	0.00	0.00	0.000
11 000 4021 0000	PRIOR YEAR PROPERTY TAXES	0.00	22,686.34	286,602.52	-286,602.52	0.000
11 000 4030 0000	OTHER TAX REVENUES	1,500.00	0.00	0.00	1,500.00	0.000
11 000 4120 0000	STATE LCDC GRANTS	0.00	0.00	12,487.56	-12,487.56	0.000
11 000 4120 0005	ODOT TRAFFIC SFTY HB928504219	0.00	0.00	1,086.58	-1,086.58	0.000
11 000 4122 0000	CIGARETTE TAX	60,000.00	3,731.18	56,474.21	3,525.79	94.124
11 000 4123 0000	LIQUOR TAX	150,000.00	9,284.68	115,050.63	34,949.37	76.700
11 000 4125 0000	STATE SHARED REVENUES	75,000.00	0.00	73,985.26	1,014.74	98.647
11 000 4126 0000	911 TAX REVENUES	50,000.00	13,762.55	56,989.44	-6,989.44	113.979
11 000 4129 0000	METRO GRANTS *****	0.00	0.00	8,012.00	-8,012.00	0.000
11 000 4129 0011	METRO GRANTS - CHALLENGE	0.00	0.00	0.00	0.00	0.000
11 000 4129 0033	METRO GRANTS - CLEAN-UP	0.00	0.00	0.00	0.00	0.000
11 000 4129 0511	METRO LIGHT RAIL TRANSIT GRANT	30,000.00	0.00	0.00	30,000.00	0.000
11 000 4129 2351	METRO GRANT - RECYCLE - CHALNG	0.00	0.00	482.00	- 482.00	0.000
11 000 4129 2352	METRO GRANT - RECYCLE -MULT FM	0.00	0.00	0.00	0.00	0.000
11 000 4129 2353	METRO GRANT - RECYCLE - CLN-UP	0.00	0.00	0.00	0.00	0.000
11 000 4130 0000	COUNTY GRANTS	0.00	0.00	16,986.34	-16,986.34	0.000
11 000 4131 0000	HOTEL/MOTEL	0.00	0.00	5,534.39	-5,534.39	0.000
11 000 4132 0000	COUNTY LIBRARY COOP*****	0.00	0.00	0.00	0.00	0.000
11 000 4210 0000	BUSINESS LICENSES	70,000.00	4,626.00	74,184.79	-4,184.79	105.978
11 000 4211 0000	BUSINESS LICENSE SURCHARGE	0.00	198.84	13,896.10	-13,896.10	0.000
11 000 4220 0000	BUILDING PERMITS	51,000.00	3,819.29	51,362.58	- 362.58	100.711
11 000 4221 0000	MECHANICAL PERMITS	6,500.00	768.61	8,573.68	-2,073.68	131.903
11 000 4222 0000	PLAN CHECK FEES	35,000.00	2,689.38	27,292.46	7,707.54	77.978
11 000 4223 0000	ALARM PERMITS	12,500.00	256.00	20,344.00	-7,844.00	162.752
11 000 4230 0000	CD PLANNING FEES	15,000.00	0.00	11,927.12	3,072.88	79.514
11 000 4246 0000	COMM DEV APPLICATION FEES	0.00	1,242.00	6,869.87	-6,869.87	0.000
11 000 4248 0000	COMM DEV MATERIALS FEES	0.00	15.60	125.23	- 125.23	0.000
11 000 4250 0000	MISC FEES & CHARGES	2,500.00	2,257.02	13,621.88	-11,121.88	544.875
11 000 4250 2350	MISC FEES/CHGS - RECYCLING	0.00	0.00	9.63	-9.63	0.000
11 000 4251 0000	LIEN SEARCH FEES	7,500.00	888.00	11,345.15	-3,845.15	151.269
11 000 4310 0000	TRAFFIC FINES	105,000.00	7,293.75	78,595.39	26,404.61	74.853
11 000 4311 0000	PARKING FINES	2,500.00	1,540.00	3,614.50	-1,114.50	144.580
11 000 4312 0000	OTHER COURT FINES	1,500.00	299.00	4,469.20	-2,969.20	297.947
11 000 4320 0000	LIBRARY FINES*****	0.00	0.00	0.00	-0.00	0.000

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
11 000 4400 0000	FRANCHISE FEES *****	0.00	0.00	0.00	0.00	0.000
11 000 4400 0010	FRANCHISE FEES - OAK GROVE	0.00	0.00	0.00	0.00	0.000
11 000 4400 0020	FRANCHISE FEES - WICHITA	0.00	0.00	0.00	0.00	0.000
11 000 4400 0030	FRANCHISE FEES - WASTE MGT	0.00	0.00	0.00	0.00	0.000
11 000 4400 0040	FRANCHISE FEES - DEINES BROS	0.00	0.00	0.00	0.00	0.000
11 000 4400 0050	FRANCHISE FEES - P DEINES	0.00	0.00	0.00	0.00	0.000
11 000 4400 0060	FRANCHISE FEES - M DEINES	0.00	0.00	0.00	0.00	0.000
11 000 4410 0000	ELECTRIC	335,000.00	479,606.38	479,606.38	-144,606.38	143.166
11 000 4420 0000	GAS	85,000.00	0.00	75,297.82	9,702.18	88.586
11 000 4430 0000	TELEPHONE	180,000.00	0.00	136,134.37	43,865.63	75.630
11 000 4440 0000	CABLE	55,000.00	19,556.90	74,113.59	-19,113.59	134.752
11 000 4450 0000	GARBAGE FRANCHISE FEES *****	65,000.00	0.00	0.00	65,000.00	0.000
11 000 4450 0010	GARBAGE FRANCHISE - OAK GROVE	0.00	1,070.48	4,783.81	-4,783.81	0.000
11 000 4450 0020	GARBAGE FRANCHISE - WICHITA	0.00	3,075.00	8,353.00	-8,353.00	0.000
11 000 4450 0030	GARBAGE FRANCHISE - WASTE MGT	0.00	0.00	33,763.11	-33,763.11	0.000
11 000 4450 0040	GARBAGE FRANCHISE - DEINES BRO	0.00	0.00	2,035.40	-2,035.40	0.000
11 000 4450 0050	GARBAGE FRANCHISE - P DEINES	0.00	0.00	1,081.33	-1,081.33	0.000
11 000 4450 0060	GARBAGE FRANCHISE - M DEINES	0.00	0.00	1,667.74	-1,667.74	0.000
11 000 4450 2350	GARBAGE FRANCHISE - RECYCLING	0.00	0.00	12,693.24	-12,693.24	0.000
11 000 4510 0000	INTEREST - INVESTMENTS	30,000.00	0.00	11,981.15	18,018.85	39.937
11 000 4511 0000	INTEREST - OTHER SOURCES	5,000.00	467.21	9,212.85	-4,212.85	184.257
11 000 4520 0000	RENTALS - PARKS *****	0.00	0.00	0.00	0.00	0.000
11 000 4521 0000	RENTALS - SENIOR CENTER *****	0.00	0.00	0.00	0.00	0.000
11 000 4522 0000	RENTAL - OTHER	0.00	70.00	280.00	- 280.00	0.000
11 000 4610 0000	GIFTS & DONATIONS	0.00	0.00	0.00	0.00	0.000
11 000 4610 0233	GIFTS & DONATIONS - LIBRARY	2,500.00	0.00	0.00	2,500.00	0.000
11 000 4610 0312	GIFTS & DONATIONS - POLICE	2,500.00	0.00	1,799.40	700.60	71.976
11 000 4620 0000	RECOVERED EXPENDITURES	5,000.00	45,350.77	55,848.83	-50,848.83	116.977
11 000 4622 0000	ASSMT COLL - UNBONDED *****	0.00	0.00	0.00	0.00	0.000
11 000 4623 0000	SALE OF ASSETS	5,000.00	0.00	900.00	4,100.00	18.000
11 000 4625 0000	CASH SHORT OR (OVER)	0.00	29.90	6.78	-6.78	0.000
11 000 4630 0000	OTHER REVENUES	94,005.00	106.39	1,848.67	92,156.33	1.967
11 000 4632 0000	INTERFUND LOAN PROCEEDS *****	150,000.00	0.00	0.00	150,000.00	0.000
11 000 4633 0000	AFTER SCHOOL PROGRAM *****	0.00	0.00	0.00	0.00	0.000
11 000 4634 0000	SUMMER FIELD TRIPS *****	0.00	0.00	0.00	0.00	0.000
11 000 4649 0000	PROCEEDS FROM CAPT LEASE	0.00	0.00	0.00	0.00	0.000
11 000 4922 0000	TRANSFERS FROM FUND 22 (GAS T)	171,000.00	14,250.00	142,500.00	28,500.00	83.333
11 000 4931 0000	TRANSFERS FROM FUND 31 (WATER)	342,000.00	28,500.00	285,000.00	57,000.00	83.333
11 000 4932 0000	TRANSFERS FROM FUND 32 (SEWER)	342,000.00	28,500.00	285,000.00	57,000.00	83.333
11 000 4983 0000	TRANSFERS FROM FUND 83 (TRUST)	5,000.00	0.00	0.00	5,000.00	0.000
	FUND TOTAL	6830,357.00	* 727,850.66 *	* 6959,017.42 *	* -128,660.42 *	101.884 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
11	GENERAL FUND					
11 235 4129 0000	METRO GRANTS -CHALLENGE *****	0.00	0.00	0.00	0.00	0.000
11 235 4129 0022	METRO GRANTS - MULTI FAM *****	0.00	0.00	0.00	0.00	0.000
11 235 4250 0000	MISC FEES & CHGS *****	0.00	0.00	0.00	0.00	0.000
11 235 4450 0000	GARBAGE FRANCHISE FEES*****	0.00	0.00	0.00	0.00	0.000
	FUND TOTAL	0.00 *	0.00 *	0.00 *	0.00 *	0.000 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
22	STATE GAS TAX/STREET FUND					
22 000 4001 0000	FUND BALANCE AVAILABLE	-43,500.00	0.00	279,150.00	-235,650.00	641.724
22 000 4124 0000	STATE GAS TAX	866,500.00	59,698.55	698,623.70	167,876.30	80.626
22 000 4250 0000	MISC FEES & CHARGES	0.00	- 160.00	5,210.74	-5,210.74	0.000
22 000 4510 0000	INTEREST - INVESTMENTS	-5,000.00	0.00	7,342.67	-12,342.67	146.853
22 000 4620 0000	RECOVERED EXPENDITURES	0.00	0.00	11,597.88	-11,597.88	0.000
22 000 4625 0000	CASH SHORT OR (OVER)	0.00	0.00	0.00	0.00	0.000
22 000 4630 0000	OTHER REVENUES	15,000.00	0.00	400.00	14,600.00	2.667
22 000 4931 0000	TRANSFERS FROM FUND 31 (WATER)	161,000.00	13,416.00	134,168.00	26,832.00	83.334
22 000 4932 0000	TRANSFERS FROM FUND 32 (SEWER)	151,000.00	12,583.00	125,834.00	25,166.00	83.334
	FUND TOTAL	1232,000.00 *	85,537.55 *	1262,326.99 *	-30,326.99 *	102.462 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
23	BIKE PATH FUND					
23 000 4001 0000	FUND BALANCE AVAILABLE	44,465.00	0.00	48,397.00	-3,932.00	108.843
23 000 4124 0000	STATE GAS TAX	8,665.00	603.02	7,056.82	1,608.18	81.441
23 000 4510 0000	INTEREST - INVESTMENTS	1,880.00	0.00	1,001.06	878.94	53.248
	FUND TOTAL	55,010.00 *	603.02 *	56,454.88 *	-1,444.88 *	102.627 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
25	WATER SDC FUND					
25 000 4001 0000	FUND BALANCE AVAILABLE	91,585.00	0.00	94,098.00	-2,513.00	102.744
25 000 4241 0000	SDC - REIMBURSEMENTS	25,000.00	970.32	18,112.15	6,887.85	72.449
25 000 4243 0000	SDC - IMPROVEMENTS	8,000.00	293.19	5,972.98	2,027.02	74.662
25 000 4510 0000	INTEREST - INVESTMENTS	4,000.00	0.00	1,882.22	2,117.78	47.055
	FUND TOTAL	128,585.00 *	1,263.51 *	120,065.35 *	8,519.65 *	93.374 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
26	SEWER SDC FUND					
26 000 4001 0000	FUND BALANCE AVAILABLE	581,114.00	0.00	595,861.00	-14,747.00	102.538
26 000 4241 0000	SDC - REIMBURSEMENT	30,000.00	256.75	22,737.14	7,262.86	75.790
26 000 4243 0000	SDC - IMPROVEMENTS	70,000.00	645.11	52,190.18	17,809.82	74.557
26 000 4510 0000	INTEREST - INVESTMENTS	24,000.00	0.00	14,270.13	9,729.87	59.459
26 000 4511 0000	INTEREST - OTHER SOURCES	0.00	0.00	0.00	0.00	0.000
	FUND TOTAL	705,114.00 *	901.86 *	685,058.45 *	20,055.55 *	97.156 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
27	PARKS DISTRICT					
27 000 4001 0000	FUND BALANCE AVAILABLE	-156,618.00	0.00	93,091.00	-249,709.00	-59.438
27 000 4001 0111	FUND BALANCE AVAILABLE: CENTER	0.00	0.00	0.00	0.00	0.000
27 000 4120 0000	STATE GRANTS	0.00	0.00	3,500.00	-3,500.00	0.000
27 000 4120 0111	STATE GRANTS: CENTER	2,000.00	0.00	2,000.00	0.00	100.000
27 000 4130 0000	COUNTY GRANTS	0.00	0.00	0.00	0.00	0.000
27 000 4130 0111	COUNTY GRANTS: CENTER	23,000.00	0.00	12,656.59	10,343.41	55.029
27 000 4130 0121	COUNTY GRANTS: PARKS & REC	0.00	0.00	0.00	0.00	0.000
27 000 4130 0122	COUNTY GRANTS: ASAP	0.00	0.00	0.00	0.00	0.000
27 000 4130 0125	COUNTY GRANTS: LAND ACQ	0.00	0.00	0.00	0.00	0.000
27 000 4139 0000	PARKS DISTRICT	0.00	0.00	0.00	0.00	0.000
27 000 4139 0111	PARKS DIST TRANSFER: CENTER	284,467.00	0.00	5,445.00	279,022.00	1.914
27 000 4139 0121	PARKS DIST TRANSFER: PARK & REC	196,390.00	0.00	0.00	196,390.00	0.000
27 000 4250 0000	MISC FEES & CHARGES	0.00	0.00	447.15	- 447.15	0.000
27 000 4250 0111	MISC FEES & CHARGES: CENTER	7,000.00	0.00	0.00	7,000.00	0.000
27 000 4250 0121	MISC FEES & CHARGES: PARK & REC	500.00	0.00	0.00	500.00	0.000
27 000 4510 0000	INTEREST - INVESTMENTS	0.00	0.00	1,313.16	-1,313.16	0.000
27 000 4520 0000	RENTALS - PARKS	0.00	0.00	490.00	- 490.00	0.000
27 000 4520 0111	RENTAL REVENUE: CENTER	11,000.00	0.00	0.00	11,000.00	0.000
27 000 4520 0121	RENTAL REVENUE: PARKS & REC	19,000.00	0.00	0.00	19,000.00	0.000
27 000 4521 0000	RENTALS - SENIOR CENTER	19,000.00	0.00	4,567.12	14,432.88	24.037
27 000 4610 0000	GIFTS & DONATIONS	0.00	0.00	0.00	0.00	0.000
27 000 4610 0111	GIFTS & DONATIONS - CENTER	10,000.00	0.00	12,166.66	-2,166.66	121.667
27 000 4610 0121	GIFTS & DONATIONS - PARKS	500.00	0.00	0.00	500.00	0.000
27 000 4620 0000	RECOVERED EXPENDITURES	0.00	0.00	646.63	- 646.63	0.000
27 000 4630 0000	OTHER REVENUES	0.00	0.00	0.00	0.00	0.000
27 000 4630 0111	OTHER REVENUE: CENTER	7,000.00	0.00	0.00	7,000.00	0.000
27 000 4630 0121	OTHER REVENUE: PARKS & REC	9,500.00	0.00	0.00	9,500.00	0.000
27 000 4630 0122	OTHER REVENUE: ASPA	0.00	0.00	0.00	0.00	0.000
27 000 4632 0000	LOAN FROM SEWER FUND *****	0.00	0.00	0.00	0.00	0.000
27 000 4633 0000	AFTER SCHOOL PROGRAM	48,600.00	0.00	503.00	48,097.00	1.035
27 000 4634 0000	SUMMER FIELD TRIPS	3,000.00	0.00	-5,059.00	8,059.00	168.633
27 000 4911 0000	TRANSFERS FROM FUND 11 (GF)	0.00	0.00	5,000.00	-5,000.00	0.000
27 000 4932 0000	TRANSFERS FROM FUND 32 (SEWER)	0.00	0.00	0.00	0.00	0.000
	FUND TOTAL	484,339.00 *	0.00 *	136,767.31 *	347,571.69 *	28.238 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
28	LIBRARY SERVICES FUND					
28 000 4001 0000	FUND BALANCE AVAILABLE	0.00	0.00	0.00	0.00	0.000
28 000 4010 0000	CURRENT YEAR PROPERTY TAX *****	156,080.19	0.00	0.00	156,080.19	0.000
28 000 4011 0000	CURRENT YEAR TAXES RECEIVABLE	0.00	1,339.35	147,183.45	-147,183.45	0.000
28 000 4132 0000	COUNTY LIBRARY COOP	301,000.00	43,437.52	298,984.29	2,015.71	99.330
28 000 4320 0000	LIBRARY FINES	15,000.00	-22,885.90	16,297.75	-1,297.75	108.652
28 000 4510 0000	INTEREST - INVESTMENTS	0.00	0.00	- 547.79	547.79	0.000
28 000 4620 0000	RECOVERED EXPENDITURES	0.00	10.80	-86.57	86.57	0.000
28 000 4625 0000	CASH SHORT OR (OVER)	0.00	0.00	0.10	-0.10	0.000
28 000 4630 0000	OTHER REVENUES	0.00	0.00	0.00	0.00	0.000
28 000 4911 0000	TRANSFERS FROM FUND 11 (GF)	109,038.00	4,481.00	44,813.00	64,225.00	41.099
	FUND TOTAL	581,118.19 *	26,382.77 *	506,644.23 *	74,473.96 *	87.184 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
29	FIRE RESCUE SERVICES FUND					
29 000 4001 0000	FUND BALANCE AVAILABLE	0.00	0.00	0.00	0.00	0.000
29 000 4010 0000	CURRENT YEAR PROPERTY TAX *****	390,200.03	0.00	0.00	390,200.03	0.000
29 000 4011 0000	CURRENT YEAR TAXES RECEIVABLE	0.00	3,350.49	367,996.57	-367,996.57	0.000
29 000 4246 0000	CPR TRAINING FEES *****	0.00	0.00	0.00	0.00	0.000
29 000 4247 0000	CPR TRAINING FEES	0.00	0.00	791.00	- 791.00	0.000
29 000 4250 0000	MISC FEES & CHARGES	0.00	0.00	1,331.60	-1,331.60	0.000
29 000 4510 0000	INTEREST - INVESTMENTS	0.00	0.00	1,344.74	-1,344.74	0.000
29 000 4610 0000	GIFTS & DONATIONS	0.00	0.00	700.00	- 700.00	0.000
29 000 4620 0000	RECOVERED EXPENDITURES	0.00	0.00	- 105.05	105.05	0.000
29 000 4630 0000	OTHER REVENUES	0.00	0.00	59.35	-59.35	0.000
29 000 4911 0000	TRANSFERS FROM FUND 11 (GF)	1561,247.00	123,363.00	1233,641.00	327,606.00	79.016
	FUND TOTAL	1951,447.03 *	126,713.49 *	1605,759.21 *	345,687.82 *	82.286 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
31	WATER FUND					
31 000 4002 0000	WORKING CAPITAL AVAILABLE	222,218.00	0.00	648,889.00	-426,671.00	292.006
31 000 4240 0000	WATER USER FEES	-1389,397.00	127,028.11	1294,869.69	-2684,266.69	-93.197
31 000 4250 0000	MISC FEES & CHARGES	50,000.00	4,290.00	41,877.86	8,122.14	83.756
31 000 4510 0000	INTEREST - INVESTMENTS	10,000.00	0.00	13,048.60	-3,048.60	130.486
31 000 4510 1900	INTEREST INVEST - WATER TOWER	0.00	0.00	0.00	0.00	0.000
31 000 4511 0000	INTEREST - OTHER SOURCES	0.00	0.00	551.39	- 551.39	0.000
31 000 4620 0000	RECOVERED EXPENDITURES	0.00	0.00	703.39	- 703.39	0.000
31 000 4625 0000	CASH SHORT OR (OVER)	0.00	0.00	0.00	0.00	0.000
31 000 4630 0000	OTHER REVENUES	1,000.00	0.00	0.00	1,000.00	0.000
	FUND TOTAL	-1106,179.00 *	131,318.11 *	1999,939.93 *	-3106,118.93 *	180.797 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MD. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
32	SEWER FUND					
32 000 4002 0000	WORKING CAPITAL AVAILABLE	32,676.00	0.00	309,577.00	-276,901.00	947.414
32 000 4130 0000	COUNTY GRANTS	0.00	0.00	0.00	0.00	0.000
32 000 4242 0000	SEWER USER FEES	1560,000.00	157,191.63	1353,658.54	206,341.46	86.773
32 000 4243 0000	SEWER SYSTEMS DEL CHARGES	80,000.00	0.00	0.00	80,000.00	0.000
32 000 4250 0000	MISC FEES & CHARGES	15,000.00	120.00	7,869.67	7,130.33	52.464
32 000 4510 0000	INTEREST - INVESTMENTS	0.00	0.00	6,730.87	-6,730.87	0.000
32 000 4511 0000	INTEREST - OTHER SOURCES	0.00	0.00	0.00	0.00	0.000
32 000 4511 0001	JOHNSON CREEK INTEREST	0.00	0.00	0.00	0.00	0.000
32 000 4511 0002	STANLEY LID INTEREST	0.00	0.00	0.00	0.00	0.000
32 000 4511 9010	OCHOCHO LID INTEREST	0.00	0.00	0.00	0.00	0.000
32 000 4620 0000	RECOVERED EXPENDITURES	0.00	0.00	0.00	0.00	0.000
32 000 4622 0000	ASSMT COLL - UNBONDED *****	0.00	0.00	0.00	0.00	0.000
32 000 4622 0001	JOHNSON CREEK LID ASSMT *****	0.00	0.00	0.00	0.00	0.000
32 000 4622 0002	STANLEY LID ASSMT *****	0.00	0.00	0.00	0.00	0.000
32 000 4622 9010	OCHOCHO LID ASSMT *****	0.00	0.00	0.00	0.00	0.000
32 000 4627 0000	ASSMT PRIN COLL - UNBANCROFTED	0.00	0.00	257.05	- 257.05	0.000
32 000 4627 0001	ASSMT PRIN COLL - J CREEK	0.00	1,703.49	4,400.70	-4,400.70	0.000
32 000 4627 0002	ASSMT PRIN COLL - STANLEY	0.00	674.23	12,771.48	-12,771.48	0.000
32 000 4627 9010	ASSMT PRIN COLL - OCHOCHO	0.00	0.00	761.39	- 761.39	0.000
32 000 4628 0000	ASSMT INT COLL - UNBANCROFTED	0.00	0.00	10.05	-10.05	0.000
32 000 4628 0001	ASSMT INT COLL - J CREEK	0.00	81.72	1,834.66	-1,834.66	0.000
32 000 4628 0002	ASSMT INT COLL - STANLEY	0.00	0.00	3,115.16	-3,115.16	0.000
32 000 4628 9010	ASSMT INT COLL - OCHOCHO	0.00	0.00	581.53	- 581.53	0.000
32 000 4630 0000	OTHER REVENUES	100,000.00	0.00	0.00	100,000.00	0.000
32 000 4632 0011	LOAN REPAYMENT FROM GEN F *****	150,000.00	0.00	0.00	150,000.00	0.000
32 000 4911 0000	TRANSFERS FROM FUND 11 (GF)	0.00	0.00	0.00	0.00	0.000
32 000 4927 0000	TRANSFERS FROM FUND 27 (PARKS)	0.00	0.00	0.00	0.00	0.000
	FUND TOTAL	1937,676.00	* 159,771.07	* 1701,568.10	* 236,107.90	* 87.815 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
33	STORM SEWER FUND					
33 000 4002 0000	WORKING CAPITAL AVAILABLE	0.00	0.00	0.00	0.00	0.000
33 000 4130 0000	COUNTY GRANTS	0.00	0.00	0.00	0.00	0.000
33 000 4243 0000	SDC - IMPROVEMENTS	0.00	0.00	0.00	0.00	0.000
33 000 4249 0000	STORM SEWER USER FEES/CHARGES	0.00	0.00	0.00	0.00	0.000
33 000 4250 0000	MISC FEES & CHARGES	0.00	0.00	0.00	0.00	0.000
33 000 4510 0000	INTEREST - INVESTMENTS	0.00	0.00	0.00	0.00	0.000
33 000 4511 0000	INTEREST - OTHER SOURCES	0.00	0.00	0.00	0.00	0.000
33 000 4620 0000	RECOVERED EXPENDITURES	0.00	0.00	0.00	0.00	0.000
33 000 4911 0000	TRANSFERS FROM FUND 11 (GF)	0.00	0.00	0.00	0.00	0.000
33 000 4922 0000	TRANSFERS FROM FUND 22 (GAS T)	0.00	0.00	0.00	0.00	0.000
33 000 4931 0000	TRANSFERS FROM FUND 31 (WATER)	0.00	0.00	0.00	0.00	0.000
33 000 4932 0000	TRANSFERS FROM FUND 32 (SEWER)	0.00	0.00	0.00	0.00	0.000
	FUND TOTAL	0.00 *	0.00 *	0.00 *	0.00 *	0.000 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
51	IMPROVEMENT BOND SINKING FUND					
51 000 4001 0000	FUND BALANCE AVAILABLE	749,084.00	0.00	779,127.00	-30,043.00	104.011
51 000 4510 0000	INTEREST - INVESTMENTS	25,000.00	0.00	16,634.13	8,365.87	66.537
51 000 4511 0000	INTEREST - OTHER SOURCES	18,000.00	0.00	15.87	17,984.13	0.088
51 000 4511 0002	LID INTEREST	0.00	0.00	0.00	0.00	0.000
51 000 4511 0124	INTEREST - ASSESSMENTS - 124	0.00	0.00	0.00	0.00	0.000
51 000 4621 0000	ASSMT COLL - BONDED *****	200,000.00	0.00	0.00	200,000.00	0.000
51 000 4627 0116	ASSMT PRIN COLL - ROLL 116	0.00	0.00	824.40	- 824.40	0.000
51 000 4627 0117	ASSMT PRIN COLL - ROLL 117	0.00	231.07	31,169.80	-31,169.80	0.000
51 000 4627 0118	ASSMT PRIN COLL - ROLL 118	0.00	0.00	24.19	-24.19	0.000
51 000 4627 0121	ASSMT PRIN COLL - ROLL 121	0.00	54.97	54.97	-54.97	0.000
51 000 4627 0122	ASSMT PRIN COLL - ROLL 122	0.00	0.00	4,722.23	-4,722.23	0.000
51 000 4627 0124	ASSMT PRIN COLL - ROLL 124	0.00	2,265.28	20,247.59	-20,247.59	0.000
51 000 4628 0116	ASSMT INT COLL - ROLL 116	0.00	0.00	142.14	- 142.14	0.000
51 000 4628 0117	ASSMT INT COLL - ROLL 117	0.00	4.70	8,800.91	-8,800.91	0.000
51 000 4628 0118	ASSMT INT COLL - ROLL 118	0.00	0.00	20.30	-20.30	0.000
51 000 4628 0121	ASSMT INT COLL - ROLL 121	0.00	9.55	9.55	-9.55	0.000
51 000 4628 0122	ASSMT INT COLL - ROLL 122	0.00	0.00	550.89	- 550.89	0.000
51 000 4628 0124	ASSMT INT COLL - ROLL 124	0.00	1,772.05	10,951.84	-10,951.84	0.000
	FUND TOTAL	992,084.00 *	4,337.62 *	873,295.81 *	118,788.19 *	88.026 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MD. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
52	PUBLIC SAFETY DEBT SERVICE FND					
52 000 4001 0000	FUND BALANCE AVAILABLE	0.00	0.00	0.00	0.00	0.000
52 000 4011 0000	CURRENT YEAR PROPERTY TAXES	-627,037.00	5,386.81	591,405.70	-1218,442.70	-94.318
52 000 4510 0000	INTEREST - INVESTMENTS	-11,794.00	0.00	5.40	-11,799.40	-0.046
	FUND TOTAL	-638,831.00 *	5,386.81 *	591,411.10 *	-1230,242.10 *	-92.577 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
64	CAPITAL PROJECTS FUND					
64 000 4001 0000	FUND BALANCE AVAILABLE	4721,853.00	0.00	4627,882.00	93,971.00	98.010
64 000 4510 0000	INTEREST - INVESTMENTS	61,631.00	0.00	109,814.98	-48,183.98	178.181
64 000 4625 0000	CASH SHORT OR (OVER)	0.00	0.00	0.00	0.00	0.000
64 000 4631 0000	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.000
64 000 4911 0000	TRANSFERS FROM FUND 11 (GF)	144,000.00	0.00	0.00	144,000.00	0.000
	FUND TOTAL	4927,484.00 *	0.00 *	4737,696.98 *	189,787.02 *	96.148 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
71	FLEET SERVICES FUND					
71 000 4001 0000	FUND BALANCE AVAILABLE	50,000.00	0.00	0.00	50,000.00	0.000
71 000 4002 0000	WORKING CAPITAL AVAILABLE	0.00	0.00	33,064.00	-33,064.00	0.000
71 000 4260 0000	INTRAGOV CHARGES	225,456.00	0.00	76,055.77	149,400.23	33.734
71 000 4510 0000	INTEREST - INVESTMENTS	0.00	0.00	-94.61	94.61	0.000
71 000 4623 0000	SALE OF ASSETS	0.00	0.00	95,401.00	-95,401.00	0.000
71 000 4630 0000	OTHER REVENUES	15,000.00	0.00	94.28	14,905.72	0.629
71 000 4911 0000	TRANSFERS FROM FUND 11 (GF)	-29,000.00	0.00	29,000.00	-58,000.00	100.000
71 000 4922 0000	TRANSFERS FROM FUND 22 (GAS T)	30,570.00	2,547.00	25,476.00	5,094.00	83.337
71 000 4929 0000	TRANSFERS FROM FUND 29 (FIRE)	0.00	0.00	0.00	0.00	0.000
71 000 4931 0000	TRANSFERS FROM FUND 31 (WATER)	25,000.00	2,083.00	20,834.00	4,166.00	83.336
71 000 4932 0000	TRANSFERS FROM FUND 32 (SEWER)	35,000.00	2,916.00	29,168.00	5,832.00	83.337
	FUND TOTAL	352,026.00 *	7,546.00 *	308,998.44 *	43,027.56 *	87.777 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
B3	FORFEITURE TRUST FUND					
83 000 4001 0000	FUND BALANCE AVAILABLE	0.00	0.00	0.00	0.00	0.000
83 000 4321 0000	FORFEITURES	5,000.00	0.00	0.00	5,000.00	0.000
	FUND TOTAL	5,000.00 *	0.00 *	0.00 *	5,000.00 *	0.000 *
	FINAL TOTAL	18437,230.22	1277,612.47	21545,004.20	-3107,773.98	

DESCRIPTION	BUDGETED AMOUNT	MONTH AMOUNT	YTD AMOUNT	YTD BUDGET VARIANCE	ENCUMBERED AMOUNT	VARIANCE INCL ENC.	PCNT USED
FACILITY MAINTENANCE	0.00	0.00	4246.12	-4246.12	0.00	-4246.12	0.00
PARKS DISTRICT TOTAL	797573.01	0.00	120440.11	677132.90	1675.00	675457.90	15.10
LIBRARY	581118.19	43374.49	427113.54	154004.65	9996.26	144008.39	73.50
FACILITY MAINTENANCE	0.00	747.70	5532.41	-5532.41	1650.42	-7182.83	0.00
LIBRARY SERVICES FUND TOTAL	581118.19	44122.19	432645.95	148472.24	11646.68	136825.56	74.45
FIRE ADMINISTRATION	164598.00	9145.34	82056.38	82541.62	7058.05	75483.57	49.85
FIRE OPERATIONS	1666849.00	113613.73	1253834.18	413014.82	46481.66	366533.16	75.22
FIRE PREVENTION	120000.00	19080.38	79518.02	40481.98	53786.64	-13304.66	66.27
FACILITY MAINTENANCE	0.00	1535.02	12349.85	-12349.85	5471.26	-17821.11	0.00
FIRE RESCUE SERVICES FUND TOTAL	1951447.00	143374.47	1427758.43	523688.57	112797.61	410890.96	73.16
31 000	1672614.00	146946.69	948180.22	724433.78	61607.39	662826.39	56.69
FACILITY MAINTENANCE	0.00	9157.37	90074.33	-90074.33	41229.41	-131303.74	0.00
WATER FUND TOTAL	1672614.00	156104.06	1038254.55	634359.45	102836.80	531522.65	62.07
32 000	1937676.32	160270.97	1233358.85	704317.47	289380.25	414937.22	63.65
FACILITY MAINTENANCE	0.00	681.85	10242.35	-10242.35	2400.34	-12642.69	0.00
SEWER FUND TOTAL	1937676.32	160952.82	1243601.20	694075.12	291780.59	402294.53	64.18
33 000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FACILITY MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
STORM SEWER FUND TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51 000	970579.00	501.00	7610.46	962968.54	0.00	962968.54	0.78
KOLL DANK ROLL 124	21505.00	0.00	21085.00	420.00	0.00	420.00	98.05
IMPROVEMENT BOND SINKING FUND TOTAL	992084.00	501.00	28695.46	963388.54	0.00	963388.54	2.89
52 000	638831.00	0.00	345345.86	293485.14	0.00	293485.14	54.06
PUBLIC SAFETY DEBT SERVICE FND TOTAL	638831.00	0.00	345345.86	293485.14	0.00	293485.14	54.06
64 000	4927484.00	337235.00	1993637.18	2933846.82	1593130.24	1340716.58	40.46
FACILITY MAINTENANCE	0.00	0.00	0.00	0.00	650.00	-650.00	0.00
CAPITAL PROJECTS FUND TOTAL	4927484.00	337235.00	1993637.18	2933846.82	1593780.24	1340066.58	40.46
71 000	410026.32	36543.79	476019.44	-65993.12	78288.38	-144281.50	116.09
FLEET SERVICES FUND TOTAL	410026.32	36543.79	476019.44	-65993.12	78288.38	-144281.50	116.09
83 000	5000.00	0.00	0.00	5000.00	0.00	5000.00	0.00
FORFEITURE TRUST FUND TOTAL	5000.00	0.00	0.00	5000.00	0.00	5000.00	0.00
FINAL TOTAL	22874920.50	1396117.33	12497041.57	10377878.93	2524509.62	7853369.31	

DESCRIPTION	BUDGETED AMOUNT	MONTH AMOUNT	YTD AMOUNT	YTD BUDGET VARIANCE	ENCUMBERED AMOUNT	VARIANCE INCL ENC.	PCNT USED
11 000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CITY COUNCIL	32100.00	1071.95	30539.93	1560.07	7991.60	-6431.53	95.14
CITY MANAGER	208805.91	15163.13	164731.07	44074.84	169.03	43905.81	78.89
DATA PROCESSING	188536.00	12128.64	140347.58	48188.42	20952.18	27236.24	74.44
CITY ATTORNEY	69460.00	3416.18	33487.40	35972.60	0.00	35972.60	48.21
PERSONNEL	133964.74	10746.30	110834.56	23130.18	2742.50	20387.68	82.73
SENIOR CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LIBRARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PARKS & RECREATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RECYCLING PROGRAM	54785.00	4316.03	25649.29	29135.71	22.32	29113.39	46.82
POLICE ADMINISTRATION	113808.80	8902.47	94759.04	19049.76	68.00	18981.76	83.26
POLICE FIELD SERVICES	1498090.78	121648.42	1190059.08	308031.70	24789.53	283242.17	79.44
POLICE SUPPORT SERVICES	25329.06	2197.79	9054.78	16274.28	1175.45	15098.83	35.75
DISPATCH CENTER OPERATIONS	356331.62	22881.56	205090.65	151240.97	6467.62	144773.35	57.56
FIRE SERVICES	0.00	27.33	81.99	-81.99	0.00	-81.99	0.00
COMMUNITY DEVELOPMENT	311153.63	25896.57	220781.46	90372.17	24223.05	66149.12	70.96
PUBLIC WORK ADMINISTRATION	286919.01	21420.55	192556.55	94362.46	1972.23	92390.23	67.11
PUBLIC WORKS ENGINEERING	227533.70	14713.20	155400.74	72132.96	19822.47	52310.49	68.30
PUBLIC WORKS STRUCTURAL SAFETY	61969.23	11651.01	89263.91	-27294.68	210.83	-27505.51	144.05
FACILITY MAINTENANCE	403845.00	35871.23	315114.29	88730.71	97596.80	-8866.09	78.03
PARKING FACILITIES	40827.00	3863.00	4683.00	36144.00	1077.00	35067.00	11.47
FINANCE ADMINISTRATION	99494.60	8638.99	79798.11	19696.49	1400.00	18296.49	80.20
GENERAL GOVERNMENT	213500.00	1626.84	176939.81	36560.19	8151.88	28408.31	82.88
DATA PROCESSING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MUNICIPAL COURT	70465.49	4573.61	50393.29	20072.20	17.64	20054.56	71.51
ACCOUNTING	199681.22	14025.06	170528.22	29153.00	5491.90	23661.10	85.40
FACILITIES MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER	2233756.49	127844.00	1352495.47	881261.02	0.00	881261.02	60.55
GENERAL FUND TOTAL	6830357.28	472623.86	4812590.22	2017767.06	224342.03	1793425.03	70.46
22 000	1242000.38	43432.23	553717.51	688282.87	102852.55	585430.32	44.58
FACILITY MAINTENANCE	0.00	1227.91	10446.86	-10446.86	4509.74	-14956.60	0.00
STATE GAS TAX/STREET FUND TOTAL	1242000.38	44660.14	564164.37	677836.01	107362.29	570473.72	45.42
23 000	55010.00	0.00	13888.80	41121.20	0.00	41121.20	25.25
BIKE PATH FUND TOTAL	55010.00	0.00	13888.80	41121.20	0.00	41121.20	25.25
25 000	128585.00	0.00	0.00	128585.00	0.00	128585.00	0.00
WATER SDC FUND TOTAL	128585.00	0.00	0.00	128585.00	0.00	128585.00	0.00
26 000	705114.00	0.00	0.00	705114.00	0.00	705114.00	0.00
SEWER SDC FUND TOTAL	705114.00	0.00	0.00	705114.00	0.00	705114.00	0.00
27 000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CENTER OPERATIONS	459179.93	0.00	56242.31	402937.62	0.00	402937.62	12.25
CENTRAL CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PARKS AND REC - OPERATIONS	225782.98	0.00	55548.45	170234.53	1675.00	168559.53	24.60
PARKS ASAP OPERATIONS	64015.10	0.00	3723.23	60291.87	0.00	60291.87	5.82
PARKS CAPITAL PROJECTS	48595.00	0.00	680.00	47915.00	0.00	47915.00	1.40

CITY OF MILWAUKIE  
CHART OF ACCOUNTS - OBJECT CODES

RESOURCES/REVENUES (R):

FUND BALANCE AVAILABLE (R0):

Fund Balance Available 4001  
Working Capital Available 4002

TAX REVENUES (R1):

CURRENT YEAR TAXES 4011  
PRIOR YEAR TAXES 4021

Other Tax Revenues 4030

FRANCHISE FEES (R2):

Franchise Fees 4400  
Electric 4410  
Gas 4420  
Telephone 4430  
Cable 4440  
Garbage 4450

CHARGES FOR SERVICES (R3):

Water User Fees 4240  
Water system development charges 4241  
Sewer User Fees 4242  
Sewer system development charges 4243  
Miscellaneous fees & charges 4250  
Intragovernmental charges 4260  
After School Program 4633  
Summer Field Trips 4634

SPECIAL ASSESSMENTS (R4):

Assessment collections - Bonded 4621  
Assessment collections - Unbonded 4622

LICENSES AND PERMITS (R5):

Business Licenses 4210  
Building Permits 4220  
Mechanical Permits 4221  
Plan Check Fees 4222  
Alarm Permits 4223  
Planning Fees 4230  
Misc Fees & Charges 4250  
Lien Search Fees 4251

INTERGOVERNMENTAL REVENUES (R6):

State Grants 4120  
Cigarette Tax 4122  
Liquor Tax 4123  
State Gas Tax 4124  
State Shared Revenues 4125  
911 Tax Revenues 4126  
Metro Grants 4129  
County Grants 4130  
Hotel/motel Tax 4131

2

County Library Coop	4132
Parks District	4139
FINES AND FORFEITURES (R7):	
Traffic fines	4310
Parking fines	4311
Other court fines	4312
Library fines	4320
Forfeitures	4321
TRANSFERS-IN (R8):	
Transfers from Fund 11 (General Fund)	4911
Transfers from Fund 22 (Gas Tax Fund)	4922
Transfers from Fund 25 (Water SDC Fund)	4925
Transfers from Fund 26 (Sewer SDC Fund)	4926
Transfers from Fund 31 (Water Fund)	4931
Transfers from Fund 32 (Sewer Fund)	4932
Transfers from Fund 83 (Trust Fund)	4983
OTHER FINANCING SOURCES (R9):	
Interest earned - Investments	4510
Interest earned - Other Sources	4511
Rental revenues - Parks	4520
Rental revenues - Senior Center	4521
Rental revenues - Other	4522
Gifts & donations	4610
Recovered expenditures	4620
Proceeds from sale of fixed assets	4623
Cash short or (over)	4625
Other revenues	4630
Bond proceeds	4631
Loan repayment - fleet	4632

CITY OF MILWAUKIE  
CHART OF ACCOUNTS - OBJECT CODES

EXPENDITURES/EXPENSES (E):

PERSONNEL SERVICES (01):

Salaries - Unclassified	5110
Salaries - Classified	5120
Salaries - Classified Police	5130
Salaries - Classified Fire	5140
Salaries - Temporary	5150
Overtime - Regular	5210
Educational Incentive	5310
Shift differential	5311
EMT Incentive Pay	5312
Rescue incentive pay	5313
Special incentive	5314
Clothing allowance	5320
Car Allowances	5330
Social security (FICA)	5510
Unemployment	5520
Tri-Met	5525
Workers compensation	5530
PERS Pick-Up (6%)	5605
PERS	5610
Life insurance	5650
Long term disability	5660
Employee assistance	5665
Medical benefits	5670
Dental benefits	5680

MATERIALS & SERVICES (02):

Professional services	6010
Contractual services	6020

Repairs & maintenance - Facilities	6100
Repairs & maintenance - Vehicles	6110
Repairs & maintenance - Operating Equip	6120
Repairs & maintenance - Office Equip	6130

Office supplies & expense	6210
Public Safety supplies & expense	6220
Advertising & publicity	6230
Fees & licenses	6240
Dues & subscriptions	6250
Travel - Food & Lodging	6260
Education & training	6270
Rents & leases	6310
Bad Debt Expense	6312

Utilities:

Telephone	6318
Electricity	6319
Natural gas	6322

4

Refuse disposal

6323

Water & sewer	6325
Other Utilities	6329
Insurance premiums	6330
Bond - Principal Payments	6440
Bond - Interest Payments	6445
Paying Agent Fees & Expenses	6447
CAPITAL OUTLAY (03):	
Land	7110
Buildings & improvements	7120
Motor vehicles	7130
Operating equipment	7140
Office furniture & equip	7150
Library circulation materials	7160
Computer software	7165
Capital Improvement Projects - General	7510
Capital Improvement Projects - Parks	7511
Capital Improvement Projects - Streets	7520
Capital Improvement Projects - Water	7530
Capital Improvements Projects - Sewer	7531
TRANSFERS-OUT (04):	
Transfers to Fund 11 (General Fund)	8111
Transfers to Fund 22 (Street Fund)	8122
Transfers to Fund 27 (Parks Fund)	8127
Transfers to Fund 28 (Library Fund)	8128
Transfers to Fund 29 (Fire Svc Fund)	8129
Transfers to Fund 32 (Sewer Fund)	8132
Transfers to Fund 64 (Capital Projects)	8164
Transfers to Fund 71 (Fleet Service)	8171
RESERVES/LOANS (05):	
Refund of prior year revenues	9199
CONTINGENCY (06):	
Contingencies (Budgetary Account Only)	9510

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
41968	A T & T	22 000 6130 0000	MAINTENANCE 3/18 - 4/17/93	9.47	
		27 000 3999 0000	MAINTENANCE 3/18 - 4/17/93	-59.40	
		31 000 6130 0000	MAINTENANCE 3/18 - 4/17/93	16.05	
		32 000 6130 0000	MAINTENANCE 3/18 - 4/17/93	16.05	
		11 211 6130 0000	MAINTENANCE 3/18 - 4/17/93	13.95	
		11 213 6130 0000	MAINTENANCE 3/18 - 4/17/93	5.64	
		11 221 6130 0000	MAINTENANCE 3/18 - 4/17/93	5.64	
		11 231 6130 0000	MAINTENANCE 3/18 - 4/17/93	13.95	
		28 233 6130 0000	MAINTENANCE 3/18 - 4/17/93	34.08	
		11 313 6130 0000	MAINTENANCE 3/18 - 4/17/93	115.42	
		27 411 6130 0000	MAINTENANCE 3/18 - 4/17/93	49.26	
		11 511 6130 0000	MAINTENANCE 3/18 - 4/17/93	40.46	
		11 611 6130 0000	MAINTENANCE 3/18 - 4/17/93	16.10	
		11 612 6130 0000	MAINTENANCE 3/18 - 4/17/93	16.10	
		11 711 6130 0000	MAINTENANCE 3/18 - 4/17/93	25.08	
		11 712 6130 0000	MAINTENANCE 3/18 - 4/17/93	40.96	
		11 721 6130 0000	MAINTENANCE 3/18 - 4/17/93	13.84	
		11 731 6130 0000	MAINTENANCE 3/18 - 4/17/93	29.00	401.65
		42060	A T & T	11 313 6130 0000	MAINTENANCE: 3/28 - 4/27
42139	A T & T	11 621 6318 3006	LONG DISTANCE SVC FOR 3/93	70.94	
		11 621 6318 3012	LONG DISTANCE SVC FOR 3/93	39.12	
		11 621 6318 3024	LONG DISTANCE SVC FOR 3/93	1.66	111.72
42290	ABBOTT OFFICE SYSTEMS	31 000 6210 0000	WALL UNITS AS LISTED	48.00	
		31 000 6210 0000	WALL UNITS AS LISTED	3.95	
		32 000 6210 0000	WALL UNITS AS LISTED	96.00	
		32 000 6210 0000	WALL UNITS AS LISTED	7.90	
		11 511 6210 0000	WALL UNITS AS LISTED	144.00	
		11 511 6210 0000	WALL UNITS AS LISTED	11.85	
		11 611 6210 0000	WALL UNITS AS LISTED	144.00	
		11 611 6210 0000	WALL UNITS AS LISTED	11.95	
		11 613 6210 0000	WALL UNITS AS LISTED	48.00	
		11 613 6210 0000	WALL UNITS AS LISTED	3.95	519.60
42291	ABE'S MAIN ST CLEANERS	11 311 6220 0000	DRY CLEANING/LAUNDRY/ADMIN	9.00	
		11 312 6220 0000	DRY CLEANING/LAUNDRY/EXPLORERS	4.50	
		11 312 6220 0000	DRY CLEANING/LAUNDRY/OFFICERS	500.35	513.85
42228	ACE OVERHEAD DOOR SPEC	29 420 6100 0000	REPAIR GARAGE DOOR	34.80	34.80
42061	ACTION ARC WELDING SUPPLY	71 000 6110 0000	WELDING SUPPLIES	9.50	
		71 000 6120 0000	HORNELL SPEED GLASS AFC	295.00	304.50
42062	AFSCME COUNCIL 75	11 000 2138 0000	UNION DUES W/H FROM MARCH P/R	462.00	
		22 000 2138 0000	UNION DUES W/H FROM MARCH P/R	132.00	
		28 000 2138 0000	UNION DUES W/H FROM MARCH P/R	132.00	
		31 000 2138 0000	UNION DUES W/H FROM MARCH P/R	110.00	
		32 000 2138 0000	UNION DUES W/H FROM MARCH P/R	110.00	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42062	AFSCME COUNCIL ..CONTINUED	71 000 2138 0000	UNION DUES W/H FROM MARCH P/R	44.00	990.00
42368	AFSCME COUNCIL 75	11 000 2138 0000	UNION DUES W/H APRIL 93 P/R	462.00	
		22 000 2138 0000	UNION DUES W/H APRIL 93 P/R	132.00	
		28 000 2138 0000	UNION DUES W/H APRIL 93 P/R	132.00	
		31 000 2138 0000	UNION DUES W/H APRIL 93 P/R	132.00	
		32 000 2138 0000	UNION DUES W/H APRIL 93 P/R	110.00	
		71 000 2138 0000	UNION DUES W/H APRIL 93 P/R	44.00	1,012.00
42067	ALBERTSON'S	32 000 6100 0000	SUPPLIES OFF SAFETY MEETINGS	20.29	
		11 511 6260 0000	MEETING SUPPLIES	40.64	
		11 611 6260 0000	SUPPLIES FOR MEETINGS	130.20	191.13
42292	ALPHAGRAPHICS #286	11 611 6210 0000	PRINTING	406.12	406.12
42064	AMERICAN FAMILY LIFE	11 000 2150 0000	CANCER INS PREM W/H MARCH P/R	262.10	
		22 000 2150 0000	CANCER INS PREM W/H MARCH P/R	26.70	
		28 000 2150 0000	CANCER INS PREM W/H MARCH P/R	63.62	
		29 000 2150 0000	CANCER INS PREM W/H MARCH P/R	141.76	
		31 000 2150 0000	CANCER INS PREM W/H MARCH P/R	9.00	
		32 000 2150 0000	CANCER INS PREM W/H MARCH P/R	37.12	
		71 000 2150 0000	CANCER INS PREM W/H MARCH P/R	17.70	558.00
42366	AMERICAN FAMILY LIFE	11 000 2150 0000	INS PREM W/H APRIL 93 P/R	262.10	
		22 000 2150 0000	INS PREM W/H APRIL 93 P/R	26.70	
		28 000 2150 0000	INS PREM W/H APRIL 93 P/R	63.62	
		29 000 2150 0000	INS PREM W/H APRIL 93 P/R	141.76	
		31 000 2150 0000	INS PREM W/H APRIL 93 P/R	9.00	
		32 000 2150 0000	INS PREM W/H APRIL 93 P/R	37.12	
		71 000 2150 0000	INS PREM W/H APRIL 93 P/R	17.70	558.00
41969	AMERICAN PLANNING ASSN	11 511 6210 0000	TITLES AS LISTED	129.80	129.80
42229	AMERICAN RED CROSS	22 000 6220 0000	MANUALS/VIDEOS FIRST AID/CPR	97.35	
		31 000 6220 0000	MANUALS/VIDEOS FIRST AID/CPR	97.35	
		32 000 6220 0000	MANUALS/VIDEOS FIRST AID/CPR	97.30	292.00
42133	ANGUS ANDERSON	*11 711 6260 0000	REIMBURSE: FOOD/LODGING	263.62	263.62
42140	ASSOCIATED LIBRARIES, INC	28 233 7160 0000	TITLES AS LISTED	294.97	294.97
42293	ASSOCIATION OF OREGON	11 235 6250 0000	MEMBERSHIP AOR	75.00	75.00
42141	AUTOMATED OFFICE SYSTEMS	11 314 6310 0000	MTLY BILLING ON CANON COPIER	267.16	267.16
41971	B S RENTAL CENTER, INC.	22 000 6310 0000	RENT: SMALL POWER TOOLS	61.20	61.20
42294	B S RENTAL CENTER, INC.	22 000 6310 0000	RENT: SMALL POWER TOOLS	68.43	68.43



CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
41975	BIZMART	28 233 6210 0000	SMITH CORONA PWF 67D	289.94	289.94
42298	BLACK BIRD CONSULTING, INC	11 612 7150 0000 11 612 7150 0000	TURBO DRIVER VIDEO BOARD 12 VERSION OF DCA SOFTWARE	279.00 25.00	304.00
42066	BLUE RIBBON BUSINESS	32 000 6210 0000	4 BX/14 7/8 X 11 COMPUTER PAPER	87.60	87.60
41976	BOB FRINK CHEVROLET INC	71 000 6110 0000 71 000 6110 0000	PARTS & SERVICE PARTS & SERVICE	2.81 42.20	45.01
42004	BOB KNUDSON	11 111 6240 0000	COUNCIL STIPEND: APRIL 1993	150.00	150.00
42314	BOB KNUDSON	11 111 6240 0000	COUNCIL STIPEND FOR MAY 1993	150.00	150.00
42147	BONNIE EISENMEN	28 233 6210 0000	REPAIR VIDEOS	11.80	11.80
42039	BONNIE S. SHIELDS	*11 731 6270 0000	REIMBURSE: COMPUTERIZED ACCTNG	103.50	103.50
42150	CAMERA CONNECTION	11 312 6220 0000	KONIKA BIG MINI	169.00	169.00
41977	CARBON DIOXIDE, INC	29 420 6220 0000 29 420 6220 0000	EXTINGUISHER SERVICE CALL EXTINGUISHER SERVICE CALL	70.30 161.40	231.70
42232	CAREERTRACK	11 231 6270 1000	TAPES/TRAINING IMPLEMENTING	254.70	254.70
42148	CARL J. BONDIETTI	*11 312 6010 0000	REIMBURSE: HBV VACCINATION	168.00	168.00
42151	CARL P MOSELEY	64 000 7510 2010	CONSTRUCTION MGMT SVC: PSB	3,496.50	3,496.50
41978	CARLSON TESTING	64 000 7510 2013	TESTING FOR PSB	1,281.50	1,281.50
42233	CASCADE FORM SYSTEM	11 731 6210 0000 11 731 6210 0000	FAST DUE NOTICES UTILITY BILLING STATEMENTS	295.45 547.25	842.70
42068	CELLULAR ONE	11 621 6318 3000 22 621 6318 3000 29 621 6318 3000 31 621 6318 3000 32 621 6318 3000	ACTIVITY FOR MARCH 1993 ACTIVITY FOR MARCH 1993 ACTIVITY FOR MARCH 1993 ACTIVITY FOR MARCH 1993 ACTIVITY FOR MARCH 1993	302.36 5.30 271.65 50.53 25.97	655.81
42069	CENTRAL OFFICE TELEPHONE	11 621 6318 3000 11 621 6318 3006 11 621 6318 3012 11 621 6318 3024 22 621 6318 3012 28 621 6318 3018 29 621 6318 3006 31 621 6318 3012 32 621 6318 3012	TELEPHONE MARCH 1993 TELEPHONE MARCH 1993 TELEPHONE MARCH 1993 TELEPHONE MARCH 1993 TELEPHONE MARCH 1993 TELEPHONE MARCH 1993 TELEPHONE MARCH 1993 TELEPHONE MARCH 1993 TELEPHONE MARCH 1993	12.60 75.00 61.54 11.16 0.83 2.56 12.50 7.67 2.16	186.02

ACCOUNT PAYABLE - 417030  
93  
CITY OF MILWAUKIE

AP TRANSACTION . VENDOR CHECK NUMBER  
FOR PERIOD 04/01/93 THRU 04/30/93

09:51A 05/02/93

PAGE 5

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42070	CENTRIC ELEVATOR CORP	11 621 6100 0000	MAINT CONTRACT LIBRARY ELEVATOR	110.62	110.62
42234	CERIDIAN	11 712 6020 0000	SEMI-MONTHLY PROCESSING FEES	204.86	
		11 712 6020 0000	SEMI-MONTHLY PROCESSING FEES	316.45	
		11 712 6020 0000	SEMI-MONTHLY PROCESSING FEES	217.09	738.40
42152	CHALLENGE CENTER	11 712 6210 0000	PROCESS BILLINGS STATEMENTS	391.82	391.82
42091	CHARLES A. MANSFIELD	*11 311 6110 0000	REIMBURSE: FLOORMATS VEH #3113	42.00	42.00
41989	CHERYL A DORRDN	*11 312 5686 0000	VISION ALLOWANCE	100.00	100.00
41979	CHEVRON U.S.A., INC	11 312 6110 0000	GASOLINE	30.40	
		29 411 6260 0000	GASOLINE	13.37	43.77
42299	CHEVRON U.S.A., INC	11 312 6110 0000	T/S REPAIR, EASTERDAY	7.50	7.50
42071	CHILD GRAPHICS PRESS	28 233 6210 0000	3 POSTERS AS LISTED	31.75	31.75
42072	CHRISTIAN BOOK	28 233 7160 0000	6 TITLES AS LISTED	64.78	64.78
41980	CITY OF WEST LINN	11 111 6260 0000	CLACKAMAS CITIES DINNER	61.20	
		11 211 6260 0000	CLACKAMAS CITIES DINNER	15.30	76.50
42073	CITY OF WILSONVILLE	11 111 6260 0000	CLACKAMAS CITIES DINNER	60.00	
		11 211 6260 0000	CLACKAMAS CITIES DINNER	15.00	75.00
42300	CITY RUBBER STAMP CO.	11 511 6210 0000	NAME PLATE: SCOTT MC CLURE	15.43	15.43
41981	CLACKAMAS COMMUNICATIONS	11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	27.50	27.50
42153	CLACKAMAS COMMUNICATIONS	11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	27.50	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	900.00	927.50
42235	CLACKAMAS COMMUNICATIONS	29 420 6120 0000	ANNUAL MAINT FOR FIRE DEPT	29.31	29.31
42301	CLACKAMAS COMMUNICATIONS	22 000 6120 0000	ANNUAL MAINT FOR PUBLIC WORKS	23.82	
		31 000 6120 0000	ANNUAL MAINT FOR PUBLIC WORKS	23.81	
		32 000 6120 0000	ANNUAL MAINT FOR PUBLIC WORKS	23.82	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	35.00	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	89.67	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	247.50	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	133.12	576.74
41983	CLACKAMAS COUNTY FINANCE	22 000 6020 0000	92/93 TRAFFIC SIGNALIZATION	575.30	575.30
42155	CLACKAMAS COUNTY FINANCE	11 731 6260 0000	CHGS FOR DTD MOTOR POOL	17.16	17.16

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42302	CLACKAMAS COUNTY FINANCE	11 314 6020 0000	E9-1-1 ADMINISTRATIVE CHARGES	413.84	413.84
41984	CLACKAMAS COUNTY FIRE	29 430 6020 0000	SOUTH METRO FIRE/JOINT VENTURE	9,582.19	9,582.19
42074	CLACKAMAS COUNTY FIRE	29 420 6110 0000 29 420 6250 0600 29 420 6270 0600	MAINT/REPAIRS/TESTING SERVICES BOOKS: 20 PERSONNEL TUTION: 20 PERSONNEL	75.00 92.00 100.00	267.00
42234	CLACKAMAS COUNTY FIRE	29 430 6020 0000	SOUTH METRO FIRE/JOINT VENTURE	9,498.19	9,498.19
42075	CLACKAMAS COUNTY RECORDER	11 612 6240 0000	RECORDERS FEE	10.00	10.00
42237	CLACKAMAS COUNTY RECORDER	11 612 6240 0000 11 612 6240 0000	RECORDER FEE RECORDER FEE	10.00 10.00	20.00
41982	CLACKAMAS COUNTY SERVICE	32 000 6020 0000	SEWAGE TREATMENT JANUARY 1993	44,855.80	44,855.80
42154	CLACKAMAS COUNTY SERVICE	32 000 6020 0000	SEWAGE TREATMENT FEB 1993	46,721.61	46,721.61
42285	CLARA J WEEDMAN	11 000 2004 0000 11 000 2010 0000 11 000 2013 0000 11 000 4310 0000	BAIL REFUND CITATION #13620A/B BAIL REFUND CITATION #13620A/B BAIL REFUND CITATION #13620A/B BAIL REFUND CITATION #13620A/B	155.00 -16.00 -10.00 -45.00	84.00
42156	COFFEY LABORATORIES INC	31 000 6020 0000	VOLATILE ORGANIC CHEM SAMPLES	945.00	945.00
42157	COMMERCIAL INFO SYSTEMS	11 312 6310 0000	ACTIVITY FOR A/C# MILO10	125.00	125.00
42239	CONDANNON PAPER	11 621 6100 0000	JANITORIAL SUPPLIES	1,111.20	1,111.20
42008	CRAIG LOMNICKI	11 111 6240 0000	COUNCIL STIPEND: APRIL 1993	200.00	200.00
42318	CRAIG LOMNICKI	11 111 6240 0000	COUNCIL STIPEND FOR MAY 1993	200.00	200.00
41986	CREATIVE CONCEPTS UNLIMITED	29 420 6220 0200	LETTERS	18.50	18.50
42158	CUES, INC	32 000 6120 0000	CAMERA & EQUIPMENT REPAIR	39.24	39.24
42159	CUNNINGHAM ASSOCIATES INC	31 000 6010 0000 31 000 6010 0000 11 612 6010 0000	WATER SOURCE/DEMAND STUDY DESIGN WORK/32ND AVE/WATER DESIGN WORK/32ND AVENUE	1,745.94 71.96 258.96	2,076.86
42123	CYNTHIA STURGIS	*28 233 6260 0000 28 233 6260 0000 28 233 6260 0000	REIMBURSE: ADDITIONAL ROOM TAX REIMBURSE: TRAVEL MEAL REIMBURSE: MILEAGE 241 @ \$.28	2.72 6.00 67.48	76.20
41987	D & A JANITORIAL	11 621 6100 0000 11 621 6100 0000	JANITORIAL SERVICE MARCH 1993 VOID CHECK	2,986.33 -2,986.33	0.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42052	D & A JANITORIAL	11 621 6100 0000	JANITORIAL SERVICE MARCH 1993	2,986.33	2,986.33
42361	D H R CHILD SUPPORT PRGRM	22 000 2147 0000 22 000 2147 0000 22 000 2147 0000 22 000 2147 0000	CASE #05180600141 CASE #005000074041 CASE #00526915ED41 CASE #005009217341	272.46 100.00 215.00 351.00	938.46
42240	D M V	11 312 6220 0000	ORDERED RECORDS	13.50	13.50
42319	DARRELL G. LYONS	*11 235 6260 0000	MILE/GE/MEALS	109.58	109.58
42241	DARREIT CONSTRUCTION INC	64 000 2022 2013 64 000 7510 2013	RETAINING TO PD#05612 A101/CM CONTRACT/FUB SFTY BLDG	-16,592.85 331,857.00	315,264.15
42288	DAVE EILENBERGER	11 000 4311 0000	PARKING TICKET DISMISSED	10.00	10.00
42304	DAVID EVANS & ASSOCIATES	11 511 6010 0000 11 511 6010 0000	SVCS: NORTH-SOUTH CORRIDOR SVCS: NORTH-SOUTH CORRIDOR	174.00 998.00	1,172.00
42104	DEAN PENNI	*71 000 6260 0000	MILEAGE/SEATTLE 398 @ .28	111.44	111.44
42076	DEHCO EDUCATIONAL CORP	28 233 6210 0000 28 233 6210 0000 28 233 6210 0000 28 233 6210 0000 28 233 6210 0000 28 233 6210 0000	AUDIO CASSETTE ALBUMS AUDIO CASSETTE ALBUMS SHIPPING & HANDLING PRESSURE SENSITIVE LABELS PRESSURE SENSITIVE LABELS SHIPPING & HANDLING	54.90 56.90 4.40 29.98 3.98 3.27	153.43
42351	DICK TORPEY	*31 000 6260 0000	ADVANCE FOR MEALS/SEATTLE	49.00	49.00
41986	DIXIE USA	29 420 6220 0400 29 420 6220 0400 29 420 6220 0400	INTUBATION EQUIPMENT INTUBATION EQUIPMENT HANDLING FEE	27.50 263.96 5.00	296.46
41966	DONALD R SWOR	11 000 2004 0000 11 000 2010 0000 11 000 2013 0000 11 000 4310 0000	BAIL REFUND CITATION #13332A BAIL REFUND CITATION #13332A BAIL REFUND CITATION #13332A BAIL REFUND CITATION #13332A	65.00 -16.00 -7.00 -25.00	17.00
42007	DOROTHY V LEHMAN	32 000 6010 0000	RESEARCH FOR SEWER	1,470.00	1,470.00
42160	DRINKING WATER & BACKFLOW	11 613 6250 0000	SUBSCRIPTION	22.50	22.50
41990	DUN & BRADSTREET	28 233 6310 0000	1 MILLION DOLLAR SERIES	1,266.25	1,266.25
41992	EASTSIDE HEATING & AIR CO	11 621 6100 0000	REPAIRS	62.60	62.60
42079	ELLA GOSSETT	*11 314 6260 0000	REIMBURSE: LUNCH END TRAINING	79.76	79.76

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42246	ELLA GOSSETT	*11 314 6260 0000	REIMBURSE: EMD TRNG EXPENSES	97.85	97.85
42161	ENGINEERED CONTROL PROD	31 000 6100 0000	PARTS FOR CHLORINE EQUIPMENT	292.23	292.23
42242	ENVIRONMENTAL SYSTEMS	11 612 6020 0000	INSTALL ARC/INFO SOFTWARE	1,500.00	1,500.00
42138	EVELYN COFFEY	22 000 4250 0000	REFUND: STREET OPENING DEPOSIT	400.00	400.00
42162	EVENT SOLUTIONS, INC	32 000 6270 0000	REGISTER: DEVELOPING LEADER	350.00	350.00
41992	EXECUTIVE DEPARTMENT	11 314 6310 0000	MAR LEDS LEASING	274.00	274.00
42306	EXECUTIVE DEPARTMENT	11 314 6310 0000	LEDS LEASING MONTHLY	274.00	274.00
42307	FAMILIAN NW	31 000 6100 0000	BADGER M120 11/2 BR CU FT MTR	221.66	221.66
41995	FASTSIGNS	29 420 6110 0000	VINYL LETTERING/EMBLEMS	192.20	192.20
42309	FASTSIGNS	29 420 6110 0000	DECALS	135.38	
		29 420 6110 0000	MAGNETIC LETTERING	19.20	154.58
42077	FINANCIAL CONSULTING	31 000 6010 0000	WATER COST-OF-SERVICE STUDY	4,589.96	4,589.96
41996	FIRE & EMERGENCY	29 411 6270 0000	SERVICE 10/09/91 - 12/31/91	325.20	
		29 411 6270 0000	SERVICE 4/01/93 - 4/30/93	288.00	
		29 411 6270 0000	SERVICE 4/01/93 - 4/30/93	120.00	
		29 411 6270 0000	SERVICE 3/01/93 - 3/31/93	120.00	
		29 411 6270 0000	SERVICE 3/01/93 - 3/31/93	288.00	1,141.20
42243	FIRE & EMERGENCY	29 411 6270 0000	SERVICE 05/01/93 - 05/31/93	288.00	
		29 411 6270 0000	SERVICE 05/01/93 - 05/31/93	120.00	
		29 420 6270 0300	SERVICE 12/01/92 - 12/31/92	288.00	
		29 420 6270 0300	SERVICE 12/01/92 - 12/31/92	120.00	
		29 420 6270 0300	SERVICE 01/01/92 - 01/31/92	288.00	
		29 420 6270 0300	SERVICE 01/01/92 - 01/31/92	120.00	1,224.00
42244	FIRST TRUST OREGON	51 000 6240 0000	SEMI ANNUAL AGENT/REGISTRAR	501.00	501.00
41997	GALE RESEARCH INC	28 233 7160 0000	PROCURE REFERENCE MATERIAL	77.19	77.19
42163	GALE RESEARCH INC	28 233 7160 0000	PROCURE REFERENCE MATERIAL	101.37	
		28 233 7160 0000	PROCURE REFERENCE MATERIAL	101.37	202.74
41991	GAYLE G. EASTERDAY	*11 312 6260 0000	REIMBURSE: METRO LAW DINNER	19.50	19.50
41998	GAYLORD BROS INC	28 233 6210 0000	GAYLORD BROS.	92.70	
		28 233 6210 0000	NEWSPAPER DISPLAYERS	146.00	
		28 233 6210 0000	SHIPPING & HANDLING	17.00	255.70

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42164	GAYLDRD BRDS INC	28 233 6210 0000	GAYLDRD MAGIC-MEND	37.36	37.36
42078	GOODYEAR	71 000 6110 0000	CAR & TRUCK TIRES	414.36	
		71 000 6110 0000	CAR & TRUCK TIRES	439.86	
		71 000 6110 0000	CAR & TRUCK TIRES	-385.56	
		71 000 6110 0000	CAR & TRUCK TIRES	-94.28	374.38
42245	GOODYEAR	71 000 6110 0000	CAR & TRUCK TIRES	63.98	63.98
42165	GRAPHIC PRODUCTS INC	11 511 6210 0000	XT TAPE/EXPRESS TAPE	200.55	
		11 611 6210 0000	XT TAPE/EXPRESS TAPE	200.56	401.11
41999	GRESHAM FORD	71 000 7130 0000	73 ONE TONE CREW CAR	19,108.82	19,108.82
42080	H D FOWLER CO	31 000 6100 0000	BRASS PARTS/PIPE FITTINGS	70.92	70.92
42248	H D FOWLER CO	31 000 6100 0000	BRASS PARTS/PIPE FITTINGS	264.16	264.16
42081	HALIDE OF OREGON	28 233 6130 0000	FLOURESCENT LIGHT TUBES 4'	55.80	55.80
42000	HALTON CO	71 000 6110 0000	OIL FILTERS	56.16	
		71 000 6110 0000	FUEL FILTERS	35.64	
		71 000 6110 0000	FILTER FOR SCOPE	64.68	156.48
42149	HEIDI BROCKMAN-ASTRUE	11 731 6020 0000	UTILITY BILLING PROCEDURES	1,700.00	1,700.00
42167	HOOPER DETOXIFICATION CEN	11 312 6020 0000	CIVIL HOLD ADMISSIONS	100.00	
		11 312 6020 0000	CIVIL HOLD ADMISSIONS	50.00	150.00
42311	HOOPER DETOXIFICATION CEN	11 312 6020 0000	CIVIL HOLD ADMISSIONS	250.00	250.00
42168	HORTON ELECTRIC	11 621 6100 0000	REPAIR FAN JCB	131.25	131.25
42249	HORTON ELECTRIC	29 420 6100 0000	REPLACE BALLAST/APPARATUS BAY	113.20	113.20
42312	HORTON ELECTRIC	28 621 6100 0000	REPAIR LIGHTS LIBRARY	71.80	71.80
42001	I B M	11 213 6130 0000	MAINTENANCE PMT 4/1 - 4/30	403.00	
		11 213 6130 0000	MAINTENANCE PMT 4/1 - 4/30	63.00	
		11 213 6310 0000	INSTALLMENT PMT DUE 4/1	3,105.92	
		11 213 6310 0000	INSTALLMENT PMT DUE 4/1	28.44	
		11 213 6310 0000	INSTALLMENT PMT DUE 4/1	368.05	
		11 213 6310 0000	INSTALLMENT PMT 4/1 - 4/30	402.47	
		11 213 6310 0000	INSTALLMENT PMT 4/1 - 4/30	124.74	
		11 213 6310 0000	INSTALLMENT PMT 4/1 - 4/30	649.00	
		11 213 6310 0000	INSTALLMENT PMT 4/1 - 4/30	68.00	
		11 612 6130 0000	MAINTENANCE PMT 4/1 - 4/30	345.39	
		11 612 6310 0000	INSTALLMENT PMT 4/1 - 4/30	1,243.86	6,801.87

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42250	I B M	11 612 7150 0000	XGA-2 VIDEO BOARD	360.00	360.00
42082	IAFF LOCAL 1159	29 000 2135 0000	UNION DUES FROM MARCH P/R	913.40	913.40
42364	IAFF LOCAL 1159	29 000 2135 0000	UNION DUES W/H APRIL 93 P/R	913.40	913.40
42220	ICMA	11 000 2124 0000	DEFERRED COMP+MATCH 4/15 P/R	515.00	
		28 000 2124 0000	DEFERRED COMP+MATCH 4/15 P/R	125.00	
		31 000 2124 0000	DEFERRED COMP+MATCH 4/15 P/R	287.50	
		32 000 2124 0000	DEFERRED COMP+MATCH 4/15 P/R	125.00	1,052.50
42251	ICMA	11 211 6250 0000	ICMA DUES: DAN BARTLETT	453.75	453.75
42358	ICMA	11 000 2124 0000	DEFERRED COMP+MCH 4/30/93 P/R	1,765.00	
		22 000 2124 0000	DEFERRED COMP+MCH 4/30/93 P/R	373.00	
		28 000 2124 0000	DEFERRED COMP+MCH 4/30/93 P/R	1,175.00	
		29 000 2124 0000	DEFERRED COMP+MCH 4/30/93 P/R	266.00	
		31 000 2124 0000	DEFERRED COMP+MCH 4/30/93 P/R	137.50	3,716.50
42083	ICMA DISTRIBUTION CENTER	11 211 6210 0000	PUBLICATION: STRATEGIC PLANNING	25.45	
		11 211 6210 0000	SOFTWARE REFERENCE GUIDE 1993	48.50	73.95
42252	INDOOR BILLBOARD/NW	32 000 6100 0000	MONTHLY CLEANING SAFETY MATS	50.50	50.50
42002	INTERNATIONAL INSTITUTE	11 111 6210 0000	LANGUAGE OF LOCAL GOVERNMENT	7.50	7.50
42084	J N MURRELL & ASSOCIATES	31 000 6100 0000	REPLACEMENT SENSOR FOR WELL #5	310.40	310.40
42085	JACK JORDAN	11 731 6270 0000	REFUND: DMFOA SPRING CONF	20.00	20.00
42105	JACK FERRY	*32 000 6260 0000	REIMBURSE/LUNCHES/CONFERENCES	11.85	11.85
42342	JAY SAATKAMP	*31 000 6260 0000	ADVANCE FOR MEALS/SEATTLE	49.00	49.00
42035	JEAN SCHREIBER	11 111 6240 0000	COUNCIL STIPEND: APRIL 1993	150.00	150.00
42343	JEAN SCHREIBER	11 111 6240 0000	COUNCIL STIPEND FOR MAY 1993	150.00	150.00
42310	JEANNE GARST	*11 511 6260 0000	MILEAGE	19.60	19.60
42212	JERRY WADE	*11 613 6270 0000	REIMBURSE: OFFICE SUPPLIES	253.29	253.29
42253	JOB SHOPPERS INC	22 000 7520 0000	AUTOCAD/DCA TECHNICIAN	767.00	767.00
42112	JOHN RONFELD	*22 000 6260 0000	MEALS/BEND	63.00	63.00
42166	JOHN W. HIPES	*11 312 6260 0000	MEALS/BEND	45.00	45.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42057	JULIE ANN GATZMYER	11 000 4310 0000	FINE REDUCTION #12735A	200.00	200.00
42289	KAREN J CORSO	11 000 2004 0000	BAIL REFUND/CITATION #12B14A	90.00	90.00
42067	KEITH BROWNING	*22 000 6260 0000	MEALS/BEND	63.00	63.00
42169	KELLY SERVICES, INC.	11 511 6020 0000 11 611 6020 0000 11 711 6020 0000	W/E 2/8/93 DJ HANEY W/E 2/8/93 DJ HANEY W/E 4/4/93 G D MORTERA	21.95 21.95 44.00	87.90
42254	KELLY SERVICES, INC.	11 511 6020 0000 11 511 6020 0000	W/E 04/04 EJ OWEN W/E 04/11 EJ OWEN	259.50 302.75	562.25
42041	KELLY SOMERS	*22 000 6270 0000 31 000 6270 0000 32 000 6270 0000	REIMBURSE: TV/VCR COMBO REIMBURSE: TV/VCR COMBO REIMBURSE: TV/VCR COMBO	132.66 132.66 132.67	397.99
42005	L I N C C	11 211 6260 0000	REGISTER: DEALING W/PATRONS	25.00	25.00
42315	L I N C C	28 233 6270 0000 28 233 6270 0000 28 233 6270 0000 28 233 6270 0000 28 233 6270 0000 28 233 6270 0000 28 233 6270 0000 28 233 6270 0000	REGISTRATION: LINCC CONFERENCE REGISTRATION: LINCC CONFERENCE REGISTRATION: LINCC CONFERENCE REGISTRATION: LINCC CONFERENCE REGISTRATION: LINCC CONFERENCE REGISTRATION: LINCC CONFERENCE REGISTRATION: LINCC CONFERENCE REGISTRATION: LINCC CONFERENCE	40.00 25.00 15.00 25.00 15.00 25.00 40.00 25.00	210.00
42006	L N CURTIS & SONS	29 420 6220 0300 29 420 6220 0600	ATTACHMENT FOR HANDLINE NOZZLE HURST TOOL HYDRAULIC OIL	141.55 91.23	232.78
42256	L N CURTIS & SONS	29 420 6220 0000 29 420 6220 0000	AIM 3250 HARD PUMP	1,809.00 81.00	1,890.00
42086	LACEY'S CATERING	11 231 6260 0000 11 231 6260 1000	CATERING: CUSTOMER SVC TRAIN CATERING: EMPLOYEE RECOGNITION	174.45 393.75	568.20
42087	LANDEEN WELDING SUPPLIES	29 420 6120 0000	COMPRESSED GAS CYLINDER RENTAL	4.15	4.15
42316	LAW ENFORCEMENT TV NETWORK	11 312 6270 0000	LETN CABLE SERVICE	388.00	388.00
42170	LEAGUE OF OREGON CITIES	11 731 6230 0000	AD: SENIOR ACCOUNTANT	5.00	5.00
42218	LEAGUE OF OREGON CITIES	11 000 1402 0000 11 000 1402 0000 11 000 1402 0000 11 000 1402 0000 11 000 1402 0000 11 000 1402 0000 11 000 1402 0000	JORDAN, J JORDAN, J NORTELL DEBORAH KELLEY NICKEL FREEMANTLE KATHER	17.75 106.65 106.65 106.65 97.99 97.99 195.98	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42218	LEAGUE OF OREGO ..CONTINUED	11 000 1402 0000	DELAY	6.54	
		11 000 1402 0000	DEBORAH KELLEY	17.75	
		11 000 1402 0000	NICKEL	17.75	
		11 000 1402 0000	FREEMANTLE	17.75	
		11 000 1402 0000	DELAY	17.75	
		11 000 1402 0000	MISHLER	30.95	
		11 000 1402 0000	NELSON, R	3.62	
		11 000 1402 0000	ANDRESEN, F	124.40	
		11 000 1402 0000	BURKI, G	13.26	
		11 000 1402 0000	BURKI, G	3.62	
		11 000 1402 0000	GUY, S	30.95	
		11 000 1402 0000	GUY, S	266.30	
		11 000 2111 0000	MED/DENT PREM FROM 3/93 P/R	14,768.29	
		11 000 2111 0000	EASTERDAY	-3.00	
		11 000 2111 0000	MEMO	-37.70	
		11 000 2111 0000	ADJ	-1.95	
		11 000 2114 0000	MED/DENT PREM FROM 3/93 P/R	2,587.08	
		22 000 2111 0000	MED/DENT PREM FROM 3/93 P/R	1,491.23	
		22 000 2114 0000	MED/DENT PREM FROM 3/93 P/R	237.01	
		28 000 2111 0000	MED/DENT PREM FROM 3/93 P/R	2,274.68	
		28 000 2114 0000	MED/DENT PREM FROM 3/93 P/R	326.16	
		29 000 2111 0000	MED/DENT PREM FROM 3/93 P/R	7,648.63	
		29 000 2114 0000	MED/DENT PREM FROM 3/93 P/R	1,090.35	
		31 000 2111 0000	MED/DENT PREM FROM 3/93 P/R	1,704.68	
		31 000 2111 0000	PATTERSON	146.74	
		31 000 2114 0000	MED/DENT PREM FROM 3/93 P/R	310.97	
		31 000 2114 0000	PATTERSON	3.38	
		31 000 2114 0000	PATTERSON	25.75	
		31 000 5670 0000	DELAY	100.11	
		32 000 2111 0000	MED/DENT PREM FROM 3/93 P/R	1,226.72	
		32 000 2114 0000	MED/DENT PREM FROM 3/93 P/R	200.27	
		71 000 2111 0000	MED/DENT PREM FROM 3/93 P/R	589.96	
		71 000 2114 0000	MED/DENT PREM FROM 3/93 P/R	89.22	
		11 312 5670 0000	BURKI, G	253.04	
		11 312 5680 0000	BURKI, G	27.33	
		11 411 5680 0000	NELSON, R	27.33	
		29 411 5670 0000	NELSON, R	195.98	
		11 613 5670 0000	MISHLER, J	195.98	36,758.54
42088	LEGACY (LACC)	31 000 6220 0000	MEDICAL EXAMINATIONS	144.00	144.00
42171	LISTENING LIBRARY	28 233 7160 0000	TITLES AS LISTED	103.75	103.75
42317	LOCUS COMPUTING CORP	11 213 7165 0000	PC-INTERFACE PLUS UPGRADE	774.00	774.00
42089	LONE STAR NORTHWEST	31 000 6100 0000	1" + ROCK	443.05	443.05
42172	LONE STAR NORTHWEST	22 000 6100 0000	METRO C MIX	116.25	
		22 000 6100 0000	T-C MIX (MODIFIED C)	25.00	141.25

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42090	LUNBERMEN'S	31 000 6100 0000	BUILDING MATERIALS	40.96	40.96
42238	MAGGIE COLLINS	*11 511 6210 0000	REIMBURSE/MUNICIPAL TREE MANUL	25.00	25.00
42173	MAIN STREET FLORIST	11 111 6210 0000 11 231 6260 1000	GET WELL FLOWERS-J SCHREIBER ST PATRICK'S RECEPTION FLOWERS	32.00 130.00	162.00
42009	MARSH MEDICAL SERVICE INC29	420 6220 0000	MEDICAL SUPPLIES/EQUIPMENT	160.00	160.00
42092	MARSH MEDICAL SERVICE INC29	420 6220 0000 29 420 6220 0000	MEDICAL SUPPLIES/EQUIPMENT MEDICAL SUPPLIES/EQUIPMENT	144.50 198.00	342.50
42174	MARSH MEDICAL SERVICE INC29	420 6220 0000	MEDICAL SUPPLIES/EQUIPMENT	88.50	88.50
42257	MARSH MEDICAL SERVICE INC29	420 6220 0000	MEDICAL SUPPLIES/EQUIPMENT	48.50	48.50
42320	MARSH MEDICAL SERVICE INC29	420 6220 0000	MEDICAL SUPPLIES/EQUIPMENT	407.55	407.55
42010	MARSHALL CAVENDISH CORP	28 233 7160 0000	TITLES AS LISTED	377.95	377.95
42093	MATHER & SONS	31 000 6100 0000	SERVICE CALL/WELL #6	60.00	60.00
42058	MAY K WANG	11 000 2004 0000 11 000 2010 0000 11 000 2013 0000 11 000 4310 0000	BAIL REFUND CITATION #13451 BAIL REFUND CITATION #13451 BAIL REFUND CITATION #13451 BAIL REFUND CITATION #13451	90.00 -16.00 -7.00 -30.00	37.00
42094	MCKEEVER/MORRIS, INC.	11 511 6010 0112	CONSULTING SERVICES	582.29	582.29
42322	MCKEEVER/MORRIS, INC.	11 511 6010 0000	URBAN GROWTH MGMT GRANT AGREE	2,232.05	2,232.05
42175	MCMINNVILLE HOME LAUNDRY	29 420 6210 0000	SERVICE FOR LINENS MARCH '93	324.84	324.84
42176	MEL DEINES	11 611 6020 0000	HAULING GARBAGE MARCH '93	282.60	282.60
42258	MEREDITH BOOKS	28 233 7160 0000	TITLES AS LISTED	12.48	12.48
42296	MERLIN BECKER	*11 213 6260 0000	MILEAGE 03/24/93 - 04/23/93	19.00	19.00
42259	MICROTECH SYSTEMS	29 420 7150 0000	MONITOR/S-VGA .39 DOT	235.00	235.00
41985	MIKE CLARK	*22 000 6260 0000	MEALS/NEWPORT	63.00	63.00
42260	MIKE'S CONCRETE	11 622 6100 0000 11 622 6100 0000	BID: CHEVRON PARKING LOT PROJ BID: CHEVRON PARKING LOT PROJ	3,300.00 195.00	3,495.00
42011	MILLER, NASH, WEINER	11 231 6010 0000	LEGAL SERVICES THRU 2/28/93	1,087.20	1,087.20

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42095	MILW POLICE EMPLOYEE ASSN	11 000 2132 0000	UNION DUES W/H FROM MARCH P/R	850.00	850.00
42363	MILW POLICE EMPLOYEE ASSN	11 000 2132 0000	UNION DUES W/H APRIL 93 P/R	876.00	876.00
42012	MILWAUKIE LOAVES & FISHES	11 111 6260 0000	COUNCIL/BUDGET SUPPERS	96.00	96.00
42013	MILWAUKIE LUMBER CO	22 000 6100 0000	MISCELLANEOUS BLDG MATERIALS	8.58	
		11 312 6220 0000	3X8"-4X8 AC EXT SANDED (11/32)	44.74	
		11 621 6100 0000	BUILDING MATERIALS	53.87	107.19
42323	MILWAUKIE LUMBER CO	22 000 6100 0000	MISCELLANEOUS BLDG MATERIALS	149.73	
		31 000 6100 0000	BUILDING MATERIALS	3.27	
		31 000 6100 0000	BUILDING MATERIALS	2.46	
		32 000 6100 0000	BUILDING MATERIALS	28.42	
		11 621 6100 0000	BUILDING MATERIALS	3.27	187.15
42014	MINNESOTA HISTORICAL	28 000 3999 0000	2 ILL LOANS	3.50	3.50
42178	MOTOR VEHICLES DIVISION	11 312 6220 0000	RECORDS ORDERED FOR MARCH 1993	13.50	
		11 312 6220 0000	VOID CHECK	-13.50	
		11 312 6240 0000	TITLE/LICENSE QFB-032	12.00	
		11 312 6240 0000	VOID CHECK	-12.00	0.00
42261	MOTOR VEHICLES DIVISION	11 312 6240 0000	TITLE: 1987 TOYOTA/QFB-032	12.00	12.00
42179	MULTNOMAH COUNTY OREGON	11 111 6210 0000	PAPER BOND XEROGRAPHIC/WHITE	59.23	
		11 235 6210 0000	FRAME HANGING FILE LETTER	2.33	
		11 312 6210 0000	TAPE	8.98	
		11 312 6220 0000	9V POWER CELL BATTERIES	49.93	
		11 712 6210 0000	BINDER 3-RING 1" BLUE	3.94	
		11 712 6210 0000	BINDER 3-RING 2" BLACK	10.23	
		11 712 6210 0000	BINDER 3-RING 2" BLACK	13.43	
		11 712 6210 0000	PAPER BOND 8/12 X 11 BLUE	6.70	
		11 712 6210 0000	PAPER BOND 8/12 X 11 GREEN	6.53	
		11 712 6210 0000	PAPER BOND 8/12 X 11 CANARY	3.50	
		11 712 6210 0000	PAPER BOND 8/12 X 11 PINK	3.29	168.09
42360	NANCY ELAINE TOLL	11 000 2147 0000	PAYMENT W/H APRIL 93 P/R	900.00	900.00
42324	NATIONAL BUSINESSWOMEN'S	11 611 6270 0000	REGISTRATION/HANAGE CONFLICT	49.00	49.00
42180	NATIONAL PUBLIC EMPLOYER	11 231 6250 0000	MEMBERSHIP DUES: C S RICHARDS	125.00	125.00
42325	NATIONAL SEMINARS GROUP	11 612 6270 0000	REGISTRATION: PAUL ROEGER	98.00	98.00
42015	NEW HAVEN CARRIAGE &	31 000 6110 0000	INSTALL CAP & SHOVEL RACK	400.00	400.00
42016	NEW PIC CORPORATION	29 420 6220 0500	FREIGHT CHARGES	39.00	
		29 420 6220 0500	FREIGHT CHARGES	95.66	134.66

ACCO. PAYABLE - AF7030  
93  
CITY OF MILWAUKIE

AF TRANSACTION / VENDOR/CHECK NUMBER  
FOR PERIOD 04/01/93 THRU 04/30/93

09.51. 05/03/

PAGE 15

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42017	NORTH CLACKAMAS COUNTY	11 211 6270 0000	ROUNDTABLE REGISTRATION	10.00	10.00
42181	NORTH CLACKAMAS COUNTY	11 312 6270 0000	REGISTRATION: ROUNDTABLE 4/28	10.00	10.00
42326	NORTH CLACKAMAS COUNTY	11 211 6260 0000	BUSINESS AFTER HOURS	15.00	15.00
42182	NORTHSIDE FORD TRUCKS SALE	71 000 6110 0000	SEAT BELT #6410	106.66	106.66
42018	NORTHWEST NATURAL GAS CO	11 621 6322 3012	NATURAL GAS 2/17 - 3/18	534.99	534.99
42096	NORTHWEST NATURAL GAS CO	22 621 6322 3036 31 621 6322 3042	NATURAL GAS 3/3 - 4/1 NATURAL GAS 3/2 - 3/31	30.72 105.48	136.20
42183	NORTHWEST NATURAL GAS CO	28 621 6322 3018	NATURAL GAS #0222-1149-000-1	295.84	295.84
42327	NORTHWEST NATURAL GAS CO	11 621 6322 3012	NATURAL GAS 3/18 - 4/16	213.82	213.82
42262	D R P E L R A	11 231 6260 0000 11 231 6270 0000	OTTER CREST CHARLENE RICHARDS	89.00 30.00	119.00
42263	D'DONNELL, RAMIS, CREW &	11 221 6010 0000	ATTORNEY BILLING	3,410.54	3,410.54
42021	O'SON ORIGINALS	11 231 6230 0000	LAYOUT OF MILWAUKIE PILOT	121.00	121.00
42328	OFFICER ALIVE!	11 311 6010 0000	CHAPLAINCY SVCS 4/5/6 1993	300.00	300.00
42019	OLSON BROS SERVICE INC	11 312 6110 0000	TOW CHEV CAPRICE TO SHOPS	33.60	33.60
42184	OLSON BROS SERVICE INC	71 000 6110 0000	TOWING: TOYOTA TO AUCTION	91.60	91.60
42185	OLSON-DYE INSURANCE INC	64 000 6330 0000	EG ADDED TO PSE	600.00	600.00
42329	ONE CALL CONCEPTS	31 000 6020 0000 32 000 6020 0000	92/93 UTILITY LOCATE CALLS 92/93 UTILITY LOCATE CALLS	42.00 42.00	84.00
42227	ORE/WASH/APWA CONFERENCE	11 611 6270 0000 11 612 6270 0000	REGISTRATION: APWA SPRING CONF REGISTRATION: APWA SPRING CONF	160.00 160.00	320.00
42330	OREGON BLUE PRINT COMPANY	11 612 6210 0000	ONE 36"X45" PRINT	34.50	34.50
41965	OREGON CONSTRUCTION	11 611 6270 0000	SEMINAR: OREGON CONST LAW	395.00	395.00
42331	OREGON DIGITAL COMPUTER	11 312 6210 0000	HI-CAPACITY PRINT CARTRIDGE	54.00	54.00
42020	OREGON FIRE EQUIPMENT CO.	29 420 6110 0000	SQUEEGIE 36"	55.17	55.17
42097	ORKIN EXTERMINATING INC.	11 621 6100 0000 11 621 6100 0000 11 621 6100 0000 11 621 6100 0000	CITY HALL PEST CONTROL POLICE DEPT PEST CONTROL LIBRARY PEST CONTROL 40TH & HARVEY PEST CONTROL	50.00 40.00 63.00 50.00	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42097	ORKIN EXTERMINA ..CONTINUED	11 621 6100 0000	JOHNSON CREEK PEST CONTROL	55.00	258.00
42332	ORKIN LAWN CARE	22 000 6100 0000	LAWN CARE JCB/40TH/DAK	20.00	
		22 000 6100 0000	LAWN CARE JCB/40TH/DAK	19.33	
		22 000 6100 0000	LAWN CARE JCB/40TH/DAK	15.00	
		31 000 6100 0000	LAWN CARE JCB/40TH/DAK	20.00	
		31 000 6100 0000	LAWN CARE JCB/40TH/DAK	19.34	
		31 000 6100 0000	LAWN CARE JCB/40TH/DAK	15.00	
		31 000 6100 0000	LAWN CARE WELL #4	32.00	
		32 000 6100 0000	LAWN CARE JCB/40TH/DAK	20.00	
		32 000 6100 0000	LAWN CARE JCB/40TH/DAK	17.33	
		32 000 6100 0000	LAWN CARE JCB/40TH/DAK	15.00	195.00
42264	OVERHEAD DOOR COMPANY	71 000 6100 0000	REPLACEMENT DOOR SECTION	323.22	
		71 000 6100 0000	1% 10 DISCOUNT	-3.23	319.99
42098	P E R S	11 000 2126 0000	PERS CONTRIBUTE FROM MAR P/R	14,178.62	
		11 000 2129 0000	PERS CONTRIBUTE FROM MAR P/R	78.24	
		22 000 2126 0000	PERS CONTRIBUTE FROM MAR P/R	1,096.33	
		28 000 2126 0000	PERS CONTRIBUTE FROM MAR P/R	2,646.59	
		29 000 2126 0000	PERS CONTRIBUTE FROM MAR P/R	8,964.69	
		29 000 2129 0000	PERS CONTRIBUTE FROM MAR P/R	28.92	
		31 000 2126 0000	PERS CONTRIBUTE FROM MAR P/R	1,139.52	
		32 000 2126 0000	PERS CONTRIBUTE FROM MAR P/R	915.64	
		71 000 2126 0000	PERS CONTRIBUTE FROM MAR P/R	336.08	29,384.63
42222	P E R S	11 000 2126 0000	PERS CONTRIBUTE FROM 4/15 P/R	6,412.69	
		11 000 2129 0000	PERS CONTRIBUTE FROM 4/15 P/R	16.32	
		22 000 2126 0000	PERS CONTRIBUTE FROM 4/15 P/R	851.62	
		28 000 2126 0000	PERS CONTRIBUTE FROM 4/15 P/R	1,592.95	
		29 000 2126 0000	PERS CONTRIBUTE FROM 4/15 P/R	2,371.04	
		29 000 2129 0000	PERS CONTRIBUTE FROM 4/15 P/R	15.36	
		31 000 2126 0000	PERS CONTRIBUTE FROM 4/15 P/R	692.87	
		32 000 2126 0000	PERS CONTRIBUTE FROM 4/15 P/R	601.85	
		71 000 2126 0000	PERS CONTRIBUTE FROM 4/15 P/R	336.08	12,890.78
42186	PACIFIC AIRGAS, INC.	29 420 6220 0000	REFILL FIRE EXTINGUISHERS	5.28	5.28
42333	PACIFIC AIRGAS, INC.	29 420 6220 0000	REFILL FIRE EXTINGUISHERS	17.50	17.50
42099	PACIFIC COAST INDUSTRIAL	71 000 6310 0000	COVERALLS & SHIRTS	131.45	
		11 621 6100 0000	CLEANING SUPPLIES & CARPETS	54.50	185.95
42100	PACIFIC COAST PRINTING	11 235 6230 0209	RECYCLING BROCHURES	687.22	
		11 235 6230 0211	RECYCLING QUESTIONARES	424.82	1,112.04
42265	PACIFIC COAST PRINTING	11 312 6210 0000	RUBBER STAMP	14.95	
		11 312 6220 0000	BUSINESS CARDS: OLEYAR	19.25	
		11 312 6220 0000	BUSINESS CARDS: DORNON	18.25	
		11 314 6210 0000	RUBBER STAMP	22.00	

ACCOUNT PAYABLE - AF7030  
93  
CITY OF MILWAUKIE

AP TRANSACTIONS VENDOR CHECK NUMBER  
FOR PERIOD 04/01/93 THRU 04/30/93

051A 05/03

PAGE 17

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42265	PACIFIC COAST P ..CONTINUED	11 711 6210 0000 11 731 6210 0000	ANNUAL BUDGET WATER/SEWER BILL EXAMPLE	277.00 182.90	533.35
42334	PACIFIC COAST PRINTING	11 312 6210 0000	2 RUBBER STAMPS	20.00	20.00
42335	PACIFIC SPECIALTIES	28 233 6210 0000	AMARAY BLACK FULL SLEEVE	56.00	56.00
42101	PACIFIC STATIONERY	11 211 6210 0000 11 211 6210 0000 11 211 6210 0000 11 211 6210 0000 11 213 6210 0000 28 233 6210 0000 11 313 6210 0000 11 314 6210 0000 11 621 7510 0000 11 711 6210 0000 11 712 6210 0000 11 712 6210 0000 11 712 6210 0000 11 712 6210 0000 11 721 6210 0000 11 731 6210 0000	SHEET PROTECTORS ACCO PAPER FASTENERS TONER REFILL MAGAZINE FILES BATES 6 INCH RULER RUBBER BANDS BUSINESS CARD WALLET FAN, IVORY FLAT FILE BATES 6 INCH RULER ROUTING REQUEST NOTES PAPER HOLE REINFORCEMENTS FLEXGRIP PENS TOP LOADING NON-GLARE SHEET ALPHA INDEX DIVIDERS COLOR CODING LABELS	13.80 22.74 43.95 12.80 742.50 3.20 7.34 55.95 697.08 2.05 13.70 4.65 23.76 13.80 3.99 4.50	1,665.81
42102	PACIFIC WATER WORKS	11 612 6210 0000	CAST IRON MONUMENT BOX	85.00	85.00
42103	PAPER DIRECT	11 712 6210 0000	CERTIFICATES W/BORDER	24.95	24.95
42286	PATRICIA A CALKINS	11 000 2004 0000 11 000 2013 0000 11 000 4310 0000	BAIL REFUND/CITITATION #13289A BAIL REFUND/CITITATION #13289A BAIL REFUND/CITITATION #13289A	65.00 -7.00 -20.00	38.00
42022	PAVELCOMM	11 312 6210 0000	DESI STRIPS, SPIRIT	10.00	10.00
42187	PAVELCOMM	11 312 6130 0000 11 312 6130 0000	HANDSET, SPIRIT HANDSET, SPIRIT	30.50 12.28	42.78
42336	PAVEMENT SERVICES, INC.	22 000 7520 0000	32ND AVENUE RECONSTRUCTION	1,135.25	1,135.25
42188	PETERS-DE-LAET, INC.	71 000 6110 0000	MISC FITTINGS/NUTS/BOLTS ETC.	55.31	55.31
42255	PHILIP KORTEN	11 313 6310 0000	RENT: 5 PARKING SPACES 4&5 '93	100.00	100.00
42190	PHOTOMASTER	11 312 6220 0000	PHOTO PROCESSING	161.20	161.20
42024	PHYSICIANS DESK REFERENCE	11 313 6210 0000	1993 PHYSICIANS DESK REFERENCE	57.95	57.95
42025	PHYSIO-CONTROL	29 420 6310 0000 29 420 6310 0000	MAINTENANCE 2/1/93 - 4/30/93 MAINTENANCE BILLING ADJUSTMENT	318.00 - 291.00	27.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42106	PHYSIO-CONTROL	29 420 6220 0400	PAPER-RECORDER,LP9	145.94	145.94
42026	FORTLAND ADVENTIST	11 312 6010 0000	PHYSICAL EXAMS	275.00	275.00
42107	FORTLAND ADVENTIST	29 420 6010 0200	PHYSICAL EXAM	325.00	325.00
42108	FORTLAND GENERAL ELECTRIC	11 621 6319 3003	ELECTRICITY 2/26 - 3/30	11.93	
		11 621 6319 3003	ELECTRICITY 2/26 - 3/30	576.10	
		11 621 6319 3006	ELECTRICITY 2/26 - 3/30	7.10	
		11 621 6319 3024	ELECTRICITY 2/25 - 3/29	355.07	
		22 621 6319 3004	ELECTRICITY 2/25 - 3/29	8.89	
		22 621 6319 3004	ELECTRICITY 2/25 - 3/29	115.96	
		22 621 6319 3004	ELECTRICITY 2/25 - 3/29	99.32	
		22 621 6319 3004	ELECTRICITY 2/25 - 3/29	157.49	
		22 621 6319 3004	ELECTRICITY 2/25 - 3/30	115.35	
		22 621 6319 3004	ELECTRICITY 2/25 - 3/29	26.22	
		22 621 6319 3004	ELECTRICITY 2/26 - 3/30	49.06	
		22 621 6319 3004	ELECTRICITY 2/26 - 3/30	81.12	
		22 621 6319 3004	ELECTRICITY 2/26 - 3/30	94.98	
		22 621 6319 3004	ELECTRICITY 2/26 - 3/30	94.92	
		22 621 6319 3004	ELECTRICITY 2/26 - 3/30	104.76	
		29 621 6319 3036	ELECTRICITY 2/24 - 3/26	307.97	
		31 621 6319 3042	ELECTRICITY 2/24 - 3/26	617.38	
		31 621 6319 3048	ELECTRICITY 2/24 - 3/26	313.48	
		31 621 6319 3048	ELECTRICITY 2/24 - 3/26	311.75	
		31 621 6319 3060	ELECTRICITY 2/24 - 3/26	24.14	
		31 621 6319 3066	ELECTRICITY 2/25 - 3/29	1,381.25	
		31 621 6319 3072	ELECTRICITY 2/24 - 3/29	1,064.01	
		31 621 6319 3081	ELECTRICITY 2/25 - 3/29	539.10	
		31 621 6319 3082	ELECTRICITY 2/25 - 3/29	7.10	
		32 621 6319 3090	ELECTRICITY 2/24 - 3/29	68.64	
		32 621 6319 3096	ELECTRICITY 2/26 - 3/30	53.48	6,586.57
42191	FORTLAND GENERAL ELECTRIC	11 621 6319 3003	ELECTRICITY 2/5 - 3/8	12.32	
		11 621 6319 3006	ELECTRICITY 2/26 - 3/30	513.03	
		11 621 6319 3006	ELECTRICITY 2/26 - 3/30	68.25	
		11 621 6319 3006	ELECTRICITY 2/26 - 3/30	59.46	
		11 621 6319 3012	ELECTRICITY 3/1 - 3/31	862.80	
		11 621 6319 3121	ELECTRICITY 03/08 - 04/07	17.70	
		22 621 6319 3004	ELECTRICITY 2/25 - 3/29	17.13	
		22 621 6319 3004	ELECTRICITY 2/26 - 3/30	11.06	
		22 621 6319 3004	ELECTRICITY 2/26 - 3/30	89.29	
		22 621 6319 3004	ELECTRICITY 2/26 - 3/30	58.04	
		31 621 6319 3036	ELECTRICITY 2/24 - 3/26	99.77	
		31 621 6319 3054	ELECTRICITY 2/25 - 3/29	2,393.06	
		31 621 6319 3060	ELECTRICITY 2/24 - 3/26	449.59	
		31 621 6319 3078	ELECTRICITY 3/1 - 3/31	1,175.69	
		31 621 6319 3080	ELECTRICITY 2/26 - 3/30	273.06	
		32 621 6319 3084	ELECTRICITY 3/1 - 3/31	41.97	
		32 621 6319 3102	ELECTRICITY 2/25 - 3/29	10.90	

ACCOU. PAYABLE - AF7030  
93  
CITY OF MILWAUKIE

AF TRANSACTIONS . VENDOR/CHECK NUMBER  
FOR PERIOD 04/01/93 THRU 04/30/93

09:51A 05/03/

PAGE 19

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42191	PORTLAND GENERA ..CONTINUED	32 621 6319 3108	ELECTRICITY 2/25 - 3/29	190.50	6,343.62
42266	PORTLAND GENERAL ELECTRIC	11 621 6319 3003	STREET LIGHTING CHARGES	21,205.45	21,205.45
42338	PORTLAND GLASS	11 621 6100 0000	REPLACE TRANSLITE GLASS C/H	143.25	143.25
42192	PORTLAND PRECISION INSTRU	22 000 6100 0000 11 612 6210 0000	SURVEY SUPPLIES 32ND ONE 200' STEEL TAPE REFILL	34.83 228.88	263.71
42109	PORTLAND ROAD & DRIVEWAY	31 000 6100 0000	SPOILS DUMPING FEE	140.00	140.00
41967	PORTLAND/MULTNOMAH	11 312 6270 0000 11 312 6270 0000	REGISTER: OLDER PERSONS WKSHP VOID CHECK	5.00 -5.00	0.00
42193	PREMIERE PUBLISHING, LTD	11 231 6250 0000	INVESTIGATOR'S MANUAL	179.95	179.95
42339	PROFESSIONAL HEALTH CARE	22 000 6020 0000 31 000 6020 0000 32 000 6020 0000 11 312 6020 0000 11 313 6020 0000 11 611 6020 0000 11 613 6020 0000	HEPATITIS B IMMUNIZATIONS HEPATITIS B IMMUNIZATIONS HEPATITIS B IMMUNIZATIONS HEPATITIS B IMMUNIZATIONS HEPATITIS B IMMUNIZATIONS HEPATITIS B IMMUNIZATIONS HEPATITIS B IMMUNIZATIONS	200.00 200.00 150.00 800.00 50.00 150.00 100.00	1,650.00
42027	PROVIDENCE MILW HOSPITAL	11 312 6010 0000	PHLEBOTOMY FEE/MPD CASE 93-109	6.00	6.00
42110	QUILL CORPORATION	11 712 6210 0000 11 712 6210 0000	INDEX DIVIDERS 030-7 PRIN-5 INDEX DIVIDERS 030-7 PRIN-8	12.96 18.75	31.71
42028	R & R UNIFORMS	11 312 6220 0000 11 312 6220 0000 11 312 6220 0000 29 420 6220 0000	ITEMS FOR POLICE DEPARTMENT ITEMS FOR POLICE DEPARTMENT ITEMS FOR POLICE DEPARTMENT UNIFORM SUPPLIES	959.45 80.40 90.40 66.00	1,196.25
42194	R & R UNIFORMS	11 312 6220 0000 11 312 6220 0000	ITEMS FOR POLICE DEPARTMENT ITEMS FOR POLICE DEPARTMENT	154.28 76.00	230.28
42267	R & R UNIFORMS	11 312 6220 0000	ITEMS FOR POLICE DEPARTMENT	75.90	75.90
42340	R & R UNIFORMS	11 312 6220 0000 11 312 6220 0000	ITEMS FOR POLICE DEPARTMENT ITEMS FOR POLICE DEPARTMENT	75.90 85.40	161.30
42201	RACHAEL SMITH	*11 613 6260 0000	MILEAGE/CHEMEKETA	48.16	48.16
42287	RAYMOND G ARNOLD	11 000 2004 0000 11 000 2010 0000 11 000 2013 0000 11 000 4310 0000	BAIL REFUND/CITATION #13323A/B BAIL REFUND/CITATION #13323A/B BAIL REFUND/CITATION #13323A/B BAIL REFUND/CITATION #13323A/B	155.00 -16.00 -7.00 -35.00	97.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42341	REACH	11 511 6250 0000	SUBSCRIPTION/CONTRIBUTION	30.00	30.00
42029	RECORDED BOOKS INC.	28 233 7160 0000	TITLE - SHILOH	31.80	31.80
42195	REED REFERENCE PUBLISHING	28 233 7160 0000	PROCUREMENT REFERENCE GUIDES	214.48	214.48
42030	REITMEIER MECHANICAL	11 621 6100 0000	SERVICE HVAC SYSTEMS	171.75	171.75
42031	RESOURCE RECYCLING	11 235 6250 0000	SUBS: RESOURCE RECYCLING	42.00	42.00
41994	RICK FARLEY	11 111 6240 0000	COUNCIL STIPEND: APRIL 1993	150.00	150.00
42308	RICK FARLEY	11 111 6240 0000	COUNCIL STIPEND FOR MAY 1993	150.00	150.00
42032	RINGEY'S RADAR	11 312 6120 0000	RADAR REPAIR, TEST, CALIBRATE	91.00	91.00
42003	ROB KAPPA	11 111 6240 0000	COUNCIL STIPEND: APRIL 1993	150.00	150.00
42313	ROB KAPPA	11 111 6240 0000	COUNCIL STIPEND FOR MAY 1993	150.00	150.00
42111	RODDA PAINT CO	22 000 6120 0000 22 000 6120 0000 71 000 6120 0000	DISCOUNT: 1% 10TH PAINT MACHINE FILTERS & SEALS 1 GALLON NON SKID GRAY PAINT	-0.73 73.39 8.95	81.61
42196	RODDA PAINT CO	22 000 6100 0000	Z PRO POWER MIXER 4X23 1/2"	12.88	12.88
42268	RON TONKIN DODGE	71 000 6110 0000	BEL ASSEMBLY	36.75	36.75
42247	RONALD L. GRAY	11 721 6010 0000 11 721 6010 0000	5 AM COURT MARCH SESSIONS 5 PM COURT MARCH SESSIONS	500.00 750.00	1,250.00
42281	S A I F CORPORATION	11 000 2120 0000 22 000 2120 0000 22 000 5530 0000 28 000 2120 0000 29 000 2120 0000 31 000 2120 0000 31 000 5530 0000 32 000 2120 0000 32 000 5530 0000 71 000 2120 0000 71 000 5530 0000 11 213 5530 0000 11 231 5530 0000 28 233 5530 0000 28 233 5530 0000 28 233 5530 0000 11 235 5530 0000 11 311 5530 0000 11 312 5530 0000	SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993 SAIF PREMIUMS/1ST QTR 1993	3,934.82 500.50 1,615.63 231.61 2,092.03 364.35 1,075.00 324.69 978.47 247.13 791.69 20.69 52.86 127.25 321.81 96.00 24.15 367.79 8,784.84	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42281	SAIF CONFOKA ..CONTINUED	11 314 5530 0000	SAIF PREMIUMS/1ST QTR 1993	161.24	
		29 411 5530 0000	SAIF PREMIUMS/1ST QTR 1993	34.14	
		29 420 5530 0000	SAIF PREMIUMS/1ST QTR 1993	6,709.59	
		11 511 5530 0000	SAIF PREMIUMS/1ST QTR 1993	774.18	
		11 611 5530 0000	SAIF PREMIUMS/1ST QTR 1993	840.17	
		11 612 5530 0000	SAIF PREMIUMS/1ST QTR 1993	282.14	
		11 613 5530 0000	SAIF PREMIUMS/1ST QTR 1993	467.46	
		11 711 5530 0000	SAIF PREMIUMS/1ST QTR 1993	85.69	
		11 721 5530 0000	SAIF PREMIUMS/1ST QTR 1993	48.12	
		11 731 5530 0000	SAIF PREMIUMS/1ST QTR 1993	72.45	31,426.49
42033	SAFETY SIGNAL SYSTEMS INC	11 312 7140 0000	WHELAN EMITTER KITS	2,770.00	2,770.00
42113	SAFETY-KLEEN CORP	71 000 6020 0000	SERVICE PARTS 7 BRAKE CLEANER	70.75	70.75
42114	SAFEWAY, INC.	11 111 6260 0000	CITY COUNCIL REFRESHMENTS	22.53	
		11 111 6260 0000	CITY COUNCIL REFRESHMENTS	6.00	28.53
42305	SALLY DE LA RIVA	11 721 6020 0000	SPANISH INTERPRETER	30.00	30.00
42023	SARAH JOHNSON DR	32 000 6230 0000	PETTY CASH W/E 04/02/93	9.98	
		71 000 6110 0000	PETTY CASH W/E 04/02/93	26.68	
		28 233 6210 0000	PETTY CASH W/E 04/02/93	14.91	
		11 314 6210 0000	PETTY CASH W/E 04/02/93	3.78	
		29 420 6100 0000	PETTY CASH W/E 04/02/93	5.00	
		29 420 6110 0000	PETTY CASH W/E 04/02/93	16.56	
		29 420 6210 0000	PETTY CASH W/E 04/02/93	27.99	
		11 511 6210 0000	PETTY CASH W/E 04/02/93	38.85	
		11 611 6210 0000	PETTY CASH W/E 04/02/93	15.19	
		11 612 6210 0000	PETTY CASH W/E 04/02/93	19.99	
		11 721 6210 0000	PETTY CASH W/E 04/02/93	12.98	191.91
42189	SARAH JOHNSON DR	22 000 6100 0000	PETTY CASH W/E 04/16/93	10.00	
		32 000 6100 0000	PETTY CASH W/E 04/16/93	28.96	
		71 000 6110 0000	PETTY CASH W/E 04/16/93	14.10	
		11 111 6210 0000	PETTY CASH W/E 04/16/93	11.50	
		11 213 6210 0000	PETTY CASH W/E 04/16/93	2.00	
		28 233 6210 0000	PETTY CASH W/E 04/16/93	12.66	
		28 233 7160 0000	PETTY CASH W/E 04/16/93	20.00	
		11 312 6210 0000	PETTY CASH W/E 04/16/93	30.49	
		29 420 6220 0000	PETTY CASH W/E 04/16/93	13.91	
		11 511 6210 0000	PETTY CASH W/E 04/16/93	15.83	
		11 611 6100 0000	PETTY CASH W/E 04/16/93	6.79	
		11 611 6210 0000	PETTY CASH W/E 04/16/93	8.00	
		11 612 6210 0000	PETTY CASH W/E 04/16/93	5.00	
		11 612 6260 0000	PETTY CASH W/E 04/16/93	8.00	
		11 731 6260 0000	PETTY CASH W/E 04/16/93	10.00	197.24

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42337	SARAH JOHNSON OR	22 000 6100 0000	PETTY CASH W/E 04/26/93	6.00	
		31 000 6100 0000	PETTY CASH W/E 04/26/93	8.99	
		71 000 6110 0000	PETTY CASH W/E 04/26/93	13.86	
		71 000 6120 0000	PETTY CASH W/E 04/26/93	16.13	
		71 000 6240 0000	PETTY CASH W/E 04/26/93	14.50	
		11 111 6210 0000	PETTY CASH W/E 04/26/93	15.99	
		11 211 6210 0000	PETTY CASH W/E 04/26/93	2.60	
		28 233 6210 0000	PETTY CASH W/E 04/26/93	21.95	
		11 311 6260 0000	PETTY CASH W/E 04/26/93	5.00	
		11 312 6210 0000	PETTY CASH W/E 04/26/93	59.48	
		11 312 6220 0000	PETTY CASH W/E 04/26/93	54.13	
		11 312 6260 0000	PETTY CASH W/E 04/26/93	11.48	
		29 420 6110 0000	PETTY CASH W/E 04/26/93	6.38	
		29 420 6220 0000	PETTY CASH W/E 04/26/93	38.37	
		29 420 6260 0000	PETTY CASH W/E 04/26/93	20.15	
		11 612 6210 0000	PETTY CASH W/E 04/26/93	14.76	
		11 621 6100 0000	PETTY CASH W/E 04/26/93	15.41	
		11 711 6210 0000	PETTY CASH W/E 04/26/93	23.96	349.14
		42034	SAVIN NW	28 233 6130 0000	REPAIR OF FAX MACHINE
42036	SECRETARY OF STATE	11 312 6240 0000	NOTARY PUBLIC APPLICATION FEE	20.00	
		11 312 6240 0000	NOTARY PUBLIC APPLICATION FEE	20.00	40.00
42115	SECRETARY OF STATE	11 211 6210 0000	CAR BINDERS VOLUMES XI & XII	30.00	30.00
42197	SECRETARY OF STATE	11 611 6210 0000	1993-1994 OREGON BLUE BOOK	12.00	12.00
42344	SECRETARY OF STATE	11 612 6250 0000	APPLICATION: NOTARY	20.00	20.00
42345	SECRETARY OF STATE	11 511 6210 0000	1993-94 OREGON BLUE BOOK	12.00	12.00
42198	SETINA MFG. CO., INC.	11 312 6220 0000	FREIGHT:RETURNED DBLE SHIPMENT	48.56	48.56
42037	SHARP FINANCIAL SERVICES	11 611 6310 0000	SHARP 9800 COPIER LEASE	319.20	
		11 712 6310 0000	SHARP 9800 COPIER LEASE	319.20	638.40
42199	SHAUN FIGOTT ASSOCIATES	32 000 6100 0000	STORM WATER UTILITY	1,105.00	1,105.00
42038	SHELL OIL COMPANY	11 312 6110 0000	GASOLINE	22.96	22.96
42040	SHIRLEY RICHARDSON	11 511 6020 0000	HEARINGS REPORTER	127.50	127.50
42200	SIGNS & DISPLAY DESIGNS	11 312 6110 0000	LETTERING UNITES 2 & 4	108.64	108.64
42346	SIX ROBELEES' INC.	71 000 6110 0000	B52 SHEEL FOR #6410	120.00	120.00
42116	SMITHSONIAN BOOKS &	28 233 7160 0000	AMERICAN SONGBOOK	19.05	19.05

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42117	SONITROL PACIFIC	11 611 6020 0000	92/93 J C B ALARM MONITORING	196.00	196.00
42118	SOUTHERN PACIFIC TRANS	11 622 6310 0000	LEASE PARKING LOT	368.00	368.00
42202	SOUTHERN PUBLIC EQUIP CO	11 312 6220 0000	SHOTGUN SHELL CARRIERS	36.92	36.92
42269	SPENCER ENVIRONMENTAL	71 000 6100 0000	PUMP WATER FROM DIESEL TANK	96.15	96.15
42119	SPENCER GROSS INC.	11 612 7150 0000	CONVENTIONAL ORTHOPHOTO	1,000.00	1,000.00
42120	SPRINGBROOK SOFTWARE	11 731 6020 0000	INTERFACE P/R PROGRAM	500.00	500.00
42270	SPRINGCREEK APARTMENTS	11 313 6310 0000	RENT: 7 PARKING SPACES 4&5 '93	140.00	140.00
42121	STANDARD INSURANCE CO	11 000 2117 0000 22 000 2117 0000 28 000 2117 0000 29 000 2117 0000 31 000 2117 0000 32 000 2117 0000 71 000 2117 0000	LIFE INS PREM MARCH P/R LIFE INS PREM MARCH P/R LIFE INS PREM MARCH P/R LIFE INS PREM MARCH P/R LIFE INS PREM MARCH P/R LIFE INS PREM MARCH P/R LIFE INS PREM MARCH P/R	1,212.82 106.78 219.71 425.30 92.34 103.52 35.18	2,195.65
42059	STANFORD C ROBINSON, DDS	11 000 4210 0000	OVERPAYMENT: BUSINESS LICENSE	41.74	41.74
42042	STAR INDUSTRIAL SUPPLY	71 000 6120 0000	SIDE MOUNT TOOL BOX	222.90	222.90
42122	STATE OF OREGON	11 000 2012 0000	STATE SURCHARGE MARCH 1993	278.41	278.41
42271	STATE OF OREGON	11 231 6210 0000	OREGON SALARY/BENEFIT SURVEY	3.00	3.00
42177	STEVEN A. MOIST	*11 312 6220 0000 11 312 6230 0000	REIMBURSE: SAFETY FAIR BOOTH REIMBURSE: SAFETY FAIR BOOTH	131.45 41.00	172.45
42226	STEVEN M KEYES	11 000 4310 0000	FINE REDUCTION CITATON #099265	150.00	150.00
42043	SUNSET FUEL CO.	11 621 6100 0000 11 621 6100 0000 11 621 6100 0000	HEATING FUEL HEATING FUEL HEATING FUEL	284.77 402.07 545.27	1,232.11
42130	TABOR WELLS	*28 233 7160 0000	REIMBURSE/4 VIDEOS	38.00	38.00
42203	TALUS RESOURCES	22 000 6220 0000 31 000 6220 0000 32 000 6220 0000	VIDEO'S SAFETY-LOADERS VIDEO'S SAFETY-LOADERS VIDEO'S SAFETY-LOADERS	150.66 150.67 150.67	452.00
42347	TASHMAN ASSOCIATES	11 511 6010 0000	RESEARCH RR PRDP ACQUISITION	887.50	887.50
42348	TAYLOR ELECTRIC SUPPLY	11 621 6100 0000	ELECTRICAL PARTS	43.86	43.86

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42272	TECHWELD COMPANY	29 420 6110 0000	EMS SHELF	60.00	60.00
42124	TELECOMM	22 000 6310 0000	DISPLAY & VIB, PAGERS RENTAL	5.18	
		31 000 6310 0000	DISPLAY & VIB, PAGERS RENTAL	5.19	
		32 000 6310 0000	DISPLAY & VIB, PAGERS RENTAL	5.19	
		11 611 6310 0000	DISPLAY & VIB, PAGERS RENTAL	14.94	30.50
42204	TELECOMM	11 312 6310 0000	PAGER RENT	70.00	70.00
42321	TERRANCE A. MARTIN	*11 312 6260 0000	BREAKFAST/CCCJTC/NEWPORT, OR	6.00	6.00
41970	THE ANTENNA SPECIALISTS	29 420 6120 0200	REPAIR LIFEWARD II	56.18	56.18
42303	THE COBB GROUP	11 213 6250 0000	INSIDE WORD FOR WINDOWS	59.00	
		11 213 6250 0000	THE EXPERT	79.00	138.00
42044	THE REVIEW	11 211 6230 0000	AD: OREGON TRAIL SIGNATURE	20.00	20.00
42205	THE REVIEW	11 511 6230 0000	AD: NOTICE OF PUBLIC HEARING	47.13	47.13
42273	THE REVIEW	11 511 6230 0000	AD: NOTICE OF PUBLIC HEARING	101.50	101.50
42349	THIRD WAVE MANAGEMENT	31 000 6310 0000	RENTAL: COMPUTER MONITOR	152.00	152.00
42125	THOMASON FORD	71 000 6110 0000	REPAIR PARTS	58.47	58.47
42274	THOMASON TOYOTA	71 000 6110 0000	COOLANT TEMP SENSOR	30.08	30.08
42350	THOMASON TOYOTA	71 000 6110 0000	EMERGENCY REPAIR #3214-FD	76.90	76.90
42045	THORNDIKE PRESS	28 233 7160 0000	TITLES AS LISTED	75.90	75.90
42206	TIME WARNER VIEWER'S EDG	28 233 7160 0000	TITLES AS LISTED	19.90	19.90
42207	TRUCKSTELL	71 000 6110 0000	BEDLINER FOR #6407/93 FORD PU	199.00	199.00
42134	U S NATIONAL BANK	31 000 6440 0000	WATER REV 8/90: PRINCIPAL	20,000.00	
		31 000 6445 0000	WATER REV 8/90: INTEREST	44,153.75	64,153.75
42208	U S NATIONAL BANK	11 211 6210 0000	VISA CHARGES	84.85	
		11 211 6210 0000	VISA CHARGES	166.80	
		11 211 6260 0000	VISA CHARGES	69.00	
		11 211 6260 0000	VISA CHARGES	19.48	
		11 312 6110 0000	VISA CHARGES	24.00	364.13
42053	U S POSTAL SERVICE	11 235 6230 0209	ANNUAL BUSINESS REPLY PERMIT	260.00	260.00
42132	U S POSTAL SERVICE	11 235 6230 0209	RECYCLING CITIZENS SURVEY	380.00	380.00

93  
CITY OF MILWAUKIE

FOR PERIOD 04/01/93 THRU 04/30/93

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42209	U S POSTAL SERVICE	11 731 6210 0000	AREA 2 BILLING	900.00	900.00
42046	U S WEST COMMUNICATIONS	11 213 6318 3006	COMMUNICATION LINE 3/13 - 4/13	96.72	
		11 213 6318 3006	COMMUNICATION LINE 3/17 - 4/27	105.70	
		11 213 6318 3006	COMMUNICATION LINE 3/17 - 4/27	75.30	
		29 621 6318 3006	COMMUNICATION LINE 3/13 - 4/13	94.00	371.72
42126	U S WEST COMMUNICATIONS	29 420 6318 3036	COMMUNICATION LINE 3/25 - 4/25	37.65	
		11 621 6318 3006	COMMUNICATION LINE 3/25 - 4/25	34.90	
		11 621 6318 3012	COMMUNICATION LINE 3/25 - 4/25	31.30	
		11 621 6318 3012	COMMUNICATION LINE 03/26 - 04/	84.25	
		11 621 6318 3024	COMMUNICATION LINE 3/22 - 4/22	39.52	
		11 621 6318 3024	COMMUNICATION LINE 3/25 - 4/25	21.85	
		11 621 6318 3024	COMMUNICATION LINE 3/25 - 4/25	21.85	
		11 621 6318 3024	COMMUNICATION LINE 3/25 - 4/25	17.45	
		11 621 6318 3024	COMMUNICATION LINE 3/25 - 4/25	17.45	
		11 621 6318 3024	COMMUNICATION LINE 3/25 - 4/25	34.90	
		11 621 6318 3024	COMMUNICATION LINE 3/25 - 4/25	17.45	
		11 621 6318 3024	COMMUNICATION LINE 3/25 - 4/25	37.65	
		11 621 6318 3036	COMMUNICATION LINE 3/25 - 4/25	34.90	
		11 621 6318 3036	COMMUNICATION LINE 3/25 - 4/25	21.95	
		11 621 6318 3060	COMMUNICATION LINE 3/25 - 4/25	17.45	
		11 621 6318 3060	COMMUNICATION LINE 3/25 - 4/25	17.45	
		22 621 6318 3012	COMMUNICATION LINE 3/25 - 4/25	67.47	
		29 621 6318 3006	COMMUNICATION LINE 3/25 - 4/25	21.85	
		29 621 6318 3036	COMMUNICATION LINE 3/25 - 4/25	21.85	
		29 621 6318 3036	COMMUNICATION LINE 3/25 - 4/25	17.45	
		31 621 6318 3012	COMMUNICATION LINE 3/25 - 4/25	67.46	
		31 621 6318 3036	COMMUNICATION LINE 3/25 - 4/25	21.95	
		31 621 6318 3042	COMMUNICATION LINE 3/25 - 4/25	43.90	
		31 621 6318 3042	COMMUNICATION LINE 3/25 - 4/25	75.30	
		31 621 6318 3060	COMMUNICATION LINE 3/25 - 4/25	31.30	
		31 621 6318 3066	COMMUNICATION LINE 3/25 - 4/25	52.20	
		31 621 6318 3078	COMMUNICATION LINE 3/25 - 4/25	52.20	
		32 621 6318 3012	COMMUNICATION LINE 3/25 - 4/25	67.47	
		32 621 6318 3084	COMMUNICATION LINE 3/25 - 4/25	43.85	
		32 621 6318 3090	COMMUNICATION LINE 3/25 - 4/25	43.85	
		32 621 6318 3096	COMMUNICATION LINE 3/25 - 4/25	43.85	
		32 621 6318 3102	COMMUNICATION LINE 3/25 - 4/25	43.85	
		32 621 6318 3108	COMMUNICATION LINE 3/25 - 4/25	43.85	1,247.62
42210	U S WEST COMMUNICATIONS	27 000 3999 0000	COMMUNICATION LINE 3/28 - 4/28	142.38	
		11 621 6318 3006	COMMUNICATION LINE 3/28 - 4/28	609.97	
		11 621 6318 3024	COMMUNICATION LINE 3/28 - 4/28	738.55	
		11 621 6318 3030	COMMUNICATION LINE 3/28 - 4/28	540.41	
		28 621 6318 3018	COMMUNICATION LINE 3/28 - 4/28	71.19	
		28 621 6318 3018	COMMUNICATION LINE 3/28 - 4/28	62.07	
		29 621 6318 3006	COMMUNICATION LINE 3/28 - 4/28	52.60	
		29 621 6318 3036	COMMUNICATION LINE 3/28 - 4/28	54.48	2,271.65



CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42049	WASTE MANAGEMEN ..CONTINUED	11 621 6323 3000	REFUSE DISPOSAL MARCH 1993	30.90	
		11 621 6323 3000	REFUSE DISPOSAL MARCH 1993	30.90	
		11 621 6323 3000	REFUSE DISPOSAL MARCH 1993	30.90	
		11 621 6323 3000	REFUSE DISPOSAL MARCH 1993	30.90	
		11 621 6323 3000	REFUSE DISPOSAL MARCH 1993	30.90	
		11 621 6323 3006	REFUSE DISPOSAL MARCH 1993	30.90	
		11 621 6323 3006	REFUSE DISPOSAL MARCH 1993	30.90	
		11 621 6323 3024	REFUSE DISPOSAL MARCH 1993	159.35	
		28 621 6323 3018	REFUSE DISPOSAL MARCH 1993	120.30	
		29 621 6323 3036	REFUSE DISPOSAL MARCH 1993	159.35	
		29 621 6323 3036	REFUSE DISPOSAL MARCH 1993	159.35	1,061.85
42128	WASTE MANAGEMENT	11 621 6323 3006	REFUSE DISPOSAL MARCH 1993	60.15	
		29 621 6323 3006	REFUSE DISPOSAL MARCH 1993	60.15	120.30
42353	WATER FOOD & RESEARCH LAB	31 000 6020 0000	PHASE II & V TESTS/DRINKING WA	5,300.00	5,300.00
42279	WATER METRICS CO	31 000 6100 0000	LEATHER METER GASKETS	52.00	52.00
42354	WATER METRICS CO	31 000 6100 0000	LEATHER METER GASKETS	52.00	52.00
42213	WATER SYSTEM SUPPLY CO	31 000 6100 0000	SAMPLE STATION	238.00	238.00
42129	WCCLS BOOKS BY MAIL	28 233 7160 0000	INVENTING: CREATING & SELLING	18.45	18.45
42214	WESTERN ASPHALT	22 000 6120 0000	SKIRTS FOR INFRA RED HEATER	180.00	180.00
42280	WESTERN FEDERAL, INC	29 420 6110 0000	VEHICLE WASH	525.61	525.61
42355	WEYERHAEUSER PAPER CO	11 235 6020 0205	50 RECYCLE BOXES-COMMERCIAL	27.50	27.50
42215	WHOLESALE 4, INC.	71 000 6100 0000	SUPPLY LOCKS - KEY BLANKS	20.35	
		71 000 6110 0000	SUPPLY LOCKS - KEY BLANKS	20.35	40.70
42216	WICHITA FEED & HARDWARE	22 000 6100 0000	MISCELLANEOUS HARDWARE	13.01	
		31 000 6100 0000	MISCELLANEOUS HARDWARE	4.14	
		32 000 6100 0000	MISCELLANEOUS HARDWARE	100.83	
		29 420 6100 0000	PARTS/EQUIPMENT/HARDWARE SPLY	72.59	
		11 621 6100 0000	MISCELLANEOUS HARDWARE	52.39	242.96
42356	WINSHIELDS AMERICA, INC.	71 000 6110 0000	DRIVERS DOOR WINDOW #6316	99.82	99.82
42131	WOLF SUPPLY COMPANY, INC.	71 000 6100 0000	CAR & TRUCK PARTS	12.35	
		71 000 6100 0000	CAR & TRUCK PARTS	86.52	
		71 000 6100 0000	CAR & TRUCK PARTS	13.30	
		71 000 6100 0000	CAR & TRUCK PARTS	12.40	
		71 000 6100 0000	CAR & TRUCK PARTS	107.00	
		71 000 6100 0000	CAR & TRUCK PARTS	4.47	
		71 000 6100 0000	CAR & TRUCK PARTS	162.60	
		71 000 6100 0000	CAR & TRUCK PARTS	-30.76	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42131	WOLF SUPPLY COM ..CONTINUED	71 000 6100 0000	CAR & TRUCK PARTS	119.92	
		71 000 6100 0000	CAR & TRUCK PARTS	5.14	
		71 000 6100 0000	CAR & TRUCK PARTS	9.05	
		71 000 6100 0000	CAR & TRUCK PARTS	21.72	
		71 000 6100 0000	CAR & TRUCK PARTS	93.32	
		71 000 6100 0000	CAR & TRUCK PARTS	10.50	
		71 000 6100 0000	CAR & TRUCK PARTS	47.25	
		71 000 6100 0000	CAR & TRUCK PARTS	32.21	
		71 000 6100 0000	CAR & TRUCK PARTS	230.00	
		71 000 6100 0000	CAR & TRUCK PARTS	28.13	
		71 000 6100 0000	CAR & TRUCK PARTS	75.11	
		71 000 6100 0000	CAR & TRUCK PARTS	18.85	
		71 000 6100 0000	CAR & TRUCK PARTS	13.20	
		71 000 6100 0000	CAR & TRUCK PARTS	-18.85	
		71 000 6100 0000	CAR & TRUCK PARTS	40.15	
		71 000 6100 0000	CAR & TRUCK PARTS	26.16	
		71 000 6100 0000	CAR & TRUCK PARTS	18.84	
		71 000 6100 0000	CAR & TRUCK PARTS	23.88	
		71 000 6100 0000	CAR & TRUCK PARTS	40.15	
		71 000 6100 0000	CAR & TRUCK PARTS	11.28	
		71 000 6100 0000	CAR & TRUCK PARTS	43.90	
		71 000 6100 0000	CAR & TRUCK PARTS	9.39	
		71 000 6100 0000	CAR & TRUCK PARTS	10.64	
		71 000 6100 0000	CAR & TRUCK PARTS	23.71	1,301.53
42050	XEROX CORPORATION	28 233 6310 0000	XEROX LEASE AGREEMENT	123.56	
		29 411 6310 0000	XEROX LEASE AGREEMENT	124.73	248.29
42217	XEROX CORPORATION	28 233 6210 0000	COPY CARTRIDGE	588.00	588.00
42357	XEROX CORPORATION	28 233 6310 0000	MONTHLY LEASE PAYMENT	123.56	
		29 411 6310 0000	MONTHLY LEASE PAYMENT	124.73	248.29
42051	ZUMAR INDUSTRIES, INC	22 000 6220 0000	TOW AWAY ZONE SIGNS 12" X 6"	92.40	92.40
978	TOTAL CHECKS		**** REPORT TOTAL ****		810,226.78