

**CITY OF MILWAUKIE  
CITY COUNCIL MEETING  
AUGUST 5, 1997**

The one thousand seven hundred and seventy-first meeting of the Milwaukie City Council was called to order by Mayor Lomnicki at 5:05 p.m. in the Milwaukie City Hall Council Chambers. The following Councilors were present:

|   |  |
|---|--|
| Craig Lomnicki,<br>Mayor<br>Carolyn Tomei | Jean Schreiber<br>Rob Kappa<br>Don Trotter |
|---|--|

Also present:

|                               |                               |
|-------------------------------|-------------------------------|
| Dan Bartlett,<br>City Manager | Randy Bruegman,<br>Fire Chief |
|-------------------------------|-------------------------------|

**CONSENT AGENDA**

**It was moved by Councilmember Kappa and seconded by Councilmember Tomei to adopt the Consent Agenda which consisted of the following:**

- 1. City Council minutes of July 15, 1997; and**
- 2. IGA for Community Development Block Grant Sidewalk Project.**

**Motion passed unanimously.**

**AUDIENCE PARTICIPATION**

**Mart Hughes**, 3006 SE Washington. He discussed the referendum petition he recently filed with the City of Milwaukie to repeal Ordinance 1820 which adopted the Transportation System Plan. He entered a letter into the record expressing his concerns with City contacts with citizens engaged in political activities. He stated when he was chief petitioner for the Riverfront Referendum, he had concerns about losing his job because of his political position. He stated he had also been contacted by City Code Enforcement after taking a position on light rail, although that may have been coincidental. **Hughes** urged the City Council to work with staff so there would be no appearance civil rights infringements.

**Mayor Lomnicki** said the City Manager is responsible for the day-to-day operations of the City, and any problems should be reported to Bartlett to rectify.

**Hughes** said he was seeking assurances that the system would be open and fair and to express concerns with innuendoes that might be in the background.

**Mayor Lomnicki** felt City employees worked to do the right thing, and, if Hughes had a grievance, he should follow the appropriate process and go through the necessary steps to report his concerns.

**Hughes** said he was seeking a dialogue to make sure allegations would not surface in the future.

**Councilmember Schreiber** felt both she and Hughes had a firm foundation in the protection of civil rights. If Hughes felt there was a transgression, he would need to present the facts. If there has been or is a problem with someone feeling harassed because of a political position, it should be addressed openly and be evaluated on legal grounds.

**Bartlett** said any concerns with election law violations need to go the City Elections Officer who would forward the complaint to the Secretary of State for investigation. He noted the last edition of the employee newsletter contained information on state election laws and activities.

**Councilmember Schreiber** added there would be not problem with neutrality.

#### INFORMATION

1. **Councilmember Kappa** announced several young men from Milwaukie attended the Boy Scout National Jamboree and suggested they address the City Council regarding their experience. **Bartlett** suggested the August 19 meeting.
2. **Councilmember Schreiber** commented that many Milwaukie residents were participating on Clackamas County Boards and Commissions and noted that this was a very active community.
3. **Councilmember Tomei** announced the *Island Station National Night Out* event would begin at 6:30 p.m.
4. **Bartlett** announced the Regional Center Steering Committee would meet on August 21 and discussed Livable Oregon activities.

**Mayor Lomnicki** announced the City Council would meet in executive session pursuant to ORS 192.660 to discuss property acquisition immediately following adjournment of the regular session.

**Mayor Lomnicki** adjourned the meeting at 5:20 p.m.

*Pat DuVal*

Pat DuVal, City Recorder

#### Executive Session

CC Meeting Packet  
Baker

CITY OF MILWAUKIE  
CITY COUNCIL AGENDA  
AUGUST 5, 1997

NATIONAL NIGHT OUT

MILWAUKIE CITY HALL  
10722 SE Main Street

1772nd MEETING

775-531

REGULAR SESSION  
5:00 p.m.

I. **CALL TO ORDER**  
Pledge of Allegiance

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

III. **CONSENT AGENDA** *(These items are considered to be routine, and therefore, will not be allotted Council discussion time on the agenda. The items may be passed 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 July 15, 1997**
- B. **IGA for Community Development Block Grant Sidewalk Project**

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 comment card provided. The Council may limit the time allowed for presentation.)*

V. **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.)*

VI. **OTHER BUSINESS** *(These items will be presented individually by 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.)*

VII. **INFORMATION**

- A. **Monthly Financial Reports**
- B. **Center/Community Advisory Board Minutes April 11, May 9, & June 13, 1997**
- C. **Planning Commission Minutes July 8, 1997 (draft)**

VIII. **ADJOURNMENT**

**EXECUTIVE SESSION** -- *At the end of the regular meeting, the Council may hold an Executive Session under the authority of Oregon Revised Statutes 192.660 as needed.*

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

**CITY OF MILWAUKIE  
CITY COUNCIL WORK SESSION  
JULY 15, 1997**

**Mayor Lomnicki** called the work session to order at 5:00 p.m. in the second floor conference room at Milwaukie City Hall.

Councilors present: Tomei, Schreiber, Kappa, and Trotter.

Staff present: City Manager Bartlett; Assistant City Manager Richards; Public Works Director Brink; Community Development Director Collins; and Civil Engineer Bennett.

**Information Sharing**

1. **Councilmember Kappa** said the Parks District was sponsoring Skate Daze 97 on July 27 at the Aquatic Park.
2. The group discussed Councilmember Tomei's appointment to the Community Action Board, and staff was directed to follow-up with John Mullen.
3. **Councilmember Kappa** suggested announcing the series of concerts scheduled at Ardenwald Park.
4. **Councilmember Kappa** discussed his position on the Clackamas River Watershed Council as one of the Clackamas Cities alternates.

**Regional Transportation Funding**

**Mayor Lomnicki** said the statewide funding package failed for political reasons relating to the Charter School legislation. There were some concerns among the legislators, but the overall package was sound. At the last JPACT meeting, members were asked to gather input from their respective boards on how to proceed. He asked the Councilors to express their opinions on a transportation package that might include a Tri-County gas tax agreement. **Mayor Lomnicki** discussed Milwaukie's infrastructure needs and the public's demands for traffic calming devices. He noted there were efforts outside the Metro area to develop transportation funding packages which could contain sunset clauses if the legislature were to pass a statewide plan.

**Councilmember Trotter** felt it was important to consider a comprehensive strategy that would include both local and regional options.

**Mayor Lomnicki** discussed funding for not only arterials but also streets designated as collectors and below. People need to know how the money would be spent.

**Councilmember Kappa** said the key issue was to focus on preserving existing roads. The group discussed the split diamond concept at Sunnyside Road.

The group discussed the need to poll the public and to lay adequate groundwork prior to an election.

**Councilmember Kappa** suggested developing a strategy for collectors and local neighborhood streets.

**Mayor Lomnicki** said some cities have established a street utility, but he preferred a regional approach.

#### **Clackamas Basin Regional Water Supply IGA Drafting Committee**

**Bartlett** said he had designated Mike Swanson to be on the group working toward developing a 190 Agreement. **Councilmember Kappa** agreed to serve as the City Council representative.

#### **Storm Water Master Plan**

**Brink** discussed the long-standing complaints from the Island Station Neighborhood regarding storm water runoff. He felt it was appropriate to address these needs immediately since they were not contained in the Storm Water Master Plan.

**Bennett** added funds were available in the adopted budget. She discussed the concerns raised at the Neighborhood District Association (NDA) meeting in addition to runoff complaints the Public Works Department had previously received.

**Brink** reviewed the Master Plan which he expected to be finalized this month. Staff recommended Brookside as the first project. The scope of work would include: replacing the existing 24" pipe with about 2,600 feet of 48" pipe or pipes totaling 48"; and relocating the existing Johnson Creek outfall to the west. The impact to Johnson Creek's water depth was expected to be minimal, and the water quality concern would be addressed by installing a sedimentation manhole just before the outfall. He felt the National Pollutant Discharge Elimination System (NPDES) requirements would be satisfied. Testing would be done for temperature and ecoli. The engineer's estimate for the project was about \$359,000.

**Mayor Lomnicki** asked if the ditch size would be increased for additional flows. **Brink** said the existing swail system would be abandoned and the pipe moved to the west.

**Bartlett** explained staff was seeking direction to proceed with Montgomery Watson on the design services for Phase 1.

### **Paving Projects**

**Bartlett** discussed the backlog and proposed scheduled maintenance.

**Brink** discussed the continuing interest in Monroe Street and its position as a Storm Water Master Plan project. The City has about \$150,000 available annually for street improvements. He referred to staff report page 7 which contained a priority list of projects based on PMSI data. This data indicated a group of local streets needed rehabilitation more than any other class of streets in the City. Staff recommended postponing the Monroe Street Project until the underground infrastructure was dealt with as outlined in the CIP and focus on local street rehabilitation over the next three to five years.

**Councilmember Kappa** asked if the underground infrastructure would have an impact on the actual street design. **Brink** said it would not.

**Brink** discussed the rehabilitation costs and the feasibility of a road System Development Charge (SDC) or road usage fee.

**Bartlett** said the City of Wilsonville bases its fee on equivalent dwelling units and business-related trip generation.

**Councilmember Trotter** was concerned about a local effort while going out for a regional funding source. **Bartlett** discussed Washington County's gas tax and how Clackamas County was perceived as having done nothing for its share.

**Mayor Lomnicki** said this issue had come up at JPACT, and he felt strongly that problems needed to be solved from a regional perspective. He understood the City Council to say it was in favor of a regional plan based on needs expressed by the public.

**Councilmember Kappa** agreed, but he felt there should be a strategy for city-funded improvements.

**Brink** discussed assembling data for the Financial Consulting Solutions Group, Inc., (FCSG) based on the TSP to suggest a System Development Charge (SDC) amount or road usage fee. **Bartlett** added the Citizens Utility Advisory Board (CUAB) would review any proposal and make a recommendation to the City Council.

**Mayor Lomnicki** said, if jurisdictions were developing their own plans, he needed to convey that information to JPACT.

**Councilmember Schreiber** recommended a sunset clause on any jurisdiction's fees and charges if a regional plan were adopted.

**Councilmember Tomei** asked if these types of fees would have to go to a vote. **Mayor Lomnicki** said only if they were referred by initiative.

**Councilmember Schreiber** asked if Monroe Street residents were expecting this delay. **Bartlett** felt expectations were probably split, but residents needed to know it would take five to six years to coordinate with the other underground utilities.

**Councilmember Trotter** urged dispersing information through the Neighborhood District Associations (NDAs).

**Bartlett** discussed neighborhood allocations and that residents in new neighborhoods could not expect to be prioritized for improvements.

The City Council agreed it supported a regional effort with a fair allocation, and it also wanted to develop a City strategy with a sunset clause. The CUAB membership was discussed.

**Brink** estimated it would take about four months to develop an SDC recommendation and over a year for a road usage fee methodology.

The group supported a regional effort while assessing a local strategy.

**Mayor Lomnicki** adjourned the work session at 6:45 p.m.

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Pat DuVal, Recorder

**CITY OF MILWAUKIE  
CITY COUNCIL MEETING  
JULY 15, 1997**

The one thousand seven hundred and seventy-first meeting of the Milwaukie City Council was called to order by Mayor Lomnicki at 7:00 p.m. in the Milwaukie City Hall Council Chambers. The following Councilors were present:

|                          |                |
|--------------------------|----------------|
| Craig Lomnicki,<br>Mayor | Jean Schreiber |
| Carolyn Tomei            | Rob Kappa      |
|                          | Don Trotter    |

Also present:

|  |   |
|--|---|
| Dan Bartlett,<br>City Manager                | Jim Brink,<br>Public Works Director               |
| Charlene Richards,<br>Assistant City Manager | Maggie Collins,<br>Community Development Director |
| Tim Ramis,<br>City Attorney                  | Ruthanne Bennett,<br>Civil Engineer               |
|  | Dan Pava,<br>Senior Planner                       |

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

**Introduce Michelle Gregory, Neighborhood Services Coordinator**

**Bartlett** discussed the restructuring which placed Neighborhood Services in Community Services and Richards as the department head. **Richards** reviewed the hiring process that included a nationwide search and intensive assessment center. She introduced **Michelle Gregory** who began her position as Neighborhood Services Coordinator on July 7, 1997.

**National Night Out -- Proclamation and Resolution**

**Stensrud** briefly outlined the history of the National Night Out Program. Ten events were scheduled in various areas of the City, and he recommended interested residents contact their Neighborhood Associations for times and locations.

**Mayor Lomnicki** read the proclamation naming Tuesday, August 5, 1997, as *National Night Out* in the City of Milwaukie.

It was moved by Mayor Lomnicki and seconded by Councilmember Kappa to adopt the Resolution calling the August 5, 1997, regular session to order at 5:00 p.m. so City Council could participate in the National Night Out events. Motion passed unanimously.

**RESOLUTION NO. 26-1997:**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, DETERMINING THE AUGUST 5, 1997, REGULAR SESSION WILL BE CALLED TO ORDER AT 5:00 P.M.**

**CONSENT AGENDA**

It was moved by Councilmember Tomei to adopt the Consent Agenda. Councilmember Kappa seconded the motion with a correction to Regular Session Minutes page five: it should read: "He felt the proposed Goals were the best he had seen during his five years on the City Council." Councilmember Tomei accepted the friendly amendment. Motion passed unanimously.

The Consent Agenda consisted of the following:

1. City Council minutes of July 1, 1997;
2. Liquor License Application: Northwest Distribution Center, 9696 SE Omark Drive;
3. City Acceptance of 1997 Stormline Projects;
4. City Acceptance of School Zone Flashing Light Project; and
5. City Acceptance of 1995 - 1996 Waterline Upsize Project

**AUDIENCE PARTICIPATION** -- None.

**PUBLIC HEARING** -- None Scheduled

**OTHER BUSINESS**

**Transportation System Plan (TSP) -- Ordinance, second reading**

There were no staff comments.

It was moved by Councilmember Tomei and seconded by Councilmember Schreiber to read the ordinance amending the Comprehensive Plan by adopting the Transportation System Plan as an ancillary document and replacing the Transportation Goals, Objectives, and Policies in Chapter 5 with Chapter 8 of the Transportation System Plan for the second time by

title only. Motion passed 4 - 1 with the following vote: Mayor Lomnicki, Councilmember Tomei, Councilmember Schreiber, and Councilmember Trotter aye; Councilmember Kappa nay; no abstentions. The ordinance was read for the second time by title only.

It was moved by Councilmember Trotter and seconded by Councilmember Tomei to adopt the ordinance amending the Comprehensive Plan by adopting the Transportation System Plan as an ancillary document and replacing the Transportation Goals, Objectives, and Policies in Chapter 5 with Chapter 8 of the Transportation System Plan. Motion passed 4 - 1 with the following vote: Mayor Lomnicki, Councilmember Tomei, Councilmember Schreiber, and Councilmember Trotter aye; Councilmember Kappa nay; no abstentions.

**Councilmember Kappa** sought assurance from staff that the three major transportation documents, the Transportation System Plan (TSP), Lake Road Multimodal Plan, and the Neighborhood Traffic Management Program, would be consistent. **Collins** responded that staff, although it did not anticipate any inconsistencies, would review the documents.

**ORDINANCE NO. 1820:**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, AMENDING ORDINANCE NUMBER 1437, THE COMPREHENSIVE PLAN (CPA-96-01) BY ADOPTING THE TRANSPORTATION SYSTEM PLAN AS AN ANCILLARY DOCUMENT; AND REPLACING THE TRANSPORTATION ELEMENT OF THE COMPREHENSIVE PLAN WITH THE TEXT AND MAPS IN CHAPTER EIGHT OF THE TRANSPORTATION SYSTEM PLAN.**

**1997 Island Station Stormline Construction Project**

**Bennett** presented the staff report in which the City Council was requested to authorize the Public Works Department to advertise for bids to construct a stormline on 19th, 20th, and 21st Avenues between Eagle and Sparrow Streets in the Island Station Neighborhood. The estimated cost was \$200,000. Funds were available in the adopted budget, and construction was expected to begin by mid-September.

It was moved by Councilmember Tomei and seconded by Councilmember Kappa to authorize the Public Works Department to advertise for bids to construct a stormline on 19th, 20th, and 21st Avenues between Eagle and Sparrow Streets in the Island Station Neighborhood. Motion passed unanimously.

Bartlett announced Bennett's recent promotion to Civil Engineer.

**Willow Street Local Improvement District (LID) -- Resolution**

Brink presented the staff report in which the City Council was requested to adopt a resolution declaring its intent to form a Local Improvement District (LID) to construct street and storm improvements fronting 3 tax lots on Willow Street in the Lewelling Neighborhood.

The City Council approved Resolution 25-1997 directing staff to prepare the preliminary engineering. The engineer's report included topographical and assessor's maps of the affected properties and preliminary plans, specifications, and estimates of the work. Two of the three property owners had previously signed developer's agreements waiving the right to remonstrate. Staff recommended the City Council declare its intent to form the LID and continue with the process.

It was moved by Councilmember Kappa and seconded by Councilmember Tomei to adopt a resolution declaring the intent to form a Local Improvement District to construct street and storm improvements fronting 3 tax lots on Willow Street in the Lewelling Neighborhood. Motion passed unanimously.

**RESOLUTION NO. 27-1997:**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, DECLARING THE INTENT TO FORM A LOCAL IMPROVEMENT DISTRICT TO CONSTRUCT STREET AND STORM IMPROVEMENTS IN THE AREA OF LEWELLING, ADOPTING THE PRELIMINARY ENGINEERING REPORT, CALLING FOR A PUBLIC HEARING, AND DIRECTING THAT NOTICE OF THE HEARING BE GIVEN.**

Brink said the Public Hearing would be scheduled for August 19, 1997.

**Consider Waiving Purchasing Rules and Awarding Personal Services Contracts for Implementation of City Service Area Expansion Goal**

**Bartlett** presented the staff report in which the City Council was requested to waive the screening and selection policy for personal service contracts and authorize the City Manager to sign agreements with Michael F. Swanson & Associates (\$51,000) and Kent Layden Solutions (\$15,625). The goal was to move toward completion of Urban Service Agreements within Milwaukie's Urban Growth area. He reviewed the City's purchasing rules. Both individuals have been involved with City projects, and awarding these contracts would provide continuity. He also requested authority to sign a full-year agreement. Funds were budgeted for this process.

**Councilmember Kappa** referred to staff report page 10 and asked for additional information on Layden's interview process and Council's involvement. **Bartlett** said Layden had previously conducted similar opinion leader surveys for the City of Milwaukie. He outlined the process that would probably include a series of key stakeholder interviews with City Council being involved at critical checkpoints during the process.

**Councilmember Schreiber** asked if the City Council could expect the consultants to complete their work within the dollar amount stated in the agreements. **Bartlett** said Layden's contract focuses on interviews, and Swanson's contract was based on deliverables.

**It was moved by Councilmember Kappa and seconded by Councilmember Tomei to waive the screening and selection policy for personal service contracts and authorize the City Manager to sign agreements with Michael F. Swanson & Associates (\$51,000) and Kent Layden Solutions (\$15,625). Motion passed unanimously.**

**Consider Planning Commission Request for MDDA Representation during Regional Center Review Process**

**Bartlett** presented the staff report in which the City Council was asked to consider a Planning Commission request to have a Milwaukie Downtown Development Association (MDDA) representative sit with the Commission during its review of the proposed code changes.

**Councilmember Trotter** felt it was premature to establish this direction since the Regional Center Master Plan had not been adopted.

**Councilmember Kappa** agreed and commented he had additional thoughts on the Plan he wanted to bring forward.

**Councilmember Tomei** supported including an MDDA member but felt there should be more discussion on how to proceed.

**Councilmember Schreiber** was concerned it was not appropriate to name an additional member to the policy-making group before the framework was developed.

**Mayor Lomnicki** agreed with the Councilors' previous comments and did not feel a decision was necessary at this time.

**Councilmember Trotter** added the Planning Commission should be composed of the same members until the Steering Committee provides further direction. He appreciated the Planning Commission's foresight and concern with this issue.

### **INFORMATION**

1. **Mayor Lomnicki** announced concerts at Ardenwald Park each Thursday in August beginning at 7:00 p.m.
2. **Councilmember Kappa** announced Skate Daze 97 at the Aquatic Park on July 27.
3. **Bartlett** noted the Iwaki Jr. High Exchange Program would begin July 28.

**Mayor Lomnicki** announced an executive session would be held immediately following adjournment of the regular session to discuss personnel evaluation and property acquisition pursuant to ORS 192.660.

**Mayor Lomnicki** adjourned the regular session at 7:45 p.m.

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Pat DuVal  
City Recorder



**MEMORANDUM**

July 21, 1997

**TO:** Mayor and City Council

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

**FROM:** Jim Brink, Public Works Director } *JB 7-21-97*

**SUBJECT:** IGA between City of Milwaukie and Clackamas County for the CDBG Block Grant (Sidewalk) Project (Project No. RD-97-5)

**Action Requested:** Approval of and signature on three (3) copies of the IGA between City of Milwaukie and Clackamas County for the CDBG Block Grant (Sidewalk) Project (Attachment A)

**Purpose:** Continue the CDBG Block Grant (Sidewalk) Project through the approval of the IGA between City of Milwaukie and Clackamas County.

**Discussion:**

1. The CDBG Block Grant project involves primarily sidewalk, curb, storm improvements on four (4) street sections in the following priority (also see attached map):

- \* 37th Av from Harrison St to Washington St
- \* 42nd Av from Monroe St to Washington St
- \* Olsen St from 40th Av to 42nd Av
- \* Washington St from 37th Av to 42nd Av

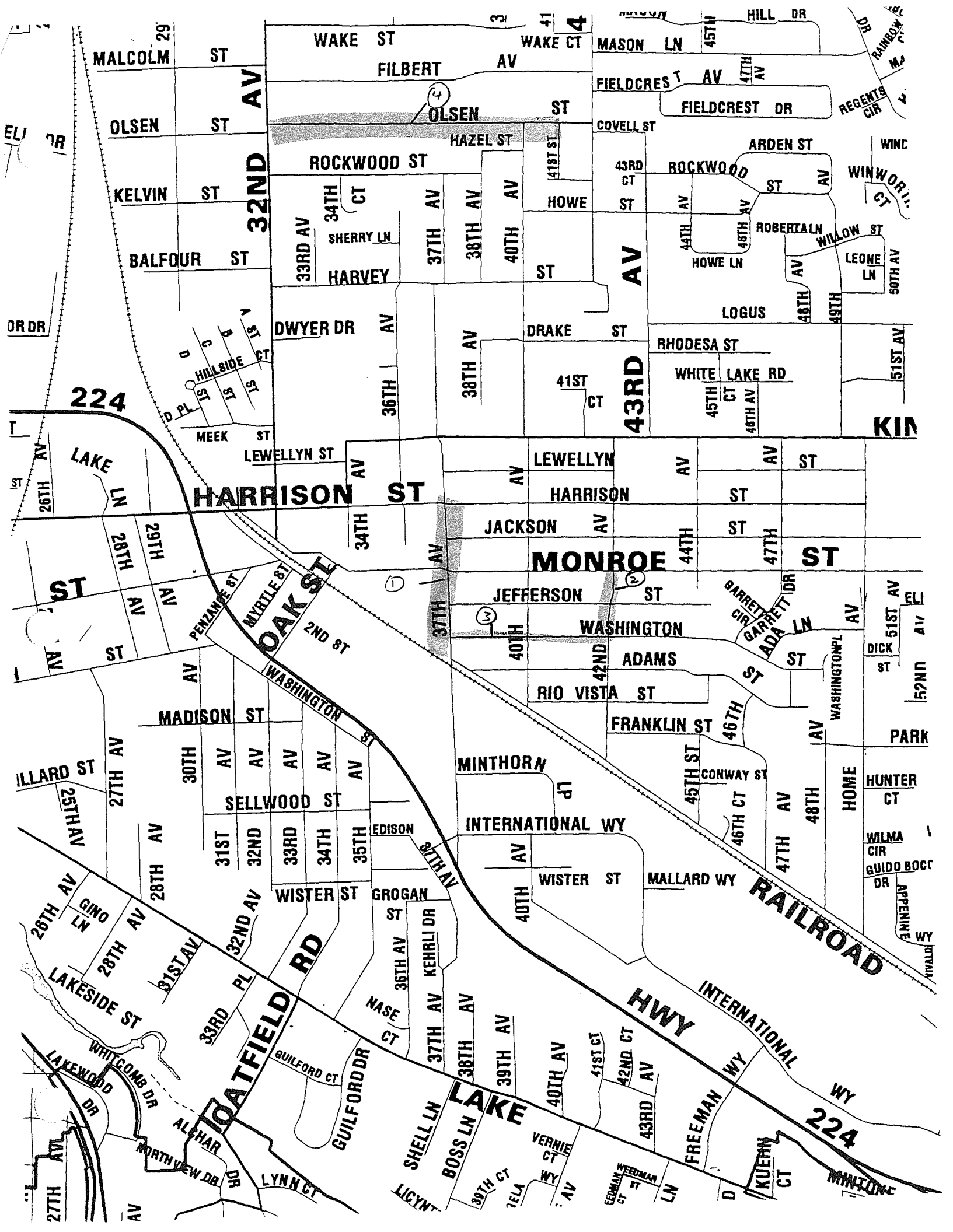
2. All four street sections may not be constructed if there is not sufficient funding. Funding is as follows: CDBG - \$235,000 and City Match - \$58,750. All four sections will be designed. Once the Engineer cost estimate is prepared, the City can make a final decision on how much work can be afforded. The cost of design is included in the City match. Project RD-97-5 is included in the FY97-98 budget; funding is shared between Streets and Storm.

3. City has entered into a Personal Services Contract with **LIN & ASSOCIATES, INC** to do the field survey, preliminary design, final design and construction (project) management for the CDBG (sidewalk) project.

COMMUNITY DEVELOPMENT • PUBLIC WORKS  
6101 SE JOHNSON CREEK BLVD.  
MILWAUKIE, OREGON 97206  
PHONE: (503) 786-7600 • FAX: (503) 774-8236

4. The IGA has been reviewed and approved by Paul Elsner from the City Attorney's office. Paul and the County attorney worked out solutions to Paul's concerns.

streets\rd975\_1.doc



WAKE ST WAKE CT MASON LN 45TH HILL DR  
 FILBERT AV FIELDCREST AV 47TH AV  
 OLSEN ST OLSEN ST FIELDCREST DR REGENTS CIR  
 COVELL ST ARDEN ST WINC  
 ROCKWOOD ST HAZEL ST 41ST ST WINWORI  
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**INTERGOVERNMENTAL AGREEMENT**  
**BETWEEN**  
**CLACKAMAS COUNTY, OREGON**  
**AND**  
**MILWAUKIE, OREGON**

**I. PURPOSE**

This Agreement is entered into between Clackamas County (COUNTY) and Milwaukie (CITY) for the cooperation of units of local government under the authority of ORS 190.010. This Agreement provides the basis for a cooperative working relationship for the purpose of constructing sidewalks and appurtenant facilities in low and moderate income areas of the CITY.

Locations of improvements that may be included within the scope of this Agreement are:

- 42nd Ave. between Washington and Monroe St.
- Washington between 37th Ave. and 42nd Ave.
- Olsen between 42nd Ave. And 40th Ave.
- 37th Ave. between Monroe and Washington
- 37th Ave. between Harrison and Monroe

**II. SCOPE OF COOPERATION**

The parties to this Agreement hereby agree to assume the following responsibilities for the implementation of improvements included herein:

**A. Responsibilities of the CITY:**

1. The CITY agrees to contribute the greater of:
  - a. Twenty percent (20%) of the total cost of Project design and construction, or
  - b. All costs for engineering design and construction which exceed available CDBG funds budgeted for the Project (see Section III).
2. The CITY shall provide all necessary supervisory and administrative support to assist the COUNTY with the completion of the Project.
3. The CITY shall initiate and apply for all easements, permits and rights of way necessary for completion of the Project.
4. The CITY shall provide engineering services for the design and construction oversight of the Project. Such services shall be provided at no cost to the COUNTY and without reimbursement by CDBG funds. The CITY shall assume responsibility for ensuring the following:
  - a. The CITY shall hire a registered professional engineer (herein after referred to as Engineer) to prepare all plans and specifications necessary to publicly bid the

Intergovernmental Agreement between Clackamas County and the City of Milwaukie, Oregon  
for construction of sidewalk improvements

Project for award to a construction contractor (herein after referred to as Contractor) and provide construction oversight.

- b. The Engineer hired by the CITY must maintain comprehensive general (including contractual liability) and automobile liability insurance in the amount of not less than \$500,000 combined single limit per occurrence/\$1,000,000 general annual aggregate for personal injury and property damage for the protection of the COUNTY, its officers, commissioners and employees against liability for damages because of personal injury, bodily injury, death or damage to property, including loss of use thereof, in any way related to Engineer's or any of Engineer's subcontractor's performance of this Agreement.
  - c. The Engineer hired by the CITY must maintain professional liability insurance in an amount of not less than \$500,000 per claim. Such insurance shall include limited contractual liability coverage and shall provide for thirty days prior written notice to the COUNTY in event of cancellation. The Engineer shall endeavor to use good faith in order to maintain in force such coverage for not less than three (3) years following completion of the Project. The COUNTY, at its option, may require a complete copy of the above policy and evidence of required coverage.
  - d. The insurance outlined in II.A.4(b) shall include the COUNTY as an additional insured and refer to and support the Engineer's obligation to hold harmless the COUNTY, its officers, commissioners and employees. Such insurance shall provide 30 days' written notice to the COUNTY in the event of cancellation, nonrenewal, or material change and include a statement that no act on the part of the insured shall affect the coverage afforded to the COUNTY under this insurance. The insurance company will provide written notice to the COUNTY within thirty (30) days after any reduction on the general annual aggregate limit.
  - e. The CITY agrees to require the Engineer to furnish the COUNTY evidence of the insurance required in II.A.4(b) and (c).
  - f. Responsibilities of the Engineer shall include, but not be limited to, the following:
    - (i) During construction act as the representative of the COUNTY. As such the Engineer shall endeavor to guard the COUNTY against apparent defects and deficiencies in the permanent work constructed by the Contractor.
    - (ii) All reports and recommendations concerning construction shall be submitted to the COUNTY for their approval.
    - (iii) In the event modifications to the construction contract, which result in an increase in the contract amount, are made without the prior approval of the COUNTY, CITY shall be solely responsible for these modifications.
5. The CITY agrees to provide funds to the COUNTY as requested by the COUNTY under II.B.6 in the following manner:
- a. At such time as the Contractor is entitled to payment (including any change orders) in excess of available CDBG funds, and upon receipt of request for

Intergovernmental Agreement between Clackamas County and the City of Milwaukie, Oregon  
for construction of sidewalk improvements

payment from the COUNTY, the CITY will pay to the COUNTY the difference between remaining available CDBG funds and the amount owed the Contractor. The CITY shall make payment to the COUNTY such funds which are owed to the Contractor within ten (10) days of a written request.

- b. If, upon completion of the construction contract, the CITY's matching contribution, (including engineering and related costs) is less than the minimum stated in II.A.1(a) the CITY will pay to the COUNTY sufficient additional payment to bring CITY participation to 20% of total Project engineering and construction cost. For Project engineering the CITY will be credited with documented costs paid to outside engineering consultant(s).

The CITY will make payment of any funds needed to satisfy the minimum matching requirement within thirty (30) days of written request by the COUNTY.

6. The CITY shall, upon completion of construction to all appropriate specifications, accept the Project. Upon acceptance, the CITY will assume all rights and responsibilities as owner of the Project.
7. The CITY shall ensure the preservation and maintenance of the improvements for public use for their useful life in accordance with the provisions of Section 12.04.010 of the Milwaukie Municipal Code.

**B. Responsibilities of the COUNTY:**

1. The COUNTY will apply CDBG funds in the amount of \$235,000 to the Project. COUNTY funds will be applied to the cost of construction work and will not be used to pay for engineering services.
2. The COUNTY shall provide reasonable and necessary staff for administration of the Project.
3. The COUNTY will conduct an environmental assessment of the Project as required by applicable federal regulations.
4. The COUNTY will appropriately bid and contract for construction of the Project improvements and, with the advice of the CITY, will approve changes, modifications, or amendments as necessary to serve the public interest.
5. In such contract(s) the COUNTY will act as the agent of the CITY.
6. The COUNTY agrees to provide and administer available CDBG funds granted by the U.S. Department of Housing and Urban Development (HUD) to finance the Project and to utilize said funds first to pay for construction work.
7. At such time as invoices are received for construction work in excess of available CDBG funds the COUNTY will request payment from the CITY of the difference between remaining available CDBG funds and the amount owed any Contractor. If, upon completion of construction, the CITY's contribution is less than the minimum stated in II.A.1 (b) the COUNTY will request payment of the amount needed to bring the CITY's participation up to 20% of total Project cost.

C. The COUNTY and CITY agree to jointly:

1. Review all design, material selection and contract documents for the Project.
2. Prior to execution of any construction contract review the CITY's financial participation in the Project. In the event the Project can not be completed with available funds the COUNTY and CITY will jointly determine the priorities of the improvements to be made within funding limits.
3. Review proposed changes in the work and incorporate changes in the Project which are within the available budget and which appear to be in the CITY's best interest.

**III. PROJECT BUDGET**

Funds budgeted for the Project include CDBG funds contributed by the COUNTY and CITY funds in the following amounts:

|                                 |               |
|---------------------------------|---------------|
| Clackamas County (FY 1997 CDBG) | \$235,000     |
| City of Milwaukie               | <u>58,750</u> |
| Total Project Budget            | \$293,750     |

**IV. PROJECT SCHEDULE**

It is acknowledged that time is of the essence due to the need for planned improvements and applicable federal requirements that CDBG funded activities be carried out in a timely manner (reference 24 CFR 570.902). The parties hereby agree to make all reasonable efforts to utilize available CDBG funds to complete improvements to be implemented under the terms of this Agreement during the 1997 Community Development program year.

**V. LIAISON RESPONSIBILITY**

Jim Brink will act as liaison from the CITY for this Project. Doug Youngsma will act as liaison from the COUNTY.

**VI. SPECIAL REQUIREMENTS**

- A. The COUNTY and CITY agree to comply with all applicable local, state, and federal ordinances, statutes, laws and regulations.
- B. Subject to the limits of the Oregon Tort Claims Act, each of the parties agrees to hold harmless and indemnify the others, and their elected and appointed officials, agents, and employees, from and against all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, arising on account of personal injuries, death or damage to property caused by or resulting from their own acts or omissions or those of their officials, agents and employees provided however, that once the CITY accepts the Project following the design and construction phases, it will assume all responsibility for claims made thereafter against the COUNTY or its officers, agents or

Intergovernmental Agreement between Clackamas County and the City of Milwaukie, Oregon  
for construction of sidewalk improvements

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- employees pertaining to the design and construction of the Project, and will indemnify and defend them therefor.
- C. Record and Fiscal Control System. All payroll and financial records pertaining in whole or in part to this Agreement shall be clearly identified and readily accessible. Such records and documents shall be retained for a period of three (3) years after receipt of final payment under this Agreement; provided that any records and documents that are the subject of audit findings shall be retained for a longer time until such audit findings are resolved.
- D. Access to Records. The COUNTY, the State of Oregon and the Federal Government, and their duly authorized representatives shall have access to the books, documents, papers, and records of the CITY which are directly pertinent to the Agreement for the purpose of making audit, examination, excerpts, and transcripts.
- E. This Agreement is expressly subject to the debt limitation of the Oregon Constitution, and is contingent upon funds being appropriated therefor. Any provisions herein which would conflict with law are deemed inoperative to that extent. Obligations of the COUNTY are also expressly subject to the COUNTY receiving funds from HUD for this project and in no event shall the COUNTY's financial contribution exceed the amount finally granted, released and approved by HUD for this project.
- F. Conflict of Interest. No officer, employee, or agent of the CITY or COUNTY who exercises any functions or responsibilities in connection with the planning and carrying out of the Block Grant Program, or any other person who exercises any functions or responsibilities in connection with the program, shall have any personal financial interest, direct or indirect, in the use of the funds provided pursuant to this Agreement, and the Parties shall take appropriate steps to assure compliance. The Parties will insure that no contractor, subcontractor, contractor's employee or subcontractor's employee has or acquires any interest, direct or indirect, which would conflict in any manner or degree with the performance of his services.
- G. Insurance. As between the COUNTY and CITY, the CITY will bear the risk of loss from fire, extended coverage, and may at its option purchase and maintain property insurance on all affected CITY property. As between the COUNTY and CITY, the CITY will bear the risk of loss from accidents coverable by owner's liability insurance and may, at its option, maintain such insurance. The COUNTY and CITY are the only parties entitled to enforce this contract. Nothing in this contract gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of this contract.
- H. Nondiscrimination. The CITY and the COUNTY agree to comply with all Federal, State, and local laws prohibiting discrimination on the basis of age, sex, marital status, race, creed, color, national origin, familial status, or the presence of any mental or physical handicap. These requirements are specified in ORS chapter 659; Section 109 of the Housing and Community Development Act of 1974; Civil Rights Act of 1964, Title VII; Fair Housing Amendments Act of 1988; Executive Order 11063; Executive Order

Intergovernmental Agreement between Clackamas County and the City of Milwaukie, Oregon  
for construction of sidewalk improvements

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11246; and Section 3 of the Housing and Urban Development Act of 1968; all as amended; and the regulations promulgated thereunder.

- I. Handicapped Accessibility. The CITY agrees that all improvements made under this Agreement shall comply with standards set for facility accessibility by handicapped persons required by the Architectural Barriers Act of 1968, as amended. Design standards for compliance are contained in 24CFR 8.31-32 and the document entitled Uniform Federal Accessibility Standards published by HUD in April, 1988 as a joint effort with other Federal agencies.
- J. Nonsubstituting for Local Funding. The CDBG funding made available under this Agreement shall not be utilized by the CITY to reduce substantially the amount of local financial support for community development activities below the level of such support prior to the availability of funds under this Agreement.
- K. Evaluation. The CITY agrees to participate with the COUNTY in any evaluation project or performance report, as designed by the COUNTY or the appropriate Federal department, and to make available all information required by any such evaluation process.
- L. Audits and Inspections. The CITY will ensure that the COUNTY, the Secretary of HUD, the Comptroller General of the United States, or any of their duly authorized representatives shall have access to all books, accounts, records, reports, files, and other papers or property pertaining to the funds provided under this agreement for the purpose of making surveys, audits, examinations, excerpts, and transcripts.
- M. Acquisition. If completion of the project requires acquisition of any real property the parties agree to comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as amended.

## VII. AMENDMENT

This Agreement may be amended at any time with the concurrence of both parties. Amendments become a part of this Agreement only after the written amendment has been signed by both parties.

## VIII. TERM OF AGREEMENT

- A. This Agreement becomes effective when it is signed by both parties.
- B. The term of this Agreement is a period beginning when it becomes effective and ending five (5) years after closeout of the COUNTY's participation in the entitlement CDBG program.
- C. This Agreement may be suspended or terminated prior to the expiration of its term by:
  - 1. Written notice provided by the COUNTY in accordance with 24 CFR 85.43 resulting from material failure by the CITY to comply with any term of this Agreement, or;
  - 2. Mutual agreement by the COUNTY and CITY in accordance with 24 CFR 85.44.

Intergovernmental Agreement between Clackamas County and the City of Milwaukie, Oregon  
for construction of sidewalk improvements

D. Upon completion of improvements or upon termination of this Agreement, any unexpended balances of CDBG funds shall remain with the COUNTY.

MILWAUKIE, OREGON

CLACKAMAS COUNTY

Chair: Ed Lindquist  
Commissioner: Judie Hammerstad  
Commissioner: Bill Kenemer

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

Signing on Behalf of the Board.

\_\_\_\_\_  
Dan Bartlett, City Manager

\_\_\_\_\_  
Jono Hildner, Director  
Department of Human Services

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**TO:** CITY COUNCIL and BUDGET COMMITTEE,  
CITY OF MILWAUKIE, OREGON

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

**FROM:** Angus M. Anderson, Finance Director *Am*

**DATE:** July 18, 1997

**RE:** Monthly Financial Reports

This report is the financial report for June 30, 1997, covering almost the full fiscal year which began on July 1, 1996. ALTHOUGH THIS REPORT COVERS THE FULL TWELVE MONTH FISCAL YEAR, IT IS NOT CONSIDERED A FISCAL YEAR END REPORT. THERE STILL REMAIN YEAR END ACCRUAL OF EXPENDITURES (paid in new fiscal year but are expenditures of FY 96-97), CLOSING ADJUSTEMENTS AND FINALLY, AUDIT ADJUSTMENTS. THE FINAL YEAR END REPORT WILL BE THE ISSUANCE OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) ISSUED IN NOVEMBER OR DECEMBER. Although, this is considered a month end report, the figures will not change substantially between now and issuance of the CAFR.

The included reports are:

- A) PROGRAM SUMMARY:** This report is presented in exactly the same format as was used in the Budget Document. This provides a view of the adopted budget, year to date results (through June), budget balance and full year projections for each program that is budgeted.
- B) APPROPRIATION REPORT:** This report presents all FUNDS and APPROPRIATION CATEGORIES as adopted by City Council. Presented are figures for adopted budget, year to date results (through June), budget balance and full year projections for each fund and appropriation category.
- C) REVENUE REPORT:** This report presents all FUNDS and all major resource classification in each fund. It also presents the adopted budget, year to date results (through June), budget balance and full year projections for each classification and fund.
- D) FUND BALANCE REPORT:** This report is a true "snapshot" of the fund balances as of one day in time, in this case June 30, 1997. The results presented are Total Revenues, Total Expenditures and Fund Balance (always resulting in a zero for budget presentation). These classifications are shown as adopted budget, year to date results, budget balance and full year projections. As this is a snapshot that changes monthly, there isn't much emphasis placed on this report until nearing the end of the fiscal year. Until that time the report is considered to contain very preliminary data.

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

PROGRAM STATUS REPORT  
WITH FYE PROJECTIONS

| PROGRAM                                  | FY 1996-97<br>budget | YTD<br>6/30/97 | balance     | PROJECTION<br>6/30/97 | OVER/<br>(UNDER) |
|--|----------------------|----------------|-------------|-----------------------|------------------|
| <b>LEGISLATIVE</b>                       |                      |                |             |                       |                  |
| Total Expenditures                       | \$40,810             | \$40,485       | \$325       | \$40,500              | \$310            |
| <b>ADMINISTRATION/COMMUNITY SERVICES</b> |                      |                |             |                       |                  |
| City Manager                             | 109,946              | 122,761        | -12,815     | 123,098               | (13,152)         |
| City Records                             | 114,197              | 113,181        | 1,016       | 114,018               | 179              |
| Data Processing                          | 286,094              | 207,972        | 78,122      | 225,000               | 61,094           |
| Neighborhood Services                    | 114,407              | 81,729         | 32,678      | 93,342                | 21,065           |
| City Attorney                            | 109,100              | 86,770         | 22,330      | 95,000                | 14,100           |
| Human Resources                          | 213,202              | 201,763        | 11,439      | 202,600               | 10,602           |
| Recycling Programs                       | 165,209              | 128,236        | 36,973      | 130,050               | 35,159           |
| Parks Land Acquisition                   | 1,626,554            | 353,679        | 1,272,875   | 355,000               | 1,271,554        |
| Ledding Library                          | 1,337,104            | 936,393        | 400,711     | 940,500               | 396,604          |
| Public Safety Bldg Const                 | 152,255              | 123,203        | 29,052      | 135,000               | 17,255           |
| Total Expenditures                       | \$4,228,068          | \$2,355,687    | \$1,872,381 | \$2,413,608           | \$1,814,460      |
| <b>PUBLIC SAFETY</b>                     |                      |                |             |                       |                  |
| Police Administration                    | 193,763              | 191,140        | 2,623       | 191,956               | 1,807            |
| Police Field Services                    | 2,861,109            | 2,868,782      | -7,673      | 2,874,088             | (12,979)         |
| Police Support Services                  | 182,414              | 170,618        | 11,796      | 170,649               | 11,765           |
| Emergency Dispatch                       | 397,787              | 371,223        | 26,564      | 374,150               | 23,637           |
| Fire Administration                      | 773,721              | 120,929        | 652,792     | 122,000               | 651,721          |
| Fire Operations                          | 2,529,718            | 2,438,538      | 91,180      | 2,445,000             | 84,718           |
| Fire Prevention                          | 160,641              | 152,576        | 8,065       | 153,000               | 7,641            |
| Emergency Radio Comm                     |                      |                |             |                       |                  |
| Total Expenditures                       | \$7,099,153          | \$6,313,807    | \$785,346   | \$6,330,843           | \$768,310        |
| <b>COMMUNITY DEVELOPMENT</b>             |                      |                |             |                       |                  |
| Total Expenditures                       | \$711,902            | \$648,338      | \$63,564    | \$654,735             | \$57,167         |
| <b>PUBLIC WORKS</b>                      |                      |                |             |                       |                  |
| Public Works Administration              | 308,061              | 264,095        | 43,966      | 266,000               | 42,061           |
| Public Works Engineering                 | 448,141              | 345,587        | 102,554     | 348,500               | 99,641           |
| Building                                 | 352,185              | 261,098        | 91,087      | 266,038               | 86,147           |
| Electrical Inspection                    | 58,300               |                | 58,300      | 50,000                | 8,300            |
| Plumbing Inspection                      | 58,300               |                | 58,300      | 50,000                | 8,300            |
| Code Enforcement Abatement               | 62,000               | 69             | 61,931      | 70                    | 61,930           |
| State Gas Tax/Street Repair              | 1,510,124            | 1,174,446      | 335,678     | 1,249,875             | 260,249          |
| Bike Path                                | 39,493               | 3,155          | 36,338      | 3,200                 | 36,293           |
| Water                                    | 3,563,358            | 1,517,126      | 2,046,232   | 1,531,000             | 2,032,358        |
| Water SDC                                | 275,216              | 3,272          | 271,944     | 3,300                 | 271,916          |
| Sewer                                    | 3,064,582            | 2,181,412      | 883,170     | 2,196,000             | 868,582          |
| Sewer SDC                                | 789,569              | 8,192          | 781,377     | 8,200                 | 781,369          |
| Storm Sewer                              | 1,145,198            | 696,672        | 448,526     | 730,175               | 415,023          |
| Storm Sewer SDC                          | 79,411               | 1,440          | 77,971      | 1,450                 | 77,961           |
| Fleet Services                           | 553,595              | 518,487        | 35,108      | 526,000               | 27,595           |
| Facilities Maintenance                   | 500,964              | 432,696        | 68,268      | 484,756               | 16,208           |
| Public Parking Facilities                | 42,346               | 14,654         | 27,692      | 14,750                | 27,596           |
| Total Expenditures                       | \$12,850,843         | \$7,422,400    | \$5,428,443 | \$7,729,314           | \$5,121,529      |
| <b>FINANCE</b>                           |                      |                |             |                       |                  |
| Finance Administration                   | 168,948              | 160,254        | 8,694       | 163,500               | 5,448            |
| General Government                       | 317,322              | 203,746        | 113,576     | 215,614               | 101,708          |
| Municipal Court                          | 208,222              | 181,797        | 26,425      | 185,671               | 22,551           |
| Accounting                               | 250,443              | 219,598        | 30,845      | 223,000               | 27,443           |
| Intergovernmental/Intertund              | 3,781,804            | 3,316,174      | 465,630     | 3,316,277             | 465,527          |
| PSB Debt Service                         | 995,769              | 455,315        | 540,454     | 455,315               | 540,454          |
| Photocopier                              | 49,167               | 55,410         | -6,243      | 56,500                | (7,333)          |
| Telephone                                | 91,956               | 72,867         | 19,089      | 73,500                | 18,456           |
| Knutson Cemetery Trust                   | 40,714               |                | 40,714      |                       | 40,714           |
| Forfeiture Trust                         | 5,000                | 1,000          | 4,000       | 1,000                 | 4,000            |
| Total Expenditures                       | \$5,909,345          | \$4,666,159    | \$1,243,186 | \$4,690,377           | \$1,218,968      |
| <b>TOTAL ALL PROGRAMS</b>                |                      |                |             |                       |                  |
| Total Expenditures                       | \$30,840,121         | \$21,446,877   | \$9,393,244 | \$21,859,376          | \$8,980,745      |

APPROPRIATION REPORT  
WITH FYE PROJECTIONS

| FUND                                   | APPROPRIATION CATEGORY           | FY 1996-97<br>APPROPRIATION | YTD<br>6/30/97     | balance            | PROJECTION<br>6/30/97 | OVER/<br>(UNDER)   |
|--|----------------------------------|-----------------------------|--------------------|--------------------|-----------------------|--------------------|
| <b>GENERAL FUND</b>                    |                                  |                             |                    |                    |                       |                    |
|  | Administration/Community Service | 279,616                     | 209,965            | 69,651             | 223,392               | 56,224             |
|  | Police Services                  | 3,451,320                   | 3,425,397          | 25,923             | 3,432,298             | 19,022             |
|  | Community Development            | 711,902                     | 648,338            | 63,564             | 654,735               | 57,167             |
|  | Public Works                     | 468,785                     | 261,098            | 207,687            | 366,038               | 102,747            |
|  | Finance                          | 208,222                     | 181,797            | 26,425             | 185,671               | 22,551             |
|  | Transfers                        | 3,614,304                   | 3,316,174          | 298,130            | 3,316,277             | 298,027            |
|  | Contingency                      | 167,500                     |                    | 167,500            |                       | 167,500            |
|  | <b>TOTAL GENERAL FUND</b>        | <b>\$8,901,649</b>          | <b>\$8,042,768</b> | <b>\$858,881</b>   | <b>\$8,178,410</b>    | <b>\$723,239</b>   |
| <b>CODE ENFORCEMENT ABATEMENT FUND</b> |                                  |                             |                    |                    |                       |                    |
|  | Public Works                     | 50,000                      | 69                 | 49,931             | 70                    | 49,930             |
|  | Contingency                      | 12,000                      |                    | 12,000             |                       | 12,000             |
|  | <b>CODE ENFORCMNT ABATMNT</b>    | <b>\$62,000</b>             | <b>\$69</b>        | <b>\$61,931</b>    | <b>\$70</b>           | <b>\$61,930</b>    |
| <b>STATE GAS TAX/ST REPAIR FND</b>     |                                  |                             |                    |                    |                       |                    |
|  | Public Works                     | 1,478,916                   | 1,174,446          | 304,470            | 1,249,875             | 229,041            |
|  | Contingency                      | 31,208                      |                    | 31,208             |                       | 31,208             |
|  | <b>TOTAL STATE GAS TAX FUND</b>  | <b>\$1,510,124</b>          | <b>\$1,174,446</b> | <b>\$335,678</b>   | <b>\$1,249,875</b>    | <b>\$260,249</b>   |
| <b>BIKE PATH FUND</b>                  |                                  |                             |                    |                    |                       |                    |
|  | Public Works                     | 3,151                       | 3,155              | (4)                | 3,200                 | (49)               |
|  | Contingency                      | 36,342                      |                    | 36,342             |                       | 36,342             |
|  | <b>TOTAL BIKE PATH FUND</b>      | <b>\$39,493</b>             | <b>\$3,155</b>     | <b>\$36,338</b>    | <b>\$3,200</b>        | <b>\$36,293</b>    |
| <b>STORM SEWER SDC FUND</b>            |                                  |                             |                    |                    |                       |                    |
|  | Public Works                     | 1,440                       | 1,440              |                    | 1,450                 | (10)               |
|  | Contingency                      | 77,971                      |                    | 77,971             |                       | 77,971             |
|  | <b>TOTAL STORM SEWER SDC FND</b> | <b>\$79,411</b>             | <b>\$1,440</b>     | <b>\$77,971</b>    | <b>\$1,450</b>        | <b>\$77,961</b>    |
| <b>WATER SDC FUND</b>                  |                                  |                             |                    |                    |                       |                    |
|  | Public Works                     | 3,272                       | 3,272              | (0)                | 3,300                 | (28)               |
|  | Contingency                      | 271,944                     |                    | 271,944            |                       | 271,944            |
|  | <b>TOTAL WATER SDC FND</b>       | <b>\$275,216</b>            | <b>\$3,272</b>     | <b>\$271,944</b>   | <b>\$3,300</b>        | <b>\$271,916</b>   |
| <b>SEWER SDC FUND</b>                  |                                  |                             |                    |                    |                       |                    |
|  | Public Works                     | 8,192                       | 8,192              | (0)                | 8,200                 | (8)                |
|  | Contingency                      | 781,377                     |                    | 781,377            |                       | 781,377            |
|  | <b>TOTAL SEWER SDC FUND</b>      | <b>\$789,569</b>            | <b>\$8,192</b>     | <b>\$781,377</b>   | <b>\$8,200</b>        | <b>\$781,369</b>   |
| <b>PARKS &amp; REC DISTRICT FUND</b>   |                                  |                             |                    |                    |                       |                    |
|  | Administration/Community Service | <b>\$1,626,554</b>          | <b>\$353,679</b>   | <b>\$1,272,875</b> | <b>\$355,000</b>      | <b>\$1,271,554</b> |
| <b>LIBRARY SERVICES FUND</b>           |                                  |                             |                    |                    |                       |                    |
|  | Administration/Community Service | 1,187,792                   | 936,393            | 251,399            | 940,500               | 247,292            |
|  | Contingency                      | 149,312                     |                    | 149,312            |                       | 149,312            |
|  | <b>TOTAL LIBRARY SRVCS FUND</b>  | <b>\$1,337,104</b>          | <b>\$936,393</b>   | <b>\$400,711</b>   | <b>\$940,500</b>      | <b>\$396,604</b>   |
| <b>PUBLIC SAFETY FUND</b>              |                                  |                             |                    |                    |                       |                    |
|  | Police Services                  | 183,753                     | 176,366            | 7,387              | 178,545               | 5,208              |
|  | Fire-Rescue Services             | 2,952,995                   | 2,712,044          | 240,951            | 2,720,000             | 232,995            |
|  | Emergency Radio Communications   |                             |                    |                    |                       |                    |
|  | Contingency                      | 511,085                     |                    | 511,085            |                       | 511,085            |
|  | <b>TOTAL PUBLIC SAFETY FUND</b>  | <b>\$3,647,833</b>          | <b>\$2,888,410</b> | <b>\$759,423</b>   | <b>\$2,898,545</b>    | <b>\$749,288</b>   |

APPROPRIATION REPORT  
WITH FYE PROJECTIONS

|   |                     |                     |                    |                     |                    |  |
|---|---------------------|---------------------|--------------------|---------------------|--------------------|--|
| <b>WATER FUND</b>                               |                     |                     |                    |                     |                    |  |
| Public Works                                    | 2,164,091           | 1,517,126           | 646,965            | 1,531,000           | 633,091            |  |
| Debt Service                                    | 238,043             |                     | 238,043            |                     | 238,043            |  |
| Reserves  |                     |                     |                    |                     |                    |  |
| Contingency                                     | 1,161,224           |                     | 1,161,224          |                     | 1,161,224          |  |
| <b>TOTAL WATER FUND</b>                         | <b>\$3,563,358</b>  | <b>\$1,517,126</b>  | <b>\$2,046,232</b> | <b>\$1,531,000</b>  | <b>\$2,032,358</b> |  |
| <b>SEWER FUND</b>                               |                     |                     |                    |                     |                    |  |
| Public Works                                    | 2,646,489           | 2,181,412           | 465,077            | 2,196,000           | 450,489            |  |
| Contingency                                     | 418,093             |                     | 418,093            |                     | 418,093            |  |
| <b>TOTAL SEWER FUND</b>                         | <b>\$3,064,582</b>  | <b>\$2,181,412</b>  | <b>\$883,170</b>   | <b>\$2,196,000</b>  | <b>\$868,582</b>   |  |
| <b>STORM SEWER FUND</b>                         |                     |                     |                    |                     |                    |  |
| Public Works                                    | 883,638             | 696,672             | 186,966            | 730,175             | 153,463            |  |
| Contingency                                     | 261,560             |                     | 261,560            |                     | 261,560            |  |
| <b>TOTAL STORM SEWER FUND</b>                   | <b>\$1,145,198</b>  | <b>\$696,672</b>    | <b>\$448,526</b>   | <b>\$730,175</b>    | <b>\$415,023</b>   |  |
| <b>PUBLIC SAFETY FACILITY DEBT SERVICE FUND</b> |                     |                     |                    |                     |                    |  |
| Debt Service                                    | 455,315             | 455,315             |                    | 455,315             |                    |  |
| Reserves  | 540,454             |                     | 540,454            |                     | 540,454            |  |
| <b>TOTAL PUB SFTY FAC DEBT SRV</b>              | <b>\$995,769</b>    | <b>\$455,315</b>    | <b>\$540,454</b>   | <b>\$455,315</b>    | <b>\$540,454</b>   |  |
| <b>CAPITAL PROJECTS</b>                         |                     |                     |                    |                     |                    |  |
| Capital outlay                                  | \$152,255           | \$123,203           | \$29,052           | \$135,000           | \$17,255           |  |
| <b>FLEET SERVICES</b>                           |                     |                     |                    |                     |                    |  |
| Public Works                                    | \$553,595           | \$518,487           | \$35,108           | \$526,000           | \$27,595           |  |
| <b>FACILITIES MANAGEMENT</b>                    |                     |                     |                    |                     |                    |  |
| Public Works                                    | \$543,310           | \$447,350           | \$95,960           | \$499,506           | \$43,804           |  |
| <b>ADMINISTRATIVE SERVICES</b>                  |                     |                     |                    |                     |                    |  |
| Legislative                                     | 40,810              | 40,485              | 325                | 40,500              | 310                |  |
| Administration/Community Service                | 832,539             | 732,447             | 100,092            | 759,716             | 72,823             |  |
| Public Works                                    | 756,202             | 609,682             | 146,520            | 614,500             | 141,702            |  |
| Finance   | 842,514             | 711,874             | 130,640            | 732,114             | 110,400            |  |
| Contingency                                     | 35,322              |                     | 35,322             |                     | 35,322             |  |
| <b>TOTAL ADMIN SERVICES FUND</b>                | <b>\$2,507,387</b>  | <b>\$2,094,487</b>  | <b>\$412,900</b>   | <b>\$2,146,830</b>  | <b>\$360,557</b>   |  |
| <b>KNUTSON CEMETARY TRUST</b>                   |                     |                     |                    |                     |                    |  |
| Public Works                                    | \$40,714            |                     | \$40,714           |                     | \$40,714           |  |
| <b>FORFEITURE TRUST</b>                         |                     |                     |                    |                     |                    |  |
| Transfers                                       | \$5,000             | \$1,000             | \$4,000            | \$1,000             | \$4,000            |  |
| <b>TOTALS</b>                                   | <b>\$30,840,121</b> | <b>\$21,446,877</b> | <b>\$9,393,244</b> | <b>\$21,859,376</b> | <b>\$8,980,745</b> |  |

REVENUE REPORT  
WITH FYE PROJECTIONS

| FUND                                   | CATEGORY                                | FY 1996-97<br>budget | YTD<br>6/30/97     | balance            | PROJECTION<br>6/30/97 | OVER/<br>(UNDER)   |
|--|---|----------------------|--------------------|--------------------|-----------------------|--------------------|
| <b>GENERAL FUND</b>                    |   |                      |                    |                    |                       |                    |
|  | Fund Balance Available                  | 1,751,090            | 2,532,781          | -781,691           | 2,532,781             | 781,691            |
|  | Property Taxes                          | 4,901,770            | 5,168,154          | -266,384           | 5,255,000             | 353,230            |
|  | Intergovernmental Revenue               | 555,789              | 448,589            | 107,200            | 462,715               | (93,074)           |
|  | Licenses, Permits & Charges for Service | 418,000              | 417,728            | 272                | 417,728               | (272)              |
|  | Fines & Forfeitures                     | 232,500              | 258,871            | -26,371            | 258,871               | 26,371             |
|  | Franchise Fees                          | 876,000              | 860,944            | 15,056             | 904,406               | 28,406             |
|  | Other Financing Sources                 | 166,500              | 176,657            | -10,157            | 201,657               | 35,157             |
|  | <b>TOTAL GENERAL FUND</b>               | <b>\$8,901,649</b>   | <b>\$9,863,724</b> | <b>(\$962,075)</b> | <b>\$10,033,158</b>   | <b>\$1,131,509</b> |
| <b>CODE ENFORCEMENT ABATEMENT FUND</b> |   |                      |                    |                    |                       |                    |
|  | Fund Balance Available                  | 60,000               | 61,466             | -1,466             | 61,466                | 1,466              |
|  | Fines & Forfeitures                     |                      | 375                | -375               | 375                   | 375                |
|  | Other Financing Sources                 | 2,000                | 3,474              | -1,474             | 3,474                 | 1,474              |
|  | <b>CODE ENFORCMNT ABATMNT</b>           | <b>\$62,000</b>      | <b>\$65,315</b>    | <b>(\$3,315)</b>   | <b>\$65,315</b>       | <b>\$3,315</b>     |
| <b>STATE GAS TAX/ST REPAIR FND</b>     |   |                      |                    |                    |                       |                    |
|  | Fund Balance Available                  | 307,643              | 508,888            | -201,245           | 508,888               | 201,245            |
|  | Intergovernmental Revenue               | 909,321              | 804,287            | 105,034            | 910,000               | 679                |
|  | Licenses, Permits & Charges for Service | 5,000                | 28,264             | -23,264            | 28,264                | 23,264             |
|  | Franchise Fees                          | 273,160              | 287,752            | -14,592            | 306,628               | 33,468             |
|  | Other Financing Sources                 | 15,000               | 22,568             | -7,568             | 22,575                | 7,575              |
|  | <b>TOTAL STATE GAS TAX FUND</b>         | <b>\$1,510,124</b>   | <b>\$1,651,760</b> | <b>(\$141,636)</b> | <b>\$1,776,356</b>    | <b>\$266,232</b>   |
| <b>BIKE PATH FUND</b>                  |   |                      |                    |                    |                       |                    |
|  | Fund Balance Available                  | 28,100               | 67,092             | -38,992            | 67,092                | 38,992             |
|  | Intergovernmental Revenue               | 9,093                | 8,124              | 969                | 9,100                 | 7                  |
|  | Other Financing Sources                 | 2,300                | 3,882              | -1,582             | 3,882                 | 1,582              |
|  | <b>TOTAL BIKE PATH FUND</b>             | <b>\$39,493</b>      | <b>\$79,098</b>    | <b>(\$39,605)</b>  | <b>\$80,074</b>       | <b>\$40,681</b>    |
| <b>STORM SEWER SDC FUND</b>            |   |                      |                    |                    |                       |                    |
|  | Fund Balance Available                  | 57,111               | 62,166             | -5,055             | 62,166                | 5,055              |
|  | Licenses, Permits & Charges for Service | 20,000               | 38,987             | -18,987            | 38,987                | 18,987             |
|  | Other Financing Sources                 | 2,300                | 4,339              | -2,039             | 4,339                 | 2,039              |
|  | <b>TOTAL STORM SEWER SDC FND</b>        | <b>\$79,411</b>      | <b>\$105,492</b>   | <b>(\$26,081)</b>  | <b>\$105,492</b>      | <b>\$26,081</b>    |
| <b>WATER SDC FUND</b>                  |   |                      |                    |                    |                       |                    |
|  | Fund Balance Available                  | 234,716              | 243,521            | -8,805             | 243,521               | 8,805              |
|  | Licenses, Permits & Charges for Service | 26,000               | 49,896             | -23,896            | 49,896                | 23,896             |
|  | Other Financing Sources                 | 14,500               | 14,353             | 147                | 14,353                | (147)              |
|  | <b>TOTAL WATER SDC FND</b>              | <b>\$275,216</b>     | <b>\$307,770</b>   | <b>(\$32,554)</b>  | <b>\$307,770</b>      | <b>\$32,554</b>    |
| <b>SEWER SDC FUND</b>                  |   |                      |                    |                    |                       |                    |
|  | Fund Balance Available                  | 704,569              | 718,790            | -14,221            | 114,777               | (589,792)          |
|  | Licenses, Permits & Charges for Service | 55,000               | 114,777            | -59,777            | 41,918                | (13,082)           |
|  | Other Financing Sources                 | 30,000               | 41,918             | -11,918            | 41,918                | 11,918             |
|  | <b>TOTAL SEWER SDC FUND</b>             | <b>\$789,569</b>     | <b>\$875,485</b>   | <b>(\$85,916)</b>  | <b>\$198,613</b>      | <b>(\$590,956)</b> |
| <b>PARKS &amp; REC DISTRICT FUND</b>   |   |                      |                    |                    |                       |                    |
|  | Fund Balance Available                  | 183,565              | 156,207            | 27,358             | 156,207               | (27,358)           |
|  | Other Financing Sources                 | 349,000              | 45,455             | 303,545            | 45,455                | (303,545)          |
|  | Interfund Transfers                     | 1,093,989            | 1,080,916          | 13,073             | 1,080,916             | (13,073)           |
|  | <b>TOTAL PARKS &amp; REC FUND</b>       | <b>\$1,626,554</b>   | <b>\$1,282,579</b> | <b>\$343,975</b>   | <b>\$1,282,579</b>    | <b>(\$343,975)</b> |
| <b>LIBRARY SERVICES FUND</b>           |   |                      |                    |                    |                       |                    |
|  | Fund Balance Available                  | 319,687              | 437,466            | -117,779           | 437,466               | 117,779            |
|  | Property Taxes                          | 181,500              | 196,121            | -14,621            | 197,500               | 16,000             |
|  | Intergovernmental Revenue               | 512,500              | 566,076            | -53,576            | 566,243               | 53,743             |
|  | Fines & Forfeitures                     | 26,000               | 31,828             | -5,828             | 31,661                | 5,661              |
|  | Other Financing Sources                 | 11,000               | 26,682             | -15,682            | 26,682                | 15,682             |
|  | Interfund Transfers                     | 286,417              | 286,417            | 0                  | 286,417               |                    |
|  | <b>TOTAL LIBRARY SRVCS FUND</b>         | <b>\$1,337,104</b>   | <b>\$1,544,591</b> | <b>(\$207,487)</b> | <b>\$1,546,969</b>    | <b>\$208,865</b>   |
| <b>PUBLIC SAFETY FUND</b>              |   |                      |                    |                    |                       |                    |
|  | Fund Balance Available                  | 682,445              | 827,051            | -144,606           | 827,051               | 144,606            |
|  | Property Taxes                          | 775,700              | 837,873            | -62,173            | 840,000               | 64,300             |
|  | Intergovernmental Revenue               | 103,750              | 101,486            | 2,264              | 106,697               | 2,947              |
|  | Licenses, Permits & Charges for Service | 1,000                | 6,057              | -5,057             | 6,057                 | 5,057              |
|  | Other Financing Sources                 | 15,000               | 61,084             | -46,084            | 61,093                | 46,093             |
|  | Interfund Transfers                     | 2,069,938            | 1,897,443          | 172,495            | 1,897,443             | (172,495)          |
|  | <b>TOTAL PUBLIC SAFETY FUND</b>         | <b>\$3,647,833</b>   | <b>\$3,730,994</b> | <b>(\$83,161)</b>  | <b>\$3,738,341</b>    | <b>\$90,508</b>    |

**REVENUE REPORT  
WITH FYE PROJECTIONS**

|   |                     |                     |                      |                     |                    |
|---|---------------------|---------------------|----------------------|---------------------|--------------------|
| <b>WATER FUND</b>                               |                     |                     |                      |                     |                    |
| Fund Balance Available                          | 1,771,674           | 1,785,933           | -14,259              | 1,785,933           | 14,259             |
| Licenses, Permits & Charges for Service         | 1,740,184           | 1,883,968           | -143,784             | 1,883,968           | 143,784            |
| Other Financing Sources                         | 51,500              | 1,313,230           | -1,261,730           | 107,394             | 55,894             |
| <b>TOTAL WATER FUND</b>                         | <b>\$3,563,358</b>  | <b>\$4,983,130</b>  | <b>(\$1,419,772)</b> | <b>\$3,777,295</b>  | <b>\$213,937</b>   |
| <b>SEWER FUND</b>                               |                     |                     |                      |                     |                    |
| Fund Balance Available                          | 905,582             | 227,096             | 678,486              | 227,096             | (678,486)          |
| Licenses, Permits & Charges for Service         | 2,143,000           | 2,028,476           | 114,524              | 2,028,476           | (114,524)          |
| Other Financing Sources                         | 16,000              | 68,430              | -52,430              | 72,926              | 56,926             |
| Special Assessment Debt Payments                |                     | 4,496               | -4,496               |                     |                    |
| <b>TOTAL SEWER FUND</b>                         | <b>\$3,064,582</b>  | <b>\$2,328,498</b>  | <b>\$736,084</b>     | <b>\$2,328,498</b>  | <b>(\$736,084)</b> |
| <b>STORM SEWER FUND</b>                         |                     |                     |                      |                     |                    |
| Fund Balance Available                          | 484,383             | 613,859             | -129,476             | 613,859             | 129,476            |
| Licenses, Permits & Charges for Service         | 648,815             | 658,810             | -9,995               | 658,810             | 9,995              |
| Other Financing Sources                         | 12,000              | 33,182              | -21,182              | 33,182              | 21,182             |
| <b>TOTAL STORM SEWER FUND</b>                   | <b>\$1,145,198</b>  | <b>\$1,305,851</b>  | <b>(\$160,653)</b>   | <b>\$1,305,851</b>  | <b>\$160,653</b>   |
| <b>PUBLIC SAFETY FACILITY DEBT SERVICE FUND</b> |                     |                     |                      |                     |                    |
| Fund Balance Available                          | 520,166             | 581,339             | -61,173              | 581,339             | 61,173             |
| Property Taxes                                  | 460,603             | 499,597             | -38,994              | 501,000             | 40,397             |
| Other Financing Sources                         | 15,000              | 40,083              | -25,083              | 40,083              | 25,083             |
| <b>TOTAL PUBLIC SAFETY FAC DEBT SRV</b>         | <b>\$995,769</b>    | <b>\$1,121,019</b>  | <b>(\$125,250)</b>   | <b>\$1,122,422</b>  | <b>\$126,653</b>   |
| <b>CAPITAL PROJECTS</b>                         |                     |                     |                      |                     |                    |
| Fund Balance Available                          | 152,255             | 132,337             | 19,918               | 132,337             | (19,918)           |
| Other Financing Sources                         |                     | 5,109               | -5,109               | 5,109               | 5,109              |
| <b>TOTAL CAPITAL PROJECTS</b>                   | <b>\$152,255</b>    | <b>\$137,446</b>    | <b>\$14,809</b>      | <b>\$137,446</b>    | <b>(\$14,809)</b>  |
| <b>FLEET SERVICES</b>                           |                     |                     |                      |                     |                    |
| Fund Balance Available                          |                     | -6,724              | 6,724                | -6,724              | (6,724)            |
| Licenses, Permits & Charges for Service         | 518,595             | 528,927             | -10,332              | 528,927             | 10,332             |
| Other Financing Sources                         | 500                 | -2,560              | 3,060                | -2,560              | (3,060)            |
| Interfund Transfers                             | 34,500              | 33,751              | 749                  | 33,751              | (749)              |
| <b>TOTAL FLEET SERVICES</b>                     | <b>\$553,595</b>    | <b>\$553,393</b>    | <b>\$202</b>         | <b>\$553,393</b>    | <b>(\$202)</b>     |
| <b>FACILITIES MANAGEMENT</b>                    |                     |                     |                      |                     |                    |
| Fund Balance Available                          |                     | 33,604              | -33,604              | 33,604              | 33,604             |
| Licenses, Permits & Charges for Service         | 498,310             | 470,518             | 27,792               | 492,057             | (6,253)            |
| Fines & Forfeitures                             | 20,000              | 21,539              | -1,539               | 3,853               | (16,147)           |
| Other Financing Sources                         | 25,000              | 5,853               | 19,147               |                     | (25,000)           |
| <b>TOTAL FACILITIES MANAGEMENT</b>              | <b>\$543,310</b>    | <b>\$531,514</b>    | <b>\$11,796</b>      | <b>\$529,514</b>    | <b>(\$13,796)</b>  |
| <b>ADMINISTRATIVE SERVICES</b>                  |                     |                     |                      |                     |                    |
| Fund Balance Available                          | 163,476             | 111,169             | 52,307               | 111,169             | (52,307)           |
| Licenses, Permits & Charges for Service         | 2,342,911           | 2,248,207           | 94,704               | 2,248,207           | (94,704)           |
| Other Financing Sources                         | 1,000               | 28,803              | -27,803              | 28,803              | 27,803             |
| <b>TOTAL ADMIN SERVICES FUND</b>                | <b>\$2,507,387</b>  | <b>\$2,388,179</b>  | <b>\$119,208</b>     | <b>\$2,388,179</b>  | <b>(\$119,208)</b> |
| <b>KNUTSON CEMETARY TRUST</b>                   |                     |                     |                      |                     |                    |
| Fund Balance Available                          | 39,714              | 39,957              | -243                 | 39,957              | 243                |
| Other Financing Sources                         | 1,000               | 3,459               | -2,459               | 3,459               | 2,459              |
| <b>TOTAL KNUTSON CEMETARY TRUST</b>             | <b>\$40,714</b>     | <b>\$43,416</b>     | <b>(\$2,702)</b>     | <b>\$43,416</b>     | <b>\$2,702</b>     |
| <b>FORFEITURE TRUST</b>                         |                     |                     |                      |                     |                    |
| Fund Balance Available                          |                     | 1,065               | -1,065               | 1,065               | 1,065              |
| Fines & Forfeitures                             | 5,000               | 12,159              | -7,159               | 12,159              | 7,159              |
| <b>TOTAL FORFEITURE TRUST</b>                   | <b>\$5,000</b>      | <b>\$13,224</b>     | <b>(\$8,224)</b>     | <b>\$13,224</b>     | <b>\$8,224</b>     |
| <b>TOTALS</b>                                   | <b>\$30,840,121</b> | <b>\$32,912,478</b> | <b>(\$2,072,357)</b> | <b>\$31,332,906</b> | <b>\$492,785</b>   |

FUND BALANCE REPORT  
WITH FYE PROJECTIONS

| <u>FUND</u>                            | <u>CATEGORY</u>                   | FY 1996-97<br><u>budget</u> | YTD<br><u>6/30/97</u> | <u>balance</u> | PROJECTION<br><u>6/30/97</u> |
|--|-----------------------------------|-----------------------------|-----------------------|----------------|------------------------------|
| <b>GENERAL FUND</b>                    |                                   |                             |                       |                |                              |
|  | Total Revenues                    | 8,901,649                   | 9,863,724             | -962,075       | 10,033,158                   |
|  | Total Expenditures                | 8,901,649                   | 8,042,768             | 858,881        | 8,178,410                    |
|  | <b>TOTAL GENERAL FUND</b>         |                             | <b>\$1,820,956</b>    |                | <b>\$1,854,748</b>           |
| <b>CODE ENFORCEMENT ABATEMENT FUND</b> |                                   |                             |                       |                |                              |
|  | Total Revenues                    | 62,000                      | 65,315                | -3,315         | 65,315                       |
|  | Total Expenditures                | 62,000                      | 69                    | 61,931         | 70                           |
|  | <b>CODE ENFORCMNT ABATMNT</b>     |                             | <b>\$65,246</b>       |                | <b>\$65,245</b>              |
| <b>STATE GAS TAX/ST REPAIR FND</b>     |                                   |                             |                       |                |                              |
|  | Total Revenues                    | 1,510,124                   | 1,651,760             | -141,636       | 1,776,356                    |
|  | Total Expenditures                | 1,510,124                   | 1,174,446             | 335,678        | 1,249,875                    |
|  | <b>TOTAL STATE GAS TAX FUND</b>   |                             | <b>\$477,314</b>      |                | <b>\$526,481</b>             |
| <b>BIKE PATH FUND</b>                  |                                   |                             |                       |                |                              |
|  | Total Revenues                    | 39,493                      | 79,098                | -39,605        | 80,074                       |
|  | Total Expenditures                | 39,493                      | 3,155                 | 36,338         | 3,200                        |
|  | <b>TOTAL BIKE PATH FUND</b>       |                             | <b>\$75,943</b>       |                | <b>\$76,874</b>              |
| <b>STORM SEWER SDC FUND</b>            |                                   |                             |                       |                |                              |
|  | Total Revenues                    | 79,411                      | 105,492               | -26,081        | 105,492                      |
|  | Total Expenditures                | 79,411                      | 1,440                 | 77,971         | 1,450                        |
|  | <b>TOTAL STORM SEWER SDC FND</b>  |                             | <b>\$104,052</b>      |                | <b>\$104,042</b>             |
| <b>WATER SDC FUND</b>                  |                                   |                             |                       |                |                              |
|  | Total Revenues                    | 275,216                     | 307,770               | -32,554        | 307,770                      |
|  | Total Expenditures                | 275,216                     | 3,272                 | 271,944        | 3,300                        |
|  | <b>TOTAL WATER SDC FND</b>        |                             | <b>\$304,498</b>      |                | <b>\$304,470</b>             |
| <b>SEWER SDC FUND</b>                  |                                   |                             |                       |                |                              |
|  | Total Revenues                    | 789,569                     | 875,485               | -85,916        | 198,613                      |
|  | Total Expenditures                | 789,569                     | 8,192                 | 781,377        | 8,200                        |
|  | <b>TOTAL SEWER SDC FUND</b>       |                             | <b>\$867,293</b>      |                | <b>\$190,413</b>             |
| <b>PARKS &amp; REC DISTRICT FUND</b>   |                                   |                             |                       |                |                              |
|  | Total Revenues                    | 1,626,554                   | 1,282,579             | 343,975        | 1,282,579                    |
|  | Total Expenditures                | 1,626,554                   | 353,679               | 1,272,875      | 355,000                      |
|  | <b>TOTAL PARKS &amp; REC FUND</b> |                             | <b>\$928,900</b>      |                | <b>\$927,579</b>             |
| <b>LIBRARY SERVICES FUND</b>           |                                   |                             |                       |                |                              |
|  | Total Revenues                    | 1,337,104                   | 1,544,591             | -207,487       | 1,545,969                    |
|  | Total Expenditures                | 1,337,104                   | 936,393               | 400,711        | 940,500                      |
|  | <b>TOTAL LIBRARY SRVCS FUND</b>   |                             | <b>\$608,198</b>      |                | <b>\$605,469</b>             |
| <b>PUBLIC SAFETY FUND</b>              |                                   |                             |                       |                |                              |
|  | Total Revenues                    | 3,647,833                   | 3,730,994             | -83,161        | 3,738,341                    |
|  | Total Expenditures                | 3,647,833                   | 2,888,410             | 759,423        | 2,898,545                    |
|  | <b>TOTAL PUBLIC SAFETY FUND</b>   |                             | <b>\$842,584</b>      |                | <b>\$839,796</b>             |
| <b>WATER FUND</b>                      |                                   |                             |                       |                |                              |
|  | Total Revenues                    | 3,563,358                   | 4,983,130             | -1,419,772     | 3,777,295                    |
|  | Total Expenditures                | 3,563,358                   | 1,517,126             | 2,046,232      | 1,531,000                    |
|  | <b>TOTAL WATER FUND</b>           |                             | <b>\$3,466,004</b>    |                | <b>\$2,246,295</b>           |

FUND BALANCE REPORT  
WITH FYE PROJECTIONS

|   |           |                     |          |                    |
|---|-----------|---------------------|----------|--------------------|
| <b>SEWER FUND</b>                               |           |                     |          |                    |
| Total Revenues                                  | 3,064,582 | 2,328,498           | 736,084  | 2,328,498          |
| Total Expenditures                              | 3,064,582 | 2,181,412           | 883,170  | 2,196,000          |
| TOTAL SEWER FUND                                |           | <b>\$147,086</b>    |          | <b>\$132,498</b>   |
| <b>STORM SEWER FUND</b>                         |           |                     |          |                    |
| Total Revenues                                  | 1,145,198 | 1,305,851           | -160,653 | 1,305,851          |
| Total Expenditures                              | 1,145,198 | 696,672             | 448,526  | 730,175            |
| TOTAL STORM SEWER FUND                          |           | <b>\$609,179</b>    |          | <b>\$575,676</b>   |
| <b>PUBLIC SAFETY FACILITY DEBT SERVICE FUND</b> |           |                     |          |                    |
| Total Revenues                                  | 995,769   | 1,121,019           | -125,250 | 1,122,422          |
| Total Expenditures                              | 995,769   | 455,315             | 540,454  | 455,315            |
| TAL PUBLIC SAFETY FAC DEBT SRV                  |           | <b>\$665,704</b>    |          | <b>\$667,107</b>   |
| <b>CAPITAL PROJECTS</b>                         |           |                     |          |                    |
| Total Revenues                                  | 152,255   | 137,446             | 14,809   | 137,446            |
| Total Expenditures                              | 152,255   | 123,203             | 29,052   | 135,000            |
| TOTAL CAPITAL PROJECTS                          |           | <b>\$14,243</b>     |          | <b>\$2,446</b>     |
| <b>FLEET SERVICES</b>                           |           |                     |          |                    |
| Total Revenues                                  | 553,595   | 553,393             | 202      | 553,393            |
| Total Expenditures                              | 553,595   | 518,487             | 35,108   | 526,000            |
| TOTAL FLEET SERVICES                            |           | <b>\$34,906</b>     |          | <b>\$27,393</b>    |
| <b>FACILITIES MANAGEMENT</b>                    |           |                     |          |                    |
| Total Revenues                                  | 543,310   | 531,514             | 11,796   | 529,514            |
| Total Expenditures                              | 543,310   | 447,350             | 95,960   | 499,506            |
| TOTAL FACILITIES MANAGEMENT                     |           | <b>\$84,164</b>     |          | <b>\$30,008</b>    |
| <b>ADMINISTRATIVE SERVICES</b>                  |           |                     |          |                    |
| Total Revenues                                  | 2,507,387 | 2,388,179           | 119,208  | 2,388,179          |
| Total Expenditures                              | 2,507,387 | 2,094,487           | 412,900  | 2,146,830          |
| TOTAL ADMIN SERVICES FUND                       |           | <b>\$293,692</b>    |          | <b>\$241,349</b>   |
| <b>KNUTSON CEMETARY TRUST</b>                   |           |                     |          |                    |
| Total Revenues                                  | 40,714    | 43,416              | -2,702   | 43,416             |
| Total Expenditures                              | 40,714    |                     | 40,714   |                    |
| TOTAL KNUTSON CEMETARY TRUST                    |           | <b>\$43,416</b>     |          | <b>\$43,416</b>    |
| <b>FORFEITURE TRUST</b>                         |           |                     |          |                    |
| Total Revenues                                  | 5,000     | 13,224              | -8,224   | 13,224             |
| Total Expenditures                              | 5,000     | 1,000               | 4,000    | 1,000              |
| TOTAL FORFEITURE TRUST                          |           | <b>\$12,224</b>     |          | <b>\$12,224</b>    |
| <b>TOTALS</b>                                   |           | <b>\$11,465,602</b> |          | <b>\$9,473,529</b> |

2,702

**MINUTES**  
**CENTER COMMUNITY ADVISORY BOARD**  
**APRIL 11, 1997 - 10 AM**

Members

Present: Janet Witter, Chair; Alan Brunk, Doris Burton, Molly Hanthorn, Dolly Macken-Hambright, Dorothy Harrington, Eleanor Johnson, Jim McCready, Audrey Parsons, Katie Rudfelt, Bob Spielman, Harold Stohler, Carol Storment, Mitch Wall

Members

Excused: Alice Neely

Staff: Joan Young, Pat Kennedy

Guests: Don Trotter, City Council - City of Milwaukie; Norm Scott, Clackamas County Dept. of Transportation & Development

Minutes: March 14, 1997 minutes were approved as distributed.

Corresp. None received.

Reports: Presentation of Clackamas Regional Center Area:  
Norm Scott, of the Clackamas Co. Dept. of Transportation/Development, was introduced by Chair Janet Witter. Mr. Scott gave a complete overview of the County's future plans for the Clackamas Regional Center area. Clackamas County is working in conjunction with Metro's 2040 Plan, and is asking for citizen input. They are looking ahead forty to fifty years. Mr. Scott covered many aspects of this Plan: housing, jobs, parks, schools, fire, water, sewage, transportation were just a few items that were covered in the program.

Milwaukie Center Staff Report:

Recreation/Education Programs

Center Director, Joan Young, introduced staff Pat Kennedy, Program Coordinator.

Pat gave a very complete review of the important programs that cover the broad range of recreation and education offerings at the Milwaukie Center. Pat explained that due to budget cuts resulting in the loss of Program Assistant Yvonne Haddix's position, several programs would be tabled or reduced in the next fiscal year.

## Committee Reports:

### NC District Park Board

Mitch Wall gave information on the last meeting which included a presentation from Maggie Dickerson and Norm Scott of Clackamas County DTD, with Sunnyside area and the Top of Scott golf course as the main subjects. Mitch said the board and the citizens of that community discussed many ideas on the use of the golf course. Mitch reported that the Center did quite well considering the cuts in the NCPRD Budget, which amount to a 25.4% decrease. Mitch said the NCPRD Board is presenting itself as "pro" light rail with better cooperation with the county, yet indicating significant concern with potential alignments through park land.

### Budget/Finance

Alan reported the budget for 97/98 includes a 12% cut to the Center. We will all hope for the best.

### Transportation

Eleanor said no report at this time.

### Programs/Services

Dorothy reported on the many rides provided by the Center's buses and the Providence medical cars. Tax Aide is on site Mon. and Fri. through April 15, thanks to the trained volunteers.

### Nutrition/Transportation Programs

Harold reported that the nutrition and transportation programs are operating in the black due to hard work by all. The new bus is due in late May or June. May 11th is the Sunday Mother's Day Brunch fundraiser for Meals on Wheels.

### Building Review

Doris reported on the new donated chair in the library. The new back stage curtains are in place. Doris said the new display cabinet is in place and looks good. A dedication ceremony will include the Rex Putnam construction crew and Culver Glass Co. on May 29th.

### AAA Review

Joan incorporated this in her report.

### Friends of the Milwaukie Center

Alan reported the tax program donations are coming in. The Popcorn Ball and Easter Egg Hunt went well. A quilt raffle and the spaghetti dinner are upcoming fundraising events of the Friends.

### Director's Report

Joan said new board member, Alice Snyder, had to resign before she got started. May is Older American's Month. Joan said at the Clackamas Center contractor's meeting it was reported that many of the senior centers that are part of a city will have cuts due to Measure 47. She said that a domino effect could take place causing greater need coming into senior centers. Joan reported that AAA had said that the funds the centers receive from Older American's Act will be the same as this current fiscal year. Joan reported on the transportation bill at the state legislative level. She also reported on the concerns regarding federal assistance programs no longer serving legal aliens.

Information/ Announce. It was announced that the City of Milwaukie Police Dept. was having a landlord/tenant training class in mid-April.

Agenda for Next Meet. Center staff person report.

Meeting adjourned - next meeting May 9, 1997

Submitted by Harold Stohler, Secretary

**MINUTES**  
**CENTER/COMMUNITY ADVISORY BOARD**  
**MAY 9, 1997 - 10 am**

Members

Present: Janet Witter, Chair; Alan Brunk, Molly Hanthorn, Dolly Macken-Hambright, Dorothy Harrington, Eleanor Johnson, Alice Neely, Katie Rudfelt, Harold Stohler, Mitch Wall.

Members

Excused: Doris Burton, Jim McCready, Audrey Parsons, Bob Spielman, Carol Storment.

Staff: Roger Brown, Marty Hanley, Polly Robinson, Joan Young

Guests: Roger Brown

Minutes: April 11, 1997 minutes were approved as distributed.

Correpond. None received.

Milwaukie Center Staff Reports

Polly Robinson, the Nutrition Program Coordinator, reported on how well the Center's Nutrition Program is doing as a self-supported program. She reported the 1996-97 budget is at \$247,700.

|  |                   |
|--|-------------------|
| Income from participant donations                          | \$59,149.00 (YTD) |
| Income from government sources<br>(Medicaid, USDA and OAA) | \$92,441.00 (YTD) |
| Income from Fund-raising                                   | \$36,555.00 (YTD) |
| Fund-raising goal  | \$45,500.00       |

Polly reported on expenses and said the food cost is averaging \$1.09 per meal. The new soup and sandwich bar is doing very well and catering and Sunday Dinners bring in \$10,000 and \$7,000 respectively. Polly gave details on how the Milwaukie Center Nutrition Program works and why it is successful.

Marty Hanley, the Transportation Program Coordinator, reported on the make up of the Transportation Program at the Center. Marty said the system is made up of the following: 1) Center bus service that averages 30 people daily; 2) medical escort service from Providence Milwaukie Hospital and medical escort services. The average daily ridership of both services is 5-6 people. Marty stated that the Transportation Program is a self-supported program here at the Center. The funding is diversified coming from rider fares, donations, Tri-Met grants, medicaid

non-medical reimbursement, Older Americans Act monies, fund-raising, a Providence Milwaukie Hospital contract and contract rides.

Joan Young reported on the Nutrition and Transportation Programs' three year report . 1994-1997. This was given to the North Clackamas Parks and Recreation District Budget Committee and was well received.

## **Committee Reports**

### North Clackamas Park Board

Mitch Wall reported in great detail on the land development issues related to Mt. Scott and how it affects the parks. Mitch said that it has been the parks' policy not to use condemnation. That policy is being looked at because of slow or no response from land owners. Mitch said at their board meeting that State Senator Verne Duncan gave them the true information on the state parks' issue.

### Budget Finance

Alan had no report. Joan Young gave some insight on how Measure 50 will affect the Center budget.

### Transportation

Eleanor said no report at this time.

### Programs/Services

Dorothy said no report at this time.

### Nutrition/Transportation Programs

Harold said his report was covered by the Nutrition/Transportation Coordinators. He did remind the Board about the May 11th Mother's Day Brunch.

### Building Review

Since Doris was ill, Alice Neely reminded the Board about the display cabinet dedication ceremony on May 29th from 1-2 pm.

### AAA Review

Alice gave information on many bills at the state level that will affect seniors in Oregon.

## Friends of the Milwaukie Center

Alan reported on the Friends Budget, coming attractions and the Rose Garden.

## Director's Report

Joan reported on the two inserts she had in our packets. She told us about the great PR the Center had received on two volunteers. Joan also reported that Jean Eggers retired after eight years of service with the Milwaukie Center, as the Client Services coordinator and then the Human Services Coordinator. Joan called on Roger Brown to say a few words. Roger thanked all for the good job on the Center budget. He then gave information on his retirement plans. Joan showed a video on Providence Milwaukie Hospital building expansion project.

## Information/Announcements

None.

## Agenda for Next Meeting

Center staff reports.

Meeting was adjourned - Next meeting is scheduled for June 13, 1997.

Submitted by  
Harold Stohler, Secretary

**CENTER/COMMUNITY ADVISORY BOARD  
MINUTES  
JUNE 13, 1997 - 10 AM**

Members Present: Janet Witter, Chair; Alan Brunk, Doris Burton, Molly Hanthorn  
Dolly Macken-Hambright, Dorothy Harrington, Eleanor  
Johnson, Alice Neely, Audrey Parsons, Kate Rudfelt, Bob  
Spielman, Harold Stohler

Members Excused: Carol Storment

Members

Not Present: Jim McCready, Mitch Wall

Staff: Jean Cochran, Lin Dahl, Joan Young

Guests: Julia Schallberger

Minutes: May 9, 1997 minutes were approved as distributed.

Correspondence: None received.

Milwaukie Center Staff Reports

Lin Dahl, Facility Use Coordinator, reported on the many duties she has at the Center including scheduling day and after hours space use and ordering the office supplies for the Center. Lin said she has been able to make her job more efficient by the use of the computer.

Jean Cochran, Volunteer Coordinator, told the Board about the many opportunities here at the Milwaukie Center in the volunteer program. She reported the Center has over 900 volunteers on the list and receives over 127,000 hours annually of volunteers' time. She also wears the system's administrator hat. Jean told the Board about the many programs that use volunteers here at the Center.

Alan gave Joan a gift from his trip, a "take a number complaint hand grenade."

COMMITTEE REPORTS

North Clackamas Park Board

Joan reported in place of Mitch Wall on the Park's activity with Mt. Talbert. Joan stated there is a lean on 45 acres and the site is a potential jewel that would add to the Park's system a "mini forest park." She stated that under Measure #50 the

Parks should receive around \$200,000 back from Measure #47 that would go into a contingency for the future. Joan told the Board of Roger Brown's retirement on June 30th and that Don Robertson, Program Services Manager, will serve as the Interim Director for a few months while the search goes on for a new director.

#### Budget Finance

Alan stated the Budget approval is now up to the Board of County Commissioners.

#### Transportation

Eleanor had no report. She also stated she felt that somebody else needs to take over the Transportation Committee.

#### Programs/Services

Dorothy had no report at this time but they were to meet next week.

#### Nutrition/Transportation Programs

Harold said the two programs were succeeding and that the Nutrition Program had almost reached their fund-raising goal. The new Transportation bus dedication will be on Wednesday, July 9th at 11 am.

Joan added to the report the Nutrition Program will be receiving less dollars from USDA and OAA due to the reduction in the MOW numbers. This is about a \$4,000 reduction annually.

#### Building Review

Doris stated there was no meeting but did thank Alice Neely for the fine job on the cabinet dedication ceremony of May 29th.

#### OTHER REPORTS

##### AAA Review

Alice gave information on the county taking over the Clackamas County Veteran's Affairs' office and staff. She had received many calls on the Transportation bill and many other bills that will affect the senior's of Oregon. Alice stated that almost all the adult foster home bills have been defeated.

##### Friends of the Milwaukie Center

Alan reported on the Rose Garden progress and the annual dinner planning.

### Director's Report

Joan reported on the cuts here at the Milwaukie Center due to Measure 47/50. The Grief and Beyond support group will no longer meet at the Center. They will be meeting at Milwaukie Lutheran Church. Call Shelley Carrejo at 653-0833 for more information. The cable vision program is also in question. Joan also spoke about the new relations with Northwest Senior Theater and North Clackamas Art Guild.

Joan gave information on the Quilt Show and how successful it was. She reported on the special visit from the National Council on Aging CEO James Firman. He was very impressed in what he saw at the Center.

Joan informed the Board that Cheryl Nally is the new staff person filling the Human Services Coordinator position starting on July 1, 1997.

### Information/Announcements

Bob Spielman gave information on AARP programs for the community and what a great job the Center does on the tax program and housing 55 Alive. He is now in the role of Community Service Coordinator for AARP.

### Agenda for Next Meeting

Cheryl Nally, Human Service Coordinator  
Don Robertson, Interim Director for the Parks District

Adjourned - next meeting is scheduled for July 11, 1997 at 10 am

Submitted by,  
Harold Stohler, Secretary

CITY OF MILWAUKIE  
PLANNING COMMISSION MINUTES  
TUESDAY, JULY 8, 1997

**DRAFT**

**COMMISSIONERS PRESENT**

Michael Smith, Chair  
Bryan Cosgrove  
Pat Lent  
Charles Stoudt

**COMMISSIONERS ABSENT**

Tim Havel  
Terry LaRocque

**STAFF PRESENT**

Maggie Collins,  
Com. Dev. Dir  
Dan Pava,  
Senior Planner  
Stacy Lawson,  
Assistant Planner  
Shirley Richardson,  
Hearings Reporter

1.0 CALL TO ORDER

The meeting was called to order at 6:35 p.m.

2.0 PROCEDURAL QUESTIONS -- None.

3.0 CONSENT AGENDA

3.1 Planning Commission Minutes - June 24, 1997

**Pat Lent** moved to approve the minutes of June 24, 1997, as corrected. **Bryan Cosgrove** seconded. MOTION CARRIED 4-0.

**Charles Stout** noted that an item should not be acted on under a consent agenda if it has been discussed and amended. A separate motion must be made. Staff indicated that they would make appropriate format changes on the Commission's agenda.

5.0 PUBLIC HEARINGS

5.1 Applicant: City of Milwaukie  
Property Owner: City of Milwaukie  
Location: 40th Street & Harvey Street  
Proposal: Place four new telecommunication antennas on top of the water tower.  
File Number: CSO-97-04/VR-97-02

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**Chair Smith** opened the public hearing on File Number CSO-97-04/VR-97-02 to allow the City to make the water tower available for additional telecommunications antenna towers allowing for up to six antennas on each quadrant, not to exceed 142 feet above grade.

**Chair Smith** asked if there were any conflicts of interest or ex-parte contacts to declare. There were none. He asked if any member of the Planning Commission visited the site; three hands were raised. No one who visited the site spoke to anyone at the site or noted anything different from what is indicated in the Staff Report. No one in the audience challenged the impartiality of any Commission member or the jurisdiction of the Planning Commission to hear this matter.

**Dan Pava** reviewed the Staff Report with the Commission. Staff recommended approval of the Community Service Overlay and the Major Variance, as detailed in the Staff Report. Based on the findings, Staff recommended approval with six proposed conditions found in Exhibit 9. **Dan Pava** read into the record an additional sentence to be added to the end of Finding #5, "In addition, the City shall work with the Parks District to develop a Master Plan that will include sidewalks and improve internal pathways, appropriate buffering along east and north boundaries, and installation of playground equipment that is suitable for a neighborhood park."

**Dan Pava** explained that the Park Master Plan will come before the Planning Commission at a later time as a Community Service Overlay Application.

**Chair Smith** asked if any additional correspondence or comments had been received on this Application since the packets were sent out to the Commissioners. **Dan Pava** reported that a telephone call was received on June 23, 1997, from Ms. Ethel Leibert who stated no objection or comment; she was concerned that there was public notice at tax-payers expense. One other telephone inquiry was made by Julia J. Noe, 9840 SE 38th, who stated that she approved of the antennas on the water tower providing that it does not interfere with TV reception as she does not have cable.

**Dan Pava** reported that this afternoon he spoke to Commissioner Havel who voiced concern about lighting requirements for the antennas. Another issue of concern to him was the number of trips generated for maintenance and what the possible impact on the neighborhood park.

APPLICANT PRESENTATION

Speaking: Kelly Somers, City of Milwaukie

**Mr. Somers** stated that he is here to represent the City of Milwaukie and that he would try to answer any questions from the Commissioners. He stated that representatives were also here tonight from PageNet and Voice Stream to answer any questions.

TESTIMONY IN FAVOR

Speaking: Thom Kaffun, North Clackamas Parks and Recreation District (NCPR), 11022 SE 37th, Milwaukie, Oregon

**Mr. Kaffun** read a letter in support of the antennas on the water tower; he submitted a copy of the letter for the record.

**Mr. Kaffun** stated that NCP&R is currently working on the Community Service Overlay portion of this project. Proposed improvements to parks include the construction of sidewalks along Harvey Street and 40th Street, replacement and realignment of the existing walkway in the park, a new play structure, a creation of a basketball area under of the water tower, installation of a drinking fountain, automatic irrigation system, bike racks, picnic tables and benches, and demolition of the concrete structure on the southwest corner of the site. These improvements are anticipated to cost about \$150,000 and will take 5-7 years to complete.

**Mr. Kaffun** then showed a rendering and explained the updating of the park in accordance with the proposed Master Plan. The Neighborhood Association has reviewed and approved the plan, and the Park and Recreation Board has approved the concept.

**Pat Lent** asked if there will be lighting in the park facility. **Mr. Kaffun** stated that lighting is not proposed in the park because lighting draws vandalism. The School District has taken the stand that lighting around their buildings encourages vandalism. When they eliminated the lighting, the vandalism stopped. Police were able to better spot activity because the lights on top of their cars can easily pick up movement in a dark area. It is becoming standard to not light parks.

**Pat Lent** asked when the park is open. **Mr. Kaffun** stated that the park is open 1/2 hour before sunrise and closes 1/2 hour after sunset.

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**Pat Lent** asked when the park is open. **Mr. Kaffun** stated that the park is open 1/2 hour before sunrise and closes 1/2 hour after sunset.

Speaking: John DeCost, 255 SW Harrison Street. #21E, Portland

**Mr. DeCost** stated that he and Elaine DeCost were here tonight representing PageNet. They both are here to answer any technical questions that the Commissioners may have.

**Chair Smith** asked if the antennas will be high enough to require lights. **Mr. DeCost** stated that the FAA does not have any lighting requirements or restrictions. If a light would be required, it would be a small red light to warn aircraft, not a ground based light that would illuminate the area.

Speaking: Jim Barta, Voice Stream Wireless, 7535 B NE Ambassador Place, Portland

**Mr. Barta** stated that he agrees with the Staff Report. By allowing four quadrants on the water tower, it eliminates the need for four additional cellular antennas in the City.

In regards to the maintenance trip generation, **Mr. Barta** stated that based on his experience after the installation is completed, there will be at most 1 trip per month to the site by a service technician. The station is operated by computer and telephone lines. The only time a technician is required at this site would be in response to a malfunction. In reality, the site will only require a visit from a technician maybe once every three months. There is no set schedule; only maintenance because of malfunctions.

There could be a total of four providers with a total of 24 antennas. The additional units will not be any higher than the antennas that are in place now (Public Works and Police and Fire). The maximum height of the antennas mounted on the tower top will be 96 inches.

QUESTIONS OR COMMENTS

TESTIMONY IN OPPOSITION

ADDITIONAL COMMENTS FROM STAFF

QUESTIONS FOR CLARIFICATIONS

**Chair Smith** closed the public testimony portion of the hearing and opened the meeting to discussion among the Commissioners.

**Bryan Cosgrove** moved to approve CSO-97-04, based on the respective findings in the Staff Report, and subject to the conditions of approval contained in Exhibit 9, with the addition to Finding #5 as stated by Dan Pava tonight. **Pat Lent** seconded. MOTION CARRIED 4-0.

**Bryan Cosgrove** moved to approve VR-97-02, based on the respective findings in the Staff Report, and subject to the conditions of approval contained in Exhibit 9 of the Staff Report. **Pat Lent** seconded. MOTION CARRIED 4-0.

- 5.2    Applicant:            Dwayne and Mavis Buchholz  
       Property Owner:    North Clackamas School District  
       Location:            5323 SE Logas Road  
       Proposal:            5-lot subdivision  
       File Number:        S-96-04

**Chair Smith** opened the public hearing on File Number S-96-04, to allow the subdivision of one existing lot into five parcels. He asked if there were any conflicts of interest or ex-parte contacts to declare. There were none. He asked if any member of the Planning Commission visited the site; three hands were raised. Pat Lent reported that while she was visiting the site, she had a conversation with an adjacent property owner, Mr. Mayes. There was nothing in the conversation that would cause a conflict of interest and she plans on voting on this application. No other Commissioner who visited the site spoke to anyone at the site or noted anything different from what is indicated in the Staff Report. No one in the audience challenged the impartiality of any Commission member or the jurisdiction of the Planning Commission to hear this matter.

STAFF REPORT

**Stacy Lawson** reviewed the Staff Report with the Commission. The property to be divided is the Lewelling Elementary School. Four new single-family lots will be created. The remainder of the school property will continue to be used by the school. The proposal will not eliminate any of the playing fields on the school site.

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The Applicant has submitted both a geotechnical report and a wetlands report to verify that there are no jurisdictional wetlands on the site. Each site will need to be specifically evaluated on a geotechnical basis before a building permit is issued. The Applicant is proposing to develop four single-family lots on the site.

There is a portion of this site that is used by the school children as a pathway. There is a proposal by the School District and the Applicant to provide for an ownership strip to remain from the school to Willow and develop a stairway for the public and school children going to and from the school site. Staff is recommending that this stairway and a crosswalk be provided as a part of the Conditions of Approval.

Staff recommends approval of this Application with the proposed conditions and findings as contained in the Staff Report.

**Bryan Cosgrove** asked if only an hand bore analysis was done; not a full geotechnical analysis? **Stacy Lawson** stated that the geotechnical engineer stated that since the site had not been cleared the hand bore analysis was all that could be done at this time. The geotechnical engineer may be required to return and do a complete geotechnical excavation and determination of the soil once the site has been cleared and the house plans developed.

**Bryan Cosgrove** asked if there were guidelines for the stairway that is proposed for the children? **Stacy Lawson** stated that there are no specific guidelines related to materials to be used. This issue could be addressed in amended conditions. **Bryan Cosgrove** suggested that a guardrail be added for the safety of those traveling up and down the slope.

**Bryan Cosgrove** asked if the City has erosion control standards or if they have adopted Clackamas County standards. **Stacy Lawson** stated that erosion control measures are required but she did not know where the standards originated. A grading plan and erosion control plan will be required, in addition to engineer retaining walls.

**Chair Smith** asked if any additional correspondence or comments had been received on this Application since the packets were sent out to the Commissioners? **Stacy Lawson** reported that no other comments or materials have been received.

APPLICANT PRESENTATION

Speaking: Ken Sandblast, Compass Corporation

**Mr. Sandblast** stated that his corporation is representing the Applicants, Dwayne and Mavis Buchholz. He handles the land-planning aspect of the Application and Bruce Goldson deals with engineering. They are here tonight to answer any questions regarding the Application.

This Application was originally submitted about a year ago. The plans were to have six lots on the west side of the school as well. Because of the grades and road requirements, the Buchholz decided against this plan. The application was revised down to the four lots proposed.

**Mr. Sandblast** stated that the Staff Report was well done and he agrees with the majority of it. The walkway strip will be retained as a part of Lot 5. It will be owned by the School District. The School District, in their Board action, authorized the sale to the Buchholz' and states, "...with the proceeds of the sale, a walk/stairway, allowing students from the Willow Street neighborhood direct and safe access to the school..."

Speaking: Bruce Goldson, Compass Engineering, 6564 SE Lake Road, Milwaukie

**Mr. Goldson** stated that as a part of the Application there was a geotechnical report by West Coast Goetech, Inc., in which they indicated that ground water is not anticipated. He would expect very little ground water will be found.

Approximately five years ago, Compass Engineering worked for the school district and developed some concept plans for stairs in this location. The plans called for concrete stairs with a handrail. Because of budget constraints at the School District, the construction was not completed at that time. This is an opportunity for the School District to pay for this stairway. This has been a long-time goal for the School District.

**Mr. Goldson** stated that erosion control practices are required as part of this Application and will be reviewed by the City of Milwaukie. Individual house plans will be reviewed in the same manner.

TESTIMONY IN FAVOR -- None.

QUESTIONS OR COMMENTS ABOUT THE APPLICATION

Speaking: Joe Stockham, 5622 SE Willow, Milwaukie

**Mr. Stockham** voiced concern about the water situation on this site. A drainage ditch has been put in and there is still a water problem. What is going to be done about the water?

**Maggie Collins** stated that in Exhibit 5 of the Staff Report, it stated that drainage lines will be required at the retaining walls and at the foundation wall and a tight-line connection to a 12-inch storm drain on Willow Street. This will be done in resolution to the drainage problem. **Stacy Lawson** reported that there is a Local Improvement District (LID) that is being developed for a section which does not include this project but may include Mr. Stockham's property. This LID project and the proposed Application will result in storm drain improvements.

Speaking: Steve Mayes, 5431 and 5430 SE Willow, Milwaukie

**Mr. Mayes** stated that his mom owns these properties and he is here representing her. He asked Mr. Sandblast which parts of the Staff Report he does not agree with? **Mr. Sandblast** stated that he does not agree with the claim of super-saturation of soils and the only other thing he questions is in the background section of the Staff Report where it states, "...While the supporting documentation is not totally consistent with this amendment to the proposal." This is an unfinished sentence. **Stacy Lawson** explained that the period should be a comma and the sentence continued.

Speaking: Mary Barteaux, 5094 SE Winworth Court, Milwaukie

**Ms. Barteaux** asked for clarification on the mailing notice boundaries. **Stacy Lawson** stated that the specific distance is 250 feet from the edge of the property line of any portion of the subject site.

**Ms. Barteaux** asked how much of Winworth Court will be open to automobile traffic? **Stacy Lawson** explained the location of existing homes in this area and the improved portions of the road.

Speaking: Tom Sweeny, 5512 SE Willow

**Mr. Sweeny** asked for clarification of the site map. He asked where the proposed homes will be sited in comparison to his home? **Stacy Lawson** pointed out the boundaries of the subject site.

TESTIMONY IN OPPOSITION -- None.

#### ADDITIONAL COMMENTS FROM STAFF

**Stacy Lawson** reviewed the amendments to conditions to address issues that came up tonight:

Condition #5: A detailed grading and erosion control plan shall be submitted for review and approval prior to issuance of a building permit for Lots 1 through 4. Erosion control measures shall be in place prior to any site disturbance, which includes vegetation removal. The grading plans shall show areas of cut and fill, location of retaining walls, elevations and percent slope of finished grades.

Condition #7: Designs for a walkway with concrete stairs and handrails extending along the School District's 10 foot pedestrian access located to the west of Lot 1 shall be submitted to the Community Development Department, Public Works Department and Building Division for review and approval. The walkway shall be installed prior to occupancy of any structures to be built on Lots 1 through 4.

QUESTIONS FOR CLARIFICATIONS -- None.

#### APPLICANT'S CLOSING COMMENTS

Speaking: Ken Sandblast, Compass Corporation

**Mr. Sandblast** stated that hopefully, all the improvements to Willow Street and others in that area will enhance the existing system and clear up the water problems in this area.

In response to the amendments to Conditions #5 and #7, he has no concerns; however, he would suggest "durable non-slip surface where appropriate" to replace "concrete" in Condition #7.

DISCUSSION AMONG THE COMMISSIONERS

**Chair Smith** closed the public testimony portion of the hearing and opened the meeting to discussion among the Commissioners.

**Bryan Cosgrove** voiced concern about the timing of grading and how it could result in a mess for residents in this area. He encourages and recommends that grading be done early and be restricted to dry times of the building season. **Maggie Collins** stated that existing erosion control requirements will address additional measures during winter months.

When asked, Mr. Goldson discussed soil stability on the site. He stated that the soils report indicates no problem; however, if further investigation proves there is a problem, there are ways to stabilize the slope to its original condition or better. He does not foresee this to be a problem. There are no leaning trees or indicators that there are slope stability problems.

It was the consensus of the Commissioners to change the wording in Condition #7 to: "Designs for a walkway with stairs of a durable, non-slip surface and handrails extending along the School District's 10-foot pedestrian access located to the west of Lot 1 shall be submitted to the Community Development Department, Public Works Department, and Building Division for review and approval. The walkway with stairs and handrails shall be installed prior to occupancy of any structures to be built on Lots 1 through 4."

**Bryan Cosgrove** moved to approve Subdivision S-96-04, based on the findings contained in the Staff Report and subject to the conditions in Exhibit 1 as amended. **Pat Lent** seconded. MOTION CARRIED 4-0.

Recess was taken at 8:13 p.m. and the meeting reconvened at 8:20 p.m.

6.0 WORKSESSIONS -- None.

7.0 DISCUSSION ITEMS

**Pat Lent** suggested having a Public Works Department person available when storm drainage or slope issues are involved.

**Bryan Cosgrove** asked if the Regional Center Master Plan was scheduled for the end of July? **Maggie Collins** stated that a Regional Center Steering Committee meeting is scheduled for August 21, 1997.

8.0 OLD BUSINESS

8.1 Light Rail Study Update -- No Report

8.2 2040 Study Update -- No Report

9.0 OTHER BUSINESS

9.1 Historic Resource Commission Report -- None.

9.2 Town Center Area Task Force Report -- **Chair Smith** reported that the Task Force is meeting on a regular basis again. He has been appointed Chair of the Transportation Committee. They are now in the process of developing preliminary criteria and a timeline for the project.

9.3 Community Development Report

**Maggie Collins** reported that City Council has adopted its set of goals, and one is to develop an Urban Forestry Program. **Dan Bartlett** will be asking the Community Development Department to prepare a work program. In this program will be a timeframe. There are several opinions as to what will make the most workable program. She also noted that the final version of the Transportation System Plan includes a policy for planting strips throughout the City. These items will put Milwaukie in a better position for the future in terms of enforcement issues and application requirements.

10.0 Next Meeting -- July 22, 1997

Michael Smith moved to adjourn the meeting of July 8, 1997. **Bryan Cosgrove** seconded. MOTION PASSED UNANIMOUSLY. The meeting adjourned at 8:40 p.m.

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Michael Smith, Chair

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Shirley Richardson, Hearings Reporter