

CITY OF MILWAUKIE  
CITY COUNCIL MEETING  
JULY 20, 1993

The one thousand six hundred and seventy-fifth 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	Rob Kappa
Jean Schreiber	Bob Knudson
	Rick Farley

Also present:

Charlene Richards, Assistant to the City Manager	Maggie Collins, Community Development Director
Bill Monahan, City Attorney	Gayle Easterday, Police Captain,
Angus Anderson, Finance Director	Craig Stensrud, Community Policing Officer
Tim Corbett, Public Works Director	Pat DuVal, Recorder/Secretary

**PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS**

**Historic Moments**

Mayor Lomnicki read an excerpt from the *Springwater Corridor Master Plan* of November, 1992, which traced settlement of the Milwaukie area. The site was first cleared in 1847 by a man named Wilson. He sold his land shortly thereafter to Henderson Luelling who developed it into a fruit orchard. Other settlers came to the area and started lumber businesses.

**PUBLIC HEARING**

**Consider City Manager Evaluation Criteria**

Mayor Lomnicki called the public hearing to consider the criteria for a City Manager evaluation to order at 7:08 p.m.

Mayor Lomnicki said the purpose of the hearing was to consider the criteria used in evaluating the City Manager. The existing criteria were approved and adopted by the Council in early 1992. These need to be reviewed by both the current Council and the public so the criteria can be discussed and commented on. Council will hear the staff report followed by any public comment. The Council will then discuss the matter, make any changes necessary and vote. He reviewed the conduct of the hearing.

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Staff Report: Charlene Richards, Assistant to the City Manager, presented the staff report in which the City Council was requested to adopt by motion the standards and criteria to be used in evaluating the City Manager.

Richards said the criteria were approved and used by the City Council on the last evaluation of the City Manager. The key criteria included administrative ability, budget and finance knowledge, labor relations/personnel skills, community relations, Council relations, intergovernmental relations, and innovation and achievement. These criteria are used in conjunction with established City Council goals.

Councilmember Schreiber discussed Item III, *Labor Relations/Personnel*. She said she believed it should include a reference to good communication with individual employees.

Richards said the section could be worded to reflect a more one-on-one communication with individual employees.

Councilmember Schreiber said she believed this might be appropriate.

Richards said the description could mean the City Manager would effectively communicate, meeting either with individuals or with a group.

Councilmember Kappa asked how this would relate to collective bargaining units.

Richards said state statutes would not allow communication regarding labor issues during negotiations.

Richards suggested that Council could discuss communication during the City Manager evaluation and set specific goals for this behavior.

Correspondence: There was no correspondence other than that previously distributed to Council.

Audience Testimony: None.

Staff Comments: None.

Questions of Clarification: Councilmember Kappa asked how Bartlett allocates his time on these criteria. Richards said this is probably a question better answered by the City Manager during evaluation.

Councilmember Farley said he would like to see a copy of ORS 192.660.

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Close Hearing: Mayor Lomnicki closed the public testimony portion of the hearing on the City Manager evaluation at 7:16 p.m.

Councilmember Knudson asked if Council could ask questions beyond these criteria.

Mayor Lomnicki said this would be the appropriate time to add anything. It would be only fair to outline the criteria at this time.

Councilmember Knudson said he would still like the option of asking questions other than the printed criteria.

Richards said it would be appropriate to discuss another incident in which the criteria might apply. If the issue was new, it could be set as a future goal.

Mayor Lomnicki said questions that would apply to these general criteria would be appropriate.

Councilmember Schreiber said these criteria were used in the last evaluation and seemed to cover all the questions.

Monahan, City Attorney, said these are fairly general criteria and many questions could be addressed to them. Bartlett was open to discussion in the past.

Richards said these were the same criteria used with employees in evaluating their ability to do their job. Other issues could be a discussion item and used for future coaching. She said it works most effectively when the employee is aware of what is expected.

Mayor Lomnicki said he did not believe the criteria should be changed in any significant form without giving the employee sufficient time to respond.

Councilmember Farley said this is a foundation from which the questions can be asked.

Mayor Lomnicki said these were the same criteria used in hiring Bartlett. This is a reaffirmation that these criteria are still valid.

Councilmember Schreiber said it would be only appropriate to use these criteria. Updated standards could be applied at the next scheduled evaluation.

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It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to adopt the standards and criteria to be used in evaluating the City Manager. Motion passed 4 - 1 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, and Councilmember Kappa aye; Councilmember Knudson nay; no abstentions.

## AUDIENCE PARTICIPATION

Carole Riggs, 8815 SE 28th Place, said she had not received a response to her letter and there have been no arrangements for mediation. She said she understood that City Manager Bartlett was out of town for the week.

Riggs discussed the Neighborhood Watch meeting held on July 19, which the Police Chief had attended. She said there had been a group appointed that wishes to address the issues on a one-to-one basis with the City.

Councilmember Kappa suggested that Council attend the *National Night Out* potluck and start the Council meeting at 7:30 p.m.

Monahan said he was concerned that it might appear that Council was conducting City business. He suggested sending a minority of Councilors to avoid the appearance of an impropriety.

Councilmember Kappa recommended that the August Council meeting start at 7:30 p.m., so that one or two Councilors would be able to attend the potluck.

Councilmember Schreiber said she had a problem Council adjusting their regularly scheduled meeting time to accommodate neighborhood events. She said she would prefer that the meeting be held at the regular time, and if one member decided to attend the potluck and arrive late, that would be acceptable.

Councilmember Kappa said in light of what has happened in the neighborhood in the past several weeks, he believed it would be responsive of the City to attend.

Councilmember Schreiber said this was an invitation to a private party. There were other times that Councilors could attend neighborhood meetings.

Councilmember Kappa moved that the August 3, 1993, meeting begin at 7:30 p.m. to accommodate the Neighborhood Watch National Night Out event. The motion died for lack of second.

Councilmember Knudson suggested that several department heads attend.

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Mayor Lomnicki said the invitations were addressed to specific Councilors and not general.

## OTHER BUSINESS

"National Night Out" in Milwaukie - Resolution

Gayle Easterday, Police Captain, presented the staff report in which the City Council was requested to consider a resolution designating Tuesday, August 3, 1993, as "National Night Out" in the City of Milwaukie.

Easterday discussed the various block parties being planned throughout the City and the Police Department's participation. He introduced Crime Analysis Officer Craig Stensrud responsible for coordinating the event for 1993.

Councilmember Kappa asked how many individual parties were planned. Stensrud said there were twenty-six active Neighborhood Watches in the City of Milwaukie, and the Department had received ten formal invitations. He said he would attend as many as possible along with D.A.R.E. Officer Moist, Explorers, and McGruff the Crime Dog.

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to adopt the resolution designating Tuesday, August 3, 1993, as "National Night Out" in Milwaukie. 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. 22-1993:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE OREGON, RECOGNIZING "NATIONAL NIGHT OUT" IN THE CITY OF MILWAUKIE.

Consider Request from Institute of Portland Metropolitan Studies

Charlene Richards, Assistant to the City Manager, presented the staff report in which the City Council was requested to authorize the City Manager to contribute \$2,500 to the Institute of Portland Metropolitan Studies. The mission of the Institute is to provide a neutral forum. The Council has a budget for dues and subscriptions, and funding is allowed for this contribution to be paid. She clarified that Council could choose to fund both the Institute and FOCUS.

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**Ethan Seltzer**, Director of the Institute of Portland Metropolitan Studies, said Portland State University was working to develop a research program that would serve the needs of all the cities in the metropolitan area. He said an inventory was made of those issues impacting local entities. From this inventory, the Institute plans to provide a forum in which people can address the issues. **Seltzer** said another goal is to make sure that research done in cities and counties is applied and put to work. For example, a group is working on a data base regarding area budgets. He said the Institute wants to offer the metropolitan area better access to the services offered by Portland State University.

**Seltzer** said there are five counties with 85-90 cities or special districts in the metropolitan area. He said the Institute is seeking contributions as a funding base on which to build an endowment. The Institute wants to show its ability to serve the area and keep this door of the university open.

**Councilmember Farley** asked if there was a long-range plan. **Seltzer** said the Institute had a mission statement but had not developed a five-year plan.

**Councilmember Kappa** asked if the services offered by the Institute and FOCUS would overlap. **Seltzer** said it was planned that the groups would compliment each other. The Institute would serve as a technical resource. Neither group has the resources to do it all.

**Mayor Lomnicki** said the Institute seemed to be the academic arm. **Seltzer** said the Institute is seeking to work collaboratively with cities and special districts. He discussed the urban design classes that might work with downtown areas such as Milwaukie.

**Seltzer** discussed the Metropolitan Newsnet communications project. He said this program would also offer a clipping service with the *Oregonian*.

**Councilmember Farley** asked what the capacity of the Newsnet service would be. **Seltzer** said Newsnet could probably serve 200 entities. The limiting factors would be the phone lines and storage capacity.

**Councilmember Kappa** said it seemed that the Leadership Conference would overlap with the League of Oregon Cities' (LOC) newly elected officials workshop. **Seltzer** said LOC would be one of the sponsors.

**Councilmember Kappa** asked how the Institute planned to distribute information. **Seltzer** said there would be a quarterly bulletin, abstracts, and forums.

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Richards said the City Manager recommended that Council approve the \$2,500 contribution to the Institute of Portland Metropolitan Studies.

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to authorize the City Manager to contribute \$2,500 to the Institute of Portland Metropolitan Studies. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

Consider FOCUS Membership 1993-1994

Charlene Richards, Assistant to the City Manager, presented the staff report in which the City Council was requested to consider 1993-1994 FOCUS dues in the amount of \$4,400. The amount budgeted was based on 1992-1993 amounts. She discussed the concern that FOCUS was proposing an ORS 190 agency.

Councilmember Kappa said he was concerned that if FOCUS became a 190 agency, Milwaukie's taxes might be impacted.

Councilmember Schreiber said there was another document being drafted that would limit FOCUS powers. She said she believed there needed to be further discussion on organization and expectations. She said she would like to see the decision on FOCUS tabled until a future date.

Mayor Walt Hitchcock, Sherwood, said FOCUS was seeking an indication that Milwaukie would be interested in being a member. He said the intergovernmental agreement would follow. FOCUS had no intention of becoming another layer of government.

Hitchcock said FOCUS evolved from a perceived need by city managers and elected officials that there should be a forum to discuss issues of mutual concern. There is no other organization in the area that offers this opportunity.

Hitchcock discussed FOCUS dues. The first year dues were nominal because the group had met to discuss the Metro charter issue. FOCUS was an organization on hold, and the dues were not significant. The second year, McKeever/Morris, Inc. were retained to develop a work plan and to move into the execution phase.

Hitchcock said FOCUS recognizes the need for local governments to have a level playing field and to speak with an equal voice. FOCUS is educational and gives Councilors an opportunity to meet and informally discuss issues and problems.

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Councilmember Farley asked Greg Chew of McKeever/Morris, Inc. how membership dues were calculated. Chew said during the last six months, specific plans and actions were outline to the general membership and adopted during the June meeting. From this list, McKeever/Morris calculated each jurisdictions' costs based on a population category.

Richards said there is funding within the General Government Dues and Subscription category of the budget.

Mayor Lomnicki said the possible formation of a 190 agency was a concern. Chew said two draft 190's had been submitted to the Washington County Counsel for comment. These comments indicated that the 190 made it look too formal. He said FOCUS was trying to get as much consensus as possible and was open to further suggestions.

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to continue decision on the agreement until the final document was available.

Mayor Lomnicki said the City has been a FOCUS member since the beginning and should not sit back and let others establish the rules. The City could always give notice to FOCUS at a later date if it wished to opt out.

Councilmember Kappa said he did not mean that the City did not want to participate. He said he believed the Council wanted more time to look at the final agreement.

Mayor Lomnicki said by authorizing the payment of dues, the City would be able to actively participate. He added that he did not understand why the City needed to be a member of the National League of Cities and pay those dues.

Councilmember Schreiber said dues were an issue at the first FOCUS meeting she attended. She noted that attendance seemed to be dropping recently.

Mayor Lomnicki said he was concerned that the issue was becoming personalized.

Councilmember Schreiber said she believed the group had a good, ambitious work plan, but she could not recommend that the City sign a 190 agreement. She said she could amend her motion to name a time certain for reconsideration.

Councilmember Kappa said he had seconded a motion that tabled the issue until a more concrete agreement could be presented. He said he would hold to his second of the first motion.

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The motion remained that the issue of 1993-1994 FOCUS dues was tabled until some future meeting when the final version of the agreement was available. Councilmember Schreiber said she would return with the document as soon as it was available. Motion passed 4 - 1 with the following vote: Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; Mayor Lomnicki nay; no abstentions.

Consider Contractual Obligations in Excess of \$15,000 - Resolution

Angus Anderson, Finance Director, presented the staff report in which the City Council was requested to consider a resolution authorizing the City Manager to execute contracts for ongoing requirements of the City in excess of \$15,000.

Anderson said this was part of the ongoing effort to inform Council of expenses. These obligations were paid annually, in installments, or most often monthly. The contractual obligations included: SAIF, in the amount of \$82,124.83 (recommended by Sedgwick James, Agent of Record); Portland General Electric, in the amount of \$425,000 for electrical service to facilities, street lights, and traffic signals; Clackamas County Service District #1, in the amount of \$658,000 for sewage treatment; City of Portland, in the amount of \$36,000 for sewage treatment; US West, in the amount of \$50,000 for telephone line costs; Clackamas County Fire District #1/South Metro Fire Marshal's Office, in the amount of \$130,000; Clackamas County Elections, traffic signalization, paint striping, and other miscellaneous services, in the amount of \$77,000; Coopers and Lybrand, in the amount of \$27,000 for audit services; O'Donnell, Ramis, et al., in the amount of \$67,000 for general legal counsel; Miller, Nash, et al., in the amount of \$28,000 for labor counsel; and Waste Management, in the amount of \$30,000 for waste disposal.

Councilmember Farley asked if SAIF's guaranteed cost plan would be economically beneficial. Anderson said the break even point is approximately \$38,000, but the City has exceeded that amount in the past. The City will pay approximately \$83,000 no matter what the losses are. The dividend is not guaranteed; however, it is normally in the \$10,000 range. Councilmember Farley said it is impossible to know what accidents or losses might occur.

Councilmember Farley asked why Milwaukie was paying the City of Portland for sewage treatment. Anderson said the only customer is Precision Castparts on Johnson Creek Blvd., and these charges are included in the rate determination for City sewer fees.

## CITY COUNCIL MEETING - JULY 20, 1993

Councilmember Kappa asked if these contractual obligations would be presented in this format in the future. Anderson said if these method was agreeable to Council, it would continue. He added that this method would provide more historical data in the future. He said only the SAIF payment was done in a lump sum.

Councilmember Schreiber asked if any of these exceeded the budgeted amount. Anderson said these are all within the budgeted amounts.

It was moved by Councilmember Kappa and seconded by Councilmember Farley to adopt the resolution authorizing the City Manager to execute contracts for ongoing requirements of the City. 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. 23-1993:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, AUTHORIZING THE CITY MANAGER TO EXECUTE CERTAIN CONTRACTS.

Consider Intergovernmental Agreement with City of Portland Regarding Springwater Corridor Improvements

Maggie Collins, Community Development Director, presented the staff report in which the City Council was requested to authorize the City Manager to sign the intergovernmental agreement with the City of Portland for Springwater Corridor Improvements.

Collins said staff was preparing the Springwater Corridor Master Plan as an ancillary document to the Comprehensive Plan.

Councilmember Farley asked how much of the Springwater Corridor was in the City of Milwaukie. Collins said about .33 miles of the 16-mile corridor was within the Milwaukie City limits. She discussed the proposed linkage with the Pacific Crest Trail.

Councilmember Schreiber asked if the public liaison would be named at this meeting. Collins said this would be done at a future meeting.

Monahan pointed out that some word processing errors needed to be corrected in the proposed IGA.

## CITY COUNCIL MEETING - JULY 20, 1993

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to authorize the City Manager to sign the corrected intergovernmental agreement with the City of Portland relating to the Springwater Corridor improvements and provide \$10,000 as the City of Milwaukie's share of the needed improvement. 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 and seconded by Councilmember Knudson to appoint Richard Raynor to the Citizens Utility Advisory Commission; reappoint Ralph Klein to the Citizens Utility Advisory Commission; reappoint Mildred Bozich to the Library Board; and reappoint Evelyn Jefferis, Sandy Newman, and Rob Curtis to the Parks and Recreation Commission. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

Consider Support of SB 122

Maggie Collins, Community Development Director, presented the staff report in which the City Council was requested to consider support of SB 122. This bill would assist local governments by requiring urban service agreements and annexation based on advance planning.

Councilmember Kappa discussed the proposed annexation method and asked if all methods had to be used at once. Collins said if all the steps of the cooperative program were taken, simplified annexation methods could be used.

Collins said the real breakthrough was that special district organizations endorsed the senate bill. All parties perceive this as fair.

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to authorize the Mayor to sign the letter supporting 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 Park Tour

Councilmember Schreiber announced the upcoming Parks District tours.

## CITY COUNCIL MEETING - JULY 20, 1993

## CONSENT AGENDA

It was moved by Councilmember Kappa and seconded by Councilmember Farley to adopt the Consent Agenda which consisted of: (a) City Council Minutes of June 30 and July 6, 1993; and (b) liquor license applications for Buena Ventura, dba Fernwood Inn; Chong H. Enyart, dba Town Deli & Grocery; and Julee & Muyung Jin Chang, dba Eric's Market. 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

1. Neighborhood Block Party July 31, 1993, Furnberg Park, 1:00 p.m. - 3:00 p.m.
2. Councilmember Farley discussed the Scott Park renovation.

## ADJOURNMENT

Mayor Lomnicki announced an executive session to discuss personnel immediately following adjournment of the regular session pursuant to ORS 192.660.

Mayor Lomnicki adjourned the meeting at 9:32 p.m.

*Pat DuVal*

Pat DuVal, Recorder/Secretary

## EXECUTIVE SESSION

Mayor Lomnicki called the meeting to order at 9:40 p.m. under ORS 192.660. Those present were: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson; Tim Corbett, Public Works Director; and Charlene Richards, Assistant to the City Manager. The Council discussed progress on a personnel pre-disciplinary investigation.

Mayor Lomnicki adjourned the meeting at 10:00 p.m.

*Charlene Richards*

Charlene Richards, Assistant to the City Manager

**CITY OF MILWAUKIE  
CITY COUNCIL AGENDA  
JULY 20, 1993**

**MILWAUKIE CENTER**

**1675TH MEETING**

**WORK SESSION**

- 5:00 - 6:00 p.m. - Citizen Involvement Program Report (Maggie Collins & Mark Jonson)
- 6:00 - 6:20 p.m. - Costs of Annexation Report (Jim Crumley)
- 6:20 - 6:30 p.m. - Citizens Utility Advisory Commission Interview
- 6:30 - 6:45 p.m. - Council Information Sharing

**REGULAR SESSION**

7:00 p.m.

- I. **CALL TO ORDER**  
Pledge of Allegiance
  
- II. **PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS**  
  
Historic Moments (Mayor Lomnicki)
  
- 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.)*  
  
Consider City Manager Evaluation Criteria (Charlene Richards)
  
- 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. "National Night Out" in Milwaukie - Resolution (Gayle Easterday)
- B. Consider Request from Institute of Portland Metropolitan Studies (Charlene Richards)
- C. Consider FOCUS Membership 1993-1994 (Charlene Richards)
- D. Consider Contractual Obligations in Excess of \$15,000 - Resolution (Angus Anderson)
- E. Consider Intergovernmental Agreement with City of Portland Regarding Springwater Corridor Improvements (Maggie Collins)
- F. Commission Appointments (Charlene Richards)

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.)*

- A. City Council Minutes of June 30 and July 6, 1993
- B. Applications for Liquor Licenses
  - 1. Buena Ventura, Inc.  
dba Fernwood Inn, 2122 SE Sparrow St.
  - 2. Chong H. Enyart  
dba Town Deli & Grocery, 2036 SE Monroe St.
  - 3. Julee Chang & Myung Jin Chang  
dba Eric's Market, 9410 SE 32nd Ave.

VII. **INFORMATION**

- A. Council Goals Report: Fourth Quarter 1993-1994
- B. Quarterly Financial Report: Fourth Quarter FY 1993
- C. Lone Star Northwest Purchase Order
- D. Planning Commission Minutes of June 22, 1993
- E. City Innovation
- F. Metro Grant Information
- G. Public Safety Building Construction Progress Report #9
- H. Regional Parks Information
- I. Accounts Payable Transactions

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.*

Item III  
City Manager Evaluation Criteria  
July 20, 1993

1. Opening

"The public hearing to consider the criteria for a City Manager evaluation is called to order."

2. Purpose

"The purpose of this hearing is to consider the criteria used in evaluating the City Manager. The existing criteria was approved and adopted by the Council in early 1992. These need to be reviewed by both the current Council and the public so the criteria can be discussed and commented on. We will hear a report from Charlene Richards followed by public comment, if any. Then the Council will discuss the matter, make any changes necessary and vote."

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, since this hearing will be tape recorded.

I would encourage those wishing to speak to confine their remarks to the proposed evaluation criteria. Let's move on to Ms. Richards' report."

4. Staff Report

Charlene Richards - Assistant City Manager

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 current evaluation criteria?"

"Does anyone wish to speak in opposition to the current evaluation criteria?"

"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 Public Testimony

"The public testimony portion of the hearing on the City Manager evaluation criteria is now closed." [Gavel]

10. Discussion Among Council Members

"Is there discussion by Council?"

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

"Is the Council ready to vote?"

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



COMMUNITY DEVELOPMENT  
PUBLIC WORKS

6101 S.E. JOHNSON CREEK BLVD.  
MILWAUKIE, OR 97206

TELEPHONE: 652-4410  
FAX: 774-8236

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

COMMUNITY DEVELOPMENT DEPARTMENT  
City of Milwaukie  
July 12, 1993

To: Milwaukie City Council  
Thru: Dan Bartlett, City Manager *Dan*  
From: *MC* Maggie Collins, Community Development Director  
Re: Citizen Involvement Program Report

## Action Requested

For your information.

## Background

Community Development has reviewed the Council Goal of revitalizing the City's Citizen Involvement Program. Two lines of thought have emerged:

(1) A Citizen Involvement Program should be responsive to the guidelines of Statewide Goal One, "Citizen Involvement." That Goal is the basis of the first Chapter of the Milwaukie Comprehensive Plan. Included in that Chapter is a division of the City into five districts and broad guidelines for involving residents in land use planning decisions and actions.

(2) The Citizen Involvement Program should be structured to provide residents with more participation opportunity than that of being involved with land use actions. This Program structure should be flexible enough so that ways for the City to focus on neighborhood service delivery can also occur.

The attached outline shows the Department's initial thinking of revisions that should occur in order for the land use part of a Citizen Involvement Program to function.

New questions occur when considering the concept of instituting neighborhood service delivery. For example: What do neighborhoods see as their future? How can (or should) the City redirect resources to citizen-identified problems? Should the City departments organize around activities that are more people- neighborhood-oriented rather than project-oriented?

The worksession on July 20th is intended to get some feedback on proceeding with an effort to organize "dual-purpose" citizen involvement groups.

CITY OF MILWAUKIE  
REVITALIZED CITIZEN INVOLVEMENT PLAN OUTLINE

- Background

This outline addresses selected elements from goal #3, Community Relations, of the 92-93 City Council Goals.

- Goals of the Revitalization Plan:

- o Develop and implement a new CPO program that will promote efficient, effective, fair participation of neighborhoods in the land use planning process and other community issues and concerns.
- o Create increased, sustained, involvement of CPOs in Community Development by implementing a stronger partnership between the City and CPOs.
- o Develop CPOs that take greater initiative for their management and operation.
- o Develop a stronger partnership between CPOs and the City.
- o Create an innovative CPO plan that better fulfills the spirit of the Statewide Planning Goals and promotes a contemporary image of City leadership and the community.

- Action Plan of of the Community Development Department Revitalization Plan: Improved citizen involvement in CPOs

- o Revise Chapter 1, Citizen Involvement Program, of the Comprehensive Plan
  - Should be reorganized into a format that better reflects the goals and objectives of the City's improved CPO program
  - Should better reflect the mandates of Statewide Planning Goal One
  - Should delete provisions that no longer reflect CIP goals
  - Should add provisions needed to reflect new CIP goals
  - Should define new roles and duties of CPOs and the City
  - Should outline CPO procedures
  - Should reflect the expanded role of CPOs and the City in the CPO process
- o Define the role of CPOs
  - Draft model bylaws that direct CPOs in efficient, effective and fair participation in land use planning and other community development issues
  - Draft a Handbook for CPOs to assist them in managing their organizations

Citizen Involvement Revitalization  
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- o Define the role of the City
  - Create a Community Relations Office to work closely with CPOs and other groups, or designate a City organization or employee to fulfill that role
  - Allocate funds and services to support CPO implementation
- o Develop and implement an innovative plan to generate increased interest and participation in CPOs.
  - Work with existing CPO groups to adopt the increased management and representation that the new CIP envisions
  - Meet with Church groups, service groups, business groups, etc. to generate interest in forming CPOs in underrepresented areas
  - Develop an \*innovative \*mixed-media campaign aimed at changing the perception of Milwaukie's CPO program and generating increased participation, in particular at more broad-based participation.
    - \*Innovative means that the CPO message will reflect the new attitude of the CPO program and that the information will be marketed toward a broader base of participants than the traditional CPO mix.
    - \*Mixed-media means mailings, television, radio, news sources, non-traditional sources, etc.
  - Work actively with groups to assist them in starting CPOs per the revised CIP.

Mark Jonson  
City of Milwaukie  
Community Development Department  
June 2, 1992

# CITY OF MILWAUKIE



FAX (503) 652-4433

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

July 12, 1993

To: Mayor and City Council *Don*  
 From: Dan Bartlett, City Manager  
 Re: Citizen Involvement Program  
 and Neighborhood Service Delivery

### Action Requested

For your information.

### Background

Community Development is presenting you with a Citizen Involvement Program Report. I wanted to inform you of a related project that I am reviewing with department heads. This is a neighborhood service delivery system.

The attached ICMA, Management Information Service Report describes this model. I believe that this structure may benefit the City. The key components of the system are:

- Reduce Fear of Crime
- Identify Underlying Service Needs
- Develop a Problem-Solving Organization
- Develop a Neighborhood Improvement Philosophy
- Make Neighborhood Improvement Comprehensive
- Encourage Public Involvement
- Improve Accountability
- Use Geographic Service Districts and Teams

The key philosophy is that "Quality of life is the business of the entire community." The department heads and I will be working with Community Development to integrate the Community Involvement Program and a Neighborhood Service Delivery model.

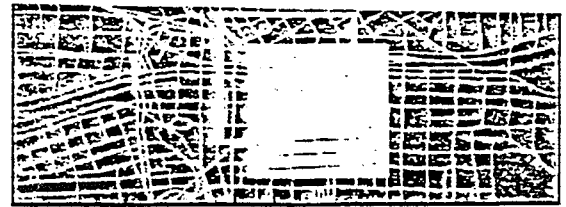
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# MIS REPORT

VOLUME 25 / NUMBER 4

APRIL 1993



## NEIGHBORHOOD SERVICE DELIVERY

Neighborhood service delivery programs spring from a philosophy that seeks substantive involvement of neighborhood residents in local government decisions through the development of citizen-government partnerships. Approaches such as community strategic planning have been used to help elected and appointed officials identify community goals. However, little effort has been made to develop programs to achieve the implementation of strategic plans. Neighborhood service delivery should be viewed as a vehicle to implement common community goals.

A surprising number of neighborhood service delivery programs are being developed in a variety of local government areas, such as code enforcement, police, and public works. Programs from Wilmington, Delaware; Edmonton, Alberta; Rockville, Maryland; and St. Petersburg, Florida, show the diversity of approaches.

A detailed case study of Hattiesburg, Mississippi, the 1992 winner of the U.S. Conference of Mayors Livable Cities Award (population under 100,000) shows how early, disjointed efforts can be molded into a comprehensive neighborhood improvement program. This report ends with a review of the components of a successful neighborhood service delivery program.



Management  
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Service

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- 2/93 Benchmarking: Achieving Superior Performance in Fire and Emergency Medical Services
- 3/93 Evaluating Service Contracting

# Neighborhood Service Delivery

The author of this month's report is James B. Borsig, former chief administrative officer of Hattiesburg, Mississippi, and currently research coordinator for the John C. Stennis Institute of Government at Mississippi State University.

## CITIZENS AND GOVERNMENT

The recent avalanche of management techniques—Total Quality Management, customer service, citizen empowerment, rightsizing, public-private partnerships—center on one truth: citizens want government to be responsive to their needs and effective in achieving results. Putting neighborhoods at the very heart of local government policy is the beginning.

John Herbers, writing about citizen activism, states, "In the current era of public cynicism about government and its elected officials, grass roots citizens movements, though little noticed nationally, may prove to be a major force in the revitalization of American democracy."<sup>1</sup>

Robert Nisbet, author of *The Quest for Community*, tells us,

Where power is external or centralized, where it relieves groups of persons of the trouble of making important decisions, where it is penetrating and minute, there, no matter how wise or good it may be in principle, it is difficult for a true community to develop. Community thrives on self-help (and a little disorder), either corporate or individual, and everything that removes a group from the performance of or involvement in its own government can hardly help but weaken the sense of community.<sup>2</sup>

Perhaps, as local government professionals, we should challenge traditional ways of governing our communities; in particular, we should reexamine the role of citizen involvement. In many places, it is assumed that it is the citizen's responsibility to become well-informed and attend public hearings or meetings. This notion of a "good citizen" may be outmoded. Stop and think for a minute what this requires of citizens. They must learn the time and place of the public meetings of various boards and commissions and, at the same time, develop sufficient understanding of rules of procedure to par-

ticipate fully. This structural and procedural knowledge of local government must precede the citizen's effort to influence public policy.

Take a few minutes to evaluate the procedural and structural components of the public input opportunities your local government offers its citizens. Now, on a blank monthly calendar,

- Note all monthly meetings of your governing body
- Note all monthly board and commission meetings
- Note all available public hearing opportunities for each
- Note all public notice and agenda deadlines for each
- Note those that accept written comments
- Note those that allow public speaking
- Note any time limits imposed on public speaking.

How many of your citizens could complete this task? Is it possible that we have allowed our local governments to become so rigid and organized that the public they intend to serve has been squeezed out of the process?

In many instances, opportunities for public involvement are spread throughout the entire month. Each public body has developed its own detailed rules to ensure that the public's business is accomplished in a timely manner and that the public is involved. An honest evaluation is likely to reveal that our well-organized, highly specialized local government organizations probably deter public involvement and cause public dissatisfaction.

In some places, issues and decision processes are so complicated that only a very few members of the public comprehend them. Frank Bryan and John McClaughry say that the very nature of community requires that decisions be made on "a scale that human beings can understand and cope with."<sup>3</sup>

In his book *Human Scale*, Kirkpatrick Sale says, "It would seem sensible for any rational society to attempt

to protect and promote the institution of the community. . . . The organization is not simply *one* way of ordering human affairs, but a *universal* way, found in all times and places, among all kinds of people." Sale concludes that "the increasing loss of communal life is undoubtedly at the heart of the malaise of modern urban culture and its disappearance clearly cannot bode well for the future."<sup>4</sup>

Stuart Meck's advice for the planning profession (see box) applies to every area of local government activity. The time has come for a local government philosophy that encourages a view of the entire community, while

taking into account its discrete parts. Local elected and appointed officials must seek to harness the energy of an informed, involved citizenry by encouraging new organizational structures to bring citizens directly into the governing process.

The new model is the neighborhood service delivery program outlined in this report. It embraces the legitimacy of public opinion, alongside professional opinion, and gives public choice equal importance in the making of public policy. Its goal is to improve services by tailoring them to local needs and to build community strength in the process.

**A framework for public policy**

Stuart Meck identified characteristics of the "old culture" and an emerging "new pragmatism" in the planning profession. Meck's old culture contained four assumptions:

- Elected officials could not be trusted to plan—planning was above politics. The institutions of planning should be removed from their control. Planning was to be done by the "best" people; the decision-making was insulated from politics.
- Surroundings affect behavior.
- The values of the dominant group should apply to the whole community; a middle-class lifestyle was appropriate for everyone.
- Planning should take the long view (20 to 30 years) because events were not causing change fast enough to warrant otherwise.

Meck's ultimate evaluation of the old culture is that "it (was) high-minded—it saw the world through rose-colored glasses—but, viewed from today's perspective, (it was) relatively ineffective." His new pragmatism is action-oriented, emphasizes effectiveness now, and involves planners in envisioning the future and being active participants in making that future come about. Meck's new pragmatism

- Embraces politics, instead of rejecting it
- Values small scale and the intimate in the everyday environment, over the monumental and imposing
- Recognizes that the city and the suburbs may no longer be middle class in the purist sense
- Is less concerned about the long term.

Meck describes this new pragmatism as being less predictable than the old culture. It recognizes that today's problems are "messy and complex, requiring not unitary grand physical design schemes that are attractively rendered to provide moral uplift, but approaches that are brokered and negotiated and compromised."

Source: Stuart Meck, "The Two Cultures of Planning: Toward the New Pragmatism," *Land Use Law* (3), 1991, pp. 3-5.

**A Citizen-Centered Organization**

Most recent attempts to improve public organizations—various initiatives to treat citizens like customers, as well as efforts to empower citizens and employees—recognize the importance of individuals. Even the focus on quality improvement in local government—whether applied to policy decision or pothole repairs—suggests a change from traditional bureaucratic notions to a citizen-centered approach.

Public organizations are increasing their efforts to improve accountability and responsibility and disperse authority as part of "reinventing government." While most management initiatives begin in an incremental and disjointed manner, scattered throughout a public organization, a few local governments have designed and implemented experimental organizational frameworks that seek citizen-centered solutions by recognizing the importance of neighborhoods.

**Expanding the Role of Government**

A focus on neighborhoods can be a philosophy, a process, and a program. Neighborhood service delivery programs redirect existing local government resources toward problems identified with the help of citizens. This process is carried out within a set of clear policies adopted by the local governing board and is implemented within the administrative framework of the local government. The elected representatives establish the policy and procedural guidelines for neighborhood service delivery in their jurisdiction but individual citizens help determine implementation strategy and may even participate in service delivery.

**Local government employees are allowed and encouraged to . . . consider multi-service responses to community problems.**

The practical result is that *more* citizens become directly involved in the implementation of the policies established by the elected officials, and contact between local government employees and citizens is increased. Local government employees are allowed and encour-

aged to look beyond the limitations of one service to consider multi-service responses to community problems.

Government employees working in neighborhood service delivery programs develop inclusive partnerships with citizens, as well as with the not-for-profit and private sectors. The local government harnesses all of the resources of the community to address community problems. In many instances, the problems of neighborhoods defy a neat fit with government programs; a neighborhood approach allows a community to capitalize on the strengths of each sector of society to improve its quality of life.

The local government forms a real partnership in which the government employees, the non-profit and private sectors, and citizens work together to achieve the community goals articulated by local elected officials. Achieving public policy objectives identified through the process of representative government becomes the work of all sectors of society, not just a few public employees.

## COMMUNITY CASE STUDIES

Few, if any, local governments set out on this road by introducing a comprehensive effort. In fact, it should be noted that most implementation strategies begin in a fragmented fashion, emerging from almost any part of the local government organization. There is no single formula, no "best way" that requires a neighborhood service delivery program to develop first in the public safety department, the public works department, the planning department, or the recreation department.

Roberta Brandes Gratz, author of *The Living City*, criticizes urbanologists for seeking "solutions [that] must be reduced to an exact repeatable formula in every neighborhood, in every city." Too often, this "repeatable formula" becomes "the logic behind the development of government programs, but cities cannot be approached this way."<sup>5</sup>

Understanding that neighborhood improvement programs can spring from any department of local government and that no repeatable formula exists for developing solutions to the problems faced in our neighborhoods becomes both the guiding principle and the foundation for a neighborhood service delivery program. The following community case studies support Gratz's observation, and illustrate neighborhood service delivery innovations.

### Wilmington, Delaware—Neighborhood Partnerships

In Wilmington, Delaware, a not-for-profit organization develops partnerships with neighborhood residents to reduce opposition to low-income housing. The Interfaith Housing Task Force works with a neighborhood-based task force to site housing in order to avoid the "not in my back yard" syndrome. According to Emilie Barnett,

executive director of Interfaith, "Partnerships are not an intellectual theory or pious principle, but an intense and lively process. In the two short years that the partnerships have been operating, their value has been demonstrated—[they are] now a fundamental requirement at every Interfaith site."

The Interfaith effort builds directly on public involvement. Neighborhood residents are brought into the process through a partnership developed by Interfaith and are involved directly in policy decisions. The partnership allows residents to air their concerns and fears and gives Interfaith a chance to respond to those concerns and to build acceptance for its low-income housing projects. The collaborative partnership between the task force and residents also provides an organizational framework to address other community problems.

The needs of families and concerns about drug problems often dominate initial neighborhood meetings. Interfaith staff make clear to the neighborhood representatives with whom they meet that Interfaith is in the business of providing housing, but they invite the neighborhood residents to begin to define a course of action and identify which agencies might be of assistance in solving other problems. For example, in one neighborhood, Interfaith heard residents' concerns about stormwater runoff and a dangerous intersection that needed a stop sign, and worked with them to find solutions. In doing so, the task force won the trust of the neighborhood and reinforced the idea that residents could take responsibility for finding remedies to community problems.<sup>6</sup>

### St. Petersburg, Florida—Geographic Accountability

In 1975, St. Petersburg's utilities maintenance division found that 70 percent of employees' time was devoted to corrective maintenance and only 30 percent was dedicated to preventive maintenance. This ratio was unacceptable, and St. Petersburg reorganized its utilities maintenance division. First, the city was divided into four sewer districts, and the districts were subdivided into zones. Each zone became the responsibility of a "public works representative," who was tasked with the responsibility to patrol the zone, locate potential problems, record them on work order sheets, and forward them to the correct division. These public works representatives became the eyes of the utilities division.

Ten years later, crews were spending 65 percent of their time on preventive maintenance and only 35 percent on corrective maintenance. During the same period, the number of sewer blockages fell from over 2,000 to 950 annually.

The St. Petersburg program succeeded because it developed geographic areas of responsibility, and specific employees were assigned to each area. These employees became accountable for the condition of the utilities infrastructure in their zone; they became the

#### 4 Management Information Service

primary link between their zone and the utilities maintenance division.

The accountability factor developed by the St. Petersburg program is important to the development of neighborhood service delivery programs. Too often, local government professionals rely on information aggregated for the entire jurisdiction. Such information may well be misleading, if it is not tied to a specific area.

Although the St. Petersburg utilities maintenance program does not involve interaction with the public, its development and its organizational structure underscore a major attribute of successful neighborhood service delivery programs—decentralized management based on clearly established territorial accountability.<sup>7</sup>

#### Rockville, Maryland—Accountability and Partnerships

*The information on Rockville's Community Enhancement Program was compiled by Linda McDermid.*

Rockville, Maryland's inspection services developed a Community Enhancement Program by dividing the city into five areas. The Rockville program begins with an organizational premise similar to that seen in the St. Petersburg, Florida, example. However, in Rockville one objective of the program is that the inspectors will develop personal relationships with the citizens in their area of responsibility.

Each area has a housing inspector assigned to, and responsible for, a specific territory. The Community Enhancement Program replaced the previous practice of doing "sweeps," in which the entire housing inspection staff was concentrated in one area of the city for a specified period of time. Under the new arrangement, housing inspectors cover their entire area each year in a systematic fashion, but also conduct quick windshield surveys on a weekly basis. In addition to finding violations, inspectors are tasked with sending "good job" letters to property owners whose property is exceptionally well maintained, or who complete exterior remodeling. Often, inspectors attend homeowner associations in their area.

Rockville has identified the following benefits of its Community Enhancement Program:

- Inspectors become visible and residents know them.
- Inspectors become very familiar with their area, its residents, and their needs. Often, inspectors refer residents to other local government programs.
- Phone complaints have been reduced by 30 percent since 1987.
- Inspectors see tangible results of their efforts over time, since each stays in one area.

Rockville's program includes several different components of a comprehensive neighborhood service de-

livery organization. First, it assigns housing inspectors to specific geographic areas. Second, it encourages the housing inspectors to become familiar with their territory and the residents. Third, inspectors go beyond their primary assigned duties to assist residents with other needs by referring them to available programs. Finally, Rockville's Community Enhancement Program provides citizens with a link to the city government, increasing the likelihood of customer satisfaction.

#### Edmonton, Alberta—Community-Based Policing

*This case study was provided by Chris Braiden, superintendent of community-based policing in Edmonton.*

The Edmonton Police Service began its formal move toward community-based policing in April 1988, with a neighborhood foot patrol program modeled in part on the Flint, Michigan, foot patrol experiment. Officers were assigned to 21 neighborhoods that had been identified on the basis of a careful repeat-call address analysis. The officers were encouraged to work with their community to solve problems. In early 1990, plans began for implementation of community policing across the department, and massive structural changes were undertaken.

The police department's conventional structure emphasized specialization and centralization. The new plan emphasizes decentralization, despecialization, ownership, and new service delivery. The explicit core value adopted by the department under the new structure is "Committed to Community Needs."

Every unit and function of the department was reviewed against the core value by asking five questions:

- What was the original mandate of the unit?
- What is it doing now?
- Should it be doing what it is doing now?
- What else should it be doing?
- How should it do what it should be doing?

As a result of the review, 58 constables were reassigned from specialized to generalized roles, and several specialized units were eliminated, reduced in force, merged with others, or decentralized.

A deferred response plan was implemented. Police now defer response to non-emergency service calls to a date and time acceptable to the citizen when in-progress calls for service will be at lower levels. To give citizens a place to report non-emergency matters in person, twelve community stations were added to the four existing district stations. In addition, the city has 32 neighborhood foot patrol beats. This decentralized infrastructure of community stations was used by 200,000 people during 1992. Of the people using the stations, 98 percent were walk-ins. Another measure of effectiveness was a survey of Edmonton citizens that indicated a 90-percent satisfaction rate with the community stations. And approximately 400 citizens have

volunteered their services to a community station or neighborhood foot patrol office.

As a result of the reorganization,

- 24 fewer members are assigned to administrative duties
- 13 fewer members are assigned to conventional crime prevention duties
- 58 more members have been reassigned from specialized duties to patrol duties
- In total, 137 members have been reassigned.

Statistics for 1992 compared with 1991 show that the changes are positive:

- Dispatched calls were down 17 percent
- Calls to the complaint line were down 30 percent
- The average telephone answer time was down 40 percent
- "Hang-ups" on the complaint line were down 36 percent.

Also in 1992, compared with 1991,

- Robberies were down 7.7 percent
- Thefts were down 14.6 percent
- Other property offenses were down 22.1 percent.

### Local Government as Catalyst

These four examples show how neighborhood improvement programs can spring from virtually any division or department of a local government. These cases suggest that it may be important for citizen-centered principles to be tested in a single area of local government first and given the time necessary for development and evaluation.

The next stage is to extend this neighborhood approach to the entire local government organizational structure. The objective of a neighborhood program is to integrate "government" into the life of the community. Instead of letting citizens continue to view government as something apart from community life, human-scale partnerships between government employees and citizens help the local government recover its position as a catalyst to improve the community's quality of life.

### HATTIESBURG, MISSISSIPPI: NEIGHBORHOOD-ORIENTED GOVERNMENT

In 1992, Hattiesburg, Mississippi, was selected by the U.S. Conference of Mayors as the winner of its Livable Cities Award for cities with a population of 100,000 or less. Hattiesburg's Neighborhood Improvement Program was honored as "a new approach to the way government responds to the needs of the community," but in 1989 when the program was developed, it appeared

that it might not survive its infancy, much less become nationally recognized.

Hattiesburg's government, prior to 1989, was organized into departments that worked independently of one another to deliver municipal services. However, in separate areas of the organization, several programs provided the momentum to move it toward a neighborhood improvement philosophy.

### Employees began to seek opportunities to explain their objectives, mostly in informal, one-on-one settings.

In 1985, the city council expressed concern about the fairness of service delivery across the entire city. Older neighborhoods had seriously deteriorated. The public service department responded first with its "Area of Pride" effort, a "sweep" of a targeted area to quickly improve the condition of infrastructure and the appearance of public rights-of-way. Next, the inspection department, under pressure to remove abandoned, dilapidated structures, also conducted comprehensive sweeps to log violations and begin the long, difficult legal process to eliminate code violations.

Finally, the department of planning and community development introduced the "Main Street Program," following the program developed by the National Trust for Historic Preservation. The Main Street approach marked the earliest effort of city government to involve property owners directly in developing solutions to problems facing the downtown area.

For a variety of reasons, these three disjointed efforts failed to produce long-lasting results. However, they planted the seeds that would mature after the 1989 city elections in the form of the Neighborhood Improvement Program.

During this same period, the city was busy adopting a new comprehensive plan and a zoning ordinance to implement it. This process brought over 1,000 residents to a series of public hearings, demanding protection of their neighborhoods. In 1989, this momentum carried over into the newly-elected administration, which included, for the first time, an appointed chief administrative officer with the authority to coordinate the efforts of all city departments.

The first initiative of the new management team was to develop a plan for a Neighborhood Improvement Program built in large part on the city's earlier efforts. The Neighborhood Improvement Program was envisioned to be a comprehensive city government response to solve neighborhood problems. The program was to focus on one neighborhood at a time and move from neighborhood to neighborhood as improvements were completed in each. (However, as the program matured, it became clear that no neighborhood was ever "completed.")

A test neighborhood area was selected in August 1989, and a 90-day trial period began. First, senior

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management from the city departments formed a coordinating committee; its first chair was an assistant fire chief. The NIP committee (as it was later called) was to coordinate a comprehensive neighborhood assessment.

The main business of the coordinating committee quickly became peacekeeping as departments, unaccustomed to working together, found employees of other departments routinely "interfering" with their work. Each city department was attempting to conduct an independent, comprehensive assessment of the target neighborhood, block by block. These assessments were originally to be limited to the perspective of each department. Firefighters inspected buildings, building officials identified dilapidated and abandoned structures, police officers went door-to-door introducing themselves to residents, and the public works department inventoried infrastructure needs.

**The final step involved tapping into other community resources to . . . increase the problem-solving capability of neighborhoods.**

Suddenly, the management information system of the city was inundated with data, and work loads became unmanageable. Simultaneously, meetings began with neighborhood residents. Neighborhood watch groups were organized in response to an overwhelming surge of requests to improve neighborhood safety. Weekly meetings were scheduled in the target area for two months in an effort to inform and involve the public. However, the NIP coordinating committee did not anticipate the tone of the public response, which almost deflated the program before it got started.

Neighborhood residents, who felt they had been ignored for a number of years, used their first substantive contact with city representatives as an opportunity to vent their frustrations. Police officers found themselves being used as scapegoats for public works staff, while code enforcement officers heard complaints about the responsiveness of the police department. Frustrated citizens did not wait to direct their complaints to representatives of the appropriate department and would not delay their input until meetings scheduled to address their particular problem. In fact, residents seemed to be under the impression that city employees were capable of communicating with each other—and expected them to do so.

During its initial stage, NIP was seen by city employees as being project-oriented, not people-oriented. For instance, the evaluation of the test neighborhood reported that only four neighborhoods could be covered annually. NIP was thought of by the employees involved as additional work, not as a process to solve neighborhood problems. However, the public responded to the program.

As a result of this new neighborhood emphasis, the department of planning and community development began organizing neighborhood watch groups across the city. Meanwhile, assessment techniques learned in the test neighborhood by code enforcement officers and public works employees soon began to be used by almost every city department, even outside designated NIP neighborhoods.

During the first twelve months, the NIP program tried to move from neighborhood to neighborhood, while continuing to address needs in other parts of the city. While this dual approach continued, the attitude of senior city employees began to change. Instead of viewing citizen inquiries as "getting in the way of their work," employees began to seek opportunities to explain their objectives, mostly in informal, one-on-one settings. And while new NIP neighborhoods were brought into the system, it quickly became evident that no neighborhood would ever really be "completed."

This realization led to the purchase of a computerized complaint tracking system to be used by all departments. Key NIP committee members found themselves attending public meetings across the entire city. As a result, the few employees on the NIP committee were stretched thin. They began to feel that their main function was to be a target for citizen complaints. In every one of the first public meetings held in each new NIP area, residents insisted on being heard on topics of disagreement with the city—some of which were two decades old!

This venting of frustrations confused the city employees involved. Generally, the employees were highly motivated and wanted to please the public. And at first they lacked the perspective to understand that these attacks were really expressions of citizens' dissatisfaction with their treatment by city government in the past.

The sudden rise in the level of vocal complaints and the availability of a new forum for citizen involvement made the elected officials uneasy. They were concerned about discussions of expensive public works problems and were afraid that the machinery of city government would be overwhelmed by the requests. One member of the city council flatly declared the program a failure after only six months. However, overall support from elected officials remained strong, allowing the NIP coordinating committee to push forward in hopes of changing the perception of the program within city government.

In the fall of 1990, a major reorganization of the project took place. The NIP committee was reorganized as the NIP management team. The city was divided into six neighborhood service delivery districts based on the fire station service areas—as in most other localities, the fire service in Hattiesburg has a long history of geographic accountability, and most of its public services are routinely delivered at the station level. A fire officer, a police officer, a code enforcement officer, and a mid-

level manager from the public services department were appointed to serve on a neighborhood service delivery (NSD) team in each of the six districts. The NSD team became the primary, permanent link between city government and its neighborhood, for routine, basic service delivery and for problem-solving.

The neighborhood service delivery districts and their corresponding teams enabled the Neighborhood Improvement Program to blanket the city. The teams were tasked with working with the neighborhood watch groups in their districts to help them develop into comprehensive neighborhood organizations. Another key responsibility was proactive problem-solving with the district. Each team member evaluated his or her district from the perspective of a mid-level manager now held accountable for services within the district.

During a single month, over fifty meetings were held at the neighborhood level with watch groups or other existing neighborhood organizations. These proved to be the first meetings conducted as part of the NIP effort that were able to focus on solving problems, not dissatisfaction with city government.

The change to a city-wide concept allowed the NIP management team to refocus its strategy. Training was developed for NSD team members, as well as for the new neighborhood leaders. The chairmanship of the NIP management team was rotated to the public services representative, and the team began the process of identifying programming that could be delivered through its emerging network.

City programs, such as the surveys required for historic conservation district nominations, were redesigned to involve the newly-formed neighborhood organizations. A project to secure state forestry commission funds for planting street trees in four different commercial areas of the city involved the adjacent neighborhood organizations. The national "Night Out Against Crime" became a staple of neighborhood programming; Hattiesburg ultimately won a national award for its program. Each October the local drug awareness partnership conducted its red ribbon month, with most neighborhood watch groups and comprehensive organizations participating. The "Keep Hattiesburg Beautiful" committee merged public, private, and not-for-profit efforts to coordinate semi-annual clean-up days and an "adopt-a-median" program.

The final step involved tapping into other community resources to develop additional partnerships to increase the problem-solving capability of neighborhoods. Linkages were developed with local banks to coordinate their Community Reinvestment Act programs. A housing partnership task force developed from this process, consisting of neighborhood leaders, local bankers, realtors, and city staff. The task force prepared a grant application that combined all of these resources to obtain \$500,000 in community development block grant funding (Hattiesburg competes in the state-run program for small cities).

Other projects took shape. City government worked with the public school district to lease an abandoned school building, so that it could be sublet to the newly formed Pine Belt Boys' and Girls' Club, a United Way agency. The Pine Belt Boys' and Girls' Club was founded in response to the need for programs for children at risk.

### Program Results

After three years, the results of Hattiesburg's program are both visible and measurable. City government is reorganized to better respond to the needs of all of its neighborhoods—residential, commercial, and industrial. City government now views itself as both a facilitator and a catalyst to assist citizens. One important result is that basic service needs are now defined with the help of those affected, while existing resources are reallocated to meet newly defined needs. City government no longer sets priorities by itself.

The development of the neighborhood improvement philosophy and the implementation of the process have enjoyed the following results:

- Troubled neighborhoods have received additional attention for at-risk youth, overgrown lots and dilapidated structures, routine maintenance, and crime prevention.
- Over 200 abandoned, dilapidated structures have been removed.
- The Hattiesburg Keep America Beautiful program won first place in the local government category of the Mississippi People Against Litter competition.
- An adopt-a-median program was sold out within one month of its announcement.
- A local housing task force consisting of representatives of neighborhoods, city government, public agencies, and local lending institutions leveraged \$500,000 in grants funds.
- The number of active neighborhood watch groups increased from 15 to 80.
- The number of comprehensive neighborhood organizations grew from 4 to 15.
- Serious crimes decreased by 7.5 percent, and the clearance rate increased by 10 percentage points from 37 to 47 percent. The police department credited these improvements to increased citizen involvement and awareness.

### COMPONENTS OF NEIGHBORHOOD SERVICE DELIVERY

#### Reduce Fear of Crime

If public safety is not restored, then the community cannot be knit together for other common purposes. Neighborhood watch programs should be the first step of the

## 8 Management Information Service

renewal process instead of a hastily applied "final" solution. Communities must again become "front-porch societies," where sidewalks, streets, and front yards are the common ground for neighborhood interaction.

Neighborhood watch programs should focus not only on catching criminals. They should establish a climate of reduced fear among neighbors, while rekindling community spirit. Crime cannot be eliminated by neighborhood watch programs or the police department; however, it can be reduced by successful citizen-government partnerships.

These partnership are an active process that begins with the neighborhood watch effort but is sustained over time by continued interaction. Fear of crime is the most visible and vocal concern of a neighborhood in crisis. It must be confronted before other needs can be addressed.

### Identify Underlying Service Needs

Attention must be brought to the basic service needs of the neighborhood. Basic service needs are often unmet because of a lack of communication. For instance, few neighborhoods, if any, would choose to have their streets repaved when they believe that their safety is threatened by inadequate street lighting. But in many neighborhoods, information about residents' priorities never gets to city hall. Streets may be repaved when what residents really want is more lighting. Or recreation programs may be offered, but at the wrong time or place.

Local governments tend to develop policies that encourage the delivery of basic services in a uniform, fair manner. What is fair is seen as everyone getting the same share of public goods. It takes only a cursory reading of block group census data to reveal that no two neighborhoods are exactly alike. Common sense tells us that some neighborhoods need more or different services than others.

Local governments must move beyond being satisfied to act with the "consent of the governed" toward the understanding that the community of residents wants the opportunity to influence public policy decisions impacting service delivery.

### Develop A Problem-Solving Organization

Neighborhood improvement is a continuous process. The fact that it is a process does not imply that it is simple or easy, or that it fits neatly into four-year terms of office. It is impossible to develop "repeatable" government solutions that fit every neighborhood in the country. Solutions must be developed that will work and survive within the context of each local government.

Neighborhood decline is measured in terms of decades, and few short-term "fixes" exist. The rebuilding process must be sustained by a neighborhood-local government partnership. Rebuilding happens in small, sometimes seemingly insignificant steps, not swift, dramatic action.

Slowly, the social and civic infrastructure of neighborhoods must be rebuilt, side-by-side with the physical infrastructure.

### Develop a Neighborhood Improvement Philosophy

Local governments often look at a problem to determine whether it is a government problem, but this approach may be too simplistic. Problems of neighborhoods often require a substantial government effort to mobilize the resources of *other* sectors of the community. Local governments can serve not only as the provider of services but also as the catalyst for mobilizing other community resources toward the common good. In some neighborhoods, local government programs are inadequate, and help is needed as well from private agencies, civic groups, and other levels of government.

If neighborhood health is the central purpose of local government, then each and every action taken by local government must strengthen neighborhoods. This becomes both the philosophy that frames public policy, and the litmus test for good public policy. Local government employees learn to value neighborhoods and understand the importance of improving the delivery of basic, routine services in direct consultation with citizens. The local government plays a proactive role in improving services, sometimes as the primary service provider, often as the catalyst for change.

### Make Neighborhood Improvement Comprehensive

Decentralizing public service delivery is not new. In fact, fire departments have used this concept for most of this century. Fire companies protect a geographically specific territory, and it is normal for fire inspections, fire drills, and other fire department services to be delivered at the station level. Fire service policies and procedures are centralized, but the activities are not. Community-oriented policing follows the same pattern.

A few local governments have applied what they know about the delivery of police and fire services to completely reorganize their basic service delivery system; they include substantive public involvement strategies in a comprehensive policy and organizational framework like Hattiesburg's Neighborhood Improvement Program.

A neighborhood service delivery program rests on a citizen-centered, neighborhood improvement philosophy. In fact, "neighborhood improvement" is a philosophy, a process, and a program. It is a philosophy of service delivery for basic city services, and a process of improving quality of life through neighborhood revitalization. As a process, it cross-cuts the traditional organizational structure of the local government, and creates human-scale, citizen-government

partnerships. As a program, it redirects existing resources through comprehensive, geographic service districts.

### Encourage Public Involvement

Once the geographic service districts are established, then the public must be involved. In many communities, the primary neighborhood service request involves public safety. In response, the first service (beside fire) implemented is neighborhood watch. This is the starting point for the organization of the neighborhood service delivery process.

Neighborhood watch groups are first developed for public safety, but are encouraged to become active in other aspects of community life, such as identifying code violations, programming recreation, locating drainage problems, or improving street lighting. The objective of the process is to transform the neighborhood watch group into a comprehensive self-help organization.

Local government employees involved in this process must be prepared to become the focus for public complaints. The development of partnerships depends on the success of these new relationships with the public; citizens must learn to trust local government employees and develop new avenues of communication.

### Improve Accountability

Each geographic service team member is held accountable for the basic service activities of his or her department within the respective geographic service district. For these team members, accountability is reduced to a manageable size: from the entire local government jurisdiction to the geographic service district. Success, progress, or failure are more readily measured.

Once accountability is established, then effectiveness can be identified. Performance measures are established for individuals, teams, and departments. Geographic service district team members must be trained to adopt a proactive style that encourages locating and resolving problems. Team members move outside their narrow frames of reference and pool all available information for individual and team success. When the teams succeed, the ultimate winners are the citizens.

### Use Geographic Service Districts and Teams

A geographic service district is a specific service response area, such as an area historically served by a fire station. The fire department model is one that other departments can readily understand. These geographic service districts establish territorial accountability, and must become second nature for the other local government departments.

Geographic service districts, like established fire protection districts, should be permanent. In other words, they should not be based on political boundaries. The relationships developed within each service district

require the boundaries to remain constant. Usually, neighborhood boundaries do not neatly fit planned service district boundaries. Simple adjustments should be made to align them so that further change is unlikely.

Once public safety strategies have been introduced in a service district, then other basic services follow. To accomplish this, mid-level managers from each department are brought together as a team and assigned responsibility for the geographic service district as part of their routine duties.

The team becomes the primary connection between the local government and its citizens for resolving routine service delivery issues. If successful, this approach redirects existing human and financial resources of the local government toward solutions reached by the team and the residents.

The geographic service district teams must avoid complicating their roles. Teams meet every week for 30 minutes over a cup of coffee at a central public building, such as a community center, fire station, public school, or library. No minutes are kept, no agenda is prepared, and no cumbersome administrative structure evolves. These meetings are held simply to exchange information needed to improve routine service delivery.

If an individual team member is unable to solve a given problem, then it is referred to the member's supervisor for consultation. Geographic service delivery teams coordinate internal communication and responses, while at the same time maintaining direct contact with neighborhood watch groups and comprehensive neighborhood associations.

Since neighborhood watch groups are merely a beginning point for the neighborhood improvement process, not its end product, efforts must be made to get them concerned about the total welfare of their area. Group leaders may need additional training, and increased contact with the geographic service delivery team is important. The team members must be available to them and known to them by name and face. In other words, the watch groups and comprehensive neighborhood groups within each service district become the responsibility of the service district team.

The team member from the police department becomes the one contacted for law enforcement-related problems; the same is true for fire, public works, and planning and community development. Teams coordinate external contract with each of the groups under their care and make certain that problem-solving occurs. Teams become advocates for the area they serve.

### CONCLUSION

Local government managers are among the most resourceful of all public servants. They are close to the public so they know daily the public's perception of how effectively it is being served. These factors encourage local government managers to adapt and innovate.

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Too often, local government decision-making relies on narrow, professional advice. Professional recommendations for street widening, traffic signals, rezoning, or the hours of operation of recreation facilities receive preliminary approval, and then are placed on meeting agendas for formal action. At this point, citizens learn of the impending decision (often for the first time) and attend the official meeting to voice their opinions. At the least, hard feelings result; at worst, disagreement blocks or delays a decision and results in inaction.

Geographic service districts give the local government managers a partnership with the citizenry that encourages public participation in government. Smaller, human-scale structures allow for two-way communication between citizens and their government, and at the same time increase the accountability of everyone involved. Public participation becomes a routine occurrence, not an exception that is reserved until confrontation is imminent.

Too often, local governments shield themselves from direct public involvement through the very processes designed to encourage it. When it is somehow the public's "fault" for not knowing how to find the narrow opening provided for participation, much faith may be placed in professional opinion, and too little in the wisdom of the public.

### Quality of life is the business of the entire community.

In the information age it is difficult to distinguish between data and information. It is even more difficult to determine whether substantive public participation has emerged from the forums provided for that purpose.

Obviously, professional opinions should carry great weight in matters of public health or safety, but many of the contentious problems placed before local governing bodies could have been avoided if "citizen-centered" policy-making had been the practice of the local government.

Each local government adopting this approach will develop unique solutions likely to be effective only within its own community. No two solutions will be alike; fragmentation and innovation should occur. It is important to find those solutions that work and make sense in the context of your jurisdiction. Citizen-centered public policy and neighborhood improvement programs will involve innovation, change, and local "tailoring" to ensure a snug fit.

Quality of life is the business of the entire community. Governing is the blending of the resources of the public, private, and the not-for-profit sectors to solve problems and improve the quality of life. The social and civic infrastructure of the community, however, is an important determinant of the quality of life, and must

be maintained with the same vigor and enthusiasm as solutions that require bricks and mortar.

Neighborhood service delivery programs require that we expand the traditional view of government responsibilities to include significant partnerships with the other sectors of society. Approaches such as community strategic planning have been used to help elected and appointed officials identify community goals. However, little effort has been made to develop programmatic strategies to achieve the implementation of strategic plans. Neighborhood service delivery should be viewed as a vehicle to implement common community goals, while at the same time creating local government organizations that are citizen-centered and human-scale.

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<sup>2</sup> Robert A. Nisbet, *The Quest for Community: A Study in the Ethics of Order and Freedom* (New York: Oxford University Press, 1990), p. 197.

<sup>3</sup> Frank Bryan and John McClaughry, *The Vermont Papers: Recreating Democracy on a Human Scale* (Post Mills, Vermont: Chelsea Green, 1989).

<sup>4</sup> Kirkpatrick Sale, *Human Scale* (New York: Putnam, 1980), p. 181.

<sup>5</sup> Roberta Brandes Gratz, *The Living City: How Urban Residents Are Revitalizing America's Neighborhoods and Downtown Shopping Districts by Thinking Small in a Big Way* (New York: Simon and Schuster, 1989), p. 141.

<sup>6</sup> "Building Partnerships, Changing Opinions in Wilmington's Backyards," *Network News* (August 1990), pp. 6-8.

<sup>7</sup> Louis Santy, "Aggressive Maintenance," *Operations Forum* (November 1985), pp. 16-19.

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Management Information Service  
Neighborhood Service Delivery

Volume 25 / Number 4  
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# CITY OF MILWAUKIE



COMMUNITY DEVELOPMENT  
PUBLIC WORKS

6101 S E. JOHNSON CREEK BLVD  
MILWAUKIE, OR 97206

TELEPHONE: 652-4410  
FAX: 774-8236

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

COMMUNITY DEVELOPMENT DEPARTMENT  
July 20, 1993

TO: Milwaukie City Council

THRU: Dan Bartlett, City Manager *Don*

FROM: *MC* Maggie Collins, Community Development Director  
Jim Crumley, Associate Planner

RE: Impacts of Johnson Creek Blvd. Annexation (AN-92-01)

Attached is the first part of a two-part report on the impact of the annexation of a portion of Johnson Creek Blvd. including the City's Public Services Facility.

MC:JC:jpg

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CITY OF MILWAUKIE  
COMMUNITY DEVELOPMENT DEPARTMENT

Staff Report  
July 20, 1993

IMPACTS OF ANNEXATION  
OF A PORTION OF JOHNSON CREEK BOULEVARD

PART ONE

INTRODUCTION

It is the goal of the City of Milwaukie's Comprehensive Plan Growth Element "to identify the City's future planning and service area, establish the respective responsibilities for reviewing and coordinating land use regulations and actions within the area, and determine the most cost-effective means to provide the full range of urban services within the area".

On July 5, 1990 the City of Milwaukie and Clackamas County signed an Urban Growth Management Agreement (UGMA) defining the City's role and responsibilities for providing cost-effective and coordinated services in the North Clackamas area. The UGMA sets the physical boundary in which the City would have a role; it also defines two locations, Dual Interest Areas A and B, in which the City would target annexation-for the short term.

It continues to be the policy of the City to only support annexations which conform to established urban service and growth management policies found in the City Growth Element of the Comprehensive Plan.

The Johnson Creek Annexation, AN-92-01, conforms to those policies in that:

- The area is located within Dual Interest Area A of the Urban Growth Management Boundary; and
- The City is able to provide an adequate supply of needed services; and
- A majority of residents and property owners within the area desire City services.

PURPOSE

The purpose of this report is to identify services and functions within City Departments, that now apply to the newly annexed area (see map).

The report will identify the existing levels of public services and determine some of the short and long term needs. It is further hoped that this report can serve as a conceptual guide for the evaluation of future annexation requests.

PHYSICAL ENVIRONMENT

AN-92-01 encompasses an area of approximately 20 acres north of Johnson Creek Boulevard between SE Flavel Drive and SE 55th Avenue. The area lies between the toe of the bluff and the south right-of-way line of the Springwater Corridor. The annexation area also includes one parcel south of the Springwater Corridor at Wichita Avenue.

CITY OF MILWAUKIE COMMUNITY DEVELOPMENT DEPARTMENT  
REPORT TO CITY COUNCIL - Impacts of JCB Annexation (AN-92-01)  
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There are 30 tax lots owned by 21 individual land owners. The annexation also includes public rights-of-way in the form of Johnson Creek Boulevard and the Springwater Corridor, which is under the ownership of the City of Portland. There are 11 single family dwellings with an estimated population of 27 persons. There are 9 commercial structures, three industrial structures and the City of Milwaukie Public Works facility. The 1992 tax valuation was \$3,212,910.

DEMOGRAPHICS

Only 6 out of the eleven households responded to a census questionnaire. Five of the six households were occupied by senior citizens with an average population of 1.5 persons per household. Because the Center for Population Research at Portland State lacks the staffing during the summer to provide requested statistics on age distribution, incomes, home sizes and other relevant information, an estimated population of 27 is being used at this time.

EXISTING INFRASTRUCTURE

Nine of the twenty parcels are currently connected to the City's sanitary sewer system; five others are within the Johnson Creek Local Improvement District (LID) but not connected to the sewer system at this time.

Water service is provided to all properties, with the exception of the City's Public Works facility, by the Clackamas Water District. The Public Works facility is served by City water via an extraterritorial agreement.

There is an existing storm sewer system located on the north side of Johnson Creek Boulevard which appears adequate to serve the surface runoff of the annexation area.

The maintenance of Johnson Creek Boulevard and SE 58th Drive will remain the responsibility of Clackamas County. The City will take jurisdictional responsibility for SE Stanley Place and SE 58th Avenue.

EVALUATION PROCEDURE

Every attempt has been made to include input from all departments of the City which will be required to provide service to this annexed area. A detailed outline was distributed to each department providing urban services, and responses were compiled by the Community Development Department.

Individual fiscal impacts of serving this area are reported on a department-by-department basis in the following sections of this report.

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The purpose of this analysis is to be able to consolidate fiscal impacts into a single document so that the overall picture is more easily evaluated. This will be done in a subsequent report.

Detailed mapping of this area was to be a part of this report; however the GIS System has not been sufficiently expanded to cover this area at this time. Complete mapping of this area will be completed on the GIS or CAD systems in the near future.

COMMUNITY DEVELOPMENT

The annexation area north of Johnson Creek Blvd. currently retains its Clackamas County Comprehensive Plan designation of "Industrial" and County Zoning of "I-3". The single parcel south of Johnson Creek Blvd. is planned and zoned residential. Although only three of the parcels are presently developed as industrial uses, the annexed area is physically separated from residential uses to the north by a forty-foot high bluff and from the residential area to the south by Johnson Creek boulevard and Springwater Corridor. There are industrial uses to the east and west of this area.

The Community Development Department will review this area for appropriate City Plan designation and zoning later this year.

POLICE

The Chief of Police has reported that the annexation area presents no special problems. The area, however, is not considered a "low call" area either. Generally business properties, other than retail, generate fewer calls for service than residential properties.

FIRE

The Fire Chief reports that there are no extraordinary risks presented by this annexation. The alarm response into the annexation area should not pose any significant increase in the current operational levels of the department. Additional Fire-Rescue resources beyond the City's response capabilities are provided by a mutual aid/mutual response agreement with adjacent public safety organizations.

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## STREETS

The City of Milwaukie automatically assumed jurisdiction of Stanley Place and 58th Avenue upon annexation. Because they are public streets and not in the County's maintained system, the City will not receive County funds to bring them up to City standards.

The City of Milwaukie does not, under normal circumstances, provide the funding to construct residential streets. The City policy is to provide street lighting and a minimum improvement consisting of an oilmat (chip seal) or 24' of AC paving for ease of maintenance. If the adjoining property owners wish a higher level of improvement, they will have to form a Local Improvement District (LID) to fund these improvements.

SE Stanley Place has a 30 foot right-of-way and is surfaced with gravel. Two of the five driveways are concrete and there are no curbs, gutters, sidewalks, storm drains or street lights.

The Public Works Street Supervisor has determined that the immediate and short term improvements should include grading and oilmating at a cost of approximately \$3,400. However, there are no funds allocated in the 1993-94 budget for these improvements.

The costs of bringing Stanley Place up to City standards have not been calculated due to the unknown costs of acquiring rights-of-way. The cost of A/C paving and concrete curbs alone is approximately \$7600.

SE 58th Avenue has a 45 foot right-of-way and is also surfaced with gravel. The Public Works Department has allocated \$5000 in the 1993-94 street budget to construct the minimum improvements necessary to provide effective maintenance. The costs of other street improvements have not been calculated, as they would be the responsibility of the adjoining property owners under a LID structure.

The cost of installing street lighting has not been received from PGE at this time. Installation and operation costs of street lights are born by the City and will be installed on both Stanley Place and 58th Avenue.

## STORM SEWER

The majority of the storm sewer system lies within the Johnson Creek Boulevard right-of-way and will remain the responsibility of Clackamas County. Approximately 350 feet of storm sewer serves SE 58th Avenue and will become the responsibility of the City of Milwaukie.

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At the current time the 58th Avenue system is adequately serving six properties in the annexation area. However, this line is extremely old and runs directly into Johnson Creek. Its long term adequacy is in doubt.

The properties west of and along SE Stanley Place do not have storm sewers at this time. These properties drain to the north and into a small, unmaintained swale which then runs to the west and ultimately into the below-grade system along Johnson Creek Blvd. The long term adequacy of this drainage system is not known at this time.

SANITARY SEWERS

Ten of the thirty parcels are connected to the City of Milwaukie sanitary sewer system constructed through the Johnson Creek LID to serve the properties along Stanley Place and 58th Avenue. The sewer main was extended by extra-territorial agreement to serve Wichita Hardware and the Public Works facility.

There are five properties in the annexation area which could connect to the existing sewer system. The properties west of Stanley Place would have to construct additional mains and/or relocate the lift station at their own expense. The long term plan for sewer service to this area includes a relocation of the lift station from Stanley Place to SE 55th Avenue at the expense of the City. The true cost of the pump station relocation and attendant sewer mains cannot be determined at this time due to the fact that the final placement and service area has not been determined.

WATER

The Public Works facility is the only property in the annexation area currently being served by City water. All other properties are served by the Clackamas Water District. The ultimate long term water provider has not been determined at this time. There are ongoing discussion between the various water districts in the area revolving around the formation of a regional water authority.

The existing water service facilities are very old and only marginally adequate for fire suppression purposes. The Public Works water supervisor estimates that the cost to bring the system up to City standards would be approximately \$123,400.

It would not be possible to simply disconnect the existing distribution system from Clackamas water and connect it to Milwaukie's main lines. The Clackamas system is necessary to serve users to the north and is required to "loop" their system.

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The decision of which water agency will have the long term responsibility to provide water to this area must include consideration of the remaining unincorporated areas between the annexation area and the Multnomah County line which lies above the optimum service elevation of the City.

FINANCE

The Finance Director reports that the total assessed valuation of the annexed area is \$1,902,650. This figure includes the deduction of the City's Public Works Facility value of \$1,321,680 which is not assessed.

Based on the recomputed tax base rate of 0.48908 %, the increase in revenue to the City's General Fund is \$9,305.56 for this tax year.

SUMMARY

The City of Milwaukie currently provides full services for police, fire, building permits, code enforcement, and land use planning.

Partial services, or shared responsibilities, are provided by the City for sanitary sewers, road maintenance, and water as described in the body of this report.

ATTACHMENTS:

1. Vicinity Map





Name: Richard A. Rayner Date: 6-24-93  
 Street Address: 12403 SE 41st Ct. Milwaukie OR 97222  
 Business Phone: 503-230-5130 Home Phone: 503-653-3497

How long have you been a Milwaukie resident? Since June 1992  
 Are any members of your household currently serving on a City of Milwaukie Board or Commission? If so, which Commission No  
 Are you a registered voter in Milwaukie? Yes  
 How did you learn about this position? Milwaukie Pilot Article

Current Position: Residential Exchange Employer: BPA  
 Employer's Address: 905 NE 11th Portland OR 97208 Phone: 230-5130

Please list any prior civic or professional activities. Vice-President Ashlawn Civic Assoc. Vienna Va ; Vice-President Cardinal Hill Swim & Racquet Club, Vienna VA ; Market Research Committee Chairman, American Gas Association.

Why would you like to be appointed to this commission? To use my experience in making a contribution to the City

What special training, skills, or experience have you had which would be pertinent to this application? I am a Public Utilities expert I have conducted Cost-of-Service Studies, designed utility rates, and testified as an expert witness in more than 20 cases

Boards or Commissions in which you are interested. Citizens Utility Advisory Commission

Please complete this form fully so City Council can evaluate your application.  
 Thank you for the extra time and effort.

\*\*\*\*\*

Received at City Hall \_\_\_\_\_ Information Sent \_\_\_\_\_  
 Interviewed \_\_\_\_\_ Appointed \_\_\_\_\_  
 Commission \_\_\_\_\_ Term Expires \_\_\_\_\_

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**RICHARD A. RAYNOR**

12403 SE. 41st Court  
Milwaukie, OR 97222  
Office (503) 230-7494  
Home (503) 653-3497

**EXPERIENCE**

**Bonneville Power Administration, Portland, Oregon**  
**Director, Residential Exchange Program, 1992-Present**

Direct a staff of 46 in implementing the Residential Exchange Program created by the Northwest Power Act of 1980 and manage a budget in excess of \$200 million. Provide policy guidance and direct review of filings made by publicly-owned and investor-owned utilities. Meet with utilities, regulatory bodies, government agencies, legislative committees, and legislative representatives to discuss, negotiate, and resolve policy issues relating to the program. Provide data and explanations regarding the program to media and to Congress. Direct the review, approval, and administration of Residential Exchange contracts, including determinations of amounts due to, or owed by BPA, and processing of invoices and payments. Direct the preparation of financial analyses, including financial forecasts of individual utilities to forecast Residential Exchange costs, the largest BPA program in the budget. Monitor performance and contract compliance for a \$2 million consulting services contract. Represent BPA in industry committee assignments and collaborative processes. Prepare and conduct seminars for regional utilities and State governments covering BPA's Residential Exchange Program procedures and policies. Perform the full range of personnel management functions.

**General Services Administration, Washington, DC.**  
**Supervisor, Office of Public Utilities, 1980-1992**

As Supervisory Rate Case Coordinator, direct the review of issues in public utility rate filings. Issues for consideration are: cost-of-service, cost allocations and classifications, rate design, load forecasts, class rates of return, overall rate of return, rate base, load characteristics, and revenue distribution. Based upon findings, select issues for intervention positions and coordinate development of expert testimony with primary counsel. Review issues with commission staff. Determine the specific resources required to present and defend the position and interests of Federal Agencies. Assign specific portions of the case to specialists. Direct personnel in the preparation of expert testimony. Attend hearings and act as technical advisor to General Counsel. Testify at formal proceedings as an expert-witness before Federal and State regulatory bodies. Direct the development of cross examination of other expert witnesses. Participate in development of legal briefs.

**Systematics General Corporation, Falls Church, Virginia**  
**President, Raynor Associates Division, 1978-1980**

As head of Consulting Division providing financial and management services, responsible for project conception, design, data collection, management of analysis, review conclusions, make recommendations. Presentation of results to executive level management, including Board of Directors. Responsible for internal budgeting and administration, as well as training of junior associates. Develop computer programs for service development. Responsible for hiring staff, contracts with associates, administration, marketing, and organization of projects.

**Rural Electrification Administration, Washington, DC.**  
**Chief, Electric Rates Branch, 1976-1978**

As Branch Chief, manage staff of 10 analysts who provide financial and management analysis to REA borrowers. Conduct a continuing research program dealing with financial management of public utilities. Design and conduct annual seminar dealing with management, financial, and regulatory issues. Conduct internal training sessions for staff development, as well as for foreign executives, sponsored by the Agency for International Development. Visit State Public Service Commissions to discuss electric cooperative regulatory issues with commissions and staff.

**Communications Satellite Corporation, Washington, DC.**  
**Manager, Rates and Regulatory Analysis, 1971-1976**

Responsible for the development of a total rate policy consistent with corporate goals that meet regulatory requirements. Develop and coordinate the presentation of economic data required for regulatory support of new service rates and charges in existing matters including: tariffing, costing, pricing, planning, marketing, and engineering. Research of pricing on a local, national, and international level. Functional responsibility for determination of revenue requirements, target rates of return, rate design, revenue forecasts, and filing of tariffs.

**Ebasco Services, Inc., New York, New York**  
**Senior Consultant, 1965-1971**

Responsible for participation in market and economic research studies for manufacturers, public utilities, and governmental agencies. Conduct and report the results of market potential studies, share of market studies, opinion and attitude studies, regional economic base data, industrial development studies, acquisition and diversification studies, competitive analysis, demand patterns, regulatory trends, and long range planning studies. Editor of newsletter discussing utility trends.

**Long Island Lighting Company, Mineola, New York**  
**Financial Analyst, 1957-1965**

Participate in development of modern techniques of financial planning and control. Evaluation of results against corporate objectives. Application of financial and other criteria to long range forecasting and profit planning. Responsible for compilation of data and preparation of monthly functional analysis of operations. Participation in corporate budget preparation, coordination, and revisions.

**Supervisor, Forecasts**

Responsible for preparation of short and long range system gas and electric forecasts. Monitor external factors to determine impact on demand for energy and consumption of energy to identify significant trends. Plan and prepare market research studies, primarily of consumption patterns, to aid in economic and engineering decisions. Advise top management of developments in these areas. Provide input to regulatory filings.

EDUCATION

Bachelor of Science, Economics-Business  
Hofstra University, 1965

Master of Business Administration  
Hofstra University, 1969

PERSONAL STATISTICS

Memberships (Past and Present)

- Planning Executives Institute
- American Marketing Association
- National Association of Business Economists
- Omicron Delta Epsilon (National Honor Society in Economics)
- Past Committee Chairman, American Gas Association, Market Research Committee
- Member, Rural Electrification Administration Conservation Committee
- Member, American Public Power Association Rate Committee
- Member, Rural Electrification Administration, Electric Rates Committee
- Member/consultant, NRECA/CFC Power Supply Committee (Financial and Economic Impact Sub-Committee)

PUBLICATIONS

The Management of Organizational Change  
Hofstra University School of Business, Spring 1969

Competition in a Regulated Environment  
Public Utilities Fortnightly, July 4, 1974

Designing Rates for Load Management  
Management Quarterly, Summer 1978

Challenges of Modern Rate Concepts to Small Utilities  
Proceedings, Northwest Public Power Association, 1978 Symposium

Updating Line Extension Policies  
Proceedings, Northwest Public Power Association, 1979 Symposium  
and Management Quarterly, Winter 1979

### CITIZENS UTILITY ADVISORY COMMISSION

**Mission:** Provide input into the methods and manner in which City utility rates and capital improvements are scheduled and carried out.

**Functions:**

1. Reviews existing rate structure and capital improvement programs for the various City utilities
2. Advises City Council in review and enactment of future utility rate structures and capital improvement programs
3. Promotes public knowledge, understanding, acceptance, and support of official utility programs proposed or instigated by the City

**Membership:** Seven members appointed by the Mayor and City Council. Appointments are made for terms of four years. No person shall hold appointment for more than two full consecutive terms.

**Qualifications:**

1. Each member shall be a Milwaukie resident throughout his/her term
2. Five members shall be representative of such general interests as real estate, retail sales, industry, housing, and banking. Two members shall be citizens-at-large.

**Meetings:** The commission meets at least once a month--the third Thursday in the evening--and may schedule additional meetings as necessary.

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CITIZEN'S UTILITY ADVISORY COMMISSION

SUGGESTED QUESTIONS FOR INTERVIEWS

1. Why are you interested in becoming a member of the CUAC for the City of Milwaukie?
2. What special experience or qualifications do you believe you will bring to this commission?
3. What do you feel is the major need of the City of Milwaukie within the sphere of influence of this commission?
4. In what ways would you promote public knowledge and understanding of proposed City programs?

# CITY OF MILWAUKIE



FAX (503) 652-4433

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

July 12, 1993

To: Mayor and City Council  
 From: Dan Bartlett, City Manager *DB*  
 Re: City Manager Evaluation

### Action Requested

Adopt by motion the standards and criteria, listed as Attachment A, to be used in evaluating the City Manager.

### Background

The Oregon Public Meeting Law allows executive sessions to evaluate the performance of the City Manager, if the evaluation is based on standards adopted by the Council (ORS 192.660 (1)(i)). The attached criteria and the 1992-1993 Council Goals are the basis by which I expect to be evaluated by the Council.

The Council Goals were adopted by the Council on March 17, 1992. The City Manager Profile was adopted by prior City Councils. It needs to be reviewed and discussed by the current Council "in meetings open to the public in which there has been the opportunity for public comment."

I am asking that you review the profile and make any changes which the Council feels need to be made, then adopt the profile by motion.

cc: File  
cm684/hd

DRAFT PROFILE  
CITY OF MILWAUKIE  
CITY MANAGER

EDUCATION AND EXPERIENCE

Bachelor's degree or equivalent experience in public and/or private administrations and five years management experience.

SKILLS AND PAST PERFORMANCE

I. Administrative Ability

Good interpersonal communication skills with staff, council and community. Demonstrated performance in managing and organizing municipal departments or complex private organizations. Ability to delegate responsibility; develop and implement multi-year goals and priorities.

II. Budget and Finance

Overall knowledge of municipal budgeting laws. Experience with bonding and grant development and administration. Ability to develop alternate forms of financing city functions and projects; work within financial constraints.

III. Labor Relations/Personnel

Ability to maintain good communication with staff to encourage and enhance a cooperative working environment; communicate city goals and needs to employees; understand and oversee labor relations activities; work effectively with employee organizations.

IV. Community Relations

Ability to provide link between the Council and business community to further the goals of the city; provide a positive image of the City to the community; solve citizen problems with fairness and in a courteous and timely manner; involve citizens in city issues and programs. Good public and media relations; good communications skills.

V. Council Relations

Ability to prepare fully researched materials for Council action including alternatives and recommendations; carry out the intentions and directions of the Council; objectively present all sides of issues; keep Council well informed on a regular basis; build mayor-council staff partnership.

VI. Intergovernmental Relations

Ability to relate and develop good working relationship with other local governments and intergovernmental agencies; represent the City on commissions, boards and committees; use resources of other agencies to benefit the City and the community.

VII. Innovation and Achievement

Ability to be creative in seeking solutions to City problems. Experience in facing and finding solutions to community and economic problems. Experience in economic development; public works programs; and annexation.

MILWAUKIE POLICE DEPARTMENT

Memorandum

TO: Mayor and City Council

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

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

DATE: June 15, 1993

SUBJECT: NATIONAL NIGHT OUT

Action Requested:

Adopt resolution designating Tuesday, August 3, 1993, as "National Night Out" in Milwaukie.

Background:

The National Association of Town Watch, U. S. Department of Justice, and the Milwaukie Police Department seek to heighten crime and drug prevention awareness and strengthen neighborhood spirit and police/community relations through the "National Night Out" program.

Citizens will be asked to turn on their porch lights from 7:00 p.m. to 10:00 p.m. August 3rd and spend the evening outdoors with their neighbors and police personnel. Several block parties are scheduled under the sponsorship of local Neighborhood Watch programs. The district police officer and "McGruff" will be visiting these events.

We will be working through local media, including the cable TV public notice system, the Milwaukie Pilot, and posters in local businesses, urging citizens to obtain crime prevention information and join one or more of our citizen programs: Advisory Committee, Neighborhood Watch, Block Home, or Volunteers in Crime Prevention, assisting us in reducing opportunities for crime and making our city more liveable.

In adopting this resolution, Council can affirm the City's commitment to strong police/community action programs.

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, RECOGNIZING "NATIONAL NIGHT OUT" IN THE CITY OF MILWAUKIE.

WHEREAS, the National Association of Town Watch is sponsoring the tenth annual edition of an important nationwide crime and drug prevention event on August 3, 1993, called "National Night Out"; and

WHEREAS, the "National Night Out" provides a unique opportunity for the City of Milwaukie to join forces with thousands of other communities across the country in promoting cooperative police/community crime and drug prevention efforts; and

WHEREAS, the Milwaukie Police Department plays a vital role in assisting local citizens through joint crime prevention efforts and is supporting "National Night Out" locally; and

WHEREAS, it is essential that all citizens of Milwaukie be aware of the importance of crime prevention programs and impact that their participation can have on reducing crime and drug abuse in Milwaukie; and

WHEREAS, neighborhood awareness, community unity, and police/community cooperation are the important themes of the "National Night Out" program;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Milwaukie that Tuesday, August 3, 1993, be designated as "National Night Out" in Milwaukie.

Introduced and adopted by the City Council on \_\_\_\_\_.

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

ATTEST:

\_\_\_\_\_  
City Recorder

APPROVED AS TO FORM:

\_\_\_\_\_  
O'Donnell, Ramis, Crew & Corrigan

# CITY OF MILWAUKIE



FAX (503) 652-4433

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

July 12, 1993

To: Mayor and City Council  
 From: Dan Bartlett, City Manager *DB*  
 Re: Institute of Portland Metropolitan Studies

### Action Requested

Authorize the City Manager to contribute \$2,500 to the Institute of Portland Metropolitan Studies.

### Background

The City has received a request from the Institute to contribute \$2,500 to support this organization. This would fund the Institute's efforts to provide a neutral forum where issues of metropolitan significance can be discussed; conduct public service research; and provide for improved communications.

The City has \$25,000 budgeted for general government dues and subscriptions. This supports the following memberships:

League of Oregon Cities (93-94)	\$ 8,547
Boundary Commission (93-94)	1,955
Metro (92-93)	8,400
National League of Cities (93-94)	1,000
Greenspaces (93-94)	1,500
FOCUS (1992-1993)	<u>1,680</u>
<b>TOTAL</b>	<b>\$23,082</b>

Funding this request would go a little over the amount budgeted in the line-item, but would be well within the \$211,700 in the general government division of the Finance Departments budget.

The attached material describes the structure and programs of the Institute. I would recommend funding this request.

cc: File  
 cm685/hd

2

# Portland State University

P. O. Box 751, Portland, OR 97207-0751

June 17, 1993

Dan Bartlett  
City Manager  
CITY OF MILWAUKIE  
10722 SE Main Street  
Milwaukie, OR 97222

Dear Mr. Bartlett:

Over the past several years, Portland State University has increasingly dedicated itself to programs of community service to better serve the needs of the metropolitan area. The identity and focus for Portland State will be drawn from the relationship of the University to the communities of the five-county region. These initiatives take a variety of forms, but all of them are dedicated to a new spirit of collaboration and community involvement. Among those new programs is the **Institute of Portland Metropolitan Studies**.

The Institute of Portland Metropolitan Studies is a new research institute here at Portland State University. The mission of the Institute is to better connect University resources to metropolitan issues by:

- 1) providing a **neutral forum** where issues of metropolitan significance can be discussed in an objective and free-spirited manner;
- 2) engaging in a program of **public service** research; and
- 3) improving communications and the **flow of information** between the University and the communities it serves.

The Institute is just now developing its programs. Our research program will be derived from a thorough inventory of metropolitan issues, a process that you will have a direct hand in. The Board will use the issues referred by cities, counties, special districts, business and community organizations and others to define research projects to be carried out in the next two years.

The communications projects that we are considering include:

- a) Metropolitan Newsnet - a pilot electronic information network linking jurisdictions, other service providers, and civic organizations. In addition to providing links between organizations, we are working with the Oregonian to offer you an ongoing clipping-service for issues as they appear in any of the eleven editions of that newspaper.
- b) Annual Leadership Conference - an overview of the region's economy, demographic trends, public finance issues, and public attitudes for elected officials and civic leaders.
- c) Metropolitan Clearinghouse - a central repository for reports and studies regarding metropolitan issues, and for information about projects in progress.
- d) Project Match - a program to better match community issues and needs with university resources, in a timely manner. Project Match will offer members of this community assistance with determining whether and how available university resources can be applied to community issues and needs.

Dan Bartlett  
June 17, 1993  
Page 2

Undoubtedly, this list will change and grow as our programs get underway. We are committed to an ongoing program of consultation with cities, counties, other service providers, and business and civic organizations in the metropolitan area to make sure that our efforts remain useful, of service, and on target.

The Institute is governed by a 21-member board, a list of whose members is included with this letter. The operating costs for the Institute -- staff salaries, basic materials, space, etc. -- are being provided by the University. However, support for our program activities must come from outside sources. We are actively pursuing grants from a variety of private and public sources. We are seeking contributions from private sector interests and organizations in the five-county metropolitan area.

**However, the third leg of our funding "stool" is contributions from local units of government and other public sector service providers.** In 1992, the City of Portland contributed \$100,000 to the Institute's program fund. Again, those dollars will only be expended on program, since our basic operating expenses have already been provided by the University. This year we need additional contributions from jurisdictions like your own. Towards that end, the Institute is requesting a \$2,500 contribution from Milwaukie through your 1993-94 budget process.

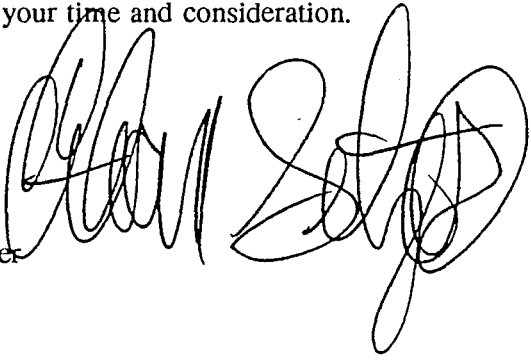
The funds that we are requesting will be used to establish the kind of track record needed to secure program funding from other sources. Your contribution will be pooled with others. You will have the opportunity to participate in the selection, creation and implementation of our programs.

We need your involvement. Your participation at this time is a critical part of building the capacity of the Institute to serve the metropolitan area, and to attract support from foundations and private sources. We want the Institute to emerge as a partnership -- within the university, between the university and the community, and within the community -- and your contribution to funding our start-up programs will be crucial to helping that partnership land on its feet.

Please feel free to contact me should you have any comments or questions. I would be glad to meet with you to discuss the Institute and the role that it could play in this metropolitan area.

Thanks for your time and consideration.

Sincerely,



Ethan Seltzer  
Director

ES:ae

enc.

4

**Institute of Portland Metropolitan Studies**  
**Portland State University, School of Urban and Public Affairs**  
**Mission and Programs**  
**May 24, 1993**

The Institute of Portland Metropolitan Studies is a new service and research center at Portland State University. The mission for the Institute is to bring the resources of higher education to bear on the issues of the five-county metropolitan area (Yamhill, Clackamas, Multnomah and Washington Counties in Oregon, and Clark County in Washington). These resources include the incorporation of metropolitan issues in the classroom, faculty and student research projects, and the unique role that the university can play as a neutral forum.

In this respect, the Institute serves as a new "front door" for the University. The model employed in the development of Institute programs is one of collaboration. Rather than serving as a consultant to local communities, or as a free-standing research center, the Institute seeks to broker collaborative projects that have both scholarly value for students and faculty, and practical application in area communities. Hence, to address its mission, the Institute must become recognized as a source for comprehensive information about the needs and dynamics of the metropolitan area, adept at finding and providing the resources needed to enable projects to result in quality products, and able to bridge organizational boundaries to create collaborative responses to critical metropolitan issues.

The Institute is governed by a 21-member Board, appointed by the President of the University and drawn from throughout the five-county area. The Board is responsible for establishing policy to guide the development of the Institute. To address its mission, the Board and the Director will develop two primary program areas: research and communications.

The research program of the Institute will be developed based on a survey of metropolitan issues. A broad group of community and business organizations, local governments and service providers, and academic departments will be asked to comment on a preliminary list of issues gleaned from surveys, strategic plans and needs assessments. The Institute will then seek proposals for research projects to address the top priority issues. Over time, the research projects sponsored by the Institute will collectively serve to broaden our appreciation and knowledge of the characteristics that define this metropolitan area.

In its second program area, communications, the following kinds of projects will be developed by the Institute to improve the flow of information in the metropolitan area:

- i) Orientation to the Metropolitan Area - a half-day session for newly elected officials and civic leaders to acquaint them with the metropolitan dynamics that provide a context for their actions.

- ii) Metropolitan Newsnet - a pilot electronic network linking elected officials and civic organizations for information sharing and for the provision of an electronic news clipping service covering the entire area.
- iii) Metropolitan Clearinghouse - a central repository for reports and studies regarding metropolitan issues.
- iv) Project Match - an intake and referral system for appropriately connecting community interests with university resources, for marketing university interests to the community, and for connecting community interests to each other.
- v) Issue Study Groups - occasional study groups established to review present and emerging issues in a collegial setting involving faculty, students, and community leaders.

Resources for Institute programs will come from four sources. Portland State and the Oregon State System of Higher Education will provide salaries for a director and secretary, heat, space, light, and basic overhead. The Institute will seek donations from local government to fund its program activities in the first few years. The track record developed in the first few years will be used to seek other sources of funding and possibly an endowment to offset annual local contributions. Grants from foundations and state and federal agencies, will be sought to fund start-up projects for the Institute and for endowment funding. Finally, donations and funding will be sought from private sector funders.

**For more information, please contact:**

**Ethan Seltzer, Director  
 Institute of Portland Metropolitan Studies  
 Portland State University  
 P.O. Box 751  
 Portland, Oregon 97207-0751**

**(503) 725-5170  
 (503) 725-5199 facsimile**

6

**Institute of Portland Metropolitan Studies**

**Members of the Board**

5/24/93

	<u>Area Represented</u>	
William Scott, Board Chair	-	Portland
Richard Ares	-	Clackamas County
Mayor Vera Katz	-	Portland
Rena Cusma	-	Metro
Councilor John Godsey	-	Hillsboro City Council
Merwyn Greenlick	-	Oregon Health Sciences University
Joanne Hazel	-	Oregon City School Board
Commissioner Ted Lopuszynski	-	Yamhill County Commission
Commissioner John Magnano	-	Clark County Commission
Eldon Mills	-	Washington County
Robert Mitchell	-	Tualatin Valley Water District
Sue O'Halloran	-	East Multnomah County
Gimi Page	-	Clark County
Fred Rosenbaum	-	Portland
Ruth Scott	-	Portland
Susan Sokol Blosser	-	Yamhill County
Fred Stickel	-	Portland
Carl Talton	-	Portland
Councilor Suzanne VanOrman	-	Oregon City Commission
Greg Van Pelt	-	Washington County
Nohad Toulan (ex-officio)	-	Portland State University

consultation with our donors, metropolitan area communities and civic organizations, and with university faculty and departments.

**How can I find out more?**

Feel free to contact Ethan Seltzer, Director, at 725-5170 (725-5199 fax). Also, watch your mailbox for the Institute Bulletin, a quarterly recap of projects published in January, April, July, and October and sent to a mailing list of about 700, including jurisdictions and agencies.

**THANKS!**

**Institute of Portland Metropolitan Studies  
Local Funding Request  
Questions and Answers  
June 21, 1993**

**Why is the Institute seeking funding?**

First, we want to develop a source of funds for the research program that will enable us to establish a track record. Contributions from cities, counties, special districts, and regional and state agencies in the 5-county area will be used to create the products that will enable the Institute to seek endowment funding from private and grant sources. The university provides all of the overhead, thereby reserving contributions for research program expenses only.

Second, the Institute is seeking participation from as many jurisdictions and service providers as possible. The Institute does not want to be perceived to be beholden to a single funder. In this instance, the metropolitan area has a great opportunity and challenge: to build off of the \$100,000 contribution of the City of Portland. Towards that end, we would like to have the participation of every jurisdiction and agency at a level that they feel they can afford.

**How was the allocation schedule developed?**

The request made to cities and counties is based on population, using population as a rough indicator of ability to pay. The specific amounts were developed by the Development Committee of the Board. For special districts, the requests were developed using the dues structure for the Special Districts Association of Oregon, and through consultation with Board members having direct experience with special district governing boards. Some have raised the concern of double taxation, where the citizens of a district might also be represented by multiple districts and/or jurisdictions in our allocation schedule. Nonetheless, our goals include both revenue and participation, and we expect a trade-off between the two.

**What are the benefits of contributing to the Institute's research fund?**

First, Portland State is committed to better serving this metropolitan area, and the Institute, properly funded, can help to better extend the resources of the university to metropolitan area communities. In fact, we are already developing concrete products aimed at furthering collaborative approaches to metropolitan issues. These include the Metropolitan Clearinghouse, Project Match, the Leadership Forum on April 24, and Metropolitan Newsnet.

Second, the research work that we are proposing to engage in will help to better characterize the environment for local policy development and planning.

By investing in our program, donors will help to develop information about the environment for their decisions useful to long-term and strategic planning efforts.

Third, support for the research program now will enable the Institute to develop ongoing sources of support from non-public sector funders. A little invested now will leverage more for both present and future activities of the Institute.

Finally, the Institute has been developed as a catalyst for collaborative action. The fiscal times that we are in require a high degree of collaboration among public and private interests. The Institute can help to develop collaborative efforts of service to jurisdictions and agencies and their constituents.

**Would the Institute accept less than the requested amount?**

The answer is certainly "yes". Our desire to seek funding from local jurisdictions agencies is driven by two objectives: revenue and participation. Given the fiscal challenges facing all public sector entities today, we certainly understand concern regarding a request for funding. As you'll note from the allocation schedule sent with the original request, we've tried to scale our requests to the capability of the community. Nonetheless, those at the local level are obviously in the best position to determine the extent to which they should and could participate.

**If a jurisdiction or agency doesn't contribute, will it be cut off from Institute projects or products?**

No. Our mission is to serve the communities of the metropolitan area by better connecting them to the resources of the university. This is a direct extension of Portland State's mission statement. Therefore, we will continue to reach out and attempt to involve communities from throughout the metropolitan area as we proceed. Our request for funding from jurisdictions and agencies is the first step in a multi-year effort to secure stable research funding, either through long-term grants or through the creation of an endowment. This first step is crucial, however, because the funds we raise locally will be used to develop the track record needed to secure funding from other sources. Again, we are seeking both revenue and participation, and we need the money. But we will always recognize our commitment to the entire metropolitan community in the work we do.

**Who will decide how the money gets spent?**

The Board of the Institute will develop criteria for selecting projects, and will make final funding decisions. However, the development of criteria and the major research themes for the Institute will occur through a process of

## Allocation Strategy

**Counties: \$10,000 each, (Yamhill \$5,000), TOTAL = \$45,000**

Clackamas County, Clark County, Multnomah County, Washington County, Yamhill County

**City of Portland \$100,000 (received in 1992)**

**Cities over 30,000: \$5,000 each, TOTAL = \$25,000**

Gresham, Beaverton, Hillsboro, Lake Oswego, Vancouver

**Cities over 15,000: \$2,500 each, TOTAL = \$12,500**

McMinnville, Milwaukie, Tigard, Tualatin, West Linn

**Cities under 15,000: \$300 each, TOTAL = \$11,400**

Amity, Banks, Barlow, Battle Ground, Camas, Canby, Carlton, Cornelius, Dayton, Dundee, Durham, Estacada, Fairview, Forest Grove, Gaston, Gladstone, Happy Valley, Johnson City, King City, La Center, Lafayette, Maywood Park, Molalla, Newberg, North Plains, Oregon City, Ridgefield, Rivergrove, Sandy, Sheridan, Sherwood, Troutdale, Washougal, Willamina, Wilsonville, Wood Village, Yacolt, Yamhill

**Regional Service Providers: \$10,000 each, TOTAL = \$40,000**

CTTRAN, Metro, Port of Portland, Tri-Met

### Special Service Districts:

**Large: \$2,500 each, TOTAL = \$40,000**

Clackamas County Fire District, Clackamas County Utilities Department, Clackamas Water District, Claimont Water District, Clark (County) Public Utilities, Hazel Dell Sewer District, Oak Lodge RFPD #51, Oak Lodge Water District, Rockwood Water District, Tigard Water District, Tualatin Hills Park and Recreation District, Tualatin Valley Fire and Rescue, Tualatin Valley Water District, Unified Sewerage Agency, Vancouver Port District, West Slope Water District

**Medium: \$1,250 each, TOTAL = \$17,500**

Camas-Washougal Port District, Chehalem Park and Recreation District, McMinnville RFPD, Mt. Scott Water District, Multnomah County RFPD #10, Newberg RFPD, Oak Lodge Sanitary District, Orchards Parks and Recreation District, Powell Valley Road Water District, Ridgefield Port District, (Vancouver) Drainage Improvement District #4, (Vancouver) Fire Protection District #5, (Vancouver) Fire Protection District #6, (Washougal) Fire Protection District #1

**Oregon State Agencies: \$1,000, TOTAL = \$8,000**

Economic Development Department, Department of Energy, Department of Environmental Quality, Department of Fish and Wildlife, Department of Human Resources, Department of Land Conservation and Development, Department of Transportation, State Parks and Recreation Department

**GRAND TOTAL = \$299,400**

# CITY OF MILWAUKIE



FAX (503) 652-4433

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

July 12, 1993

To: Mayor and City Council  
 From: Dan Bartlett, City Manager *Dan*  
 Re: FOCUS MEMBERSHIP 1993-1994

### Action Requested

Consider 1993-1994 FOCUS dues in the amount of \$4,400.

### Background

In 1991-1992, the City paid \$700 for FOCUS. In 1992-1993, the dues and individual project costs were \$1,680. FOCUS is requesting \$4,400 for 1993-1994, an increase of \$2,720. The attached material describes their request.

The City has \$25,000 budgeted for general government dues and subscriptions. This supports the following memberships:

League of Oregon Cities (93-94)	\$ 8,547
Boundary Commission (93-94)	1,955
Metro (92-93)	8,400
National League of Cities (93-94)	1,000
Greenspaces (93-94)	1,500
FOCUS (1992-1993)	<u>1,680</u>
<b>TOTAL</b>	<b>\$23,082</b>

Funding this request would go \$802 over the amount budgeted in the line-item. If the Council also funded the Institute of Portland Metropolitan Studies the line-item would be \$3,302 over. There would be funds for both requests within the \$211,700 in the general government division of the Finance Departments budget.

I believe that the \$2,500 requested for the Institute of Metropolitan Studies would provide a better "neutral forum" for the City. I would recommend against funding the FOCUS proposal.

I am concerned that FOCUS is proposing an ORS 190 agency agreement that gives it "all the powers, rights and duties of a unit of local government set forth in ORS 190.080." (Agreement page 3) I am also concerned that the agreement allows FOCUS to lobby "on issues impacting the general purpose governments in the Portland metropolitan area." I see the collection of information and serving as a clearing house as a duplication of the Institute's mission.

cc: File  
cm686/hd



McKeever/Morris, Inc.  
722 S.W. Second Avenue  
Suite 400  
Portland, Oregon 97204  
fax 503 228-7365  
503 228-7352

Date: June 23, 1993  
To: FOCUS Members and Interested Parties  
From: Mike McKeever, FOCUS staff  
Subject: Notice of FOCUS Dues for 1993-1994 Fiscal Year; July 15 General Membership Meeting; and Other Business

This memo covers a wide-range of FOCUS organizational issues:

**FOCUS Dues**

At the last FOCUS meeting on June 17, the General Membership approved the June 7 draft of the FOCUS Management Plan and the amended fee structure on page 3. Essentially, the amended fee structure reduced the dues for cities under 5,000 residents and made up for it by increasing fees for jurisdictions over 150,000.

**This memo, with the attached fee structure, serves as the billing notice for the 1993-1994 FOCUS dues.** We are asking that jurisdictions use the 80% participation scenario to determine the dues allocations (see page 3). If less than 80% of the jurisdictions join, then the FOCUS general membership will have to decide what to do; if more than 80% join, the FOCUS general membership will decide whether to refund the additional funds.

**The due date for notification of whether or not your jurisdiction will be member of FOCUS is July 31, 1993.** Notification may given by contacting Greg Chew at 228-7352, or directly sending a check to FOCUS at the following address:

FOCUS/City of Tualatin  
Finance Department  
PO Box 369  
Tualatin, OR 97062-0369

**Next Meeting**

The next general meeting of the Forum on Cooperative Urban Services (FOCUS) is scheduled for:

**Thursday, July 15, 1993  
5:30 pm to 8:00 pm  
Beaverton City Hall  
4755 SW Griffith Drive, Beaverton**

This meeting will signify the implementation of the 1993-1994 FOCUS Management Plan, which transitions FOCUS from discussions on organizational issues and begins examination of service issues. This means that elected representatives and staff members of your jurisdiction with an interest in the "topic-of-the-month" should be encouraged to attend the General Membership meeting. The Management Plan calls for a presentation at each General Membership meeting of the following topics by a subcommittee in each of these fields:

- Transportation Rule (July, 1993)
- Governance--annexation (Aug, 1993)
- Fire (Sept., 1993)
- Building Codes-inspector training (Jan,1994)
- Regional Rec. and Cult. Facilities (Feb,1994)
- Integrated Water Resources Planning (Mar,1994)

- Education/land use coordination (Oct., 1993)
- Law Enforcement (April, 1994)
- Housing (Nov., 1993)
- Support Services-GIS, contracting (May, 1994)
- Mental Health/Human Services (Dec., 1993)
- Emergency Services/Planning (June, 1994)

The enclosed survey is to help us understand some of the issues facing jurisdictions related to the State Transportation Rule. FOCUS will be sending out an issue-based survey each month on the corresponding topics. Please give it to the appropriated staff persons and/or policy makers who are most knowledgeable about what is being done in your jurisdiction on this topic. This first survey needs to be returned no later than July 2, 1993 to the address on this letterhead.

**Changed Date of Steering Committee Meeting**

The next FOCUS Steering Committee meeting has been moved to Friday, July 2, from 11:00 a.m. to 1:00 p.m. at the office of McKeever/Morris, Inc. (see above address). All parties are welcome to attend.

**Packet Enclosures**

In addition to the dues structure and the transportation survey, the following are also included in this packet:

- Adopted FOCUS Management Plan: The General Membership adopted the June 7 Draft of the Management Plan. This is the working document for FOCUS activities for the July, 1993 to June, 1994 year.
- Draft Intergovernmental Agreement: This is a draft IGA to help formally acknowledge the role of FOCUS. This is a working draft for your markup. If you have comments please contact Mike McKeever or Greg Chew before the July 15 General Membership meeting.
- Adopted FOCUS By-laws: This is the adopted by-laws with amended changes.

**Questions?**

If you have any questions, please call Mike McKeever or Greg Chew of McKeever/Morris, Inc. at 228-7352.

**ADOPTED FOCUS Fee Allocations for Membership (1993-1994)**

The newly adopted fee structure adjusts the categories for base allocations at the low and high populations. Essentially, base 1 is expanded to jurisdictions with 5000 residents or less. The largest jurisdictions, those over 150,000 pay 9 times the base. (For these reasons, there are no fee categories of 2 and 8)

<b>Population</b>	<b>Fee Category</b>	1 base unit= \$1100 if 80% of the jurisdictions join
1 to 5,000	Base	
5,001 to 15,000	3 times base	
15,001 to 30,000	4 times base	
30,001 to 50,000	5 times base	
50,001 to 100,000	6 times base	
100,001 to 150,000	7 times base	
150,000 and over	9 times base	

Jurisdiction	ADOPTED FOCUS COST ALLOCATION SCENARIO AT 80%	
	New Fee Cat.	Cost per Jurisdiction assuming 80% participation (budget needed: \$106,000)
Beaverton	6	\$6,600
Canby	3	\$3,300
Clackamas County	9	\$9,900
Cornelius	3	\$3,300
Fairview	1	\$1,100
Forest Grove	3	\$3,300
Gladstone	3	\$3,300
Gresham	6	\$6,600
Happy Valley	1	\$1,100
Hillsboro	5	\$5,500
King City	1	\$1,100
Lake Oswego	5	\$5,500
Milwaukie	4	\$4,400
Oregon City	4	\$4,400
Portland	9	\$9,900
Sandy	1	\$1,100
Sherwood	1	\$1,100
Tigard	5	\$5,500
Troutdale	3	\$3,300
Tualatin	4	\$4,400
West Linn	4	\$4,400
Washington County	9	\$9,900
Wilsonville	3	\$3,300
Wood Village	1	\$1,100
Spec. Dists. in Clackamas Co.**	9	\$9,900
Spec. Dists. in Mult. Co.***	9	\$9,900
Soec. Dists. in Washington Co.**	9	\$9,900
<b>TOTAL</b>	<b>121</b>	<b>\$133,100</b>
	at 100% =	\$133,100
	at 80% =	\$106,480

1 base unit= \$1100 at 80% participation  
 The General Membership approved the 80% figure as the participation rate to determine membership fee if more than 80% of the jurisdictions join (weighted by fee category), then the General Membership will reallocate the funds back to each jurisdiction or decide what to with it otherwise. If less than 80% join, then the General Membership will decide what to do.

\*\* Special districts in each county split cost, proportionally, to the amount paid by the County government. A special districts' caucus will be held to determine how much each district pays. A very rough approximation is between 2c to 7c per capita.

\*\*\*Because there are few special districts in Multnomah County, the fee per jurisdiction is similar to a like-sized district in Clackamas or Washington County.

\*\*\*\*If Metro joins, it pays the cost of a jurisdiction over 150,000 (\$9,900 at 80% participation)

SAMPLE COSTS FOR FOCUS SERVICES

**FOCUS- MEMBERSHIP DUES \***

Paid 1992 members and cost for 1993 Work Plan and Special Projects

	Fee	Amount	1993	Specific	Legislative
	Cat.	Paid in	BASIC PKG	Proposals	Activities
		1992	est. \$15,000	PROJ #2	PROJ #3
			est. \$15,000	est. \$15,000	est. \$2500
Beaverton	6	\$1,050.00	\$900.00	\$900.00	\$150.00
Canby	3	\$525.00	\$450.00	\$450.00	\$75.00
Clackamas County	8	\$1,400.00	\$1,200.00	\$1,200.00	\$200.00
Cornelius	3	\$525.00	\$450.00	\$450.00	\$75.00
Fairview	2	\$350.00	\$300.00	\$300.00	\$50.00
Forest Grove	3	\$525.00	\$450.00	\$450.00	\$75.00
Gladstone	3	\$525.00	\$450.00	\$450.00	\$75.00
Gresham	6	\$1,050.00	\$900.00	\$900.00	\$150.00
Happy Valley	2	\$350.00	\$300.00	\$300.00	\$50.00
Hillsboro	5	\$875.00	\$750.00	\$750.00	\$125.00
King City	2	\$350.00	\$300.00	\$300.00	\$50.00
Lake Oswego	5	\$875.00	\$750.00	\$750.00	\$125.00
Metro	8	\$1,400.00	\$1,200.00	\$1,200.00	\$200.00
Milwaukie	4	\$700.00	\$600.00	\$600.00	\$100.00
Portland	8	\$1,400.00	\$1,200.00	\$1,200.00	\$200.00
Sandy	2	\$350.00	\$300.00	\$300.00	\$50.00
Sherwood	2	\$350.00	\$300.00	\$300.00	\$50.00
Tigard	5	\$875.00	\$750.00	\$750.00	\$125.00
Troutdale	3	\$525.00	\$450.00	\$450.00	\$75.00
Tualatin	4	\$700.00	\$600.00	\$600.00	\$100.00
West Linn	4	\$700.00	\$600.00	\$600.00	\$100.00
Washington County	8	\$1,400.00	\$1,200.00	\$1,200.00	\$200.00
Wilsonville	3	\$525.00	\$450.00	\$450.00	\$75.00
Wood Village	2	\$350.00	\$300.00	\$300.00	\$50.00
<b>Totals</b>	<b>101</b>	<b>\$17,675.00</b>	<b>\$15,150.00</b>	<b>\$15,150.00</b>	<b>\$2,525.00</b>

**Jurisdictions Not Members in FOCUS**

	Fee	1992 Fee
	Cat.	Amt Unpaid
Banks	1	\$175.00
Barlow	1	\$175.00
Durham	1	\$175.00
Estacada	2	\$350.00
Gaston	1	\$175.00
Johnson City	1	\$175.00
Maywood Park	1	\$175.00
Molalla	2	\$350.00
North Plains	2	\$350.00
Oregon City	4	\$700.00
Rivergrove	1	\$175.00
Multnomah County	8	\$1,400.00
<b>Totals</b>	<b>25</b>	<b>\$4,375.00</b>

\*Note:-All member jurisdictions shall be assessed a fee that apportions the annual costs of operation on the basis of each jurisdiction's population as follows:

1 to 1,000	Base
1,001 to 5,000	2 times base
5,001 to 15,000	3 times base
15,001 to 30,000	4 times base
30,001 to 50,000	5 times base
50,001 to 100,000	6 times base
100,001 to 150,000	7 times base
150,000 and over	8 times base

**Fees for Project 1: Metro Home Rule Charter Transition**

Fees for FOCUS members which were members of the Regional Governance Committee (RGC);

Also includes those special districts in the RGC

(projected special district fees based 50% fee for similar population of municipal government)

	Fee	Charter Transition PROJ \$1
	Cat.	est. \$15,000
<b>FOCUS/RGC paid members</b>		
Beaverton	6	\$720.00
Clackamas County	8	\$960.00
Cornelius	3	\$360.00
Fairview	2	\$240.00
Forest Grove	3	\$360.00
Gladstone	3	\$360.00
Gresham	6	\$720.00
Happy Valley	2	\$240.00
Hillsboro	5	\$600.00
King City	2	\$240.00
Lake Oswego	5	\$600.00
Milwaukie	4	\$480.00
Portland	8	\$960.00
Sandy	2	\$240.00
Sherwood	2	\$240.00
Tigard	5	\$600.00
Troutdale	3	\$360.00
Tualatin	4	\$480.00
West Linn	4	\$480.00
Washington County	8	\$960.00
Wilsonville	3	\$360.00
Wood Village	2	\$240.00
<b>RGC Municipal Jurisdictions not in FOCUS</b>		
Durham	1	\$120.00
Maywood Park	1	\$120.00
North Plains	2	\$240.00
Oregon City	4	\$480.00
<b>RGC Special District Members (fees 50% of fee cat. for cities and counties govt.)</b>		
Tualatin Valley Fire District	4	\$240.00
Tigard Water District	5	\$300.00
Tualatin Hills Parks and Rec.	8	\$480.00
Tualatin Valley Water Dist.	7	\$420.00
Unified Sewerage Agency	8	\$480.00
Oak Lodge Rural Fire District	4	\$240.00
Clackamas Fire Dist	6	\$360.00
Oak Lodge Sanitary	4	\$240.00
Clackamas Water	6	\$360.00
Clairmont Water Dist	2	\$120.00
Mt. Scott Water Dist	3	\$180.00
Rockwood Water Dist	5	\$300.00
Interlachen Water	1	\$60.00
<b>All Totals</b>	<b>129.5</b>	<b>\$15,540.00</b>

INTERGOVERNMENTAL AGREEMENT  
FORUM ON COOPERATIVE URBAN SERVICES

DRAFT  
6/14/93

THIS AGREEMENT is made and entered into, pursuant to ORS 190.010 and by and among the Cities of Beaverton, Canby, Cornelius, Fairview, Forest Grove, Gladstone, Gresham, Happy Valley, Hillsboro, King City, Lake Oswego, Milwaukie, Oregon City, Portland, Sandy, Sherwood, Tigard, Troutdale, Tualatin, West Linn, Wilsonville, Wood Village, Clackamas County and Washington County (herein "participating jurisdictions").

RECITALS

WHEREAS the participating jurisdictions desire to establish a neutral forum to facilitate cooperation, mutual collaboration, and common coordinated action on issues impacting the general purpose governments in the Portland metropolitan area.

WHEREAS the participating jurisdictions desire to provide a forum for the exchange of information and resources and to act as a common information clearinghouse for metropolitan area issues and jurisdictional practices of mutual interest to the members.

TERMS

1. Forum on Cooperative Urban Services.

The participating jurisdictions hereby create a unit of local government responsible for creating a

1. FOCUS--INTERGOVERNMENTAL AGREEMENT

6/14/93  
FOCUS IGA

neutral forum to facilitate cooperation, mutual collaboration and common coordinated action on government issues impacting the participating jurisdictions and agree that the jurisdiction shall be a unit of local government under ORS 190.003; and shall be known as the Forum on Cooperative Urban Services ("FOCUS").

2. POWERS AND AUTHORITY

2.1 FOCUS is vested with all the powers, rights and duties of a unit of local government as set forth in ORS 190.080;

2.2 FOCUS will provide a neutral forum to facilitate cooperation, mutual collaboration and common coordinated action on issues impacting the participating jurisdictions;

2.3 FOCUS may provide a range of services to the participating jurisdictions including, without limitation, the preparation of position papers and lobbying on issues impacting the general purpose governments in the Portland metropolitan area.

2.4 FOCUS shall develop, collect and share information of mutual interest to the participating jurisdictions and shall serve as a common information clearinghouse for metropolitan area issues and jurisdictional practices of mutual interest to its members.

2 FOCUS--INTERGOVERNMENTAL AGREEMENT

DRAFT

2.5 FOCUS shall analyze and assess external proposals and initiatives at the federal, state and local level that may be of potential interest or likely to have an impact on participating jurisdictions.

2.6 FOCUS shall have the power to contract with outside agencies or organizations to assist in providing the services described in this agreement.

3. GOVERNING BODY

3.1 FOCUS shall be governed by a Chair and a Steering Committee.

3.2 The Steering Committee shall consist of the Chair and two representatives from each participating jurisdictions falling within Multnomah, Clackamas and Washington Counties.

3.2.1 Clackamas, Multnomah and Washington Count member governments shall nominate two candidates each for the Steering Committee.

3.2.2 The candidates for the Steering Committee shall be submitted to the FOCUS General Membership for approval by mail ballot.

3.2.3 Each member of the Steering Committee shall serve for one term of two years. Members of the Steering Committee

may be elected for subsequent non-  
consecutive terms.

3.3 The Steering Committee shall be responsible  
for:

3.3.1 Approving nominations to  
committees, task forces and work groups  
made by the Chair;

3.3.2 Set and-oversee agenda for General  
Membership meetings.

3.3.3 Make recommendation for action by  
the General Membership;

3.3.4 Determine the treasury functions of  
FOCUS.

3.4 The Chair shall be elected by mail ballot for a  
one year term by a majority vote of the  
participating jurisdictions.

3.5 All meetings of the Steering Committee shall be  
held in accordance with the Oregon Public Meeting  
Laws, ORS 192.610 to 192.620. A majority of the  
members of the Steering Committee shall constitute a  
quorum for purpose of deliberation and decision of  
FOCUS. Each participating jurisdiction shall have  
one vote. All decisions of the Steering Committee,  
unless otherwise provided herein, shall require a  
majority vote of those representatives in attendance  
and voting.

4 FOCUS--INTERGOVERNMENTAL AGREEMENT

3.6 The Steering Committee, at its first organizational meeting, or as soon thereafter as reasonable, shall adopt rules governing its procedures, and including at a minimum:

3.6.1 Time and place of regular meetings of the Steering Committee and the membership at large; there shall be at least six general meetings per year;

3.6.2 Method and manner of calling special meetings;

3.6.3 Method, term and manner of election of Steering Committee members;

3.6.4 Procedures for executing documents on behalf of FOCUS; and,

3.6.5 Rules of procedures for general meetings and Steering Committee meetings.

3.6.6 Adopt Bylaws.

3.7 The General Membership shall be comprised of one elected and one staff representative from each participating jurisdiction.

3.7.1 The General Membership shall make all formal recommendations and issue formal positions of FOCUS on issues before the Membership;

3.7.2 The General Membership shall take a position on an issue if the matter is

listed on the agenda and disseminated to the members at least one week prior to the meeting;

3.7.3 The General Membership shall take a position on an issue if a quorum of the participating jurisdictions are represented by at least one voting member and at least two-thirds of those voting members present support the motion.

3.8 The General Assembly shall be comprised of all interested staff and elected officials from each participating jurisdiction.

3.8.1 The General Assembly shall convene no more than twice annually;

3.8.2 The General Assembly meetings shall provide a means for FOCUS to communicate with all key parties from the participating jurisdictions and other parties with mutual interests.

4. MEMBERSHIP

Portland metropolitan area cities, counties, special districts and the Metropolitan Service District are eligible for membership in FOCUS.

5. FUNDING

The services of FOCUS shall be funded from assessed fees that apportion the annual costs of operation on

the basis of each participating jurisdiction's population. The actual fees shall be set by the Bylaws and approved by 2/3 vote of the entire membership.

6. EQUIPMENT

6.1 The Steering Committee shall consider and adopt policies relating to ownership and maintenance responsibilities for equipment, personal and real property necessary for the operation of FOCUS. Upon adoption of such policies by the Steering Committee, the Chair shall cause them to be mailed to each participating jurisdiction's city manager or chief administrative officer, for purposes of review and/or comment and objection. If no participating jurisdiction provides the Chair with written objections to the policies within 30 days of their mailing, it shall be assumed the policies are acceptable to the participating jurisdictions and the policies shall be deemed effective as of that date.

6.2 In the event of the dissolution of FOCUS, all equipment, furnishings and personal property shall, to the extent practicable, be returned to the participating jurisdiction that provided such property. Equipment and property not identified for return to a participating jurisdiction shall be

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sold, in accordance with applicable law, and the funds from the sale shall be distributed to the participating jurisdictions in proportion to their funding contribution to FOCUS for the preceding three (3) year period.

7. INCREASING MEMBERSHIP

The Steering Committee shall develop a method for allowing other local governments to become members of FOCUS. New participating jurisdictions shall be accepted as members of FOCUS upon a majority vote of the existing FOCUS membership.

8. DURATION, WITHDRAWAL AND TERMINATION

This Agreement is perpetual and FOCUS shall continue from year-to-year provided, however:

8.1 Any participating jurisdiction may withdraw from FOCUS upon written notice to the Chair not later than June 30 of any year for withdrawal effective July 1 of the following calendar year; and  
8.2 FOCUS may be dissolved upon mutual agreement of all participating jurisdictions.

8.3 A participating jurisdiction may withdraw from FOCUS without written notice, only if agreed to by all remaining participating jurisdictions.

9. REMEDIES

If a participating jurisdiction withdraws from FOCUS, but fails to provide necessary notice or to

8 FOCUS--INTERGOVERNMENTAL AGREEMENT

obtain mutual consent of all participating jurisdictions, the parties agree that the liquidated damages for such action shall be not less than the withdrawing party's share of contributed fees as set forth in section 4 above. In the event any party files litigation to enforce this Agreement, or any portion thereof, the prevailing party shall be entitled to reasonable attorney fees and costs, including any fees and costs incurred in an appeal, and as determined by an appropriate court.

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10. AMENDMENTS

This Agreement may only be changed, modified or amended upon the approval of two-thirds (2/3) of all participating jurisdictions.

11. EFFECTIVE DATE

This Agreement shall become effective when it has been authorized by resolution of the majority of the governing bodies of the participating jurisdictions. Notwithstanding paragraph 6, Increasing Membership, those participating jurisdictions that do not enter into this Agreement prior to its effective date, may become members of FOCUS upon authorization by resolution of their governing bodies, provided such authorization is enacted prior to \_\_\_\_\_. Any jurisdiction desiring to join FOCUS after

(16)

\_\_\_\_\_ may do so subject to paragraph 6,  
Increasing Membership.

12. SEVERABILITY

The terms of this Agreement are severable and a determination by an appropriate body having jurisdiction over the subject matter of this Agreement that results on the invalidity of any part, shall not affect the remainder of the Agreement.

13. INTERPRETATION

The terms and conditions of this Agreement shall be liberally construed in accordance with the general purposes of this Agreement.

14. SIGNATURES

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 1993.

\_\_\_\_\_  
Multnomah County

\_\_\_\_\_  
County Counsel  
Approved as to Form

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 1993.

\_\_\_\_\_  
Clackamas County

\_\_\_\_\_  
County Counsel  
Approved as to Form

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 1993.

\_\_\_\_\_  
Washington County

\_\_\_\_\_  
County Counsel  
Approved as to Form

**BY-LAWS  
OF  
THE FORUM ON COOPERATIVE URBAN SERVICES**

(Amendments approved May 5, 1993)

**I. NAME AND PURPOSE**

- Section 1. The name of this association shall be the Forum on Cooperative Urban Services (FOCUS).
- Section 2. The purpose of FOCUS is to create a neutral forum to facilitate cooperation, mutual collaboration, and common coordinated action on a wide variety of issues impacting the general purpose governments in the Portland metropolitan area. In its initial stages FOCUS will provide secretarial support for regularly scheduled meetings of its members and the exchange of mutually beneficial information. Eventually, and with the approval of its membership, FOCUS may provide a full range of services, including the preparation of position papers, taking stands on issues of common concern, and lobbying. However, in the initial stages of organization FOCUS will limit its activities to the First and Second Levels of Service described below.

- Section 3. First Level of Services: Staff support for regular meetings to discuss and exchange information.

Representatives (chief elected/appointed) of FOCUS jurisdictions will meet on a regular basis to exchange information and discuss issues of mutual concern. Organizing these meetings, preparing agendas, keeping minutes, and following through on initiatives taken at the regular meetings is the responsibility of FOCUS staff. The staff will also be responsible for collecting and providing any background information that may be necessary for an adequate and full discussion of the issues that are placed on FOCUS meeting agendas.

- Section 4. Second Level of Service:

- a. Developing, collecting and sharing information of mutual interest.

The FOCUS staff is responsible for developing, collecting, and analyzing available information that may be common interest to the FOCUS membership. The purpose of FOCUS is to serve as a common information clearing house for metropolitan area issues and jurisdictional practices of mutual interest to its members. A typical project might be the development of a proposal to share resources to provide a particular service.

- b. Analyzing and assessing external proposals and initiatives that may be a potential interest to FOCUS members.

In addition to serving as a local government clearing house in the Portland metropolitan area, FOCUS will collect and analyze external

proposals at the federal, state, and local levels that are likely to have an impact on the mutual interests of FOCUS members. This may include analysis of pending state, federal or local legislation, or it may include an assessment of initiatives for mutual cooperation.

Section 5. Third Level of Service:

- a. Common action on issues that will promote the interests of FOCUS members.

FOCUS not only discusses and debates issues of common concern, it may on occasion take positions on issues that reflect the mutual interests of its members. This may take the form of voting on proposals, sending common communications, and/or making use of other appropriate vehicles for expressing the common voice of the FOCUS membership through FOCUS staff and Steering Committee.

- b. A communication and information linkage to various external state, federal and local agencies whose actions impact the interest of FOCUS members.

As FOCUS gains greater clarity of purpose, voice and stature, the association is expected to become an increasingly important forum for linking local metropolitan governments with a variety of external federal, state and local governments. It is anticipated FOCUS will be used as an access point for external organizations to discuss initiatives and proposals that are likely to have important consequences for FOCUS members.

II. MEMBERSHIP AND VOTING RIGHTS

Section 1. Portland metropolitan area cities, counties, the Metropolitan Service District and special districts as defined in ORS 198 are eligible for membership in FOCUS.

Section 2. Other local governments may become members upon approval by a majority vote of the FOCUS membership.

Section 3. Each jurisdictional member shall be entitled to two representatives at FOCUS general membership meetings, one elected official and the Chief Administrative Officer of the jurisdiction. Special service districts represented shall be entitled to four representatives in each county. Representatives may be either elected or appointed officials and shall be nominated by their respective groups. Terms of office shall be as outlined in Part IV below.

### III. OFFICERS AND GOVERNING BODY

Section 1. The Officers of FOCUS shall consist of a Chair and Steering Committee.

Section 2. The Steering Committee shall consist of the Chair and two representatives from member governments from within each of Multnomah, Washington, and Clackamas Counties.

One member from each county other than the Chair shall serve an initial term expiring June 30, 1994; the other initial term shall expire June 30, 1995, as applicable. Subsequent terms shall be for a two year period. The county caucus will determine which member serves in each position. Initially, the county whose member serves as Chair shall be entitled to only one other Steering Committee member. When the Chair rotates to another county, the member of that county whose term expires when the Chair assumes offices shall not be replaced, so that at all times each county will have two members on the Steering Committee.

Section 3. The treasury functions of the organization shall be determined by the Steering Committee.

Section 4. The FOCUS Staff shall be responsible to the Steering Committee.

### IV. NOMINATIONS, ELECTIONS, AND TERMS OF OFFICE

Section 1. The Chair (as a member of the Steering Committee) shall be elected by mail ballot for a two year term by a majority vote of the FOCUS membership.

Section 2. Clackamas, Multnomah and Washington county member governments shall nominate two candidates each for the Steering Committee. This slate of candidates shall be presented to the FOCUS membership for approval in the mail ballot. Each member of the Steering Committee shall serve for one term of two years. However, members of the Steering Committee may be elected for a subsequent non-consecutive term.

Section 3. In the event of a vacancy on the Steering Committee due to inability to serve a new member of the Steering Committee shall be appointed by the appropriate county caucus to fill the unexpired portion of the term. A vacancy occurring in the position of Chair shall be filled as outlined in Section I for the unexpired portion of the term. The Steering Committee member may either a staff person or an elected official representing the jurisdiction.

Section 4. Nominations for election of regular Steering Committee and Chair positions shall be solicited by April 15 of each year in accordance with Section 2 above. Ballots shall be returned by May 15. Terms of Chair and Steering Committee members shall begin July 1 and expire June 30 of the appropriate year.

V. MEETINGS

- Section 1. FOCUS shall hold at least six general meetings per year.
- Section 2. FOCUS members shall be given at least 10 working days notice in writing of the time, place and the scheduled business to be considered at all regular meetings.

VI. COMMITTEES

- Section 1. The FOCUS membership may establish committees, task forces, and work groups to carry out the functions of the association. Committee Chairs and members shall be appointed by the FOCUS Chair with the approval of the Steering Committee.

VII. FEES

SECTION 1. All member jurisdictions shall be assessed a fee that apportions the annual costs of operation on the basis of each jurisdiction's population as follows:

Member Jurisdiction Population	Fee Category
1-1,000	Base
1,001 - 5,000	2 times base
5,001 - 15,000	3 times base
15,001 - 30,000	4 times base
30,001 - 50,000	5 times base
50,001 - 100,000	6 times base
100,001 - 150,000	7 times base
150,001 and over	8 times base

VIII. AMENDMENTS

- SECTION 1. Amendments to these By-laws may be proposed by the Steering Committee, such proposed amendments to be subcommittee to the membership for approval by a two-thirds vote in a mail ballot.
- SECTION 2. Amendments may be proposed by a majority vote of regular members present and voting at a regular scheduled meeting, such proposed amendments to be submitted to the membership for approval by a two-thirds vote in a mail ballot.

## FOCUS MANAGEMENT PLAN: July 1, 1993-June 30, 1994

(Adopted June 15, 1993)

### MEETINGS

The regular meetings of FOCUS will be as follows:

- The Steering Committee will meet regularly on the first Thursday of each month at 11:00 a.m.;
- The General Membership will meet regularly on the third Thursday of each month from 5:30 to 7:30 p.m.; and
- A half or full-day General Assembly for all interested staff and elected officials from all members and other interested parties will be held once or twice yearly. The PSU Institute for Metropolitan Studies has offered to co-sponsor at least one of these events.

### ROLES AND PROCEDURES FOR FOCUS MEETINGS

- The Steering Committee will identify and frame issues in preparation for General Membership meetings. When issues warrant a recommendation or action by the General Membership the Steering Committee will either make a recommendation or identify options. Only in rare cases dictated by time constraints will the Steering Committee take a position without a vote of the General Membership. A legitimate time constraint is only when an issue arises and requires a response between General Membership meetings. A minimum of four votes (or six if the by-laws are amended to expand the Steering Committee to nine members for Special District Representation) is required for the Steering Committee to make a recommendation or take an action in these circumstances. In such cases the fact that the General Membership has not had an opportunity to act on the issue will be clearly stated, and the issue shall be scheduled for discussion and action at the next General Membership meeting. All Steering Committee meetings will be announced to the General Membership, who are welcome to attend.
- The General Membership is comprised of one elected and one staff representative from each city and county member, and, if the by-laws are amended, 12 representatives from all Special Districts. The by-laws provide that Metro shall have the same representation as a city or county if it is a FOCUS member. The

policy work of the organization, and primary decision-making, takes place in General Membership meetings. In cases in which the General Membership decides to take a position or make a formal recommendation on an issue the following conditions shall apply:

- the issue must be listed on the agenda and disseminated to members at least one week prior to the meeting; and
- a quorum must be present (i.e. at least 51% of the eligible jurisdictions must be represented by at least one voting member); and
- at least two-thirds of those voting members present must support the motion.

The purpose of these conditions is to encourage participation and promote consensus formation within the organization before important decisions are made.

- The General Assembly meetings are intended to provide a means for the organization to stay in communication with all key parties from the FOCUS membership and to network with other parties with mutual interests. The Beaverton conference in April, 1992, in which Governor Roberts and Fred Miller discussed the state's revenue issues with FOCUS and participants met in small group discussions to identify priorities for local government cooperation, is an example of what might occur in the General Assemblies. General Assembly meetings are tentatively targetted for October, 1993 and February, 1994.

## BASIC SERVICES AND SPECIAL PROJECTS

For 1993-1994 FOCUS will offer a basic services package to which all members are asked to subscribe. Special projects, to which member and other interested parties can subscribe, are also authorized, but not planned for the coming year.

Before commencing, special projects must be approved by the General Membership. The results of special projects may be implemented by the participants in the project as they see fit; however, if there is a desire or need for formal FOCUS endorsement of the results of a special project then the General Membership must act on the recommendations (as described above).

## STAFFING

For July 1, 1993 to June 30, 1994 FOCUS will contract with McKeever/Morris, Inc. for services. The Steering Committee designed and executed a process for selecting a consulting firm and made its recommendation to the General Membership. The General Membership approved the recommendation of McKeever/Morris, Inc.

## ADMINISTRATIVE ISSUES

1. Jurisdictions should be asked to commit to funding for next year's FOCUS activities no later than July 31, 1993. All members should be asked to allocate 120% of what their dues would be if all existing members continue to participate next year and special districts agree to join the organization. This procedure will make it possible to avoid returning to each jurisdiction for additional funds if a relatively small percentage of the jurisdictions decline to participate next year. On the other hand, if less than 80% of the needed financial commitments are not forthcoming by July 31, 1993, then the General Membership will need to scale back the work program or seek additional funding from participating jurisdictions. A similar approach was recently used successfully to fund the regional water supply study. Sufficient commitments to fund services for July must be in place by June 30, 1993 in order for the consulting firm to receive authorization to proceed with work for that month.
2. A volunteer jurisdiction from the FOCUS membership should be sought to serve as the "host" government to collect and distribute the membership dues. It would be best if this jurisdiction was willing to perform this function on an on-going basis. The funds should be kept in a separate account.
3. Monthly invoices from the consulting firm(s) should be approved by the Steering Committee for payment.

## BASIC SERVICES

The by-laws identify three different types of FOCUS activities, which can be generally described as follows:

- Level One - information sharing;
- Level Two - analysis and proposal development; and
- Level Three - consensus building for cooperative action and advocacy.

These three levels of service can be described in finer detail by the following types of functions which FOCUS could provide for its members on any given issue:

- Provide a regularly scheduled forum to inform and educate members about pertinent issues

Example: a presentation from the Institute of Metropolitan Studies on an issue of relevance to local governments

- Provide a neutral forum to discuss and debate issues

Example: organize a point-counterpoint panel discussion on proposed state legislation to change annexation procedures ;

- Be a convener or facilitator to bring together parties who can benefit from communicating or working together on issues

Example: convene bi-annual meetings of mental health and human resources agencies to discuss issues of common interest

- Analyze an issue and forward a recommendation to other organizations for possible action;

Example: analyze GIS functions and recommend that Metro take a lead role in coordinating same between the counties to ensure uniformity and efficiency.

- Analyze an issue, and build agreement among the members to implement a plan of action, and/or, if appropriate, advocate with others to enable the plan of action to be implemented.

Example: develop/respond to a plan for meeting local government revenue needs and, if necessary, advocate for appropriate action at the regional and/or state level to implement the plan.

### Recommended FOCUS Basic Services

Meeting Management: These services are comprised of assistance in organizing twelve Steering Committee meetings, twelve General Membership meetings, and two General Assembly meetings (assuming the Institute for Metropolitan Studies helps to organize one of the General Assembly meetings). Specific functions include gathering and summarizing information related to agenda items, providing packets for the meetings to the general membership, taking notes at the meetings, and helping to make presentations and facilitate the meetings.

Monthly Issue Discussion: A substantial portion of the monthly General Membership meetings will be devoted to a presentation and discussion on issues which have been identified as having a high priority for FOCUS to address. The purpose of this activity is to provide all FOCUS members with a common information base so that they can determine if and how they wish to pursue these issues in more depth in subsequent years. Staff time for this task will include preparatory time before each meeting to prepare the presentation and background information. Some assistance from the staff of member jurisdictions will be required. A list of 13 prospective issues is attached; the topics will be selected from this list of issues.

Special FOCUS Issues: Two issues will be selected for in-depth analysis during this year. The first will be finance issues. The second will be chosen from between governance and transportation. Governance and transportation will be featured discussion topics at the July and August FOCUS meetings; a final selection will be made following these meetings. Special subcommittees will be created to meet on average once a month to examine the two priority issues to prepare recommendations for action to the General Membership. FOCUS members should be aware that it is

expected that they will be willing to devote the time of staff and elected officials to serve on these various committees, including contributing to the overall staff work of the committees. The staffing function provided directly through FOCUS would be to help organize and direct the work of the members of the subcommittees.

Emerging Issues Analysis: Moderate amounts of time (an average of 8 hours of time for each pair of monthly Steering Committee and General Membership meetings) are allocated to conduct analytical, communication and consensus building work on issues coming before FOCUS during the course of the year. It is not possible to know at this time what these issues will be. Allocation of this time would be determined on a monthly basis as issues warrant, and would not be spent unless needed and specifically authorized. For example, the General Membership may wish to analyze and consider making a recommendation on an issue before the federal, state or regional government which has particular pertinence to local governments. This time would provide for staff reports to summarize and frame the issues and identify related information and research which may be relevant to the issue.

Public Information: A combination of communications tools will be used to stay in contact with staff and elected officials of members as well as the media and other interested parties. These tools may include timely, issue oriented faxes, periodic newsletters, and bulletins. These information will keep key parties of the members apprised of FOCUS activities and provide a means to inform the media of FOCUS activities. It is expected that the information could also be duplicated by members and re-published in their individual newsletters.

Contingency Fund: A small contingency fund (@5%) should be established for use as needed. These funds would not be appropriated unless approved by the General Membership. It will be more efficient to establish a small fund for this purpose than to return to each member jurisdiction for a small appropriation in the middle of the year.

Cost Estimate:

- \$30,000 (\$2500 per month for Steering Committee and General Membership)
- \$1,500 for General Assembly which is co-sponsored with Institute for Metropolitan Studies
- \$2,500 for General Assembly which is not co-sponsored

Adopted 1993-1994 FOCUS Management Plan

- \$16,500 for monthly issue discussion (\$1500 per month for 11 months)
- \$36,000 for two special FOCUS projects (\$1500 per month for two sets of June 22, 1993 monthly meetings)
- \$7,500 (\$625 per month) for emerging issues analysis
- \$7,000 for public information
- \$5,000 contingency fund

Total Cost Estimate: \$106,000

## FOCUS PRIMARY ISSUES

Several City Managers and County Administrators, in conjunction with representatives from special districts, have identified thirteen topic areas which FOCUS should consider working on next year. The Steering Committee has reviewed these recommendations and developed the approach described here to work on each of the thirteen topics. A brief description of each of the topics follows:

### FOCUS SPECIAL TOPICS

Topic # 1 Finance: This is intended to look comprehensively at what the revenue needs and opportunities are for local governments in the metropolitan area. It is expected that the work would be broad-based, including examining tax-base sharing and various other approaches. Again, FOCUS wishes to help local governments get in a pro-active position on this important issue.

The second special topic will be selected from one of the following:

Topic #2a - Transportation: Specific issues to examine include: sharing information about local government responses to the new Transportation Rule; and analyzing opportunities for greater cooperation on road maintenance. (Scheduled for July, 1993.)

Topic #2b - Governance: This group will focus on the issue of the most efficient and effective method of delivering urban services. It will specifically examine the issue of annexation standards and procedures. (Scheduled for August, 1993 meeting.)

### FOCUS MONTHLY ISSUES

Fire: Although there currently is substantial communication between fire service providers on a range of specific topics, there is no institutionalized mechanism for these jurisdictions to share information on a regular basis. FOCUS should be the convener for these discussions. (Scheduled for September, 1993)

Education Coordination: Growth pressures have created difficulties for many local governments and school districts around the issue of determining whether adequate school capacity exists during the land use approval process. Washington County, Beaverton and the Beaverton School District have recently completed a model project addressing this issue. West Linn and Clackamas County will soon complete a similar project. FOCUS would serve as a convener to share information and explore ways to enhance coordination between local governments and school districts. (Scheduled for October, 1993)

Housing: FOCUS would play the role of convening the service deliverers in the housing field to share information and identify areas for enhanced local government cooperation. (Scheduled for November, 1993)

Mental Health/Human Services: FOCUS would play the role of convening the service deliverers in these fields to share information and identify areas for enhanced local government cooperation. (Scheduled for December, 1993)

Building Codes: The specific issue is to identify necessary changes to state regulations to allow for cross-training of building inspectors for multiple disciplines. (Scheduled for January, 1994)

Regional Recreation and Cultural Facilities: There is a concern that the region does not have a consensus, working definition of a "regional" facility, and a comprehensive plan for funding such facilities. (Scheduled for February, 1994)

Integrated Water Resources Planning: This is intended to examine the water issue comprehensively, including how best to integrate planning for municipal and industrial water, sanitary sewer, and surface water management. The water issue is increasingly seen by resource people and regulators as an integrated topic, and FOCUS wishes to get ahead of the curve on the issue and help define how best to integrate these traditionally separate disciplines. (Scheduled for March, 1994)

Law Enforcement: This is seen as a high priority area where increased effectiveness and efficiency of service delivery may be possible. Although several organizations have examined elements of this issue a large number of promising

ideas have been identified which warrant further study and will be examined for possible implementation. (Scheduled for April, 1994)

Support Services: Two issues are scheduled for attention; identifying the appropriate means to coordinate and standardize the Geographic Information System (GIS) functions between the counties, and analysis of state statutes to identify and advocate for needed changes in local government contracting requirements. (Scheduled for May, 1994)

Emergency Services/Planning: It is believed that more attention needs to be placed on implementation of cooperative approaches to emergency planning. It is possible that the result of the analysis will be to recommend forwarding this responsibility to some other entity, but this result will not be pre-judged until the discussion and analysis has occurred. (Scheduled for June, 1994)

**ADOPTED FOCUS Fee Allocations for Membership (1993-1994)**

The newly adopted fee structure adjusts the categories for base allocations at the low and high populations. Essentially, base 1 is expanded to jurisdictions with 5000 residents or less. The largest jurisdictions, those over 150,000 pay 9 times the base. (For these reasons, there are no fee categories of 2 and 8)

Population	Fee Category	1 base unit= \$1100 if 80% of the jurisdictions join
1 to 5,000	Base	
5,001 to 15,000	3 times base	
15,001 to 30,000	4 times base	
30,001 to 50,000	5 times base	
50,001 to 100,000	6 times base	
100,001 to 150,000	7 times base	
150,000 and over	9 times base	

Jurisdiction	ADOPTED FOCUS COST ALLOCATION SCENARIO AT 80%	
	New Fee Cat.	Cost per Jurisdiction assuming 80% participation (budget needed: \$106,000)
Beaverton	6	\$6,600
Canby	3	\$3,300
Clackamas County	9	\$9,900
Cornelius	3	\$3,300
Fairview	1	\$1,100
Forest Grove	3	\$3,300
Gladstone	3	\$3,300
Gresham	6	\$6,600
Happy Valley	1	\$1,100
Hillsboro	5	\$5,500
King City	1	\$1,100
Lake Oswego	5	\$5,500
Milwaukie	4	\$4,400
Oregon City	4	\$4,400
Portland	9	\$9,900
Sandy	1	\$1,100
Sherwood	1	\$1,100
Tigard	5	\$5,500
Troutdale	3	\$3,300
Tualatin	4	\$4,400
West Linn	4	\$4,400
Washington County	9	\$9,900
Wilsonville	3	\$3,300
Wood Village	1	\$1,100
Spec. Dists. in Clackamas Co.**	9	\$9,900
Spec. Dists. in Mult. Co.***	9	\$9,900
Spec. Dists. in Washington Co.**	9	\$9,900
<b>TOTAL</b>	<b>121</b>	<b>at 100% = \$133,100</b>
		<b>at 80% = \$106,480</b>

1 base unit= \$1100 at 80% participation  
 The General Membership approved the 80% figure as the participation rate to determine membership fee. If more than 80% of the jurisdictions join (weighted by fee category), then the General Membership will reallocate the funds back to each jurisdiction or decide what to with it otherwise. If less than 80% join, then the General Membership will decide what to do.

\*\* Special districts in each county split cost, proportionally, to the amount paid by the County government. A special districts' caucus will be held to determine how much each district pays. A very rough approximation is between 2c to 7c per capita.

\*\*\*Because there are few special districts in Multnomah County, the fee per jurisdiction is similar to a like-sized district in Clackamas or Washington County.

\*\*\*\*If Metro joins, it pays the cost of a jurisdiction over 150,000 (\$9,900 at 80% participation)

FOCUS  
Forum on Cooperative Urban Services

MEETING NOTES OF THE  
May 20, 1993 MEETING

Participants Present

Acting Chair, Walt Hitchcock, City of Sherwood  
Don Allen, City of Sandy  
John Andersen, McKeever/Morris  
Sue Anderson, City of Portland  
Bill Brandon, City of Happy Valley  
John Buol, City of King City -  
General Cannici, Oak Lodge Fire District  
Greg Chew, McKeever/Morris  
Pam Christian, City of Troutdale  
Bryan Cox, Clackamas Water and Fire Districts  
Gordon Faber, City of Hillsboro  
Alan Fletcher, Clairmont Water District  
Tim Fier, City of Wood Village  
Bonnie Hays, Washington County  
Thomas Hoffman, Oak Lodge Sanitary District  
Marilyn Holstrom, City of Fairview  
Lynda Jenkins, City of King City  
Jeff Johnson, Tualatin Valley Fire and Rescue  
Mike Jordan, City of Canby  
Dale Jutila, Clackamas Water District  
Richard Kidd, City of Forest Grove  
Denny Klingbile, Damascus Water District  
Gary Krahmer, Unified Sewerage Agency  
Conrad Kristensen, Clackamas Fire District No.1  
Scott Lazenby, City of Sandy  
Bob Liddell, City of West Linn  
Mike Lindberg, City of Portland  
Ned Look, Portland Future Focus  
Jerry Marshall, Clarkes Fire District  
Mike McKeever, McKeever/Morris  
Gussie McRobert, City of Gresham  
Steve Rhodes, City of Tualatin  
Jean Schreiber, City of Milwaukie  
Tim Spreadborough, Clairmont Water District  
Forrest Soth, City of Beaverton  
Kent Squires, Oak Lodge Sanitary District  
Doug Vorwaller, Clackamas County  
Mike Walker, Tualatin Valley Water District  
Caryl Waters, Tri-Met

0.0 Special Districts Organizational Meeting

Special districts in the tri-county area were invited to learn about FOCUS before the General Membership meeting started. They discussed special districts' role in FOCUS and representation in the General Membership and in the Steering

Committee. The special district representatives agreed with the FOCUS Steering Committee's recommendations on the following matters:

- Special districts should be members of FOCUS;
- Special districts in each county should collectively pay the same amount of dues as their county. Each district pays proportionately;
- The four votes per county for FOCUS General Membership as designated in the revised FOCUS by-laws. The votes should be designated by special district county caucus;
- The proposal for three seats on the FOCUS Steering Committee for special districts is appropriate; and
- In the case where a county has very few special districts members in FOCUS, issues such as voting rights and membership fees for those districts should be discussed at some later time.

1.0 Approval of Minutes

The Meeting Notes of the April 22 General Membership meeting were approved without changes.

2.0 Discussion of Revised Management Plan

The participants discussed the draft FOCUS Management Plan (dated May 12, 1993). The discussion was divided into three topics:

2.1 Selecting Two Special FOCUS Issues for In-Depth Study

The results of the "Topics for In-depth FOCUS Research Prioritization Survey" were shown to help narrow the top two topics for FOCUS. The results in order of highest priority were:

- (1) revenue;
- (2) transportation;
- (3) governance;
- (4) integrated water resources;
- (5) emergency services/planning;
- (6) law enforcement;
- (7) education coordination;
- (8) housing;
- (9) building codes;
- (10) regional recreational and cultural facilities;
- (11) support services;
- (12) fire; and
- (13) mental health/human services.

The participants agreed that the average scores of the four highest rated topic areas were clearly separated from the other nine items. Next it was necessary to identify which two topics were the most important. One suggestion was to do another survey of the members. One other idea was to have members rank the order of the four topics.

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One concern raised was that the transportation issue needed to be more clearly defined. Participants were asked specifically which issues within transportation they believed were important. Most said they wanted to learn about how to address and implement the State Transportation Rule. Others said they wanted to examine street maintenance issues.

The participants also suggested ways to study all four top issues in limited depth. Some participants commented that this would not allow for the detailed analysis they had hoped FOCUS would provide.

Another suggestion was to do one subject area that all jurisdictions have an interest in and do some level of analysis in the other three areas. The three issues would have one meeting each and then report back to the general membership before proceeding any further. A modified version of this approach was selected.

After some discussion of the four topics, the comments from the participants clearly indicated that the revenue issue was the most universal to all jurisdictions and was an issue everyone wanted to address. It was decided that the water resources integrated issue should be deferred, pending the results of existing work by the Unified Sewerage Agency and others. The other two issues (transportation and governance) would all have one meeting each early in the year, followed by a decision of the general membership regarding work to pursue in depth.

2.2 Sequencing Remaining Priority Topics

The specific nine remaining topics were considered for sequencing in the upcoming fiscal year for FOCUS. Fire was recommended as an early discussion item.

The Unified Sewerage Agency is doing a study on the integrated water management. Therefore, participants suggested that FOCUS address this issue sometime in the middle of the year to hear how the study is going and to provide input.

Participants agreed to schedule the other remaining topics at a later time.

2.3 Other Issues of the Management Plan

There were four issues in the revised Management Plan that were also discussed.

First, the issue of staffing options was discussed. Three options were presented in the plan: (#1) hire staff, (#2) contract with private firm, or (#3) contract with members jurisdictions. After discussion, the participants concluded the following: Option #1 hiring staff was rejected because it would cost too much, would involve building leases and would take too much effort. Option #3 was also rejected because there might be some conflicts of interest on the part of the jurisdiction which providing the service. Participants agreed that option #2 was the most appropriate.

The participants asked the Steering Committee to make a recommendation on the process for selecting the private consultant and bring the recommendation to the next General Membership meeting.



Secondly, administrative issues were discussed. The revised Management Plan spelled out the scenario if 80% or more of the jurisdictions paid for the upcoming year. However, in the case where less than 80% join, the issue would have to be resolved by the general membership. Also, the City of Tualatin volunteered to act as the "host" government. Its duties are to collect and distribute membership dues. Should FOCUS run out of funds, the City would not fund FOCUS beyond its membership dues. Lastly, the Steering Committee should receive the invoices and approve payment of the consulting firm. The General Membership agreed to all three administrative items.

Thirdly, the issue of membership dues was discussed. Some participants stated that the current fee allocation would be prohibitive for some jurisdictions to join, particularly smaller cities. After much discussion, participants asked the Steering Committee to address this issue and forward a recommendation to the General Membership.

Fourthly, the participants discussed the role of special districts in FOCUS. They agreed with the Steering Committee's recommendation that the special districts have one Steering Committee representative from each county. They also agreed that special districts in each county should be collectively assessed the same dues as paid by their respective county. Then each special district in each county would pay proportionally.

4.0 Report on Current Issues of Interest to Each Member Jurisdiction  
 Due to time constraints, this item was postponed until a later meeting.

5.0 Discussion and Action on Current McKeever/Morris Contract  
 Mike McKeever gave a summary on the money allocation of the current contract. He stated that the current six month contract which had a \$47,500 budget, had actually come in at \$30,000. This was due to the completion of projects earlier than expected, the low need for legislative involvement and the carrying over of some tasks into the next FOCUS fiscal year. Mr. McKeever stated that the final allocation was the following:

	<u>Original Budget</u>	<u>Revised Budget</u>
Basic Services:	\$15,000	\$20,500
Special Project #1:	\$15,000	\$7,500
Special Project #2:	\$15,000	\$2,000
Special Project #3:	\$2,500	\$0

The participants approved the revised allocations as stated above.

6.0 Presentation of the Carbon Dioxide Reduction Strategy  
 City of Portland Commissioner Mike Lindberg and staffperson Sue Anderson made a presentation of the city's carbon dioxide reduction strategy.

7.0 Adjourned  
 The meeting was adjourned at 7:35 p.m.

# CITY OF MILWAUKIE



FAX (503) 652-4433

## MEMORANDUM

**TO:** Mayor and City Council  
**THROUGH:** Dan R. Bartlett, City Manager *DB*  
**FROM:** Angus M. Anderson, Finance Director *AM*  
**DATE:** July 12, 1993  
**RE:** Contractual Obligations in excess of \$ 15,000

### RECOMMENDATION:

Consider resolution authorizing City Manager to execute contracts for ongoing requirements of the City.

### BACKGROUND INFORMATION:

The City has many ongoing annual obligations which are either paid once annually or are paid in installments, most often monthly. Those ongoing obligations with an annual expense exceeding that authorized for City Manager/staff approval will be brought to City Council for authorization. It is the goal of staff to incorporate all of these ongoing contractual obligations into one resolution which can be presented once annually, much as the annual resolution to consider fees and charges.

The contractual obligations being brought before you for consideration are:

**SAIF Corporation-Workers Comp Insurance -** Authorize lump sum payment of \$82,124.83 for payment of annual workers compensation insurance based on a guaranteed cost plan. This is a change from the RETRO (retrospective rating) plan which the City has had for the past few years. A comparison of the two plans reveals that the break-even point between the guaranteed cost plan and the RETRO plan is approximately \$38,000. In other words, if claims exceed \$38,000 (which has been the case in four of the last five years), the guaranteed cost plan will be economically beneficial to us. In reviewing the proposed plans of SAIF, CCIS (City, County Insurance Service) and Liberty Northwest for presentation of his recommendation, our Agent of Record, Sedgwick James, concluded that the guaranteed cost plan of SAIF was the overall best choice for the City.

**PGE- Electric Service/Street Lighting/Traffic Signals -** Authorize Purchase Order for monthly payments which annually total approximately \$ 425,000. These encumbrances are broken down as \$145,000 for electric service to City owned facilities/properties and \$280,000 for street lighting and traffic signals.

2

**CCSD #1- Sewage Treatment Charges -** Authorize Purchase Order for monthly payments which annually total approximately \$658,000 for sewage treatment expenses. These charges are included in the rate determination for City sewer fees.

**City of Portland- Sewage Treatment Charges -** Authorize Purchase Order for monthly payments which annually total approximately \$36,000 for sewage treatment expenses. These charges are included in the rate determination for City sewer fees.

**U.S. West - Telephone Line Service -** Authorize Purchase Order for monthly payments which annually total approximately \$50,000 for telephone line costs.

**Clackamas County Fire District #1- South Metro Fire Marshall Services -** Authorize \$130,000 Purchase Order for City of Milwaukie support of South Metro Fire Marshall Services provided via contract with Clackamas County Fire District #1.

**Clackamas County- Elections/Traffic Signalization/Paint Striping/Misc Services -** Authorize Purchase Orders for the many services provided to the City by Clackamas County. Those listed are provided on an ongoing basis. The total amount of the Purchase Order will be \$77,000 of which \$5,000 is for election services of the County Clerk, \$12,000 is for traffic signalization, \$10,000 for street paint striping and \$50,000 for miscellaneous services such as printing, motor pool van service, etc.

**Coopers & Lybrand, CPA- Independent External Audit Services -** Authorize Purchase Order for \$27,000 for audit services for FY 1992/93.

**O'Donnell, Ramis, et al- General Counsel Services -** Authorize Purchase Order for \$67,000 to provide general legal counsel services to the City.

**Miller, Nash, et al- Labor Relations Counsel Services -** Authorize Purchase Order for \$28,000 to provide labor relations legal counsel services to the City.

**Waste Management of Oregon, Inc.- Solid Waste Disposal -** Authorize Purchase Order in an annual amount of \$30,000 to provide solid waste disposal services to the City, including all free standing "community" trash receptacles.

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, AUTHORIZING THE CITY MANAGER TO EXECUTE CERTAIN CONTRACTS.

WHEREAS, the City of Milwaukie has established Purchasing Policies and Procedures, and

WHEREAS, certain services have projected annual expenditures in an amount requiring City Council review.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Milwaukie, Oregon: approves

SECTION 1.

The City Council has reviewed the listed services and the projected annual expenditure for such services.

SECTION 2.

The City Council finds such services needed and vital to the operations of the City of Milwaukie

SECTION 3.

The City Council authorizes the City Manager to execute Purchase Orders for the following services

<u>VENDOR</u>	<u>SERVICE</u>	<u>PROJECTED COST</u>
SAIF	Workers Compensation Insurance	\$ 82,124.83
PGE	Electric Service (including street lights)	\$ 425,000.00
CCSD # 1	Sewage Treatment	\$ 658,000.00
City of Portland	Sewage Treatment	\$ 36,000.00
U.S. West	Telephone Line Service	\$ 50,000.00
Clackamas County Fire Dist #1	South Metro Fire Marshall Services	\$ 130,000.00
Clackamas County	Elections \$ 5,000.00	\$ 77,000.00
	Traffic Signalization \$ 12,000.00	""
	Paint Striping \$ 10,000.00	""
	Misc Services \$ 50,000.00	""
Coopers & Lybrand	Independent Audit Services	\$ 27,000.00
O'Donnell, Ramis et al	General Counsel Services	\$ 67,000.00
Miller, Nash, et al	Labor Relations Counsel Services	\$ 28,000.00
Waste Management	Solid Waste Disposal	\$ 30,000.00

Introduced and adopted by the City Council of the City of Milwaukie, Oregon on July 20, 1993

Craig Lomnicki, Mayor

ATTEST:

APPROVED AS TO FORM

Pat DuVal, City Recorder

O'DONNELL, RAMIS, CREW & CORRIGAN

City Attorney

# CITY OF MILWAUKIE



FAX (503) 652-4433

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

July 12, 1993

To: Mayor and City Council  
 From: Dan Bartlett, City Manager *Dan*  
 Re: Intergovernmental Agreement (IGA) with  
 Portland Parks and Recreation

### Action Requested

Authorize the City Manager to sign the intergovernmental agreement with the City of Portland.

### Background

Portland is preparing to improve the Springwater Corridor. A part of this Portland owned property is within the City of Milwaukie. Portland is planning to seek Federal Highway Administration ISTEA Enhancement Funds. They are asking that Milwaukie contribute \$10,000 of our bike path funds to help match their application for ISTEA funds.

Maggie Collins has prepared the attached memo which indicates that it is important to approve the IGA. I recommend that the Council authorize me to sign this agreement and provide \$10,000 as our share of this needed improvement.

cc: File  
cm688/hd

# CITY OF MILWAUKIE



COMMUNITY DEVELOPMENT  
PUBLIC WORKS

6101 S.E. JOHNSON CREEK BLVD  
MILWAUKIE, OR 97206

TELEPHONE: 652-4410  
FAX: 774-8236

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

COMMUNITY DEVELOPMENT DEPARTMENT  
City of Milwaukie  
July 12, 1993

To: Dan Bartlett, City Manager *DB*  
From: *MC* Maggie Collins, Community Development Director  
Re: IGA with Portland Parks and Recreation re Springwater Corridor

Action Requested

For your information and action.

Background

See attached memo and copies of an Intergovernmental Agreement. I have reviewed the IGA and it is along the lines that we indicated to Mary Ann Cassin about eight months ago.

On the Milwaukie the Planning Commission recently held a worksession on the Springwater Corridor Master Plan. There appear to be no major stumbling blocks to adopting the Master Plan as an ancillary document to the Milwaukie Comprehensive Plan.

The anticipated City Council public hearing for a comprehensive plan amendment to adopt the Springwater Corridor Master Plan is sometime in early September. Obviously, the IGA is proceeding ahead of our local plan adoption schedule. For federal funding deadline purposes, it is important that the City act on the IGA ahead of the Plan Amendment.

There have been no identified conflicts between Portland's efforts on Springwater and the City's interests. I therefore recommend that the IGA be executed in a timely matter to meet the City of Portland's deadlines.

cc: George Hudson  
Tim Corbett  
Jim Crumley  
Mark Jonson

# PORTLAND PARKS AND RECREATION



1120 SW FIFTH AVE, SUITE 1302, PORTLAND, OREGON 97204-1933  
TELEPHONE (503) 823-2223

FACSIMILE (503) 823-5297



CHARLIE HALES, COMMISSIONER

CHARLES JORDAN, DIRECTOR

**RECEIVED**

JUN 30 1993

**PLANNING**

DATE: 6/24/93

TRANSMITTAL

TO: Maggie Collins  
City of Milwaukie  
PO Box 22009  
Milwaukie, Or. 97222

FROM: George Hudson *GH*  
Portland Park Bureau

RE: Springwater Corridor IGA

VIA: mail

ENCLOSED: 2 copies of IGA

Remarks: For your review/approval. We intend on taking this to our City Council on 7/21/93 as part of a package that includes all IGAs and the ODOT final agreement. This date is critical as we must finalize our agreements before any work can begin. Your prompt response would be greatly appreciated.

Any questions or comments, please feel free to contact me at 823-6183.

INTERGOVERNMENTAL AGREEMENT

This Agreement is entered into by and between the City of Portland, Oregon, a municipal corporation and the City of Milwaukie, Oregon, a municipal corporation (Milwaukie).

P R E C I T A L S

1. Portland is developing a multi-use recreational trail and alternative transportation (Springwater Corridor) within the former right-of-way of the Portland Tracution Company.

2. A portion of the Springwater Corridor is located within the limits of the City of Milwaukie.

3. Improvements to that portion of the Springwater Corridor existing within the boundaries of the City of Milwaukie are planned by Portland.

4. Milwaukie finds it is appropriate to contribute to Portland's costs of improvements.

NOW, THEREFORE, the parties agree as follows:

1. Portland agrees to design and construct improvements to the Springwater Corridor defined in the Springwater Corridor Master Plan unless the conflict between the Springwater Corridor Master Plan and Oregon Department of Transportation (ODOT) standards in which case ODOT standards shall prevail. A copy of the Springwater Corridor Master Plan is attached hereto.

Exhibit 1, which is hereby incorporated by reference. Milwaukie agrees to adopt the Springwater Corridor Master Plan by appropriate activity of its governing body.

2. Milwaukie shall pay \$10,000.00 to Portland upon execution of this Agreement as part of the local match for Phase I improvements, as defined by the Springwater Corridor Master Plan, as required by the Federal Highway Administration ISTEA Enhancement Funds, for the improvements within the City of Milwaukie.

3. Milwaukie agrees to allow Portland or its designee to construct the Phase I improvements within the City of Milwaukie. Portland shall retain ownership and property rights of the Springwater Corridor and of any improvements constructed thereon.

4. Milwaukie agrees to appoint a public liaison to coordinate and answer public inquiries concerning Springwater Corridor. The public liaison shall refer any questions on property ownership, crossings and encroachments to Portland's Springwater Corridor Project Manager.

5. The Agreement becomes effective upon execution of the Agreement by both parties and shall terminate upon completion of Phase I improvements by Portland or \_\_\_\_\_ whichever comes first.

6. Each party shall be solely responsible for its own activities under this Agreement. The City and



County agree to hold harmless, defend and indemnify each other, their officers, agents and employees, against any claims, demands, actions or suits (including attorney fees and costs) brought against them arising out of or relating to each party's responsibilities under this Agreement.

7. Neither party shall assign any part of its rights and duties under this Agreement without the written consent of the other. City may subcontract design or construction of the intersection improvements without the consent of County.

8. The parties have caused this Agreement to be executed by their duly appointed officers.

CITY OF PORTLAND, OREGON

CITY OF MILWAUKIE, OREGON

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

Approved as to Form:

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

\_\_\_\_\_  
County Counsel

nancya.wrk\milw.iga

INTERGOVERNMENTAL AGREEMENT

This Agreement is entered into by and between the City of Portland, Oregon, a municipal corporation (Portland) and the City of Milwaukie, Oregon, a municipal corporation (Milwaukie).

R E C I T A L S

1. Portland is developing a multi-use recreational trail and alternative transportation corridor (Springwater Corridor) within the former right-of-way of the Portland Traction Company.

2. A portion of the Springwater Corridor exists within the limits of the City of Milwaukie.

3. Improvements to that portion of the Springwater Corridor existing within the boundaries of the City of Milwaukie are planned by Portland.

4. Milwaukie finds it is appropriate to contribute to Portland's costs of improvements.

NOW, THEREFORE, the parties agree as follows:

1. Portland agrees to design and construct those improvements to the Springwater Corridor defined in Phase 1 of the Springwater Corridor Master Plan unless there is a conflict between the Springwater Corridor Master Plan and Oregon Department of Transportation (ODOT) standards, in which case ODOT standards shall prevail. A copy of the Springwater Corridor Master Plan is attached hereto as

Exhibit 1, which is hereby incorporated by reference. Milwaukie agrees to adopt the Springwater Corridor Master Plan by appropriate activity of its governing body.

2. Milwaukie shall pay \$10,000.00 to Portland upon execution of this Agreement as part of the local match for Phase I improvements, as defined by the Springwater Corridor Master Plan, as required by the Federal Highway Administration ISTEA Enhancement Funds, for the improvements within the City of Milwaukie.

3. Milwaukie agrees to allow Portland or its designee to construct the Phase I improvements within the City of Milwaukie. Portland shall retain ownership and property rights of the Springwater Corridor and of any improvements constructed thereon.

4. Milwaukie agrees to appoint a public liaison to coordinate and answer public inquiries concerning Springwater Corridor. The public liaison shall refer any questions on property ownership, crossings and encroachments to Portland's Springwater Corridor Project Manager.

5. The Agreement becomes effective upon execution of the Agreement by both parties and shall terminate upon completion of Phase I improvements by Portland or \_\_\_\_\_ whichever comes first.

6. Each party shall be solely responsible for its own activities under this Agreement. The City and

County agree to hold harmless, defend and indemnify each other, their officers, agents and employees, against any claims, demands, actions or suits (including attorney fees and costs) brought against them arising out of or relating to each party's responsibilities under this Agreement.

7. Neither party shall assign any part of its rights and duties under this Agreement without the written consent of the other. City may subcontract design or construction of the intersection improvements without the consent of County.

8. The parties have caused this Agreement to be executed by their duly appointed officers.

CITY OF PORTLAND, OREGON

CITY OF MILWAUKIE, OREGON

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

Approved as to Form:

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

\_\_\_\_\_  
County Counsel

nancya.wrk\milw.iga

# CITY OF MILWAUKIE



FAX (503) 652-4433

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

July 9, 1993

To: Mayor and City Council  
From: Dan Bartlett, City Manager *Dan*  
Subject: Commission Appointments

## Action Requested

Consider appointments to the Citizens Utility Advisory Commission, Library Board, and Parks and Recreation Commission.

## Background

The Citizens Utility Advisory Commission currently has two vacancies. Ralph Klein has reapplied and is eligible for reappointment. Richard Raynor is scheduled for an interview at the work session prior to this meeting. There have been no other applications received in our office.

The Library Board has one vacancy. Mildred Bozich submitted her application for a second term. There have been no other applicants.

The Parks and Recreation Commission has five vacant positions. Evelyn Jefferis, Sandy Newman, and Rob Curtis have reapplied and are eligible for second terms. There are no other applications on file at this time.

## Recommendation

The Council may make appointments at this time or direct staff to continue recruitment for vacant commission positions.







4

Name: EVELYN JEFFERIS Date: July 2, 1993  
Street Address: 12486 SE 60 COURT # B MILWAUKIE OR 97222  
Business Phone: 731-3221 Home Phone: 786-0910

How long have you been a Milwaukie resident? 2 YRS 10 MOS.  
Are any members of your household currently serving on a City of Milwaukie Board or Commission? If so, which Commission \_\_\_\_\_  
Are you a registered voter in Milwaukie? YES  
How did you learn about this position? \_\_\_\_\_

Current Position: SECRETARY Employer: OR. COMM F/T BLIND  
Employer's Address: 535 SE 12 AVE. PORTLAND OR Phone: 731-3221

Please list any prior civic or professional activities. MEMBER OF AMERICAN BUSINESS WOMENS ASSOC. ALLOTRIA CHAPTER - VICE PRESIDENT

Why would you like to be appointed to this commission? I HAVE SERVED ONE TERM ON THE COMMISSION & HAVE LEARNED A LOT & FEEL I COULD CONTRIBUTE MORE DURING THE NEXT TERM

What special training, skills, or experience have you had which would be pertinent to this application? I WANT TO BE MORE INVOLVED IN THE COMMUNITY EVEN THOUGH I HAVE NO SPECIAL TRAINING OR EXPERIENCE

Boards or Commissions in which you are interested: \_\_\_\_\_

Please complete this form fully so City Council can evaluate your application.  
Thank you for the extra time and effort.

\*\*\*\*\*

Received at City Hall \_\_\_\_\_ Information Sent \_\_\_\_\_  
Interviewed \_\_\_\_\_ Appointed \_\_\_\_\_  
Commission \_\_\_\_\_ Term Expires \_\_\_\_\_

RECEIVED  
CITY OF MILWAUKIE  
7 PM 11 93



Name: Sandy Newman Date: 7/12/93  
 Street Address: 10512 SE 31st  
 Business Phone: 659-7339 Home Phone: 653-2523

How long have you been a Milwaukie resident? 20 years  
 Are any members of your household currently serving on a City of Milwaukie Board or Commission? If so, which Commission no  
 Are you a registered voter in Milwaukie? yes  
 How did you learn about this position? reapplying

Current Position: Area Director Employer: Oregon Special Olympic  
 Employer's Address: 3325 NW Yeon Phone: 248-0600

Please list any prior civic or professional activities. Milwaukie Parks & Rec.

Why would you like to be appointed to this commission? to enhance the neighborhood parks, to link walking & bicycle trails with other areas, to actively seek ways and means to develop Milwaukie parks.

What special training, skills, or experience have you had which would be pertinent to this application? 2 years on the parks commission, planning & instigating programs that access the parks & rec. in different areas

Boards or Commissions in which you are interested. Milwaukie Parks & Rec.

Please complete this form fully so City Council can evaluate your application.  
 Thank you for the extra time and effort.

RECEIVED  
 CITY OF MILWAUKIE  
 JUL 13 AM 9 25 '93

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Received at City Hall \_\_\_\_\_ Information Sent \_\_\_\_\_  
 Interviewed \_\_\_\_\_ Appointed \_\_\_\_\_  
 Commission \_\_\_\_\_ Term Expires \_\_\_\_\_

6

Name: Robert D. Curtis Date: 7-1-93  
Street Address: 8802 SE 41st  
Business Phone: 777-3881 Home Phone: 653-8446

How long have you been a Milwaukie resident? 10 yrs.

Are any members of your household currently serving on a City of Milwaukie Board or Commission? If so, which Commission Myself / Parks + Recreation

Are you a registered voter in Milwaukie? Yes

How did you learn about this position? Originally By Cable Access

Current Position: Lead Employer: Precision Cast Parts  
Employer's Address: 4600 SE Harney Phone: 777-3881

Please list any prior civic or professional activities. N/A

Why would you like to be appointed to this commission? To Continue My Input Concerning Parks + Recreation.

What special training, skills, or experience have you had which would be pertinent to this application? Self-starter, Reliable and Leadership skills.

Boards or Commissions in which you are interested: Parks + Recreation

Please complete this form fully so City Council can evaluate your application.  
Thank you for the extra time and effort.

\*\*\*\*\*

Received at City Hall \_\_\_\_\_ Information Sent \_\_\_\_\_  
Interviewed \_\_\_\_\_ Appointed \_\_\_\_\_  
Commission \_\_\_\_\_ Term Expires \_\_\_\_\_

**CITY OF MILWAUKIE  
CITY COUNCIL MEETING  
BUDGET HEARING  
JUNE 30, 1993**

The Special Meeting of the Milwaukie City Council was called to order by Mayor Lomnicki at 6:34 p.m. at the Milwaukie Center with the following Councilmembers present:

Craig Lomnicki,  
Mayor  
Rick Farley

Jean Schreiber  
Bob Knudson  
Rob Kappa

Also present:

Dan Bartlett,  
City Manager  
Charlene Richards,  
Assistant to the  
City Manager  
Angus Anderson,  
Finance Director

Tim Corbett,  
Public Works Director  
Maggie Collins,  
Community Development  
Director  
Pat DuVal,  
Recorder/Secretary

**PUBLIC HEARING**

**1993-1994 Budget Hearing**

Mayor Lomnicki called the public hearing on consideration of the Budget for 1993-1994 to order at 6:34 p.m.

Mayor Lomnicki said the purpose of the hearing was to consider adoption of the 1993-1994 Budget for the City of Milwaukie. This included passage of an ordinance and resolution which allowed the City to receive state revenue sharing funds and passage of a resolution adopting the Budget. The Budget Committee has reviewed the proposed Budget and has recommended adoption.

Mayor Lomnicki reviewed the conduct of the hearing.

Staff Report: Angus Anderson, Finance Director, presented the staff report in which the City Council was requested to conduct a hearing to consider appropriation transfers, an ordinance and resolution regarding receipt of state revenue sharing funds, and passage of a resolution adopting the Budget.

Anderson reviewed the proposed transfers to cover anticipated expenditures in excess of the approved appropriation limits. Staff proposed increasing the City Council Budget by \$5,000 and the Public Works Budget by \$50,000 and decreasing contingency by \$55,000. The increase in the City Council category was mainly due to public

relations activities and the Sister City Association. Increased activity in code enforcement and permits resulted in both greater revenues and expenditures. **Anderson** said there were no changes from the Budget approved by the Budget Committee on May 11, 1993.

**Anderson** said the total Budget for fiscal year 1993-1994 was \$22,257,092. He discussed the revenue amounts and the Economic Improvement District (EID) spreadsheet. The proposed ordinance is the election to receive state revenue sharing which includes cigarette, OLCC, and highway taxes. The proposed resolution certifies those services provided in order to receive state revenue sharing.

**Councilmember Farley** discussed the percentage changes of properties located in the EID. **Anderson** said he was not able to identify specific properties from the spreadsheet. He said certain properties in the downtown area had changed; for example Piper's Pub was now the Odd Fellows facility.

**Mayor Lomnicki** said these were property values assessed by the Clackamas County Tax Assessor.

**Bartlett** said there are buildings in the downtown area which are currently being renovated. Some property owners may also be appealing their property taxes. He said **Anderson** would have to look at each property individually to supply information.

**Councilmember Schreiber** discussed a similar situation on the board of equalization.

**Councilmember Farley** asked how a department head was able to transfer funds. **Anderson** said a department head could transfer funds within a category. For example, the Police Chief may use office supply funds to repair equipment within his department. However, a transfer of \$500 from the Police Department to Public Works would have to be approved by Council.

Correspondence: None.

Testimony in Support: None.

Testimony in Opposition: None.

Neutral Testimony: None.

Staff Comments: None.

Questions of Clarification: **Councilmember Kappa** asked why the Council Budget was increased. **Bartlett** said it was primarily a safety measure because there were outstanding invoices from the Sister City Affiliation and the public

opinion survey. He said this was done in order that the City have a clean audit and that the Council fund not be overspent. If not spent, the balance goes back to the ending fund balance.

Close Public Testimony: Mayor Lomnicki closed the public testimony portion of the hearing on consideration of the Budget for 1992-1993 at 6:55 p.m.

Discussion among Councilmembers: None.

Decision by the Council: It was moved by Councilmember Kappa and seconded by Councilmember Schreiber to read the ordinance declaring the City's election to receive state revenues 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 Kappa and seconded by Councilmember Schreiber to read the ordinance declaring the City's election to receive state revenues 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.

It was moved by Councilmember Kappa and seconded by Councilmember Farley to adopt the ordinance declaring the City's election to receive state revenues. 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. 1743:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to adopt the resolution certifying services provided for state revenue sharing. 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. 18-1993:

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

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to adopt the resolution adopting the Budget, making appropriations and declaring the ad valorem tax levy for fiscal year 1993-1994. 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. 19-1993:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, CLACKAMAS COUNTY, OREGON TO ADOPT THE BUDGET, MAKE APPROPRIATIONS AND DECLARING THE AD VALOREM TAX LEVY FOR FISCAL YEAR 1993-1994.

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to adopt the resolution approving Budget appropriation transfers. 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. 20-1993:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, APPROVING BUDGET APPROPRIATION TRANSFERS.

It was moved by Councilmember Kappa and seconded by Councilmember Farley to read the ordinance determining the economic improvement district assessments for fiscal year 1993-1994 and directing that they be certified to the Clackamas County Tax Assessor for collection 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 Kappa to read the ordinance determining the economic improvement district assessments for fiscal year 1993-1994 and directing that they be certified to the Clackamas County Tax Assessor for collection 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.

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to adopt the ordinance determining the economic improvement district assessments for fiscal year 1993-1994 and directing that they be certified to the Clackamas County Tax Assessor for collection 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.

ORDINANCE NO. 1744:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, DETERMINING THE ECONOMIC IMPROVEMENT DISTRICT ASSESSMENTS FOR FISCAL YEAR 1993-1994 AND DIRECTING THAT THEY BE CERTIFIED TO THE CLACKAMAS COUNTY TAX ASSESSOR FOR COLLECTION.

ADJOURNMENT

Mayor Lomnicki adjourned the meeting at 7:01 p.m.

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Pat DuVal, Recorder/Secretary

CITY OF MILWAUKIE  
CITY COUNCIL MEETING  
JUNE 30, 1993

The Special Meeting of the Milwaukie City Council was called to order by Mayor Lomnicki at 6:00 p.m. at the Milwaukie Center with the following Councilmembers present:

Craig Lomnicki,  
Mayor  
Rick Farley

Jean Schreiber  
Bob Knudson  
Rob Kappa

Also present:

Dan Bartlett,  
City Manager  
Charlene Richards,  
Assistant to the  
City Manager  
Angus Anderson,  
Finance Director

Tim Corbett,  
Public Works Director  
Maggie Collins,  
Community Development  
Director  
Pat DuVal,  
Recorder/Secretary

**OTHER BUSINESS**

**Consider Resolution Establishing Fees and Charges for the Coming Year - Resolution**

Angus Anderson, Finance Director, presented the staff report in which the City Council was requested to consider a resolution establishing annual fees.

Anderson said the fees and charges were increased approximately five percent over last year. The City is planning to complete a "Cost of Services" survey in the coming fiscal year. Changes from last year include parking fees, effective September 1, 1993; alarm fees, effective January 1, 1994; and elimination of park user fees.

Councilmember Farley discussed the false alarm fee. He said he was concerned that there was no additional charge until the fourth alarm. He said it was very expensive to respond to a fire alarm. Bartlett said an alarm owner should be allowed owner mistakes before being penalized. The alarm fees are annual, and three false alarms are allowed per year.

Councilmember Kappa asked what the approximate cost of a block party would be. Bartlett said, for example, the fee for a block party might be only the actual cost of the barricades. A major community event might include additional enforcement costs. As long as the City provides no barricades, there will be no fee charged.

Councilmember Knudson asked for clarification of the hydrant water meter deposit. Anderson said an example of this would be Ross Bros. who tied into a water line. He said this fee was different from the deposit made by a contractor to hook up a residence.

It was moved by Mayor Lomnicki and seconded by Councilmember Schreiber to adopt the resolution setting fees for services; classifying the fees imposed by this resolution as not subject to article XI, Section 11B of the Oregon Constitution; and repealing Resolution 23-1992.

Councilmember Knudson asked when the fee increase would go into effect. Bartlett said the fees would increase on July 1, 1993, with the exception of the parking lot fees that would be effective on September 1, 1993, and the business license and alarm permit fees effective January 1, 1994.

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. 17-1993:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, SETTING FEES FOR SERVICES; CLASSIFYING THE FEES IMPOSED BY THIS RESOLUTION AS NOT SUBJECT TO ARTICLE XI, SECTION 11B OF THE OREGON CONSTITUTION; AND REPEALING RESOLUTION 23-1993.

Consider Classification and Re-classification for Non-represented Employees and Establish Salary Ranges

Charlene Richards, Assistant to the City Manager, presented the staff report in which the City Council was requested to review the new classifications and recommended salary ranges for the City Engineer and Police Captain with an effective date of July 1, 1993. The new classifications were included in the proposed 1993-1994 Budget and approved by the Budget Committee.

Richards said the position of Deputy Chief position was a result of the consolidation of the Fire and Police Departments into the Public Safety Department. Prior to implementation of the Public Safety Department, the Deputy Chief position was classified as a Captain. The Fire Department Deputy Chief position was not filled upon Ron Nelson's retirement and Chief Olsen's hiring. This proposed action was in keeping with some information received in Richard Walker's report.

CITY COUNCIL MEETING - JUNE 30, 1993

The proposed classification is ten percent below the existing top step of the Deputy Chief salary. To implement reclassification of the Deputy Chief position to Captain, the incumbent would have his current salary frozen until the captain's salary range exceeded the incumbent's pay.

Mayor Lomnicki asked if this person would have a pay freeze. Richards said this is correct, and the freeze may last up to two years.

Councilmember Knudson asked if the Deputy Fire Chief position was open. Richards said this position had been vacant since Nelson's retirement, and there is no intent to fill the vacancy.

Bartlett said this action would make the department's personnel structures the same.

Councilmember Kappa asked if there was a Deputy Lieutenant position in the Police Department. Richards said there was not.

Bartlett pointed out that the Detective Sergeant is one range above the regular sergeant positions.

Richards said the Police Department Captain would supervise the operations division.

Councilmember Knudson said there was no range of officers. Bartlett said Milwaukie's Police Department was not large enough for this type of structure.

It was moved by Councilmember Knudson and seconded by Councilmember Farley to authorize the City Manager to revise the 1993-1994 Salary Schedule (Management and Non-represented staff) to include the classification of City Engineer for Range 19.0 and Police Captain at Range 18.0 and delete the classification of Deputy Police Chief at Range 20.0 effective July 1, 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.

Consider Awarding Bid for 32nd Avenue Improvements

Tim Corbett, Public Works Director, presented the staff report in which the City Council was requested to authorize the Public Works Department to award the 32nd Avenue Reconstruct Project, contingent on approval of the 1993-1994 Budget.

CITY COUNCIL MEETING - JUNE 30, 1993

Corbett discussed the project background and the decision to use a cement-treated base. Bids were opened on June 24, 1993, and the low bid was about \$500,000 under the anticipated costs. Work is expected to begin mid-July.

Corbett said Porter Yett Co. has worked in the area for many years. Yett was the contractor for the Stanley Avenue Overlay Project. The company stayed within their budget, and City staff was pleased with the work.

Councilmember Knudson asked if there would be curbs and sidewalks installed. Corbett said there will be curbs installed on the west side. There are already sidewalks on the east side, however, some need to be replaced.

Councilmember Farley asked when the project would be completed. Corbett said completion was set about November 1.

Councilmember Kappa asked if there was any indication that Yett might be cutting corners. Corbett said Yett has been doing many projects in the metropolitan area. Any contractor hired for the project is required to follow City specifications. The City will hire a full-time inspector to watch the entire project.

It was moved by Councilmember Farley and seconded by Councilmember Kappa to authorize the Public Works Department to award the 32nd Avenue Reconstruct Project to Porter W. Yett Company in the amount of \$685,046.00. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nay; no abstentions.

Councilmember Farley asked for further clarification of the Police Department classification that would be dropped and the Captain position that would remain the same.

Bartlett said that range 20 would be dropped, and Chief Easterday would be frozen at his current salary until the range 18 salary is equal. He said the City's reason for proposing the reclassification was because the work is more comparable to a Public Works Division Supervisor. This action was recommended both by Richard Walker and Kent Layden upon the Deputy Chief's retirement. The Deputy Chief subsequently withdrew his retirement letter. The Deputy Chief's salary will be frozen, but not reduced.

Councilmember Kappa discussed the flyer from the Clackamas County Youth Gang Task Force and the Cop Camp Program.

Councilmember Schreiber expressed concern that the Cop Camp program might not meet federal guidelines.

CITY COUNCIL MEETING - JUNE 30, 1993

Councilmember Farley discussed the Community Action Board meeting he had attended.

ADJOURNMENT

Mayor Lomnicki adjourned the meeting at 6:33 p.m.

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Pat DuVal, Recorder/Secretary

**CITY OF MILWAUKIE  
CITY COUNCIL MEETING  
JULY 6, 1993**

The one thousand six hundred and seventy-fourth 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  
Jean Schreiber

Rob Kappa  
Bob Knudson  
Rick Farley, absent

Also present:

Dan Bartlett,  
City Manager  
Bill Monahan,  
City Attorney  
Charlene Richards,  
Assistant to the  
City Manager  
Angus Anderson  
Finance Director

Maggie Collins,  
Community Development  
Director  
Ella Gossett,  
Dispatch Supervisor  
Paul Roeger,  
Office Engineer  
Pat DuVal,  
Recorder/Secretary

**PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS**

None scheduled.

**PUBLIC HEARING**

None scheduled.

**AUDIENCE PARTICIPATION**

**Herbert Carter**, 8725 SE 29, Milwaukie, discussed his recent municipal code citation. He said the complaint was filed against him by a City Councilor for a car parked in front of his house. He said he believed the issue was too trivial for City Council and the Police Department concern. He said he has lived in Milwaukie for fourteen years without any trouble. **Carter** said he believed this was harassment. He asked if there was a copy of the code that citizens could review. He said he and the other neighbors who have been cited are responsible citizens.

**Mayor Lomnicki** said there were copies of the Milwaukie Municipal Code in all City facilities for public review. He explained the recent hiring of a Code Enforcement Officer has increased the number of responses to violation notifications. When a property owner is cited for a code violation, that person is given the opportunity to voluntarily comply within a certain period of time.

CITY COUNCIL MEETING - JULY 6 1993

Councilmember Schreiber said Councilors notify staff immediately of code complaints that are made to them.

Councilmember Kappa said he had been contacted by a resident of Carter's neighborhood several months ago. He said he had turned the complaint over to the City Manager to follow proper, code enforcement procedures. Councilmember Kappa said he had spoken with a neighbor, and he encouraged her to bring her concerns before Council. He suggested that a neighborhood arbitrator was a possibility.

Carter said most of the neighbors involved are reasonable. He urged that issues be discussed before citations were issued.

Mayor Lomnicki said the citation is part of the legal process to initiate a cleanup process. If code enforcement issues cannot be handled within the neighborhood, it is appropriate to contact the City.

Carter said many of the violations are trivial.

Councilmember Kappa said he believed a neighborhood arbitrator should be considered.

Councilmember Kappa said as a Councilmember he cannot be involved in legal issues.

Mayor Lomnicki said he understood Carter to say that many of the City codes are too strict. The Code Enforcement Officer is given the responsibility of determining if a property owner is in violation of a code. The Municipal Code is available at City Hall for review, and residents are urged to contact the Code Enforcement Officer if they have questions.

Carter said he wants to be sure that good use is being made of City money for code enforcement.

Mayor Lomnicki said staff would send the code enforcement information to Carter.

Carole Riggs, 8815 SE 28, said her property was recently cited. She submitted a written request for information. She said she was told by Jim Mishler in 1992, that if vehicles were covered with a blue tarp, no citations would be issued. She was concerned that this was a solution to a storage problem one year, but not the next.

C. Riggs said she had spoken with Councilmember Kappa about a neighborhood mediator. She asked what value this would be to the residents who had been cited. She expressed concern that one resident could make so many complaints. It seemed like a form of harassment. She said she was concerned with

CITY COUNCIL MEETING - JULY 6 1993

City policy and asked for written information. She said she did not believe that City employees should act on a telephone complaint. She said she believed the City should require a written form.

Mayor Lomnicki said staff would write a response to C. Riggs' questions and make a recommendation to Council.

Ron Riggs, 8815 SE 28 Pl., said he was not sure that any code violation had been committed. He said he did not believe licensed vehicles parked in a driveway could be a code violation. He said there did not seem to be a way to get around a City Code.

Mayor Lomnicki said code enforcement guidelines could be made available to him. He suggested that Riggs address his concerns through the Municipal Court process. The Code Enforcement Officer has the responsibility to enforce current laws and move ahead with a violation if necessary.

C. Riggs said she had received a very poor copy of the Code. She asked how long it takes to change sections of the Municipal Code.

Mayor Lomnicki discussed the process which would include a staff recommendation and public input. A Code amendment would require that the City Attorney's Office prepare an ordinance based on state statutes. This process would probably take 90 - 120 days. A Code amendment does not require a public vote.

Nancy Burgoyne said she lives next door to the Frabels on 28th Pl. She said in November, her family purchased a pickup to restore. They were told to either get rid of the vehicle or build a storage shed. She said she believed this was an invasion of privacy because the vehicle was parked on their vacant lot. She said the Frabels have been seen in various neighbors' backyards looking in windows. She said the Frabels cleaned up their property and then began to complain about the rest of the neighborhood. She said the Neighborhood Watch Program has given the Frabels the opportunity to snoop. One family has already moved from the neighborhood for this reason.

Mayor Lomnicki said the Frabels are acting upon their rights as citizens. He said he would like to see the Frabels sit down with the rest of the neighborhood to discuss the situation.

Burgoyne said there was no way to get the truth from the Frabels.

CITY COUNCIL MEETING - JULY 6 1993

Mayor Lomnicki said it is the Code Enforcement Officer's duty to respond to complaints and act in a consistent manner. No one has the right to criminally trespass which is an issue that must be dealt with through the Police Department. Civil matters must be addressed through the Municipal Court.

Burgoyne said she would be fined \$500 if the vehicle is not removed by July 24. She said the Frabels consider the truck junk, but she does not.

Mayor Lomnicki advised Burgoyne that the decision could be appealed. If the extension for compliance runs out, the issue can be taken up with the Municipal Court Judge. He said the City is obligated to enforce community standards.

Burgoyne said she believed some of the laws were too rigid.

Mayor Lomnicki said he believed the City has always made the attempt to allow citizens to come into compliance voluntarily.

Burgoyne said she had lived in the neighborhood for many years, but things have really gotten bad in the past few years. She said there were areas of the City that were worse.

Mayor Lomnicki said the difference is that no one has complained in the other areas. No employee or Councilor can overlook a blatant code enforcement violation. The City has to step in if issues are not handled by the neighborhood.

Rita Vondrack, 8616 SE 28th, asked how many citizens abuse rights by calling in to complain. She said she believed that complaints should be prioritized. Many residents in the neighborhood are being fined. Most of the residents mind their own business. She said she believed rights are being abused and the situation is out of control. She said she believed that if it was so important for someone to complain, that person should be able to go in person to City Hall. Anyone can sit in their living room and make phone calls all day long.

Mayor Lomnicki discussed the need to accommodate handicapped residents. It is also the right of a person to remain anonymous. He said the Code Enforcement Officer issues a citation only if there is a code violation.

Vondrack said she believed the City should urge better communication. She suggested that if many complaints come from one person, that the situation should be looked at more closely.

CITY COUNCIL MEETING - JULY 6 1993

Mayor Lomnicki said the issue is whether these are valid complaints and actual code violations.

Vondrack suggested that Council should ask which complaints are really out of line and out of control.

Mayor Lomnicki said if the Code Enforcement Officer is aware that a complaint is not valid, he will not go to the site.

Councilmember Kappa said City government is accessible, and citizens concerns will be addressed. He said he told C. Riggs that a neighborhood mediator was one possibility. He said as a Councilor, he could not get involved. He said he told Riggs to access City Council by attending the meeting.

Dan Bartlett, City Manager, said the most serious Code Enforcement complaints are handled first. Three years ago, the City Attorney's office prepared a code enforcement procedure that allowed for voluntary compliance. He discussed a finding made October, 1991, regarding a situation that constituted a junk yard under state statutes.

Bartlett said there are about 1200 code enforcement complaints processed each year. He discussed the burned out house on Monroe that had been an attractive nuisance. The process of working with the owner to demolish it had taken several years. He said most residents respond quickly, however some cases are more difficult and take longer to resolve. The Code Enforcement Officer is given discretion over a voluntary compliance agreement.

Vondrack discussed the telephone complaint system. People should go to the City Manager's Office in person if there is a problem.

Councilmember Schreiber discussed the Americans with Disabilities Act and City Hall accessibility.

Vondrack suggested they call the Police Department.

Mayor Lomnicki said the City wants the public to be able to access government, and phone calling makes it easier. The Code Enforcement Officer makes the decision on whether a complaint should be acted upon. He recommended that neighborhood residents get together and talk it over.

Vondrack said the residents would gladly meet with a mediator.

**CITY COUNCIL MEETING - JULY 6 1993**

**Bartlett** said there were thirteen outstanding complaints at this time, and the City has been in contact with the neighborhood since mid-June. He said it would take some time to find a qualified mediator. Staff will work on the list of questions from C. Riggs and prepare a written response.

**Vondrack** said Code Enforcement is valid, however, it is being abused by one person through the Neighborhood Watch.

**Mayor Lomnicki** said the Frabels should be invited to a neighborhood meeting. If one party does not want to attend, the others do not have to put up with criminal trespass. He said the City would contact Carter as head of the neighborhood group regarding a mediator.

**C. Riggs** discussed the overpass construction and increased noise. She asked if there were plans for a barrier wall.

**Councilmember Schreiber** said there is a noise ordinance enforced by the Police Department.

**Mayor Lomnicki** said highway improvements had gone through the public hearing process.

**Councilmember Kappa** responded to question 37 by saying, he did not believe the request was a waste of time or taxpayer money.

**Mayor Lomnicki** said the City will work with the neighborhood to resolve the differences in the area.

**OTHER BUSINESS**

**Consider Adoption of 1993-1994 Council Goals - Resolution**

**Dan Bartlett**, City Manager, presented the staff report in which the City Council was requested to consider a resolution establishing 1993-1994 Council Goals. These are a result of several work sessions held by the City Council. He reviewed the elements of the 1993-1994 Goals which were Riverfront and Downtown, Long-term Vision, and Public Safety. At the previous meeting, it was the consensus of Council that the Riverfront and Downtown narrative did not adequately focus on development and revitalization. He discussed the need of the City to know what it wants as the South/North Corridor Alternative Analysis develops.

**Councilmember Kappa** said the Council had just held a work session on riverfront development with members of the Planning Commission. Council had different visions, but supported the main goal of developing and revitalization the Riverfront and Downtown area.

CITY COUNCIL MEETING - JULY 6 1993

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to adopt the resolution establishing the 1993-1994 Council Goals. Motion passed 4 - 0 with the following vote: Mayor Lomnicki, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions; Councilmember Farley absent.

RESOLUTION NO. 21-1993:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, IN THE MATTER OF SETTING COUNCIL GOALS FOR 1993-1994.

Consider Proposed Urban Tree Management Program

Maggie Collins, Community Development Director, presented the staff report in which the City Council was requested to review the general Urban Tree Management Program and authorize the Community Development staff to proceed on recruitment for the proposed Milwaukie Tree Committee.

Collins said the Planning Commission's goal is to develop a tree ordinance for the City of Milwaukie which consists of establishing a comprehensive urban tree management program for the City, that can be implemented step-by-step and which achieves citizen acceptance and community support for an urban tree management program. The objectives are to protect the existing tree stock; require that new developments include trees; identify and protect trees of significance; establish an effective enforcement procedure; and encourage expansion of current resources.

Collins said the first step would be to form the Milwaukie Tree Committee, consisting of three Planning Commissioners and five lay members from the community. Staff is seeking authorization to recruit members for the task committee.

Councilmember Knudson asked what their task would be. Collins said the group's first task would be to work toward a draft comprehensive urban tree management program for the City and then to develop a short-term action plan using existing tools such as storm drainage ordinances and the natural resource overlay. Existing tree stock would be assessed, and the City's role in tree maintenance would be reviewed.

Councilmember Kappa discussed item 3.c. regarding volunteer groups. He asked how many groups there would be and how much staff time would be used? Collins said interns would put in most of the staff time.

Councilmember Kappa asked what the role of the Planning Commission members would be in the group. Collins said Planning Commission members would be on equal footing with the lay members. If a situation develops over which members of the group cannot agree, the Planning Commission would make the final decision.

Councilmember Schreiber asked if the aborist assisting in the project would be paid. Collins said this part had not been worked out yet. She said Tim Corbett, Public Works Director, and one Planning Commission member has aborist experience.

Councilmember Kappa expressed concern about the amount of time Corbett might have to put in on the tree program. Collins said she believed the City could also get advice from the City of Portland. She stated that the project would require the use of staff time and spending money.

Mayor Lomnicki asked Collins if she believed volunteer groups and school children could accurately assess Milwaukie's tree stock. Collins said staff and volunteer groups would be advised by the aborist on the trees which should be inventoried and how to assess the value.

It was moved by Councilmember Schreiber and seconded by Councilmember Knudson to approve the general Urban Tree Management Program outline as presented and to authorize the Community Development staff to proceed on recruitment for the Milwaukie Tree Committee.

Council discussed the appropriateness of calling the tree program group a committee.

Councilmember Schreiber and Councilmember Knudson withdrew their motion.

It was moved by Councilmember Schreiber and seconded by Councilmember Knudson to approve the general Urban Tree Management Program outline as presented and to authorize the Community Development staff to proceed on recruitment for the Milwaukie Tree Task Group. Motion passed 4 - 0 with the following vote: Mayor Lomnicki, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions; Councilmember Farley absent.

Consider Contract Award for Public Safety Building Telephone System.

Ella Gossett, Dispatch Supervisor, presented the staff report in which the City Council was requested to consider a bid award for PBX telephone and voice messaging for new Public Safety Building.

CITY COUNCIL MEETING - JULY 6 1993

**Gossett** reviewed the background of the bid process. The City of Milwaukie worked with consultant Northwest Information Services (NIS) to prepare an RFP and evaluate bids received. She said City staff and Fred Wist of NIS attended equipment demonstrations of the two lowest bidders. Comfort level and ease of use was one of the main considerations in staff's recommending TSC/Tadiran Coral PBX system.

**Mayor Lomnicki** asked the dollar amount of the bid. **Gossett** said it was \$38,028.

**Councilmember Kappa** said it was very important for employees to be comfortable with using the system. He asked how the modular replacement was done if the department wished to go from eight to twenty-four buttons. **Bartlett** said the circuit board in the base module can take any of the basic button configurations. The entire phone does not have to be replaced.

**Councilmember Kappa** asked if the two-year warranty was standard. **Gossett** said the two-year warranty was standard, however, one respondent did offer a three-year warranty.

**Bartlett** said he got two references from Douglas and Polk Counties on their systems. He said he had used the NEC system and found it relatively unfriendly. Members of the evaluation team found the Tadiran system to be flexible. He discussed the opening in the contract to negotiate to buy off the agreement within a certain period of time. He said price is only one consideration; value to the City is the other.

**Councilmember Kappa** asked if this will be part of the in-house paging system. **Bartlett** said the Tadiran system would allow for paging. He mentioned that the Public Works Department had also requested a paging system.

**Gossett** said the Tadiran or any other respondents' equipment would interface with the E-9-1-1 system.

**Councilmember Kappa** asked which part controlled the system. **Fred Wist**, INS, said there was a completely self contained Central Processing Unit in the telecommunications room. The balance is provided through the US West network.

**Councilmember Schreiber** discussed the fact that some of the bidders had not included the elevator phone or the door phone box. **Wist** said in some of the bids, these items were not specifically mentioned because they were included with other equipment.

It was moved by Councilmember Schreiber and seconded by Councilmember Knudson to award the PBX telephone bid to Telephone Sales and Communications (TSC) and authorize the City Manager to enter into contract negotiations with TSC in the amount of \$38,028.00. Motion passed 3 - 1 with the following vote: Mayor Lomnicki, Councilmember Schreiber, and Councilmember Knudson aye; Councilmember Kappa nay; no abstentions; Councilmember Farley absent.

Consider Contract for 9-1-1 Telephone Equipment

Ella Gossett, Dispatch Supervisor, presented the staff report in which the City Council was requested to authorize the City Manager to enter into sole source equipment lease/purchase agreement with US West Communications for transfer and installation of Enhanced 9-1-1 equipment to the Public Safety Building. The City has the opportunity to flush mount the E-9-1-1, TDD, and PBX equipment into the dispatch console. She discussed the Automatic Number Identification and Automatic Location Identification (ANI/ALI) information that would visually display the caller's name, address, and phone number. The total cost of the proposed fifty-line system would be \$82,968.

Bartlett discussed 9-1-1 funds that could be used and reimbursed for the lease option. He said there would be some penalty for a buy out, but he would negotiate to the amount of the lease before committing the City.

Councilmember Kappa asked if the E-9-1-1 of the PBX would control the computer system.

Morey Hewitt, US West, said the systems are integrated, and one does not run the other. Both systems fit into the console, allowing administrative lines and 9-1-1 to work in the same unit.

It was moved by Councilmember Schreiber and seconded by Councilmember Knudson to authorize the City Manager to sign a lease/purchase agreement with US West Communications for transfer and installation of Enhanced 9-1-1 equipment to the new Public Safety Building in the amount of \$82,968. Motion passed 4 - 0 with the following vote: Mayor Lomnicki, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions; Councilmember Farley absent.

Consider Purchase of Paving Material for Fiscal Year 1993-1994

Paul Roeger, Office Engineer, presented the staff report in which the City Council was requested to authorize the City Manager to sign a purchase order to Lone Star Northwest for paving materials for fiscal year 1993-1994.

Councilmember Knudson asked how this compared to last year's costs. Mike Clark, Operations Supervisor - Streets, said this amount was about \$10,000 less than last year.

Councilmember Schreiber asked what materials were included in this purchase order. Roeger said the purchase order included such materials as asphalt, rock, and sand. These are general maintenance materials which are not supplied by contractors working on projects.

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to authorize the City Manager to sign a purchase order to Lone Star Northwest in the amount of \$35,000.00 for fiscal year 1993-1994. Motion passed 4 - 0 with the following vote: Mayor Lomnicki, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions; Councilmember Farley absent.

Consider Water Authority Financial Analysis  
Intergovernmental Agreement

Paul Roeger, Office Engineer, presented the staff report in which the City Council was requested to authorize the City Manager to sign an Intergovernmental Agreement to fund a Financial and Operational Analysis for forming a Water Authority with other North Clackamas County Water Purveyors.

Roeger said the City of Milwaukie has been meeting for two years with other area water purveyors. There are still some outstanding issues that need to be addressed, but the group has made significant progress in negotiating an intergovernmental agreement. The Committee would like to hire a consultant to determine the operational and financial feasibility of forming a water authority prior to making Boundary Commission application. The cost of the analysis will be shared. Milwaukie will pay about \$11,000, 16 percent of the total, which is available in the Water Fund. The feasibility study will aid the City in determining if it should participate in the proposed water authority. The City is not committed to becoming a member of the authority by signing this intergovernmental agreement.

Councilmember Schreiber asked if the Participation Committee would require City staff time. Bartlett said it would. The study will give the Council information on forming the water authority and feasibility of joining it. He also indicated that all the players would be equal, and not directed by one particular area water supplier.

Councilmember Schreiber asked if any group of consultants had been identified for this project. Bartlett said, not at this time; however, an RFP will be prepared.

CITY COUNCIL MEETING - JULY 6 1993

It was moved by Councilmember Kappa and seconded by Councilmember Schreiber to authorize the City Manager to sign the intergovernmental agreement obligating the City to share in the costs of a financial analysis for forming a Water Authority not to exceed \$11,002.

Bartlett said purchasing rules would allow the amount of the payment to exceed \$11,002 by 20 percent before Council action was necessary.

Mayor Lomnicki said that the agreement designates that one of the two participating cities, Milwaukie and Gladstone, must be present for a quorum.

Motion passed 4 - 0 with the following vote: Mayor Lomnicki, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions; Councilmember Farley absent.

Consider Fuel Purchase for Fiscal Year 1993-1994

Paul Roeger, Office Engineer, presented the staff report in which the City Council was requested to consider a purchase order request from fleet service, awarding Don Thomas Petroleum the contract to furnish gasoline and diesel fuel to the City at the State of Oregon bid prices. The amount of the purchase order was \$29,534.90.

Mayor Lomnicki asked who made the changes on page two of the staff report. Bartlett said this was an internal purchase request form, and he believed that Angus Anderson, Finance Director, had corrected the amount.

Mayor Lomnicki discussed octane ratings of the state. He asked if the octane level was reflected in the price of the lowest bidder. Bartlett said the bids indicated an octane minimum.

Councilmember Schreiber asked if the City had a mechanism for checking the octane level because recent news stories indicate that the state is not providing supervision on octane ratings.

Bartlett said there would be an additional expense for testing and it would have to be done by an outside consultant. The City would get fuel with the same octane as any state agency.

Councilmember Kappa suggested checking the mileage of the vehicles in order to help determine the octane levels.

Councilmember Kappa asked if Don Thomas Petroleum was considered a reputable company. Bartlett said Thomas was considered a reputable bidder.

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to award Don Thomas Petroleum the contract to furnish gasoline and diesel fuel to the City at the State of Oregon bid prices in the amount of \$29,534.90. Motion passed 4 - 0 with the following vote: Mayor Lomnicki, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions; Councilmember Farley absent.

Consider Fee Charge for Daily Display Sign Permit Program

Maggie Collins, Community Development Director, presented the staff report in which the City Council was requested to review fee charges for the daily display sign permit program. She said the Community Development staff believed that offering a 30-day waiver of the \$50 daily display sign permit fees would get the program off to a good start. After 30 days, those individuals who have been notified and have not responded would be charged the full amount. A daily display sign permit fee is a one time charge, unless there is a change in type or use of sign.

Mayor Lomnicki asked if the daily display sign permit lasted the lifetime of that business, or is the permit transferrable. Collins said the permit is issued for a specific sign described on the permit application. If there is a dramatic change in the sign or if the sign needs enforcement action because it is not kept in good repair, the permit is in jeopardy.

Tim Ramis, City Attorney, said the City does not regulate the sign based on content or message. If a sign is physically changed, a new permit might be required. The term "on premises" means that the sign is on the site of the business. Since the City does not regulate the content of the sign, one permit would allow for a change of the message.

Collins said one daily display sign-per business is allowed. It is the renting of the public right-of-way for advertising purposes. The 30-day grace period is a way to get business owners to apply for permits.

Councilmember Schreiber asked if the sign ordinance allowed a person to display a sign expressing their own beliefs on their own property. Collins said this permit is limited to commercial and industrial zones.

Mayor Lomnicki asked if this applies only to sandwich board signs. Bartlett said daily display signs are in the public right-of-way. There are other regulations regarding signs that might be in windows or other locations on a building.

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to approve the proposal that the daily display sign permit program allow a 30-day grace period from date of initiation, wherein no fees for obtaining the required permits will be charged. Motion passed 4 - 0 with the following vote: Mayor Lomnicki, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions; Councilmember Farley absent.

Personal Services Contract - Kent Layden

It was Council consensus that staff contact Kent Layden to arrange for work sessions.

CONSENT AGENDA

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to adopt the Consent Agenda which consisted of the City Council Minutes of June 15, 1993. Motion passed 4 - 0 with the following vote: Mayor Lomnicki, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions; Councilmember Farley absent.

INFORMATION

Councilmember Knudson asked for information on the Sister City Association meeting. Bartlett said it would be Tuesday, July 13, at 7:30 a.m., at the North Clackamas Chamber of Commerce Office, 7740 SE Harmony. The agenda includes review of affiliation status, formation of affiliations, and election of a task force chair. He discussed a junior high school student visit sponsored by the Aspect Agency scheduled for August 3.

Mayor Lomnicki discussed a letter received from Mrs. Wade complimenting Wichita Sanitary on their customer service.

Bartlett discussed the memo regarding the Tri-Met shuttle service.

Councilmember Schreiber announced the upcoming FOCUS meeting and the Federal Drinking Water Meeting called by Senator Hatfield.

Councilmember Knudson asked if there had been any contact with Oak Lodge Fire District. Bartlett said Consultant Eric Carlson had delivered several concept papers on fire service delivery in the area. Bartlett said he would review these and schedule a Council work session. He said Council should also be asked to authorize expanding an area of the Public Safety Building to be used by the South Metro Fire Marshal's Office (SMFMO), and to admit Oak Lodge to SMFMO. Project

**CITY COUNCIL MEETING - JULY 6 1993**

Manager Carl Moseley is currently determining the cost of expanding the Public Safety Building.

Bartlett said the interior painting and ceilings have been hung at the Public Safety Building and suggested a Council tour.

Councilmember Schreiber discussed an upcoming tour of the new aquatic center and viewing Parks District plans in other communities.


**ADJOURNMENT**

Mayor Lomnicki adjourned the meeting at 9:50 p.m.

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Pat DuVal, Recorder/Secretary


MILWAUKIE POLICE DEPARTMENT  
MEMORANDUM

TO: Dan R. Bartlett, City Manager  
FROM: Gayle G. Easterday, Deputy Chief of Police   
DATE: June 29, 1993  
SUBJECT: APPLICATION FOR LIQUOR LICENSE

State and local law enforcement records fail to reflect any negative information on the below-listed applicant. I therefore find no reason to deny the requested license.

Applicant: Buena Ventura, Inc.  
dba FERNWOOD INN  
2122 SE Sparrow Street  
Milwaukie, OR 97222

MILWAUKIE POLICE DEPARTMENT  
MEMORANDUM

TO: Dan R. Bartlett, City Manager  
FROM: Gayle G. Easterday, Deputy Chief of Police   
DATE: June 29, 1993  
SUBJECT: APPLICATION FOR LIQUOR LICENSE

State and local law enforcement records fail to reflect any negative information on the below-listed applicant. I therefore find no reason to deny the requested license.

Applicant: Chong H. Enyart  
dba TOWN DELI & GROCERY  
2036 SE Monroe Street  
Milwaukie, OR 97222

MILWAUKIE POLICE DEPARTMENT  
MEMORANDUM

TO: Dan R. Bartlett, City Manager  
FROM: Gayle G. Easterday, Deputy Chief of Police *GE*  
DATE: July 1, 1993  
SUBJECT: APPLICATION FOR LIQUOR LICENSE

State and local law enforcement records fail to reflect any negative information on the below-listed applicant. I therefore find no reason to deny the requested license.

Applicant: Julee Chang  
Myung Jin Chang  
dba ERIC'S MARKET  
9410 SE 32nd Avenue  
Milwaukie, OR 97222



## MEMORANDUM

TO: CITY COUNCIL, CITY OF MILWAUKIE, OREGON

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

FROM: Angus M. Anderson, Finance Director *AA*

DATE: July 3, 1993

RE: Quarterly Financial Report:  
Fourth Quarter FY 1993 Report

This report includes all financial transactions through June 30, 1993 which is the end of the fiscal year. The reports, however, should be viewed as quarterly reports rather than even a preliminary year end report. There are just too many entries remaining to be incorporated into the results shown to refer to them as year end reports.

As in prior financial reports, you will find attached to this narrative report various reports, some that are "financial system" generated and some compiled from the "financial system" generated reports. The purpose of these additional reports is to provide a greater level of detail for analysis. The first document is the General Fund Appropriation Report for June 30, 1992. This report is followed by a blue two page (front and back) Expense Summary by Fund presenting summary expenditure and encumbrance figures by department level within each fund, totaled by fund. The report columns are Budget, Current Month Activity, Year to date Activity, Year to Date Variance (Budget minus YTD Activity), Encumbered Amount (total of all Purchase Orders issued), Variance Including Encumbrances (Budget minus [YTD Activity + Encumbrances]), and Percent Used (a figure which I find to be of very limited value). In reviewing this report, it is important to note that there may be several departments within a single appropriation category. For instance, within the General Fund "Public Works" appropriation category, the departments of Public Works Admin, Public Works Engineering, Public Works Structural Safety, Facility Maintenance, and Parking Facilities are included. This Expense Summary by Fund report is followed by the Revenue Analysis listing all revenues by fund in detail format. The columns represent Budget, Current Month Activity, Year To Date Activity, Uncollected Balance and Percent of Budget Received to date.

The following pages present the narrative summarization of resources and expenditures for the General Fund. Presentation is by categorical representation of resources and appropriation level of expenditures. The amounts shown as "Expended or Encumbered" includes outstanding purchase orders. In computing the full year projections, departments have made adjustments to account for purchase orders which may not be filled before the end of the fiscal year, or blanket purchase orders which may not be fully utilized prior to year end. For these reasons, the year end projection may be less than the actual year to date (including encumbrances) amount.

**RESOURCES:**

**LOCAL PROPERTY TAXES**

Local Property Taxes (both current and prior year) are received by the County Tax Collector and deposited directly into our Local Government Investment Pool (LGIP) account. For the current fiscal year the budgeted amount to be received is \$3,963,758. The amount received to date is \$4,193,546 and the projection for the full year is \$4,000,500. The full year projection is less than current receipts because some receipted amounts still require journal entries to record them in the correct funds (Library, Fire and Debt Service).

**STATE REVENUE TRANSFERS**

State Revenue Transfers include pass through collections of cigarette tax, OLCC liquor taxes, and telephone taxes passed through as 911 Reserves. Receipts are deposited directly to our LGIP account. The budgeted amount for the current year is \$336,500. To date \$382,715 has been received which is also the year end projection.

**COUNTY REVENUE TRANSFERS**

This revenue category includes Metro grants. In prior years payments of the County Library Levy were recognized in this category. With the passage of the Library Services Serial Levy and the incorporation of the Library Services Fund, those revenues now are recognized in that Fund. The total amount budgeted in this category is \$30,000. To date \$56,466 has been received. No additional revenue is projected for this category.

**FEES AND LICENSES**

This category incorporates all business license fees as well as permits and fees charged by Community Development and Public Works in connection with development activities. Systems Development Charges are not shown here; they are resources in the SDC Funds (Funds 25 and 26). The total budgeted in this category is \$200,000. Year to date collections total \$275,025 which is also the year end projection. The actual results are greater than budgeted amounts because of the increased level of construction activity in Milwaukie. It is important to note that, as with Local Property Taxes, the amount collected for MDDA is shown in this category even though it is a direct pass through to MDDA.

**FINES**

Included in this category are all court charges as well as library fines. In prior years library fines were included in this category, however, as with County Revenue Transfers, those revenues are now shown in the Library Services Fund. The budgeted amount is \$109,000 with collections year to date of \$113,149.

**FRANCHISE FEES**

The City has Franchise Agreements with all public utilities allowing use of City right of way and other property for transmission of the utility company "product". The franchise fees paid to the City are calculated as a percentage of the income generated by the utility and represents the second largest single source of revenue to the City. The PGE franchise was re negotiated this year with inclusion of large use customers of PGE in the definition of gross revenue. That is the reason the collections are so far in excess of budgeted amount and percentage of budget for current Vs prior year is distorted. Total budget for the current year is \$720,000 with year to date collections of \$846,947.

**INVESTMENT EARNINGS**

All interest earnings of general fund investments are grouped in this category. These include bank account earnings (gross amount), state pool interest earnings, investment earnings and interest earnings on tax collections that accrue from the time of payment by the taxpayer until the time of turnover by the county. \$35,000 is budgeted as revenue in this category. To date earnings have been \$58,061. The year end projections is estimated at \$50,000 as some amounts recorded in the general fund require journal entries to move them to the correct funds.

**MISCELLANEOUS REVENUE**

The amount budgeted for this category is \$109,005. To date \$121,643 has been receipted with full year projections of \$50,000 after journaling rolling stock disposition proceeds to the Fleet Services Fund. Last year \$252,000 had been collected year to date principally realized by the sale of the fire truck for \$180,000.

**INTERFUND TRANSFER**

This category accounts for payments to the General Fund from State Gas Tax/Street Repair Fund, Water Fund and Sewer Fund. The payments represent the indirect cost allocation for services provided to the stated funds from the General Fund for processes such as payroll, utility billing and collection, accounts payable, personnel, legal and general management services. The budgeted amount for FY 1991-92 is \$860,000. Year to date transfers total \$783,750. The amount projected for the year is \$855,000.

**OTHER SOURCES**

This category accounts for the proceeds of interfund loans. For the current fiscal year the Sewer Fund is budgeted to loan \$150,000 to the General Fund which is not anticipated to be funded at the present time.

**BEGINNING FUND BALANCE**

The original budgeted amount for beginning fund balance (unencumbered ending fund balance from FYE 91-92) was \$317,094. The actual Beginning Fund Balance on July 1, 1992 was \$872,375.

**EXPENDITURES:**

**CITY COUNCIL**

This category includes all activities directly associated with the functions of the elected governing body for the City. Total appropriations for this category are \$32,100 with full year projections of \$35,000 on year to date expenditures of \$41,468 (including purchase orders that will not be consummated). An appropriation transfer was approved by City Council on June 30, 1993 which has not been incorporated in the report presented. When entered, it will increase the budgeted appropriation by an amount sufficient to provide full coverage for the projected expenditures.

**ADMINISTRATION/COMMUNITY SERVICES**

Included in this category are all general administrative areas. The Library was included in this category last fiscal year. With the passage of the serial levy, the Ledding Library has been set up as a "Special Revenue Fund". As such it is no longer reported in the General Fund Appropriations. General administrative services include all services which provide administrative, technical, personnel and logistical support to enhance the other functions of the City. For the current Fiscal Year, Data Processing has been moved from the "Finance" appropriation category to "Administration/Community Services". For the current year \$655,552 is appropriated in this category. Expenditures to date total \$600,527. Full fiscal year projections are currently estimated to be \$630,000.

**POLICE**

This category includes all functions of the Police Department including administration, operations, support and dispatch. The budgeted amount is \$1,993,560, year to date expenditures total \$1,814,153 and full year projections are \$1,825,000.

**FIRE**

As with Library Services, the passage of a serial levy for Fire Rescue Services led to the establishment of a special revenue fund to account for the operations of the Fire Department.

**COMMUNITY DEVELOPMENT**

This category includes all functions of the Community Development Department. The budgeted amount is \$311,154, year to date expenditures total \$292,744 and full year projections are \$305,000.

**PUBLIC WORKS**

Included within this category are all functions of the Public Works Department including administration, engineering, and structural safety (building inspection) and facility and parking maintenance which were included in the "Finance" appropriation category last fiscal year. The budget for the department is \$1,021,094 with year to date expenditures totaling \$998,936. All operations of the State Gas Tax/Street Repair Fund, Water Fund and Sewer Fund are shown within those respective funds and are not within the General Fund. Full fiscal year projections are currently estimated to be \$1,025,000. An appropriation transfer was approved by City Council on June 30, 1993 which has not been incorporated in the report presented. When entered, it will increase the budgeted appropriation by an amount sufficient to provide full coverage for the projected expenditures.

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## FINANCE

Included within this category are finance administration, general government, municipal court, and accounting. The budget for the department is \$583,141, year to date expenditures total \$556,024 and full year projections are \$575,000. In prior years the "General Government" budget unit of the Finance appropriation category contained all Interfund Transfers making year to year comparisons less than accurate.

## INTERFUND TRANSFERS

\$2,250,359 is budgeted as appropriation transfers to other funds. These transfers are:

\$ 5,000	to North Clackamas Park District (Loaves & Fishes)
109,038	to Library Services Fund
1,561,247	to Fire Rescue Services Fund
144,000	to Capital Projects Fund
298,574	to Fleet Services Fund
112,500	to Clackamas County (block grant match)

## INTERFUND LOAN REPAYMENT

\$150,000 was budgeted as a loan from the Sewer Fund in the prior fiscal year. This amount represents the budgeted repayment of that loan. The funds were not borrowed last year therefore the repayment will not be made this year

## CONTINGENCY

This category includes all amounts that are set aside for operating contingencies representing expenditures which cannot be foreseen and planned in the budget because of the occurrence of some unusual or extraordinary event. There are no expenditures from contingency, only transfers to other categories (within the general fund) where the expenditure is then made. For forecasting purposes, it is assumed that all other expenditure categories are fully utilized as projected, and that there is no additional transfer of appropriation from the contingency line item account. Any amount remaining in the budgeted appropriation for contingency that is not transferred to another appropriation category becomes a part of the ending unencumbered fund balance.

## ENDING UNENCUMBERED FUND BALANCE

The excess of revenues over expenditures when added to the beginning fund balance yields the ending fund balance. In the event there are encumbrances held over for future obligations, they are subtracted from this amount to yield the Ending Unencumbered Fund Balance. In general terms this category is everything that is left after all obligations have been satisfied, including setting up accruals for accounts payable. At the end of the fourth fiscal quarter the estimated ending fund balance was \$1,919,485. The current estimate for Ending Unencumbered Fund Balance is estimated to be \$1,007,176.

**MILWAUKIE, CLACKAMAS COUNTY, OREGON  
GENERAL FUND APPROPRIATION REPORT**

FISCAL YEAR 1992-93

AS OF 6-30-93

Results for four quarters  
(not to be considered a year end report)

**RESOURCES:**

			<i>% OF</i>			<i>% OF</i>
	<i>BUDGET</i>	<i>ACTUAL TO DATE</i>	<i>BUDGET (CURRENT)</i>	<i>PROJECTION</i>	<i>BUDGET LAST YEAR</i>	
Local Property Taxes	\$3,963,758	\$4,193,546	105.797%	\$4,000,500		102.354%
State Revenue Transfers	336,500	382,715	113.734%	382,715		104.451%
County Revenue Transfers	30,000	56,466	188.220%	56,466		112.988%
Fees & Licenses	200,000	275,025	137.512%	275,025		174.147%
Fines	109,000	113,149	103.807%	113,149		107.281%
Franchise Fees	720,000	846,947	117.631%	846,947		122.285%
Investment Earnings	35,000	58,061	165.889%	50,000		142.015%
Miscellaneous Revenue	109,005	121,643	111.594%	50,000		587.542%
Interfund Transfers	860,000	783,750	91.134%	855,000		99.452%
Other Sources	150,000	0	0.000%	0		34.747%
Beginning Fund Balance	828,979	872,375	105.235%	872,375		25.572%
<b>TOTAL RESOURCES</b>	<b>\$7,342,242</b>	<b>\$7,703,676</b>	<b>104.923%</b>	<b>\$7,502,176</b>		<b>103.169%</b>

**EXPENDITURES:**

			<i>% OF</i>			<i>% OF</i>
	<i>BUDGET</i>	<i>EXPENDED or NCUMBERED</i>	<i>BUDGET (CURRENT)</i>	<i>PROJECTION</i>	<i>BUDGET LAST YEAR</i>	
City Council	\$32,100	\$41,468	129.185%	\$35,000		196.547%
Admin/Community Service	655,552	600,527	91.606%	630,000		95.403%
Police	1,993,560	1,814,153	91.001%	1,825,000		95.253%
Fire	0	0	0.000%	0		93.821%
Community Development	311,154	292,744	94.083%	305,000		103.123%
Public Works	1,021,094	998,936	97.830%	1,025,000		86.695%
Finance	583,141	556,024	95.350%	575,000		122.718%
Interfund Transfers	2,250,359	1,480,339	65.782%	2,100,000		361.097%
Transfers to Reserves	0	0	0.000%	0		0.000%
Interfund Loan Repaymts	150,000	0	0.000%	0		0.000%
Contingency	345,282	0	0.000%	0		0.000%
<b>TOTAL EXPENDITURES</b>	<b>\$7,342,242</b>	<b>\$5,784,191</b>	<b>78.780%</b>	<b>\$6,495,000</b>		<b>98.211%</b>

**UNRESERVED FUND BALANCE**

\$1,919,485

\$1,007,176

DESCRIPTION	BUDGETED AMOUNT	MONTH AMOUNT	YTD AMOUNT	YTD BUDGET VARIANCE	ENCUMBERED AMOUNT	VARIANCE INCL ENC.	PCNT USED
11 000	0.00	31.00	31.00	-31.00	0.00	-31.00	0.00
CITY COUNCIL	32100.00	2849.69	33631.58	-1531.58	7836.91	-9368.49	104.77
CITY MANAGER	208805.91	17742.42	198509.77	10296.14	3433.28	6862.86	95.07
DATA PROCESSING	188536.00	11572.25	162265.42	26270.58	17425.11	8845.47	86.07
CITY ATTORNEY	69460.00	5097.13	41696.62	27763.38	0.00	27763.38	60.03
PERSONNEL	133964.74	18872.37	137198.46	-3233.72	701.75	-3935.47	102.41
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	13228.56	39296.09	15488.91	0.00	15488.91	71.73
POLICE ADMINISTRATION	113808.80	8045.34	105639.20	8169.60	68.00	8101.60	92.82
POLICE FIELD SERVICES	1498090.78	122748.96	1432208.18	65882.60	10554.96	55327.64	95.60
POLICE SUPPORT SERVICES	25329.06	2197.72	14268.98	11060.08	248.49	10811.59	56.33
DISPATCH CENTER OPERATIONS	356331.62	20713.91	246429.26	109902.36	4735.44	105166.92	69.16
FIRE SERVICES	0.00	0.00	81.99	-81.99	0.00	-81.99	0.00
COMMUNITY DEVELOPMENT	311153.63	28192.56	275225.38	35928.25	17518.24	18410.01	88.45
PUBLIC WORK ADMINISTRATION	286919.01	20349.55	231702.63	55216.38	463.88	54752.50	80.76
PUBLIC WORKS ENGINEERING	227533.70	25725.43	191421.08	36112.62	20629.29	15483.33	84.13
PUBLIC WORKS STRUCTURAL SAFETY	61969.23	10216.05	108363.96	-46394.73	151.36	-46546.09	174.87
FACILITY MAINTENANCE	403845.00	39416.47	384523.38	19321.62	42436.13	-23114.51	95.22
PARKING FACILITIES	40827.00	7754.95	12805.95	28021.05	6438.40	21582.65	31.37
FINANCE ADMINISTRATION	99494.60	12595.64	101355.03	-1860.43	1417.19	-3277.62	101.87
GENERAL GOVERNMENT	213500.00	4581.91	187837.86	25662.14	6495.44	19166.70	87.98
DATA PROCESSING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MUNICIPAL COURT	70465.49	3405.41	59056.42	11409.07	0.00	11409.07	83.81
ACCOUNTING	197681.22	12899.00	197129.45	2551.77	2619.85	-68.08	98.72
FACILITIES MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER	2745641.49	0.00	1480339.47	1265302.02	0.00	1265302.02	53.92
GENERAL FUND TOTAL	7342242.28	388236.32	5641017.16	1701225.12	143173.72	1558051.40	76.83
22 000	1242000.38	65970.44	664449.19	577551.19	67413.73	510137.46	53.50
FACILITY MAINTENANCE	0.00	1041.43	12646.01	-12646.01	3495.58	-16141.59	0.00
STATE GAS TAX/STREET FUND TOTAL	1242000.38	67011.87	677095.20	564905.18	70909.31	493995.87	54.52
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

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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	47368.63	514877.74	66240.45	2497.71	63742.74	88.60
FACILITY MAINTENANCE	0.00	586.15	6455.26	-6455.26	804.20	-7259.46	0.00
LIBRARY SERVICES FUND TOTAL	581118.19	47954.78	521333.00	59785.19	3301.91	56483.28	89.71
FIRE ADMINISTRATION	164598.00	9856.58	99562.22	65035.78	3702.55	61333.23	60.49
FIRE OPERATIONS	1666849.00	133749.24	1505933.58	160915.42	39099.44	121815.98	90.35
FIRE PREVENTION	120000.00	0.00	87661.39	32338.61	45643.27	-13304.66	73.05
FACILITY MAINTENANCE	0.00	2006.55	15196.46	-15196.46	3917.09	-19113.55	0.00
FIRE RESCUE SERVICES FUND TOTAL	1951447.00	145612.37	1708353.65	243093.35	92362.35	150731.00	87.54
31 000	1672614.00	45227.58	1074186.81	598427.19	146184.85	452242.34	64.22
FACILITY MAINTENANCE	0.00	9046.49	108215.04	-108215.04	32169.91	-140384.95	0.00
WATER FUND TOTAL	1672614.00	54274.07	1182401.85	490212.15	178354.76	311857.39	70.67
32 000	1937676.32	142898.75	1528976.94	408699.38	164332.28	244367.10	78.91
FACILITY MAINTENANCE	0.00	637.56	12584.88	-12584.88	1796.82	-14381.70	0.00
SEWER FUND TOTAL	1937676.32	143536.31	1541561.82	396114.50	166129.10	229985.40	79.56
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	0.00	8834.46	961744.54	0.00	961744.54	0.91
KOLL OHARK ROLL 124	21505.00	0.00	21085.00	420.00	0.00	420.00	98.05
IMPROVEMENT BOND SINKING FUND TOTAL	992084.00	0.00	29919.46	962164.54	0.00	962164.54	3.02
52 000	638831.00	0.00	492768.36	146062.64	0.00	146062.64	77.14
PUBLIC SAFETY DEBT SERVICE FND TOTAL	638831.00	0.00	492768.36	146062.64	0.00	146062.64	77.14
64 000	4927484.00	499659.62	2514451.45	2413032.55	1108779.62	1304252.93	51.03
FACILITY MAINTENANCE	0.00	0.00	0.00	0.00	650.00	-650.00	0.00
CAPITAL PROJECTS FUND TOTAL	4927484.00	499659.62	2514451.45	2413032.55	1109429.62	1303602.93	51.03
71 000	632600.32	24560.44	532840.83	99759.49	48448.25	51311.24	84.23
FLEET SERVICES FUND TOTAL	632600.32	24560.44	532840.83	99759.49	48448.25	51311.24	84.23
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	23609379.50	1370845.78	14976071.69	8633307.81	1813784.02	6819523.79	

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ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
11	GENERAL FUND					
11 000 4001 0000	FUND BALANCE AVAILABLE	828,979.00	0.00	872,375.00	-43,396.00	105.235
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 CD *****	0.00	0.00	0.00	0.00	0.000
11 000 4011 0000	CURRENT YEAR PROPERTY TAXES	0.00	0.00	3871,051.72	-3871,051.72	0.000
11 000 4020 0000	FRIOR 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	FRIOR TAXES - 90/91 MC *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0011	FRIOR TAXES - 89/90 MC *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0020	FRIOR TAXES - 88/89 MC *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0030	FRIOR TAXES - 87/88 MC *****	0.00	0.00	0.00	0.00	0.000
11 000 4020 0040	FRIOR TAXES - OTHER MC *****	0.00	0.00	0.00	0.00	0.000
11 000 4021 0000	FRIOR YEAR PROPERTY TAXES	0.00	0.00	322,494.31	-322,494.31	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	13,387.56	-13,387.56	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	0.00	60,660.45	-660.45	101.101
11 000 4123 0000	LIQUOR TAX	150,000.00	0.00	141,171.64	8,828.36	94.114
11 000 4125 0000	STATE SHARED REVENUES	75,000.00	0.00	95,870.13	-20,870.13	127.827
11 000 4126 0000	911 TAX REVENUES	50,000.00	0.00	70,538.20	-20,538.20	141.076
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	1,762.00	-1,762.00	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	40,675.72	-40,675.72	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 4133 0000	UGMA GRANT REV/REV SHARING	0.00	0.00	0.00	0.00	0.000
11 000 4210 0000	BUSINESS LICENSES	70,000.00	0.00	78,041.99	-8,041.99	111.489
11 000 4211 0000	BUSINESS LICENSE BURCHARGE	0.00	0.00	14,081.50	-14,081.50	0.000
11 000 4220 0000	BUILDING PERMITS	51,000.00	0.00	61,940.05	-10,940.05	121.451
11 000 4221 0000	MECHANICAL PERMITS	6,500.00	0.00	10,095.91	-3,595.91	153.322
11 000 4222 0000	PLAN CHECK FEES	35,000.00	0.00	38,696.54	-3,696.54	110.562
11 000 4223 0000	ALARM PERMITS	12,500.00	0.00	20,809.00	-8,309.00	166.472
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	0.00	8,401.37	-8,401.37	0.000
11 000 4248 0000	COMM DEV MATERIALS FEES	0.00	0.00	133.23	-133.23	0.000
11 000 4250 0000	MISC FEES & CHARGES	2,500.00	0.00	18,854.46	-16,354.46	754.178
11 000 4250 2350	MISC FEES/CHGS - RECYCLING	0.00	0.00	1,646.23	-1,646.23	0.000
11 000 4251 0000	LIEN SEARCH FEES	7,500.00	0.00	10,397.15	-2,897.15	138.629
11 000 4310 0000	TRAFFIC FINES	105,000.00	0.00	102,004.19	2,995.81	97.147
11 000 4311 0000	PARKING FINES	2,500.00	0.00	6,191.50	-3,691.50	247.660
11 000 4312 0000	OTHER COURT FINES	1,500.00	0.00	4,953.55	-3,453.55	330.237

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ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
11 000 4313 0000	PARKING PERMIT FEES	0.00	0.00	0.00	0.00	0.000
11 000 4320 0000	LIBRARY FINES*****	0.00	0.00	0.00	-0.00	0.000
11 000 4400 0000	FRANCHISE FEES *****	0.00	0.00	1,000.00	-1,000.00	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	0.00	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	0.00	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	0.00	4,783.81	-4,783.81	0.000
11 000 4450 0020	GARBAGE FRANCHISE - WICHITA	0.00	0.00	8,353.00	-8,353.00	0.000
11 000 4450 0030	GARBAGE FRANCHISE - WASTE MGT	0.00	0.00	48,029.08	-48,029.08	0.000
11 000 4450 0040	GARBAGE FRANCHISE - DEINES BRO	0.00	0.00	2,972.76	-2,972.76	0.000
11 000 4450 0050	GARBAGE FRANCHISE - P DEINES	0.00	0.00	1,530.33	-1,530.33	0.000
11 000 4450 0060	GARBAGE FRANCHISE - M DEINES	0.00	0.00	2,432.24	-2,432.24	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	48,915.11	-16,915.11	156.384
11 000 4511 0000	INTEREST - OTHER SOURCES	5,000.00	0.00	11,145.90	-6,145.90	222.918
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	0.00	350.00	-350.00	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	1,899.40	600.60	75.976
11 000 4620 0000	RECOVERED EXPENDITURES	5,000.00	0.00	116,722.46	-111,722.46	334.449
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	0.00	-77.57	77.57	0.000
11 000 4630 0000	OTHER REVENUES	94,005.00	0.00	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	0.00	156,750.00	14,250.00	91.667
11 000 4931 0000	TRANSFERS FROM FUND 31 (WATER)	342,000.00	0.00	313,500.00	28,500.00	91.667
11 000 4932 0000	TRANSFERS FROM FUND 32 (SEWER)	342,000.00	0.00	313,500.00	28,500.00	91.667
11 000 4983 0000	TRANSFERS FROM FUND 83 (TRUST)	5,000.00	0.00	0.00	5,000.00	0.000
	FUND TOTAL	7342,242.00	0.00	7703,676.08	-361,434.08	104.923

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	0.00	830,325.32	36,174.68	95.825
22 000 4250 0000	MISC FEES & CHARGES	0.00	0.00	5,691.24	-5,691.24	0.000
22 000 4510 0000	INTEREST - INVESTMENTS	-5,000.00	0.00	17,755.60	-22,755.60	355.112
22 000 4620 0000	RECOVERED EXPENDITURES	0.00	0.00	13,041.50	-13,041.50	0.000
22 000 4625 0000	CASH SHORT DR (OVER)	0.00	0.00	-0.81	0.81	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	0.00	147,584.00	13,416.00	91.667
22 000 4932 0000	TRANSFERS FROM FUND 32 (SEWER)	151,000.00	0.00	138,417.00	12,583.00	91.667
	FUND TOTAL	1232,000.00 *	0.00 *	1432,363.85 *	-200,363.85 *	116.263 *

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ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
23	MIKE 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	0.00	8,387.14	277.86	96.793
23 000 4510 0000	INTEREST - INVESTMENTS	1,880.00	0.00	1,801.56	78.44	95.828
	FUND TOTAL	55,010.00 *	0.00 *	58,585.70 *	-3,575.70 *	106.500 *

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	0.00	23,073.25	1,926.75	92.293
25 000 4243 0000	SDC - IMPROVEMENTS	8,000.00	0.00	7,971.73	28.27	99.647
25 000 4510 0000	INTEREST - INVESTMENTS	4,000.00	0.00	4,127.54	- 127.54	103.188
	FUND TOTAL	128,585.00 *	0.00 *	129,270.52 *	- 685.52 *	100.533 *

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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	0.00	25,116.64	4,883.36	83.722
26 000 4243 0000	SDC - IMPROVEMENTS	70,000.00	0.00	58,168.39	11,831.61	83.098
26 000 4510 0000	INTEREST - INVESTMENTS	24,000.00	0.00	27,621.48	-3,621.48	115.089
26 000 4511 0000	INTEREST - OTHER SOURCES	0.00	0.00	0.00	0.00	0.000
	FUND TOTAL	705,114.00 *	0.00 *	706,767.51 *	-1,653.51 *	100.235 *

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	728.78	- 728.78	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: ABPA	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 *	136,182.93 *	348,156.07 *	28.117 *

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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	0.00	147,183.45	-147,183.45	0.000
28 000 4132 0000	COUNTY LIBRARY COOP	301,000.00	0.00	316,858.95	-15,858.95	105.269
28 000 4320 0000	LIBRARY FINES	15,000.00	0.00	19,591.14	-4,591.14	130.608
28 000 4510 0000	INTEREST - INVESTMENTS	0.00	0.00	1,071.27	-1,071.27	0.000
28 000 4620 0000	RECOVERED EXPENDITURES	0.00	0.00	-86.57	86.57	0.000
28 000 4625 0000	CASH SHORT OR (OVER)	0.00	0.00	-21.06	21.06	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	0.00	49,294.00	59,744.00	45.208
	FUND TOTAL	581,118.19 *	0.00 *	533,891.18 *	47,227.01 *	91.873 *

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	0.00	367,996.57	-367,996.57	0.000
29 000 4246 0000	CFR TRAINING FEES *****	0.00	0.00	0.00	0.00	0.000
29 000 4247 0000	CFR 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 - INVEBTMENTS	0.00	0.00	9,407.03	-9,407.03	0.000
29 000 4610 0000	GIFTS & DONATIONS	0.00	0.00	1,200.00	-1,200.00	0.000
29 000 4620 0000	RECOVERED EXPENDITURES	0.00	0.00	664.68	- 664.68	0.000
29 000 4625 0000	CASH SHORT OR (OVER)	0.00	0.00	-2.06	2.06	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	0.00	1357,004.00	204,243.00	86.918
	FUND TOTAL	1951,447.03 *	0.00 *	1738,452.17 *	212,994.86 *	89.085 *

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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	0.00	1512,815.79	-2902,212.79	108.883
31 000 4250 0000	MISC FEES & CHARGES	50,000.00	0.00	48,777.86	1,222.14	97.556
31 000 4510 0000	INTEREST - INVESTMENTS	10,000.00	0.00	24,027.54	-14,027.54	240.275
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	1,847.01	-1,847.01	0.000
31 000 4625 0000	CASH SHORT OR (OVER)	0.00	0.00	191.71	- 191.71	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 *	0.00 *	2237,100.30 *	-3343,279.30 *	202.237 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. 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	0.00	1615,719.49	-55,719.49	103.572
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	0.00	8,911.10	6,088.90	59.407
32 000 4510 0000	INTEREST - INVESTMENTS	0.00	0.00	13,531.96	-13,531.96	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	OCHOCCO LID INTEREST	0.00	0.00	0.00	0.00	0.000
32 000 4620 0000	RECOVERED EXPENDITURES	0.00	0.00	1,143.62	-1,143.62	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	OCHOCCO 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	0.00	5,411.79	-5,411.79	0.000
32 000 4627 0002	ASSMT PRIN COLL - STANLEY	0.00	0.00	12,924.92	-12,924.92	0.000
32 000 4627 9010	ASSMT PRIN COLL - OCHOCCO	0.00	0.00	1,522.83	-1,522.83	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	0.00	2,707.47	-2,707.47	0.000
32 000 4628 0002	ASSMT INT COLL - STANLEY	0.00	0.00	3,213.44	-3,213.44	0.000
32 000 4628 9010	ASSMT INT COLL - OCHOCCO	0.00	0.00	1,067.72	-1,067.72	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 *	0.00 *	1975,998.44 *	-38,322.44 *	101.978 *

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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	32,200.30	-7,200.30	128.801
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 FRIN COLL - ROLL 116	0.00	0.00	1,100.64	-1,100.64	0.000
51 000 4627 0117	ASSMT FRIN COLL - ROLL 117	0.00	0.00	33,540.51	-33,540.51	0.000
51 000 4627 0118	ASSMT FRIN COLL - ROLL 118	0.00	0.00	24.19	-24.19	0.000
51 000 4627 0121	ASSMT FRIN COLL - ROLL 121	0.00	0.00	54.97	-54.97	0.000
51 000 4627 0122	ASSMT FRIN COLL - ROLL 122	0.00	0.00	4,722.23	-4,722.23	0.000
51 000 4627 0124	ASSMT FRIN COLL - ROLL 124	0.00	0.00	21,985.41	-21,985.41	0.000
51 000 4628 0116	ASSMT INT COLL - ROLL 116	0.00	0.00	188.15	-188.15	0.000
51 000 4628 0117	ASSMT INT COLL - ROLL 117	0.00	0.00	9,178.95	-9,178.95	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	0.00	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	0.00	12,322.10	-12,322.10	0.000
	FUND TOTAL	992,084.00 *	0.00 *	895,041.06 *	97,042.94 *	90.218 *

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ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. 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	0.00	591,405.70	-1218,442.70	-94.318
52 000 4510 0000	INTEREST - INVESTMENTS	-11,794.00	0.00	3,438.64	-15,232.64	-29.156
	FUND TOTAL	-638,831.00 *	0.00 *	594,844.34 *	-1233,675.34 *	-93.115 *

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	178,983.73	-117,352.73	290.412
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 *	4806,865.73 *	120,618.27 *	97.552 *

(24)

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	-2,481.59	2,481.59	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)	193,574.00	0.00	29,000.00	164,574.00	14.981
71 000 4922 0000	TRANSFERS FROM FUND 22 (GAS T)	30,570.00	0.00	28,023.00	2,547.00	91.668
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	0.00	22,917.00	2,083.00	91.668
71 000 4932 0000	TRANSFERS FROM FUND 32 (SEWER)	35,000.00	0.00	32,084.00	2,916.00	91.669
	FUND TOTAL	574,600.00 *	0.00 *	314,157.46 *	260,442.54 *	54.674 *

ACCOUNT NUMBER	DESCRIPTION	BUDGETED REVENUE	CURR. MO. REVENUE	YTD REVENUE	UNCOLLECTED BALANCE	PERCENT RECEIVED
83	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	19171,689.22	0.00	23263,197.27	-4091,508.05	

(8)

# NORTHWEST BUSINESS

# BAROMETER

Volume 31, No. 2, May 1993

A quarterly economic review prepared by the Department of Economics, U.S. Bancorp. (503) 275-6705. John W. Mitchell, Ph.D., Senior Vice President

The earth shook, the President was here, it rained more this winter in Phoenix and Los Angeles than in Portland and Seattle and it is only April. The employment numbers for all three states in the region (along with 40 other states) were revised up. Had they been revised down, it would have been front page news. The year is off to an exciting start in this corner of the world. The legislatures have met or are meeting in Oregon and Washington; residents are watching the activities while nervously hanging onto their wallets. The sesquicentennial of the Oregon Trail is upon us and will be played out in tourist attracting extravaganzas. The new trails have numbers like I-5 North or Highway 97 North, I-84 east, and I-90 east, as the immigrants still come.

## NATION

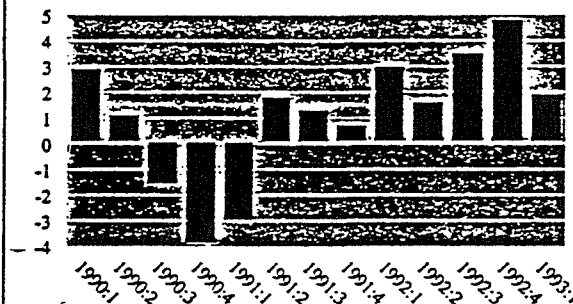
The crescendo of late 1992 has been replaced by more subdued tones in early 1993. Retail sales growth stalled after a good Christmas selling season. Consumers faced higher tax bills or smaller refunds due to the 1992 withholding change, hurricane spending faded, our Japanese and European trading partners continued to weaken, winter returned in some areas with a vengeance and spending awaited income to catch up. Employment continued to increase with an average monthly change in payroll employment of 152,000 in the first quarter but this was all in the first two months. Consumer confidence, which fell during the first three months of the year, rebounded some in April as people became more positive about current conditions and more optimistic about the future. Housing starts were seven percent below 1992 levels during the first three months of the year, but this is the quarter where the weather can produce major swings. The economy was slower, but the direction was still up. The preliminary GDP data show a gain at an annual rate of 1.8 percent, down from the fourth quarter's revised 4.7 percent. Consumption, housing, net exports and a sharp decline in federal purchases contributed to the lower growth rate. Inventory accumulation rose by \$26 billion, raising caution flags for the second quarter.

As in the case of 1992, the strength should come in the second half of 1993 as the nation continues to ratchet up slowly from the 1990-91 recession. The drags of high commercial vacancy rates, defense cuts,

debt burdens and slow growth in other parts of the world are still there, but this year should bring higher growth than was experienced in 1992 as a whole. The stall in the decline in initial claims for unemployment, and the nearly non-existent growth in M2 are matters of concern and will presumably be soon reversed.

The January and February price indices aroused fears of an imminent return to higher inflation rates. For the quarter the CPI advanced at a four percent annual rate. In the first two months of the year, the CPI less food and energy (for people who do not drive or eat) rose .5 percent each month. But in March the number fell to .1 percent. For the year to March, the full CPI was up 3.1 percent. The capacity utilization rate of less than 80 percent, the strong growth in productivity and slow growth in wage rates combined with below trend GDP would not suggest major increases in inflationary pressures. Baby boomers should continue, for the first time in their adult lives, to see inflation rates in the low single digits. Early 1993 was a scare, but that was all—ask the Marlboro Man.

Gross Domestic Product  
Percent Change from Preceding Quarter  
(Seasonally Adjusted at Annual Rate)



Source: U.S. Department of Commerce

In the interest rate theater, spectators were treated to a sharp decline in rates. The thirty year bond rate fell from a 7.39 percent average yield in the week ending January 1st to an average 6.76 percent in the week ending March 12th. Rates have been falling for nearly four years, but this was quite exciting. Slower economic growth, the prospects of deficit reduction, or if you do not believe in the deficit reduction program, slow growth from the higher taxes, helped the decline. Other contributors were a fading of long term inflationary expectations and shock as people coming out of CDs, confronted the renewal rates and



marched out the yield curve on a quest for income. The pillars of the rally were the rate decline, slow economic growth, falling rates overseas and deficit reduction. None of the pillars are likely to crumble over the next several months. If the slowing in the economy persists, there may even be room for another move towards lower rates.

## CLINTONOMICS

On the 17th of February many Americans watched as their new President unveiled the broad outlines of his economic plan. As spring unfolds we are watching the proposal or portions of it metamorphose into policy. The theme of deficit reduction and sacrifice was reminiscent of Ross Perot's infomercials and the graph used during the warm-up speech warmed the hearts of economists. Reading and thinking about the plan requires some vocabulary changes—spending is investment, taxes are contributions and taxing more of high income retirees' Social Security pensions is a spending cut. But terminology aside, this is a program that would reduce some types of federal spending, increase others and rely primarily on tax increases to reduce the deficit.

**Highlights of the Clinton Plan**  
(In Billions of Dollars)

	1993	1994	1995	1996	1997	1998
Spending Changes	*	-20	-40	-65	-98	-106
Debt Service	*	-*	-3	-7	-14	-22
Total Spending Cuts (-)	1	-20	-43	-73	-112	-128
Revenue Increases (-)	-3	-46	-51	-66	-83	-82
Gross Deficit Reduction	-2	-66	-93	-139	-195	-210
Stimulus and Investment:						
Stimulus Outlays	8	6	2	1	*	*
Investment Outlays	-	9	20	32	39	45
Tax Incentives	6	13	17	15	15	17
Total Stimulus Investment	15	27	39	47	55	62
Total Deficit Reduction	13	-39	-54	-92	-140	-148

\* 500 million or less

Source: A Vision of Change for America

There are three basic components of the plan: a stimulus program, spending reprioritization and tax increases. The stimulus program can be regarded as an insurance policy to keep the now two year old upturn going. An incremental investment tax credit rises phoenix-like into the tax code and short term spending is increased with the intent of generating employment quickly—a grab bag of Economic Development Agency grants, highway spending, Headstart, and bus and van purchases—to name a few. (As of this latest writing, the stimulus package failed to pass the Senate.) The spending cuts proposed include further reductions in defense, some cuts in agricultural subsidies and a wide variety of user fees that are considered spending cuts. The spending increases are

categorized as investment, which includes highway spending, reduction of drunk driving, watershed restoration, energy research, defense conversion, housing subsidies, tax credits and a capital gains cut for small business. The tax elements of the plan involve a continuation of the unraveling of the 1986 Tax Act with a new bracket of 36 percent at \$140,000 of taxable income for couples and a millionaire surtax that starts at \$250,000 in income. Corporate taxes are raised and a new BTU (British Thermal Unit) tax is imposed on energy sources. The BTU tax would be phased in over three years starting July 1, 1994. The net effect is predicted to be a deficit reduction of \$140 billion by 1997.

At this writing the details of Clintonomics are being hashed out. Recent history can make one jaded—the Grace Commission and Ronald Reagan made many of the same kinds of spending cut proposals, but back in the Reagan Administration the ideas were "DOA". Our problem over time has been an inability to control spending growth. A report for the Joint Economic Committee indicated that spending went up \$1.57 for every dollar increase in taxes between 1947 and 1990. A shift towards deficit reduction is a process that will have long term payoffs with possibly lower interest rates and higher growth rates to the extent that the lower deficit allows resources to be shifted towards capital formation. The increase in tax rates on firms and high income individuals (who presumably are savers and investors) would tend to offset at least some of the gains from lower interest rates. If top marginal income tax rates in states with income taxes creep back up towards the 50 percent level, with the 1986 definition of income expanded, behavior will change. Tax shelters will be back. But we must wait to see what emerges from the political caldron.

Some portions of the proposal may have special effects on the region covered in this letter. The ongoing decline in defense spending is likely to affect the region on the base side eventually. There are proposals for changing the management of public lands, which include about 51 percent of Oregon, 28 percent of Washington and over 60 percent of Idaho. The plan contains a number of pricing changes for users of public lands and resources as well as the waterways. The pricing changes originally proposed included raising grazing fees, imposing a surcharge on water sold to reclamation projects, increasing fees for recreational uses of national parks and other recreation areas, raising holding fees for hardrock mining claims and imposing a 12.5 percent royalty on the gross value of hardrock minerals taken from public lands under the 1872 Mining Law. The President has already backed off on the grazing fees and the mining law changes.

This plan is a downpayment on deficit reduction and does not include the yet to be announced medical program. It is deficit reduction, largely by taxation with a hoped for payoff from lower interest rates, that will offset the effects of the slower growth (perhaps) in government spending and the higher taxes. Any payoffs will be long term in nature. History and our grandchildren will be the judges of our actions.

## REGION

It is late April and a grey gloom has returned with a vengeance to the westside of the Pacific Northwest. Rainfall totals are increasing and sunlight deprivation disorders are setting in as residents await the onset of light. This is the issue of the Barometer in which the rebenchmarked employment data for the previous two years can be discussed and perceptions of performance perhaps changed. The "mother of all base closing lists" seems to have missed the region—but one has to wonder how long that can last. (The Bay Area is working to change this.) Public policy questions about taxes and spending have livened Oregon and Washington's legislative sessions and there has been some state experimentation with medical program changes. A major run up in lumber prices did not result in a surge in production in this supply constrained region as producers dependent on federal timber made good money while heading towards a cliff. It promises to be an exciting year.

## OREGON

It is official—Oregon employment in 1992 rose by 1.6 percent—a .2 percentage point gain from the figures released during the year. And a sharp improvement from the -.1 percent slip in 1991. The multi-year decline in lumber and wood products continued with annual average employment falling to 54,300 in 1992. Electronic and other electrical equipment employment grew as did transportation equipment, but overall manufacturing declined. Employment growth was concentrated outside manufacturing in services, trade, finance, insurance and real estate (FIRE) and local government. (State government employment for the year was unchanged.) The employment gains were not just in the major metro area, which actually grew somewhat less than the state average at 1.4 percent. For example, Jackson County wage and salary employment grew 3.3 percent. Josephine County's 2.8 percent and Lincoln County's 4.3 percent. The

Commerce Department released personal income estimates for 1992 showing a growth rate in Oregon of six percent, continuing the pattern of above average growth that has marked the state since the late 1980s. Per capita personal income rose four percent just above the national growth rate of 3.9 percent.

During the first quarter of 1993, wage and salary employment grew at an annual rate of three percent and as of March was 2.4 percent, or 29,400 above the revised 1992 March numbers. In the goods producing sector, manufacturing employment was up for the year as was construction. The transportation equipment and electronics sectors continued their growth as did nondurables printing and publishing, rubber and plastics and food processing grew. Construction employment in March was 1,500 above 1992 levels. Employment in trade, FIRE, services and local government sectors expanded by 27,400 accounting for the lion's share of the gain. The state's unemployment rate of 7.1 percent remained .1 percent above the national rate in March but was well below March, 1992's 7.6 percent.

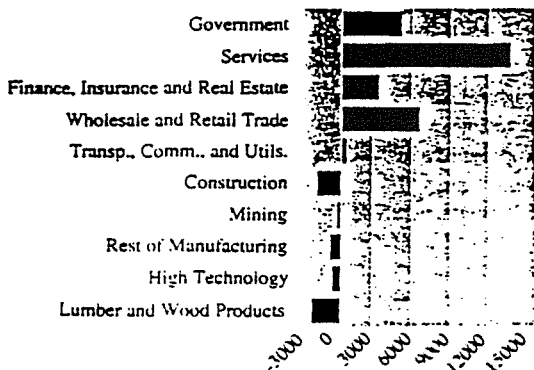
The Legislature is edging towards a budget at this writing, having been plagued by power failures (of many kinds), the earthquake and a fire. The final budget will be a subject in the next Barometer (Hopefully!). The essence of the problem is the difficult environment imposed by Measure Five, with its requirement for the state to make up the shortfall to local education. This forces difficult choices upon the legislators.

On March 19th the state got permission from the Clinton Administration to try the Oregon Health Plan. A national program is being secretly prepared by a Task Force headed by HRC and will be unveiled soon. The Oregon Plan is an approach that seems to differ from many of the alternatives being talked about, in that it explicitly faces the question of what will be provided. Medical care is talked about as a right (It fits on a bumper sticker!), but unlike rights like the freedoms of religion and speech it is very expensive to provide. President Clinton has mentioned a national cap on spending—what is not stated is that this implies rationing by queuing—lining up as happens in Canada and England. The Oregon Health Services Commission began working in 1989 to rank medical procedures by medical and community values and will use available funds to cover 568 conditions for individuals below the poverty line. Other elements of the plan involve a "play or pay" plan for Oregon employers starting in July, 1995, a high risk insurance pool for uninsurable persons, and a small employer tax credit program. The national debate is getting underway and will intensify in coming months. Oregon's experiment with its above board explicit choices does what the nation ultimately must do when allocating scarce goods and services.

### ONLY YESTERDAY

Writing this section of the Barometer almost always reveals a continuity of issues and this time was no different. In the May 1973 Barometer Dr. Reed wrote of a

Oregon Benchmark Employment Changes by Sector (1992 over 1991)



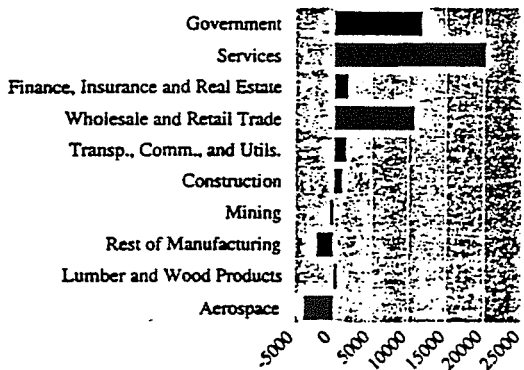
Source: Oregon Employment Division

nation and an Oregon that were booming. GNP during the first quarter rose at a rate of over 14 percent with six percentage points from inflation. Oregon employment to March was 5.3 percent ahead of the previous year—a gain of 47,200 jobs. Average weekly earnings in Oregon manufacturing at \$177.30 were 9 percent above the U.S. average. Lumber and wood products employment in March was 75,800, the highest for the month since 1953. Housing starts were running at over a 2 million unit annual rate. Lumber prices had risen rapidly and “the exportation of logs from the Pacific Northwest to Japan had become a burning issue.” The trade deficit and U.S. competitiveness were daily fare in that distant spring. In 20 years only the inflation issue is slumbering, but as our vigilance wanes, some already hear its rumblings.

## WASHINGTON

The revisions to the Washington employment data made quite a difference. Seattle’s decline in wage and salary employment that had appeared in the monthly releases disappeared and turned into a gain of 11,600 jobs or one percent. This boosted the state’s employment growth in 1992 to 1.9 percent. The gains in Seattle were primarily in services (8,300), and government (5,400), with gains of 1,100 or less in trade, FIRE, construction and

Washington Benchmark Employment Changes by Sector (1992 over 1991)



Source: Washington State Employment Security Department

transportation, communication and utilities. For the state the gain in employment was 40,700, with stronger growth in the metro areas outside Seattle. This characteristic of growth outside Seattle over the last two years did not change. Seattle accounted for 29 percent of the state’s wage and salary employment growth in 1992, far below the 70 percent of the late 1980s. The more rapid growth came in Spokane, Tri-Cities, Yakima, Vancouver, Bellingham, Tacoma and Bremerton.

The above is history and a turn to the future indicates that there will be a couple of rough years ahead for the state. Since the last issue of the *Barometer*, the Boeing Company announced that it would reduce

employment in Seattle by 15,000 in 1993 and 4,000 in 1994. The process is well underway after employment peaked in the sector in early 1990. There will be some offsets or cushions to the aerospace curtailments including a stronger national economy boosting areas not dependent on aerospace, transfer payments, savings drawdowns and new start ups. Employment growth in Seattle will at best be minimal with the possibility of a slight decline while the state as a whole continues to expand slowly. (I hope that I am too pessimistic.)

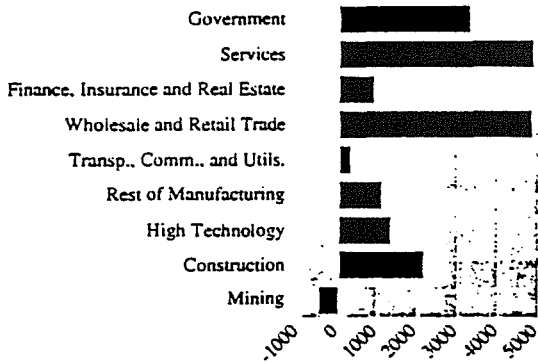
The mild winter has helped support activity through February which showed year over year gains in employment of 34,000, or 1.6 percent. By March the year over year gain in employment was 27,800 or 1.3 percent. In late April, the Commerce Department released personal income data showing that Washington personal income rose 7.1 percent in 1992 and per capita income by 4.5 percent, well above their 5.1 percent and 3.9 percent national counterparts. By the next *Barometer*, which should be free of winter distortions, we will have a better idea of the state’s fiscal policy as well as emerging Washington performance.

Washington too is in the midst of grappling with fiscal problems. The state’s General Fund revenue is expected to increase 4.8 percent during the 1993-95 biennium, down sharply from the 21.7 percent gain in 1989-91. After years of rapid growth in state spending, a current services budget does not fit this revenue constraint by about 1.8 billion dollars. The Governor has proposed extending the sales tax to some services such as legal, accounting and engineering; increasing university tuition and boosting estate taxes, but the battles are not yet over. The Washington Legislature passed a health care bill that will attempt to provide coverage for all citizens as will Oregon’s, but a different approach was used. Employers will have to provide benefits to their workers by 1997. A Health Care Commission will establish a package of mandatory benefits which must be offered to citizens regardless of health history. In addition the Commission will have the power to control premium prices. Besides mandating off budget payments by business (employees), the system will be paid for by “sin” taxes and levies on medical service providers. The Washington and Oregon experiments, one with explicit ranking and rationing and the other with the implicit queuing by price controls will be fascinating, contrasting experiments if they come to pass.

## IDAHO

It is official that Idaho was once again the fastest growing state in the nation in terms of employment. The revised employment data show a gain of 4.6 percent for 1992. This represents a gain of 18,200 in average wage and salary employment. An absolute gain just below that of Oregon and slightly less than half of Washington’s—a state that is five times larger in terms of population. As the accompanying bar chart shows, just about every sector grew other than metal mining, which was beset with falling world prices. It is a remarkable portrait of growth. Population growth is continuing, there do not seem to be

### Idaho Benchmark Employment Changes by Sector (1992 over 1991)



Source: Idaho Department of Employment

signs of overbuilding, the snowpack situation is far better than it was last year and the state missed the bullet in the base closing process.

Boise continued its rapid growth with employment gains in 1992 of 5.7 percent, but it was not a Boise versus the rest of the state situation. Employment continued to grow in Twin Falls, Pocatello, Nampa-Caldwell, Coeur d'Alene, Lewiston, and Idaho Falls. As of February 1993, Idaho was the fastest growing state in the nation just ahead of Nevada and Montana. (I wonder if there is something to the fact that the three states are adjoining?) Another good year would seem to be in the cards for the state with continued population growth, high tech expansion (Zilog and HP are expanding again), and more abundant water supplies. The February employment data for the state show a 4.3 percent, or 18,000 job gain for the previous 12 months. The personal income data for 1992 show personal income in Idaho rising 7.3 percent—trailing only Nebraska and North Dakota. Per capita personal income rose 4.6 percent.

The Idaho Legislature is already home. Governor Andrus's proposed changes in the tax structure that would have extended the sales tax to some services and cut property taxes was not enacted. The state's fiscal situation is very different from that confronting their compatriots to the west.

## AGRICULTURE

In January while writing the last *Barometer*, it appeared that the moisture situation was getting close to normal. That was before it stopped raining in February, but it has fortunately resumed. Things are indeed better than last year in most areas of the Northwest. The March 1st snowpack in Oregon, according to the Department of Agriculture, was two to five times greater than it was last year. Idaho also has snowpacks well above last year's experience except in the northern portion of the state where things are about the same in 1992. In southern Idaho in the Owyhee River Basin the snowpack on March 22, 1993 was

132 percent of normal compare to last year's 26 percent. In the Clearwater Basin in northern Idaho the snowpack's percent of normal was 78 percent on March 23rd, up from 68 percent in 1992. Thus, the water outlook for the growing season has improved with some continued concerns in eastern Washington and northern Idaho.

This winter many in the agricultural sector have been interested in the policy arena where events may have major implications for various producers. The problems in the FSU (Former Soviet Union) resulted in payment defaults in earlier shipments, jeopardizing further shipments. At the Vancouver Summit, President Clinton offered increased U.S. assistance to a weakened Russian President facing an important vote. Included in the package was \$900 million in food credits that should help keep the flow of food exports going. Our stake in some sort of stability in the FSU would seem to merit some expenditure—the last thing the U.S. or the world needs is a Yugoslavia with nukes.

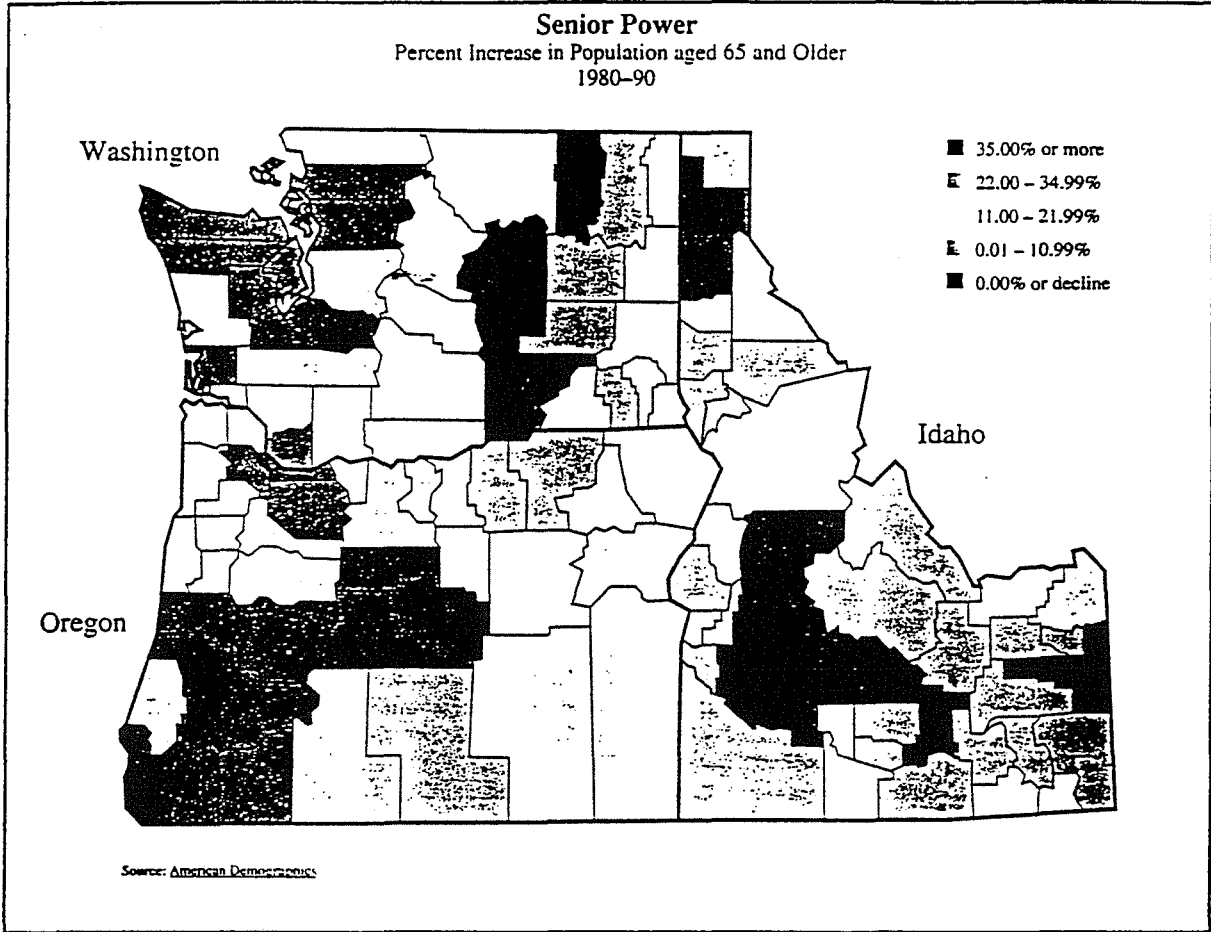
The President's program that was presented on February 17th contains a number of proposals in the area of spending cuts that would affect agriculture including plans to eliminate subsidies to honey producers, make producers receiving \$100,000 or more in off farm adjusted gross income ineligible for crop subsidies, increase acres not eligible for deficiency payments from 15 percent of the acreage base to 25 percent and limit wool and mohair subsidy payments to \$50,000 per person. It remains to be seen how much of this will be enacted. The Fiscal 1994 Budget released on April 8th calls for federal agricultural spending to go from \$20.5 billion in Fiscal 1993 to \$12 billion in 1998.

The President's program has a number of changes in pricing that in governmental accounting are referred to as spending cuts and some tax changes that will impact the agricultural sector of the region. A surcharge on water sales to reclamation projects with the funds used to mitigate the harm done to fish and wildlife is called for as are user fees for the Grain Inspection Service, the Agricultural Marketing Service and the Agricultural Cooperative Service. In order to reduce the subsidies to inland navigation, the inland waterway fuel tax would be increased from 19 cents per gallon to \$1.19. In the region this would affect the freight rates on the Columbia-Snake Rivers System and the returns to farmers in the region. The proposed British Thermal Unit tax on energy would impact the costs of transportation, electricity, fertilizer, and fuels for the sector. The world is indeed a changing. How much of the proposed changes in policy will become reality will be one test and one measure of the new administration.

Another policy arena which will affect the region is the allocation of the coastal whiting harvest amongst the factory trawlers and coastal processors. The Pacific Fisheries Management Council had recommended that 90,000 metric tons of whiting go to the shore processors and 50,000 to the factory trawlers. On April 15th, the Commerce Department changed the recommendation and opened the first 112,000 tons to whomever caught them

and reserved 30,000 tons for shore based processors. On May 4th, an additional 12,000 tons were reserved for shore processors. This would limit the activity in the surimi plants on the coast, which had been anticipating a larger share of the harvest. This is but another of the political resource allocational decisions that continue to beset the region.

Winter wheat plantings in the Northwest increased in all three states. In Washington 2.4 million acres were seeded, up 200,000 from 1992. In Oregon 40,000 additional acres were planted raising the total seeded to 900,000 acres. Idaho farmers planted 920,000 acres in winter wheat, up from 870,000 in 1992.



## SENIOR INDUSTRY

Between 1980 and 1990 the number of Americans aged 65 or older increased by 22 percent to 31.2 million people. This category of Americans now accounts for 13 percent of the population. In the March 1993 issue of *American Demographics*, Diane Crispell and William Frey discuss the mature American market and its place of residence. From the perspective of this newsletter, the interesting thing was the above average growth of this segment of the population in most of the region covered by this newsletter. Population over 65 grew faster than the national average in 24 of Oregon's 36 counties, in 24 of Washington's 39 counties and in 25 of Idaho's 44 counties. The accompanying map shows the growth in the elderly population between 1980 and 1990 in Oregon, Washington and Idaho. In some areas the growth reflects aging in place and in others the growth reflects the movement of the elderly population to attractive areas.

Some communities have sought to attract retirees as an industry. A recent article in the February 1993 issue of *Economic Development Quarterly*, by Mark Fagan and Charles Longino, cited research showing that it took nearly four manufacturing jobs to have the same impact on a rural area as the influx of one retired couple.

Parts of the Pacific Northwest with their public lands and natural beauty, are attracting so-called amenity migrants. The *American Demographics* article cited Curry County, Oregon as ranking 14th in the nation for counties with the highest percentage of the younger old-people, 65 to 74 years old. An interesting pattern showed up in the ranking of counties by the healthiest elderly—people 65 and older without mobility or self care limitations. Six of the top twenty counties were in the Pacific Northwest—Curry County, Oregon; Jefferson County, Washington (Where I hope to retire.); Whitman County, Washington; Gooding County, Idaho; Blaine County, Idaho; and San Juan County, Washington. Retirement counties are defined by the U. S. Department of Agriculture as

counties with a population aged 60 and older in 1980, that was at least 15 percent higher than it would have been without elderly migration between 1970 and 1980. These counties grew at twice the growth rate of the U.S. population during the 1980s.

Retirees represent, in many cases, income flows that are independent of the business cycle. Social Security payments, unlike wages, are indexed for inflation and other pension payments are independent of the business

cycle. One aspect of the current cycle that affects this group is the sharp decline in interest rates, which has adversely impacted people accustomed to relatively high returns with minimal risk that characterized the unwinding of inflation in the 1980s. In the case of migrating retirees, a demand for goods and services is created without a corresponding expansion of the labor supply. This generates opportunities for others in construction, medical and financial services, recreation and trade. The retirement industry will continue to be a growth sector in the region.

## RANDOM THOUGHTS

If economic theory, historical perspective and political sagacity give you reason to believe that A leads to B then if you are wrong or unlucky, you will get X instead. But if your sums are correct and you have a reasonable measure of luck, by producing A, you should get B. However, you can be sure that, at the same time, you will get C, D, and E, whose existence neither you nor anyone else expected.

Charles Issawi's Law of Social Motion as quoted by Raymond Devoc.

*(Something to think about as the tax system is changed again and the medical system is about to be restructured. J.W.M.)*

"The law does not allow consideration of the impact of duties on consumers."

David Binder,  
Commerce Department Official,  
Wall Street Journal,  
March 12, 1993

*(Ralph, consumer groups etc., where are you? J.W.M.)*

The nation was aware that something separated San Francisco from Canada, they just weren't certain what. They were pretty sure it had trees.

Curt Hopkins,  
The Last Weird Place

Rarely do sponsors of economically burdensome proposals see the relationship between expanding regulations and the diminished national productivity at a time of increasing global competition.

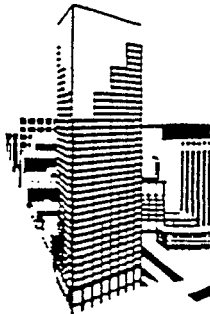
J.P. Donlon, Editor,  
Chief Executive,  
March, 1993

We conclude that policies that tilt the playing field against equipment investment are likely to be disastrous, and that a strong case exists for at least modest bias in favor of equipment.

Bradford De Long and  
Lawrence Summers,  
Brookings Papers on Economic Activity,  
Volume 2, 1992

The battle against inflation is never over and the very minute that a society declares victory in that battle is likely to be the very minute that the seeds of the next round of inflation are seen with all of their painful and inevitable consequences for the future.

E. Gerald Corrigan, President,  
New York Federal Reserve Bank



U.S. Bancorp is the largest bank holding company headquartered in the Northwest with assets of \$20.4 billion as of March 31, 1993, and has 35 consecutive years of increased dividend payout.

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# BAROMETER STATISTICS

	March 1993	March 1992	% Change	1993 First Quarter Average	1992 First Quarter Average	% Change
U.S. City Average CPI All Urban Consumers (1982-1984=100)	143.6	139.3	3.1	143.1	138.7	3.2
U.S. Wage and Salary Index (1977=100)	132.4	132.0	0.3	132.3	132.0	0.2
Unemployment, NSA	7.3	7.7		7.6	7.9	
Oregon Wage and Salary Index (1977=100)	137.9	134.7	2.4	137.6	134.6	2.2
Unemployment, NSA	7.7	8.3		8.1	8.3	
Oregon Building Permits Single Family	1,124	982	14.5	985.0	891.3	10.5
Multi-family	215	278	-22.7	301.0	285.3	5.5
Oregon Wage and Salary Employment (thousands)	1,273	1,244	2.3	1,263	1,236	2.2
Portland Wage and Salary Employment (thousands)	650.6	639.6	1.7	646.4	636.9	1.5
Washington Wage and Salary Employment (thousands)	2,212.7	2,184.9	1.3	2,201.1	2,166.9	1.6
Seattle/Everett MSA Wage and Salary Employment (thousands)	1,125.0	1,116.6	0.8	1,120.7	1,105.7	1.4
Idaho Wage and Salary Employment (thousands)	413.7	403.1	2.6	412.8	399.5	3.3
Boise Wage and Salary Employment (thousands)	120.7	114.0	5.9	119.4	112.5	6.1

This publication is available in alternative formats. for more information call 503-275-6705.



ECONOMICS DEPARTMENT  
P.O. BOX 8837  
PORTLAND, OREGON 97208

ADDRESS CORRECTION REQUESTED

CITY OF MILWAUKIE  
ANGUS M ANDERSON  
10722 SE MAIN ST  
MILWAUKIE OR 97222

Bulk Rate  
U. S. Postage  
PAID  
Permit No. 421  
Portland, Oregon

# CITY OF MILWAUKIE



FAX (503) 652-4433

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

July 9, 1993

To: Mayor and City Council  
From: Dan Bartlett, City Manager *DB*  
Re: Lone Star Northwest P.O.

### Action Requested

For Information only.

### Background

At your last meeting you authorized me to sign a purchase order to Lone Star Northwest for paving materials in the amount of \$35,000. After the meeting it came to my attention that the Water Division had a purchase order approved for \$10,000 to Lone Star.

This would be a total obligation of the City for \$45,000. This is more than the Council approved for this vendor.

I have talked with Tim Corbett about purchasing rules and the need to consider all obligations to a single vendor when requesting purchase orders. He has agreed to reduce the paving purchase order to \$25,000 in order to stay within the total amount authorized by the Council.

He will come back to the Council later in the year, if this authorization is not adequate. He will work with the various operating divisions in Public Works to ensure that all divisions purchases from a single vendor are consolidated.

cc: Tim Corbett, Public Works Director  
File  
cm682/hd

MILWAUKIE PLANNING COMMISSION  
MINUTES  
TUESDAY, JUNE 22, 1993

**COMMISSION PRESENT**

Patricia Lent, Chair  
Bill Johnson  
Gordon Jones  
John Littlehales  
Scott McClure  
Carolyn Tomei  
Don Trotter

**COMMISSIONERS ABSENT**

None

**STAFF PRESENT**

Maggie Collins,  
Community Dev. Dir.  
Dave Krogh,  
Associate Planner  
Shirley Richardson,  
Hearings Reporter

**OTHERS**

Karen O'Dowd, MDDA Director  
George Hudson, Project Manager,  
Portland Bureau of Parks

**1.0 CALL TO ORDER**

**Chairwoman Lent called the meeting to order at 6:35 p.m.**

**2.0 PROCEDURAL QUESTIONS - None.**

**3.0 CONSENT AGENDA**

**3.1 PLANNING COMMISSION MINUTES - June 8, 1993**

**Carolyn Tomei moved to approve the minutes of June 8, 1993, as corrected. Don Trotter seconded. MOTION CARRIED 7-0.**

**4.0 PUBLIC COMMENT - None.**

**5.0 PUBLIC HEARINGS**

**5.1 Applicant: Mr. and Mrs. Eugene Breed  
Property Owner: Mr. and Mrs. Eugene Breed  
Location: 4487 SE Pennywood Drive  
Proposal: Modify basement as secondary dwelling unit for family member**

CITY OF MILWAUKIE PLANNING COMMISSION  
MINUTES OF JUNE 22, 1993  
PAGE 2

**Madam Chair** explained the public hearing process. She then opened this hearing for a Conditional Use to allow for a secondary dwelling unit within the R-7 Zone. She asked if there were any conflicts of interest or ex-parte contacts to declare. There were none. She 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.

**Dave Krogh** reviewed Conditional Use CU-93-03 with the Commission. He stated that the Applicant proposes to convert the daylight basement area of their newly constructed home to a self-sufficiency unit for the applicant's mother. The R-7 Zone only allows single-family residential homes. There is a provision under Conditional Use provisions for an addition or internal modification for a secondary dwelling unit. The intent of that provision is not necessarily for family member use.

The house is under construction. The Applicant was in the process of having the basement converted without a structural permit when the inspector brought to his attention the need for a permit. The Applicant applied for the permit and Staff was informed that the conversion was for a family member, not a rental.

Criteria for this Conditional Use is found in Section 601.2 and 602.12 of the Milwaukie Zoning Ordinance. These criteria have been adequately addressed by the Applicant and Staff recommends approval with the two conditions listed in the Staff Report.

There was a question brought up about the deck on the site plan. The building permit on file was checked and the deck was not shown as part of that permit. The deck is for the main floor; it is at grade with the front of the house. From the back of the house, the deck takes on the configuration of a second floor deck, or a covered patio. The deck measures approximately 10'x20' and conforms with the setback and lot coverage requirements for the R-7 Zone. The Building Official will be contacting the Applicant for submittal of plans for the deck.

Applicant's narrative is attached to the Staff Report as Exhibit II and the current floor plan of the basement is Exhibit IV. The only difference in the floor plan would be that the wet bar will be converted into a kitchen area with a stove. Conversion from wetbar to kitchen will require a permit.

Phone calls were received inquiring about the proposal and concerns were raised that this can be turned into a full-time rental. The Applicant is agreeable to placing

a deed restriction on his home to assure that it will not be used as a rental. A deed restriction is being requested in Condition #1 to provide a basis for enforcement action. Condition #2 requests that the Applicant provide the deed restriction prior to the issuance of the permit for the conversion of the wetbar into a kitchen.

#### QUESTIONS FROM THE COMMISSIONERS

**Bill Johnson** asked if there was an internal stairway that allowed access to the second floor of the house? **Dave Krogh** reported that the stairway inside connects both the upper and lower level of the house. The Applicant desires that this access continue to be connected for use by family members.

**Don Trotter** asked when the deed restriction will be required and how it will be incorporated in the conditions. **Dave Krogh** explained that Staff is recommending that the deed restriction occur prior to the issuance of the conversion permit to change the wetbar to a kitchen. Condition #2 refers to the issuance of this permit.

**Madam Chair** asked if the deck would affect the lot coverage for R-7 Zone. **Dave Krogh** explained that the deck is within the 35% lot coverage for the zone. It will be checked for conformity when final dimensions are supplied.

#### APPLICANT PRESENTATION

Speaking: Eugene Breed, 2151 SE Maple Street, Milwaukie

**Mr. Breed** stated that originally, at the beginning of construction of the house, it was not his intention to have his mother live with them. His mother's circumstances changed and it is his desire that she live with him. In order for her to have her own living quarters, it is necessary to make these internal changes to his basement. Externally the character of the house will look the same whether converted or not.

**Mr. Breed** stated that they are trying to follow all the necessary steps for meeting the laws and conditions for converting his home for his mother's use. The house has the character of all other houses in the area. He is not opposed to having the deed restriction on the house. He has no intention of renting this house out and hopes that the Planning Commission will allow him to make this conversion.

QUESTIONS FROM COMMISSIONERS - None.

TESTIMONY IN FAVOR

Speaking: Elaine Kelley, 6115 SE Taylor Ct., Portland

**Ms. Kelley** stated that Eugene Breed is her brother. There are three children in their family and they are all helping to support their mother. She explained that the mother now is living in a small apartment and the rent is becoming beyond their ability to continue to pay. Her mother is 75 years old.

**Ms. Kelley** stated that her mother has problems with the stairs at her apartment; her brother's house will have exterior access, so she will not have this problem. Her brother has four children and this would provide companionship for their mother. She stated that she hoped that the Planning Commission will approve the application.

COMMENTS OR QUESTIONS - None.

TESTIMONY IN OPPOSITION - None.

DELIBERATION AMONG COMMISSIONERS

**Don Trotter** stated that he felt this type of situation was the reason for drafting this portion of the Ordinance. He feels this is an appropriate use and commended the Applicant for following the rules necessary for this conversion.

**Gordon Jones** expressed opposition to requiring a deed restriction on the Applicant's home when others in the area do not have deed restrictions. The living space is not structurally separate from the house and he sees no need for the Applicant to have to have a permit to let his mother live in his basement.

He feels the intent of the Ordinance is to protect the privacy and buffer the neighbors, not to prevent renting to family or friends. It is out of line to require a deed restriction on someone's property. The criteria is being imposed selectively on one property owner; it would be different if all owners in the zone were required to have a deed restriction.

**Madam Chair** indicated that these criteria are required on any structure that is being used as a secondary living unit.

**Dave Krogh** stated that the phone calls received were neighbors voicing concern about a rental unit being constructed in a single-family residential area. If others

CITY OF MILWAUKIE PLANNING COMMISSION  
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in the area change their homes into rental units, they too would have to come to the City for a permit. If there is a rental situation and there is no permit, the City would treat it as a violation and enforcement action would be necessary.

**Bill Johnson** stated that there was no stipulation in the criteria that stated that the units had to be occupied by a member of the family. He feels that the deed restriction is unnecessary. **Dave Krogh** confirmed that there is no stipulation that the secondary dwelling unit must be occupied by a family member. There have been concerns in the past that single family units could be turned into "duplexes." This is a concern in the R-7 and R-10 zones because they are strictly single-family dwelling areas.

**John Littlehales** stated that criteria are needed to protect the character and integrity of the neighborhood. The impact of rentals in a residential zone are more cars and more people in a neighborhood. This particular application is not a concern, but rentals are a major concern for those in the area. He feels the deed restriction is appropriate.

**Don Trotter** stated that this proposed conversion will become a separate dwelling unit including full kitchen, bath, bedroom, and living area. This is different from renting out a bedroom and sharing kitchen and bath facilities.

**Don Trotter** moved to approve CU-93-03 based on the findings listed in Staff Report, subject to conditions #1 and #2 as listed in the Staff Report. **John Littlehales** seconded.

Discussion followed on the merits of the deed restriction condition.

**Gordon Jones** moved to continue hearing until Staff has had an opportunity for City Attorney review of a deed restriction. **Carolyn Tomei** seconded.

The Applicant was asked if continuing the meeting would cause a problem with his time allowances. **Mr. Breed** stated that he must have his mother moved by the end of this month. He stated that he is willing to accept the requirement for the deed restriction, but he would rather not have it on his house; it imposes something on him that others in his neighborhood do not have. He is doing what he needs to do to have his mother live with him.

**Dave Krogh** stated that the Applicant is actively completing the downstairs portion of his house. Without the permit, he could complete the downstairs without a

CITY OF MILWAUKIE PLANNING COMMISSION  
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kitchen and the mother could move in. The earliest Staff could get an answer back from the City Attorney to the Commission would be at the July 13th meeting.

**Gordon Jones** withdrew his motion to continue and moved to amend the motion for approval. He moved to change Condition #1 to read, "Secondary dwelling unit shall remain integral to the house and shall not be used as a separate rental." Further, that Condition #2 is changed by removing the second sentence. **Carolyn Tomei** seconded.

**Don Trotter** stated that the motion to change Conditions #1 and #2 impacts the intent of the original motion. Staff has found that the Applicant has met the criteria and the deed restriction is the only concern. The reason for the deed restriction is to address neighbor concerns and to maintain neighborhood integrity. The neighbors were notified; there are concerns that rental properties not be allowed in this area. The Applicant has complied with the criteria and the application should be approved as written.

The Commission voted on the motion to approve CU-93-03 as written. MOTION FAILED 3-4. **Scott McClure**, **Carolyn Tomei**, **Bill Johnson**, and **Gordon Jones** were in opposition.

**Gordon Jones** moved to approve CU-93-03 with the following changes: Condition #1 to read, "Secondary dwelling unit shall remain integral to the house and shall not be used as a separate rental. Internal access shall remain open between all floors." Further, Condition #2 is changed to read, "A building permit for a final conversion of the secondary dwelling unit shall be obtained by the Applicant." **Carolyn Tomei** seconded.

**Don Trotter** stated that he did not feel it was prudent to not enforce ordinances because other people may not follow them. As long as the ordinance is in place, there should be compliance. He has difficulty with the reasoning that if other people do not follow the ordinances, the ordinance should not be imposed. He is not voting in favor of this motion.

**Madam Chair** stated that she does not see any way to enforce the "no renting" portion of the motion should the family situation change or if someone else buys the property. She is not voting in favor of this motion.

**John Littlehales** stated that enforcement is difficult as it is, and this motion is taking out the one tool which enables enforcement on the rental possibility. Having the deed restriction at this point does not limit the property owner; it is intended for

CITY OF MILWAUKIE PLANNING COMMISSION  
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when new owners take over the property. The deed restriction is appropriate given the history of this particular development to maintain conformity and a sense of neighborhood. He is not voting in favor of this motion.

The Commission voted on the motion to approve CU-93-03 with changes to Condition #1 and #2. MOTION CARRIED 4-3. Chair Lent, Don Trotter and John Littlehales were in opposition.

Recess was taken at 7:50 p.m. and the meeting reconvened at 8:05 p.m.

6.0 CONSIDERATION ITEMS - None.

9.0 OTHER BUSINESS

9.1 Milwaukie Downtown Development Association (MDDA) 1993 Program - Karen O'Dowd

**Madam Chair** opened the floor for a presentation from the Milwaukie Downtown Development Association.

Speaking: Karen O'Dowd, MDDA Manager, 10952 SE 21st Street, Milwaukie

**Ms. O'Dowd** passed out the latest MDDA Newsletter and other information on the Association. She reviewed with the Commission her background in economic development for the past 15 years. She has been primarily involved in city, county, and governmental agencies. This is the first time she has been a manager of a downtown association.

She has written several documents for master plans and spoke at many public meeting. Plans she has written have been adopted and constructed and one has been nationally recognized. She has written millions of dollars of grants for historic areas and waterfront plans. She has conducted many public meetings for design guidelines.

**Ms. O'Dowd** stated that she is a firm believer in the main-street approach. Her strengths are in economic restructuring and design. The business mix and composition of business in the downtown area makes it a viable place for people to shop and want to do business.

Downtown Milwaukie needs "identity." She asked that the Planning Commission help with the process of "identity." Last month the Association contracted with a small firm to put together a Downtown Business Directory. This directory will list

current businesses, their phone numbers and addresses. It will include a walking tour and points of interest as well. This is a commercial/retail tool to inform the people coming into Downtown Milwaukie about the variety and composition of all the different businesses in the City. The directory is scheduled to be available on July 10, 1993.

A parent association, the Oregon Downtown Development Association, provides services to help improve towns. This includes economic restructuring, business mix, business help, and attention to existing businesses. One project being considered is putting up a map which will shade businesses by type. You will be able to see at a glance the composition of business in the downtown area and it can be used as a recruitment guide for types of business and best locations for businesses.

**Ms. O'Dowd** stated that she would like to see Milwaukie get a "sense of place." She would like to see a design committee working with the community to develop guidelines for the City. This committee would consist of property owners, businesses in the downtown area, a member of the Planning Commission, Staff, and development firms.

8.0 NEW BUSINESS

8.1 Worksession: Springwater Corridor Master Plan

**Madam Chair** opened the worksession on the Springwater Corridor Master Plan. **Maggie Collins** stated that the Springwater Corridor Master Plan had been distributed last winter, but other activities have prevented review of the document until now. There is a portion of the Springwater Corridor in the Johnson Creek Boulevard area that was just annexed. She introduced George Hudson, Portland Parks Bureau, to the Commission.

Speaking: George Hudson, Portland Parks Bureau

**Mr. Hudson** presented copies of the monthly newsletter to the Commission. He stated that it contained current information on the Corridor, including times of the monthly walking tour.

The corridor is unique in that it passes through six jurisdictions. It is under the one ownership, City of Portland/Parks and Recreation. A door-to-door survey was taken to get concerns and issues from the residential properties in the area. 77% of the adjacent residential properties supported development in the corridor for recreation. Of the 23% that opposed, 89% of that group stated they would use the

development if it occurred. The Master plan document is a result the information received from the survey and many public meetings discussing the issues.

The corridor is 17 miles long, extending from McLoughlin Boulevard to Boring. The Master Plan was 100 percent public driven by public need. The Master Plan was completed in October, 1992. A major funding source is ISTEA, Intermodal Surface Transportation Efficiency Act; with a grant of \$2.75 million for development of the Corridor. The Master Plan covers phasing; Phase I is to be developed. Land acquisition is not included in this grant. They are hoping to acquire the land at the western end, across from McLoughlin Blvd. Additional funding is being applied for the east corridor to Boring.

The corridor continues from Boring, in the State Park's hands, to Estacada. There is a citizens group in Estacada that is supporting development of the section of the corridor in Estacada. Mount Hood National Forest is coming out with a line called the Oregon Links Trail, that will go from Estacada to the Pacific Crest Trail. The trail will be open to the public next summer from McLoughlin to Gresham.

**John Littlehales** asked if they were affiliated with the Rails to Trails? **Mr. Hudson** stated that the Rails to Trails is a group based in Washington DC and The Springwater Corridor is a member. They are strictly an advisory group and they have come out and toured the Corridor and offered assistance.

**Don Trotter** stated that Appendix F was not in his copy of the Master Plan. He asked about the adoption dates by jurisdictions? **Mr. Hudson** stated that METRO adopted the Master Plan by resolution that it was in compliance with the Trail portion of the Main Spaces Master Plan. The City of Portland adopted the Springwater Master Plan through an ordinance as the guiding document involving Springwater Corridor in November, 1992. Multnomah County and Gresham adopted the Master Plan in November, 1992. Clackamas County and City of Milwaukie are the last two remaining jurisdictions that have not adopted the Master Plan.

**Bill Johnson** asked if the Springwater Corridor included the railroad property between the Steel Bridge and Oregon City? **Mr. Hudson** stated that Portland Traction Company still has an active line through a portion of the Springwater Corridor. It is used for amusement purposes right now. Discussions will be underway to get joint usage of this line with the owner. This active right-of-way would allow for a trail as a western connection into downtown Portland, southward towards Milwaukie is being considered. Much of the line is through residential property.

**Don Trotter** asked for a copy of the Scenic Resources Protection Plan mentioned in the Master Plan. **Maggie Collins** stated that she would make sure that a copy would be made available to the Commissioners.

**Don Trotter** asked what type of intergovernmental agreement is proposed for Milwaukie and what kinds of things it would cover? **Mr. Hudson** stated that it would depend on the level of involvement Milwaukie would like to have with the project. The intergovernmental agreement covers the relationship that is developed that allows for corridor development, utilities, maintenance, and funding.

**Don Trotter** stated that he was surprised at the extent of the equestrian facilities. **Mr. Hudson** stated that the request for equestrian facilities was 80 percent in Portland/Gresham area.

**Carolyn Tomei** asked about enforcement? **Mr. Hudson** stated that there is a designated policeman to cover the corridor; he is an officer with the City of Portland. He has been coordinating with other police jurisdictions to handle calls. There will also be a Citizens Foot Patrol on duty.

7.0 OLD BUSINESS

7.1 Draft Executive Summary/Common Goals: Willamette River Corridor Coordination Project

**Madam Chair** opened discussion on the Willamette River Corridor Coordination Project. **Maggie Collins** reminded the Commission that the background report in the Commission packet will be used as a base for the joint worksession to be held on this issue with the City Council on Tuesday, July 6, 1993, at 5:45 p.m.

She asked that the Commission to file ~~this~~ information for later use with the Willamette River Master Corridor file.

**Madam Chair** informed the Commission that the field trip for this project on June 26 conflicts with "Festival Daze." **Maggie Collins** suggested rescheduling the tour for 6:30 p.m on June 29th. Commissioners will meet at the boat ramp.

9.3 Community Development Department Report

**Springwater Corridor** **Maggie Collins** indicated that Gresham has a mile and a half of trail developed. Receptivity and usage of this small portion is great; when this project is completed, it will be used. A lot of developed trails already in existence are being used for walking, jogging, running, and cycling.

It is Milwaukie's intent to adopt this Springwater Corridor Master Plan as an auxiliary document to the Comprehensive Plan. The Council has indicated favorably on a donation of \$10,000 of bikeway money to be used for the City of Milwaukie's stretch. Milwaukie must give a 20% match for the ISTEA funds. Maggie Collins stated that a revised copy of the Master Plan including all the appendixes will be distributed to the Commission members.

**Citizen Involvement** Maggie Collins indicated that City Council will be reviewing the Citizen Involvement Program on July 6th and it is hoped that authorization will be given to work on the formation of the Citizens Involvement Committee.

A draft document is being prepared for the Commission and will be presented as soon as it is completed.

**Worksession With Public Works Department** Maggie Collins reminded the Commission that Tim Corbett and Paul Roeger will be present at the next meeting for a worksession on pending issues.

**Sign Ordinance** Don Trotter informed the Commission that the City of Portland is involved with a lawsuit for obstruction in walkways regarding business signs and the blind. He asked that Staff review our Sign Ordinance to see how this issue is addressed.

**METRO Representative Districts** Don Trotter indicated that the new METRO representative districts have Milwaukie joined with Portland; it is not in the Clackamas County district. He asked how this will effect planning efforts of Milwaukie?

## 9.2 Planning Commission Advanced Training ~~Notes~~

**Madam Chair** reviewed with the Commission notes she had taken at the Advanced Training Session for Planning Commissioners. She pointed out some areas to consider for discussion at another meeting:

- Legislative hearings can be a time for setting a vision and then creating a legislative policy to reflect the values of that vision. Every commissioner has a right to exercise his or her personal values, politically, in a legislative hearing. This is not possible in a quasi-judicial hearing.
- The Planning Commission should set standards for neighborhood compatibility in the Zoning Ordinance. From a legal standpoint, it would

CITY OF MILWAUKIE PLANNING COMMISSION  
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- be beneficial to set out criteria that is easy for applicants to interpret; set specific descriptions, and increments.
- Adult entertainment cannot be kept in any particular zone unless you move all your entertainment to that zone.
- Clear language should be used for criteria (from a layman's point) for zoning ordinances.
- When there is a question over testimony, specific criteria takes precedent over general criteria.
- Each commissioner should read the Comprehensive Plan in total and be familiar with the ordinances.
- Review and revise counter handouts; the Planning Commission is responsible for the community having available an understandable document.
- The applicant has the burden of proof on findings; all Commissioners should go into hearing with a "no" in mind.
- No decision is final until a final order is signed by the Planning Commission Chair and the appeal period has passed.
- If there are any questions of Staff after Deliberation, the hearing should be reopened, have Staff make the comment, then close for Deliberation again. This will assure the question gets into the minutes.
- The Applicant can be asked questions after the deliberation as long as no new evidence is brought up. If new evidence is presented, the hearing must be reopened for applicant presentation, testimony, and deliberation.

**Madam Chair** stated that she found the session very informative and recommended that the City purchase the handout, "Land Use Law Smorgasbord, Legal Tidbits for the Experienced Planning Commissioner."

10.0 NEXT MEETING: July 13, 1993

**Gordon Jones** moved to adjourn the meeting of June 22, 1993. **Carolyn Tomei** seconded. **MOTION PASSED UNANIMOUSLY.** Meeting adjourned at 9:45 p.m.

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Pat Lent, Chair

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Shirley Richardson, Hearings Reporter

# CITY OF MILWAUKIE



FAX (503) 652-4433

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

July 9, 1993

To: Mayor and City Council  
 From: Dan Bartlett, City Manager *DB*  
 Re: City Innovation

### Action Requested

For your information.

### Background

The attached article from Tom Peter's, On Achieving Excellence, shows cities can be innovative. While Hampton is much larger than Milwaukie, we have been working on some the innovations noted in the article.

- Last year, we translated Council's annual policy goals into work programs for each department head. This will be done for the new Council goals.
- We operate using interdepartmental task forces for problem solving.
- All department heads are on contract.
- We do not have a bonus plan for department heads or employees, but we do provide recognition and small cash awards for employee innovations.

It think this article shows that we are doing the same kind of progressive and innovative things that excellent companies and governmental organizations are doing to improve their performance.

cc: File  
cm683/hd

# City Liberates Talent and Redefines Goals to Boost Service and Save Millions

*Innovative manager takes five steps to smash organizational gridlock*

HAMPTON, VIRGINIA — Nestled on the placid shores of Chesapeake Bay, this city of 130,000 seemed far removed from the problems of urban America. But during the '80s the City of Hampton began to wake up and smell the landfill: With little industry or commerce, it had one of the highest property-tax rates in the state, a growing operating-budget deficit, shrinking cash reserves and a 1,350-employee bureaucracy hard-pressed to adapt to change.



Bob O'Neill

"It was clear that business as usual was not going to work," says City Manager Bob O'Neill. "We had to remove obstacles that prevented us from moving quickly as an organization." Hired by the city council in 1984 with a mandate to reform government operations, O'Neill says, "I tried to build on our strengths — strong operating managers with a good feel for the community, an understanding of what was important and a high level of trust among their peers."

O'Neill made some quick, dramatic changes:

- He removed three assistant city managers from day-to-day oversight of 40 city departments and assigned them long-term issues such as economic development and financial management. He then asked the department

heads to report directly to him.

- He translated annual policy goals (determined by the mayor and city council) for each department head, who in turn applies the goals to his or her operations. Goals are then reviewed twice a year.

- He organized most city operations into five interdepartmental task forces — infrastructure, management resources, citizen services, public safety and quality of life — run by department heads or senior assistants able to commit their department's resources to any project.

- All department heads were put under contract, earning bonuses for meeting their annual performance goals. Many departments, at their chiefs' discretion, now have all employees on contracts, which are the basis for appraisal, bonuses and discipline.

- A citywide bonus plan was implemented to reward employees according to the results of an annual citizen-satisfaction survey. (This year, a perfect score would earn each employee a \$400 bonus.)

But how does he manage 40 senior decision makers responsible for complex, specialized operations?

"First," O'Neill says, "you have to unlearn what you learned about span of control — the idea that you can effectively supervise only five to seven people. I don't spend a lot of time managing the operations of each department. I try to define what results we need to achieve. ...

I could manage 100 people if they knew what results were expected of them and had the resources to achieve them. If your job is just checking up on others, you're not adding much value. Second, you have to have talented people in key operational posts. You can't walk in and accomplish something unless you have confidence in the senior managers."

Key to O'Neill's effort was a decentralized approach to performance measurement and incentives. "We trusted the department heads to make things work in their own departments," explains Tharon Greene, director of human resources. "They tried lots of different things; we didn't wait till everything was planned and

**Problem:**  
*Financial and organizational stagnation*

**Solution:**  
*Set goals, give managers free rein and hold them accountable*

scheduled. Our bias is to jump in and try things and let the institution catch up with us; a lot of changes are already in place, and we're just now changing the rules, regulations and procedures to reflect our actual practice."

That has created some chaotic times, admits Greene, but there was no way to know in advance what would work. Each department has its own appraisal and reward systems, using 30-day

off, free lunches or special events to recognize outstanding performance. Department heads can award up to 10 percent of any cost savings to an individual contributor; some awards have exceeded \$2,000. Greene's job is to help each department design and implement a workable system, not to enforce a single policy for all.

This do-it-yourself approach to change has yielded impressive results. Satisfaction with city services consistently ranks between 87 percent and 93 percent, and the city's property-tax rate is now one of the lowest in the region. Also, the city has attracted new business to a revitalized downtown waterfront, largely by investing in a hotel, an office building and other attractions. Savings during the past six years total nearly \$3.5 million — including \$2 million on the conversion of a former landfill to a public golf course.

**For more info ...**

Contact Tharon Greene at 804/727-6407.

## **Training, Technology, Winning Attitudes Support Frenzied Change**

*Quick decisions, market-niche focus fuel 40 percent annual growth*

JOHNSON CITY, TENNESSEE — On the face of it, you wouldn't pick **Logan-Laws Financial Corp.** as a candidate for 40 percent annual growth. Founded by Chairman John Logan and President Mike Laws in a rural backwater, the 11-year-old company specializes in an unlikely niche — financing mobile homes for people with a poor credit

history. Yet, the company is no bottom-feeder. Processing and underwriting loans for mobile home dealers who have a wide choice of lenders, it combines technology, training and incentives to compete on service.

"Reaching a decision quickly is our key competitive edge," says Ramon Sanchez-Vinas, chief operating officer and executive vice president. Logan-Laws takes only 24 hours to approve or deny even its most difficult loans, thanks to

- instant, on-line access to credit bureaus,
- proprietary risk-analysis software to guide lending decisions, and
- autonomous, entrepreneurial loan-processing teams.

"We win a high degree of dealer loyalty," says Sanchez-Vinas. "We know dealers are giving us business that would otherwise go to competitors."

"Logan-Laws is the most innovative finance company I've dealt with in 10 years," says Tim Grinstead of Wayne Frier Homes in Live Oak, Florida. "They have a great attitude. Because they offer more opportunity for people with a history of bad credit, they are the angels of mobile home finance."

An electronic ticker board in Logan-Laws' frenzied office flashes the number of loan applications and dollar totals produced by each team — whose monthly bonuses are tied to the volume and quality of the loans it approves. (The delinquency rate is 4.5 percent vs. 4 percent for the industry.)

"We live with virtually daily

changes — refinement of loan-qualification criteria, technology, procedures," says Sanchez-Vinas. To keep pace with those changes, Logan-Laws' 120 employees caucus frequently and informally with

**Problem:**

*How to manage growth in new and risky markets*

**Solution:**

*Move quickly, create new services and support customers and employees*

managers, each other and outside experts; the company spends heavily on training and consulting. In addition, to support its service standards, "We invested in capacity, getting people in here and trained, knowing they would underperform for a period before becoming proficient."

That investment has paid off with the company's rapid expansion into nine Southeastern states (via fax links to dealers rather than an expensive branch-office network), a doubling of net income (against more than \$100 million in loans this year), and the development of two new services — financing real estate for mobile home owners and used homes sold by private parties rather than dealers. The ability of Logan-Laws to move quickly into the used-home market, in particular, has enormous potential: "Right now," says Sanchez-Vinas, "there's virtually no organized competition."

**For more info ...**

Contact Ramon Sanchez-Vinas at 615/282-3558.

# METRO

# Greenspaces

Planning Department  
600 N.E. Grand Avenue  
Portland, OR 97232  
(503) 797-1750

CMAQ  
Administrative Ranking Criteria  
May 1993  
(updated June 30, 1993)

1. **Project Title: Eastside Bike Way / Trail Loop**  
Consisting of the Portland-section of the regional trails and greenways program as detailed in the Metro's Greenspaces Master Plan and the city of Portland's Park Futures/Master Plan for Parks; the city of Milwaukie's comprehensive plan, the Park Master Plan for the North Clackamas Parks District; and neighborhood plans for the unincorporated portions of Clackamas County.
2. **Applicant: Metro (Planning Department/Greenspaces Program)**
3. **Project Staff: Mel Huie (797-1731)**
4. **Implementing Agencies: Metro, City of Portland, Portland Development Commission, and City of Milwaukie.** Supporting agencies include: North Clackamas Parks & Recreation District, Clackamas County, and the City of Gladstone.
5. **Co-Applicants: Metro, City of Portland, Portland Development Commission, and City of Milwaukie.** Supporting the application: City of Gladstone, North Clackamas Parks & Recreation District, Clackamas County, and Sullivan's Gulch Neighborhood Association.
6. **Project Description: Eastside Bike Way/Trail Loop consists of 4 segments which are interconnected and form a major transportation route for bicyclists and pedestrians**
  - a) **Sullivan's Gulch Urban Bike Way/Trail (Willamette River east to N.E. 47th)**  
Extending along the north side of the I-84 corridor from the Willamette River east to N.E. 47th Ave. A natural ravine exists from the river to N.E. 28th Ave. The bikeway provides access to Metro/State Office Bldg/BPA Complex/Pacific Development Inc. Towers, the Lloyd Center District, N.E. Broadway shopping corridor, Hollywood District, Fred Meyer, Bureau of Land Management, and Providence Hospital and Medical Center. The proposed route connects all of these major employment centers. The trail terminates at the Hollywood MAX and bus transit center. The route would complement the existing MAX light rail line as an alternate mode to the automobile. Future connections would go eastward to the I-205 bikeway and Gateway MAX and bus transit center.

2

The route is listed in Portland's Comprehensive Plan / Central City Plan, Park Master Plan, Design Guidelines Manuals for the Lloyd District and Central Eastside District. In addition, the Neighborhood Action Plan for Sullivan's Gulch also supports such a bike way / urban trail.

**Funding Request:**

. ROW Negotiations/Design/Preliminary Engineering	\$ 50,000
. Purchase ROW Easement from Union Pacific (2 miles)	150,000
. Construction/Development/Improvements (8'- 12' asphalt surface, striping, signs, benches, landscaping, on street work, connections to overpasses at N.E. 21st, 28th and 47th over I-84; and connection from Convention Center to East Bank Esplanade)	<u>325,000</u>
<b>Total</b>	<b>\$525,000</b>

**b) East Bank Willamette Esplanade – Burnside Bridge to OMSI**

Development of the esplanade south to a major attraction. Pedestrian and bicycle access from the Burnside and Hawthorne bridges would increase use as an alternative to the automobile. The master plan for the esplanade is being developed cooperatively between the Portland Parks Bureau and the Portland Development Commission.

ISTEA enhancement funds will be sought for the connection between the Burnside Bridge and Steel Bridge. Last year, ISTEA funded cantilevered pedestrian/bike route on the lower level of the Steel Bridge is planned, thus connecting the proposed Eastside Bike Way / Trail Loop to the west side business district and future River District.

**Funding Request:**

. Construction/Development/Improvements (8'- 12' asphalt surface, striping, signs, benches, landscaping; includes design/planning/engineering @15%)	\$1,000,000
<b>Total</b>	<b><u>\$1,000,000</u></b>

**c) Springwater Corridor to OMSI**

(connection from McLouglin Blvd. west to the Willamette Greenway/Sellwood Riverfront Park and north to OMSI)

Complete the crucial final segment of the corridor, thus connecting to the central business district, Willamette River and westside neighborhoods. Pedestrians and bicyclists could use the route to commute to the central city. The new Tacoma overpass will bring the trail into the Westmoreland and Sellwood neighborhoods, but a route west to the river has yet to be determined. This is a top priority for the city.

**Funding Request:**

. Right-of-way acquisition (Portland Traction easement: Sellwood Riverfront Park to OMSI)	\$200,000
. Construction/Development/Improvements (8'-12' asphalt, striping, signs, benches, landscaping; includes planning, design, engineering.)	\$500,000
. Spokane St. "Bike Blvd." (S.E. 21st west to riverfront) (striping, signs, landscaping, traffic diverters)	30,000
<b>Total</b>	<u>\$730,000</u>

**d) Springwater to Milwaukie Waterfront via S.E. 17th and Portland Traction Right of Way**

Extend a bicycle and pedestrian route from Tacoma St. overpass at McLoughlin south to Milwaukie. (Future connection south along Portland Traction Company right-of-way through southeast neighborhoods to Gladstone.)

The proposed route will complement and offer an alternate transportation mode to the ODOT highway improvements to the McLoughlin and 17th Ave. Corridor. The South-North Corridor Study would be complementary to the proposed route as well.

**Funding Request:**

. Right of Way Acquisition (Portland Traction Co. ODOT surplus land) (approximately 850 feet)	\$ 60,000
. Construction/Development/Improvements (connection from new 17th Ave. connection to McLoughlin Blvd.; asphalt work on 8'-12' trail/bikeway, striping, signs, landscaping)	<u>54,000</u>
<b>Total</b>	<b>\$114,000</b>

**Summary of Funding Request**

a) Sullivan's Gulch Bikeway/Trail	\$ 525,000
b) East Bank Willamette Esplanade	1,000,000
c) OMSI to Springwater Corridor	730,000
d) Springwater Corridor to Milwaukie Waterfront	<u>114,000</u>

**TOTAL** **\$2,369,000**

80% request **\$1,895,200**

CONSTRUCTION PROGRESS REPORT #9

June 5 - July 9, 1993

**SITework**

About the middle of June, the ground dried up enough to allow excavation for curbs and sidewalks to begin. Work has progressed quickly, with almost all curbs poured at Railroad, 32nd, and Harrison. Curbs are in place around the public parking area as well. Workers are now focusing on the parking lot entrances.

**BUILDING CONSTRUCTION -**

Sheet metal workers continued to install the stainless steel flashing, gutters and downspouts. They are now hanging the stepped metal cornice around the curved portion of the building. Caulking around windows and on walls is completed.

Inside, the space has been transformed as walls have been plastered and painted. Most of the first floor and a portion of the second floor walls are finished, with workers moving west through the building. Overhead, ceiling grid is being hung on the first floor, which has allowed fluorescent light fixtures and sprinkler heads to be set in place. To keep costs down, storage and equipment rooms such as the fire apparatus bay have no finished ceilings; the exposed structure above is simply painted. The first cabinets have been delivered to the site and are awaiting installation.

**WORK TO COME**

Sitework will focus on the half-street improvements on all three streets surrounding the building. Traffic will be directed around the paving work as needed. Landscaping is also scheduled to begin after sidewalks are poured. Finishes will continue to be added inside, with installation of vinyl flooring, cabinets, lights, grilles, and doors scheduled this month.

**SCHEDULE**

There have been no significant delays during the last month, so the completion date officially stands at the middle of September. Recent rumblings from the Contractor, however, would lead me to issue an unofficial warning that the finish date could move toward September's end.

REGIONAL PARKS ADVISORY BOARD MINUTES

Meeting #27, June 10, 1993

**BOARD MEMBERS PRESENT:**

- Gary Barth, Oak Lodge representative
- Bill Brod, at-large member
- Jim Ellis, Chairman, Southgate/Town Center representative
- Champ Husted, at-large member
- Daisa Lawson, Oatfield representative
- Tom Peterson, Sunnyside representative
- Jean Schreiber, Milwaukie representative
- Mitch Wall, Milwaukie Center representative

**BOARD MEMBERS ABSENT:**

- Lynn Sharp, at-large member

**STAFF:**

- Roger Brown, Director
- John Hartsock, Project Manager
- Sara Hite, Director-Milwaukie Center
- Thom Kaffun, Park Services Manager
- Don Robertson, Program Services Manager
- June Southworth, Administrative Assistant

**GUESTS:**

- Harold Stoepler, Friends of Milwaukie Center

Minutes

The meeting was called to order by Chairman Jim Ellis at 7:08 P.M. in the Salas Room of the Milwaukie Center.

**1. Neighborhood Updates:**

Thom Kaffun presented an update on a planning meeting for River Villa which was held on June 9. Even though there was heavy circulation of flyers announcing this meeting, there was a very low turnout, only 12 people attended. General consensus at the meeting was that this park should be for passive recreation with a fishing ramp installed that allows access to handicapped patrons.

Director Roger Brown stated that staff plans to present a formal recommendation at the July RPAB meeting for use of development money in the 1993/94 budget.

2. Approval of Minutes:

Champ Husted moved to approve the minutes of the May 13 meeting. Bill Brod seconded the motion. Minutes approved with an amendment correcting the date of the minutes approved at the May 13, 1993 meeting to read April 8 meeting instead of March 11.

3. Presentation by Friends of Milwaukie Center:

Roger Brown gave a brief overview of the work that the Friends of the Milwaukie Center has been doing and then introduced Harold Stoebler who is their Chairman. Stoebler presented background information of their fund raising efforts for the Milwaukie Center, adding that they average bringing in about \$40,000 per year for the Center. He then presented a check for \$10,000 to the Milwaukie Center for service to the frail and elderly. Another check for \$5,000 was presented to the Respite Program.

Brown informed the RPAB that he recently had an opportunity to meet with the Friends Board recently and commented that it was great to have this support group working with us. Chairman Ellis added that this group will serve as an excellent prototype group for others to go by.

4. Election of Chair and Vice-Chair for 1993-94

Daisa Lawson stated that the committee has decided to recommend to the Board that the positions of Chair and Vice-Chair remain the same.

Daisa then moved that Jim Ellis serve a second term as Chairman and Gary Barth as Vice-Chairman, respectively. Jean Schreiber seconded the motion. Motion approved.

5. Adoption of Tree Policy:

Thom Kaffun requested that Board members refer to their copies of the Tree Policy and Lynn Sharp's comments regarding the policy. He then pointed out a couple of changes that District staff had made to the policy. Daisa Lawson stated that she felt the changes were acceptable. It was recommended by Kaffun that if this policy is adopted the Board should revisit it in a year.

Daisa Lawson motioned that the Board adopt the Tree Policy and plan to review it at the same time next year. Champ Husted seconded the motion. Policy adopted.

6. Discussion of Terms of Board Members:

Roger Brown stated that staff was trying to come to an understanding of the criteria to follow in regard to Board members as well as Neighborhood Board members. He requested guidance as to guidelines to follow in determining what constitutes an excused absence from Board meetings, etc. Discussion by the RPAB followed about a plan that was presented a long time ago relative to this subject. Several Board members were going to try to locate copies of this plan. Brown said that staff would do some research and bring back something for further consideration by the RPAB. Mitch Wall volunteered to assist staff in developing a proposal concerning Board attendance.

7. Regional Park Update:

An update was presented by John Hartsock on the Regional Park site. He stated that the Aquatics Center was on schedule. The roof structure is being put up first. The wave chambers and deep pools are finished. Southern Pacific is proceeding with their cleanup process at the Regional Park site. The local SP office is planning to monitor the activity and make sure it doesn't get out of hand. After the cleanup is finished, we will be able to move quickly with our development plans. Hartsock stated that a package is currently being put together to go out to bid for the entrance road to the Regional Park. He pointed out that the last time we looked at the SP property, there was a six month window to get started and now that has improved dramatically.

Hartsock pointed out that the NCPRD had never formally thanked the folks who served on the Technical Advisory Committee. It would be a good opportunity to combine this with the introduction of the newly hired Aquatics Center Manager. A meeting will be scheduled in the near future for this purpose.

Jim Ellis commented that early Fall would be a good time to plan an event which would call attention to the progress at the Aquatics Center. The District will be working with Gard Strang on this issue.

Don Robertson gave an overview of the selection process used in hiring the Aquatics Center Manager, Lori Stirm. He then provided information on her background, adding that her references were very positive and she would be joining the District on July 19.

**8. Opening on Special District Association of Oregon Board**

The Director referred to the information in the packet concerning an opening on the statewide Board. Brown added that it can be either a staff or Board member and the benefits of having someone serve in this association are numerous. Jim Ellis then asked for volunteers to serve. It was decided that Roger Brown would be nominated as a candidate to represent the NCPRD and if any Board member decided they would like to volunteer to be a candidate, they should notify District staff by the following day (June 11).

**9. Speakers From the Floor:**

There were no speakers from the floor.

**10. Board Member Comments:**

Tom Peterson mentioned that his Neighborhood Park Advisory Board would like to have a tour of the District like the one provided for the RPAB and Board of County Commissioners. He urged staff and the RPAB to consider this for all neighborhood groups. Brown responded that he felt this was a good idea and that staff would look into it.

Gary Barth questioned whether ball field lights at North Clackamas Park would be replaced. Thom Kaffun answered that there are no plans to do anything right now. The Director added that this is an issue that needs to be addressed this Fall as part of the master planning process.

Jean Schreiber invited staff and Board members to attend a meeting on June 23 at Metro which will feature one of the major planners for the City of Toronto.

Mitch Wall commented that the new sign at Century Park is a nice addition and greatly appreciated.

**11. Request for Executive Session:**

Director Roger Brown called for Executive Session as authorized by ORS 192.660 at 8:15 P.M. to discuss possible property acquisitions. Executive Session was ended at 8:35 P.M.

**12. Director's Comments:**

- The Director announced that a tea would be held on Friday, June 11, from 3:30 - 5:00, to honor the artist who was donating stained glass artwork to the Milwaukie Center.
- Discussions were recently held with the School Superintendent regarding a possible working relationship. Don Robertson has had several follow-up meetings with School District staff. We may have our first draft agreement within the next 60 days. Staff hopes to be able to provide the RPAB with an update at the next meeting.
- Brown presented a copy of *The Mume and Flowering Cherry* which was presented to the District by the Parks and Open Space Association of Japan during his recent visit. Everyone was invited to look through it and enjoy its many beautiful pictures. Photographs of Japanese parks and other sites of interest were passed around. Brown also displayed his "First Sato Award", adding that he is very honored to be the first recipient of this award.

**13. Adjournment:**

The meeting adjourned at 8:50 P.M.



MEMO

TO: Regional Parks Advisory Board

FROM: Roger K. Brown, Director

DATE: July 1, 1993-

SUBJECT: DISTRICT UPDATE

**Intergovernmental Agreements - School District:**

As indicated last month, the District is working with the staff of North Clackamas School District #12 to develop an Intergovernmental Agreement to address some of the issues identified in our Master Plan. Those discussions are continuing and we anticipate a draft will be available for the Board's review at the August or September meeting.

**1993-94 Fiscal Year Budget:**

The Board of County Commissioners approved the 1993-94 F.Y. budget at its meeting June 24. The budget was approved as recommended by the Board.

**Intergovernmental Agreement - Utilities District:**

The report of the Park Services Division notes that the Park District is now maintaining the area around the Sewer Treatment Plant in Milwaukie. The agreement between the Park District and the Utilities District provides for complete reimbursement of all costs associated with this arrangement and that it will be reviewed after one year to ascertain whether the expected benefits for both organizations have been achieved.

**SDAO Board Vacancy:**

I have been informed that the vacancy on the Special Districts Association of Oregon Board of Directors has been filled by Ron Willoughby, Director of the Tualatin Hills Parks & Recreation District.

District Update  
July 1, 1993  
Page 2

Business Journal of Commerce:

The District was informed that the Journal will carry an article on the Aquatics Complex in its July 1 edition. We will attempt to secure a copy of the article and include it in the packet of information. If we are unable to do so, we will have copies available at the meeting.

Clackamas Associated Parks Support:

The President of the above organization has contacted the District to determine whether or not there is a need for the organization to continue. Briefly, the organization was created in 1983 primarily for the purpose of providing financial assistance in the development of Risley Park. It is a 501-(C) (3) IRS organization and its bylaws permit a broad range of activity related to the improvement, development and promotion of parks and recreation facilities in Clackamas County. The organization has the potential of being converted into a Friends group for the District. It has been inactive for several years, but staff believes it has considerable value to the District. The President has agreed to continue the organization for one additional year to allow time for a more thorough analysis and review by the Board.

Cable T.V. Appearance:

Milwaukie City Councilman Rick Farley invited Don Robertson and myself to be guests on the cable T.V. show, "City Talk". The program was taped Wednesday night, June 23. I do not have a date for its airing.

Regional Park Transportation Corridor:

Staff is nearing an agreement with the Department of Transportation and Development concerning the transportation corridor for potential light rail and vehicle use. In order to gain a better understanding of the LRT issues, staff of the District and DTD rode the LRT on the east side route during the evening peak hours, 4:30 - 6:30 p.m., Thursday, July 1. The proposed agreement should be ready for review by the Board at its August meeting.

RKB:js

**PARK SERVICES DIVISION - JUNE, 1993**

**ACQUISITIONS:**

An official offer has been made to purchase the properties on Strawberry Lane and 122nd Avenue.

**PLANNING/DEVELOPMENT:**

The District will be conducting a park tour for all five Neighborhood Boards on August 10th. The tour will be similar to the one held in the spring for the RPAB and Board of County Commissioners with the addition of the Sunnyside Neighborhood.

**OAK LODGE NEIGHBORHOOD:**

The rest rooms at Risley Park have been removed. The District will seed the area next week.

At the second planning meeting on Riverville Park the consensus of the group was to develop the park on the theme of passive recreation with some parking, fishing dock for the physically challenged, picnic sites, trail, walks, small play area and chemical rest rooms.

**MILWAUKIE NEIGHBORHOOD:**

The first phase development at Ardenwald Park, courtesy of the City of Milwaukie Public Works Dept., is well underway with the construction of the drainage system, rough finish grading and installation of the water meter. Work is scheduled for completion by July 8.. A construction contract will be let by the District following the above work for installation of the irrigation system and hydro-seeding of the park. This will complete the first phase construction.

Scott Park restoration will begin July 13th with the removal of the ducks. The duck removal and relocation is being used as a demonstration project by ODFW, U.S. Fish and Wildlife Service and Ducks Unlimited.

**OATFIELD NEIGHBORHOOD:**

A demolition contract will be let on the Thiessen Road Property within the next 30 days to remove the house and clear the property of all trash and brush.

**SOUTHGATE /TOWN CENTER NEIGHBORHOOD:**

Now that the District is beginning the new budget year, we will be fast-tracking to acquire the property under the CDBG grant.

**MAINTENANCE:**

Gravel part of the park road at North Clackamas Park has been paved and speed bumps have been installed. With the addition of the second 72" mower and drier weather, all parks are again on a once a week mowing schedule. The District will take over all landscape maintenance operations outside the fenced area of the Kellogg Creek Sewage Treatment Plant effective July 1, 1993 for a one year period. In return for this service, the District will receive \$18,978.08 from the Department of Utilities.

All automatic irrigation systems are operational. We will be bringing a couple of manual systems on line by adding controllers, wiring and changing valves. All other manual systems will not be operated until they can be automated.

*PROGRAM SERVICES MONTHLY UPDATE*

SUMMER RECREATION:

The summer recreation season officially kicked off with the Teen Dance. This annual event held the first day of summer had over 250 guests. The dance was at Rowe Jr. High. Weather has played a big role in slowing down attendance at our outdoor programs. As weather improves, we project our attendance will improve at these programs. Sports Camps are underway. The first camp of the season has been basketball. This camp had sold out early with 75 participants. Other camps are either sold out or are near selling out.

ADMINISTRATION:

The Rec Ware system is up and fully functional. Staff is working on development of efficient and useful mailing lists that can be generated from the registrations of our participants. Staff continues to work with School staff to develop an Intergovernmental Agreement. Although these talks are going a little slower than anticipated, headway seems to be progressing.

FACILITY USE POLICY:

Staff has drafted a blanket facility use policy for all indoor athletic facilities that the District operates. Before it is placed on the RPAB Agenda for consideration, staff would like to have a subcommittee review the proposed policy and provide final recommendations.

YOUTH GANG TASK FORCE:

Staff has participated in a Community Forum on Youth Gangs sponsored by the Clackamas County Youth Gang Task Force. Staff also sits on this Task Force. The event took place at Rex Putnam High School on June 29. Staff maintained a booth at the forum highlighting our recreation programs and Aquatic Center.

YOUNG MILWAUKIEANS/FESTIVAL DAZE:

Staff participated in Festival Daze by coordinating the Young Milwaukieans event. This event highlights a number of students from various schools in the Milwaukie area. In order to become a Young Milwaukiean, students needed to prepare an essay and present it to a panel of judges. Winners were in the Festival Daze Parade.

AQUATIC CENTER DIRECTOR:

Staff has been in communication with Lori Stirn, Our Aquatics Center Director. Lori is currently looking for a place to live until she can purchase a home. She anticipates arriving in the area on or around July 12 and beginning work on July 19.

THE MILWAUKIE CENTER

MONTHLY REPORT - JUNE 1993

SOCIAL SERVICES:

- \* Milwaukie Providence Hospital is now co-sponsoring the Diabetes Support Group, the Arthritis Club, and the Adult Children of Aging Parents group. They are co-facilitating the Diabetes and Arthritis groups.

EDUCATION:

- \* The Wellness Seminar was "Your Healthy Heart".
- \* The Financial Seminar was "What You Should Know Before Selling Your Home".
- \* The registration ~~form~~ for Summer Classes was included in the June Newsletter; classes started the week of June 21.
- \* Ed Hume, Master Gardener, held a seminar.
- \* Every Wednesday Master Gardeners come to the Center for Questions and Answers - "Ask the Expert".

NUTRITION:

- \* A Noon meal was served every week day in the Dining Room and to over 230 home bound people.
- \* Each week seniors who have no transportation are taken grocery shopping.
- \* Volunteers coordinate and provide a program each week that delivers groceries for home bound seniors.

RECREATION:

- \* There is an exercise program every day at the Milwaukie Center.
- \* The Recreation Program Coordinator position at the Center is ready to be advertised and that staff person will be chosen soon.
- \* The Line Dancing Classes are very popular; over 100 people are attending.

SPECIAL EVENTS:

- \* "Pioneer Feast Day" - Breakfast and Dinner June 5
- \* "Artist's Reception and Tea" June-11 - Four Stained Glass windows have been installed in the transoms of the building addition.
- \* Friends of the Milwaukie Center hosted the Oregon Chefs de Cuisine Society June 14.

COMMUNITY USE

- \* The Center was chosen by 5 Brides for their receptions in June.
- \* The City of Milwaukie held their "Sister City" reception at the Center.
- \* The Milwaukie City Council and Planning Commission meet at the Center.
- \* There were a wide variety of other community users.

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

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

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Water & sewer	6325
Other Utilities	6329
Insurance premiums	6330
Bond - Principal Payments	6440
Bond - Interest Payments	6445
Paying Agent Fees & Expenses	6447
<b>CAPITAL OUTLAY (03):</b>	
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
<b>TRANSFERS-OUT (04):</b>	
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
<b>RESERVES/LOANS (05):</b>	
Refund of prior year revenues	9199
<b>CONTINGENCY (06):</b>	
Contingencies (Budgetary Account Only)	9510

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42986		29 420 6220 0700	COMMAND CENTER	679.00	1,945.00
		29 420 6220 0700	MAGNETIC ASSIGNMENT TAPE	90.00	
		29 420 6220 0700	STANDARD SUPPORT KIT	629.00	
		29 420 6220 0700	CONTROL BOARD	199.00	
		29 420 6220 0700	COMMAND FLAGS	316.00	
		29 420 6220 0700	BLANK MAGNETIC TAGS	15.00	
		29 420 6220 0700	SHIPPING	17.00	
42915	A D S INC	32 000 6100 0000	ASSORTED ADS PIPE & FITTINGS	136.02	141.00
		32 000 6100 0000	ASSORTED ADS PIPE & FITTINGS	4.98	
42675	A T & T	22 000 6130 0000	MAINTENANCE 5/18 - 6/17	9.03	439.82
		31 000 6130 0000	MAINTENANCE 5/18 - 6/17	15.32	
		32 000 6130 0000	MAINTENANCE 5/18 - 6/17	15.32	
		11 211 6130 0000	MAINTENANCE 5/18 - 6/17	13.30	
		11 213 6130 0000	MAINTENANCE 5/18 - 6/17	5.38	
		11 221 6130 0000	MAINTENANCE 5/18 - 6/17	5.38	
		11 231 6130 0000	MAINTENANCE 5/18 - 6/17	13.30	
		28 233 6130 0000	MAINTENANCE 5/18 - 6/17	32.52	
		11 313 6130 0000	MAINTENANCE 5/18 - 6/17	110.10	
		29 411 6130 0000	MAINTENANCE 5/18 - 6/17	47.00	
		11 511 6130 0000	MAINTENANCE 5/18 - 6/17	38.59	
		11 611 6130 0000	MAINTENANCE 5/18 - 6/17	15.36	
		11 612 6130 0000	MAINTENANCE 5/18 - 6/17	15.36	
		11 711 6130 0000	MAINTENANCE 5/18 - 6/17	23.93	
		11 712 6130 0000	MAINTENANCE 5/18 - 6/17	39.07	
		11 721 6130 0000	MAINTENANCE 5/18 - 6/17	13.20	
		11 731 6130 0000	MAINTENANCE 5/18 - 6/17	27.66	
42916	A T & T	11 313 6130 0000	MAINT 5/28 - 6/27	46.80	46.80
42917	A T & T	11 621 6318 3006	LONG DISTANCE MAY 1993	37.68	100.53
		11 621 6318 3012	LONG DISTANCE MAY 1993	60.60	
		11 621 6318 3024	LONG DISTANCE MAY 1993	2.25	
43042	A T & T	22 000 6130 0000	MAINT ACCOUNT 1 0014-937-6964	9.03	
		31 000 6130 0000	MAINT ACCOUNT 1 0014-937-6964	15.32	
		32 000 6130 0000	MAINT ACCOUNT 1 0014-937-6964	15.32	
		11 211 6130 0000	MAINT ACCOUNT 1 0014-937-6964	13.30	
		11 213 6130 0000	MAINT ACCOUNT 1 0014-937-6964	5.38	
		11 221 6130 0000	MAINT ACCOUNT 1 0014-937-6964	5.38	
		11 231 6130 0000	MAINT ACCOUNT 1 0014-937-6964	13.30	
		28 233 6130 0000	MAINT ACCOUNT 1 0014-937-6964	32.53	
		11 313 6130 0000	MAINT ACCOUNT 1 0014-937-6964	110.10	
		29 411 6130 0000	MAINT ACCOUNT 1 0014-937-6964	47.00	
		11 511 6130 0000	MAINT ACCOUNT 1 0014-937-6964	38.59	
		11 611 6130 0000	MAINT ACCOUNT 1 0014-937-6964	15.36	
		11 612 6130 0000	MAINT ACCOUNT 1 0014-937-6964	15.36	
		11 711 6130 0000	MAINT ACCOUNT 1 0014-937-6964	23.92	
11 712 6130 0000	MAINT ACCOUNT 1 0014-937-6964	39.07			

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
43042	A T & T	11 721 6130 0000	MAINT ACCOUNT 1 0014-937-6964	13.20	
		11 731 6130 0000	MAINT ACCOUNT 1 0014-937-6964	27.66	439.82
43043	ABBOTT OFFICE SYSTEMS	11 511 6210 0000	BALANCE DUE ON MAIL ORDER	15.43	15.43
42676	ACCOUNTEMPS	11 711 6020 0000	W/E 5/14/93 M A WALTON	667.55	
		11 711 6020 0000	MARK WALTON ACCOUNTING	676.00	1,343.55
42918	ACCOUNTEMPS	11 711 6020 0000	W/E 05/28 MARK WALTON	654.88	
		11 711 6020 0000	W/E 6/4 MARK WALTON	540.80	1,195.68
43044	ACCOUNTEMPS	11 711 6020 0000	TEMPORARY ACCOUNTING SERVICES	637.98	
		11 731 6020 0000	TEMPORARY SVCS-MARK WALTON	536.58	1,174.56
42677	ACE OVERHEAD DOOR SPEC	29 420 6100 0000	REPAIR DOOR	301.00	301.00
42814	ACTION ARC WELDING SUPPLY	71 000 6110 0000	WELDING SUPPLIES	10.00	10.00
42919	ACTION ARC WELDING SUPPLY	71 000 6110 0000	WELDING SUPPLIES	9.50	9.50
42815	ADVANCED DRAINAGE SYSTEMS	22 000 6100 0000	ITEMS AS PER QUOTE	161.97	
		31 000 6100 0000	ITEMS AS PER QUOTE	161.96	
		32 000 6100 0000	ITEMS AS PER QUOTE	161.96	485.89
42816	AFSCME COUNCIL 75	11 000 2138 0000	UNION DUES MAY, 93	462.00	
		22 000 2138 0000	UNION DUES MAY, 93	132.00	
		28 000 2138 0000	UNION DUES MAY, 93	132.00	
		31 000 2138 0000	UNION DUES MAY, 93	132.00	
		32 000 2138 0000	UNION DUES MAY, 93	110.00	
		71 000 2138 0000	UNION DUES MAY, 93	44.00	1,012.00
43009	AFSCME COUNCIL 75	11 000 2138 0000	UNION DUES W/H FROM 6/93 P/R	442.50	
		21 000 2138 0000	UNION DUES W/H FROM 6/93 P/R	132.00	
		28 000 2138 0000	UNION DUES W/H FROM 6/93 P/R	132.00	
		31 000 2138 0000	UNION DUES W/H FROM 6/93 P/R	132.00	
		32 000 2138 0000	UNION DUES W/H FROM 6/93 P/R	110.00	
		71 000 2138 0000	UNION DUES W/H FROM 6/93 P/R	44.00	992.50
42817	ALBERTSON'S	11 211 6260 0000	PIES, ICE ETC 90TH ANNIVERSARY	162.43	162.43
42920	ALBERTSON'S	22 000 6100 0000	SUPPLIES FOR SAFETY MEETINGS	1.98	
		31 000 6260 0000	SUPPLIES FOR SAFETY MEETINGS	4.44	
		32 000 6100 0000	SUPPLIES OFR SAFETY MEETINGS	22.09	
		11 511 6260 0000	MEETING SUPPLIES	19.11	
		11 611 6260 0000	SUPPLIES FOR MEETINGS	123.55	171.17
42921	ALL ELECTRIC	29 420 6100 0000	REPAIR REFRIGERATOR	103.95	103.95

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42922	ALPHAGRAPHICS #286	31 000 6230 0000	7000 COPIES OF WATER RATE INFO	419.69	419.69
42818	AMERICAN FAMILY LIFE	11 000 2150 0000	CANCER INSURANCE MAY 93	262.10	
		22 000 2150 0000	CANCER INSURANCE MAY 93	26.70	
		28 000 2150 0000	CANCER INSURANCE MAY 93	63.62	
		29 000 2150 0000	CANCER INSURANCE MAY 93	141.76	
		31 000 2150 0000	CANCER INSURANCE MAY 93	9.00	
		32 000 2150 0000	CANCER INSURANCE MAY 93	37.12	
		71 000 2150 0000	CANCER INSURANCE MAY 93	17.70	558.00
43010	AMERICAN FAMILY LIFE	11 000 2150 0000	CANCER INS FROM 6/93 P/R	262.10	
		22 000 2150 0000	CANCER INS FROM 6/93 P/R	26.70	
		28 000 2150 0000	CANCER INS FROM 6/93 P/R	63.62	
		29 000 2150 0000	CANCER INS FROM 6/93 P/R	141.76	
		31 000 2150 0000	CANCER INS FROM 6/93 P/R	9.00	
		32 000 2150 0000	CANCER INS FROM 6/93 P/R	37.12	
		71 000 2150 0000	CANCER INS FROM 6/93 P/R	17.70	558.00
42819	AMERICAN FIRE JOURNAL	29 420 6250 0000	SUBSCRIPTION ONE YEAR	19.95	19.95
42820	AMERICAN LIBRARY ASSN	28 233 6210 0000	DISNEY'S BEAUTY/BEAST POSTER	5.00	
		28 233 6210 0000	BIG BIRD BOOKMARKS	14.00	
		28 233 6210 0000	WILD THINGS BOOKMARKS	7.00	
		28 233 6210 0000	RAMONA BOOKMARKS	7.00	
		28 233 6210 0000	SHIPPING & HANDLING	9.76	42.76
42923	AMERICAN PUBLIC WORKS	11 611 6250 0000	AFWA MEMBERSHIP-CORBETT	220.00	220.00
43032	ANTHONY DEAN	11 000 2004 0000	BAIL POSTED	90.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-8.00	
		11 000 4310 0000	BAIL FORFEIT	-50.00	16.00
42674	ARNELL O'NEILL	11 000 2004 0000	REFUND PARKING TICKET	20.00	
		11 000 4311 0000	REFUND PARKING TICKET	-10.00	10.00
43045	ASCOM HASLER MAILING	11 712 6210 0000	POSTAGE METER RENTAL 7/9-10/8	164.25	164.25
42679	ATLAS ELECTRIC MOTOR SVC	31 000 6100 0000	EMERGENCY WELL PUMP REPAIR	822.42	822.42
43046	AUTOMATED OFFICE SYSTEMS	11 314 6310 0000	MTLY BILLING ON CANON COPIER	258.51	258.51
42680	B S RENTAL CENTER, INC.	22 000 6310 0000	WEED EATER W/STRING	33.50	33.50
42821	B S RENTAL CENTER, INC.	22 000 6310 0000	RENT: SMALL POWER TOOLS	54.00	
		32 000 6310 0000	RENT: SMALL POWER TOOLS	27.00	81.00
42924	B S RENTAL CENTER, INC.	22 000 6310 0000	RENT: SMALL POWER TOOLS	75.30	
		22 000 6310 0000	RENT: SMALL POWER TOOLS	67.20	
		22 000 6310 0000	RENT: SMALL POWER TOOLS	74.80	217.30

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
43047	B S RENTAL CENTER, INC.	22 000 6310 0000	RENT: SMALL POWER TOOLS	74.50	
		22 000 6310 0000	RENT: SMALL POWER TOOLS	98.00	172.50
42681	BAKER & TAYLOR BOOKS	28 233 7160 0000	PROCUREMENT OF VIDEOS	23.19	23.19
42682	BAKER & TAYLOR BOOKS	28 233 7160 0000	PROCURE SERVICE ACCT #10991	35.27	35.27
42823	BAKER & TAYLOR BOOKS	28 233 7160 0000	PROCUREMENT OF VIDEOS	239.11	239.11
42822	BAKER & TAYLOR CD	28 233 7160 0000	TITLES AS LISTED	366.54	366.54
42925	BANKAMERICA LEASING	71 000 6310 0000	STREET SWEEPER/LEASE	2,547.32	
		11 213 6310 0000	COMPUTER/MEDICAL EQ/LEASE	170.15	
		11 213 6310 0000	ST SWEEPER/COMP EQ LEASE	1,382.32	
		29 411 6310 0000	COMPUTER/MEDICAL EQ/LEASE	170.15	
		29 411 6310 0000	MEDICAL EQUIPMENT/LEASE	1,276.33	5,546.27
42683	BAXTER AUTO PARTS	71 000 6110 0000	2%10TH,DISCOUNT	-5.43	
		71 000 6110 0000	AUTO-TRUCK PARTS	124.64	
		71 000 6110 0000	AUTO-TRUCK PARTS	20.70	
		71 000 6110 0000	AUTO-TRUCK PARTS	67.14	
		71 000 6110 0000	AUTO-TRUCK PARTS	-64.54	
		71 000 6110 0000	AUTO-TRUCK PARTS	4.44	
		71 000 6110 0000	AUTO-TRUCK PARTS	13.99	
		71 000 6110 0000	AUTO-TRUCK PARTS	23.31	
		71 000 6110 0000	AUTO-TRUCK PARTS	17.98	
		71 000 6110 0000	AUTO-TRUCK PARTS	35.96	
		71 000 6110 0000	AUTO-TRUCK PARTS	5.95	
		71 000 6110 0000	AUTO-TRUCK PARTS	9.94	
		71 000 6110 0000	AUTO-TRUCK PARTS	5.03	
		71 000 6110 0000	AUTO-TRUCK PARTS	7.28	266.39
42685	BELLAMY & SON PAVING CTR	11 622 6100 0000	PAVE CHEVRON PARKING LOT	4,300.00	4,300.00
42686	BEN-KO-MATIC BRUSH &	71 000 6110 0000	PARTS FOR ELGIN STREET SWEEPER	21.80	
		71 000 6110 0000	PARTS FOR ELGIN STREET SWEEPER	30.36	52.16
43049	BEN-KO-MATIC BRUSH &	71 000 6110 0000	PARTS FOR ELGIN STREET SWEEPER	6.93	6.93
43050	BILL'S LOCK & KEY	11 311 6110 0000	DAMAGE TO WINDOW-HILDA GODBEY	25.00	25.00
42927	BIO-MED OF OREGON	29 420 6010 0000	MEDICAL WASTE MGMT A/C 10073	26.50	26.50
42824	BIO-SAFETY SYSTEMS	29 420 6220 0400	BIOSORB POWDER	1,374.45	
		29 420 6220 0400	BIOSORB POWDER	488.85	1,863.30
43051	BIZMART	11 611 6210 0000	TYPEWRITER	159.99	159.99

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42716	BOB KNUDSON	11 111 6240 0000	COUNCIL STIPEND 6/93	150.00	150.00
43078	BOB KNUDSON	11 111 6240 0000	COUNCIL STIPEND FOR JULY	150.00	150.00
42928	BONNIE EISENMEN	28 233 6210 0000	REPAIR VIDEOS	20.65	20.65
42688	BRODART CO	28 233 6310 0000	SERVICE 6/93 - 9/93	3,774.60	3,774.60
43052	BROOKS PRODUCTS INC.	31 000 6100 0000	36 H4 COVERS	180.90	
		31 000 6100 0000	37 H4 BOX COMPLETE	660.96	
		31 000 6100 0000	37 T COVER	96.75	
		31 000 6100 0000	65 S COVER	72.90	1,011.51
42782	BRUCE WESTENFELT	*32 000 6260 0000	MEALS: CORVALLIS	100.00	100.00
42996	BRUCE WESTENFELT	*32 000 6260 0000	BOOT ALLOWANCE	71.99	71.99
42929	BUILDING TECH BOOKSTORE	28 233 7160 0000	1993 CABO, LOOSE-LEAF	103.35	103.35
42689	BUREAU LABOR/INDUSTRIES	11 231 6270 0000	C NAGY-SEMINAR	85.00	
		11 731 6270 0000	C LABRADO-SEMINAR	85.00	170.00
42825	BUREAU LABOR/INDUSTRIES	11 312 6270 0000	SEMINAR: SEXUAL HARASSMENT	65.00	65.00
42930	BUREAU OF BUSINESS FRACT	29 411 6250 0000	SUBSCRIPTION "SAFETY MGMT"	157.92	157.92
43019	BURT BOYLES	11 000 2004 0000	BAIL POSTED	155.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-10.00	
		11 000 4310 0000	FORFEITURE	-50.00	79.00
43053	CARL F MOSELEY	64 000 7510 2010	PROJECT MANAGEMENT PSB	4,267.50	4,267.50
42826	CARLSON TESTING	64 000 7510 2013	PROFESSIONAL SVC 4/26 - 5/23	498.00	498.00
42690	CARSON OIL COMPANY	11 622 6100 0000	OIL RUSH SAMPLE-CHEVRON LOT	26.00	26.00
42827	CARSON OIL COMPANY	71 000 1502 0000	2389.0 GLS UNLEADED/REG GAS	2,374.18	
		71 000 1503 0000	1008.0 GLS DIESEL GAS	692.29	3,066.47
42691	CELLULAR ONE	11 621 6318 3000	ACTIVITY FOR MAY 1993	168.06	
		22 621 6318 3000	ACTIVITY FOR MAY 1993	20.94	
		29 621 6318 3000	ACTIVITY FOR MAY 1993	460.00	
		31 621 6318 3000	ACTIVITY FOR MAY 1993	34.60	
		32 621 6318 3000	ACTIVITY FOR MAY 1993	31.69	715.29
42692	CENTRAL OFFICE TELEPHONE	11 621 6318 3006	LONG DISTANCE MAY	82.77	
		11 621 6318 3012	LONG DISTANCE MAY	52.37	
		11 621 6318 3024	LONG DISTANCE MAY	25.08	
		28 621 6318 3018	LONG DISTANCE MAY	0.91	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42692	CENTRAL OFFICE	29 621 6318 3006	LONG DISTANCE MAY	14.53	
		31 621 6318 3012	LONG DISTANCE MAY	2.24	
		32 621 6318 3012	LONG DISTANCE MAY	1.52	179.42
43054	CENTRAL OFFICE TELEPHONE	11 621 6318 3000	LONG DISTANCE JUNE	7.07	
		11 621 6318 3006	LONG DISTANCE JUNE	75.00	
		11 621 6318 3012	LONG DISTANCE JUNE	40.97	
		11 621 6318 3024	LONG DISTANCE JUNE	9.61	
		22 621 6318 3012	LONG DISTANCE JUNE	1.13	
		28 621 6318 3018	LONG DISTANCE JUNE	4.23	
		29 621 6318 3006	LONG DISTANCE JUNE	12.50	
		29 621 6318 3036	LONG DISTANCE JUNE	0.25	
		31 621 6318 3012	LONG DISTANCE JUNE	3.37	
		32 621 6318 3012	LONG DISTANCE JUNE	0.83	154.96
42828	CENTRIC ELEVATOR CORP	11 621 6100 0000	MAINT CONTRACT LIBRARY ELEVATR	110.62	110.62
42693	CERIDIAN	11 712 6020 0000	SEMI-MONTHLY PROCESSING FEES	420.90	420.90
42931	CERIDIAN	11 712 6020 0000	SEMI-MONTHLY PROCESSING FEES	216.17	216.17
42829	CHALLENGE CENTER	11 712 6210 0000	PROCESS BILLINGS STATEMENTS	412.22	412.22
42724	CHARLES A. MANSFIELD	*11 311 6210 0000	REIMBURSE MEALS	4.85	4.85
43086	CHARLES A. MANSFIELD	*11 311 6210 0000	CHART PAK-CHIEF'S OFFICE	8.29	
		11 311 6260 0000	PARKING 800 RADIO PROJECT	7.50	15.79
43039	CHESTNUT PLACE APTS	11, 235 6020 0204	RECYCLING DEPOT-MULTI-FAMILY	500.00	500.00
42694	CHEVRON U.S.A., INC	22 000 6260 0000	GASOLINE	37.89	37.89
42932	CITY OF CANBY	11 111 6260 0000	3 DINNERS/GRATUITIES	52.50	
		11 211 6260 0000	1 DINNER/GRATUITY	17.50	70.00
42933	CITY OF PORTLAND	11 312 6310 0000	ACCESS: LAW ENFORCEMENT FILES	1,476.00	1,476.00
43055	CITY OF PORTLAND	11 312 6310 0000	ACCESS: LAW ENFORCEMENT FILES	2,952.00	2,952.00
42938	CLACKAMAS COMM COLLEGE	11 612 6270 0000	SOFTDESK CIVIL ENGINEERING I	180.00	
		11 612 6270 0000	AUTOCAD RELEASE 1.2 UPDATE	120.00	
		11 612 6270 0000	BY FAX	10.00	310.00
42695	CLACKAMAS COMMUNICATIONS	22 000 6120 0000	ANNUAL MAINT FOR PUBLIC WORKS	45.35	
		31 000 6120 0000	ANNUAL MAINT FOR PUBLIC WORKS	45.35	
		32 000 6120 0000	ANNUAL MAINT FOR PUBLIC WORKS	45.35	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	51.58	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	110.00	297.63

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42830	CLACKAMAS COMMUNICATIONS	11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	66.00	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	187.01	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	110.00	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	45.00	408.01
43056	CLACKAMAS COMMUNICATIONS	11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	55.00	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	85.31	
		11 312 6120 0000	ANNUAL MAINT FOR POLICE DEPT	15.00	155.31
42831	CLACKAMAS COUNTY FINANCE	32 000 2021 0000	KELLOGG PLANT CONSTRUCTION	37,154.60	
		32 000 6100 0000	EMERGENCY JET FLUSHING	273.55	
		11 211 6210 0000	INVITATIONS FOR SISTER CITY	315.26	37,743.41
42936	CLACKAMAS COUNTY FINANCE	11 312 6220 0000	CRIME REPORTS	149.30	
		11 611 6210 0000	OVERTIME AND LEAVE SLIPS	94.59	
		11 612 6010 0000	NPDES COSTS CLARIFICATION	12,369.36	
		11 712 6210 0000	RECEIPTS STARTING #201331	282.24	
		11 712 6210 0000	ADDRESS LABELS	75.88	12,971.37
43058	CLACKAMAS COUNTY FINANCE	22 000 6020 0000	92/93 TRAFFIC SIGNALIZATION	931.03	
		11 235 6230 0206	REIMBURSE FOR RECYCLING MAILER	510.02	
		11 235 6230 0206	REIMBURSE FOR RECYCLING MAGNET	328.00	
		11 314 6020 0000	E9-1-1 ADMINISTRATIVE CHARGES	423.65	
		11 511 6020 0000	MICROFILMING PROJECT	1,250.92	3,443.62
42832	CLACKAMAS COUNTY FIRE	29 420 6110 0000	TO COMPLETE INV#000418	82.00	82.00
42696	CLACKAMAS COUNTY RECORDER	11 612 6240 0000	RECORDER'S FEE BARKER PROPERTY	10.00	10.00
42937	CLACKAMAS COUNTY RECORDER	11 612 6240 0000	RECORDER'S FEE-CARDINALLI	10.00	
		11 612 6240 0000	RECORDER'S FEE-BAKER	10.00	
		11 612 6240 0000	RECORDERS FEE	10.00	
		11 612 6240 0000	RECORDERS FEE	5.00	35.00
43059	CLACKAMAS COUNTY RECORDER	11 612 6240 0000	RECORDER FEE-COHEN & PROVIND	5.00	
		11 612 6240 0000	NONSTANDARD DOC FEE-KERN CONSE	20.00	
		11 612 6240 0000	CERTIFICATE OF OCCUPANCY	10.00	
		11 612 6240 0000	NON STANDARD FEE	20.00	55.00
42934	CLACKAMAS COUNTY SERVICE	32 000 6020 0000	SEWAGE TREATMENT CHARGES	56,998.71	56,998.71
43057	CLACKAMAS COUNTY SERVICE	32 000 6020 0000	SEWAGE TREATMENT APRIL	58,815.48	58,815.48
42935	CLACKAMAS COUNTY TAX	11 000 4011 0000	PROP TAX SAMARITAN LODGE #2	220.69	
		11 712 6240 0000	PROP TAX KIWANIS DROP BOX	23.78	244.47
42697	CLACKAMAS SAND & GRAVEL	11 622 6100 0000	TOP SOIL FOR CHEVRON LOT	1,017.50	
		11 622 6100 0000	TOP SOIL FOR CHEVRON LOT	508.75	1,526.25

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
43060	CLACKAMAS SAND & GRAVEL,	11 622 6100 0000	TOP SOIL FOR CHEVRON LOT	76.00	76.00
42698	CLYDE/WEST, INC.	71 000 6110 0000	PARTS/WARRANTY WORK>SWEEPER	42.54	42.54
42700	COLUMBIA BLUEPRINT	11 612 6210 0000	ENGINEERING SUPPLIES	130.88	130.88
42939	COMMERCIAL INFO SYSTEMS	11 312 6310 0000	SVCS THR 5/31/93	125.00	125.00
43061	CONTEMPORARY IMAGES	11 111 6210 0000	SISTER CITY CEREMONY T & M	100.00	100.00
42833	COUNTRY BASKET	11 211 6230 0000 11 211 6260 0000	GIFTS FOR JAPANESE VISITORS WELCOME BASKETS	168.00 96.00	264.00
42721	CRAIG LOMNICKI	11 111 6240 0000	COUNCIL STIPEND 6/93	200.00	200.00
43083	CRAIG LOMNICKI	11 111 6240 0000	COUNCIL STIPEND FOR JULY	200.00	200.00
42940	CUNNINGHAM ASSOCIATES INC	31 000 6010 0000 31 000 6010 0000 32 000 6010 0000 11 612 6010 0000	WATER SOURCE/DEMAND STUDY DESIGN WORK/32ND AVE/WATER DESIGN WORK/32ND AVE/SEWER DESIGN WORK/32ND AVENUE	3,586.99 30.00 30.00 30.00	3,676.99
42701	CUSTOM PARTS & TRAILER	71 000 6110 0000 71 000 6110 0000 71 000 6110 0000 71 000 6110 0000 29 420 6100 0000 29 420 6100 0000	10,000 GVW HITCH 2" DROP RECEIVER 4" DROP RECEIVER 10 " DROP RECEIVER ST LIGHTING MODEL 134 SPARE LIGHT	329.20 25.34 28.02 64.40 66.50 17.56	531.02
42834	CUSTOM PARTS & TRAILER	71 000 6110 0000	EMERGENCY REPAIR	98.36	98.36
43062	CUSTOM PARTS & TRAILER	71 000 6110 0000	CONTROLLER & BREAKER	50.90	50.90
42861	CYNTHIA NAGY	*11 231 6260 0000	MILEAGE 3/1-6/1	31.57	31.57
42762	CYNTHIA STURGIS	*28 233 6260 0000	WORKSHOP BEAVERTON-OR CRAFT	14.84	14.84
42702	D & A JANITORIAL	11 621 6100 0000	JANITORIAL SERVICE MAY 1993	2,986.33	2,986.33
43063	D & A JANITORIAL	11 621 6100 0000	JANITORIAL SERVICE	4,520.91	4,520.91
42665	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 #0052691SED41 CASE #005009217341	272.46 100.00 215.00 351.00	938.46
43002	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 #0052691SED41 CASE #005009217341	272.46 100.00 215.00 351.00	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
43002	D H R CHILD SUP ..CONTINUED	28 000 2147 0000	CASE #005BK429E-41	210.00	1,148.46
42941	DAILY JOURNAL OF COMMERCE	22 000 7150 0000	AD BID 32ND AVE RECONSTRUCTION	603.75	603.75
42797	DARCY L HENDRICKSON	11 000 2004 0000 11 000 2013 0000 11 000 4310 0000	BAIL REFUND CITATION #14059A BAIL REFUND CITATION #14059A BAIL REFUND CITATION #14059A	65.00 -3.00 -10.00	52.00
42960	DARRELL G. LYONS	*11 235 6260 0000	MILEAGE	132.03	132.03
42811	DARREN KILBON	11 000 2013 0000 11 000 3999 0000 11 000 4310 0000	COUNTY TAX PAYMENT CHECK FINE 14064A	-3.00 65.00 -10.00	52.00
42788	DARRIT CONSTRUCTION INC	64 000 2022 2013 64 000 7510 2013	RETAINAGE TO PD #05612 A101/CM CONTRACT/PUB SFTY BLDG	-11,730.26 234,605.12	222,874.86
42942	DARRIT CONSTRUCTION INC	64 000 2022 2013 64 000 7510 2013	RETAINAGE TO PD #05612 A101/CM CONTRACT/PUB SFTY BLDG	-13,103.00 259,264.00	246,161.00
43079	DAVID KROGH	*11 511 6260 0000	MILEAGE	27.44	27.44
42805	DAVID STIEFEL	11 000 2004 0000 11 000 2010 0000 11 000 2013 0000 11 000 4310 0000	BAIL REFUND CITATION #13812B BAIL REFUND CITATION #13812B BAIL REFUND CITATION #13812B BAIL REFUND CITATION #13812B	90.00 -16.00 -7.00 -30.00	37.00
42703	DEMCO EDUCATIONAL CORP	28 233 6210 0000	SUBJECT CLASSIFICATIONS	43.67	43.67
42809	DIANA CRAVENS	11 000 2004 0000	BAIL REFUND	65.00	65.00
43064	ED'S MOWER AND SAW SHOPPE	29 420 6120 0000	REPAIR RESCUE SAW	39.05	39.05
43065	ELECTROMATIC	71 000 6110 0000	RADIO/MAXTRACK	395.00	395.00
42810	ELIZABETH C WALKER	11 000 2004 0000 11 000 2010 0000 11 000 2013 0000 11 000 4310 0000	BAIL POSTED UNITARY TAX COUNTY TAX BAIL FORFEIT	90.00 -16.00 -7.00 -30.00	37.00
42813	ELIZABETH WALKER	11 000 2004 0000 11 000 2004 0000 11 000 2010 0000 11 000 2010 0000 11 000 2013 0000 11 000 2013 0000 11 000 4310 0000 11 000 4310 0000	BAIL POSTED VOID CHECK UNITARY TAX VOID CHECK COUNTY TAX VOID CHECK BAIL FORFEIT VOID CHECK	90.00 -90.00 -16.00 16.00 -7.00 7.00 -30.00 30.00	0.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42948	ELLA GOSSETT	*11 314 6260 0000 11 314 6260 0000	REIMBURSEMENT: REFRESHMENTS MILEAGE	7.96 20.16	28.12
42836	ELMER'S FLAG AND BANNER	11 211 6210 0000 11 211 6210 0000	4 X 6 US FLAG MINI US FLAGS	31.60 42.90	74.50
43035	EMILY A SHORT	11 000 2004 0000 11 000 2010 0000 11 000 2013 0000 11 000 4310 0000	BAIL POSTED UNITARY TAX COUNTY TAX BAIL FORFEIT	90.00 -16.00 -8.00 -50.00	16.00
42837	ENVIRONMENTAL TRAINING	32 000 6270 0000 32 000 6270 0000 32 000 6270 0000	REGISTRATION: WASTEWATER CERT REGISTRATION: WASTEWATER CERT REGISTRATION: WASTEWATER CERT	345.00 345.00 345.00	1,035.00
43031	EUGENE & SHARON BREED	11 000 4250 0000	REFUND SIGN DEPOSIT-BREED	48.00	48.00
42838	FAMILIAN NW	11 621 6100 0000 11 621 6100 0000 11 621 6100 0000	REPAIR PARTS FOR BLDG MAINT REPAIR PARTS FOR BLDG MAINT REPAIR PARTS FOR BLDG MAINT	159.14 79.57 238.71	477.42
43066	FAMILIAN NW	31 000 6100 0000	MISC PLUMBING SUPPLIES	5.33	5.33
42943	FASTSIGNS	29 420 6110 0000 29 420 6110 0000	SIGNS SIGNS	273.91 480.37	754.28
42944	FINANCIAL CONSULTING	31 000 6010 0000	WATER COST-OF-SERVICE STUDY	3,120.24	3,120.24
42705	FIRE & EMERGENCY	29 411 6250 0000 29 411 6250 0000	SERVICE 6/1/93 - 6/30/93 SERVICE 6/1/93 - 6/30/93	288.00 120.00	408.00
42945	FIRE CHIEF	29 420 6250 0000	SUBSCRIPTION-FIRE CHIEF MAG	49.00	49.00
43068	FIRE ENGINEERING	29 420 6250 0000	SUBSCRIPTION-FIRE ENGINEERING	23.50	23.50
42706	FIREGEAR, INC.	29 420 6220 0200	7 SETS TURNOUT GEAR	4,735.74	4,735.74
42839	FIREGEAR, INC.	29 420 6220 0200	FIRE TURNOUT GEAR	2,648.47	2,648.47
42666	FIRST DEPOSIT NAT'L BANK	28 080 2147 0000	PAYMENT W/H FROM 5/93 P/R	356.88	356.88
43003	FIRST DEPOSIT NAT'L BANK	28 000 2147 0000	CASE #DCV93-5396	356.88	356.88
43029	FITZGERALD HEATING	11 000 4250 0000	REFUND-SIGN DEPOSIT-J03185	48.00	48.00
42898	FORTIS BENEFITS INSURANCE	11 000 2117 0000 29 000 2117 0000	LIFE INS PREMIUM MAY,93 LIFE INS PREMIUM MAY,93	17.50 15.40	32.90

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
43011	FORTIS BENEFITS INSURANCE	11 000 2117 0000	LIFE INS FROM 6/93 P/R	16.10	32.90
		29 000 2117 0000	LIFE INS FROM 6/93 P/R	16.80	
43033	FOX, JAY	11 000 2010 0000	UNITARY TAX	16.00	53.00
		11 000 2013 0000	COUNTY TAX	7.00	
		11 000 4310 0000	FINE REFUND	30.00	
43069	FRED MEYER INC	11 312 6220 0000	2/PKS POLAROID 600 FILM	75.96	75.96
42946	GALE RESEARCH INC	28 233 7160 0000	PROCURE REFERENCE MATERIAL	106.95	106.95
42707	GAYLORD BROS INC	28 233 6210 0000	MULTIMEDIA BAGS	32.45	50.03
		28 233 6210 0000	SHELF CLIPS	14.00	
		28 233 6210 0000	SHIPPING & HANDLING	3.58	
42840	GAYLORD BROS INC	28 233 6210 0000	CD CIRCULATION TRAYS #31000	175.90	280.98
		28 233 6210 0000	200 CD TRANSACTION CARDS	96.00	
		28 233 6210 0000	SHIPPING & HANDLING	9.08	
42708	GOODYEAR	71 000 6110 0000	CAR & TRUCK TIRES	27.90	27.90
42947	GOODYEAR	71 000 6110 0000	CAR & TRUCK TIRES	395.36	395.36
43070	GOODYEAR	71 000 6110 0000	CAR & TRUCK TIRES	478.16	478.16
42841	H D FOWLER CO	31 000 6100 0000	BRASS PARTS/PIPE FITTINGS	406.37	562.61
		32 000 6100 0000	ASSORTED PIPE & COUPLINGS	69.52	
		32 000 6100 0000	ASSORTED PIPE & COUPLINGS	86.72	
43071	H D FOWLER CO	31 000 6100 0000	BRASS PARTS/PIPE FITTINGS	479.12	479.12
43037	HAZEL V BELTZ	11 000 2004 0000	BAIL POSTED	90.00	27.00
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEIT	-40.00	
42949	HEARTLAND AMERICA	11 111 6210 0000	AUDIO/VIDEO TAPE ERASER	64.50	64.50
42687	HEIDI BRUCKMAN-ASTRUE	11 731 6020 0000	12 HOURS FINANCE PROCEDURES	600.00	600.00
42709	HESSEL TRACTOR	71 000 6110 0000	EMERGENCY REPAIR STREET SWEEP	64.27	64.27
42842	HOOFER DETOXIFICATION CEN	11 312 6020 0000	CIVIL HOLD ADMISSIONS	50.00	50.00
42710	HORTON ELECTRIC	11 621 6100 0000	CHECK OUT SUMP PUMP	78.75	153.30
		11 621 6100 0000	REPLACE BALLAST AND TUBES	74.55	
43072	HORTON ELECTRIC	11 621 6100 0000	INSTALL OUTLET-JCB	492.50	588.65
		11 621 6100 0000	CITY HALL REPAIRS	96.15	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42711	HYDRAULICS, INC.	71 000 6110 0000	HYD. HOSE/FITTINGS/BATTERIES	349.95	349.95
42950	HYFONEX CORP	11 235 6323 0000	YARD DEBRIS DISP-DOWN TO EARTH	850.00	850.00
42712	I B M	11 213 6130 0000	MAINTENANCE 6/1/93 - 6/30/93	403.00	
		11 213 6130 0000	MAINTENANCE 6/1/93 - 6/30/93	63.00	
		11 213 6310 0000	INSTALLMENT FMT DUE 6/1/93	3,105.92	
		11 213 6310 0000	INSTALLMENT FMT DUE 6/1/93	28.44	
		11 213 6310 0000	INSTALLMENT FMT DUE 6/1/93	368.05	
		11 213 6310 0000	PERIODIC INV 6/1/93 - 6/30/93	402.47	
		11 213 6310 0000	PERIODIC INV 6/1/93 - 6/30/93	124.74	
		11 213 6310 0000	PERIODIC INV 6/1/93 - 6/30/93	649.00	
		11 213 6310 0000	PERIODIC INV 6/1/93 - 6/30/93	68.00	5,212.62
42951	I B M	11 612 7150 0000	EQUIP, SOFTWARE, MAINT	1,589.25	1,589.25
43073	I B M	11 612 7150 0000	PERIODIC INVOICE 7/1/93-7/31/9	1,589.25	1,589.25
42843	IAFF LOCAL 1159	29 000 2135 0000	UNION DUES FROM MAY,93	913.40	913.40
43008	IAFF LOCAL 1159	29 000 2135 0000	UNION DUES W/H FROM 6/93 P/R	913.40	913.40
42668	ICMA	11 000 2124 0000	DEFERRED COMP W/H 5/93 F/R	2,020.00	
		22 000 2124 0000	DEFERRED COMP W/H 5/93 F/R	373.00	
		28 000 2124 0000	DEFERRED COMP W/H 5/93 F/R	1,550.00	
		29 000 2124 0000	DEFERRED COMP W/H 5/93 F/R	266.00	
		31 000 2124 0000	DEFERRED COMP W/H 5/93 F/R	112.50	4,321.50
42906	ICMA	11 000 2124 0000	DEFERRED COMP W/H 6/15 F/R	290.00	
		28 000 2124 0000	DEFERRED COMP W/H 6/15 F/R	500.00	
		31 000 2124 0000	DEFERRED COMP W/H 6/15 F/R	237.50	
		32 000 2124 0000	DEFERRED COMP W/H 6/15 F/R	125.00	
		11 731 5620 0000	DEFERRED COMP W/H 6/15 F/R	10.00	1,162.50
43006	ICMA	11 000 2124 0000	DEFERRED COMP W/H & MATCH 6/93	1,610.00	
		22 000 2124 0000	DEFERRED COMP W/H & MATCH 6/93	373.00	
		28 000 2124 0000	DEFERRED COMP W/H & MATCH 6/93	1,487.50	
		29 000 2124 0000	DEFERRED COMP W/H & MATCH 6/93	266.00	
		31 000 2124 0000	DEFERRED COMP W/H & MATCH 6/93	112.50	3,849.00
43074	ICMA	11 211 6260 0000	WORKSHOP MEALS	43.00	
		11 211 6270 0000	SUMMER WORKSHOP REGISTRATION	185.00	228.00
42713	ICMA DISTRIBUTION CENTER	11 611 6210 0000	PUBLIC WORKS MGMT PACKAGE	67.00	67.00
42952	INDOOR BILLBOARD/NW	32 000 6100 0000	MONTHLY CLEANING SAFETY MATS	50.50	50.50
42714	INDUSTRIAL TRAINING SVC	71 000 6270 0000	ENV REG TRAINING-D. PENNI	450.00	450.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42844	INNOVATION AUTO PRODUCTS	29 420 6110 0000	STRIPE FOR '81 SKYLARK	194.00	194.00
42845	J'S RIBBONS & AWARDS	11 211 6210 0000	KEY TO THE CITY	58.80	58.80
42874	JACK FERRY	*32 000 6260 0000	REIMBURSE: GASOLINE	24.00	24.00
42912	JAMES D HOPPEL	11 000 3999 0000	OVERPAYMENT REFUND	10.00	10.00
42699	JAMES M. COLT	*11 312 6260 0000	PER DIEM/EUGENE/JUNE 10/11 '93	50.00	50.00
43026	JAN VENSER	11 000 2004 0000	BAIL POSTED	100.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-14.00	
		11 000 4310 0000	BAIL FORFEITURE	-50.00	20.00
42757	JEAN SCHREIBER	11 111 6240 0000	COUNCIL STIPEND 6/93	150.00	150.00
43121	JEAN SCHREIBER	11 111 6240 0000	COUNCIL STIPEND FOR JULY	150.00	150.00
43018	JEFFERY D BROWNWOOD	11 000 2004 0000	BAIL POSTED	90.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEITURE	-40.00	27.00
43135	JERRY WADE	*11 613 6270 0000	CABO 1&2 CODE CLASS-J WADE	87.00	
		11 613 6270 0000	CABO 1&2 CODE CLASS-R SMITH	87.00	174.00
42807	JOHN G ALSMAN	11 000 2004 0000	BAIL POSTED	90.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEIT	-25.00	42.00
43024	JOHN H FRIES	11 000 2004 0000	BAIL POSTED	155.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-10.00	
		11 000 4310 0000	BAIL FORFEITURE	-45.00	84.00
42953	JOHN INSKEEP ENVIRON-	32 000 7531 2010	PLANTING ROSWELL TO OLSEN	5,492.50	5,492.50
42800	JOHN M MOLENDYK	11 000 2004 0000	BAIL REFUND CITATION #14251A	90.00	
		11 000 2010 0000	BAIL REFUND CITATION #14251A	-16.00	
		11 000 2013 0000	BAIL REFUND CITATION #14251A	-7.00	
		11 000 4310 0000	BAIL REFUND CITATION #14251A	-40.00	27.00
42803	JOHN MC QUILLAN	11 000 4311 0000	REFUND OF PARKING FINE	5.00	5.00
42730	JOHN NAGY	*32 000 6260 0000	MEALS: CORVALLIS	100.00	100.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42766	JOHN R. TOLL	*11 312 5686 0000	VISION ALLOWANCE	100.00	100.00
43025	JOSEPH ROGI	11 000 2004 0000	BAIL POSTED	90.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEITURE	-40.00	27.00
42812	JUNE SMYTHE	11 000 2010 0000	UNITARY ASSESSMENT	-16.00	
		11 000 2013 0000	COUNTY ASSESSMENT	-15.00	
		11 000 4310 0000	FINE PAYMENT	155.00	
		11 000 4310 0000	FINES 11B44A & 11B44B	-72.00	
		11 000 4312 0000	INSTALLMENT FEE	-25.00	27.00
42802	KAMBUZYA ROOHI	11 000 4311 0000	REFUND ON PARKING FINE	5.00	5.00
42954	KAROL VIDEO	28 233 7160 0000	ASSORTED VIDEOS	169.50	169.50
43036	KATHERINE L EILAND	11 000 2004 0000	BAIL POSTED	90.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEIT	-35.00	32.00
42955	KELLY SERVICES, INC.	11 711 6020 0000	W/E 6/7/93 VM ROOKS	281.60	281.60
43076	KELLY SERVICES, INC.	11 511 6020 0000	RECEPTIONIST-JCB HANEY, DOROTH	17.56	
		11 611 6020 0000	C/R 06/23/93	17.56	
		11 711 6020 0000	TEMPORARY SVCS-VICKIE ROOKS	352.00	
		11 711 6020 0000	TEMPORARY SVCS-VICKIE ROOKS	341.00	728.12
43077	KENDALL HEIGHTS	11 312 6110 0000	REPAIRS TO 1988 DODGE ARIES	313.50	313.50
43021	KENNETH MARLOW	11 000 2004 0000	BAIL POSTED	90.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEITURE	-40.00	27.00
42956	KEY BANK OF OREGON	11 612 6240 0000	RENT FOR BOX #02256	24.00	24.00
42846	KEYE PRODUCTIVITY CTR	11 311 6260 0000	SEMINAR R.SMITH & B.MILLER	250.00	250.00
42957	KING ROAD PHARMACY	29 420 6120 0700	REP&MAINT/OPER EQUIP/EMERGENCY	22.51	22.51
43040	L A PETERS & ASSOC	11 235 6020 0204	RECYCLING DEPOT-MULTI-FAMILY	300.00	300.00
42718	L N CURTIS & SONS	29 420 6110 0000	KENDELL DRI DEK RED	184.68	184.68
42847	LANDEEN WELDING SUPPLIES	29 420 6120 0000	COMPRESSED GAS CYLINDER RENTAL	4.15	4.15

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42719	LAS VEGAS HILTON	11 312 6260 0000	CONFIRMATION #188662509	207.00	207.00
42796	LAVONNE HORTON	11 000 2004 0000	BAIL REFUND CITATION #14067A	65.00	
		11 000 2013 0000	BAIL REFUND CITATION #14067A	-3.00	
		11 000 4310 0000	BAIL REFUND CITATION #14067A	-10.00	52.00
42848	LEAGUE OF OREGON CITIES	11 211 6270 0000	CONFERENCE AOC/LEG	45.00	45.00
42902	LEAGUE OF OREGON CITIES	11 000 1402 0000	MEDICAL & DENTAL INS MAY P/R	543.90	
		11 000 2111 0000	MEDICAL & DENTAL INS MAY P/R	14,966.40	
		11 000 2114 0000	MEDICAL & DENTAL INS MAY P/R	2,622.74	
		22 000 2111 0000	MEDICAL & DENTAL INS MAY P/R	1,491.23	
		22 000 2114 0000	MEDICAL & DENTAL INS MAY P/R	236.41	
		28 000 2111 0000	MEDICAL & DENTAL INS MAY P/R	2,274.68	
		28 000 2114 0000	MEDICAL & DENTAL INS MAY P/R	326.16	
		29 000 2111 0000	MEDICAL & DENTAL INS MAY P/R	7,648.73	
		29 000 2114 0000	MEDICAL & DENTAL INS MAY P/R	1,112.79	
		31 000 2111 0000	MEDICAL & DENTAL INS MAY P/R	1,949.42	
		31 000 2114 0000	MEDICAL & DENTAL INS MAY P/R	337.86	
		31 000 5670 0000	MEDICAL & DENTAL INS MAY P/R	100.11	
		32 000 2111 0000	MEDICAL & DENTAL INS MAY P/R	1,226.72	
		32 000 2114 0000	MEDICAL & DENTAL INS MAY P/R	200.26	
		71 000 2111 0000	MEDICAL & DENTAL INS MAY P/R	589.96	
		71 000 2114 0000	MEDICAL & DENTAL INS MAY P/R	89.22	
		11 312 5670 0000	MEDICAL & DENTAL INS MAY P/R	253.04	
		11 312 5680 0000	MEDICAL & DENTAL INS MAY P/R	27.33	
		29 411 5670 0000	MEDICAL & DENTAL INS MAY P/R	195.98	
		29 411 5680 0000	MEDICAL & DENTAL INS MAY P/R	27.33	
		11,613 5670 0000	MEDICAL & DENTAL INS MAY P/R	195.98	36,416.25
43143	LEAGUE OF OREGON CITIES	11 000 1402 0000	MED/DENT INS FROM JUNE P/R	3.62	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	13.26	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	6.54	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	17.75	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	17.75	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	97.99	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	30.95	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	266.30	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	106.65	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	17.75	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	30.95	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	3.62	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	30.95	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	266.30	
		11 000 1402 0000	MED/DENT INS FROM JUNE P/R	-4.29	
		11 000 2111 0000	MED/DENT INS FROM JUNE P/R	14,641.64	
		11 000 2111 0000	MED/DENT INS FROM JUNE P/R	-1.40	
		11 000 2114 0000	MED/DENT INS FROM JUNE P/R	2,582.89	
		22 000 2111 0000	MED/DENT INS FROM JUNE P/R	1,491.23	
		22 000 2114 0000	MED/DENT INS FROM JUNE P/R	236.41	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
43143	LEAGUE OF OREGO ..CONTINUED	28 000 2111 0000	MED/DENT INS FROM JUNE P/R	2,274.68	
		28 000 2114 0000	MED/DENT INS FROM JUNE P/R	326.16	
		29 000 2111 0000	MED/DENT INS FROM JUNE P/R	7,648.63	
		29 000 2114 0000	MED/DENT INS FROM JUNE P/R	1,090.35	
		31 000 2111 0000	MED/DENT INS FROM JUNE P/R	1,949.42	
		31 000 2114 0000	MED/DENT INS FROM JUNE P/R	357.86	
		31 000 5670 0000	MED/DENT INS FROM JUNE P/R	100.11	
		32 000 2111 0000	MED/DENT INS FROM JUNE P/R	1,226.72	
		32 000 2114 0000	MED/DENT INS FROM JUNE P/R	200.27	
		71 000 2111 0000	MED/DENT INS FROM JUNE P/R	589.96	
		71 000 2114 0000	MED/DENT INS FROM JUNE P/R	89.22	
		11 312 5670 0000	MED/DENT INS FROM JUNE P/R	253.04	
		11 312 5680 0000	MED/DENT INS FROM JUNE P/R	27.33	
		11 314 5670 0000	MED/DENT INS FROM JUNE P/R	-50.06	
		11 314 5680 0000	MED/DENT INS FROM JUNE P/R	-7.86	
		29 411 5670 0000	MED/DENT INS FROM JUNE P/R	195.98	
		29 411 5680 0000	MED/DENT INS FROM JUNE P/R	27.33	
		11 613 5670 0000	MED/DENT INS FROM JUNE P/R	195.98	36,351.98
42678	LES S ANDERSEN	29 420 6220 0600	3X5 ALUMINUM PAINTED SIGN BRDS	220.00	
		29 420 6220 0600	13X13 ALUMINUM PAINTED SIGNS	35.00	255.00
43080	LES SCHWAB	29 420 6120 0600	185-14 8 FLY TIRES MOUNT/BALCE	302.84	302.84
43081	LIBRARY INFORMATION	28 233 6210 0000	CABLES FOR BARCODE READERS	168.75	
		28 233 7150 0000	BARCODE WEDGE READER	1,768.25	1,937.00
43082	LIFTING TECHNOLOGIES	71 000 6220 0000	SAFETY FILM	99.95	99.95
42720	LINCO ENTERPRISES, INC	11 612 6130 0000	MAINT AGREE MINOLTA	475.00	475.00
42913	LINDA K IRWIN	11 000 3999 0000	REFUND CITATION #14501A	2.00	2.00
43022	LINDASUE MELUM	11 000 2004 0000	BAIL POSTED	90.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEITURE	-30.00	37.00
42849	LISTENING LIBRARY	28 233 6210 0000	TITLES AS LISTED	50.85	50.85
42958	LISTENING LIBRARY	28 233 7160 0000	TITLES AS LISTED	118.59	118.59
42722	LONE STAR NORTHWEST	22 000 6100 0000	METRO C MIX	415.77	
		22 000 6100 0000	1" - ROCKS	428.35	
		22 000 6100 0000	METRO C MIX	116.25	960.37
42850	LONE STAR NORTHWEST	31 000 6100 0000	1" + ROCK	752.24	752.24

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
43084	LONE STAR NORTHWEST	22 000 6100 0000	MISCELLANEOUS PAVING MATERIALS	46.50	46.50
43017	LORI FAHA	11 612 6250 0000	DISK COPY OF AFWA DRAWINGS	10.00	10.00
42799	LOUIS E OLIVERA	11 000 2004 0000	BAIL REFUND CITATION #14308A	90.00	
		11 000 2010 0000	BAIL REFUND CITATION #14308A	-16.00	
		11 000 2013 0000	BAIL REFUND CITATION #14308A	-7.00	
		11 000 4310 0000	BAIL REFUND CITATION #14308A	-30.00	37.00
42723	LOVE YOUR CAR	29 420 6110 0000	DETAIL BUICK	89.00	89.00
42959	LUMBERMEN'S	32 000 6100 0000	BUILDING MATERIALS	408.47	408.47
43085	MACKENZIE/SAITO & ASSOC	22 000 7520 2030	ENG SVCS PROJECT #191496.01	2,456.95	2,456.95
42725	MARSH MEDICAL SERVICE INC	29 420 6220 0000	MEDICAL SUPPLIES/EQUIPMENT	71.28	
		29 420 6220 0000	MEDICAL SUPPLIES/EQUIPMENT	540.88	
		29 420 6220 0000	MEDICAL SUPPLIES/EQUIPMENT	136.40	748.56
42851	MARSH MEDICAL SERVICE INC	29 420 6220 0000	MEDICAL SUPPLIES/EQUIPMENT	380.00	
		29 420 6220 0000	MEDICAL SUPPLIES/EQUIPMENT	139.50	519.50
42801	MARY MUIR	11 000 2004 0000	BAIL REFUND CITATION #14265A	90.00	
		11 000 2010 0000	BAIL REFUND CITATION #14265A	-16.00	
		11 000 2013 0000	BAIL REFUND CITATION #14265A	-7.00	
		11 000 4310 0000	BAIL REFUND CITATION #14265A	-40.00	27.00
43087	MASONS SUPPLY COMPANY	11 622 6100 0000	6' BUMPER STOPS-CHEVRON LDT	460.00	460.00
42852	MATHER & SONS	31 000 6100 0000	REPAIR PUMP MOTOR WELL #3	318.75	318.75
42853	MCFARLANES BARK INC	11 621 6100 0000	DUMP FEE	6.72	6.72
42961	MCFARLANES BARK INC	11 235 6323 0000	DISPOSAL-DOWN TO EARTH DAY	6.72	6.72
42854	MCKEEVER/MORRIS, INC.	11 511 6010 0000	CONSULTING SERVICES	763.87	
		11 511 6010 0000	CONSULTING SERVICES	320.20	
		11 511 6010 0000	URBAN GROWTH MGMT GRANT AGREE	398.88	1,482.95
42855	MCMINNVILLE HOME LAUNDRY	29 420 6210 0000	SERVICE FOR LINENS	262.21	262.21
42856	MEL DEINES	11 611 6320 0000	GARBAGE BILL JCB MAY,93	282.60	282.60
43088	MERCK PUBLISHING GROUP	29 420 6250 0400	MERCK MANUAL REFERENCE BOOK	52.00	52.00
42684	MERLIN BECKER	*11 213 6260 0000	MILEAGE	23.24	23.24
43048	MERLIN BECKER	*11 213 5686 0000	VISION REIMBURSEMENT	80.00	
		11 213 6260 0000	TRAVEL MILEAGE	11.76	91.76

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42726	METER BOX EQUIPMENT CO	31 000 6100 0000	BOXCOVER/MARKETPLACE SIDEWALK	18.00	18.00
43089	METRO FORD TRACTOR INC	71 000 6110 0000	FORD BACKHOE & MOWER PARTS	228.19	228.19
42727	METROFUELING, INC.	11 312 6220 0000	FEDRL SURPLUS FUEL ALLOCATION	943.30	943.30
43090	METROFUELING, INC.	11 312 6220 0000 11 312 6220 0000	FEDRL SURPLUS FUEL ALLOCATION FEDRL SURPLUS FUEL ALLOCATION	955.46 1,005.16	1,960.62
43091	MICROTECH SYSTEMS	31 000 6130 0000	MONITOR SVGA .28 DOT-IBM COMPA	289.00	289.00
42857	MILLER, NASH, WEINER	11 231 6010 0000	PRDF SVCS THRU 4/30/93\	3,798.02	3,798.02
43092	MILLER, NASH, WEINER	11 231 6010 0000	PROFESSIONAL SVCS THRU 5/31/93	4,759.00	4,759.00
42903	MILW POLICE EMPLOYEE ASSN	11 000 2132 0000	UNION DUES W/H FROM 5/93 P/R	876.00	876.00
43007	MILW POLICE EMPLOYEE ASSN	11 000 2132 0000	UNION DUES W/H FROM 6/93 P/R	863.00	863.00
42962	MILWAUKIE FLORAL	11 111 6210 0000	FLOWERS/PLANTS	230.00	230.00
42858	MILWAUKIE LOAVES & FISHES	11 111 6260 0000	MEALS/COOKIES/LUNCH/COFFEE	376.00	376.00
42728	MILWAUKIE LUMBER CO	22 000 6100 0000 31 000 6100 0000 31 000 6100 0000 31 000 6100 0000 31 000 6100 0000 31,000 6100 0000	MISCELLANEOUS BLDG MATERIALS BUILDING MATERIALS BUILDING MATERIALS BUILDING MATERIALS BUILDING MATERIALS BUILDING MATERIALS	133.76 23.10 -23.10 5.78 7.77 5.48	152.79
42859	MILWAUKIE PLUMBING	11 621 6100 0000	REPAIRS TO LIBRARY	52.80	52.80
42860	MORTON INTERNATIONAL, INC	22 000 6220 0000	WHITE TRAFFIC PAINT	1,155.33	1,155.33
42729	MULTNOMAH COUNTY OREGON	22 000 6210 0000 22 000 6210 0000 31 000 6210 0000 31 000 6210 0000 32 000 6210 0000 32 000 6210 0000 32 000 6210 0000 32 000 6210 0000 11 111 6210 0000 11 211 6260 0000 11 313 6210 0000 11 313 6210 0000 29 420 6210 0000 29 420 6210 0000 29 420 6210 0000 29 420 6210 0000	BINDER 3-RING 3" PLASTIC FORKS PAPER CLIPS MANILA ENVELOPES #93 PAPER BOND 8 1/2 X 14 WHITE PEN MARKER FELT TIP BLACK PEN MARKER FELT TIP GREEN PENCIL LEAD FOR MECH PENCIL PAPER BOND 8 1/2 X 11 PLASTIC FORKS WHITE RULED TABLETS HIGHLIGHTER YELLOW WHITE RULED TABLETS RED FLARES RED FLARES HOUSEHOLD BLEACH	54.38 8.94 9.13 27.46 26.99 13.73 7.83 10.02 98.50 16.57 30.36 1.58 12.14 21.60 16.12 10.43	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42729	MULTNOMAH COUNT ..CONTINUED	29 420 6210 0000	LINER GARBAGE CAN	32.54	
		29 420 6210 0000	HAND BAR SOAP	85.00	
		29 420 6210 0000	INDOOR/OUTDOOR FLOOD LIGHT	44.48	
		29 420 6210 0000	CLEANER	33.46	
		29 420 6210 0000	FLUOR LAMPS	24.83	
		29 420 6210 0000	FLUOR LAMPS	24.83	
		11 511 6210 0000	CASSETTE RECORDINGS	38.76	
		11 612 6210 0000	HIGHLIGHTER BLUE LARGE	8.32	
		11 612 6210 0000	PAPER BOND 11 X 17 WHITE	20.93	
		11 612 6210 0000	MANILA ENVELOPES #105	28.25	
		11 613 6210 0000	FEN MARKER FELT TIP PURPLE	5.93	
		11 613 6210 0000	FEN MARKER FELT TIP BLUE	11.99	
		11 613 6210 0000	POCKET FILES	73.15	
		11 712 6210 0000	PAPER BOND 8 1/2 X 11 BUFF	3.44	
		11 712 6210 0000	PAPER BOND 8 1/2 X 11 BUFF	7.00	
		11 712 6210 0000	PAPER BOND 8 1/2 X 11 PINK	3.29	
		11 731 6210 0000	PAPER PRINTER WHITE	147.35	959.33
43095	MYERS DRUM CORP	22 000 6220 0000	17H 55 GAL OPEN TOP DRUMS	98.70	98.70
42664	NANCY ELAINE TOLL	11 000 2147 0000	PAYMENT W/H MAY P/R	900.00	900.00
43004	NANCY ELAINE TOLL	11 000 2147 0000	SUPPORT PAYMENT W/H JUNE P/R	900.00	900.00
42731	NATIONAL CHEMSEARCH	71 000 6100 0000	EMERGENCY REPAIR DIESEL TANK	441.56	441.56
42793	NATIONAL CIVIC LEAGUE	11 211 6250 0000	LOCAL GOV'T MEMBERSHIP	255.00	255.00
42733	NORMED	29 420 6220 0400	NACL/DEY-PAK	24.77	24.77
42963	NORTHEAST PUBLISHING GRP	29 420 6250 0000	SUBSCRIPTION "COMMISH"	67.90	67.90
42734	NORTHLAND INSURANCE CO	21 000 6330 0000	CLAIMANT: ROBERT RUSSARD	500.00	500.00
42964	NORTHSIDE FORD TRUCS SALE	71 000 6110 0000	VALVE ASSY	67.72	67.72
42735	NORTHWEST NATURAL GAS CO	28 621 6322 3018	NATURAL GAS 04/16 - 05/25	156.27	156.27
42863	NORTHWEST NATURAL GAS CO	31 621 6322 3042	NATURAL GAS 4/29 - 5/27	22.13	22.13
42965	NORTHWEST NATURAL GAS CO	22 621 6322 3036 28 621 6322 3018	NATURAL GAS 5/10 - 6/9 NATURAL GAS 5/4 - 6/3	10.53 55.60	66.13
43096	NORTHWEST RUNNING BOARDS	71 000 6110 0000	INSTALL PAIR BLACK RUNNING	169.00	169.00
43097	NORTHWEST SAND & GRAVEL	11 622 6100 0000	DUMP FEE FOR CHEVRON LOT	80.00	80.00
42966	O B O A	11 613 6270 0000	OBOA WORKSHOP-JERRY WADE	65.00	65.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
43098	D D D A	11 211 6210 0000	MARKET ANALYSIS WORKBOOK	40.00	40.00
43099	O'DONNELL, RAMIS, CREW &	11 221 6010 0000	LEGAL FEES	5,086.37	5,086.37
42739	O'SON ORIGINALS	11 231 6230 0000	6/93 LAYOUT OF PILOT	121.00	121.00
42871	O'SON ORIGINALS	11 211 6210 0000	SISTER CITY DECLARATIONS	30.00	30.00
43104	O'SON ORIGINALS	11 231 6230 0000	LAYOUT OF MILWAUKIE PILOT	121.00	121.00
42967	OAK GROVE DISPOSAL CO INC	11 235 6323 0000	DISPOSAL-DOWN TO EARTH DAY	2,630.30	2,630.30
42968	OFFICE DEPOT	71 000 6100 0000 71 000 6100 0000	#2624 PANASONIC 24 PIN WIDE PRINTER CABLE	376.87 8.99	385.86
43100	OFFICE OF SEC'Y OF STATE	11 211 6210 0000	SUBSCRIPTION-OAR COMPILATION	350.00	350.00
42969	OMNI MEDICAL GROUP	11 312 6020 0000	PHYSICAL ABILITIES TEST	750.00	750.00
42864	ON GUARD	29 420 6250 0000	INFECTION CONTROL MANUAL	162.90	162.90
42970	ONE CALL CONCEPTS	31 000 6020 0000 32 000 6020 0000	92/93 UTILITY LOCATE CALLS 92/93 UTILITY LOCATE CALLS	34.12 34.13	68.25
42971	OREGON BLUE PRINT COMPANY	11 612 6210 0000 11 612 6210 0000 11 612 6210 0000	PLOTTER PENS BLUEPRINT PAPER BLUEPRINT PAPER	109.20 81.60 54.80	245.60
42865	OREGON CITY GLASS	11 621 6100 0000	REPLACE WINDOW CITY HALL	291.00	291.00
42866	OREGON DIGITAL	11 213 6130 0000	REPAIR HP VECTRA-FLOPPY	110.00	110.00
43101	OREGON DIGITAL COMPUTER	11 211 6210 0000	INK CARTRIDGE 51626A	29.00	29.00
42972	OREGON FIRE EQUIPMENT CO.	11 312 6220 0000	PORTACLIP/MT500 RADIO	15.95	15.95
42736	OREGON LABOR RELATIONS	11 231 6250 0000	SUBSCRIPTION PECBA DIGEST SUP	150.00	150.00
42867	OREGON TITLE INSURANCE CO	11 211 6240 0000	PRELIM TITLE SEARCH	160.00	160.00
42737	OREGONIAN AGENCY #17	29 411 6250 0000	SUBSCRIPTION MAY 93	22.00	22.00
42868	OREGONIAN PUBLISHING CO	11 613 6230 0000	AD BLDG INSPECTOR	319.16	319.16
42869	ORKIN EXTERMINATING INC.	11 621 6100 0000 11 621 6100 0000 11 621 6100 0000 11 621 6100 0000 11 621 6100 0000	POLICE DEPT PEST CONTROL CITY HALL PEST CONTROL LIBRARY PEST CONTROL 40TH & HARVEY PEST CONTROL JOHNSON CREEK PEST CONTROL	40.00 50.00 63.00 50.00 55.00	258.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
43102	ORKIN EXTERMINATING INC.	11 621 6100 0000	CITY HALL PEST CONTROL	50.00	
		11 621 6100 0000	POLICE DEPT PEST CONTROL	40.00	
		11 621 6100 0000	LIBRARY PEST CONTROL	63.00	153.00
42738	ORKIN LAWN CARE	22 000 6100 0000	LAWN CARE JCB/40TH/OAK	56.66	
		31 000 6100 0000	LAWN CARE JCB/40TH/OAK	56.67	
		31 000 6100 0000	LAWN CARE WELL #4	32.00	
		31 000 6100 0000	LAWN CARE WELL #8	34.00	
		32 000 6100 0000	LAWNCARE 19TH & BLUEBIRD	36.00	
		32 000 6100 0000	LAWN CARE JCB/40TH/OAK	56.67	272.00
42870	ORKIN LAWN CARE	22 000 6100 0000	LAWN CARE JCB/40TH/OAK	60.00	
		32 000 6100 0000	LAWN CARE JCB/40TH/OAK	58.00	118.00
43103	ORKIN LAWN CARE	22 000 6100 0000	LAWN CARE JCB/40TH/OAK	19.33	
		22 000 6100 0000	LAWN CARE JCB/40TH/OAK	15.00	
		31 000 6100 0000	LAWN CARE JCB/40TH/OAK	19.33	
		31 000 6100 0000	LAWN CARE JCB/40TH/OAK	15.00	
		31 000 6100 0000	LAWN CARE WELL #4	32.00	
		31 000 6100 0000	LAWN CARE WELL #8	34.00	
		32 000 6100 0000	LAWN CARE JCB/40TH/OAK	19.34	
		32 000 6100 0000	LAWN CARE JCB/40TH/OAK	15.00	
		32 000 6100 0000	LAWNCARE 19TH & BLUEBIRD	36.00	205.00
42740	OTAK INC	22 000 7520 2030	32ND AVE RECONSTRUCTION	6,428.00	
		22 000 7520 2030	32ND AVE RECONSTRUCTION	720.00	7,148.00
42741	OXARC	29 420 6220 0200	CONNECTION PIECE COMPLETE	55.00	
		29 420 6220 0200	GUSSETT	15.00	
		29 420 6220 0200	FRAME LOWER	14.50	
		29 420 6220 0200	UPPER FRAME	14.50	
		29 420 6220 0200	HALF WASHER	3.50	
		29 420 6220 0200	O RING	2.00	
		29 420 6220 0200	SPRING	1.50	
		29 420 6220 0200	WASHER	0.30	
		29 420 6220 0200	O RING	2.75	
		29 420 6220 0200	STRAP	27.00	
		29 420 6220 0200	GASKET	22.50	
		29 420 6220 0200	VALVE & PLUG SET	12.00	
		29 420 6220 0200	UPS CHARGES	4.22	
		29 420 6220 0200	UPS CHARGES	4.88	179.65
42670	P E R S	11 000 2126 0000	PERS CONTRIBUTION 5/93 F/R	14,989.67	
		11 000 2129 0000	PERS CONTRIBUTION 5/93 F/R	84.16	
		22 000 2126 0000	PERS CONTRIBUTION 5/93 F/R	1,252.76	
		28 000 2126 0000	PERS CONTRIBUTION 5/93 F/R	2,197.54	
		29 000 2126 0000	PERS CONTRIBUTION 5/93 F/R	7,773.42	
		29 000 2129 0000	PERS CONTRIBUTION 5/93 F/R	41.32	
		31 000 2126 0000	PERS CONTRIBUTION 5/93 F/R	839.08	
		32 000 2126 0000	PERS CONTRIBUTION 5/93 F/R	991.43	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42670	P E R S	..CONTINUED71 000 2126 0000	PERS CONTRIBUTION 5/93 P/R	336.04	28,505.42
42905	P E R S	11 000 2126 0000	PERS CONTRIBUTION W/H 6/15 P/R	7,600.03	
		11 000 2129 0000	PERS CONTRIBUTION W/H 6/15 P/R	19.68	
		22 000 2126 0000	PERS CONTRIBUTION W/H 6/15 P/R	820.31	
		28 000 2126 0000	PERS CONTRIBUTION W/H 6/15 P/R	1,219.74	
		29 000 2126 0000	PERS CONTRIBUTION W/H 6/15 P/R	4,071.31	
		29 000 2129 0000	PERS CONTRIBUTION W/H 6/15 P/R	17.40	
		31 000 2126 0000	PERS CONTRIBUTION W/H 6/15 P/R	877.75	
		32 000 2126 0000	PERS CONTRIBUTION W/H 6/15 P/R	747.74	
		71 000 2126 0000	PERS CONTRIBUTION W/H 6/15 P/R	336.06	15,710.02
42973	P E R S	28 233 5610 0000	1977 PERS FOR NANCY WITTIG	158.89	158.89
42974	PAC NW CHAPTER FBINA	11 312 6270 0000	REGISTRATION: PAC NW FBI ACDMY	90.00	90.00
42975	PACIFIC AIRGAS, INC.	29 420 6220 0000	REFILL FIRE EXTINGUISHERS	4.96	4.96
42872	PACIFIC COAST INDUSTRIAL	71 000 6310 0000	COVERALLS & SHIRTS	175.70	
		11 621 6100 0000	CLEANING SUPPLIES & CARPETS	81.75	257.45
42742	PACIFIC COAST PRINTING	11 231 6230 0000	5/22 CITY NEWSLETTER	450.20	
		11 231 6230 0000	3/25/93 CITY NEWSLETTER	468.85	
		11 231 6230 0000	4/25/93 CITY NEWSLETTER	450.20	
		11 231 6230 0000	5/24/93 CITY NEWSLETTER	479.50	
		11 312 6210 0000	BUS CARDS DAVID RASH	22.00	
		11 312 6210 0000	BUS CARDS ROBERT MC CRUM	22.00	
		11 312 6210 0000	BUS CARDS TERRY MARTHALLER	22.00	
		11 313 6210 0000	SELF INKING STAMP, RED INK	28.55	1,943.30
42873	PACIFIC COAST PRINTING	11 314 6210 0000	BUSINESS CARDS	42.00	42.00
42976	PACIFIC COAST PRINTING	11 111 6210 0000	90TH ANNIV POSTERS	111.00	111.00
43105	PACIFIC COAST PRINTING	11 235 6020 0204	MULTI FAMILY RECYCLE BROCHURES	400.00	400.00
43038	PACIFIC ROOFING INC	11 000 3999 0000	REFUND-OVERCHARGE BLDG PERMIT	395.20	395.20
42743	PACIFIC STATIONERY	11 211 6210 0000	LABEL PROTECTORS	23.50	
		11 211 6210 0000	FILE FOLDER LABELS	15.54	
		11 211 6210 0000	BOORUM & FEASE MB312	84.60	
		11 211 6210 0000	PENTEL LANCELOT ROLLING WRITER	29.94	
		11 211 6210 0000	PENTEL LANCELOT ROLLING WRITER	4.99	
		11 211 6210 0000	SHEET PROTECTORS	25.00	
		11 211 6210 0000	ACCO PAPER FASTENERS	21.90	
		11 231 6210 0000	CREDIT EASEL W/BOARD	- 240.00	
		28 233 6210 0000	DESK MATE II	4.70	
		28 233 6210 0000	RUBBER BANDS	2.50	
		28 233 6210 0000	COSCO 2300 ENDORSEMENT STAMP	49.30	
		28 233 6210 0000	KEYBOARD WRIST REST	12.45	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42743	PACIFIC STATION ..CONTINUED	28 233 6210 0000	SIZE 16 RUBBERBANDS	2.43	
		11 312 6210 0000	REPORT COVERS	11.50	
		11 712 6210 0000	COPY PAPER 8 1/2 X 11	107.50	
		11 721 6210 0000	CORRECTABLE CARBON RIBBONS	17.64	173.49
43106	PACIFIC STATIONERY	11 211 6210 0000	DURASHARP SCISSORS Q9-1035	5.80	
		29 420 6210 0000	500 PAGE 14"X8"	219.54	
		11 731 6210 0000	12 PK ADD TAPES RECYC C4-8835R	5.70	231.04
42744	PARAGON LABORATORIES INC	29 420 6100 0000	DEGREASER	183.50	183.50
43107	PARAGON LABORATORIES INC	31 000 6100 0000	LBS CONCRETE PATCH MATERIAL	303.00	303.00
42835	PAT DUVAL	*11 211 6260 0000	MILEAGE 5/27-6/4	19.18	19.18
42795	PATRICIA A STEELE	11 000 2004 0000	BAIL REFUND #14310A	90.00	
		11 000 2010 0000	BAIL REFUND #14310A	-16.00	
		11 000 2013 0000	BAIL REFUND #14310A	-7.00	
		11 000 4310 0000	BAIL REFUND #14310A	-30.00	37.00
43020	PATRICIA HAYNES	11 000 2004 0000	BAIL POSTED	155.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-14.00	
		11 000 4310 0000	BAIL FORFEITURE	-55.00	70.00
43136	PATRICK WALSH	*11 721 5686 0000	VISION REIMBURSEMENT	99.00	99.00
43023	PAUL MYERS	11 000 2004 0000	BAIL POSTED	90.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEITURE	-40.00	27.00
42745	PERSONNEL JOURNAL	31 000 6010 0000	REGIONAL WATER PROVIDERS STUDY	7,939.00	
		31 000 6010 0000	VOID CHECK	-7,939.00	0.00
42717	PHILIP KORTEN	11 313 6310 0000	RENTAL 5 SPACES JUNE 93	50.00	50.00
43109	PHOTOMASTER	11 312 6220 0000	MAY FILM PROCESSING AND FILM	225.84	225.84
42747	PHYSIO-CONTROL	29 420 6310 0000	SERVICE AGREEMENT 5/93 -.7/93	318.00	318.00
43110	PORTLAND COMMUNITY COLL	29 420 6270 0400	OREGON EMS CONF-ATYIEH & TIDWE	95.00	95.00
42748	PORTLAND GENERAL ELECTRIC	22 621 6319 3004	ELECTRICITY 04/27 - 05/25	8.47	
		22 621 6319 3004	ELECTRICITY 04/27 - 05/25	94.29	
		22 621 6319 3004	ELECTRICITY 04/27 - 05/25	87.57	
		22 621 6319 3004	ELECTRICITY 04/27 - 05/25	124.74	
		29 621 6319 3036	ELECTRICITY 04/29 - 05/25	259.51	
		31 621 6319 3042	ELECTRICITY 04/26 - 05/25	662.28	
		31 621 6319 3048	ELECTRICITY 04/26 - 05/25	282.31	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42748	PORTLAND GENERA ..CONTINUED	31 621 6319 3048	ELECTRICITY 04/26 - 05/25	92.22	
		31 621 6319 3060	ELECTRICITY 04/26 - 05/25	22.91	
		31 621 6319 3066	ELECTRICITY 04/27 - 05/26	867.01	
		31 621 6319 3072	ELECTRICITY 04/27 - 05/25	738.10	
		31 621 6319 3081	ELECTRICITY 04/27 - 05/26	343.50	
		31 621 6319 3082	ELECTRICITY 04/27 - 05/26	7.07	
		32 621 6319 3090	ELECTRICITY 04/27 - 05/26	58.72	3,648.70
42876	PORTLAND GENERAL ELECTRIC	11 621 6319 3003	ELECTRICITY 4/28 - 5/26	9.93	
		11 621 6319 3003	ELECTRICITY 4/28 - 5/26	511.64	
		11 621 6319 3003	ELECTRICITY 04/07 - 05/06	12.32	
		11 621 6319 3006	ELECTRICITY 4/28 - 5/26	7.07	
		11 621 6319 3006	ELECTRICITY 04/28 - 05/26	461.83	
		11 621 6319 3006	ELECTRICITY 04/28 - 05/26	56.53	
		11 621 6319 3006	ELECTRICITY 04/28 - 05/26	47.10	
		11 621 6319 3012	ELECTRICITY 04/29 - 05/27	705.68	
		11 621 6319 3024	ELECTRICITY 4/28 - 5/26	289.58	
		22 621 6319 3004	ELECTRICITY 4/28 - 5/27	93.01	
		22 621 6319 3004	ELECTRICITY 4/28 - 5/26	17.91	
		22 621 6319 3004	ELECTRICITY 4/28 - 5/26	40.98	
		22 621 6319 3004	ELECTRICITY 4/28 - 5/26	66.19	
		22 621 6319 3004	ELECTRICITY 4/28 - 5/27	80.21	
		22 621 6319 3004	ELECTRICITY 4/28 - 5/27	79.70	
		22 621 6319 3004	ELECTRICITY 4/28 - 5/27	86.49	
		22 621 6319 3004	ELECTRICITY 04/28 - 05/26	15.88	
		22 621 6319 3004	ELECTRICITY 04/28 - 05/26	9.32	
		22 621 6319 3004	ELECTRICITY 04/28 - 05/26	75.32	
		22 621 6319 3004	ELECTRICITY 04/28 - 05/27	46.92	
		31 621 6319 3036	ELECTRICITY 04/26 - 05/25	55.54	
		31 621 6319 3054	ELECTRICITY 04/27 - 05/26	2,100.34	
		31 621 6319 3060	ELECTRICITY 04/26 - 05/25	257.82	
		31 621 6319 3080	ELECTRICITY 04/28 - 05/27	228.38	
		31 621 6319 3084	ELECTRICITY 04/29 - 05/27	22.83	
		32 621 6319 3096	ELECTRICITY 4/28 - 5/26	32.73	
		32 621 6319 3102	ELECTRICITY 04/27 - 05/26	10.72	
32 621 6319 3108	ELECTRICITY 04/27 - 05/26	145.74	5,567.71		
42977	PORTLAND GENERAL ELECTRIC	11 621 6319 3003	STREET LIGHTING CHARGES	21,449.48	
		11 621 6319 3003	ELECTRICITY 4/28 - 5/27	7.18	
		11 621 6319 3121	ELECTRICITY 5/6 - 6/7	17.70	
		22 621 6319 3004	ELECTRICITY 4/28 - 5/27	7.18	
		22 621 6319 3004	ELECTRICITY 4/28 - 5/26	7.18	
31 621 6319 3078	ELECTRICITY 4/28 - 5/28	2,096.05	23,584.77		
43111	PORTLAND GENERAL ELECTRIC	29 621 6319 3036	ELECTRICITY 5/25-6/24	253.92	
		31 621 6319 3042	ELECTRICITY 5/25-6/24	469.95	
		31 621 6319 3048	ELECTRICITY 5/25-6/24	229.89	
		31 621 6319 3060	ELECTRICITY 5/25-6/24	23.77	977.53

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42749	PORTLAND OBSERVER	11 613 6230 0000	BUILDING INSP AD	144.00	144.00
42877	PORTLAND PRECISION INSTRU	22 000 6100 0000	SURVEY SUPPLIES	312.49	312.49
42787	PORTLAND WATER BUREAU	31 000 6010 0000	REGIONAL WATER PROVIDERS STUDY	7,939.00	7,939.00
42978	PORTLAND WATER BUREAU	31 621 6325 3082	WATER SERVICE CHARGES 4/28-5/2	238.00	238.00
42878	POTTERS INDUSTRIES, INC.	22 000 6100 0000	GLASS BEADS	184.00	184.00
42879	POWER RENTS	22 000 6100 0000	2 DAY RENTAL OF CASE 450 DOZER	151.67	
		31 000 6100 0000	1/3 TOTAL COST	151.67	
		32 000 6100 0000	1/3 TOTAL COST	151.66	455.00
42750	PROFESSIONAL HEALTH CARE	22 000 6020 0000	HEPATITIS B IMMUNIZATIONS	200.00	
		31 000 6020 0000	HEPATITIS B IMMUNIZATIONS	250.00	
		32 000 6020 0000	HEPATITIS B IMMUNIZATIONS	300.00	
		71 000 6020 0000	HEPATITIS B IMMUNIZATIONS	50.00	
		11 312 6020 0000	HEPATITIS B IMMUNIZATIONS	600.00	
		11 312 6020 0000	LAB TEST	20.00	
		11 313 6020 0000	HEPATITIS B IMMUNIZATIONS	50.00	
		11 611 6020 0000	HEPATITIS B IMMUNIZATIONS	100.00	
		11 613 6020 0000	HEPATITIS B IMMUNIZATIONS	150.00	1,720.00
43112	PROFESSIONAL HEALTH CARE	31 000 6020 0000	HIV SHOTS-WATER	50.00	
		32 000 6020 0000	HIV SHOTS-SEWER	150.00	
		71 000 6020 0000	HIV SHOTS-FLEET MAINTENANCE	50.00	
		11 312 6020 0000	HIV SHOTS-POLICE	300.00	
		11 613 6020 0000	HIV SHOTS-BUILDING	50.00	600.00
42880	PROVIDENCE MILW HOSPITAL	29 420 6010 0000	SERVICES/PHYSICIAN ADVISOR	420.00	420.00
42751	QUEST SOFTWARE SYSTEMS	71 000 6100 0000	QUEST SOFTWARE	605.00	605.00
43113	QUILL CORPORATION	11 712 6210 0000	HEWLETT PACKARD TONER CARTRIDG	199.96	199.96
42752	R & R UNIFORMS	11 312 6220 0000	ITEMS FOR POLICE DEPARTMENT	79.40	
		11 312 6220 0000	ITEMS FOR POLICE DEPARTMENT	127.50	
		11 312 6220 0000	ITEMS FOR POLICE DEPARTMENT	148.50	
		11 312 6220 0000	ITEMS FOR POLICE DEPARTMENT	56.78	
		11 312 6220 0000	ITEMS FOR POLICE DEPARTMENT	52.30	
		11 312 6220 0000	ITEMS FOR POLICE DEPARTMENT	98.40	
		11 312 6220 0000	ITEMS FOR POLICE DEPARTMENT	-79.40	
		11 312 6220 0000	BULLISTIC VEST	470.00	
		29 420 6220 0000	UNIFORM SUPPLIES	5.75	
		29 420 6220 0000	UNIFORM SUPPLIES	66.50	1,025.73
42979	R & R UNIFORMS	11 312 6220 0000	ASF 26" BATONS	1,157.19	
		11 312 6220 0000	NYLON HOLDERS	350.00	
		11 312 6220 0000	ITEMS FOR POLICE DEPARTMENT	185.00	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42979	R & R UNIFORMS ..CONTINUED	29 420 6220 0000	UNIFORM SUPPLIES	48.50	1,740.69
43115	R & R UNIFORMS	11 312 6110 0000	MOUNT BRACKET FOR CAPRICE	23.30	
		11 312 6220 0000	MARTIN	227.00	
		11 312 6220 0000	RASH	149.04	
		11 312 6220 0000	DORNON	198.50	
		11 613 6210 0000	CITATION BOOK COVER-CODE ENFOR	55.50	653.34
43114	R E I	29 420 6220 0200	GETAWAY POUCH	472.50	472.50
42886	RACHAEL SMITH	*11 611 5686 0000	EYEGLASSES	100.00	
		11 611 6260 0000	MILEAGE	72.24	172.24
42914	RANDY MILLER	32 000 2007 0000	REFUND OF STREET OPENING DPST	400.00	400.00
42980	READER'S DIGEST	28 233 7160 0000	SUBSCRIPTION READER'S DIGEST	12.70	12.70
43116	REITMEIER MECHANICAL	11 621 6100 0000	SERVICE HVAC SYSTEMS	171.50	171.50
42753	RELIABLE	11 712 6210 0000	3 DZ BIC CLIC STIC	13.32	
		11 712 6210 0000	NYLON TIP PENS	3.48	
		11 712 6210 0000	NYLON TIP PENS	3.48	
		11 712 6210 0000	NYLON TIP PENS	3.48	
		11 712 6210 0000	HANDLING FEE	2.99	26.75
43117	REMINGTON CONSULTING	11 213 7165 0000	JSB CONSULTING MYERS	412.50	
		11 213 7165 0000	JSB CONSULTING GREGORY	225.00	637.50
42881	RICE SAFETY EQUIPMENT	22 000 6220 0000	MESH VESTS	62.76	
		32 000 7140 0000	MSL 1850T7-60 TRI-POB W/WINCH	1,689.00	
		32 000 7140 0000	MSL 2080-4 RESCUE & RETRIEVAL	949.27	
		32 000 7140 0000	MSL 2080-4 RESCUE & RETRIEVAL	199.50	2,900.53
43118	RICE SAFETY EQUIPMENT	32 000 6220 0000	GLASS, GLOVES, GOGGLES	131.75	131.75
42732	RICHARD NIECE	*32 000 6260 0000	MEALS: CORVALLIS	100.00	100.00
42862	RICHARD NIECE	*32 000 6260 0000	BOOT ALLOWANCE 92/93	75.00	75.00
42777	RICHARD WALKER	11 312 6020 0000	PERSONAL SERVICES CONTRACT	1,800.00	1,800.00
42704	RICK FARLEY	11 111 6240 0000	COUNCIL STIPEND 6/93	150.00	150.00
43067	RICK FARLEY	11 111 6240 0000	COUNCIL STIPEND FOR JULY	150.00	150.00
42715	ROB KAPPA	11 111 6240 0000	COUNCIL STIPEND 6/93	150.00	150.00
43075	ROB KAPPA	11 111 6240 0000	COUNCIL STIPEND FOR JULY	150.00	150.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42981	ROBBEN & SONS INC.	29 420 6100 0000	REPAIR OF BOILER LEAK	117.95	
		11 621 6100 0000	REPAIR 40TH & HARVEY FURNACE	259.95	377.90
43041	ROBERT A SHERRILL	31 000 4240 0000	REFUND WATER PAYMENT #0407900	26.23	26.23
42754	RODDA PAINT CO	11 621 6100 0000	PAINT JCB - DOOR	25.78	25.78
42882	RODDA PAINT CO	22 000 6120 0000	PAINT FOR MACHINE FILTERS	16.50	16.50
42808	ROLLA J CERICK	11 000 2004 0000	BAIL POSTED	90.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEIT	-25.00	42.00
42667	RON MORAN	*64 000 7510 2015	REIMBURSE: SAWBUCK POWER TOOL	160.00	160.00
43094	RON MORAN	*64 000 7510 2015	DELTA UNISAW & UNIGUARD	850.00	
		64 000 7510 2015	CRAFTSMAN 7" DADA SET	15.00	865.00
43119	RYAN B POULTON CO	28 233 7150 0000	WORKSTATION W/KEYBOARD RETURN	285.00	
		28 233 7150 0000	DELIVERY	25.00	310.00
42755	SAFETY-KLEEN CORP	71 000 6020 0000	SERVICE PARTS 7 BRAKE CLEANER	147.00	147.00
42756	SAFEWAY, INC.	11 111 6260 0000	CITY COUNCIL REFRESHMENTS	21.91	
		11 235 6230 0208	REFRESHMENTS FOR VOLUNTEERS	17.88	
		11 235 6230 0208	REFRESHMENTS FOR VOLUNTEERS	6.11	
		11 235 6230 0208	REFRESHMENTS FOR VOLUNTEERS	6.29	52.19
43120	SAFEWAY, INC.	11 111 6260 0000	CITY COUNCIL REFRESHMENTS	8.99	
		11 111 6260 0000	FILM FOR 90TH ANNIVERSARY	12.06	
		11 111 6260 0000	CITY COUNCIL REFRESHMENTS	6.00	
		11 111 6260 0000	CITY COUNCIL REFRESHMENTS	7.23	34.28
42746	SARAH JOHNSON DR	31 000 6230 0000	PETTY CASH W/E 06/04/93	15.98	
		11 211 6260 0000	PETTY CASH W/E 06/04/93	14.16	
		11 231 6260 0000	PETTY CASH W/E 06/04/93	5.95	
		11 231 6260 1000	PETTY CASH W/E 06/04/93	12.84	
		28 233 6210 0000	PETTY CASH W/E 06/04/93	26.86	
		28 233 7160 0000	PETTY CASH W/E 06/04/93	30.95	
		11 312 6210 0000	PETTY CASH W/E 06/04/93	36.39	
		29 420 6260 0000	PETTY CASH W/E 06/04/93	71.54	
		29 420 6260 0500	PETTY CASH W/E 06/04/93	29.97	
		11 611 6210 0000	PETTY CASH W/E 06/04/93	13.95	
		11 613 6210 0000	PETTY CASH W/E 06/04/93	4.97	
		11 731 6260 0000	PETTY CASH W/E 06/04/93	6.00	269.56
42875	SARAH JOHNSON DR	11 211 6210 0000	PETTY CASH	14.22	
		11 211 6260 0000	PETTY CASH	35.70	
		28 233 6210 0000	PETTY CASH	1.99	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42875	SARAH JOHNSON O ..CONTINUED	11 312 6210 0000	PETTY CASH	29.95	
		29 420 6210 0000	PETTY CASH	2.65	
		29 420 6220 0000	PETTY CASH	18.45	
		29 420 6260 0000	PETTY CASH	20.38	
		29 420 6260 0000	PETTY CASH	43.69	
		29 420 7140 0000	PETTY CASH	7.59	
		11 511 6210 0000	PETTY CASH	2.99	
		11 611 6210 0000	PETTY CASH	32.93	
		11 612 6210 0000	PETTY CASH	5.79	
		11 613 6210 0000	PETTY CASH	11.99	228.32
43108	SARAH JOHNSON OR	31 000 6270 0000	PETTY CASH 6/30/93	15.00	
		32 000 6100 0000	PETTY CASH 6/30/93	10.95	
		32 000 6210 0000	PETTY CASH 6/30/93	27.73	
		11 211 6260 0000	PETTY CASH 6/30/93	6.50	
		11 231 6210 0000	PETTY CASH 6/30/93	12.21	
		11 231 6260 0000	PETTY CASH 6/30/93	16.35	
		28 233 6210 0000	PETTY CASH 6/30/93	19.55	
		11 311 6210 0000	PETTY CASH 6/30/93	2.25	
		11 312 6210 0000	PETTY CASH 6/30/93	51.58	
		11 312 6240 0000	PETTY CASH 6/30/93	20.00	
		29 411 6100 0000	PETTY CASH 6/30/93	1.39	
		29 420 6210 0000	PETTY CASH 6/30/93	6.99	
		29 420 6220 0000	PETTY CASH 6/30/93	27.99	
		29 420 6220 0700	PETTY CASH 6/30/93	33.76	
		29 420 6260 0000	PETTY CASH 6/30/93	41.97	
		29 420 6270 0600	PETTY CASH 6/30/93	20.30	
		11 511 6210 0000	PETTY CASH 6/30/93	32.94	
		11 612 6210 0000	PETTY CASH 6/30/93	25.50	
		11 613 6210 0000	PETTY CASH 6/30/93	88.94	
		11 712 6210 0000	PETTY CASH 6/30/93	2.23	
		11 712 6210 0000	PETTY CASH 6/30/93	9.98	474.11
42883	SCHNEIDER PERMA CURB	11 622 6100 0000	EXTRUDED CURBING FOR CITY	818.00	818.00
43122	SCHULZ SANITATION	11 621 6100 0000	PUMP SILT-LIBR COOLING SYS	85.00	85.00
42982	SEA-FORT RECORD	28 233 7160 0000	CD SELECTIONS	94.43	
		28 233 7160 0000	CD SELECTIONS	245.53	339.96
42884	SEMINARS INTERNATIONAL	11 511 6260 0000	SEMINAR - PROOFREADING	125.00	
		11 611 6260 0000	SEMINAR - PROOFREADING	125.00	250.00
42794	SHANNON SAYERS-KAISER	11 000 2004 0000	BAIL REFUND #13625 A&B	155.00	
		11 000 2010 0000	BAIL REFUND #13625 A&B	-16.00	
		11 000 2013 0000	BAIL REFUND #13625 A&B	-10.00	
		11 000 4310 0000	BAIL REFUND #13625 A&B	-40.00	89.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42758	SHARP FINANCIAL SERVICES	11 611 6310 0000	SHARP 9800 COPIER LEASE	319.20	638.40
		11 712 6310 0000	SHARP 9800 COPIER LEASE	319.20	
42759	SHIRLEY RICHARDSON	11 511 6020 0000	HEARINGS REPORTER	82.50	82.50
43123	SHIRLEY RICHARDSON	11 511 6020 0000	HEARINGS REPORTER	112.50	112.50
42885	SILD	11 312 6220 0000	SHARP 2-HEAD VCR	179.99	179.99
43034	SIMONE D P JACKSON	11 000 2004 0000	BAIL POSTED	90.00	27.00
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2043 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEIT	-40.00	
42887	SOFTWARE & HARDWARE CNTR	28 233 6210 0000	3COM EBHERLINK II	180.00	180.00
42983	SONITROL PACIFIC	11 611 6020 0000	92/93 J C B ALARM MONITORING	196.00	196.00
42760	SOUTHERN PACIFIC TRANS	11 622 6310 0000	LEASE PARKING LOT	368.00	368.00
42888	SPENCER ENVIRONMENTAL	71 000 6020 0000	38 GAL WASTE OIL	78.30	78.30
42984	SPRINGBROOK SOFTWARE	11 612 6120 0000	IBM 8514 GRAPHICS CARD	250.00	1,750.00
		11 612 7150 0000	IBM DIGITIZER WITH STAND	1,500.00	
42761	SPRINGCREEK APARTMENTS	11 313 6310 0000	RENTAL 5 PARKING SPACES	70.00	70.00
42904	STANDARD INSURANCE CO	11 000 2117 0000	INS PREMIUMS FROM MAY '93 F/R	1,276.13	2,279.67
		22 000 2117 0000	INS PREMIUMS FROM MAY '93 F/R	106.78	
		28 000 2117 0000	INS PREMIUMS W/H FROM 5/93 F/R	226.20	
		29 000 2117 0000	INS PREMIUMS FROM MAY '93 F/R	425.30	
		31 000 2117 0000	INS PREMIUMS FROM MAY '93 F/R	106.56	
		32 000 2117 0000	INS PREMIUMS FROM MAY '93 F/R	103.52	
		71 000 2117 0000	INS PREMIUMS FROM MAY '93 F/R	35.18	
43012	STANDARD INSURANCE CO	11 000 2117 0000	SUPP LIFE INS DEDUCT 6/93 F/R	201.90	309.50
		28 000 2117 0000	SUPP LIFE INS DEDUCT 6/93 F/R	41.50	
		29 000 2117 0000	SUPP LIFE INS DEDUCT 6/93 F/R	50.90	
		32 000 2117 0000	SUPP LIFE INS DEDUCT 6/93 F/R	8.80	
		71 080 2117 0000	SUPP LIFE INS DEDUCT 6/93 F/R	6.40	
43013	STANDARD INSURANCE CO	11 000 2117 0000	LIFE INS DEDUCTED 6/93 F/R	1,021.02	1,917.70
		22 000 2117 0000	LIFE INS DEDUCTED 6/93 F/R	106.78	
		28 000 2117 0000	LIFE INS DEDUCTED 6/93 F/R	185.84	
		29 000 2117 0000	LIFE INS DEDUCTED 6/93 F/R	374.40	
		31 000 2117 0000	LIFE INS DEDUCTED 6/93 F/R	106.16	
		32 000 2117 0000	LIFE INS DEDUCTED 6/93 F/R	94.72	
		71 000 2117 0000	LIFE INS DEDUCTED 6/93 F/R	28.78	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42804	STANLEY L CAUKINS	11 000 2004 0000	BAIL REFUND CITATION #13820A	90.00	
		11 000 2010 0000	BAIL REFUND CITATION #13820A	-16.00	
		11 000 2013 0000	BAIL REFUND CITATION #13820A	-8.00	
		11 000 4310 0000	BAIL REFUND CITATION #13820A	-50.00	16.00
43124	STAR INDUSTRIAL SUPPLY	71 000 6120 0000	SIDE MOUNT TOOL BOX	226.50	226.50
43030	STEPHEN D WILHELMI	11 000 4250 0000	SIGN DEPOSIT REFUND - CU-93-02	48.00	48.00
43093	STEVEN A. MOIST	*11 312 6260 0000	PER DIEM/LAS VEGAS	150.00	
		11 312 6260 0000	LODGING FEES-DARE CONF-MOIST	70.65	220.65
42926	STEVEN L. BARTOL	*11 312 5686 0000	VISION REIMBURSEMENT	30.00	30.00
42985	SUBWAY STAMP SHOP	28 233 7160 0000	1 VOL SCOTT'S US & GB 1994	27.44	27.44
43125	SUNSET FUEL CO.	11 621 6100 0000	HEATING FUEL	353.98	353.98
42986	TACTRON INC.	29 420 6220 0700	VOID CHECK	-1,945.00	-1,945.00
42999	TACTRON INC.	29 420 6220 0700	CC COMMAND CENTER/SUPPORT KIT	1,945.00	1,945.00
42763	TASHMAN ASSOCIATES	11 511 6010 0000	RESEARCH RR PROP ACQUISITION	1,375.68	1,375.68
43126	TASHMAN ASSOCIATES	11 511 6020 0000	APPRAISAL:PTLD TRACTION CD ROW	3,500.00	3,500.00
42764	TAYLOR ELECTRIC SUPPLY	11 622 6100 0000	CONDUIT FOR LIGHTS,CHEVRON LOT	100.70	100.70
43127	TAYLOR ELECTRIC SUPPLY	23 000 6100 0000	230'-2" CONDUIT	110.51	
		22 000 6100 0000	2" CONDUIT	110.51	
		22 000 6100 0000	VOID CHECK	- 110.51	
		22 000 6100 0000	VOID CHECK	- 110.51	0.00
42765	TELECOMM	11 312 6310 0000	PAGER RENT JUNE 1993	70.00	70.00
42889	TELECOMM	22 000 6310 0000	DISPLAY & VIB, PAGERS RENTAL	5.20	
		31 000 6310 0000	DISPLAY & VIB, PAGERS RENTAL	5.18	
		32 000 6310 0000	DISPLAY & VIB, PAGERS RENTAL	5.18	
		11 311 6310 0000	DISPLAY & VIB, PAGERS RENTAL	14.94	30.50
42890	THE REVIEW	11 111 6230 0000	90TH ANN-DISPLAY AD	126.00	
		11 211 6230 0000	YRS IN SVC PROGRESS AD	25.00	
		11 731 6230 0000	BUDGET HEARING NOTICE	340.75	491.75
42987	THE REVIEW	22 000 7150 0000	INVITATION TO BID 32ND AVE	130.50	130.50
43128	THE REVIEW	11 511 6230 0000	5/13/93 NOTICE-HEARING CPA9301	54.38	
		11 511 6230 0000	5/6/93 NOTICE-HEARING CPA9301	54.38	
		11 511 6230 0000	5/6/93 NOTICE-HEARING ZA-93-01	68.88	
		11 511 6230 0000	5/13/93 NOTICE-HEARING ZA9301	68.88	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
43128	THE REVIEW	..CONTINUED 11 711 6230 0000	RESCHEDULE PUBLIC HEARING	14.50	
		11 711 6230 0000	NOTICE OF BUDGET HEARING	340.75	
		11 711 6230 0000	SECOND NOTICE OF BUDGET HEARIN	29.00	
		11 711 6230 0000	SECOND NOTICE OF BUDGET HEARIN	25.38	656.15
43027	THOMAS L ZENGEL	11 000 2004 0000	BAIL POSTED	90.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEITURE	-40.00	27.00
42988	TIME WARNER VIEWER'S EDG	28 233 7160 0000	TITLES AS LISTED	87.00	
		28 233 7160 0000	TITLES AS LISTED	9.49	96.49
42806	TIMOTHY M BARCLIFT	11 000 2004 0000	BAIL REFUND #13817 A & B	237.00	
		11 000 2010 0000	BAIL REFUND #13817 A & B	-16.00	
		11 000 2013 0000	BAIL REFUND #13817 A & B	-11.00	
		11 000 4310 0000	BAIL REFUND #13817 A & B	-85.00	125.00
43028	TODD A DIXON	11 000 2004 0000	BAIL POSTED	90.00	
		11 000 2010 0000	UNITARY TAX	-16.00	
		11 000 2013 0000	COUNTY TAX	-7.00	
		11 000 4310 0000	BAIL FORFEITURE	-30.00	37.00
43144	TOM ARANT	*11 000 1402 0000	OVER W/H MED/DENT INS	4.29	4.29
42792	TOM PETERS	11 211 6250 0000	ONE YEAR SUBSCRIPTION	147.00	147.00
42989	TRADEMARK CONST INC.	22 000 7510 0000	NEW SIGN SHOP BUILDING JCB	25,870.00	
		22,000 7510 0000	NEW SIGN SHOP BUILDING JCB	-1,293.50	24,576.50
42767	TRANSCO INDUSTRIES, INC.	71 000 6110 0000	HOSE SUPPORT FLANGE/SEWER HOSE	50.00	50.00
43129	TRI COUNTY TREE SERVICES	22 000 6100 0000	EMERGENCY TREE REMOVAL	145.00	145.00
42990	TRUCKSTELL	71 000 7130 0000	7108 DULPBER KNAPHEIDE SVC	7,077.00	7,077.00
43130	TRUCKSTELL	71 000 6110 0000	COMBO HITCH	87.00	87.00
43131	U S BANK	11 211 6210 0000	EGGHEAD SOFTWARE	35.14	
		11 211 6210 0000	VIDEO PRESENTATION	395.00	
		11 211 6240 0000	ANNUAL VISA FEE	75.00	
		11 211 6260 0000	CHAMBER FORUM	40.00	
		11 211 6260 0000	RESERVATIONS INN 7TH MT	50.00	
		11 211 6260 0000	CHAMBER FORUM	10.00	
		11 211 6260 0000	MAGGIE REVIEW	13.74	
		11 211 6260 0000	ECFC CHUCK	18.35	
		11 211 6260 0000	RON BARTLES	9.00	646.23

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42768	U S POSTAL SERVICE	11 712 6210 0000	REFLENISH POSTAGE MACHINE	2,000.00	2,000.00
42908	U S POSTAL SERVICE	31 000 6210 0000	POSTAGE FOR 6500 PCS-RATE INCR	1,700.00	1,700.00
42991	U S POSTAL SERVICE	11 731 6210 0000	AREA 1 BILLING-BULK PERMIT 990	900.00	900.00
42769	U S WEST COMMUNICATIONS	11 213 6318 3006	COMMUNICATION LINE 5/13 - 6/13	24.99	
		11 213 6318 3006	COMMUNICATION LINE 5/22 - 6/22	151.73	
		11 213 6318 3006	COMMUNICATION LINE 5/22 - 6/22	212.99	
		29 621 6318 3006	COMMUNICATION LINE 5/13 - 6/13	24.28	413.99
42891	U S WEST COMMUNICATIONS	27 000 3999 0000	COMMUNICATION LINES 5/28-6/28	72.96	
		27 000 3999 0000	COMMUNICATION LINES 5/28-6/28	72.96	
		29 420 6318 3036	COMMUNICATION LINE 5/25-6/25	37.65	
		11 621 6318 3006	COMMUNICATION LINE 5/25 - 6/2	34.90	
		11 621 6318 3006	COMMUNICATION LINE 5/25-6/25	37.65	
		11 621 6318 3006	COMMUNICATION LINE 5/28-6/28	584.88	
		11 621 6318 3012	COMMUNICATION LINE 5/25 - 6/2	31.30	
		11 621 6318 3012	COMMUNICATION LINE 05/26 - 06/	85.31	
		11 621 6318 3024	COMMUNICATION LINE NOVEMBER 19	37.65	
		11 621 6318 3024	COMMUNICATION LINE 5/22 - 6/22	59.83	
		11 621 6318 3024	COMMUNICATION LINE 5/25 - 6/2	21.85	
		11 621 6318 3024	COMMUNICATION LINE 5/25 - 6/2	21.85	
		11 621 6318 3024	COMMUNICATION LINE 5/25 - 6/2	17.45	
		11 621 6318 3024	COMMUNICATION LINE 5/25 - 6/2	17.45	
		11 621 6318 3024	COMMUNICATION LINE 5/25 - 6/2	34.90	
		11 621 6318 3024	COMMUNICATION LINE 5/25-6/25	37.65	
		11 621 6318 3024	COMMUNICATION LINE 5/25-6/25	17.45	
		11 621 6318 3024	COMMUNICATION LINE 5/25-6/25	37.65	
		11 621 6318 3024	COMMUNICATION LINE 5/28-6/28	712.18	
		11 621 6318 3030	COMMUNICATION LINE 5/28-6/28	530.18	
		11 621 6318 3036	COMMUNICATION LINE 5/25 - 6/2	34.90	
		11 621 6318 3036	COMMUNICATION LINE 5/25 - 6/2	21.95	
		11 621 6318 3060	COMMUNICATION LINE 5/25 - 6/2	17.45	
		11 621 6318 3060	COMMUNICATION LINE 5/25 - 6/2	17.45	
		22 621 6318 3012	COMMUNICATION LINE 5/25 - 6/2	67.47	
		28 621 6318 3018	COMMUNICATION LINE 5/28-6/28	79.53	
		29 621 6318 3006	COMMUNICATION LINE 5/25 - 6/2	21.85	
		29 621 6318 3006	COMMUNICATION LINE 5/28-6/28	53.15	
		29 621 6318 3036	COMMUNICATION LINE 5/25 - 6/2	21.85	
		29 621 6318 3036	COMMUNICATION LINE 5/28-6/28	62.91	
		29 621 6318 3036	COMMUNICATION LINE 5/25-6/25	17.45	
		31 621 6318 3012	COMMUNICATION LINE 5/25 - 6/2	67.46	
		31 621 6318 3036	COMMUNICATION LINE 5/25 - 6/2	21.95	
		31 621 6318 3042	COMMUNICATION LINE 5/25 - 6/2	43.90	
		31 621 6318 3060	COMMUNICATION LINE 5/25 - 6/2	31.30	
		31 621 6318 3066	COMMUNICATION LINE 5/25 - 6/2	52.20	
		31 621 6318 3078	COMMUNICATION LINE 5/25 - 6/2	52.20	
		32 621 6318 3012	COMMUNICATION LINE 5/25 - 6/2	67.47	
		32 621 6318 3084	COMMUNICATION LINE 5/25 - 6/2	53.06	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42891	U S WEST COMMUN ..CONTINUED	32 621 6318 3090	COMMUNICATION LINE 5/25 - 6/2	53.06	
		32 621 6318 3096	COMMUNICATION LINE 5/25 - 6/2	53.06	
		32 621 6318 3102	COMMUNICATION LINE 5/25 - 6/2	53.06	
		32 621 6318 3108	COMMUNICATION LINE 5/25 - 6/2	53.07	3,521.45
42992	U S WEST COMMUNICATIONS	28 621 6318 3018	COMMUNICATION LINE 5/28-6/28	49.01	49.01
43132	U S WEST COMMUNICATIONS	11 213 6318 3006	COMMUNICATION LINE 6/13-7/13	48.00	
		29 621 6318 3006	COMMUNICATION LINE 6/13-7/13	46.65	94.65
42770	U S WEST DIRECT	28 233 7160 0000	VARIOUS PHONE BOOKS FOR OREGON	1,628.97	1,628.97
42993	U S WEST DIRECT	28 233 7160 0000	VARIOUS PHONE BOOKS FOR OREGON	78.40	
		28 233 7160 0000	VARIOUS PHONE BOOKS FOR OREGON	8.50	86.90
42771	U S WEST PAGING	22 000 6310 0000	PAGER RENT	7.76	
		31 000 6310 0000	PAGER RENT	7.77	
		32 000 6310 0000	PAGER RENT	7.77	23.30
43133	U S WEST PAGING	22 000 6310 0000	PAGER RENT 7/1-7/31	7.77	
		31 000 6310 0000	PAGER RENT 7/1-7/31	7.77	
		32 000 6310 0000	PAGER RENT 7/1-7/31	7.76	23.30
42772	UNITED AD LABEL CO, INC.	28 233 6210 0000	ROLLS OF LABELS AS LISTED	120.15	120.15
42773	UNITED GROCERS INC	11 211 6260 0000	MISC SUPPLIES FOR 90TH ANNIV P	121.09	121.09
42892	UNITED PARCEL SERVICE	11 712 6210 0000	SHIPPER # X91-125	17.28	17.28
42893	UNITED WAY	11 000 2141 0000	DONATIONS W/H MAY,93	84.43	
		28 000 2141 0000	DONATIONS W/H MAY,93	5.00	
		29 000 2141 0000	DONATIONS W/H MAY,93	23.00	112.43
42669	USCH/WEST	11 000 2123 0000	DEFERRED COMP W/H 5/93 P/R	1,913.75	
		28 000 2123 0000	DEFERRED COMP W/H 5/93 P/R	850.00	
		29 000 2123 0000	DEFERRED COMP W/H 5/93 P/R	2,168.00	
		31 000 2123 0000	DEFERRED COMP W/H 5/93 P/R	42.00	
		32 000 2123 0000	DEFERRED COMP W/H 5/93 P/R	175.00	
		71 000 2123 0000	DEFERRED COMP W/H 5/93 P/R	120.00	5,268.75
42907	USCH/WEST	11 000 2123 0000	DEFERRED COMP W/H 6/15 P/R	1,700.25	
		28 000 2123 0000	DEFERRED COMP W/H 6/15 P/R	150.00	
		29 000 2123 0000	DEFERRED COMP W/H 6/15 P/R	985.00	
		31 000 2123 0000	DEFERRED COMP W/H 6/15 P/R	42.00	2,877.25
43005	USCH/WEST	11 000 2123 0000	DEFERRED COMP W/H & MATCH 6/93	1,675.75	
		28 000 2123 0000	DEFERRED COMP W/H & MATCH 6/93	800.00	
		29 000 2123 0000	DEFERRED COMP W/H & MATCH 6/93	2,368.00	
		31 000 2123 0000	DEFERRED COMP W/H & MATCH 6/93	42.00	
		32 000 2123 0000	DEFERRED COMP W/H & MATCH 6/93	175.00	



CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42779	WASTE MANAGEMEN ..CONTINUED	11 621 6323 3024	REFUSE DISPOSAL MAY 93	159.35	
		28 621 6323 3018	REFUSE DISPOSAL MAY 93	120.30	
		29 621 6323 3006	REFUSE DISPOSAL MAY 93	60.15	
		29 621 6323 3036	REFUSE DISPOSAL MAY 93	159.35	
		29 621 6323 3036	REFUSE DISPOSAL MAY 93	159.35	1,182.15
43137	WASTE MANAGEMENT	11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3000	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3006	REFUSE DISPOSAL JUNE 93	60.15	
		11 621 6323 3006	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3006	REFUSE DISPOSAL JUNE 93	30.90	
		11 621 6323 3024	REFUSE DISPOSAL JUNE 93	159.35	
		28 621 6323 3018	REFUSE DISPOSAL JUNE 93	120.30	
		29 621 6323 3006	REFUSE DISPOSAL JUNE 93	60.15	
		29 621 6323 3036	REFUSE DISPOSAL JUNE 93	159.35	
		29 621 6323 3036	REFUSE DISPOSAL JUNE 93	159.35	1,182.15
42995	WASTE MGMT OF OREGON, INC	11 235 6323 0000	DISP FOR DOWN TO EARTH DAY	4,247.48	4,247.48
43138	WASTE MGMT OF OREGON, INC	11 235 6020 0203	ROLLER CARTS FOR MULTI-FAM RCY	1,000.00	1,000.00
43139	WATER ENVIRON FEDERATION	32 000 6250 0000	PUBLICATIONS	57.25	57.25
42780	WATER FOOD & RESEARCH LAB	31 000 6020 0000	LEAD & COPPER SAMPLES	312.00	312.00
42897	WATER FOOD & RESEARCH LAB	31 000 6020 0000	BAC TEE SAMPLES	246.00	246.00
43140	WATER FOOD & RESEARCH LAB	31 000 6020 0000	BAC TEE SAMPLES	235.75	
		31 000 6020 0000	BAC TEE SAMPLES	45.00	280.75
42781	WATER SYSTEM SUPPLY CO	31 000 6210 0000	TAPPING BIT	227.50	227.50
42997	WESTERN POWER & EQUIPMENT	71 000 6110 0000	BACKHOE PARTS FOR #6438	72.43	72.43
42783	WHEEL GRAPHICS	11 312 6220 0000	SHIPPING FOR POLICE NOTEBOOKS	3.86	3.86
42784	WICHITA FEED & HARDWARE	22 000 6100 0000	MISCELLANEOUS HARDWARE	156.73	
		31 000 6100 0000	MISCELLANEOUS HARDWARE	292.84	
		32 000 6100 0000	MISCELLANEOUS HARDWARE	204.30	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
42784	WICHITA FEED & ..CONTINUED	71 000 6110 0000	MISCELLANEOUS HARDWARE	6.70	
		11 621 6100 0000	MISCELLANEOUS HARDWARE	97.88	758.45
42899	WICHITA FEED & HARDWARE	22 000 6100 0000	MISCELLANEOUS HARDWARE	6.48	
		31 000 6100 0000	MISCELLANEOUS HARDWARE	69.08	
		32 000 6100 0000	MISCELLANEOUS HARDWARE	101.27	
		71 000 6110 0000	MISCELLANEOUS HARDWARE	43.23	
		29,420 6100 0000	PARTS/EQUIPMENT/HARDWARE SFLYS	104.11	
		11 621 6100 0000	MISCELLANEOUS HARDWARE	216.00	540.17
42998	WOLF SUPPLY COMPANY, INC.	71 000 6100 0000	CAR & TRUCK PARTS	7.49	
		71 000 6100 0000	CAR & TRUCK PARTS	26.27	
		71 000 6100 0000	CAR & TRUCK PARTS	32.75	
		71 000 6100 0000	CAR & TRUCK PARTS	24.85	
		71 000 6100 0000	CAR & TRUCK PARTS	259.00	
		71 000 6100 0000	CAR & TRUCK PARTS	25.60	
		71 000 6100 0000	CAR & TRUCK PARTS	31.58	
		71 000 6100 0000	CAR & TRUCK PARTS	10.86	
		71 000 6100 0000	CAR & TRUCK PARTS	181.40	
		71 000 6100 0000	CAR & TRUCK PARTS	35.40	
		71 000 6100 0000	CAR & TRUCK PARTS	18.50	
		71 000 6100 0000	CAR & TRUCK PARTS	44.82	
		71 000 6100 0000	CAR & TRUCK PARTS	8.53	
		71 000 6100 0000	CAR & TRUCK PARTS	9.84	
		71 000 6100 0000	CAR & TRUCK PARTS	17.82	
		71 000 6100 0000	CAR & TRUCK PARTS	18.08	
		71 000 6100 0000	CAR & TRUCK PARTS	10.14	
		71 000 6100 0000	CAR & TRUCK PARTS	-9.38	
		71,000 6100 0000	CAR & TRUCK PARTS	6.99	760.54
43141	WORDPERFECT CORPORATION	11 511 6210 0000	WP PRESENTATIONS #WF510061932	270.50	270.50
42785	XEROX CORPORATION	28 233 6310 0000	5028 ZT/COIN 6/01/93	123.56	
		29 411 6310 0000	5028 ZTA 6/01/93	124.73	248.29
43142	XEROX CORPORATION	29 411 6310 0000	COPIER LEASE AGREEMENT	123.56	
		29 411 6310 0000	COPIER LEASE AGREEMENT	124.73	248.29
42900	YAUN YOUTH CARE CENTER	11 312 6230 0000	TASK FORCE GANG PREVENTION	250.00	250.00
42901	ZUMAR INDUSTRIES, INC	22 000 6100 0000	12" X 18" 2HR PARKING SIGNS	503.10	503.10
1301	TOTAL CHECKS		**** REPORT TOTAL ****		1078,825.26