

**CITY OF MILWAUKIE
CITY COUNCIL MEETING
FEBRUARY 20, 1996**

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

Craig Lomnicki,
Mayor
Rick Farley

Jean Schreiber
Rob Kappa
Don Trotter

Also present:

Dan Bartlett,
City Manager
Charlene Richards,
Assistant to the
City Manager
Pam Beery,
City Attorney

Dan Olsen,
Fire Chief
Maggie Collins,
Community Development Director
David Wheaton,
Public Works Director

PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS

Bartlett introduced Dave Wheaton, who began as the City of Milwaukie Public Works Director.

Mayor Lomnicki read a letter from the Council expressing its appreciation to Bartlett, the EOC staff, and City employees who worked around the clock to serve Milwaukie's citizens during the February 1996 flood. He thanked all of the volunteers and expressed his concern for those who suffered damage to their homes and businesses.

CONSENT AGENDA

Councilmember Trotter requested pulling item III.B -- *Intergovernmental Agreement with State of Oregon for Regional Center Master Plan -- Resolution* to Other Business for discussion.

It was moved by Councilmember Kappa and seconded by Councilmember Trotter to approve the consent agenda which consisted of the City Council Minutes of January 30 and February 6 & 7, 1996. Motion passed unanimously.

AUDIENCE PARTICIPATION

None.

PUBLIC HEARING

None scheduled.

OTHER BUSINESS

Riverfront Planning Commission Appointment

Mayor Lomnicki recommended those whose names were omitted from the list of Riverfront Planning Commission (RPC) applicants be appointed. He asked for City Council consent on Gary Olson, Paul Graham, Jim Cobb, and Ann Shipman. Councilmember Trotter concurred with the appointments; Councilmember Farley, Councilmember Schreiber, and Councilmember Kappa did not concur. These four people were considered for appointment, but the Mayor did not receive consent of the City Council.

Councilmember Schreiber suggested these names be added to the list of applicants for the Expanded City Center. **Mayor Lomnicki** said he felt these people should go through the same channels as the rest of the public. **Councilmember Schreiber** said she would take the responsibility of contacting these people.

Councilmember Kappa supported Councilmember Schreiber and said he would help her make the contacts. It was unfortunate that an error was made and these names were left off the list of applicants, but he felt City Council needed to adhere to the process. If exceptions were made, the entire process should begin again. While the mistake was unfortunate, the decision was not based on the individual applicants. He felt these four people would bring expertise to the Expanded City Center Committee.

Bid Award Public Safety Fitness Equipment

Olsen presented the staff report. This was the second request for bids for public safety fitness equipment. He reviewed the previous bid process and award on November 21, 1995. A protest was filed, and a second request for bids was opened on January 11, 1996. Seven vendors responded, and staff recommended three suppliers. The amount did not exceed the \$25,000 budget amount.

Councilmember Kappa asked if this action rectified the issues of the first bid award and met the departments' specifications. **Olsen** responded all the issues were addressed satisfactorily and the specifications were met.

Councilmember Farley noted there were nine items deleted. **Olsen** said these machines and equipment were at the bottom of the priority list.

Councilmember Schreiber asked when it would be delivered and ready for use. **Olsen** said the vendor will deliver and set up the equipment in 30 - 60 days.

It was moved by **Councilmember Kappa** and seconded by **Councilmember Trotter** to award the following bids: **Exercise Equipment Center** in the amount of \$13,170.00; **Fitness Shop** in the amount of \$119.00; and **Northwest Fitness Supply Company** in the amount of \$5,517.83 for a grand total of \$18,806.83. Motion passed unanimously.

Intergovernmental Agreement with State of Oregon for Regional Center Master Plan -- Resolution

Councilmember Trotter asked **Collins** when the final IGA would be available for City Council review. He wanted an opportunity to review it prior to authorizing a signature. **Collins** had received a faxed copy of the agreement and shared copies with the City Council. **Councilmember Trotter** asked **Collins** to point out the changes since it was a lengthy document.

Collins said the amounts in Section 5.a - d were \$100,000, \$58,200, \$41,800, and \$11,445 respectively. In Section 6, the ending date is June 30, 1997. There were no basic differences in the scope of work.

Councilmember Farley asked if there were a stipulation on the amount spent. **Collins** said there is a cap on the amount spent.

Councilmember Trotter referred to Attachment F -- Budget Summary. The new document indicated the City of Milwaukie was responsible for the entire match. **Collins** indicated staff felt strongly that the match gave the City certain control over expenditures. A great deal of work can be accomplished for approximately \$11,000. She added this was in a Community Development budget line item.

Councilmember Kappa asked how this fit with the City's Transportation System Plan (TSP). **Collins** indicated the draft TSP would be submitted along with Milwaukie Regional Center Arterial/Street Improvement Program (MRCASIP). These would be used as the base documents.

Collins pointed out the multi-modal circulation plan that included riverfront access. **Councilmember Kappa** commented the document did not address design criteria and street standards. **Collins** said these could be added to the consultant's work plans. **Councilmember Kappa** urged looking at new methods of crossing McLoughlin Blvd. and Hwy. 224 and recommended this be included also.

Bartlett said the time to raise the issue would be in Phase V -- *Multi-modal Circulation and Parking Plans*.

Councilmember Trotter said he saw no changes in the appendix except for the budget detail on Attachment F. He commended staff in obtaining a grant to help in the planning effort.

Councilmember Farley said he would abstain from voting since he had some real concerns and did not have time to completely read the final agreement.

It was moved by Councilmember Trotter and seconded by Councilmember Kappa to adopt the Resolution authorizing the City Manager to sign an Intergovernmental Agreement between the City of Milwaukie and ODOT. Motion passed with the following vote: Mayor Lomnicki, Councilmember Schreiber, Councilmember Kappa, and Councilmember Trotter aye; no nays; Councilmember Farley abstained.

RESOLUTION NO. 11-1996:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, AUTHORIZING THE CITY MANAGER TO SIGN AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF MILWAUKIE AND THE STATE OF OREGON.

Information

1. **Councilmember Trotter** discussed the work the City of Milwaukie was doing with the City of Happy Valley and Clackamas County on Kellogg Creek and Scott Creek surface water management.
2. **Councilmember Kappa** discussed his participation on the League of Oregon Cities Water/Wastewater Committee and potential changes in the administration of the Clean Water Act.

Mayor Lomnicki adjourned the meeting at 7:36 p.m.



Pat DuVal, Recorder/Secretary

**CITY OF MILWAUKIE
CITY COUNCIL AGENDA
FEBRUARY 20, 1996
(Revised 2/16/96)**

MILWAUKIE CITY HALL

10722 SE Main Street

1737th MEETING

WORK SESSION

4:00 - Council Information Sharing
4:30 - Neighborhood Services Program
5:30 - Fire Services

REGULAR SESSION

7:00 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 January 30 & February 6 & 7, 1996**
 - B. **Intergovernmental Agreement with State of Oregon for Regional Center Master Plan -- Resolution**

- 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.)*

None Scheduled

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.)*

- A. Riverfront Planning Committee Appointment (Mayor Lomnicki)**
- B. Bid Award Public Safety Fitness Equipment (Dan Olsen)**

VII. INFORMATION

- A. Minutes:**
 - 1. Center/Community Advisory Board, November 17 & December 8, 1995**
 - 2. Historic Resources Commission, January 22, 1996**
 - 3. Planning Commission January 9 & 23, 1996**
 - 4. Linwood Neighborhood Land Use Committee, February 1, 1996**
 - 5. Milwaukie Downtown Development Association, January 10, 1996**
- B. Memo to Land Use Committees Regarding Training Sessions**

VIII. ADJOURNMENT

WORK SESSION -- Emergency Operations Response

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.



*Jan
797-1757
2/26 or 3/1
3-5:00
any but not
to 1:00*

MEMORANDUM

To: Mayor and City Council
From: Pat DuVal, City Recorder *PD*
Subject: Friday Packet Items
Date: February 16, 1996

Please add the following information to the material distributed on February 13:

1. Revised Agenda -- February 20, 1996
2. Neighborhood Program Information
3. Fire Services Information
4. Riverfront Planning Committee Applications
5. Physical Fitness Machines and Equipment for Public Safety Building
6. Emergency Operations Plan

1 a. f

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Riverfront Planning Committee Appointment (Mayor Lomnicki)

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**MILWAUKIE CITY COUNCIL
WORK SESSION
JANUARY 30, 1996**

Mayor Lomnicki opened the work session at 6:05 p.m. in the City Hall conference room.

Present were Councilmembers Farley, Schreiber, Kappa, and Trotter; Dan Bartlett, City Manager; Maggie Collins, Community Development Director; Greg Drechsler, Acting Public Works Director; and Nancy Waddell, Public Involvement Coordinator.

Bartlett announced the appointment of David Wheaton to the position of Public Works Director.

Board & Commission Review Project

Bartlett discussed the standardized memo that would be sent to each board and commission member from the responsible staff person. Attached to each memo would be the draft general ordinance, draft ordinance specific to each board or commission, and excerpts of the applicable City Council work session minutes.

Bartlett pointed out the schedule of upcoming advisory board meetings in which the draft ordinances would be discussed. The group discussed the possible meeting dates with the Traffic Safety Commission.

Councilmember Kappa said he felt either the general ordinance or the work plan should address the board and commission members' going out to each Neighborhood District Association (NDA) and introducing themselves and talking about their designated responsibilities.

Councilmember Schreiber commented this could be in each work plan; however, it is really up to each NDA to decide guest speakers.

Mayor Lomnicki said in the Park and Recreation Commission duties, surveying recreation and leisure needs was one of the responsibilities that could be accomplished through contact with the neighborhoods.

Councilmember Kappa asked if this could be part of the work plan.

Councilmember Trotter agreed with Schreiber's comments. The NDAs should know that the advisory bodies exist and be able to invite board and commission members to attend the neighborhood meetings.

Councilmember Kappa recommended the board and commission duties and responsibilities be communicated to the NDAs.

Councilmember Schreiber agreed that communication was the essential issue.

Councilmember Trotter asked if the *Board and Commission Handbook* would be revised, and he commented particularly on the section about meeting minutes.

Bartlett said staff would revise the *Handbook*. He discussed the City Attorney's opinion on meeting minutes based on the Oregon Public Records Law.

Bartlett discussed the memo he prepared for his quarterly meeting with Parks District personnel concerning parks maintenance. He concluded the riverfront is a regional responsibility and must be maintained.

Riverfront Planning and Issues of Steering Group

Collins discussed the proposed selection process for the Riverfront Planning Committee (RPC). Staff contacted the fifty-four people who had originally expressed an interest in participating on the planning committee. Thirty-four applicants indicated a willingness to make the time commitment for the project. She reviewed the staff-prepared topical interest outline and asked Council if there were any additions.

The group agreed the outline would be a good overall guide.

Councilmember Kappa asked the location of the McLoughlin area. **Collins** said it was McLoughlin Blvd. that also included those sections outside of the Milwaukie Downtown Development Association (MDDA).

Councilmember Schreiber said she was getting feedback from the Waverly/Downtown NDA organizational meetings about the relationship between the City and the MDDA. Some people have concerns about the City's partial funding of the organization.

Bartlett said he talked with Connor, *Review* reporter, about the business district improvement law. Cities have no authority to impose this type of district without consent from business district members. The City does not tell the district how to conduct its business. The MDDA is a separate, non-profit agency that the City provides \$18,000 annually.

Councilmember Kappa commented he recognized some MDDA members' names on the list of RPC applicants.

Collins commented the RPC will be a good group if it has this range of interests and expertise.

Councilmember Trotter asked how many positions there are on the committee.

Collins said the original number of members discussed was twenty-two. This is a citywide project except for the Steering Committee that includes Planning Commissioners and the Park and Recreation Commission chair.

Bartlett added the original suggestion was fifteen members and one representative from each of the NDAs.

Collins reviewed rating sheets and applications staff prepared. The rating sheets should help the City Council answer questions about each of the applicants. She asked if the rating sheet accurately reflected conversations about desirable candidate characteristics.

Councilmember Trotter pointed out an inconsistency in referencing form numbers, and staff agreed to correct the error.

Councilmember Kappa asked if a part of the rating should be based on the number of hours available.

Bartlett said staff asked each interested person if he or she would be able to devote the needed time to the project. Those who did not feel they could make the time commitment dropped out of the process before their name got on this list.

Collins added that some people self-selected out when they realized the size of the committee.

Councilmember Schreiber asked how she would complete the rating process if she felt the applications did not reflect what she felt was the necessary breadth for the RPC.

Collins recommended that each Councilmember set a target of twenty people he or she feels should be RPC members. She said there will probably be consensus on the top ten applicants to act as the core group. Then City Council would have to come to an agreement on how to select the remainder.

Councilmember Kappa asked if staff foresaw the development of smaller working groups. **Collins** said smaller work groups were not mentioned to potential RPC members.

Bartlett suggested submitting the rating lists to Nancy Waddell to prepare a grid for the next City Council work session.

Councilmember Trotter asked if each of these topical categories was met by the people applying. **Collins** said not necessarily; for example, each NDA does not have an applicant.

Mayor Lomnicki commented that he has taken the "vision slide show" to several NDAs.

Councilmember Schreiber said some categories may lack representation after the Council completes the screening process.

Bartlett said Council could suggest qualified applicants if there is an important, unfilled category.

Collins added the City Council's sense of whom these applicants represent is very valuable.

Councilmember Kappa said he knew most of the people on the list of applicants but in some cases would need help in putting a face with the name. **Collins** indicated she felt what was written on the application was the most important. She urged that City Council not contact these individuals on the list, but rather call staff with any questions.

Councilmember Kappa asked why the applicants should not be contacted directly by the City Council. **Mayor Lomnicki** explained that the questions and answers should be heard by all members of the Council.

Councilmember Trotter said, if Councilmembers feel there is a need to ask questions, then interviews of all applicants should be conducted.

Collins said, if there are questions in the future about how members were appointed to the RPC, it is best to report that everything was done openly through Council consensus.

Councilmember Trotter asked if the group was comfortable evaluating the applications or should interviews be scheduled. He also spoke to the option of interviewing those upon which the City Council does not concur.

Councilmember Kappa commented that interviews would take a lot of time.

Councilmember Trotter said it was his sense that City Council will probably agree upon between five and twelve applicants. In the next group, there will probably be three or four more upon whom there is fairly strong agreement. Council may interview those about whom it is not sure.

Collins said she understood a majority of the City Council must agree in order for the Mayor to make appointments. After the core group is identified, then City Council could look at the list of topical interests to make sure there is adequate representation.

Councilmember Schreiber said City Council needs to make sure the RPC is a group that arrives at its own decisions.

Mayor Lomnicki said the RPC advises the Steering Group which, in turn, makes a recommendation to the City Council.

Councilmember Kappa suggested a group of about five alternates.

Councilmember Schreiber likened the RPC to the Vision Group -- some will drop out, while others will be like the "founding fathers."

Bartlett discussed the various planning activities before the City including the TGM involvement process, riverfront, station area, Town Center area, and NDA land use.

Councilmember Trotter said knowledge of upcoming planning activities was valuable information while evaluating the RPC applications. There will be many activities going on, and some applicants may be more appropriately appointed to another committee.

Bartlett added that Kent Layden will be working with each NDA on strategic planning in March. He discussed the upcoming neighborhood summit and coordination of the NDA vision with land use master planning.

Mayor Lomnicki said land use training allows residents to take information back to their respective neighborhoods to work on the master plans.

Collins added land use training provides information and tools.

Councilmember Kappa felt the neighborhoods should get land use training similar to what is offered the Planning Commission.

Councilmember Trotter said the training is similar, but the Planning Commissioners become more familiar with the land use planning because they use it so frequently.

Mayor Lomnicki discussed the role of the Neighborhood District Associations. They are supposed to be autonomous from the City, and City Council set out certain guidelines for them to follow. The role of the NDA is to represent neighborhoods as a whole, not individuals. The City agrees to provide certain training such as background on land use, but it is not the idea to give them advisory board status. The NDAs are to work among themselves to provide input about their neighborhood to the City Council. NDA and land use committee members must be willing to take the initiative to attend the training offered by City staff. The City Council does not run the neighborhoods; however, periodic training is provided if a need is perceived.

Councilmember Farley asked if the Planning Commission was updated on new rules and laws. **Councilmember Trotter** said staff informs the Planning Commissioners of any changes or updates from the state. The NDAs should be updated as the City responds to new goals and objectives or when new processes are implemented. The purpose is to disseminate information, not to provide formal training.

Councilmember Schreiber expressed concern that the NDAs would be seen as wards in the future. She did not see the NDAs as having a delegated power. The purpose is to serve the neighbors by providing a process in which needs and concerns can be expressed. Neighborhoods have many different issues that need to be addressed, and land use training is one piece of many. She did not want the people in the neighborhoods to feel they can go beyond giving the City Council knowledge.

Councilmember Kappa felt strongly the NDAs should be on an equal level with the boards and commissions. They are serious about being involved and having input into the process.

Mayor Lomnicki said an NDA focuses on the many activities within one neighborhood. The NDAs each need to build a representative consensus of the residents. Boards and commissions address one issue on a citywide basis.

Councilmember Kappa said the NDAs need to have a way of expressing how they would like to see their own neighborhood develop and create a vision.

Councilmember Farley said the City Council makes its decision based on everyone's input.

Councilmember Trotter said there is a major difference between the NDAs and the boards and commissions. The City Council gives the boards and commissions areas of responsibility and direction on how to deal with certain issues. The NDAs address their own issues, and on technical issues such as land use, the City provides training. He has heard comments from the community that the City Council should not have control of the NDAs.

Councilmember Kappa said the NDA has to have the same methods of giving input to the City Council as the boards and commissions.

Councilmember Schreiber commented that the NDAs must be able to demonstrate they are speaking as representatives for the whole neighborhood.

Councilmember Kappa said the input from both groups should be on the same level of authority or of advice. The boards and commissions give advice based on a broad overview of the City. The NDAs have a selected perspective.

Mayor Lomnicki said it is up to the individual councilor how he or she weighs the evidence. It is all advice and information leading toward a decision. In the past, people claimed to represent the neighborhood. Now each NDA must follow open meetings laws and produce minutes.

Collins discussed the land use training process and the possibility of evaluating other kinds of training. She added that the NDAs were given training on expedited land use applications.

Mayor Lomnicki discussed how the land use master plans would evolve from the neighborhoods, through the Planning Commission, and to the City Council for adoption.

Councilmember Trotter commented the master plan process will make an impact on the Comprehensive Plan.

Collins pointed out the land use groups are reviewing the TSP, and those comments are needed and will be heard.

Councilmember Kappa said there will be amendments to the Comprehensive Plan reflecting the change in direction. Some changes cannot be made because of regional or state issues.

Councilmember Trotter said each neighborhood has a section in the Comprehensive Plan and will reflect what it thinks is important.

Bartlett said staff will clarify any neighborhood issues such as manufactured housing, the re-partitioning process, zoning issues, and growth pressures.

Collins remarked each neighborhood association will be given the tool for stable and proactive growth management.

Bartlett said the action agenda for the February 6, 1996, meeting should be short. He recommended recessing to a work session to continue discussion of the RPC applications. If a consensus is reached, then the City Council can return to regular session to make appointments. In order to begin the process, City Council will need to make appointments at one of the February meetings.

Mayor Lomnicki reminded City Council that each of the completed review sheets would be a public record.

The group agreed to submit each member's top twenty names to Waddell no later than Tuesday noon.

Bartlett added there was a very slight possibility an applicant was overlooked; however, staff contacted all the people on the original 54-name list. There may be some people who thought about participating but did not actually contact anyone in the City.

Mayor Lomnicki said, if an interest group was not represented, then a Councilor may submit a name for consideration.

Bartlett asked the City Council if it was comfortable with Jeff Tashman as the project manager for the waterfront master plan project. He discussed the length of time it would take for a recruitment. Tashman has background both with Milwaukie's waterfront and similar projects. He said staff would seek City Council approval to exceed the current contract amount at the February 6, 1996, regular session.

Councilmember Kappa said he had not seen the waterfront use report that was mentioned in the staff memo. **Bartlett** said this was a report for internal staff use. **Councilmember Kappa** asked if this document needed to be reviewed before making a decision on extending the contract. **Bartlett** responded this was a report on the agencies from whom permits for certain uses would be necessary.

Collins' memo recommended that Council authorize Bartlett to increase the contract amount for riverfront project management. Staff will go out for bids on certain areas of the project.

Bartlett added that the City would not be bound by a master contract with a series of subcontractors.

Councilmember Trotter commented that Tashman is very familiar with the project. He felt the professional community would appreciate the City's honesty, particularly since there will be opportunities for subcontracting.

Planning Commission Recruitment and Historic Review Commission Appointment

The group discussed the vacancies on both commissions in relationship to completion of the Board and Commission Review Project. The City Council agreed that staff should go forward on the recruitment and appointment recommendation.

Town Center Hearing Strategy

Collins said there will be a one-hour presentation on the Clackamas Regional Center Area Plan: Vision Statement, Planning Principles, and Work Programs. She discussed the unresolved issue, such as 2040 planning. In order to be complementary, the County needs to make a commitment to those guidelines.

Mayor Lomnicki discussed developing the City of Milwaukie and the Clackamas Town Center plans together. If the action plans are developed and Milwaukie wants to have greater influence in the actual adoption, he recommended developing a 190 agreement similar to the one between the City of West Linn and the county. This should be done to develop the influence Milwaukie needs in its urban growth area. It needs to come into the City of Milwaukie's process. He suggested that something could be worked out if the City Council felt this was a good strategy.

Bartlett said he did not believe this would be a good political statement for the City of Milwaukie to make. The real drive is for a new urban renewal plan. The message from the Board of County Commissioners and Chief Executive Officer is to pursue urban policy and divest themselves of urban services and planning. Right now, Milwaukie is being asked to sit at the table, while before a plan was only submitted for review. SB 122 will now let the cities ease into the process. **Bartlett** recommended continuing to negotiate for a West Linn-type agreement from now until 1998. He suggested speaking to a working together and developing complementary plans. He recommended working things out slowly.

Councilmember Trotter commented that Milwaukie was referenced in three of the action plan subcommittees.

Bartlett explained this was the only standing the City legally has right now. The City will have more authority when the next periodic review comes up and with a new agreement in 1998.

Councilmember Trotter urged that Action Plan 4 -- *Public Amenities Action Plan* should include Portland, Milwaukie, and Happy Valley as participants. Action Plan 5 -- *Urban Design Action Plan* should include Metro as well. Action Plan 6 -- *Housing Action Plan* should include key issue comments about coordination with cities on land use issues within urban growth areas. He agreed with Bartlett there should be some type of agreement on implementation as the action plans are developed further.

Councilmember Kappa felt light rail coordination should be a key issue of Action Plan 3 -- *Transportation Action Plan*.

Councilmember Trotter commented he did not feel the report was "strangely silent" on the topic of light rail because it was talked about in other sections.

Collins said she did not see the kind of coordination she felt was needed between the line and the regional center plans.

Councilmember Trotter felt the importance of light rail was recognized.

Collins urged letting the County Commissioners know that the City Council is concerned about consistent reporting on light rail coordination.

Mayor Lomnicki discussed Action Plan 7 -- *Public Facilities and Services Action Plan* and Advisory Committee structure. The plan needs to state that the City of Milwaukie will participate in adopting the action plans. At the end of that part of the process, there will be a public hearing in which the cities of Milwaukie and Happy Valley will be part of the process.

Bartlett agreed the work program on page 21 and the mission statement on page 42 should include Milwaukie, Happy Valley, and the Board of County Commissioners.

Mayor Lomnicki stated the cities should be sitting at the table in partnership with the County Commissioners. He continued it was his understanding County staff would make a presentation with reports from Milwaukie and Happy Valley staff on the cities' positions and concerns. The County will end the public testimony at that point and ask the city councils for comments.

Bartlett discussed the normally short deliberation period of the Board of County Commissioners. County CEO Rhodes has agreed, if no decision is reached, the issue will carry over for additional staff work.

Councilmember Trotter said Commissioners Lindquist and Hammerstad indicated they would agree to a delay to let staff work out the issues. The councils can indicate they are prepared to make comments. The trust level is there, and the situation is improving.

Collins indicated she would revise her staff report based on these work session comments.

Councilmember Trotter added the participants must be included in each action plan. He recalled there was an agreement to fax staff reports to the commissioners prior to the hearing.

Mayor Lomnicki liked the comments about pursuing complementary aspects of the regional centers. We do not want to take away from each other's plans.

Councilmember Trotter urged coordinating efforts to be compatible -- not competitive. He discussed coordinating housing densities.

Collins suggested urging the commissioners to line out the Metro regional center boundaries. She discussed the influence of the business element in the plan.

Councilmember Trotter commented the urban renewal district was included as one of the action plans.

Councilmember Schreiber suggested tying the Milwaukie downtown to the Town Center and working more closely together on developmental issues of the middle area.

Bartlett discussed the commissioners' views on changing urban services provision and how transitions might be made.

Councilmember Trotter requested a copy of West Linn's 190 agreement. He also suggested an update of fire services for the City Council.

The work session was adjourned at 8:30 p.m.

Pat DuVal, City Recorder

**MILWAUKIE CITY COUNCIL
EXECUTIVE SESSION
FEBRUARY 6, 1996**

EXECUTIVE SESSION

Mayor Lomnicki called the executive session to order at 4:00 p.m. in the City Hall Council Chambers. Council met with staff from Finance, City Attorney's Office, and City Manager to discuss potential litigation. Finance staff reported on delinquent local improvement assessments. City Attorney representative, Pam Beery, reviewed litigation issues on three of the delinquent accounts.

City Council asked staff to prepare additional information for consideration.

Dan Bartlett, City Manager

**CITY OF MILWAUKIE
CITY COUNCIL WORK SESSION
FEBRUARY 6, 1996**

Mayor Lomnicki called the work session to order at 5:20 p.m. in the second floor conference room in City Hall.

Present were Councilmembers Farley, Schreiber, Kappa, and Trotter; Dan Bartlett, City Manager; Charlene Richards, Assistant to the City Manager; Angus Anderson, Finance Director; Greg Drechsler, Acting Public Works Director; Maggie Collins, Community Development Director; and Debbie Bischoff, Senior Planner.

Information Sharing

Bartlett said staff would be requesting that City Council suspend its rules to consider two additional agenda items. The first item was setting a public hearing date for withdrawing property from Oak Lodge Water District, and the second item was the upcoming law enforcement levy.

The group discussed the work session with the Park and Recreation Commission to discuss proposed changes to the commission's enabling ordinance. The draft ordinances, including the removal section, were well received by the group.

Councilmember Trotter discussed the timing of Council's receiving written comments from the commissions.

The group discussed holding the public hearing on the code amendments at the first meeting in April.

Transportation System Plan

Bischoff presented the staff report. She reviewed the previous meeting in which staff presented an overview of the draft TSP. In this work session, staff would discuss the prioritization and funding methods to implement the Transportation (TSP) projects. She discussed the public meeting schedule, agency comments, and the upcoming public input open house. A copy of that draft will be available to the City Council prior to that meeting.

The updated action plan list included projects 17 through 23 and some clarifications. Table 9.8 indicated the initial five criteria which exemplified the guiding principles of the City. The draft guidelines included the questions of

addressing more than one mode of transportation; addressing both regional and local needs; serving local connectivity; serving to reduce neighborhood disruption while accommodating existing and planned land use; and making the best use of existing transportation facilities.

Councilmember Trotter commented that criteria #2 regarding local and regional needs was unclear.

Bischoff said the Lake Road project meets both local and regional needs.

Councilmember Trotter asked if the assessment of local needs should have its own point system. He added he did not see any indication of getting new input from the NDAs. **Bischoff** pointed out this was the initial set of criteria, and a CIP process would evaluate the needs in more depth.

Councilmember Schreiber felt recognition of a regionally-needed project was very important.

Bischoff agreed this would be the basis.

Bartlett said the pavement management plan is the key list of projects prioritized by maintenance needs. This section of the TSP discusses capacity expansion and system-wide improvements. Most of the projects are beyond the City's funding capability. In order to obtain funds as regionally significant, projects should be ranked to meet 2040 and ISTEA criteria.

Councilmember Trotter asked where in the TSP the technical evaluation is shown. He did not see a technical evaluation as one of the guiding principles.

Bischoff said she was trying not to make the plan too complex at this point and was looking for more input on the criteria.

Bartlett added the City must document public involvement. **Bischoff** added that the City might want to add these projects to the CIP.

Bischoff said most of the projects are multi-modal. More design work would need to be done closer to the funding time.

Councilmember Farley commented he heard a lot of complaints about the King and 42nd Avenue intersection.

Councilmember Kappa commented the design principle is to be more pedestrian and bike friendly. **Bischoff** said including more than one facility will be the mode. Once the plan is adopted, these will be our sample design projects.

Councilmember Trotter discussed his concern about all or part of the TSP being adopted as an ancillary document to the Comprehensive Plan. He did not believe Chapter 9, which he felt was critical to the process, was sufficiently developed. This chapter is a live, action planning tool and probably should not be included in the Comprehensive Plan as a guiding principle. **Bischoff** agreed that state requirements needed to be reviewed.

Councilmember Trotter concurred that the City needs to determine from the state how much detail is needed in order to maintain a dynamic document. **Bischoff** commented that a component of the TSP was identification of funding sources.

Beery suggested looking into the possibility of adopting this chapter incrementally while continuing the process.

Bartlett added all of these projects will become land use documents in the TSP.

The group agreed that staff should review the action plan issue with the City Attorney.

Mayor Lomnicki said, when the City goes to the region, it can say it wants certain projects included.

Bischoff recommended adopting Chapters 1 - 8 with the caveat that staff is working with the City Attorney on Chapter 9.

Councilmember Trotter suggested an ongoing priority list that is part of the CIP.

Bartlett said the key will be to have a public improvement planning process with a reasonable mechanism to ensure the planning is implemented. The City will want flexibility to move forward as funding becomes available.

Mayor Lomnicki commented staff would have another update in about one month.

Bischoff indicated the City Council public hearing is scheduled for the second meeting in April. She discussed the NDA presentations and the citizen working group input.

Milwaukie Regional Center Arterial/Street Improvement Program -- 1996 (MRCASIP)

Collins presented the staff report on transportation system needs in the Expanded City Center area. The four projects involved are: McLoughlin Blvd. (99E); Harrison Street; Milwaukie Expressway (Hwy. 224); and King Road/34th Avenue extension study.

Councilmember Trotter asked which 1/2-mile segment of McLoughlin Blvd. was under consideration for design option. He was also concerned about design flexibility in the event other viable options become apparent. He felt there might be options beyond either depressing or reconstructing with a boulevard design.

Collins said the City would send the message it felt these were the two most important to study. She asked what other options might be feasible.

Councilmember Trotter said moving McLoughlin Blvd. east was one option. This might have some real benefits by increasing the size of the riverfront and by making McLoughlin Blvd. easier to cross.

Councilmember Kappa added that if the boulevard option is chosen, McLoughlin Blvd. should be expanded to the east so valuable waterfront property is not consumed. **Collins** indicated this was understood.

Mayor Lomnicki said the conversations are about two designs -- subgrade or even grade. A 1/2-block shift to the east would still be a boulevard option.

Collins said, if there is regional sign-off, the City could identify the point at which the design would make the most sense.

Councilmember Kappa indicated he would not be in favor of an overpass or cloverleaf.

Collins commented the City of Milwaukie and ODOT have had some disagreements. The City is setting the boundaries of what it wants in this program. The design for McLoughlin Blvd. is critical, and depression would result in an overpass.

Councilmember Schreiber urged that ODOT not culvert Kellogg and Johnson Creeks. **Bartlett** pointed out that any design would have to go through DEIS. A full study of environmental impacts will be made, and it is no longer easy to bury waterways.

Collins added ODOT has to deal with storm water issues now.

Councilmember Kappa clarified his previous comment. He would not support any overpasses unless there was an adequate depression for street-level crossing.

Collins said, if the affected agencies are generally supportive of these two proposed improvements, then we can start looking at their feasibility.

Councilmember Farley said he was concerned about the multi-modal facilities. **Bischoff** said the City has 60 feet of right-of-way, and the travel lanes might be altered. Transit lanes refer to bus pull-out areas. Collins commented that staff is trying to develop a boulevard design with all of the modal elements on McLoughlin Blvd.

Mayor Lomnicki said movement of people to the transit center via multiple modes is appropriate.

Collins added getting pedestrians and cyclists seamlessly to the transit station via Harrison is one of the issues.

Councilmember Trotter asked for information on the interface of these four projects.

Collins said each project implies traffic counts and study of traffic circulation linkages.

Councilmember Trotter indicated he was thinking in technical terms -- what is done on McLoughlin Blvd. may have significant impact on what happens on the other end of Harrison at Hwy. 224. Knowing there are two end points seems critical to the phasing.

Bartlett suggested changing Hwy. 224 to project #2 and Harrison Street to #3.

Collins pointed out Hwy. 224 would be very long term and recommended focusing on McLoughlin Blvd.

Councilmember Kappa felt the trucking-industry area should be considered for redevelopment in the Expanded City Center Plan.

Councilmember Trotter asked how the boundaries of this program were determined. **Collins** said the boundaries came out of the Calthorpe study.

Councilmember Trotter said he was concerned that maps were being circulated with these boundaries. He asked if they were necessary for the funding request or if the requests could stand on their own.

Collins said it is useful to be specific in this project.

Bartlett discussed the public involvement process and Providence Milwaukie's interest in being part of the study area.

Councilmember Trotter suggested making sure it is understood this is a conceptual area, and the lines have not been set yet.

Collins agreed this was a good point. Right now, it is a useful funding tool.

Collins discussed the King Rd./34th Avenue extension and bringing new density and redevelopment into the area.

Bartlett said McKenzie indicated this was the primary option for getting people to Providence Milwaukie. A one-way Harrison/King grid is another option.

Collins indicated the triangle property was a potential transit station site.

The group agreed staff should work with affected agencies such as ODOT and Metro on the Milwaukie Regional Center Arterial/Streets Improvement Program with the suggested changes.

Information

Bartlett and **Drechsler** discussed the flood projections.

The work session was adjourned at 6:45 p.m.

Pat DuVal, City Recorder

**CITY OF MILWAUKIE
CITY COUNCIL MEETING
FEBRUARY 6, 1996**

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

Craig Lomnicki,
Mayor
Rick Farley

Jean Schreiber
Rob Kappa
Don Trotter

Also present:

Dan Bartlett,
City Manager
Charlene Richards,
Assistant to the
City Manager
Ted Baird,
City Attorney
Angus Anderson,
Finance Director

Greg Drechsler,
Acting Public Works Director
Maggie Collins,
Community Development Director
Linda Mullen,
Neighborhood Services Coordinator
Debbie Bischoff,
Senior Transportation Planner
Diana Myrvang,
Public Involvement Coordinator

PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS

Linda Mullen, Neighborhood Services Coordinator, discussed the projects currently underway in the Neighborhood Services Program. She announced the Waverly/Downtown neighborhood will ask for City Council recognition in March. Additionally, two new efforts are underway: the Neighborhood Services Team and Liaison Program. She reviewed the strategic planning process and the results of an internal survey about employee knowledge of the program.

Councilmember Kappa asked if budget needs have been identified in the strategic planning process. **Mullen** identified some needs in her budget requests.

Councilmember Kappa asked if land use training would be an ongoing process. **Mullen** said the sessions, which began last fall, are being repeated. She added Community Development is committed to keeping an open dialogue.

Councilmember Trotter said he understood strategic meetings were scheduled for March 9 and 30. **Mullen** said this was correct.

Mayor Lomnicki indicated he would like a work session updating the City Council on Neighborhood Program projects.

Councilmember Farley said he was pleased with the process and did not think a work session was necessary.

Councilmember Trotter said he had no conflict with what Mullen was doing, but he did have some questions about process and policy issues.

Councilmember Schreiber welcomed an opportunity to discuss the program.

Councilmember Kappa agreed there were some questions on process elements.

Mayor Lomnicki suggested a work session prior to the February 20 meeting. Mullen requested questions in advance.

CONSENT AGENDA

It was moved by Councilmember Farley and seconded by Councilmember Kappa to approve the consent agenda which consisted of the following items:

1. City Council Minutes of January 9, 16, and 23, 1996
2. Resolution 7-1996: A Resolution of the City Council of the City of Milwaukie, Oregon, Authorizing the City Manager to Sign an Intergovernmental Agreement between the City of Milwaukie and the State of Oregon.
3. Resolution 8-1996: a Resolution of the City Council of the City of Milwaukie, Oregon, Regarding Membership in City/County Insurance Services Trust Property Self-Insurance Pool.

Motion passed unanimously.

AUDIENCE PARTICIPATION

Milt Palm expressed his concerns about flooding in the Milwaukie area and outfall from the Kellogg Treatment Plant. He described a back channel from the Willamette going under the downtown area to Kellogg Creek and cautioned the Council about internal washing under the City.

Palm discussed the type of soil in Milwaukie and the need for building codes fitted to this unique region. He felt engineering staff should have training specific to this geographic area. He added the electrical code does not fit with our grounding system.

Mayor Lomnicki pointed out building and electrical codes are state regulated.

Palm felt his property still had some soil characteristics that could be studied. He was concerned about his land being taken from him based on sewer assessments for vacant property. He said it was hard to keep paying this much.

PUBLIC HEARING

None scheduled.

OTHER BUSINESS

Parks and Recreation Commission (PARC) Funding Recommendations for FY 95/96 and 96/97 -- Resolution

Charlene Richards, Assistant to the City Manager, presented the staff report. The proposed resolution communicates the Milwaukie Neighborhood funding priorities to the Parks District. She provided background information on the City's joining the Parks District and its role as a neighborhood district in making budget recommendations.

Rob Curtis, PARC Chair, discussed the priorities. The commission made the following recommendations for FY 1995 - 1996: (1) transfer funds into a Furnberg Master Plan since Scott Park may be impacted by light rail planning, and (2) develop a maintenance project to improve safety and reduce vandalism in Scott and Dogwood Parks.

For FY 1996 - 1997, Parks and Recreation Commission prioritized the following projects: (1) refurbish the Century Park tennis court; (2) promote park activities through the Neighborhood Associations; (3) develop a Water Tower Park master plan; and (4) acquire property.

Councilmember Kappa asked how safety and vandalism issues would be addressed. **Curtis** said he talked with Don Robertson of the Parks District about a split rail fence, trees, and an ADA picnic table on concrete. He added this project was still in the discussion phase.

Councilmember Kappa commented getting feedback from the NDAs was very important, especially for pocket parks.

Councilmember Trotter asked what type of funding would be needed to accomplish the promotion of park activities through the NDAs. **Curtis** responded in some cases communication might be as simple as a flyer to promote a particular park or a certain activity.

Councilmember Trotter asked if these activities would be funded by the City or the District. **Richards** said the District will estimate the cost. Contingent on City Council approval, the staff will develop a decision package to reflect these proposals and talk directly to the District.

Councilmember Schreiber asked how activities would be coordinated between the Commission and the NDAs. It is important how skills and talents are put together to enrich the community. **Curtis** said there are plans for a lot of interaction on the community level. The Commission is looking for outreach methods. He added there were two vacancies on the Park and Recreation Commission at this time.

Councilmember Farley asked if there were any discussions about a skateboard park. **Curtis** said there has not been any recent discussion; however, he understood liability insurance costs were dropping, so it could become more feasible.

Councilmember Farley asked if there would be more youth playing fields. **Curtis** said this was a question for the District.

Councilmember Schreiber wanted a message to go out that the City is interested in providing services for young people. **Curtis** felt the District was the vehicle for accomplishing such a goal.

Councilmember Kappa asked if the Commission, with all of its projects, plans to meet more often than once a month. **Curtis** said this chiefly depends on the needs and interests of the NDAs.

It was moved by Councilmember Kappa and seconded by Councilmember Trotter to adopt the Resolution revising fiscal year 1995 - 1996 and establishing fiscal year 1996 - 1997 for Milwaukie Neighborhood Parks Funding. Motion passed unanimously.

RESOLUTION NO. 9-1996:

A RESOLUTION OF THE CITY OF MILWAUKIE, OREGON, REVISING FISCAL YEAR 1995 - 1996 AND ESTABLISHING FISCAL YEAR 1996 - 1997 NORTH CLACKAMAS PARKS AND RECREATION DISTRICT (NCPRD) MILWAUKIE NEIGHBORHOOD PARKS FUNDING.

Gas Tax Information Cost Sharing

Bartlett presented the staff report. Clackamas County attempted to pass a gas tax, but the measure failed. The County assumed that all of the cities would help pay for the information campaign costs. He surveyed other Clackamas cities and found: Wilsonville is paying under protest; Lake Oswego is waiting for improvements to Hwy. 43; and Happy Valley is awaiting its Council's decision. Other cities do not feel an obligation to pay because they were not represented at any meetings in which the measure was discussed. He added he did not attend the meeting in which election cost sharing was discussed.

Councilmember Kappa asked if Council had consensus on paying this amount when the City first went into the process.

Bartlett said he attended the session in which cost sharing for the video, brochure, and phone line was discussed. He was not at the session in which the sharing of election costs was a topic of discussion. Many of the managers did not believe there was a consensus at the meeting on this cost, and attendance was poor for that session.

Councilmember Kappa remembered the City of Milwaukie agreed to sharing the video, brochure and phone line costs, but he did not recall any agreement on election costs. **Bartlett** commented on the surprise of most managers when they received the invoice from Clackamas County.

Councilmember Farley asked if Milwaukie's costs would be higher if some cities did not pay. **Bartlett** said the invoice amount was fixed.

Councilmember Trotter asked whether the City normally shares election costs or are they borne by the jurisdiction putting the measure on the ballot. **Bartlett** said it is usually done through an intergovernmental agreement, and if the measure passes, the cost is taken off the top of the successful levy. The City pays its own election costs which are prorated based on the number of other jurisdictions involved in a certain election. For example, the cost of a measure in a general election is less than a special election because of the usual number of participants.

Councilmember Trotter said revenues pay for measures passed by voters. **Bartlett** said he understood all costs would come out of the money collected from a successful measure. The County has paid all costs so far.

Mayor Lomnicki said it seems there was not meeting of the minds on the issue. **Bartlett** commented that cities were asked to move quickly when the County was first considering the measure.

Councilmember Schreiber and **Mayor Lomnicki** agreed they were not comfortable paying the entire invoice.

Mayor Lomnicki suggested paying for the video, brochure, and phone line and waiting to see what happens.

Councilmember Kappa commented there should be an agreement between the governing bodies.

Mayor Lomnicki believed it was the principle and not simply the cost. He added that the City needs to get matters such as this in writing in the future. Council must decide whether or not the City has an obligation to pay.

Councilmember Farley said cities not at the meeting should not be obligated to pay.

Councilmember Trotter asked how the County calculated each city's share. **Bartlett** said the formula, negotiated in 1986 for any potential gas tax levies, was based on road miles and population.

Councilmember Trotter agreed that it was not handled well, but he felt the City has a responsibility. Milwaukie would have been happy to pay if the measure had passed. Now that it failed, the City does not want to pay. He felt the logic for determining costs was sound, and he believed Milwaukie should pay the entire invoice.

Councilmember Farley believed the City should pay the invoice and make it clear there are to be no further charges.

Councilmember Kappa thought there were two separate issues. The cities should have known they would pay for election costs if the measure failed. He did not support paying the additional fee beyond the video, brochure, and phone line.

Councilmember Schreiber said she did not feel the City of Milwaukie should share in election costs because it is a relatively new addition.

It was moved by Councilmember Trotter to authorize the City Manager to pay Invoice 41490 in the amount of \$4,598 to Clackamas County to cover fair share costs associated with the gas tax measure. The motion died for lack of a second.

It was moved by Councilmember Kappa and seconded by Councilmember Farley to authorize the City Manager to pay the charges for the video, brochure, and phone line.

Councilmember Farley asked for clarification from the City Attorney regarding future activities. **Baird** said, in order to make any additional payment, the City Manager would have to get Council authorization. He did not believe, from the way the invoice was written, the County could come back for more.

Councilmember Trotter said he would vote for the motion in order to make a payment. He agreed the County should have handled the situation differently, but the Council needs to decide whether or not to honor the debt.

Councilmember Schreiber commented election costs are important to all participants. She agreed the terms should have been defined earlier. She added the Council has confidence in the City Manager to work out relationships and financial agreements such as this. If Bartlett is uncomfortable enough to bring this issue before Council, she would respect his concerns. She also felt it was dangerous to begin paying bills after the fact.

The motion to authorize the City Manager to pay the charges for the video, brochure, and phone line passed unanimously.

Milwaukie Historical Society Lease

Bartlett presented the staff report. On May 16, 1995, the City Council considered renewal of the Historical Society's lease for the Museum. It was determined at that time to negotiate a twenty-year lease with a three-year reopener. The Society responded on January 20, 1996, that it wished a ninety-nine year lease with a clause that would cause any agency taking or forcing a Museum move should "obtain a suitable location" and "absorb all costs" of the move.

Councilmember Trotter asked how the "first right of refusal of purchase" paragraph would apply if the proposed light rail alignment changes and this property becomes part of the right-of-way.

Baird suggested adding a takings clause to the lease that would terminate upon taking or partial taking of the property that would not obligate the City to the Historical Society.

Councilmember Farley was concerned the Society or the City might not have adequate time to find a new location.

Mayor Lomnicki pointed out this is a legal relationship, and there should be sufficient time.

Councilmember Kappa said there has been a working partnership between the City and the Society in the past. He asked if the fire administration building currently occupied by the Parks District was in the light rail alignment. **Bartlett** said the DEIS will look at the environmental impacts on Minthorn Creek, and that could have an impact on the alignment. Roughly by April or May of next year public hearings will be held and mitigation measures will be identified.

Councilmember Kappa urged working with the Society to store and/or help identify another location. It is important to help preserve the history of the City.

Baird responded this type of assistance to the Society would not have to be part of the lease.

Bartlett said the museum is not going to be ousted by the City. The terms of the old lease are still binding while the new lease is being negotiated.

Councilmember Schreiber had a very personal feeling of support for the museum. The City needs to be clear on legal issues and then look at preserving the history of the City. All should work toward supporting a better facility to house the museum. She was in favor of signing the lease in this packet with the addition of a takings clause.

Councilmember Farley asked if there were some form of lease for life agreement. **Baird** said in this case it would not be appropriate because, at least in theory, the life of the museum would never end.

Councilmember Trotter said his objections to a 20-year lease were eliminated by the City Attorney's comments on a takings clause. This lease, in and of itself, would have no negative impact on the Historical Society. Over the years, the City and the Council have been trying to help the museum. He was in favor of signing the agreement with the takings clause.

Councilmember Kappa felt the City had a moral obligation and suggested getting help from the Parks District. **Bartlett** recommended the Historic Review Commission because of its relationship to the Historical Society.

Mayor Lomnicki said the issue is the ninety-nine year lease and the City's responsibility for replacing the facility in the case of light rail. He agreed that the City and Council needs to do everything it can to preserve the community's identity. If light rail is the issue, we can look to Metro and Tri-Met for help also.

Councilmember Trotter agreed. He understood the Society may not be happy, but he did not see how the City could responsibly say "yes" to those conditions. The museum may stay on the property as long as reasonable, but he felt it was critical to ensure the City Council supports the concept of giving the same twenty-year lease with the takings clause.

Councilmember Schreiber commented everyone needs to understand a lucrative option on the property will not be overlooked although the Society has first right of refusal.

Councilmember Kappa concurred with Trotter's comments, but he was in favor of a letter of support to the Society regarding help in relocating.

Mayor Lomnicki agreed this would be acceptable since it was a document separate from the lease agreement.

It was moved by Councilmember Trotter and seconded by Councilmember Schreiber to authorize the Mayor to sign the proposed lease between the City of Milwaukie and the Historical Society, as indicated on page ten of the staff report, with the addition of a takings clause and review of the entire document by the City Attorney.

Councilmember Farley discussed the termination clause. Bartlett pointed out this was identical to the termination clause in the previous lease.

Mayor Lomnicki pointed out the lease is reviewed every three years.

Motion passed 4 - 1 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, and Councilmember Kappa aye; Councilmember Farley nay; no abstentions.

It was moved by Councilmember Kappa to direct the City Manager to prepare a letter of strong support to the Historical Society indicating the City would assist in locating an appropriate facility in the event the Museum had to vacate the current property.

Motion died for lack of a second.

Mayor Lomnicki said he was in favor of a more general statement about doing whatever was possible to maintain the museum as a viable community resource.

It was moved by Councilmember Trotter and seconded by Councilmember Farley to direct the Historic Review Commission to prepare a letter for City Council consideration that supports the Historical Society in the community. Motion passed unanimously.

Stipend Advance Request

Mayor Lomnicki announced this item was pulled from the agenda.

Riverfront Master Plan Project Manager

Bartlett presented the staff report. The consultant currently under contract has been used in various processes; for example, permits. We are currently obligated to him for about \$11,000. The contract extension would be beyond the City Manager's signature authority, and the total amount for the personal services agreement would be \$26,000. He pointed out the OAR criteria upon which the City Council could use its discretion to sole-source this contract.

Councilmember Kappa was satisfied and confident with Tashman's abilities.

It was moved by **Councilmember Kappa** and seconded by **Councilmember Trotter** to authorize the **City Manager** to increase the amount of the personal services agreement and purchase order with **Tashman Johnson LLC** to the amount of **\$26,000**. Motion passed unanimously.

Historic Review Commission Appointment

It was moved by **Mayor Lomnicki** and seconded by **Councilmember Kappa** to appoint **Irene Bowers** to position #2 of the **Historic Review Commission** until such time as the board and commission review project is complete. Motion passed unanimously.

Suspend Council Rules

It was moved by **Mayor Lomnicki** and seconded by **Councilmember Trotter** to suspend **City Council** rules to consider two additional agenda items. Motion passed unanimously.

Citizens for Effective Law Enforcement -- Ballot Measure

Bartlett discussed equitable law enforcement issues between the cities and unincorporated areas of **Clackamas County**. He announced this was an advocacy piece, so staff did not analyze or prepare additional background information. **City Council** is exempt and may support the ballot measure.

It was moved by **Councilmember Farley** and seconded by **Councilmember Kappa** to support a resolution endorsing the law enforcement levy measure. Motion passed unanimously.

Councilmember Trotter asked if there were any election cost sharing agreements. **Bartlett** said the affected **County** departments pay for election costs. He went on to discuss the types of services **Milwaukie** residents receive.

Withdrawal from Oak Lodge Water District Island Station Area

Drechsler presented the staff report. The governing body was requested to set a time and place for a public hearing to declare that properties annexed into the **City** from **Oak Lodge Water** be withdrawn from that district. The public hearing would be set to hear objections to the proposed withdrawal.

It was moved by **Mayor Lomnicki** and seconded by **Councilmember Kappa** to set the hearing date for the withdrawal of certain properties from the **Oak Lodge Water District**. Motion passed unanimously.

Information

Councilmember Kappa asked for clarification of the opinion survey to local high school students mentioned in the Community Services -- Library quarterly report. **Richards** explained this was a survey to find out if the programming was relevant to young adult library patrons.

RECESS

Mayor Lomnicki recessed the meeting so the City Council could review the applications to the Riverfront Planning Committee (RPC) in work session at 8:57 p.m.

WORK SESSION

Mayor Lomnicki opened the work session at 9:05 p.m.

Collins reviewed the process in which the City Council considered appointments to the RPC. It was clear that there was a core group of fifteen applicants who got either four or five votes from Councilmembers.

Mayor Lomnicki said there were seventeen applicants with three, four, or five votes.

Collins pointed out the environmental and the McLoughlin Corridor were not represented. She discussed NDA representation and the technical expertise needed for the Technical Advisory Committee (TAC).

Mayor Lomnicki recommended including Maston Simmons on the RPC.

Councilmember Trotter felt there should be a property owner from the riverfront, and Simmons was the only applicant directly involved.

Councilmember Kappa felt Simmons, as a business owner, might provide limited perspective.

Mayor Lomnicki said Maston seemed to be very civic minded.

Councilmember Trotter pointed out Simmons would have no direct benefit because he is a renter, not a property owner.

Baird said conflict of interest would probably be overridden in a group the size of RPC.

Councilmember Schreiber commented none of the applicants are from the Willamette riverfront. **Mayor Lomnicki** said Goertzen is a riverfront resident.

Collins said the Chamber of Commerce recommended Chip Sammons as a TAC or review committee member. The business aspect would probably make the TAC stronger.

Mayor Lomnicki said he would rather have Simmons appointed because his business is in the City while Sammons neither lives nor owns a business in Milwaukie.

Mayor Lomnicki, Councilmember Schreiber, and Councilmember Trotter agreed that Maston Simmons should be appointed as member #18.

Mayor Lomnicki recommended staff continue to look for an environmental applicant for a TAC position.

Councilmember Trotter agreed an environmentalist would be appropriate for the TAC.

The group agreed to appoint this group of eighteen applicants to the RPC.

Myrvang pointed out that each NDA was represented on this list.

REGULAR SESSION

Mayor Lomnicki reconvened the City Council to make Riverfront Planning Committee (RPC) appointments at 9:18 p.m.

It was moved by Mayor Lomnicki and seconded by Councilmember Kappa that the Mayor, with the consent of the City Council, should make the following RPC appointments:

1. Sherri Campbell
2. Timothy Deeks
3. Dr. Walter Ellis
4. Jan Esler- Rowe
5. Roz Girton
6. Traute Goertzen
7. Champ Husted
8. Bob Knudson
9. Eleanor Kryder
10. Pat Lent
11. Jeff Marshall
12. Gary Michael
13. Mike Miller
14. Kurt Nelson
15. Ken Roberts
16. Maston Simmons
17. Kathy White
18. Patty Wisner

Mayor Lomnicki announced the City Council would meet in executive session to consult with counsel pursuant to ORS 192.660.

Mayor Lomnicki adjourned the meeting at 9:21 p.m.

Pat DuVal, Recorder/Secretary

EXECUTIVE SESSION

City Council, City Attorney staff, and the City Manager met in executive session to consult with counsel on a matter of reporting under Oregon Revised Statutes. City Attorney staff reported on necessary action. The meeting was adjourned at approximately 9:50 p.m.

Dan Bartlett, City Manager

**MILWAUKIE CITY COUNCIL
SPECIAL SESSION
FEBRUARY 7, 1996**

The Special Meeting of the Milwaukie City Council was called to order by Mayor Lomnicki at 1:00 p.m. in the Public Safety Building Community Room. The following Councilors were present:

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

Dan Bartlett, City Manager	Maggie Collins, Community Development Director
Charlene Richards, Assistant to the City Manager	Ella Gossett, Dispatch Supervisor
Dan Olsen, Fire Chief	Terry Marthaller, Police Sergeant
Brent Collier, Police Chief	Larry Dalrymple, Fire Captain
Linda Mullen, Neighborhood Services Coordinator	Wes Johns, Fire Captain
Greg Drechsler, Acting Public Works Director	Mike Clark, Public Works Operations Supervisor -- Streets

Declaration of Special Emergency

Bartlett discussed the circumstances under which the City Council would be asked to adopt a resolution declaring a special emergency according to the City's emergency plan. This briefing will contain information on the current and forecasted flooding of the Willamette River, Kellogg Creek, and Johnson Creek confluence. These staff designations were assigned: Dan Bartlett, Incident Commander; Dan Olsen, Operations Chief; Greg Drechsler, Planning Chief; Linda Mullen, Public Information Officer; Mike Clark, Public Works Operations; Ella Gossett, Emergency Dispatch; and Sergeant Terry Marthaller, Clackamas County Emergency Operations Center Liaison.

Olsen reviewed those areas of the City where flooding was expected to occur. The five critical focus areas identified by EOC staff were: (1) flood areas -- warning, evacuation, and rescue; (2) traffic routing if 99E is closed; (3) relocation of evacuees; (4) information updates to the public; and (5) sandbag filling and location.

The National Weather Bureau expects precipitation to continue. City staff is working to correlate data based on current levels and two-day projections. Currently, the Willamette is expected to crest at 33.4 feet on Friday morning. Staff is concerned at this point how to interpret the data taken at various points on the Willamette. Public Works is using the data to develop GIS maps of the probable areas of the City that will flood.

The areas of special concern are: the Clackamas County work release and intake center; emergency response routes; traffic re-routing; Kellogg Treatment Plant operation; McBrod and Milport industrial area; multiple-family dwellings on Lake Road and McLoughlin Blvd. around Kellogg Lake; single-family dwellings in Island Station and near Johnson Creek.

Actions would include:

- contacting Clackamas County regarding availability of small boats to rescue trapped residents;
- equipping police vehicles with ropes and floatation devices to rescue victims who have fallen into swift-moving water;
- distributing flyers warning residents of potential flooding and recommending voluntary evacuation to protect life and property;
- regular reconnaissance by Public Works, Police Department, and Fire Department at critical areas such as streets, bridges and the boat ramp where flooding may occur;
- considering possible impacts to mutual aid agreements for emergency services;

Councilmember Kappa asked how trucking would be routed out of the industrial area. **Olsen** said Mike Clark would work with ODOT on this issue.

Mayor Lomnicki asked when residents and businesses would be notified.

Bartlett said all Portland mass media is carrying the National Weather Service advisory with projected crest warnings for those living near the Willamette.

Drechsler said Bulletin 26 is currently being provided to those in the areas that could anticipate flooding, indicating measures should be taken to protect life and property. Pace Industries is currently moving equipment and evacuating its facility. City employees are delivering this bulletin to residents of the Kellogg Creek and Lake Road apartments and houses in the Island Station neighborhood.

Mayor Lomnicki said these residents are on notice that the situation could get worse.

Councilmember Schreiber said residents in the lower part of Waverly -- across the street from Pace -- have asked if there is flooding danger. **Bartlett** said based on data and mapping at this time there is no indication of a problem.

Drechsler added the information in hand indicates about a foot over the 100-year flood plain. The restriction of Kellogg Creek backwater could cause flooding of the McLoughlin Blvd. bridge, which is 35.2 feet.

Olsen said readings already indicate waters are above the flood stage in lower Oregon City, rising to major flood stage on Friday, and remaining until Saturday. The Willamette in Portland has not reached flood stage, and Johnson Creek is expected to continue to rise.

Councilmember Kappa asked if the bridge near the Mill End Store was closed. **Drechsler** said it has not been closed yet.

Bartlett said the City is in advance of any incident at this time. The critical period will probably begin Friday and continue through Friday. He discussed the various levels of activation and declaration of a special emergency set forth in the City Emergency Plan adopted by the City Council.

Staff is asking the City Council to declare a special emergency based on the number of residents expected to be impacted at this time in the areas of Milwaukie near the Willamette River, Kellogg Creek, and Johnson Creek.

It was moved by Councilmember Kappa and seconded by Councilmember Farley to adopt the Resolution declaring a special emergency under the City's Emergency Operations Plan. Motion passed 4 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, and Councilmember Kappa aye; no nays; Councilmember Trotter absent.

RESOLUTION 10-1996:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, DECLARING A SPECIAL EMERGENCY UNDER THE CITY'S EMERGENCY OPERATIONS PLAN.

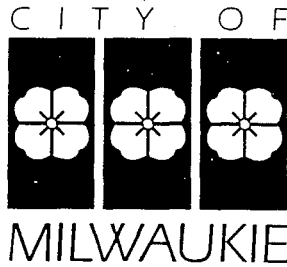
Mayor Lomnicki requested maps indicating the potential flood areas on Johnson Creek. He added the Brookside Apartments and homes in the Stanley/Willow area have a tendency to flood. **Drechsler** said these maps would be available. If changes are seen while monitoring water levels, appropriate actions will be taken to notify residents. Problems are usually noted at the Bell Avenue Bridge and then the 55th Street Bridge.

Bartlett said the declaration does not limit us to only the areas mentioned in the Resolution. He said he would use voice mail to let Council and staff know of routine updates and call another special meeting and advance the operation if the situation becomes more severe. The City will not go into full implementation of the EOC at this time.

Mayor Lomnicki said the situation seems fairly predictable based on what is happening in other locations on the Willamette. Staff appears to be well-organized in this operation.

The special session was adjourned at 1:32 p.m.

Pat DuVal, City Recorder



*****MEMORANDUM***
February 20, 1996**

TO: Mayor and City Council

THRU: Dan Bartlett, City Manager

**FROM: *MC* Maggie Collins, Community Development Director
Debbie Bischoff, Senior Transportation Planner, Community
Development Department**

SUBJECT: INTERGOVERNMENTAL AGREEMENT

Action Requested

Community Development staff recommend that the City Council, by resolution, authorize the City Manager to sign an Intergovernmental Agreement (IGA) with the State of Oregon for the funding and completion of the identified Regional Center Master Plan work program.

Background

In 1993, the Oregon Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT) jointly established the Transportation and Growth Management (TGM) Program. The program seeks to support local and regional policies and plans that support statewide, regional and local growth management objectives. The first funding cycle, the 1993-95 biennium, included funding of Milwaukie's Transportation System Plan.

In June 1994, the DLCD and ODOT distributed applications for funding of TGM projects for the 1995-97 biennium. The City of Milwaukie submitted three applications including the Regional Center Master Plan.

Discussion

On November 9, 1995, City staff was notified that the Regional Center Master Plan was selected for TGM Program funding (\$100,000). In order to begin work on the project, the IGA must be executed. The City received minor last minute comments on the project work program from DLCD staff. A final IGA and work program will be available at the February 20, 1995 meeting. By this time, the City will have received final approval from DLCD to proceed with the IGA. A boiler plate IGA with a revised project work program is attached for your information.

attachment

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, AUTHORIZING THE CITY MANAGER TO SIGN AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF MILWAUKIE AND THE STATE OF OREGON.

WHEREAS, the State of Oregon has funded a Transportation and Growth Management Program (TGM) that is jointly administered by the Departments of Transportation and Land Conservation and Development, for the purpose of encouraging local policies and plans that support growth management objectives;

WHEREAS, the TGM Program has requested, evaluated and awarded funding for the 1995-97 biennium to local governments and regional agencies for planning projects that meet program objectives;

WHEREAS, the City of Milwaukie applied for and has been awarded \$100,000 to begin completion of a Regional Center Master Plan;

NOW THEREFORE, BE IT RESOLVED that the City of Milwaukie authorize the City Manager to sign an Intergovernmental Agreement (IGA) with the State of Oregon for the funding and completion of the Regional Center Master Plan.

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

_____.

Craig J. Lomnicki, Mayor

ATTEST:

Pat Duval, City Recorder

APPROVED AS TO FORM:

O'DONNELL, RAMIS, CREW & CORRIGAN

City Attorney

TGM Grant Agreement
No. FIELD(ODOTAgree#)
TGM File Code FIELD(
FileCode)

3

INTERGOVERNMENTAL AGREEMENT

FIELD(Juris), FIELD(Project)

THIS AGREEMENT is made and entered into by and between THE STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "ODOT"; and FIELD(Juris), hereinafter referred to as "Grantee".

RECITALS

1. The Transportation and Growth Management Program, hereinafter referred to as the "TGM Program", is a joint program of ODOT and the Oregon Department of Land Conservation and Development.
2. The TGM Program includes a program of grants for local governments for planning projects. The objectives of these projects are to better integrate transportation and land use planning and develop new ways to manage growth to achieve compact pedestrian, bicycle, and transit friendly urban development.
3. The Transportation and Growth Management Program is financed with federal Intermodal Surface Transportation Efficiency Act (ISTEA), Oregon Lottery, and local government funds. Lottery funds are used as match for ISTEA funds.
4. Per ORS 190.110 and 283.110, state agencies may enter into agreements with units of local government or other state agencies to perform any functions and activities that either party to the agreement, its officers, or agents have the authority to perform. Grantee is legally able to enter into this agreement.
5. Funding Assignments/Definitions:
 - a. The **grant amount** is the sum of the **grantee amount** and the **personal services contract** amount. The grant amount is limited to \$FIELD(TotalAmount) ^{100,000}
 - b. The **grantee amount** is the maximum amount reimbursable to Grantee. It is limited to \$FIELD(GranteeAmount) ^{28,200} for the work described in Exhibit A, attached hereto and which by this reference is made a part hereof.
 - c. The **personal services contract amount** is the maximum amount payable by ODOT to a personal service contractor or contractors. It is limited to \$FIELD(ConsultAmount) ^{41,800} for the work described in Exhibit A. Contractor shall be under contract with ODOT;
 - d. Grantee **matching cost** is 10.27% of the total project cost described in Exhibit A. The required grantee matching cost is limited to \$FIELD(Match) ^{11,445}.

④

TGM Agreement No. FIELD(
ODOTAgree#)
FIELD(Juris)
File Code FIELD(FileCode)

- e. The **total project cost** is the sum of qualified costs, including **matching costs**, incurred by the Grantee for this project plus qualified costs incurred by any consultant(s) engaged by ODOT for this project.
 - f. **Qualified costs** are direct project costs, including matching costs, incurred by the grantee between the beginning and ending date of this agreement. Councils of government that have federally approved indirect cost plans may charge indirect costs.
 - g. **Direct project costs** are limited to costs directly associated with the project. These may include salary and benefits of personnel assigned to the project, supplies, postage, travel, and printing. General administrative costs, capital costs, and overhead are not direct project costs.
6. The beginning date of this agreement is that date on which all parties have signed. The ending date is FIELD(AgreementDate).

The parties agree as follows:

GRANTEE OBLIGATIONS

1. Grantee shall perform the work and provide the products described in Exhibit A.
2. Grantee shall present cost reports, reimbursement requests, progress reports, and work products to ODOT's grant manager no less than every other month. Grantee shall not submit requests for reimbursement that exceed the **grantee amount**. Generally accepted accounting principles and definitions of ORS 294.311 shall be applied to clearly document verifiable costs that are incurred.
3. Grantee agrees to cooperate with ODOT grant manager. At the request of the grant manager, Grantee agrees to:
 - a. Meet with the Grant Manager;
 - b. Form a project steering committee to oversee the project;
 - c. Include the Grant Manager on the project steering committee.
4. Grantee agrees to keep cost records for three years following the date of final reimbursement pertaining to the work covered by this agreement available for inspection by representatives of ODOT. Grantee shall give copies of such records to ODOT, when requested.
5. Grantee shall not enter into any subcontracts to accomplish work described in Exhibit A, except when written approval is first obtained from ODOT.

TGM Agreement No. FIELD(
ODOT Agree#)
FIELD(Juris)
File Code FIELD(FileCode)

5

6. If ODOT engages a personal services contractor to accomplish work described in Exhibit A, Grantee shall perform the following:
 - a. Provide ODOT's grant manager with the opportunity to participate in the personal services contractor selection.
 - b. Select personal services contractor(s) in accord with ODOT procedures, and advise ODOT of Grantee's recommendation;
 - c. Provide ODOT's grant manager with the opportunity to review and approve personal services contractor's work, billings and progress reports; and,
 - d. Provide a project manager to:
 - i. be the Grantee's principal contact person for the ODOT grant manager and the personal services contractor;
 - ii. monitor and coordinate the work of the personal services contractor;
 - iii. review billings and progress reports submitted by the contractor; and
 - iv. advise ODOT's grant manager regarding payments to the personal services contractor.
7. Grantee shall be responsible for nonqualifying costs associated with the work described in Exhibit A and any costs above the grantee amount.
8. Grantee may copyright materials developed under this agreement. ODOT reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, the work for governmental purposes.
9. Grantee shall ensure that products produced under this grant include the following statement:

This project is partially funded by a grant from the Transportation and Growth Management (TGM) Program, a joint program of the Oregon Department of Transportation and the Oregon Department of Land Conservation and Development. TGM grants rely on federal Intermodal Surface Transportation Efficiency Act and Oregon Lottery funds.

The contents of this document do not necessarily reflect views or policies of the State of Oregon.

10. Grantee shall submit two copies of all final products produced in accord with this agreement to ODOT's grant manager, unless otherwise specified in Exhibit A. Grantee shall also submit to ODOT's grant manager all final products produced using generally available word processing or graphics programs for personal computers via e-mail or on IBM-compatible 3.5" computer diskettes. The Oregon

⑥

TGM Agreement No. FIELD(
ODOTAgree#)
FIELD(Juris)
File Code FIELD(FileCode)

Department of Land Conservation and Development may display appropriate products on its "home page".

11. Grantee shall submit to ODOT's grant manager all reimbursement claims within 60 days after the agreement ending date.
12. Within 60 days after the agreement ending date, Grantee shall provide, in a format provided by ODOT, a completion report. The report shall contain:
 - a. A summary of qualified costs incurred for the project, including reimbursable costs, matching costs, and personal services contract costs;
 - b. The intended location of records (which may be subject to audit); and,
 - c. A list of final products.
13. Within 60 days after the agreement ending date, Grantee will pay to ODOT 10.27% of the **total cost of the project**, less reported qualifying **matching cost**. ODOT will use any funds paid to it under this paragraph to substitute for an equal amount of federal ISTEAs funds used for the project.
14. Grantee shall be liable for all pension and employee welfare costs, applicable taxes and withholdings, plus all other amounts and will be subject to state laws (ORS 279.312, 279.314, 279.320 and 279.555).
15. Grantee and its employees are subject to civil rights laws, including Title II of the Americans with Disabilities Act (PL No. 101-366) and ORS 659.425.
16. Grantee, and all employers working under this agreement are subject employers under the Oregon Workers' Compensation law and shall comply with ORS 656.017, which requires them to provide workers' compensation coverage for all their subject workers.
17. Grantee agrees to comply with applicable federal, state, and local laws and ordinances.

ODOT OBLIGATIONS

1. ODOT shall reimburse Grantee for **qualified costs** for work described in Exhibit A, up to the **grantee amount**. ODOT reserves the right to withhold final payment equal to 10% of the total grantee amount until all required work is completed and accepted by the ODOT's grant manager.

TGM Agreement No. FIELD(
ODOT Agree#)
FIELD(Juris)
File Code FIELD(FileCode)

⑦

2. ODOT shall limit reimbursement of travel claims in accordance with current State of Oregon Accounting Manual. General Travel Rules, effective the date this agreement is completely signed.
3. ODOT certifies that funds are authorized for expenditure to finance costs of ODOT's portion of this agreement within appropriation or limitation of current biennial budget.
4. ODOT will provide Grantee the statements of qualifications for the grantee's project that meet the minimum requirements of the *Request for Proposals: Transportation and Growth Management Grant Projects, January 1996*.
5. If ODOT engages a personal services contractor to perform work described in Exhibit A, it agrees to pay personal service contractor, up to the **personal services contract amount**.
6. ODOT will assign a grant manager for this agreement. The Grant Manager shall be ODOT's principal contact person regarding administration of this agreement.
7. If ODOT engages a personal service contractor to complete work shown in Exhibit A, the Grant Manager shall:
 - a. At his/her discretion, participate in selection of a personal services contractor, monitor personal services contractor's work, and review and correct personal services contractor billings and progress reports;
 - b. Prepare a contract and supporting exhibits on forms provided by ODOT.

GENERAL PROVISIONS

1. Minor adjustments may be made to the work program specified in Exhibit A with the written consent of ODOT's grant manager. A minor adjustment is one that does not materially alter the objectives or products of the grant project. Budget modifications and major adjustments in the work program must be processed as an amendment to the agreement.
2. This agreement may be terminated by mutual consent of both parties, or by either party upon 30 days' notice, in writing and delivered by certified mail or in person. ODOT may terminate this agreement effective upon delivery of written notice to Grantee, or at such later date as may be established by ODOT under, but not limited to, any of the following conditions:
 - a. Failing to complete work tasks in Exhibit A within the time specified in this agreement, including extensions;

8

TGM Agreement No. FIELD(
ODOTAgree#)
FIELD(Juris)
File Code FIELD(FileCode)

- b. Failing to perform any of the provisions of this agreement;
c. Failing to correct stated above failures within 10 days of receipt of written notice, or date specified by ODOT in written notice, if granted an extension of time to perform adequately according to ODOT's desires.
3. ODOT, the Secretary of State's Office of the State of Oregon, the federal government, and their duly authorized representatives shall have access to the books, documents, papers, and records of the Grantee which are directly pertinent to the specific grant for the purpose of making audit, examination, excerpts, and transcripts for a period of three (3) years after final reimbursement. Copies of applicable records shall be made available upon request. ODOT will reimburse the cost of copies.
4. As federal funds are involved in this grant, EXHIBITS B and C are attached hereto and by this reference made a part of this agreement and are hereby certified to by grantee's representative.
5. All agreement provisions were approved as to legal sufficiency on January 19, 1996, by Dale K. Hormann, Assistant Attorney General.

On April 12, 1995, the Oregon Transportation Commission adopted Delegation Order 2, which became effective May 1, 1995. The Order grants authority to the Branch Managers to approve and execute agreements for work in the current Statewide Transportation Improvement Program or approved work plan budget.

GRANTEE
FIELD(Juris)

By _____
(Official's Signature)

(Printed Name of Official)

Date: _____

ODOT

STATE OF OREGON, by and through its Transportation Development Branch

By _____
Ron Schaadt, Interim Manager

Date: _____

**CITY OF MILWAUKIE / METRO
TGM PROGRAM GRANT
REGIONAL CENTER MANAGEMENT PLAN
February 8, 1996**

PROJECT DESCRIPTION

This project addresses the beginning components of a Regional Center Management Plan (RCMP) for the City of Milwaukie. Project goals are to develop concepts for redevelopment strategies that alter land use patterns, densities and designs; and to increase the use of walking, bicycling and transit while decreasing reliance on the automobile. Initially, we will identify the parameters within which mixed use zoning category(ies) and design standards for redevelopment and new development in the Regional Center (Expanded City Center) study area are subsequently developed. This will be a first step in implementing the 2040 Growth Concept for Milwaukie's Regional Center. We will also assess commercial and residential redevelopment potentials in the Expanded City Center. Transportation planning is an integral part of ensuring a successful Regional Center. This project will include parking and traffic circulation studies and plans. Special attention will be paid to the riverfront area including pedestrian accessibility to the riverfront across a minimum of two intersections at McLoughlin Boulevard.

The primary final products will be recommendations that will guide subsequent development of Zoning Ordinance and Comprehensive Plan amendments that provide higher density and intensity mixed use development in the Expanded City Center. Other final products are Circulation and Parking Plans that include recommendations on how to manage transportation system impacts and encourage the use of walking, bicycling and transit with increased development in the Expanded City Center. Technical memoranda will be completed that set the basis for Comprehensive Plan and Zoning Ordinance amendments related to Expanded City Center development. Specific tables with maps summarizing development and redevelopment potentials will also be produced; as well as public involvement and grant management programs and a refined work program.

PROJECT BACKGROUND

- A. Milwaukie is designated as a Regional Center on Metro's 2040 Urban Growth Concept Map (1994). A Regional Center, as discussed in Metro's 2040 Urban Growth Concept report, is a concentrated area of higher density and intensity mixed use development such as office, residential and commercial uses in close proximity to a transit station. Bicycling, walking and transit are important modes of travel in Regional Centers. Implementation of Regional Centers involves partnerships from local, regional and State governments to increase the attractiveness of development and to remove barriers for redevelopment.
- B. Peter Calthorpe and Associates completed a Design Images Study that defines the Regional Center study area (1994). The final product of this study was maps and images of one concept of what the Milwaukie Regional Center could look like and how it might function as a developed Regional Center.

**CITY OF MILWAUKIE / METRO
TGM PROGRAM GRANT
REGIONAL CENTER MANAGEMENT PLAN
February 8, 1996**

- C. The South/North Light Rail Transit Planning Corridor is proposed to bisect Milwaukie's Regional Center (1994-96). Specific alignment alternatives for the South/North Light Rail line have been identified and are under further study in the Draft Environmental Impact Statement (DEIS). In addition, Tri-Met will begin preliminary engineering work on the specific alignments. A station/transit center location in the Regional Center has been identified for further study and will be included as a work program item for Metro under Station Area Design. Construction of the South/North Light Rail Transit line is anticipated to begin around 2001.
- D. There are numerous Comprehensive Plan policies that will be implemented by this project. In general, these policies seek: cooperation with the private sector to achieve economic development; emphasis on the downtown area to serve area-wide and local needs and provide a mix of office and commercial uses; focused possibilities for redevelopment efforts on the riverfront; and improved bicyclist/pedestrian access and connectivity from the riverfront to Milwaukie's downtown area.
- E. In June 1995, Milwaukie City Council adopted a Vision Statement with the following goals for promoting the Regional Center as an Expanded City Center:
 - 1. Increase types of viable uses.
 - 2. Make an Expanded City Center instantly recognizable.
 - 3. Develop seamless connections between various city areas and the City Center.
 - 4. Achieve a level of urban design that fits the needs and requirements of a Regional Center.
- F. Milwaukie's Draft Transportation System Plan contains policies that require the City to study and complete traffic circulation and parking plans for the Expanded City Center. The Draft Transportation System Plan contains other relevant policies that encourage the use of transit, seek intermodal access and connectivity, and make transportation system improvements to achieve a more balanced and efficient transportation system.
- G. The Interim Regional Transportation Plan (Metro) and adopted Oregon Transportation Plan, State Planning Goals, policies and mandates are relevant to be considered in this project and Regional Center Master Plan products should be consistent with them.

PROJECT OBJECTIVES

- A. To develop the parameters within which a set of Zoning Ordinance and Comprehensive Plan amendments will be subsequently developed to achieve compact urban growth by providing higher density/intensity mixed use development opportunities with corresponding design standards for high quality development and redevelopment projects in the Expanded City Center. This will facilitate

**CITY OF MILWAUKIE / METRO
TGM PROGRAM GRANT
REGIONAL CENTER MANAGEMENT PLAN
February 8, 1996**

implementation of the Metro 2040 Growth Concept Regional Center designation in Milwaukie and the City's Vision Statement.

- B. To complete a Parking Plan for the Regional Center that accommodates future transportation needs based on higher densities and intensities and available land area, but also achieves related statewide Transportation Planning Rule requirements.
- C. To develop a Circulation Plan for the Regional Center, focusing on the downtown area, that meets multi-modal traffic circulation needs based on the impacts of future development and meets State and regional transportation plans and policies.
- D. To increase pedestrian and bicycle trips within the Regional Center area, by studying locations that can be more easily joined in a safe and attractive walkable manner.
- E. To carry out a public involvement program that maximizes citizen participation in Regional Center planning.

WORK PROGRAM TASKS

Phase I - Grant Management Coordination

City staff will lead in this work program task with participation from Metro and ODOT staff. Due to the complex nature of the Regional Center Master Plan and the relatively short time frame for project grant completion, monthly grant coordination meetings are necessary. At these meetings, City, Metro and ODOT staff will discuss the progress of the work program tasks and consultant activities, and resolve outstanding issues related to the successful completion of the work program. City staff will prepare materials to be discussed at meetings. City staff will provide the ODOT Grant Manager with copies of products at the end of each task along with consultant selection and grant close-out materials. Ongoing communication between the City, Metro and ODOT will facilitate the successful completion of this model regional center planning effort.

City Staff Time: 60 hours
Metro Staff Time: 20 hours
Time Frame: 3/96 - 6/97

ODOT Staff Time: included as part
of TGM grant management duties

**CITY OF MILWAUKIE / METRO
TGM PROGRAM GRANT
REGIONAL CENTER MANAGEMENT PLAN
February 8, 1996**

Phase II - Work Program Refinement and Issue Identification

City and Metro staff will work with the consultant team to refine the project work program. Metro staff will be responsible for outlining for the consultant the key elements of a regional center plan. Metro staff will work with the consultant to integrate into the project South/North planning issues, 2040 public involvement points, "interim measures" as well as regional design type expectations for a regional center.

City staff will identify key issues and planning projects to be considered or coordinated with the project such as the Riverfront Master Plan project, the adopted Milwaukie Vision Statement and Transportation System Plan. City and Metro staff will prepare a memorandum outlining key issues to be considered during the planning process and the City staff will prepare a refined work program. Lastly, a meeting with the consultant will be held to cover key issues and the refined work program.

City Staff Time: 40 hours

Consultant Time: 4 hours

Metro Staff Time: 25 hours

Time Frame: 3-4/96

Phase III - Density and Intensity Study

1. REVIEW OF EXISTING ORDINANCES ON MIXED USES

Metro staff will gather and review examples of mixed use ordinances from local jurisdictions and other communities in the country that might be applicable to Milwaukie's Regional Center. City staff will assist Metro and review the material. Metro will prepare a matrix or brief technical memorandum which describes the key elements of the ordinances and outlines some pros and cons. The consultant will review the table with Metro and the City's Community Development Director and make recommendations to the City for inclusion in the ordinance.

City Staff Time: 11 hours

Consultant Time: 4 hours

Metro Staff Time: 25 hours

Time Frame: 3-4/96

2. CALTHORPE DENSITY AND LAND USES

Metro staff will provide technical assistance to translate the specifics of 2040 allocation into identification of types and location of appropriate uses and densities for the Regional Center. Staff will use the Calthorpe design work that was done for Milwaukie, background information on station area densities and the 2040 design types and the 2015 allocation work. Also, Milwaukie's adopted Vision Statement and preliminary recommendations from the Riverfront Master Plan will be included in this review. The consultant will work with Metro staff and offer recommendations on appropriate densities and land uses within the Regional Center area. Metro staff will

**CITY OF MILWAUKIE / METRO
TGM PROGRAM GRANT
REGIONAL CENTER MANAGEMENT PLAN
February 8, 1996**

prepare a brief technical memorandum and a series of appropriate maps which depict the densities and land uses.

City Staff Time: 40 hours
Metro Staff Time: 60 hours
Time Frame: 3-7/96

Consultant Time: 40 hours

3. TOPICS AND ISSUES RECOMMENDATIONS FOR COMPREHENSIVE PLAN AND ZONING ORDINANCE AMENDMENTS

The consultant will significantly participate in this work program task which is based on synthesizing the results of the previous two work items. The consultant will produce the graphics and narrative that indicate overall conceptual plan designations and accompanying proposed uses and densities. The final product will recommend specific topics and issues to be addressed in an amendment package. City staff will assist with the consultant in the development of the narrative, conceptual plan and graphics. Metro staff will review and comment on the work products prior to completion.

City Staff Time: 150 hours
Metro Staff Time: 17 hours
Time Frame: 8-10/96

Consultant Time: 100 hours

Phase IV - Redevelopment Potential Study

City staff will lead in this work program task that will include the detailed inventory of existing land uses including vacant land and environmentally sensitive areas. City staff will map existing land uses and then summarize the extent of different uses in the study area. Tables will be produced that reflect existing uses. Metro staff will assist the City and the consultant in identifying redevelopment potentials. The consultant will provide review and comment on the findings and assist staff in the formulation of the summary report. City staff with assistance from the consultant, will begin an assessment of development and redevelopment potentials in the Regional Center area and will produce a summary report with tables and maps.

City Staff Time: 220 hours
Metro Staff Time: 30 hours
Time Frame: 3/96 - 4/97

Consultant Time: 80 hours

**CITY OF MILWAUKIE / METRO
TGM PROGRAM GRANT
REGIONAL CENTER MANAGEMENT PLAN
February 8, 1996**

Phase V - Multi-modal Circulation and Parking Plans

1. PARKING PLAN

This work program task will be a cooperative effort between City and Metro staff and the consultant. City staff will provide existing parking inventory information for the Regional Center area. The consultant will be responsible for estimating the amount of parking needed into the future assuming an increase in density and intensity, a mix of uses, other forms of transportation such as light rail transit. Metro staff will assist the consultant with the parking needs estimate and will review and comment on the final parking plan proposal. City staff and the consultant will cooperatively develop the Regional Center Parking Plan that will address the Transportation Planning Rule reduction of parking spaces over the next twenty years and be consistent with State, regional and local transportation plans.

City Staff Time: 130 hours
Metro Staff Time: 60 hours
Time Frame: 6-10/96

Consultant Time: 60 hours

2. MULTI-MODAL CIRCULATION PLAN INCLUDING RIVERFRONT ACCESS

The consultant will lead in development of a multi-modal circulation plan for the Regional Center area. The consultant will review existing related information, and analyze traffic circulation needs by different travel modes, assuming higher density/intensity development in the future. The consultant will lead in the development of recommendations that address multi-modal circulation needs. The consultant and City staff will be responsible for drafting the Multi-modal Circulation Plan. Recommendations will incorporate at least the following: a local street network plan that shows street extensions and connectivity; public transit improvements that address bus and future anticipated Light Rail Transit needs; bikeway and walkway improvements; and two pedestrian/bicyclist connections between the riverfront and downtown areas.

In addition to the aforementioned City staff role, City staff will support this effort by providing the consultant with needed information such as previous studies and plans. City staff will also assist the consultant in identifying key multi-modal circulation issues, providing some mapping information and reviewing and commenting on the draft circulation plan. Metro staff will assist in coordinating relevant results of Light Rail Station Area Planning, and providing mapping support as needed. Metro staff will also review and comment on key multi-modal circulation issues and the draft Multi-modal Circulation Plan. The Circulation Plan will be consistent with State and regional plans and policies.

City Staff Time: 260 hours

Consultant Time: 110 hours

**CITY OF MILWAUKIE / METRO
TGM PROGRAM GRANT
REGIONAL CENTER MANAGEMENT PLAN
February 8, 1996**

Metro Staff Time: 70 hours
Time Frame: 8-12/96

Phase VI - Public Involvement Program

City staff will lead in the implementation of a public involvement program for the Regional Center Master Plan. City staff will notify existing and potential interested citizens and organizations and solicit their participation in the project. Integration of participants from the Milwaukie City Council and Planning Commission will be part of the program. City staff will form or use existing working groups for public participation. They will establish a mailing list and schedule for meetings and assist in the production of meeting materials. City staff will make presentations on project elements; in addition to establishing and carrying out a technical advisory group that will meet on work program items according to the project schedule. Metro staff will provide marginal assistance upfront, in the identification and notification of interested citizens and organizations who might want to participate in the master planning process. They will also prepare special materials for public involvement meetings as necessary. The final public involvement plan will be submitted to the Milwaukie City Council for review and comment.

City staff will be responsible for organizing a Technical Advisory Committee that will be composed of representatives from: ODOT, Metro, Clackamas County, City of Portland, North Clackamas School District, North Clackamas Parks District, and Tri-Met. City staff will establish a meeting schedule based on topics and issues/products to review. The Technical Advisory Committee will meet periodically throughout the project time frame.

City Staff Time: 960 hours
Metro Staff Time: 13 hours
Time Frame: 3/96 - 6/97

Consultant Time: 86 hours

Phase VII - Regional Center Master Plan Report

A final Regional Center Master Plan report will be produced that will serve as a public education component for Regional Center implementation. It will include a compilation of work products from this process and suggested model ordinance and/or frameworks for ordinance change that address Regional Center implementation. It will also summarize conclusions from this project effort. The final report will be cooperatively completed by City and Metro staff with draft review and input from the consultant. Planning and public involvement staff will be responsible for final report production.

City Staff Time: 135 hours
Metro Staff Time: 35 hours
Time Frame: 5- 6/97

Consultant Time: 4 hours

BUDGET SUMMARY

Jurisdiction: City of Milwaukie/Metro

Project Title: Regional Center Master Plan

Category	Grant Requested	Local Contribution	Total Budget
Personal Services (salary plus benefits)	\$ 52,200	\$ 10,270	\$ 62,470
Travel			
Supplies	2,000		2,000
Printing	4,000		4,000
Consultant Services	41,800		41,800
Other*			
TOTAL	\$ 100,000	\$ 10,270	\$ 110,270

This must be at least 10.27% of the total budget.

* Explain:

Please list participating entities that will provide match. (Only entities listed for the appropriate grant categories on Attachment A can provide match.)

City of Milwaukie 8.23% of local match (\$8,270)

Metro - 2% of local match(\$2,000)

Maggie Collins
Authorized Signature

2/8/96
Date

Maggie Collins
Printed Name

Revised 2/8/96

* * * MEMORANDUM * * *

16 February, 1996

To: Mayor Lomnicki and City Council

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

From: Dan Olsen, Fire-Rescue Department *[Signature]*

Subject: Physical Fitness Machines and Equipment for Public Safety Building

ACTION REQUESTED:

It is respectfully requested the Mayor and Council review the recommendations of staff regarding the purchase and installation of physical fitness machines and equipment at the Public Safety Building, appoint the recommended vendors and authorize the execution of contracts for the completion of this project. The total amount requested is \$18,875.00.

BACKGROUND:

This is the second Request for Bids regarding fitness equipment for installation at the Public Safety Building. The first Request took place during October-November of 1995. Two bid awards were made by Council on 21 November, 1995. Following the bid awards, a protest was filed by one of the vendors submitting a proposal. After review by the City Attorney, one bid award was made and the other rescinded. Exercise Equipment Center was awarded the contract to provided specific items which totaled \$6,125.00.

A second Request for Bids was posted on the 11th of January, 1996. Seven Bids were received by the City Finance Director by the closing date and time on the 2nd of February, 1996. The written bids were evaluated by staff.

The design of the Public Safety Building included the provision for an appropriately equipped physical fitness room. The purchase of equipment was scheduled at the end of the project to (1.) insure others areas of the building were completed and (2.) funds were available in fund 64. An amount not to exceed \$25,000.00 was identified for the purchase of all fitness machines and equipment.

The overall purpose of the Physical Conditioning Room is to provide an on-site facility, accessible 24 hours a day, for use by City personnel to improve/maintain their total physical conditioning (strength, aerobic capacity and flexibility).

Specifically, fitness machines and equipment at the Public Safety Building , for use by Public Safety Personnel which will provide for:

- resistance (strength) training
- aerobic (cardiovascular) fitness
- flexibility

Machines and Equipment selection for the Physical Conditioning Room at the Public Safety Building is based upon research and information provided from a variety of sources including representatives from Portland Adventist Hospital fitness evaluation staff. On-site visits of fitness facilities were also conducted as part of the selection process.

Machines and equipment will include:

- Barbells
- Dumbbells
- Machines with large capacity for weight plates
- Machines with stacked plates
- Assorted Racks for free weight use
- Assorted Benches
- Assorted bars and attachments for machines and racks
- Aerobic fitness machines which simulate:
 - stair climbing
 - bicycling
 - rowing
 - treadmill

Heavy-duty constructed (design, material and assembly), low -maintenance fitness equipment for intensive use by public safety personnel (Police, Fire-Rescue, 911).

Machines with stacked weight plates shall meet or exceed the following standards for construction:

- Primary Frame Material: 11 gauge, or stronger, steel tubing
- Frame Finish Electro-static Powder Coating preferred
- Drive System Kevlar Belts preferred
- Pulleys 4-1/4" (or larger) Nylon preferred
- Weight Stacks Material: Cast Iron or Steel
Bushings at every plate preferred
Weight Stack Guards preferred
- Pivot Points Sealed ball or pillow block bearings
- Double Stitched Upholstery 1-3/4" (or thicker) high density foam padding

The selected Contractors shall be responsible for the accurate and timely completion of providing, installing and making operational fitness machines and equipment at the Public Safety Building.

The selection process schedule for this Request For Bid was as follows:

- 01/11/96 Posting of Request for Bids
- 02/02/96 Written bids will be received no later than 2:00 p.m. Friday, 02 February, 1996, at Milwaukie City Hall, 10722 S. E. Main Street, Milwaukie, Oregon 97222.
- 02/03/96 to 02/08/96 Written bids will be evaluated by City staff. The most qualified Respondents may be selected for oral presentations and interviews. Qualifications, references, and other data will be reviewed. Recommendations will be submitted to the Milwaukie City Council who in turn selects the lowest cost qualified bid from a RESPONDENT qualified to serve as the City's needs.
- 02/20/96 Milwaukie City Council appoints CONTRACTOR.
- 02/21/96 Execute Contract and begin work.

The following seven (7) vendors responded to the Request For Bids:

Exercise Equipment Center
Portland, Oregon

Eugene Athletic
Eugene, Oregon

Fitness Shop
Beaverton, Oregon

Northwest Fitness Supply Co.
Portland, Oregon

ProMaxima Mfg., Inc.
Houston, Texas

Sports Plus
Beaverton, Oregon

StairMaster Sports/Medical Products, L.P.
Kirkland, Washington

Due to the equipment specified in the Request For Bids and the identified level of funding, specific machines and equipment are deleted from the recommendations to Council.

RECOMMENDATIONS:

The following vendors and specific equipment to be purchased for the Public Safety Building are recommended as follows:

Exercise Equipment Center \$ 13,170.00
2285 NW Johnson Street
Portland, Oregon

Fitness Shop \$ 119.00
12012 SW Canyon Rd.
Beaverton, Oregon 97005

Northwest Fitness Supply Company \$ 5,517.83
1338 NE Sandy Blvd.
Portland, Oregon 97232

TOTAL \$ 18,806.83

Specific Machines and Equipment:

Benches (6): flat (2), (one for power rack) (one for Olympic Bench Press) incline (2), decline (2) (one adjustable) (one fixed).

Recommended Vendor: Exercise Equipment Center \$1550.00

High Lat/Low Row Machine with tricep pushdown station (1) (stacked weight plates: 300 lb.)

Recommended Vendor: *** see Multi-Station Machine

Leg Curl machine (1) (stacked weight plates: 200 lb.)

Recommended Vendor: *** see Multi-Station Machine

Leg Extension Machine (1) (stacked weight plates: 200 lb.)

Recommended Vendor: *** see Multi-Station Machine

Hip Flexion with Dip (1)

Recommended Vendor: Exercise Equipment Center \$ 395.00

Adductor/Abductor Combination Machine (Promaxima P-136 or equivalent)

Recommended Vendor: DELETE

Multi-Station Machine (1)

Recommended Vendor: Exercise Equipment Center \$3,995.00

Assorted Bars for Machines and Racks (Lat Bar, Revolving Curl Bar, Revolving Straight Bar, Tricep Press Down Bar, Multi-exercise Bar)

Recommended Vendor: Exercise Equipment Center \$ 95.00

Standing T-Bar Rowing Machine (1) (free weight plate loading)

Recommended Vendor: DELETE

Preacher Curl Rack (1) with "E-Z" curl bar (capacity for olympic plates)

Recommended Vendor: Exercise Equipment Center \$ 350.00

Upper Body Exercise System Machine (1) (weight assisted pulldown/bar dip; similar to the Stairmaster Gravitron 2000AT exercise system)

Recommended Vendor: DELETE

Oblique Flexor Bench (1)

Recommended Vendor: Exercise Equipment Center \$ 395.00

Roman Chair (1)

Recommended Vendor: Exercise Equipment Center \$ 395.00

6

Hyperextension Bench (1)	
Recommended Vendor: Exercise Equipment Center	\$ 395.00
Abdominal Crunch Bench (1)	
Recommended Vendor: Exercise Equipment Center	\$ 420.00
<i>Adjustable Abdominal Board (1)</i>	
<i>Recommended Vendor: DELETE</i>	
Inverted Leg Press/Hack Squat machine (1) (olympic weight plate loading)	
Recommended Vendor: Northwest Fitness Co.	\$ 1597.80
Standing Calf Machine (1) (olympic weight plate loading)	
Recommended Vendor: Northwest Fitness Co.	\$ 342.49
<i>Multi Hip Machine (1) (stacked weight plates: 150 lb.)</i>	
<i>Recommended Vendor: DELETE</i>	
Sissy Squat Bench (1)	
Recommended Vendor: Fitness Shop	\$ 119.00
Utility Chair (1)	
Recommended Vendor: Exercise Equipment Center	\$ 225.00
Barbells (10) (25 lbs.-115 lb. at 10 lb. increments)	
Recommended Vendor: Northwest Fitness	\$ 424.39
Dumbbells (single/solid type) (20 pairs) (5 lb. to 100 lb. at 5 lb. increments)	
Recommended Vendor: Northwest Fitness Co.	\$ 969.40
<i>Olympic bar (1) with collars</i>	
<i>Recommended Vendor: DELETE</i>	
Olympic tricep bar (1) with collars	
Recommended Vendor: Northwest Fitness Co.	\$ 44.67
Olympic "E-Z" curl bar (1) with collars	
Recommended Vendor: Exercise Equipment Center	\$ 45.00
Olympic weight plates (76 plates) (18@45 lb., 18@35 lb., 10@25 lb., 10@10 lb., 10@5 lb., 10@2-1/2 lb. plates)	
Recommended Vendor: Northwest Fitness Co.	\$ 888.69
Storage Racks (8) for olympic weight plates (with minimum capacity of 350 lb. per rack)	
Recommended Vendor: Northwest Fitness Co.	\$ 446.73

Storage Racks (2) for barbells
Recommended Vendor: Northwest Fitness Co. \$ 322.69

Storage Racks (2) for dumbbells
Recommended Vendor: Northwest Fitness Co. \$ 387.16

Stair climbing machine (1) (StairMaster Stepmill 7000 PT exercise system or equivalent)
Recommended Vendor: DELETE

Stair climbing machine (1) (Tectrix ClimbMax2 or equivalent)
Recommended Vendor: Exercise Equipment Center \$1995.00

Rowing machine (1) (Concept 2 Rowing Ergonometer or equivalent)
Recommended Vendor: DELETE

Stationary recumbent Bicycling machine (1) (Tectrix BikeMax (R) or equivalent)
Recommended Vendor: Exercise Equipment Center \$1995.00

Plyometric Boxes (4) (steel construction) (18", 24", 30", 36" heights for each box)
Recommended Vendor: DELETE

Rubber Mats (12) (3/4"; 4' x 8')
Recommended Vendor: Exercise Equipment Center \$ 845.00

Chalk Box and stand (1) and chalk
Recommended Vendor: Exercise Equipment Center \$ 75.00

Striking Bag (1) ("speed bag" / 9" x 6") with adjustable 30" platform
Recommended Vendor: Northwest Fitness Co. \$ 93.81

Striking Bag (1) (canvas / 70-75 lb. bag) with chains and D rings for hanging
Recommended Vendor: DELETE

MINUTES

CENTER/COMMUNITY ADVISORY BOARD

November 17, 1995

MEMBERS PRESENT: Janet Witter, Chair; Alan Brunk, Doris Burton, Dorothy Harrington, Lee Hogland, Eleanor Johnson, Alice Neely, Harold Stohler, Della Stuelpnagel, Norma Wetteland. Excused: Jim McCreedy, Lillie Moore, Carol Storment, Mitch Wall.

STAFF: Joan Young

GUESTS: Molly Jo Hanthorn, Katie Rudolfelt, Rob Kappa

Minutes of the October 13 meeting were approved. The chairman introduced two guests whose appointments to the CCAB are pending: Molly Jo Hanthorn and Katie Rudolfelt.

COMMITTEE REPORTS

NCRP&R BOARD: Joan reported in Mitch Wall's absence that the proposed increase in Center room rentals was presented to the Milwaukie Council and P & R Board, both of which approved them. These increases will go into effect January 1, 1996. The green spaces program is being prioritized for areas to be developed or preserved, including trail systems. They are trying to target the purchase of open space.

BUDGET: Alan Brunk stated that budget guidelines are due at the end of November; budget figures are due February 15. The Center budget committee will meet Dec. 18.

TRANSPORTATION: Eleanor Johnson pointed out the two possible routings of N/S light rail have been mailed to the community.

PROGRAM: Dorothy Harrington and Doris Burton reported on new programs including the new partnership of the Center and Region 12 School District. A volunteer has launched a grandparents raising grandchildren class.

NUTRITION/TRANSPORTATION: Harold Stohler stated the future of these programs cannot be determined until the Federal budget is passed. This year's Bazaar was the largest and most successful and it raised over \$5,000. The November 12th Thanksgiving dinner served 400. They have 100% participation on the part of the food suppliers for this meal. For future fundraising he is working on another list of companies to ask for donations toward the dinners.

A fundraiser for both nutrition and transportation is the December 2 "Share the Lights" walk and run which is being coordinated by the P&R District and is co-sponsored with the Oregon Road Runners Club and the Milwaukie Downtown Development Association. Harold reported on the unusually high repair bills for our two vans.

BUILDING REVIEW: Doris Burton said the Rex Putnam class that is building the display cabinet wants a plaque acknowledging their work plus a ribbon-cutting ceremony. Additional funds need to be found for this project as the cost will exceed the Gift Nook's contribution of \$500.

AAA: Alice Neely reported on the housing conference she recently attended. One of the recommendations the conference made was to establish a federal affordable housing trust fund by check off on the federal tax returns.

FRIENDS: Alan Brunk announced the Friends have a new part-time staff member, and their office purchased a new computer and printer. They are in the market for some software. Harold reminded the Board there are still entertainment books for sale to benefit the Friends endowment fund.

DIRECTOR'S REPORT : Joan Young introduced Donna, the new receptionist. She has also hired a custodian, bringing the staff up to full complement. Everyone who attends any activity at the Center will need to fill out a registration form so the information can be entered into the computer. Converting client files to computer has begun. Until we know how much the OAA budget will be cut, we can't really budget for 1996.

MOVED: That the CCAB recommends to the City Council that Molly Jo Hanthorn be appointed to the CCAB. Motion seconded and carried.

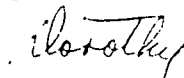
MOVED: That the CCAB recommends that the Park District Board approve the appointment to the CCAB of Katie Rudolf. Motion seconded and carried.

Joan asked that the assessment committees turn in their reports as soon as possible so that by next spring she can present the entire project to the Friends board as well as the CCAB. Volunteers were invited to serve on the nomination committee to bring a slate of officers to the next meeting. Alice Neely, Norma Wetteland, and Lee Hogland will constitute the committee.

Harold Stohler urged everyone to bring newspapers to the Center for recycling. The price is right at over \$100 a ton.

Rob Kappa, city councilman, indicated that CCAB terms of service might be changed from three to four years. He spoke of cooperating with the schools and Park District in trying to eradicate vandalism in the city parks. The city feels quite positive about the current light rail situation.

Respectfully submitted,



Dorothy Harrington, Secretary

MINUTES
CENTER/COMMUNITY ADVISORY BOARD
December 8, 1995

Members present: Janet Witter, Chair; Alan Brunk, Doris Burton, Molly Jo Hanthorn, Dorothy Harrington, Lee Hogland, Eleanor Johnson, Jim McCready, Lillie Moore, Alice Neely, Katie Rudfelt, Harold Stohler, Carol Storment. Excused: Della Stuelpnagel, Mitch Wall, Norma Wetteland.

Staff: Joan Young

Guests: Jane Lokan, State Rep.; Susan Shepherd, Metro; Nancy Waddell, City of Milw.

Minutes of the November 17 meeting were approved as presented.

Jane Lokan presented to the Milwaukie Center the gift of an Oregon State flag that has flown over the Capitol.

Nancy Waddell and Susan Shepherd gave us an update on the light rail project. They discussed the design options and showed us a map of the two proposed routings thru Milwaukie.

Nancy also called attention to material in our packets concerning the Community Bridge and Road Program.

Budget: Alan Brunk stated that the budget guidelines were due any day and the budget committee meets 12/18.

Transportation: Eleanor Johnson furnished each board member with the November 1995 draft report, "The Milwaukie Transportation System Plan." Comments on the questionnaire are welcome.

Nutrition/Transportation: In view of the inevitable cut in Federal funds, Harold Stohler stressed the need for more fund raising to keep these two programs operational. More community involvement is necessary.

Building Review: Doris Burton called attention to new paintings on the walls, explaining that the Arts Guild does its own processing and hanging. Sales go thru the Gift Shop earning them 15%.

AAA: Alice Neely continues to push advocacy in an effort to retain funds for social services. She explained the Older Americans Act is coming up for a vote in Congress on December 13.

Friends: Alan Brunk is pleased with his new office coordinator. Harold pitched for the annual Friends drive coming up soon.

Director's Report: This month Joan attended a National Executive Development School in Albuquerque which she found was an invaluable experience. She brought home much information to share with the Center and the District. A new custodian started this

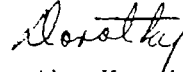
week. The staff is brainstorming on the budget for next year.

Joan expects that all client material will be on computer by April 1. This is the largest project the Center has had. She hopes to get good demographic information from the computer files. Social Security numbers are required by the government and must be in the files; however, the SS numbers will be scrambled for safety reasons. Joan requested that corrected committee lists be returned to her. She also requested that all assessment committee work be completed by year end and turned in to her.

The Nominating Committee presented their slate of officers for 1996: Janet Witter, president; Eleanor Johnson, vice president; Dorothy Harrington, sec'y. The vote will be taken in January.

Harold reminded the board that a good Christmas gift would be a brick (at \$35) bearing a person's name as a living memorial—this for the rose garden. Lillie further suggested the sale of meal tickets as a Christmas remembrance.

Respectfully submitted,



Dorothy Harrington, Secretary

**CENTER/COMMUNITY ADVISORY BOARD
COMMITTEES**

January 1996

Executive

Janet Witter (C) 654-0342
Eleanor Johnson 654-4420
Dorothy Harrington 652-6588
Joan Young (staff) 653-8100

Program/Services

Dorothy Harrington(C) 652-6588
Doris Burton 654-5194
Alice Neely 654-7178
Molly Jo Hanthorn 654-3587
Katie Rudfelt 659-0458
Rae Brittell 654-1982
Eva Jones 652-6914
Pat Kennedy (staff) 653-8100
Jean Eggers (staff) 653-8100

Budget

Alan Brunk (C) 659-0126
Alice Neely 654-7178
Mitch Wall 653-5700
Lillie Moore 654-6401
Daisa Lawson 659-1983
Jim McCready 654-1048
Margaret Stallman 652-9020
Harold Stohler 654-6657
Joan Young (staff) 653-8100

Transportation

Eleanor Johnson(C) 654-4420
Norma Wetteland 659-5965
Della Stuelpnagel 659-8010
Bob Kendall (staff) 654-2943
Joan Young (staff) 653-8100

Building Review

Doris Burton (C) 654-5194
Alice Neely 654-7178
Carol Storment 654-0931
Janet Witter 654-0342
Harold Stohler 654-6657
Lee Hogland 775-6320
Daisa Lawson 659-1983
Pat Coursey 654-9750
Bob Kendall (staff) 654-2943
Jean Eggers (staff) 653-8100

Nutrition/Transportation Pgms

Harold Stohler (C) 654-6657
Alice Neely 654-7178
Lee Hogland 775-6320
Eleanor Johnson 654-4420
Marilyn McEldowney 654-4398
Leta Eppick 654-2887
Pat Rolison 654-5658
Alan Brunk 659-0126
Don Graf 654-7343
Bill Richmond 654-2629
Vi Spielman 659-8653
Polly Robinson (staff) 654-3030
Bob Kendall (staff) 653-8100
Joan Young (staff) 653-8100

**City of Milwaukie
Historic Resources Commission**

**Minutes of the HRC
January 22, 1996 Meeting**

HRC Members Present

Tim Deeks
Debi Linn
Margaret Parsons

Staff Present

Greg Chew
Stacy Lawson

Guest Present

Irene Bowers

1.0 Approval of November 27 Meeting Notes

Acting Chair Margaret Parsons opened the meeting at 6:06 p.m. She asked if there were any changes to the minutes of the November 27 HRC meeting. There were none and minutes were approved as written.

Consultant staff Greg Chew stated that because City staff Stacy Lawson had to leave in the middle of this meeting, he suggested the order of the items presented should be different than that listed in the agenda.

2.0 Staff Report on Current Legislation Affecting Goal 5

Stacy Lawson presented the staff report on current legislation on Goal 5. The legislative changes and proposals include: SB 588 adopted in the 1995 legislative session and effective as of September 9, 1995, HB 2124 adopted in the 1993 legislative session, vetoed by Governor Roberts and subsequently overridden by the legislature, the temporary rule which became effective on November 6, 1995, and the proposed amendments to the Oregon Administrative Rules, which are currently being reviewed by the Land Conservation and Development Commission (LCDC).

SB 588 requires local jurisdictions to allow a property owner to refuse to consent to any form of historic property designation, or to request removal of historic property designation, if they can show that the designation was not imposed. The designation cannot be removed without going through a formal process through the HRC. A property's designation runs with the land and thus, transfers on sale of the property.

HB 2124 requires that notice of a historic property designation must be added to a sale agreement for that property.

The Temporary Rule, effective November 6, 1995, will continue to be in effect until May 4, 1996. The rule automatically designates any property on the National Register of Historic Places as a Statewide Significant Historic Resource. The temporary rule identifies an exemption from the consent requirements of SB 588 for nationally designated sites.

The proposed amendments to the Oregon Administrative Rules would adopt the requirements of the Temporary Rule and allow local jurisdictions to establish a reasonable time within which property owners must object to prior designation. In addition, they require a 120-day waiting period after refusal to consent or removal of a property from the list, before a property can be demolished or modified.

The HRC discussed whether there will be a need to notify property owners of the historic designation and their right to request removal based on a showing of "imposed" designation. They stated that originally, in 1988, the property owners who did not want their properties to be on the list were not placed on the list. In addition, all owners of property which is historically designated were notified during workshops in 1991 and 1992.

Reviewing properties which might be affected by the new legislation, the HRC discussed a recent informal request regarding demolition of the contributing property located at 2526 Monroe. The Catholic Church is the owner of this property and wishes to demolish it or sell it to someone who will remove it from the property. The property owners have not made a formal request for demolition of the property.

The HRC asked staff at the last meeting to find out if a historically designated resource includes the property surrounding structure. Greg Chew reported that, unless specifically stated in the property's description, the property is not part of the inventory. He said only two resources had properties designated as such, the ODOT building and the Butcher (Mason) house. Other cities will either describe what is historically significant in the inventory or will include a 5 foot outline of the structure's footprint as significant.

3.0 Update on Feb. 12 City Council Joint Meeting

Stacy Lawson reported that the City Council wishes to hold a joint meeting. The purpose of the meeting is to discuss the HRC's activities and develop a mission statement. The HRC members decided not to develop a draft Mission Statement because they want full input from the City Council. The meeting will be held at the Public Safety Building.

Greg Chew stated that he will work with Margaret Parsons to make a brief presentation on the HRC's activities and goals. Anyone is welcome to add their own commentary.

4.0 Update on HRC Activities

4.1 Commission membership Mr. Chew reported that Irene Bowers has not been officially appointed to the HRC by the City Council. The Council wishes to make appointments only once a year, instead of whenever they are filled. Currently, the Planning Commission has two openings. Maggie Collins submitted Ms. Bowers application for expedited review because the seat has been vacant for several months.

4.2 Bicycle Rack at City Hall No application to add the bicycle rack in front of City Hall has been submitted yet. City staff will be responsible for submitting it.

4.3 History Videotape Mr. Chew reported that he is negotiating the contract with the video producer. The negotiations should be settled soon. He also stated that the HRC needs to meet at the Milwaukie History Museum in near future. Tentative dates were determined by the HRC.

5.0 1996 Draft Work Program

Greg Chew reviewed the draft of the 1996 Work Program. The document was split into two elements. The first briefly described the work elements. The second element, on a separate page, described the some of the details and goals of each work program.

The HRC decided not to adopt the program until after the discussion with the City Council. Debi Linn also added that she thought two other items should be added to the end of the High Priority

activities: (1) designating historically significant landmarks; and (2) updating the photos of the historic properties.

6.0 Adjourn

The meeting was held at the Milwaukie Public Works Building. The meeting ended at 7:58 p.m.

Respectfully submitted,

Margaret Parsons, Acting Chair

Greg Chew, Consultant

105-active.packets
105-hrcmnotes01/22/96

DRAFT

PLANNING COMMISSION
MINUTES
TUESDAY, JANUARY 9, 1996

COMMISSIONERS PRESENT

Carolyn Tomei
Bill Johnson
Gordon Jones
Debi Linn
Michael Smith
Calvin Walter

COMMISSIONERS ABSENT

Scott McClure

STAFF PRESENT

Maggie Collins,
Comm. Dev. Dir.
Debbie Bischoff,
Senior Planner
Stacy Lawson,
Assistant Planner
Diana Myrvang,
Pub. Involv. Coord.
Shirley Richardson,
Hearings Reporter

1.0 CALL TO ORDER

Chair Tomei called the meeting to order at 6:35 p.m.

2.0 PROCEDURAL QUESTIONS -- None.

3.0 CONSENT AGENDA

3.1 Planning Commission Minutes -- November 28, 1995

Calvin Walter moved to approve the minutes of November 28, 1995, as presented.
Debi Linn seconded. MOTION CARRIED 6-0.

4.0 PUBLIC COMMENT -- None.

5.0 PUBLIC HEARINGS

6.1 Applicant: Peter K. Ilyin
Property Owner: Immovable Foundation Church
Location: 10115 SE Stanley
Proposal: For approval of a Community Service Overlay
CSO-05-02

Chair Tomei explained the public hearing format. She asked if there were any questions. There were none. She then opened the public hearing to add 48 parking spaces and 16 bike rack spaces to accommodate the congregation of the Immovable Foundation Church. The property is located within the R-7 Zone. She asked if there were any conflicts of interest or ex-parte contacts to declare. There were none. She asked if there were any Commissioners who visited the site; four hands were raised. No one in the audience challenged the impartiality of any Commission member or the jurisdiction of the Planning Commission to hear this matter.

Stacy Lawson reviewed the Staff Report with the Commission. The site includes an existing church building and associated parking, a single-family dwelling, and a vacant portion of the church property to the west of the dwelling, extending north to Logus Road. The church desires to improve its vacant property to provide additional parking for the congregation, reducing the need for on-street parking.

The proposal is in compliance with the Comprehensive Plan because it will provide for necessary improvements on Logus Road, as well as incorporating the requirements of the Transportation Planning Rule. This proposal, as conditioned, is also in compliance with the Zoning Ordinance requirement that parking areas be designed to connect with parking areas on adjacent sites to eliminate the use of the street for cross movements. The landscaping and lot coverage requirements have been met by the proposal.

An attractive pedestrian access is required in the parking areas. Staff is recommending a condition requiring that a walkway be provided down the center aisle of the parking area. The walkway would extend from Logus Road at the edge of the future right-of-way to the existing church development.

Churches are required to provide parking at a ratio of 1 space per 3-5 seats or 1 space per 8-12 lineal feet of bench. The Applicant is proposing 143 spaces, with 6 additional handicapped spaces. The Proposal exceeds the maximum requirement by 4 spaces. Staff has requested that the Applicant redesign the parking area; that may cause the loss of some spaces.

The Neighborhood District Association has requested closing off Logus Road, providing pedestrian access, and a 20-foot buffer. They believe there will be an adverse impact on Logus and the intersection of Logus and Stanley from the increased traffic off of Logus Road. The Committee recommends that the only access to the new parking area be through the existing parking lot from Stanley Avenue.

The Applicant is required to provide additional dedication on Logus Road, an improvement agreement, as well as landscaping and parking consistent with Section 500 and 1400 of the Zoning Ordinance. Minor alterations to the proposed plan for landscaping would be necessary ensuring lighting is directed away from adjacent residences. Staff also recommends conditions requiring the church to direct parishioners to park in the existing lot first and closure of the Logus Road entrance when the church is not in operation, as approved by the Fire Marshal. Staff recommends that one condition be added in the general planning section, to note that if the Applicant desires to gain additional parking spaces by respaving their existing lot, a restriping plan will be required.

The Applicant proposes to do a future lot line adjustment between the two properties with the existing house and the proposed parking area. Although this is not a requirement prior to construction of the parking area, if the administrative lot line adjustment were done at the same time as these improvements, it would make things a lot easier if the administrative lot line adjustment were done at the same time as these improvements. Staff recommends approval of the Community Service Overlay, CSO-05-02, subject to the conditions as stated in the Staff Report.

Bill Johnson asked if all the residences along Logus Road have the same right-of-way dedication and if the property above the line as indicated in the Staff Report is private property. **Stacy Lawson** reported that all of the residences have the same right-of-way.

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This is currently private property, but the request is to have it dedicated to street right-of-way in order to widen the street and allow for sidewalks.

Mike Smith asked if the driveway will stay within the maximum allowable slope? **Stacy Lawson** stated that the Applicant has not yet redesigned the plan, but that the final design must meet the slope requirements. **Mike Smith** noted that the sidewalk proposed down the middle cuts the width of the area for parking considerably. **Stacy Lawson** stated that the property is reportedly shorter than stated by about ten feet. When you add ten feet to the width, there is additional area to develop the walkway. Staff is requiring a revised plan. **Mike Smith** asked if the entrance and exit will be signed. **Stacy Lawson** stated that signing could be incorporated into the conditions.

Chair Tomei asked if there was a landscaping plan? **Stacey Lawson** reported that a detailed landscaping plan is a requirement in the conditions. Barkdust is allowed as undercover, but is not a landscaping material. The tree requirement is 1 tree to every 40 feet.

Gordon Jones asked why the sidewalk is in the center? **Stacy Lawson** explained that there is a Transportation Planning Rule requirement that access be provided to the structure from the sidewalk. The sidewalk could be relocated to the side of the property; however it would be more accessible from either side if it were down the center. The sidewalk does not count as landscaping. **Gordon Jones** voiced concern that the proposed sidewalk will be an imposition on the Applicant.

APPLICANT PRESENTATION

Speaking: Peter Ilyin, 19240 South Pease Road, Oregon City

Mr. Ilyin reported that the pastor of the church did not speak English, so he was here tonight to represent the church. **Mr. Ilyin** explained that they did not work out all the details of the landscaping because they knew there might be more changes. He voiced concern over the sidewalk, stating that it will make the lot very expensive and they will not be able to park as many cars as anticipated. The intent of the Application is to reduce parking on streets and support the good-neighbor policy of the church.

Chair Tomei asked Mr. Ilyin if he is aware of Staff's suggestion to reconfigure the existing lot to pick up the spaces that will be lost in the new lot. **Stacy Lawson** stated that the redesign of the bottom turn-around portion of the property will decrease the loss of parking spaces. She stated, that a loss of spaces will probably be due to dedication of the original right-of-way.

Chair Tomei informed Mr. Ilyin that the Transportation Planning Rule requires that a walking area be provided. This may also affect the number of parking spaces. **Mr. Ilyin** stated that they will do what is necessary to comply with the requirements.

TESTIMONY IN FAVOR OF THE APPLICATION -- None

QUESTIONS OR COMMENTS ABOUT THE APPLICATION

Speaking: Lloyd Earls, 5620 Logus Road, Milwaukie

Mr. Earls stated that his property is directly to the west of the existing parking for the church. He pointed out his lot on the map. He stated that he has had no problems with the church; they have done a good job as neighbors. He requested information about the direction the traffic will be going upon exiting the church.

Mr. Earls stated that there is a drainage problem in this area and asked where the drywells will be placed. **Stacy Lawson** stated that the specific location of the drywells have not yet be determined. It will be up to the Public Works Department s evaluation of the site.

Mr. Earls asked for the setback requirements on Logus Road. **Stacy Lawson** stated that the existing setback is 30 feet. It will be 50 feet after the improvements on Logus Road. Ten feet will be taken off on both sides of the street.

Speaking: Jeff Marshall, 9901 SE 53rd, Milwaukie

Mr. Marshall reported that he is the Chairman of the Lewelling Neighborhood Association Land Use Committee. He asked why access onto Logus Road would be allowed? **Stacy Lawson** stated that they are accessing Logus Road because of circulation pattern concerns. The Staff Report addresses this concern. If Logus was closed off, there would not be adequate circulation throughout the property nor proper access for fire and emergency vehicles. It is important to have through access. The church will be required to encourage parishioners to drive through the existing parking lot to access the new lot.

Maggie Collins explained that Staff's recommendation is that Logus Road will be closed off to intermittent traffic during the week, except for times when the church is having activities. A gate will be put up to prevent some of the unauthorized use on the church property. For this large a parking lot in such a dense area, completing internal circulation for fire access can only be done in two ways: through circulation in and out of the site, or a 50 foot turnaround within the parking area.

Mike Smith stated he believed that parking spaces could be gained if there was an on-site turnaround. He feels that the church would prefer not to have access onto Logus for security reasons. There is emergency vehicle access to the church from Stanley. **Stacy Lawson** stated that the minimum radius has to be 50 feet. When you recalculate parking and landscaping, it would be difficult to have an adequate parking lot with a 50 foot radius turnaround.

TESTIMONY IN OPPOSITION TO THE APPLICATION

Speaking: John McDowell, 10116 SE Stanley Avenue, Milwaukie

Mr. McDowell stated that he does not feel the best use of the land is to pave the property with asphalt for use one or two times a week. The highest and best use of the land is single-family housing, which is what it is zoned for now.

The church property is too small for the congregation; that is why the Lutheran Church moved out. He suggested that the parishioners use the school parking lot less than a

block from the site. Also, he suggested that the Applicant make an agreement with DiscoMart for parking and run a shuttle bus from there to the church.

Mr. McDowell stated that he has lived across the street from this church for 30 years. There is a floodlight that shines in his window all night. He also voiced concern about the large yellow enter sign. He has discussed his concerns with the church. He asked that the Planning Commission not approve this Application. On Sundays, the parking lot is full, the church driveway is full, the street is full, and this lot is jam-packed full. If there is 50 percent growth, he does not see how the church will accommodate it.

APPLICANT S CLOSING COMMENTS

Speaking: Peter Ilyin

Mr. Ilyin stated that the final plans will be completed by an architect and will comply with all City specifications and requirements.

DELIBERATION AMONG COMMISSIONERS

Chair Tomei closed the hearing to public testimony and opened it to deliberation among the Commissioners. It was the consensus of the Commission that more information was needed to make a decision. The Applicant was asked to revise the plans, providing details of two alternatives.

1. Through access from Logus Road and connecting through to the existing parking in a manner that is acceptable to South Metro Fire.
2. Incorporation of the 50-foot minimum turnaround on the site into the plans, closing access onto Logus Road.

Each plan would be required to address all the requirements of Section 500 and 1400 of the Zoning Ordinance.

Debi Linn moved to continue the hearing, incorporate advisory conditions presented at the meeting with the condition advising the church to direct on-site circulation. In addition, adding a condition requiring a new "One Way Entrance" and "Exit" signs on the property for the through alternative. **Michael Smith** seconded. Motion Carried 5-1. **Calvin Walter** voted in opposition.

Recess was taken at 8:23 p.m. and the meeting reconvened at 8:25 p.m.

7.0 DISCUSSION ITEMS -- None.

8.0 OLD BUSINESS

8.1 Transportation System Plan Worksession

Debbie Bischoff reviewed the draft Transportation System Plan for Milwaukie. This Plan is a culmination of a year's work by staff, consultants, and citizens. It will

implement the Statewide Transportation Planning Rule requirement for local governments to complete long-range multi-modal transportation plans. A lot of the input for this Plan was from Milwaukie citizen working groups.

Based on existing conditions and proposed growth for the next 20 years, staff's goal is to come up with a balanced transportation system that does not rely on the automobile as the only mode of transportation. The State is mandating jurisdictions to review all forms of transportation to provide opportunities for alternative ways of getting around. The goal is to reduce the vehicle miles traveled by 10 percent over the next 20 years.

Existing transportation conditions were reviewed. This included an inventory of sidewalks, locations, bicycle lanes, current transit service, street network, and level of service on the streets. For the most part, our existing roadway system adequately carries automobile traffic through the City with minimum delays. There are some delays between 4-6:00 p.m. on McLoughlin/Harrison, Linwood/Johnson Creek Blvd, 32nd/Johnson Creek Blvd, and 43rd/King.

Sidewalks exists sporadically throughout the City. The highest concentration of sidewalks is in the downtown area. Some intersections are not complete with handicapped accessibility and crosswalks. Bicycle lanes exist but are not always complete. Truck/Freight travel is mostly on State highways: McLoughlin Blvd, Highway 224, 82nd Avenue, and I-205. There are no local routes designated for truck traffic. There are two active railroad lines that cross Milwaukie. There are 12 freight trains per day, inbound and outbound. Amtrak has four passenger trains daily through the City.

Modal plans for the future include primary corridors for bicyclists and pedestrians. Walking needs identified were continuous walkways, facilities for handicapped, maintenance of walkways without obstacles and in good repair, benches, shelters, and bus stops which encourage walking for all travel purposes and reduction of pedestrian-related accidents through activities and group safety and security.

Debbie Bischoff then presented and reviewed maps of the Walkways Network Master Plan and Action Plan and the Bikeways Network Master Plan. **Gordon Jones** asked if there were provisions for crossing the major barriers. **Debbie Bischoff** explained that part of the Action Plan recommendations deal with streets and roadways. Major studies will be done on McLoughlin Blvd. and Highway 224 to review regional and local issues for providing pedestrian and bike accessibilities and how to deal with highway traffic barriers. Traditional and non-traditional funding sources and new sources of revenues are being reviewed for these projects.

Debi Linn asked if lighting is being considered for safety concerns while walking and bicycling? **Debbie Bischoff** stated that lighting exists through most streets in the City. More information concerning lighting will be presented at the next worksession.

Future transportation needs of the City include more frequent and later bus service, and bus service to new destinations (Lloyd Center), more accessible bus service, addition of light-rail service to Milwaukie, more bus shelters and bus stops. Milwaukie will continue to work with Tri-met on existing service provisions and future transit service.

A revised functional classification is proposed in the TSP. Currently, the City designates arterial, collector and local streets. A new classification has been created: "neighborhood" street which is greater than a local street, but less than a collector. She pointed out the proposed neighborhood streets on the map. A few arterials are proposed to be changed to collector streets, such as Monroe Street, Oak Street and 37th Avenue..

No new streets are being recommended, just minor improvements. Studies are recommended around the State Highways, especially ORE 224, to prevent regional traffic from using local streets to get through the congestion.

A public review period is underway. Staff will be attending Neighborhood District Associations and community organization meetings, as requested, to answer questions and receive comments on the draft Transportation System Plan. Staff will continue TSP draft discussion with the Planning Commission at its next meeting. Discussion will center on the prioritization of Action Plan projects.

8.2 Light Rail Study Update

Diana Myrvang showed a video of the history of Portland transportation developments.

9.0 OTHER BUSINESS

9.1 Historic Commission

Debi Linn reported that a meeting has been scheduled for January 22, 1996.

9.2 Town Center Area Task Force Report -- An update will be presented at the next meeting.

9.3 Tree Committee Report

Chair Tomei reported that the draft ordinances have been completed and will be ready for review at the next meeting.

9.4 Community Development Report

Planning Commission Worksession Topic List **Maggie Collins** passed out to the Commissioners a revised Topic List. She explained that there will not be more than 45 minutes allowed on any given item on the list. Staff Reports will be kept between five and fifteen minutes.

These topics will be covered at worksessions which will be held on the second Planning Commission meeting of each month. These worksessions will be held at the Public Safety Building.

ECR Recycling Application **Maggie Collins** reported that as new material comes in, it will be sent out to interested parties and the Neighborhood Association involved. Due to the magnitude of the information, the Application will be re-opened. A second public hearing will be scheduled. At this point, no information has been received. Staff will

contact the Applicant to get an estimate as to when they will have their materials ready and when the hearing can be placed on the agenda.

Boards and Commissions Review Process Maggie Collins reported that City Council is reviewing the Boards and Commissions. A draft ordinance is intended to lay out the specifications for anyone serving on a Milwaukie Board or Commission. It will also include some amendments to the Municipal Code on the duties and mission of each of the boards and commissions.

Riverfront Project Maggie Collins stated that all the members of the Planning Commission are invited to be a part of the Steering Committee for the Riverfront Project. She asked who would like to serve on this Committee. Debi Linn, Mike Smith, and Calvin Walter volunteered to serve on the Committee. Carolyn Tomei thought Scott McClure had expressed an interest. Diana said she would call him and inquire. The first meeting is scheduled for later this month.

Adopt a Goal Maggie Collins reminded the Commissioners of the goal preferences discussed at a previous meeting. After discussion, the following preferences were made:

- 1-Develop a Mixed Use Zone in the Milwaukie Downtown Area--Calvin Walter
- 2-Complete the Riverfront -- Debi Linn
- 3-City-wide Pedestrian Access (Trails and Parks) System -- Debi Linn
- 4-Tree Program -- Carolyn Tomei
- 5-Sign Inventory -- Mike Smith

- 10.0 Next Meeting -- January 23, 1996 -- Public Service Bldg
- 10.1 Transportation System Plan
- 10.2 Historic Resources Commission Report
- 10.3 Tree Committee Report and Worksession
- 10.4 Riverfront and Boat Ramp Report
- 10.5 Neighborhood Land Use Committee Application Referral Process
- 10.6 Clackamas Regional Town Center Plan Process
- 10.7 Community Development Report

Debi Linn moved to adjourn the meeting of January 13, 1996. **Bill Johnson** seconded. MOTION PASSED UNANIMOUSLY. The meeting adjourned at 9:52 p.m.

Carolyn Tomei, Chair

Shirley Richardson, Hearings Reporter

PLANNING COMMISSION
MINUTES
TUESDAY, JANUARY 23, 1996

DRAFT

COMMISSIONERS PRESENT

Carolyn Tomei
Debi Linn
Scott McClure
Michael Smith

COMMISSIONERS ABSENT

Bill Johnson
Gordon Jones
Calvin Walter

STAFF PRESENT

Maggie Collins,
Comm. Dev. Dir.
Debbie Bischoff,
Senior Planner
Jim Crumley,
Senior Planner
Stacy Lawson,
Assistant Planner
Nancy Waddell,
Pub. Involv. Coord.
Shirley Richardson
Hearings Reporter

1.0 CALL TO ORDER

Chair Tomei called the meeting to order at 6:35 p.m.

2.0 PROCEDURAL QUESTIONS -- None.

3.0 CONSENT AGENDA

3.1 Planning Commission Minutes -- January 23, 1996

Chair Tomei continued the minutes of January 9, 1996 to the next scheduled Planning Commission meeting on February 13, 1996

4.0 PUBLIC COMMENT -- None.

5.0 PUBLIC HEARINGS - None

6.0 WORKSESSIONS

6.1 Transportation System Plan Discussion

Chair Tomei opened discussion on the Transportation System Plan (TSP). **Debbie Bischoff** reviewed the list of identified and needed future transportation improvement projects. She summarized the criteria staff used to evaluate each of the identified Action Plan projects. These criteria reflect important principles and goals of the City. The basis of the criteria includes the City Vision Statement, Region 2040, and the Transportation System Plan citizen working groups. The purpose of the Transportation System Plan is to

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make Milwaukie a multi-modal city and help neighborhoods in dealing with their local traffic control needs.

A first attempt at project prioritization was completed in a meeting with Greg Drechsler and Maggie Collins. The purpose of this worksession is to review the project descriptions, criteria, and the ranking of projects. The five criteria questions used to prioritize projects were:

1. Does this project address more than one mode of transportation?
2. Does this project address both regional and local needs?
3. Does this project serve local connectivity?
4. Does this project serve to reduce neighborhood disruption while accommodating existing and planned land uses?
5. Does this project make the best use of existing transportation facilities?

Debbie Bischoff then led the Commission in a sample exercise to prioritize an identified transportation system improvement project. The project used for this exercise was 42nd and 43rd Avenues. The Commission answered yes on criteria 1, 3, and 5, giving the project a total of 30 points.

The highest ranked improvement project was ORE 224 Access Control at 50 points. Others highly rated were Harrison Street/42nd Avenue/King Road Alignment, Linwood Avenue/Johnson Creek Blvd Intersection Improvement, and River Road at ORE 99E. Also included in the packet of information was a list of action plan project costs and technical ranking for prioritization.

Debi Linn reported that the Land Use Committee meeting where the TSP was briefly discussed, was very good. She was impressed that there were many seriously-interested people there who had very good input.

Debbie Bischoff reported that at a City Council worksession, it was suggested that the Planning Commission consider land use implications of the draft TSP. Staff has identified several land-use related items and questions for review, as follows:

1. Do you concur that the prioritization of projects should be based in part or completely on serving different land uses? (Examples are sidewalk installations that serve children walking to elementary schools and multi-modal improvements that connect to the Regional Center area)
2. The revised functional classification system is based, in part, on adjacent land uses. Do you have any suggestions or comments on it? (This is reflected in the sample cross-section designs for different type of streets)
3. Access management standards are proposed for Arterial and Collector streets. What is your opinion on access management in general, and the standards proposed in the TSP? Since there are residential areas along most of our Arterial and Collector streets, what are the implications, benefits and constraints? Any suggestions related to the access management standards and/or policies in the TSP? (Access management standards affect driveways and street intersections and would be applied to new development and possibly to existing development during road improvement projects.)
4. What are your thoughts related to the 10% reduction of parking spaces and 10% reduction of vehicle miles traveled over the next twenty years? (In terms of the

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parking space reduction, the proposal is to address this issue through the Regional Center Master Plan study. The 10% reduction in vehicle miles traveled is proposed to be alleviated through implementation of multi-modal transportation system projects and encouragement of transportation demand management strategies by employers in the City.)

The Planning Commission concurred that land use was important in prioritizing transportation system improvements. They also agreed that functional classification should be based on adjacent land uses. They found access management to be important along arterial and collector streets. The Planning Commission wanted stronger regulations limiting the number of parking spaces, with minimums and stricter requirements for developments to receive additional parking. They wanted to see more shared parking encouragement's and better building orientation to the street to encourage pedestrian activity.

6.2 Historic Review Commission Report

Chair Tomei opened discussion on the Historic Review Commission. **Stacy Lawson** reported that the Historic Review Commission asked that the City review what changes have come about with the Goal Five Historic Resources legislation in the past session. An evaluation was prepared showing where the City stands on designated issues. The following issues were raised:

SB588 requires local historic designation programs to have consent of the property owner for a new designation and removal of a designation from the inventory. Also, if the owner feels he or she did not originally consent to a designation, the property owner can provide proof and be removed from the inventory. Once consent is obtained, this designation remains on the property regardless of sale or transfer.

A property removed from consideration as a historic property by an owner's refusal to consent shall not be issued a permit for demolition or modification less than 90 days nor more than 180 days from the date of application.

HB2124 requires disclosure of historic status to prospective purchasers. Also, there is a temporary rule that all properties on the National Register of Historic Places and within approved National Register Historic Districts be Statewide Significant Sites.

As far as evaluation of HRC and the City's historic sites, proof of notification will have to be established. Staff will review all records to determine that each historical site has been approved by the owner. Currently, there are two Milwaukie Historical Sites on the National Register. The ODOT site may be designated in the future.

6.3 Tree Committee

Chair Tomei opened discussion on a report from the Tree Committee. **Donald Hammang**, Tree Committee, member was present. **Jim Crumley** updated the Commission on the draft Tree Ordinance that has been developed over the last 18 months.

The Tree Ordinance Subcommittee has completed a draft Zoning Ordinance which will increase the existing stock of trees on public and private property, protect Significant Trees throughout the City, establish an Urban Forestry Commission, as required by the

Tree City USA Program, and establish an on-going educational program which would promote the proper conservation, planting, pruning, and removal of trees. Through the Urban Forestry Commission, information will be available from the University of Oregon, Tree City USA, PGE, Oregon Tree News, State of Oregon, Oregon and Community Tree, etc. The City will provide information on planting and permits for removal, trimming, and care of trees.

This draft ordinance establishes a requirement that a Tree Maintenance Professional be licensed by the City to handle Tree Permits. These qualified professionals will have to carry liability insurance and be fully accredited. Information will be made available by the City on all aspects of tree maintenance. The City will establish an education system and a clearing house for information for the maintenance of trees. Information will be made available to the public.

An Urban Forestry Commission will be formed of responsible people to administer the Urban Forestry Program. Trees will be regulated on undeveloped and underdeveloped properties to preserve the stock. Developers will be required to submit a Tree Protection Plan. Administrative variances may be approved by the Community Development Director. The variance must be the minimum necessary to preserve "significant trees."

The Urban Forestry Commission will be established as the decision-making body in regard to Significant Trees. The Forestry Commission will develop a Master Tree Plan for planting and placement. A tree inventory will be done which will cover public right-of-ways, major avenues, gateways to the City, thoroughfares, and private property. This Ordinance will allow the community to get involved and make a statement as to what they want in their neighborhoods.

The City of Milwaukie will ultimately petition to become a Tree City USA, accredited by the National Arbor Day Foundation. This will provide information to the City and will give the City a form of identification: plaques and signs. There are 27 cities in Oregon that have the Tree City USA designation. Tree City USA is a foundation that gets Cities to participate in celebrations (Arbor Day) and helps provide opportunities to get the neighborhoods involved with the preservation of trees.

Maggie Collins asked if there could be a Commission before an Ordinance is in effect. It was assumed that there was no reason why there couldn't be a Commission before the Ordinance is approved.

Maggie Collins asked about the approval criteria for the trees listed as Significant in the Ordinance, particularly Oregon White Oak, Sequoia, and Dogwood? **Don Hammang** explained that the Oregon White Oak tree was a dominate Savanna Oak tree in the Willamette Valley. It is a traditional tree from the southern Willamette Valley, and was a very significant tree in the past. The Dogwood is the city's emblem tree. The Bing Cherry could also be considered significant. Sequoias and Cottonwoods could also be significant. **Maggie Collins** suggested a wider variety of trees be offered in the Ordinance; some that are from the early and middle history of Milwaukie.

Jim Crumley informed staff that some universities have interns/students that can do mapping and perform some management functions to help with the City's out-of-pocket expenses.

Discussion followed on the development of the Urban Forestry Commission. The Tree Ordinance Subcommittee will meet on March 4th Staff could schedule another worksession at the February 13th meeting.

6.4 Riverfront and Boat Ramp

Chair Tomei opened discussion on the Riverfront Boat Ramp. **Maggie Collins** reported the initial meeting of the Riverfront Steering Committee is scheduled for 6:00 on January 29, 1996 at Milwaukie City Hall. This Committee has generated a lot of public interest.

The State is ready and available for discussion of the boat ramp. There may be available money from the Division of State Lands. The City does not yet have a project manager for the Riverfront Project, who would also handle the Boat Ramp issue. There may be money available, but it will be a long process.

6.5 Neighborhood Land Use Committee Application Referral Process

Chair Tomei opened discussion on the neighborhood referral process. **Nancy Waddell** explained that a series of Land Use Training Sessions was held last summer and fall for the Neighborhood Land Use Committees. During these sessions, a process was developed for seeking comments from neighborhoods on land use applications.

Nancy Waddell distributed a narrative explanation of the referral process and a graphic showing the steps in the process. Recently the process has been revised for use in Expedited Land Division processes, which have a shorter duration. A graphic of this process was distributed. The City has made a commitment to the Neighborhoods for their involvement in land use decisions.

A repeat version of the training sessions will be held February 28, 1996, March 11, and March 27.

6.6 Clackamas Regional Town Center Plan

Chair Tomei opened discussion on the Clackamas Regional Town Center Plan. **Maggie Collins** reported that the final draft of the Clackamas Regional Center Area Plan Vision Statement is completed. This draft will be the subject of a joint hearing with Clackamas County Commissioners, Happy Valley City Council and Milwaukie City Council to be held on Wednesday, January 24, 1996.

A review session was held in September, 1995. Milwaukie City Council raised several questions:

1. Why isn't light rail strongly integrated?
2. Where are the regional center's locational boundaries?
3. Where are the urban form concepts in the urban design plan?
4. The Urban Growth Boundary Management Agreement gives both Milwaukie and Clackamas County the process needed to have joint reviews on mutual management areas. What changes are going to happen to coordinate committees on transportation, storm drainage, water delivery, and sewerage systems?

6.7 Community Development Report

Chair Tomei said she will be away during the month of February. Several other Commissioners said they would not be present February 27th. Seeing that a quorum might not be available, **Maggie Collins** said she would cancel the meeting and redistribute agenda items.

7.0 DISCUSSION ITEMS -- None.

8.0 OLD BUSINESS

8.1 Light Rail Study Update --None.

8.2 2040 Study Update -- None.

9.0 OTHER BUSINESS

9.1 Historic Commission

9.2 Town Center Area Task Force

9.3 Tree Committee Report

9.4 Community Development Report

10.0 Next Meeting -- February 13, 1996

10.1 Immoveable Foundation Church (CSO-95-02) - Continued

10.2 Variance Report

10.3 Sign Ordinance Abatement Program

10.4 River Road Improvement Project Report

10.5 2040 Video

10.6 Community Development Report

Debi Linn moved to adjourn the meeting of January 23, 1996. **Michael Smith** seconded. MOTION PASSED UNANIMOUSLY. The meeting adjourned at 9:52 p.m.

Carolyn Tomei, Chair

Shirley Richardson, Hearings Reporter

LINWOOD NEIGHBORHOOD LAND USE COMMITTEE

2/1/96

Present: Bob Hatz, Chair
Tracy Cook
Randy Bets
Edie Kerbaugh
Curtis Rempel

Absent: Dick Schwartz

Minutes were reviewed and accepted.

Group was updated on the Coalition of Neighborhood District Association Land Use Review Committee. Group was in favor of supporting the coalition. It was felt it was a good way to work towards the betterment of Milwaukie as a whole and eliminating a duplication of effort.

The Milwaukie Transportation Plan was reviewed. The elimination of downtown parking was and issue for this group. It was felt that if parking spaces are reduced in the downtown area, the remaining spaces should be only for patrons. Employees of the business and city workings will need to bus to the transit mall or walk.

The group reviewed the Linwood district map and made corrections that they were personally familiar with. It was discussed what would be the best way to check the correctness of the map. It was decided that we would look in to the possibility of there being an aerial photo. If not the possibility of getting an aerial photo done. This will be discussed at the next meeting.

Light Rail was discussed as to the courts recent ruling regarding the funding and the upcoming vote to restore funding by the Oregon Legislature. There was also discussion regarding the groups in the Milwaukie area that are writing letters and going to Salem to try and stop the North/South Light Rail as it is presently routed.

Meeting was adjourned

MILWAUKIE DOWNTOWN DEVELOPMENT ASSOCIATION

Minutes of January 10, 1996 Board Meeting

MDDA President, Arlie Brown called the meeting to order.

Board Members Present:

Mark Ellington
Cheri Baker
Doug Naef
Darlene Weil

Arlie Brown
Paul Graham
Dodie Linder
David Mealey

Gary McClain
Dan Bartlett
Craig Lomnicki

Absent: Melissa Whitcomb, Roxanne Bross, Pamela Reynolds

Guests: Debbie Bishoff & Bill Hupp

Business:

- a. The minutes of November 8th were approved unanimously.
- b. Election of Officers

Nominations included; Paul Graham, President, Roxanne Bross, Vice President, and Pamela Reynolds Treasurer. A motion was made by Gary McClain and seconded by Craig Lomnicki to approve the proposed slate of officers for 1996. Approved unanimously.

- c. Milwaukie Transportation System Plan

Debbie Bischoff of the City's Community Development Department provided an overview of the Transportation System Plan. Paul Graham questioned the methodology regarding the goal to reduce auto trips by 10% and was told that this represented a proposed reduction of the foreseen growth in auto trips based upon modeling. Darlene Weil questioned the role of the City in recommending that citizens become more physically fit as a part of encouraging more walking activity and less auto reliance. Debbie indicated that this should deal more with land use planning such as placing housing close to walking distance of jobs, etc. Dodie Linder asked about the representation of the citizens committee working on the plan and whether or not the traffic safety committee had been involved and found that it had. Staff suggested several items be considered including; a focus on prioritizing State Hwy 99E downtown in the capital improvement program, that a transportation management program consider the pro's and con's of ordinances or mandates versus education to improve car pooling and less auto reliant alternatives, and that the downtown's prominence as the hub of transportation activity be more emphasized in the plan.

- d. Vandalism and Safety in Downtown - non-agenda item brought to Board by Board member David Mealey.

David Mealey spoke to the group regarding recent events of vandalism at his office, activities previously undertaken by the Downtown Safety Committee and his recommendation that the MHS campus be closed. He also provided a letter (attached) that might be sent to the membership soliciting their input. Mark Ellington offered many comments and said that the downtown safety committee had reached no consensus on this issue and probably would not. Cheri Baker asked if closing the campus would do any good. Dan Bartlett emphasized the need for hearing the student viewpoint, especially Whitney Shubert's, the proposed member of the Board. Dodie Linder had some comments regarding the need to get involved in the newly formed neighborhood association. Darlene offered to attend that meeting too. Craig Lomnicki suggested taking advantage of City services including use of phones for neighborhood watch programs. Gary McClain felt he needed more input from those not at the meeting, including the schools & police department. After a good deal of discussion Paul Graham suggested that a subcommittee provide additional comments to staff regarding the letter by the end of the week and that a revised letter be sent to membership.

e. Amendment to By laws to provide for student representatives on Board.

A motion was made by Gary McClain and seconded by Darlene Weil to approved the proposed by-laws change. Approved unanimously.

f. Proposed 1996 Budget

Paul Graham introduced the budget indicating the significant item was the purchase of banner brackets and banners and plants. The budget was approved by the executive committee and unanimously approved by the Board.

Non-agenda items..... Paul noted the upcoming open house on January 24th, asked about the waterfront committee, and noted other informational items.

The meeting adjourned at 8:50 a.m.



****MEMORANDUM****
February 1, 1996

TO: Neighborhood Land Use Committees
FROM: *MC* Maggie Collins, Community Development Director

As follow-up to our meeting January 22nd, staff has confirmed dates for the repeat training sessions on land use issues and the Milwaukie Planning Circle. These sessions are open to new members of Land Use Committees, for both newly recognized and previously existing Neighborhood District Associations. Graduates of the 1995 training sessions are also welcome to sit in.

The dates are:

Wednesday, February 28	6:30 pm	Public Safety Bldg.
Monday, March 11	6:30 pm	Public Safety Bldg.
Wednesday, March 27	6:30 pm	Public Safety Bldg.

A proposed outline for the sessions is attached. Changes can be made if needed as the sessions progress.

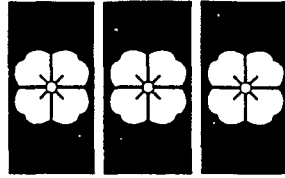
A date has also been set for **Land Use Committee chairs** to meet with Community Development staff. That meeting will be **Thursday, February 15th** at 5:30 pm at the Johnson Creek Facility.

It would be helpful to know how many will be attending the training sessions, so please call Nancy Waddell at 786-7658 to RSVP. Thank you!

cc: Linda Mullen
Milwaukie Planning Commission

MC/nw

C I T Y O F



MILWAUKIE

**Outline of Repeat Land Use Training 1996
Milwaukie Community Development Department**

- Session I** Introductions / Purpose
 Land Use Notebook Review
 The Planning Circle
 Inter-governmental Planning Roles
 Participant Questions/Goals
 Introduction to Land Use Process
- Session II** Types of Applications and Processes
 Comparison Examples
 Zone Changes
 Legal Information
- Session III** Referral Process / Expedited Process
 How CD Reviews Applications
 How NDAs Can Comment Most Effectively
 Questions and General Discussion
 Master Plan Framework Process

Session I - Wednesday, February 28, 1996	6:30 pm	PSB
Session II - Monday, March 11, 1996	6:30 pm	PSB
Session III - Wednesday, March 27, 1996	6:30 pm	PSB

CD/nw 1/31/96

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