# MILWAUKIE CITY COUNCIL REGULAR SESSION SEPTEMBER 7, 1999

The one thousand eight hundred and twenty-second meeting of the Milwaukie City Council was called to order by Mayor Tomei at 6:00 p.m. in the City Hall Council Chambers. The following Councilors were present:

> Rob Kappa Mary King

Larry Lancaster Jeff Marshall

Also present:

Dan Bartlett, City Manager Chuck Corrigan, City Attorney Charlene Richards, Assistant City Manager Martha Bennett, Assistant City Manager Jay Saatkamp, Operations Supervisor, Water Jack Perry, Operations Supervisor, Storm/Sewer Don Simenson, Utility Specialist, Water

# PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS

**M. Bennett** and **Saatkamp** responded to a concern voiced by George Van Bergen at the previous Council meeting regarding water quality. He had brought a towel to the meeting that was stained while filling his swimming pool. Possible causes were: dirt collecting in the low spot in that neighborhood; Well #8 has an unusually high level of dissolved iron; or sediment stirred up while summer crews were exercising the water system valves.

Staff has worked with the Neighborhood District Association and Van Bergen so that residents know who to call when there is a problem. **Bennett** also asked that the City Council contact her or Saatkamp if members hear any complaints.

Councilor Kappa noted he had to treat his hot tub for a high level of chlorine.

**Simenson** said the chlorine residuals differ in various parts of the City. He noted that many think of Milwaukie's water as perfect because it is stable. If the Councilor noticed a strong chlorine odor, it is typically a result of an incomplete reaction between the chlorine and the material in the spa.

**Saatkamp** announced that the water division was conducting volume and pressure tests on the system on Thursday, September 9. Residents may temporarily experience some dirty water in their homes during the testing. City employees have put doorhangers on potentially affected homes, and there was an article in the most recent edition of the *Pilot*.

# AUDIENCE PARTICIPATION

Linda Hatlelid read a letter into the record that addressed important facts relating to the Johnson Creek Blvd. Phase 2 improvements. She asked staff when the 40- and 44-foot right-of-way boundaries would be marked giving property owners a chance to see and compare the impacts. She asked who received M. Bennett's August 9 letter and notice of the October 12 open house. The Neighborhood District Association (NDA), Traffic Safety and Transportation Board (TSTB), and concerned neighbors and property owners have requested this action. The City seeks community to help make decisions that reflect the community's wishes, and those currently involved want to see the project developed within the 40-foot right-of-way. She had additional information she wished to share with other interested persons.

M. Bennett said she would prepare a response for the next meeting.

Annaliese Hummel, 2802 SE Monroe. She encouraged the City Council to do something about Monroe Street traffic between Hwy. 224 and downtown Milwaukie. Traffic speeds and volume make livability unbearable. At the last meeting, she heard Mayor Tomei say the Traffic Safety and Transportation Board (TSTB) addressed issues of safety rather than livability, but Hummel believed livability was about safety. Vehicles travelling Monroe Street very late at night or very early in the morning sometimes reach 65 to 70 mph. Milwaukie Lumber trucks are the worst offenders because they have an exception and use the street on a daily basis. Trucks make a lot of noise when they speed up to make the hill, and the noise and vibration are unbearable. She recommended installing a traffic circle at the top hill that would help sustain livability of the existing neighborhood. Trucks can use McLoughlin Boulevard and the Hwy. 224 overpass. The sidewalks do not offer safety for pedestrians, children, or bicyclists. Livability is for all, and she urged the City Council to ensure the quality of life.

Mayor Tomei directed staff to prepare a response.

# OTHER BUSINESS

# **Telemetry Improvement Project Summary and Demonstration**

**Saatkamp** introduced **Don Simenson**, Utility Specialist, who provided a demonstration of the telemetry software program. The system monitors both the Milwaukie water distribution system for quality and quantity and sewer lift stations. The facilities were graphically represented on the computer screen with constantly updated information on volumes and chlorine treatment levels. The monitoring is done by radio and is not dependent on phone lines. He showed the viewers how the reservoir levels could be controlled on screen.

Response to a problem can now take minutes instead of hours, so there is a significant savings in property damage. Simenson indicated the program has saved him a lot of time, so now he has more time available to meet with customers to discuss water quality issues. If there is a power outage, the system is totally self-reliant, and it is completely Y2K compliant. The program is radio-based and not part of the City network, so the system is safe from hackers. Its useful life is about 30 to 40 years, and the software has a good foundation.

**Bartlett** added the total project cost was about \$392,000 including change orders that were well-within allowable levels.

It was moved by Mayor Tomei and seconded by Councilor King to accept the telemetry improvement project (WT-98-2 and SE-98-3). Motion passed unanimously.

# INFORMATION

# City Council Work Session on Teambuilding, Vision, and Mission

**Councilor Kappa** announced that he would be unable to attend the Council work session on September 18 because of family commitment. The group indicated its disappointment that he would not be able to attend and were concerned about developing new Vision and Mission statements without his input. Because other members had this date on their calendars and made their plans around it, they decided not to try and reschedule the meeting. He commented that he has given much time to the City, and he found some of the remarks made by other Councilmembers objectionable and insulting.

# Joint Work Session with the Clackamas County Board of Commissioners

The group agreed that Mayor Tomei would present the goals and follow up with a dialogue with the Board.

# **Police Chief Appointment**

**Bartlett** announced the hiring of Larry Kanzler who would begin as Milwaukie Police Chief on October 12. Kanzler was on the frontline of community policing in the City of Portland.

# **Events**

**Councilor King** announced the Ardenwald Community Parade September 25 and Johnson Creek Watershed Summit on October 30.

# **City Council Work Session**

Councilor Marshall asked if those present at the September 18 meeting would have the option of voting on issues, and **Bartlett** indicated they would.

#### Monroe Street Traffic Concerns

Councilor Marshall said he was concerned that one person comes before the City Council year-after-year on the same issue. He recommended that staff prepare more than a report and perhaps something the City Council could actually address. He suggested that Council consider the concept of a Regional Transportation Board to address the truck issue network.

#### **Dispatch Services**

Bartlett reported on the ongoing efforts regarding the radio group and 800 MHz program. The County will fund \$1.5 million, and, if all goes well, there will be an operations system within 18 - 24 months. Milwaukie is currently on the Portland system and has made it clear that it does not want to go back to another system. The radio users in the County have come on board more quickly than anticipated, so the process is moving forward rapidly. Rather than resisting, people are pulling together for an improved system.

Councilor Kappa recommended an extensive public education element if the City of Milwaukie goes with a different dispatch center.

Mayor Tomei announced that an executive session would be held immediately following adjournment to consult with legal counsel and to discuss property acquisition pursuant to ORS 192.660.

#### ADJOURNMENT

It was moved by Councilor King and seconded by Mayor Tomei to adjourn the meeting. Motion passed unanimously.

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

Pat DuVal, Recorder



# MEMORANDUM

TO:	Mayor and City Council	1
THROUGH:	Dan R. Bartlett, City Manager	Jan
FROM:	Jan V. Gehlen, Finance Director	r
DATE:	August 20, 1999	
RE:	Loss Control Report	

# Action Requested:

For information purposes, this memo is to review the claims processed through Northalnd Insurance Company through 06/30/1999.

# **Background:**

The City receives a quarterly report showing the status of claims made against the City's General Liability insurance during the policy year, 7/1/98 through 7/1/99. This detailed report is on file in my office and is available for your review at any time.

The statistics below show the amount of losses paid in the last quarter of the year and total losses paid in the fiscal year. As of 06/30/99 there were 5 open claims still being investigated and one claim being litigated. The City has no claims against the property insurance.

Policy Totals 4 <sup>th</sup> Quarter 4/1/99 – 6/30/99	Policy Year Totals 7/01/98-6/30/99			
Total Paid in General Liability \$ 9,110 City's share of Total Paid \$ -0-	Total Paid in General Liability City's share of Total Paid	\$29,764 \$ 1,142		
	Total Reserves listed at 6/30/99	\$66,470		

Since 06/30/99 there have been two claims resolved and two new claims filed.

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

#### CITY OF MILWAUKIE CITY COUNCIL AGENDA SEPTEMBER 7, 1999

MILWAUKIE CITY HALL 10722 SE Main Street 1822<sup>nd</sup> MEETING

REGULAR SESSION - 6:00 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.)

Supplement Agreement for Right-of-Way Acquisition on Johnson Creek Blvd.

- **IV. AUDIENCE PARTICIPATION** (The Mayor will call for statements from citizens regarding issues relating to the City. It is the intention that this portion of the agenda shall be limited to items of City business which are properly the object of Council consideration. Persons wishing to speak shall be allowed to do so only after registering on the comment card provided. The Council may limit the time allowed for presentation.)
- V. PUBLIC HEARING (Public Comment will be allowed on items appearing on this portion of the agenda following a brief staff report presenting the item and action requested. The Mayor may limit testimony.)
- VI. OTHER BUSINESS (These items will be presented individually by staff or other appropriate individuals. A synopsis of each item together with a brief statement of the action being requested shall be made by those appearing on behalf of an agenda item.)

**Telemetry Demonstration and Acceptance by Council** 

#### **VII.INFORMATION**

- A. Parks and Recreation Board Minutes for July 26, 1999
- B. Draft Staff Report for Redesignation as a Special Town Center
- C. Schedule for Johnson Creek Boulevard Phase III Project and McLoughlin Boulevard Treatment Project
- D. Innovations Group Meeting
- E. Departmental Monthly Reports

VIII.ADJOURNMENT

# **EXECUTIVE SESSION**

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

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

The Council requests that all pagers and cell phones be either set on silent mode or turned off during the meeting.

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# MEMORANDUM August 30, 1999

TO:	Milwaukie City Council
Through:	Dan Bartlett City Manager Manager Community Development
From:	Jay Saatkamp, Operations Supervisor, Water Department
Subject:	Project Summary and request for acceptance of Telemetry Improvement Project (WT-98-2 and SE-98 $-3$ )

1. The Telemetry Improvement project is complete. The total project cost is \$391,747 that includes a base contract amount of \$368,247 and \$23,500 in change orders.

2. The TSI integrated package of equipment and software has provided the City of Milwaukie an invaluable tool that allows for both daily operation and record keeping of water system performance. Our new telemetry system has saved countless hours of labor in both regular and overtime. Currently the water division invests an average of 11 hours per week verifying equipment condition versus over twenty-five hours previously invested collecting data. The data collected is now useful to gage pump and motor performance, well levels, run times, pressure fluctuations, and basic overall status of the water and waste water systems.

Examples of savings in both manpower and down time are too numerous to recount in this memo. However we have been able to detect situations that have occurred in adjoining water systems and power grids. We routinely make decisions and alter system pump and reservoir levels based solely on the information provided by the telemetry system. We no longer spend hours trying to figure out where the problem is, now we invest minutes eliminating the situation.

A summary of the project cost for both FY97-98 and FY98-99 is as follows:

	<u>FY 97/98</u>	FY98/99	Change Orders	Total
Sewer	49,652.50	35,511.83	6,034.00	\$ 91,198.33
Water	164,195.25	<u>118,887.42</u>	<u>17,466.00</u>	<u>\$300,548.00</u>
Total	213,847.75	154,399.25	23,500.00	\$391,747.00

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

# VII. A <u>1</u> Park and Recreation Board

Minutes		Ci Second Floor Co	PARB 7/26/99 ity of Milwaukie City Hall onference Room SE Main Street
Type of meeting:	Regular		
Attendees:	Mart Hughes, Edie Kerbaugh, Reb McCune, Sharon Van Horn	ecca Langdon, Don McCarl	.y, Sandra
Not in Attendance:	Darlene Walsh		
Please read:	6/24/99 Minutes, City Council Goa	als 1999-2004 Strategic Dire	ection,
	Agenda topics		
Meeting Call to Order at	7:00 PM		
Minutes			
Conclusions: Sandra Mco written. Unanimously ap	Cune moved and Don McCarty secon pproved.	ided the motion to accept th	e minutes as
Action items:		Person responsible:	Deadline:
Submit approved minutes	s to City Council	Charlene Richards	7/30/99
Open Period Audience			
Discussion: no audience	present		
Updates NCPRD & Ci	ty Kaffun & Richards		
Discussion:			
NCPRD: <u>Water Tower F</u>	Park – under construction; concrete bl	lock eliminated, took three of	lays; have

meeting with contractor Wednesday and will receive timeline. Demolition being done, one person onsite; contract expiration is October 15<sup>th</sup>; hopeful complete sooner. <u>Trail system</u> – no update from the County on trails, berm to aquatic park. <u>Scott Park</u> – Ed Zumwalt request re: fountain. District found the fountain and they are looking into what can be done with it, stainless steel block; seeing if can get back into the Park as sculpture. <u>Revised comprehensive master plan</u> -- the RFQ is in purchasing to go out for master plan. <u>Furnberg Park</u> – nothing new, have a planting plan. Before restoration need to know where the boardwalk will be built; will get a plant list to Mart Hughes.

City: <u>Home and Monroe Site</u> – Don McCarty cleaned up the site and along with Public Works crew removed the debris; the abandoned vehicle has been removed. Council passed a resolution to acquire

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Pε 7/26/99 Minutes Page 2

additional property for future park site. <u>Spring and District Parks</u> – removed the scotch broom, ivy on trees, tease, and Canadian and bull thistle, along with a variety of other invasive plantings. <u>Willow Place</u> <u>Wetland</u> – master plan approved by the Planning Commission; working with Division of State Lands; once receive approval will move forward. <u>Island Station</u> – Eagle Scout and family cut path through berries at Spring Park last Saturday. <u>Scott Park</u> – All St. John's wort was replanted; planting wisteria on arbor; Library staff will water; placed plantings around the new HVAC system.

Action items:	Person responsible:	Deadline:
Sent Furnberg Park wetland restoration plant list to Mart Hughes	Thom Kaffun	8/18/99
Report from Citizen Workshop Committee Rebecca Langdon	n, Sandy McCune, Charlene H	Richards
Discussion: The group reviewed the draft form and maps.	nan an	s en fillen fan de linder of fille fan de linder fan de
Conclusions: City will provide forms in light yellow, green she where the public would like new park land; laminated maps, or parks for each neighborhood; pencils and name tags for PARB will pick up at August 2 <sup>nd</sup> Council work session or at City Hall August 14 <sup>th</sup> will pick up on or before Thursday August 5 <sup>th</sup> at C	ne with target areas and one w members. Those with NNO on August 3 <sup>rd</sup> . Those with p	vith existing on August 3 <sup>rd</sup>
Action items:	Person responsible:	Deadline:
Return materials from NNO and parties to Cynthia Nagy or Charlene Richards at City Hall	Each PARB representative	8/16/99
City Council Work session August 2nd		
Conclusions: Rebecca will cover the neighborhood outreach pr present what the PARB would like to be involved with of the C	•	
Action items:	Person responsible:	Deadline:
Bring an example of the neighborhood outreach packet to the work session	Charlene Richards	8/2/99
Next meeting agenda topics, date, time & location		
Conclusions: Target area recommendations for City Council.	unningen einen eine eine eine eine eine e	
Action items:	Person responsible:	Deadline:
Bring results of surveys and dots on maps to 8/27/99 meeting	Charlene Richards	8/27/99
Adjourned at approximately 9:00 PM		
Resource persons: Thom Kaffun, NCPRD, & Charlene	e Richards, City of Milwaukie	;

#### Center/Community Advisory Board Minutes May 14, 1999

Board Members Present: Molly Jo Hanthorn, Chair, Doris Burton, Eleanor Johnson, Carl Knee, Doug Marx, Jim McCready, Joan Newman, Audrey Parsons, Joan Staley, Carol Storment, Janet Witter, Jim Young

Board Members Excused: Michael Bolander, Karen Kasserman, Dolly Macken-Hambright, Alice Neely

Board Members Absent: Kim Buchholz

Staff Present: Pat Kennedy, Cheryl Nally, Joan Young

The 25-minute video, prepared about the Milwaukie Center by Clackamas County Government Cable Dept., was aired at 9:30 am prior to the meeting.

- I. Call to order: Chair Molly Jo Hanthorn called the meeting to order at 10:05 am.
- II. Approval of minutes: Minutes were approved as received.
- III. Guests: No guests attended the meeting.

#### IV. Correspondence:

Molly Jo called attention to a mailing she received as a member of the Milwaukie neighborhood group on the Carrier Link program. Cheryl said that she had just received the information in the services office about the program and we will publicize it in the near future. Participants can notify the postal service of their emergency contacts through this program.

V. Staff Report:

Pat Kennedy reported on the programs out of the Recreation and Education office. She shared about the 16+ Activity and Interest groups, 50+ classes and outdoor treks, and other programs such as Travel, Garden, Intergenerational and special events. The Quilt Show is coming up June 4 & 5. Pat addressed how volunteers and community partners play a key role in many of the programs. Jim Young suggested that we should get this information about activities out to pre-retirees in NC12 and County.

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<u>AAA/Governor's Commission</u> – No report from Alice regarding legislative activity. Joan handed out NAAAA information and postcards to be mailed to congressional contacts to encourage re-authorization of the Older Americans Act.

VIII. Director's Report:

Joan reported that Cheryl Nally pulled together a very successful Housing Options Fair Thursday, May 13, which provided information on over twenty different senior housing options. The Center also celebrated National Senior Center Week with refreshments at the fair and National Older Americans month. All programs and services are going strong at this time.

- IX. Information and Announcements: None.
- X. Agenda for Next Meeting: Nutrition and Transportation staff reports.
- XI. Adjourn: The meeting was adjourned at 11:35 am.

# North Clackamas Parks and Recreation District MILWAUKIE CENTER DIVISION Monthly Report for May, 1999

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#### Programs & Services:

Through a grant from Brookdale Foundation Group and a partnership with St. Andrew's Legal Clinic, the Milwaukie Center offered free legal services to members of the Grandparents Raising Grandkids Support Group. These are folks who are providing care for the children of relatives and have a real need for family law information.

The Center hosted 16 fitness professionals who work with older adults in an all-training day workshop on May 13. Focusing on the reduction of osteoporosis in later life, the event was presented jointly by the OSU Extension Service and OSU Bone Research Laboratory and was led by instructors from the university's Dept of Exercise & Sports Science. Four instructors who lead fitness classes at Milwaukie Center were included in the training at no cost.

Garden Kick-Off Day, co-sponsored by Clackamas County Master Gardeners, was well attended—and the growing season began for 18 seniors or groups who have plots in the Center's Community Garden.

As we age, concerns often surface about future need for care. Over 120 individuals visited booths from over 20 retirement centers, assisted living facilities or placement agencies at the Milwaukie Center's 2nd Annual Senior Housing Options Fair.

In response to fee increases announced by Clackamas Community College, representatives from affected senior centers have decided to change the Gold Card rate for adults age 62+. A long-standing 50% reduction in Gold Card rate tuition will be changed to a 25% reduction in tuition to persons 62 and over starting with summer term.

#### Fund-raising:

The Nutrition Program held its May Day Sunday Dinner on May 2 with 138 people attending. Through the assistance of terrific food vendor support and corporate sponsor, Secure Horizons, the event netted \$1,238.00.

The Transportation Program has secured two new advertisers for the bus sponsorship program – Thomas Joseph Personalized Dry Cleaning and Town Center Bank.

#### Staff Activities:

Senior Cook, Don Wiley, was a presenter at the regional National Association of Meal Program Conference, sharing the Nutrition Program's success with the Bistro/Lite Lunch alternative.

Jakob Litman, Client Services Coordinator, serves on the Clackamas County Elder Abuse Task Force and presented on a panel at May's Information and Referral Meeting which focused on the topic of "Older Adults at Risk."

Director, Joan Young, presented an overview of the Milwaukie Center, it's history, it's growth in services and programs, community partners and funding mechanisms to the Salem area Senior Services Planning Team.

VII.B.



TO: Milwaukie City Council

THROUGH: Dan Bartlett, City Manager

FROM: Martha Bennett, Assistant City Manager

SUBJECT: Draft Staff Report for Redesignation as a Special Town Center

DATE: August 27, 1999 for September 7, 1999 City Council Meeting

# Action Requested

None. This item is for information only.

# Background

Attached is a copy of the draft staff report responding to the City Council's request to have Milwaukie's Regional Center designation in the Regional Functional Plan changed to a Special Town Center Designation.

As you will see, Metro staff is recommending against the Special Town Center designation and is recommending a Town Center designation as well. As Mike Burton's letter to the Mayor also indicates, Milwaukie may not lose too many points in the allocation of regional transportation dollars as long as the densities in the community center are not reduced.

Metro staff also indicated that the Growth Management Committee, which will forward a recommendation to the full Metro Council, will first consider this request and resolution. The actual date for consideration of this report has not been set, and staff will forward the dates of both the Growth Management Committee meeting and the Metro Council meeting to you as soon as the item is scheduled.

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AST GRAND AVENUE | PORTLAND, OREGON 97232 2736



**METRO** August 25, 1999

Honorable Carolyn Tomei City of Milwaukie 10722 SE Main Street Milwaukie, OR 97222

Re:	Town Center Designation
Dear	Mayor Torkei: arolyn

Milwaukie's request to designate the downtown area as a "special town center" will be considered by the Metro Council this fall. I will notify you when the date has been set. In the meantime, I am forwarding a copy of the staff report for your information.

Your citizens, planning commission, city council and staff can be proud of the effort they have invested in planning for Milwaukie's future. I know that it hasn't always been easy.

Your request for "special town center" designation raised an interesting issue. I appreciate the City Council's concern that as an important transportation hub, Milwaukie has significant needs for transportation improvements. The challenge is to recognize Milwaukie's legitimate need for transportation improvements while still protecting the credibility of the technical criteria for transportation projects across the region and supporting the priority the Metro Council has assigned to regional centers.

It isn't necessary to create a "special town center" category to award Milwaukie more points in the Metropolitan Transportation Improvement Program (MTIP) process than smaller, less dense town centers. The existing criteria recognize and award up to twenty points based on an area's projected increase in mixed-use density whether or not the area is a regional or town center. Denser town centers, like Milwaukie, will receive more points than less dense town centers. Therefore I will be recommending that the Metro Council redesignate Milwaukie as a Town Center, but not a "special town center".

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Please be assured that Metro will continue to support the downtown McLoughlin Boulevard Project and the McLoughlin Corridor Highway and Transit Improvement Project, both of which will provide important transportation improvements for the City and its citizens.

cerely Mike Burton

Metro Executive

Encl: (1) Staff report (2) Proposed resolution

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#### STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 99-2835 REDESIGNATING THE MILWAUKIE REGIONAL CENTER TO MILWAUKIE TOWN CENTER

#### Date: August 20, 1999

#### Presented by: Elaine Wilkerson Prepared by: Brenda Bernards

#### PROPOSED ACTION

Adoption of Resolution No. 99-2835 redesignating the Milwaukie Regional Center as the Milwaukie Town Center on the 2040 Growth Concept map.

#### BACKGROUND AND ANALYSIS

#### Milwaukie's Request

The City of Milwaukie has requested an amendment to the adopted 2040 Growth Concept map.

The 2040 Growth Concept designates downtown Milwaukie as one of eight regional centers. The Regional Urban Growth Goals and Objectives (RUGGO) defines a regional center as the focus of compact development, high-quality transit service and multi-modal street networks. Regional centers act as major nodes along regional transportation routes and serve hundreds of thousands of people and include commercial, recreational, institutional, cultural, employment and residential uses.

The City of Milwaukie requests that its downtown area be redesignated as a special town center. The City proposes that Metro add a special town center to its design types. This new designation would receive the same level of priority in the RTP for transportation projects as a regional center. Areas designated as town centers are given a lower level of priority. Town centers are smaller than regional centers and serve tens of thousands of people. They provide local shopping, employment, cultural and recreational opportunities within the local market area.

The Mayor's letter (attached) notes that the City is concerned about the impact of a regional center designation on the adjacent neighborhoods and the potential loss of the small town feel in the downtown. At the same time, Milwaukie's downtown is at the convergence of several regional through routes and multi-modal corridors and that regional demand on these facilities is increasing the need for improvements. A special town center designation would give the transportation projects located in the Milwaukie Town Center a higher weight than other town centers when applying for transportation project funding.

#### Regional vs. Town Center

Milwaukie began the process of planning for its downtown in 1995 with the Milwaukie Vision project. The project stated a vision for the City that included a downtown with civic, commercial and cultural activities. The next step undertaken was the Regional Center Master Plan study. This study, partially funded by a Transportation Growth Management grant, was to establish the framework for the city center envisioned by the Milwaukie Vision statement. A key component



of this study was to determine if Metro's regional center designation was appropriate for the Milwaukie downtown.

Through the regional center planning undertaken between June 1996 and October 1997, the City was able to plan capacity in the downtown to reach 69 percent of the mixed-use housing target and 33 percent of the mixed-use employment target in the Metro Code. The City anticipates that the proposed town center will include all of the redevelopment opportunity sites of the regional center and the planned capacity will remain the same. Milwaukie has requested a time extension to complete its planning for its designated main street and in order to finalize the housing and employment capacity calculation for mixed-use areas. While the main street planning effort will identify additional housing and employment capacity, it is not likely to make up the mixed-use capacity shortfall. Milwaukie is able to meet its citywide housing targets. This indicates that, while the City meets the overall target, the housing will be distributed more widely with less focus on the downtown and at an intensity that may be more appropriate for a town center. Milwaukie has requested an exception to lower the citywide employment targets. At the time of the request, the City had not considered the potential employment opportunities of the industrial area to the north of the regional center. It is the City's intention to investigate the employment potential of this area and the results should bring Milwaukie closer to its target and an exception may no longer be necessary.

#### Metro Code

As a town center, Milwaukie would not be unique in its position of "a convergence of major transportation facilities of a regional significance". Four town centers are located on the light rail line: Orenco, Sunset Transit Station, Hollywood and Rockwood. In addition, Sunset Transit Station is at the intersection of Highways 26 and 217. Interstate-84 abuts the Hollywood Town Center. Raleigh Hills Town Center is located at the meeting point of 3 roads of regional significance: Beaverton-Hillsdale Highway, Scholls Ferry Road and Oleson Road. The Tigard Town Center is located at the crossing of Highway 99W and Highway 217. The Tanasbourne Town Center is at the crossing of Highway 26 and 185<sup>th</sup>. Each of these town centers could also provide a compelling argument for a special status based on regional transportation significance.

Amendments to 2040 Growth Concept were anticipated in Metro policy. Page 18 of the Regional Framework Plan in the description of regional centers notes:

"The relatively small number of centers reflects not only the limited market for new development at this density but also the limited transportation funding for high-quality transit and roadway improvements envisioned in these areas. As such, the nine regional centers *[includes the central city]* should be considered candidates and ultimately the number should be reduced or policies established to phase in certain regional centers earlier than others."

#### Implications for the Regional Transportation Plan and Funding

At this time, Metro has no special town center designation. As noted above, regional centers are given priority in transportation funding because they are the focus for higher density urban development and serve large portions of the region. In the Regional Transportation Plan (RTP), they are classified as primary components and targeted for the most aggressive system improvements. Town centers serve local markets. The RTP classifies them as secondary components and regional improvements are less aggressive in these areas.

The recent MTIP project selection criteria implemented the RTP by using technical scoring criteria that reflect the primary, secondary and other categories. The criteria include support for the 2040 Growth Concept, mobility at reasonable costs, reduced delays for freight and goods movement, and improvements to safety. Each project was scored according to the amount of relative change in population and employment expected over the next 20 years. In this way, areas like regional centers that are expected to be a focus of future growth achieve high scores, since a significant increase in population and employment are expected at these locations. This technical scoring awards a project up to 20 points out of a total of 100 possible points. Projects serving regional centers typically score 15 to 20 points and projects that serve town centers typically score 5 to 10 points, depending on the size of the center.

The proposed transportation projects were also scored according to how well they serve a 2040 center or other design type. Metro used a select link analysis to determine the share of trips on a given facility destined for the center or other location served by the facility. As the scale and intensity of development assumed in a given center also drove this score, regional centers tended to score higher than town centers. A total of 20 points were also available in this technical category, with regional centers typically scoring 10 to 20 points and town centers typically scoring 0 to 15 points.

As outlined above, 40% of the technical scoring points on projects could be affected by the redesignation of the regional center to a town center. The City is not intending to decrease the residential and employment densities already in place in the area under consideration and the bulk of the redevelopment opportunities are expected to be within the redrawn special town center boundaries. This may assist Milwaukie in scoring more points when measuring scale and density of development.

#### Staff Recommendation

Staff do not recommend the redesignation from regional center to the proposed special town center designation. This designation is not available and would not support the priority the Council has placed on regional centers. The City has indicated that if a designation of special town center is not feasible, it would request a redesignation to a town center. Milwaukie believes that a town center designation would be more consistent with its vision for growth than the current regional center designation. Therefore, staff recommend a redesignation from a regional center to a town center.

#### **BUDGET IMPACT**

Adoption of this resolution has no budget impact.

#### EXECUTIVE OFFICER'S RECOMMENDATION

The redesignation of the Milwaukie Regional Center to the Milwaukie Town Center on the 2040 Growth Concept map is recommended for adoption.

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VII. B. 7

#### BEFORE THE METRO COUNCIL

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FOR THE PURPOSE OF EXPRESSING COUNCIL INTENT TO AMEND THE **REGION 2040 GROWTH CONCEPT MAP** TO DESIGNATE THE CITY OF MILWAUKIE AS A TOWN CENTER

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**RESOLUTION NO 99-2835** 

Introduced by Executive Officer Mike ) Burton

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WHEREAS, the Metro Council adopted the Urban Growth Management Functional Plan for early implementation of the 2040 Growth Concept on November 21, 1996, by Ordinance No. 96-647C; and

WHEREAS, the 2040 Growth Concept Map is part of Metro's acknowledged Regional Urban Growth Goals and Objectives in Ordinance Nos. 95-625A; and

WHEREAS, the 2040 Growth Concept designates the downtown area of the City of

Milwaukie as a Regional Center; and

WHEREAS, the 2040 Growth Concept states that Regional Centers will "become the

focus of compact development, redevelopment and high-quality transit service, multimodal street networks and act as major nodes along regional through routes;" and

WHEREAS, the City of Milwaukie has requested that the Metro Council amend the 2040 Growth Concept map to designate the city as a Town Center for the reasons set forth in Exhibit A; and

WHEREAS, the 2040 Growth Concept states that Town Centers will "provide local shopping, employment and cultural and recreational opportunities within a local market area;"

WHEREAS, the Metro Council anticipates making several amendments to the 2040 Growth Concept Map before the end of ; now therefore,

BE IT RESOLVED:

Page 1 - Resolution No. 99-2835

# VII. B. <u>8</u>\_\_\_\_

1. The Metro Council agrees with the City of Milwaukie's request to redesignate the downtown area of the city as a Town Center.

2. The Metro Council intends to amend the 2040 Growth Concept Map by ordinance to redesignate the city as a Town Center when the 2040 Growth Concept Map is amended in

ADOPTED by the Metro Council this \_\_\_\_\_ day of \_\_\_\_\_ 1999.

Rod Monroe, Presiding Officer

APPROVED AS TO FORM:

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Daniel B. Cooper, General Counsel

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VII. C. **7** 



TO: Milwaukie City Council

THROUGH: Dan Bartlett, City Manager

- FROM: Martha Bennett, Assistant City Manager
- SUBJECT: Schedule for Johnson Creek Boulevard Phase III Project and McLoughlin Boulevard Treatment Project
- DATE: August 27, 1999 for September 7, 1999 City Council Meeting

# Action Requested

None. This item is for information only.

# **Background**

Attached is a copy of the proposed schedule for the allocation of federal funds for the projects that were included in the Metropolitan Transportation Improvement Program (MTIP). This schedule has been approved by the Transportation Policy Advisory Committee (TPAC), and will be forwarded to the Joint Policy Committee on Transportation (JPACT) and the Metro Council for their approval. JPACT will meet on September 9, and Metro Council will act on the schedule shortly after JPACT action.

Milwaukie has two projects scheduled. Earlier in the scheduling process, Metro had proposed funding the Johnson Creek Boulevard Phase III project in the year 2003. This proposed schedule has allocated the funds in 2001, which would allow us to build the project two years earlier. The McLoughlin Boulevard Project has been scheduled for 2003.

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# FY 99 - 03 METRO APPROVED REGIONAL TRANSPORTATION ENHANCEMENT, CMAQ AND STP PROGRAM

	TRANSPORATION ENHANCEMENT	99	00	01	02	03	TOTAL
	Rural Projects		0.600	0.987	0.341	0.329	2.25
	Troutdale Intermodal Park		0.080				0.08
	Cedar Creek Greenway Trail		0.076				0.07
	Fanno Creek: Allen/Denny			0.200			0.20
	Naito Prkwy: Everett/Harrison			1.421	0.378		1.79
CBi10	Wilsonville: Boeckman/Town Cntr Loop			1.741		0.240	
CBI9	Town Cntr Park: Bike/Ped Connection					0.240	0.24
CBi2	Fuller Rd: Harmony/King	+			0.092	0.500	0.59
CBi7	Clack. Reg. Ctr. Trail			0.278		0.000	0.27
CP1	Scott Crk Lane Pedestrian Path		0.080				0.08
CTr2	Will. Shoreline Trestle/Track Repair					0.500	0.50
MBi1	Gresham/Fairview Trail			0.224			0.22
PBi1	Morrison Br. Ped/Bike Access.			0.100			0,10
PBi6a	E. Bank Trail: OMSI/Springwater (Con)			0.720			0.72
PBi6b	E. Bank Trail - Phase 2 (ROW only)					0.269	0.26
PBi9	Greeley/Interstate					0.144	0.14
PP2	Capitol Hwy: Bertha/BH Hwy			0.400			0.40
PP5	Red Electric Line: Will Prk/Oleson			0.05	0.085		0.13
TE2	Portland Bike Signage		0.129				0.12
TE3	NE 47th Environmental Restoration		0.250				0.25
WBi1	Fanno Crk: Allen/Denny			0.075	·	0.400	0.07
WBi10 WP4	Fanno Crk Trail Phase 2 (PE/RW?) Sentinel Plaza:Corne!!/Cedar Hills/113th		0.030	0.135		0.100	0.23
VVP4							
	TE SUBTOTAL	0.000	1.245	4.740	0.896	2.082	8.96
					4 0 0 0 1	1.960	7 9 4
	ESTIMATED REVENUE	0.156	1.960	1.960	1.960	1.300	1.04
		0.156 0.156	1.960 0.715	1.960 -2.780	1.960	-0.122	
	ESTIMATED REVENUE						7.84 -0.96
	ESTIMATED REVENUE DIFFERENCE	0.156	0.715	-2.780	1.064	-0.122	
	ESTIMATED REVENUE DIFFERENCE Running Total	0.156	0.715	-2.780	1.064 -0.845	-0.122	-0.96
	ESTIMATED REVENUE DIFFERENCE Running Total	0.156	0.715	-2.780 -1.909 01	1.064	-0.122	-0.96 TOTAL
	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX	0.156 0.156 99	0.715	-2.780	1.064 -0.845	-0.122	-0.96 TOTAL 10.00
	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?)	0.156	0.715	-2.780 -1.909 01 4.000	1.064 -0.845	-0.122	-0.96 TOTAL 10.00 3.01
	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program	0.156 0.156 99	0.715 0.871 00 6.000	-2.780 -1.909 01	1.064 -0.845	-0.122	-0.96 TOTAL 10.00 3.0 <sup>-</sup> 0.4 <sup>-</sup>
	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest	0.156 0.156 99	0.715 0.871 00 6.000 0.322	-2.780 -1.909 01 4.000	1.064 -0.845	-0.122	-0.96 TOTAL 10.00 3.0 <sup>-</sup> 0.4 <sup>-</sup> 0.32
WP7	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program	0.156 0.156 99	0.715 0.871 00 6.000 0.322 0.632	-2.780 -1.909 01 4.000	1.064 -0.845	-0.122	-0.96 TOTAL 10.00 3.0 <sup>2</sup> 0.4 <sup>2</sup> 0.32 0.65
	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner	0.156 0.156 99	0.715 0.871 00 6.000 0.322 0.632 0.085	-2.780 -1.909 01 4.000	1.064 -0.845 02	-0.122 -0.967 03	-0.96 TOTAL 10.00 3.0 0.4 0.32 0.63 0.08
WBi2	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker/Butner	0.156 0.156 99	0.715 0.871 00 6.000 0.322 0.632	-2.780 -1.909 01 4.000	1.064 -0.845	-0.122	-0.96 TOTAL 10.00 3.0 <sup>-</sup> 0.4 <sup>-</sup> 0.32 0.63 0.06 1.43
WBi2 WBL2	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker/Butner Hall Blvd: 12th/Allen	0.156 0.156 99	0.715 0.871 00 6.000 0.322 0.632 0.085	-2.780 -1.909 01 4.000	1.064 -0.845 02 0.718	-0.122 -0.967 03	-0.96 TOTAL 10.00 3.0 <sup>-</sup> 0.4 <sup>-</sup> 0.32 0.63 0.06 1.43 1.80
WBi2 WBL2 WP5	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker/Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius)	0.156 0.156 99	0.715 0.871 00 6.000 0.322 0.632 0.085	-2.780 -1.909 01 4.000	1.064 -0.845 02 0.718	-0.122 -0.967 03 0.554	-0.96 TOTAL 10.00 3.0 <sup>-</sup> 0.4 <sup>2</sup> 0.63 0.65 0.06 1.43 1.80 0.27
WBi2 WBL2 WP5 CM7	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Cedar Hills: Walker/Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n	0.156 0.156 99	0.715 0.871 00 6.000 0.322 0.632 0.085 0.166	-2.780 -1.909 01 4.000 0.412	1.064 -0.845 02 0.718	-0.122 -0.967 03 0.554	-0.96 TOTAL 10.00 3.0 0.4 0.32 0.63 0.06 1.43 1.80 0.27 0.75
WBi2 WBL2 WP5 CM7 WBi5	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Cedar Hills: Walker Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n Clack. Co. ITS/ATMS048 Cornell Rd: Elam Young/Ray McLoughlin: Harrison/SPRR X'ing	0.156 0.156 99 3.018	0.715 0.871 00 6.000 0.322 0.632 0.085 0.166	-2.780 -1.909 01 4.000 0.412 0.622	1.064 -0.845 02 0.718	-0.122 -0.967 03 0.554 0.270	-0.96 TOTAL 10.00 3.0 <sup>-</sup> 0.4 <sup>-</sup> 0.32 0.63 0.06 1.43 1.80 0.27 0.75 0.54
WBi2 WBL2 WP5 CM7 WBi5 CBL3 MBL1	ESTIMATED REVENUE DIFFERENCE Running Total Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n Clack. Co. ITS/ATMS048 Cornell Rd: Elam Young/Ray McLoughlin: Harrison/SPRR X'ing Division: Wallula/Kelly	0.156 0.156 99	0.715 0.871 00 6.000 0.322 0.632 0.085 0.166	-2.780 -1.909 01 4.000 0.412 0.622 1.100	1.064 -0.845 02 0.718	-0.122 -0.967 03 0.554 0.270 0.540 (1.900)	-0.96 TOTAL 10.00 3.0 <sup>-</sup> 0.4 <sup>-</sup> 0.32 0.63 0.06 1.43 1.80 0.27 0.75 0.54 ) 1.90 2.50
WBi2 WBL2 WP5 CM7 WBi5 CBL3 MBL1 PBL1	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n Clack. Co. ITS/ATMS048 Cornell Rd: Elam Young/Ray McLoughlin: Harrison/SPRR X'ing Division: Wallula/Kelly Hawthorne: 20th/55th	0.156 0.156 99 3.018	0.715 0.871 00 6.000 0.322 0.632 0.085 0.166 0.130 1.100	-2.780 -1.909 01 4.000 0.412 0.622	1.064 -0.845 02 0.718	-0.122 -0.967 03 0.554 0.270 0.540	-0.96 TOTAL 10.00 3.0 <sup>2</sup> 0.4 <sup>2</sup> 0.63 0.06 1.43 1.80 0.27 0.75 0.54 ) 1.90 2.50 1.50
WBi2 WBL2 WP5 CM7 WBi5 CBL3 MBL1 PBL1 TE1	ESTIMATED REVENUE DIFFERENCE Running Total Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Cedar Hills: Walker/Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n Clack. Co. ITS/ATMS048 Cornell Rd: Elam Young/Ray McLoughlin: Harrison/SPRR X'ing Division: Wallula/Kelly Hawthorne: 20th/55th Pioneer Courthouse	0.156 0.156 99 3.018	0.715 0.871 00 6.000 0.322 0.632 0.085 0.166 0.130	-2.780 -1.909 01 4.000 0.412 0.622 1.100	1.064 -0.845 02 02 0.718 1.800	-0.122 -0.967 03 03 0.554 0.270 0.540 1.900 1.320	-0.96 TOTAL 10.00 3.0 <sup>-</sup> 0.32 0.63 0.06 1.43 1.80 0.27 0.75 0.54 ) 1.90 2.50 1.50 0.20
WBi2 WBL2 WP5 CM7 WBi5 SBL3 MBL1 PBL1 TE1 RTr1	ESTIMATED REVENUE DIFFERENCE Running Total Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Cedar Hills: Walker/Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n Clack. Co. ITS/ATMS048 Cornell Rd: Elam Young/Ray McLoughlin: Harrison/SPRR X'ing Division: Wallula/Kelly Hawthorne: 20th/55th Pioneer Courthouse Reg. Contribut'n for Bus Purchase	0.156 0.156 99 3.018	0.715 0.871 00 6.000 0.322 0.632 0.085 0.166 0.130 1.100 0.200	-2.780 -1.909 01 4.000 0.412 0.622 1.100 0.180	1.064 -0.845 02 02 0.718 1.800 3.500	-0.122 -0.967 03 03 0.554 0.270 0.540 1.900 1.320 4.500	-0.96 TOTAL 10.00 3.01 0.41 0.32 0.63 0.06 1.43 1.80 0.27 0.75 0.54 ) 1.90 2.50 1.50 0.20 8.00
WBI2 WBL2 WP5 CM7 WBI5 CBL3 MBL1 PBL1 TE1 RTr1 RTr1 RTr2	ESTIMATED REVENUE DIFFERENCE Running Total Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Cedar Hills: Walker/Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n Clack. Co. ITS/ATMS048 Cornell Rd: Elam Young/Ray McLoughlin: Harrison/SPRR X'ing Division: Wallula/Kelly Hawthorne: 20th/55th Pioneer Courthouse Reg. Contribut'n for Bus Purchase Service Increase for Reg/T.C. TCL	0.156 0.156 99 3.018	0.715 0.871 00 6.000 0.322 0.632 0.085 0.166 0.130 1.100 0.200 1.425	-2.780 -1.909 01 4.000 0.412 0.622 0.622 1.100 0.180 1.425	1.064 -0.845 02 02 0.718 1.800 3.500 1.425	-0.122 -0.967 03 03 0.554 0.270 0.540 1.900 1.320 4.500 1.457	-0.96 TOTAL 10.00 3.0 <sup>-</sup> 0.4 <sup>-</sup> 0.32 0.63 0.06 1.43 1.80 0.27 0.75 0.54 ) 1.90 2.50 1.50 0.20 8.00 5.73
WBI2 WBI2 WP5 CM7 WBI5 CBL3 MBL1 TE1 RTr1 RTr1 RTr2 TDM4	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Cedar Hills: Walker/Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n Clack. Co. ITS/ATMS - 048 Cornell Rd: Elam Young/Ray McLoughlin: Harrison/SPRR X'ing Division: Wallula/Kelly Hawthorne: 20th/55th Pioneer Courthouse Reg. Contribut'n for Bus Purchase Service Increase for Reg/T.C. TCL Region 2040 Initiatives	0.156 0.156 99 3.018	0.715 0.871 00 6.000 6.000 0.322 0.632 0.085 0.166 0.130 0.130 1.100 0.200 1.425 0.250	-2.780 -1.909 01 4.000 0.412 0.622 0.622 1.100 0.180 1.425 0.250	1.064 -0.845 02 02 0.718 1.800 3.500 1.425 0.250	-0.122 -0.967 03 03 0.554 0.270 0.540 1.900 1.320 4.500 1.457 0.250	-0.96 TOTAL 10.00 3.0 0.4 0.32 0.62 0.06 0.54 0.55 0.55 0.56 0.20 0.56 0.20 0.56
WBI2 WBI2 WP5 CM7 WBI5 CBL3 MBL1 TE1 RTr1 RTr1 RTr2 TDM4	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Cedar Hills: Walker Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n Clack. Co. ITS/ATMS048 Cornell Rd: Elam Young/Ray McLoughlin: Harrison/SPRR X'ing Division: Wallula/Kelly Hawthorne: 20th/55th Pioneer Courthouse Reg. Contribut'n for Bus Purchase Service Increase for Reg/T.C. TCL Region 2040 Initiatives TMA Assistance Program Alborg Mainted	0.156 0.156 99 3.018 0.300	0.715 0.871 00 6.000 0.322 0.632 0.085 0.166 0.130 1.100 0.200 1.425 0.250 0.250	-2.780 -1.909 01 4.000 0.412 0.412 0.622 1.100 0.180 1.425 0.250 0.250	1.064 -0.845 02 02 0.718 1.800 3.500 1.425 0.250 0.250	-0.122 -0.967 03 03 0.554 0.270 0.540 1.900 1.320 1.320 4.500 1.457 0.250 0.250	-0.96 TOTAL 10.00 3.0 0.4 0.32 0.65 0.06 1.45 0.27 0.75 0.52 1.90 2.50 1.90 2.50 1.90 2.50 1.90 0.22 0.55 0.22
WBI2 WBI2 WP5 CM7 WBI5 CBL3 MBL1 TE1 RTr1 RTr1 RTr2 TDM4	ESTIMATED REVENUE DIFFERENCE Running Total Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n Clack. Co. ITS/ATMS048 Cornell Rd: Elam Young/Ray McLoughlin: Harrison/SPRR X'ing Division: Wallula/Kelly Hawthorne: 20th/55th Pioneer Courthouse Reg. Contribut'n for Bus Purchase Service Increase for Reg/T.C. TCL Region 2040 Initiatives TMA Assistance Program Alor 9 March 12 Multic 2 CMAQ SUBTOTAL	0.156 0.156 99 3.018 0.300 0.300 3.318	0.715 0.871 00 6.000 0.322 0.632 0.085 0.166 0.130 1.100 0.200 1.425 0.250 0.250 10.560	-2.780 -1.909 01 4.000 0.412 0.412 0.622 1.100 0.622 1.100 0.180 1.425 0.250 0.250 8.239	1.064 -0.845 02 02 0.718 1.800 3.500 1.425 0.250 0.250 7.943	-0.122 -0.967 03 03 0.554 0.270 0.540 0.270 0.540 1.900 1.320 4.500 1.457 0.250 0.250 1.041	-0.96 TOTAL 10.00 3.0 <sup>-</sup> 0.32 0.63 0.06 0.06 0.06 1.43 1.80 0.27 0.75 0.52 1.90 2.50 1.90 2.50 1.50 0.20 8.00 5.73 1.00 41.10
WBi2 WBI2 WP5 CM7 WBi5 CBL3 MBL1 PBL1 TE1 RTr1 RTr2 TDM4	ESTIMATED REVENUE DIFFERENCE Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Cedar Hills: Walker/Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n Clack. Co. ITS/ATMS048 Cornell Rd: Elam Young/Ray McLoughlin: Harrison/SPRR X'ing Division: Wallula/Kelly Hawthorne: 20th/55th Pioneer Courthouse Reg. Contribut'n for Bus Purchase Service Increase for Reg/T.C. TCL Region 2040 Initiatives TMA Assistance Program Alorg Mark K Milwuckić, CMAQ SUBTOTAL NI Picklin: ESTIMATED REVENUE	0.156 0.156 99 3.018 0.300	0.715 0.871 00 6.000 0.322 0.632 0.085 0.166 0.130 1.100 0.200 1.425 0.250 0.250	-2.780 -1.909 01 4.000 0.412 0.412 0.622 1.100 0.180 1.425 0.250 0.250	1.064 -0.845 02 02 0.718 1.800 3.500 1.425 0.250 0.250	-0.122 -0.967 03 03 0.554 0.270 0.540 1.900 1.320 1.320 4.500 1.457 0.250 0.250	-0.96 TOTAL 10.00 3.0 0.4 0.33 0.63 0.02 0.75 0.54 1.90 2.50 1.90 2.50 1.90 2.50 1.90 2.50 1.90 2.50 1.90 2.57 1.90 2.57 1.90 2.57 1.90 2.57 1.90 2.57 1.90 3.00 1.43 1.90 2.55 1.90 2.57 1.90 3.00 1.43 1.90 2.55 1.90 3.00 1.43 1.90 2.55 1.90 3.00 1.43 1.90 2.55 1.90 3.00 1.43 1.90 2.55 1.90 3.00 1.43 1.90 2.55 1.90 3.00 1.43 1.90 2.55 1.90 3.00 1.43 1.90 2.55 1.90 3.00 1.90 3.00 1.90 3.00 1.90 3.00 1.90 3.00 1.90 3.00 1.90 3.00 1.90 3.00 1.90 3.00 1.90 3.00 1.90 3.00 3.00 3.00 1.90 3.00
WP7 WBi2 WBL2 WP5 CM7 WBi5 CBL3 MBL1 TE1 RTr1 RTr1 RTr2 TDM4 TDM5	ESTIMATED REVENUE DIFFERENCE Running Total Running Total CMAQ Interstate MAX East Bank II (Esplanade?) Regional TDM Program Hall Blvd: SPRR/Ridgecrest Cedar Hills: Walker Butner Cedar Hills: Walker Butner Hall Blvd: 12th/Allen Main St: 10th/20th (Cornelius) SW 170th: Merlo/Elmonical LRT Stat'n Clack. Co. ITS/ATMS048 Cornell Rd: Elam Young/Ray McLoughlin: Harrison/SPRR X'ing Division: Wallula/Kelly Hawthorne: 20th/55th Pioneer Courthouse Reg. Contribut'n for Bus Purchase Service Increase for Reg/T.C. TCL Region 2040 Initiatives TMA Assistance Program Alor 9 March 12 Multic 2 CMAQ SUBTOTAL	0.156 0.156 99 3.018 0.300 0.300 3.318	0.715 0.871 00 6.000 0.322 0.632 0.085 0.166 0.130 1.100 0.200 1.425 0.250 0.250 10.560	-2.780 -1.909 01 4.000 0.412 0.412 0.622 1.100 0.622 1.100 0.180 1.425 0.250 0.250 8.239	1.064 -0.845 02 02 0.718 1.800 3.500 1.425 0.250 0.250 7.943	-0.122 -0.967 03 03 0.554 0.270 0.540 0.270 0.540 1.900 1.320 4.500 1.457 0.250 0.250 1.041	-0.96 TOTAL 10.00 3.0 0.4 0.32 0.63 0.02 1.43 1.80 0.27 0.75 0.54 1.90 2.50 1.90 2.50 1.90 2.50 1.90 0.20 8.00 5.73 1.00 1.00

# FY 99 - 03 METRO APPROVED **DNAL TRANSPORTATION ENHANCEMENT, CMAQ AND STP PROGRAM**

	STP	99	00	01	02	03	TOTAL
	Corn Pass Road (Rural STP)			0.417			0.41
	Cedar Hills: Walke/Butner (Rural STP)		0.236				0.23
	Interstate MAX			2.000	6.000	6.000	14.00
	South Busway Study	1.500					1.50
	Lovejoy		6.563				6.56
	Bus Purchase (Sig Pri) - 1.114						0.00
	Region TOD Program Reserve126						0.00
	Regional Ped to MAX Program161						0.00
	Civic Neighborhood Station (TOD)750						0.00
	Civic Neighborhood Station (STP) - 278						0.00
	Bus Support, Equpment & Facilities	1.843					1.84
	Standard Bus Purchase	0.586					0.58
	Metro Planning		0.659				0.65
	Sunnyside Rd:102/122nd ROW/CON		1.500		4.970		6.47
CM5	Sunnyside Rd/Mt. Scott Creek				1.400		1.40
CBL2	Willamette Dr "A" St/McKillican			0.200			0.20
CR2 CM2	Johnson Crk Blvd: 36th/45th Harmony/Linwood/Railroad Av PE		0.449	1.076			1.07
CM14	Hwy 213/Beavercreek Rd.		0.449			3.000	3.00
DM6	SMART TDM Program		0.110		0.110	3.000	0.22
2813	Phillip Creek Greenway Trail202						0.00
CBL1	Harmony Rd: 82nd/Fuller - 1.750						0.00
RTOD1	Metro TOD Program - 2.000			1.000	1.000		2.00
	Bus Support, Equpment & Facilities	2.659					2.65
	Bus Signal & Communications	1.027					1.02
	Rail Station Stops & Terminals	0.269					0.26
	Rail Support Equip. & Facilities	0.045					0.04
RTr1	Regional Contribut'n for Bus Purchase/PDX	10.000					10.00
MM1	207th Connector: Halsey/Glisan	1.345		0.267			1.34
ЛМЗ ЛМ7	223rd O'Xing (PE/ROW) Gresham/Mult, Co. ITS		0.100	0.400			0.26
PBr2a	Morrison Electrical		0.100	0.400			0.80
Br2b	Burnside Electrical		0.100	0.060	0,440		0.50
PBL3	W: Burnside: Brdg/NW 23rd		0.269				0.26
PF1	Lower Albina Overcrossing			2.000	2.000		4.00
PF2	N. Marine Dr. Reconstruction					2.295	2.29
PM1	Portland Arterial/Frwy. ITS		0.150	0.600			0.75
PM10	SE Foster Rd/Kelly Creek		·	0.600			0.60
PM6	MLK/Interstate ITS					0.550	0.55
PR10	Naito Parkway: Davis/Market		0.933			2.275	2.27
∿M1 ∿M13	Farmington Rd: Hocken/Murray SE 10th: E Main/SE Baseline		0.935	0.090			0.93
VM13 VM17	I-5/Nyberg Interchange (PE/ROW)		.	0.342			0.05
VM19	SW Greenburg Rd: Wash Sq/Tiedeman			0.270			0.27
<b>∿™</b> 4	Wash, Co. ATMS		0.070	0.150	0.150		0.37
VM5	Murray O'Xing: Milikan/Terman			0.172	0.414	0.414	1.00
VTR1	Wash, Co. Commuter Rail	0.500	0.500				1.00
DM1	Regional TDM Program			0.288	0.700	0.999	1.98
DM2	Portland Area Telecommuting		0.100	0.100			0.20
IDM3	ECO Information Clearinghouse		0.047	0.047	0.047	0.047	0.18
RPIg5	OPB Pilot		0.100				0.10
RPIg1	Core Reg. Planning Program			0.679	0.699	0.705	2.08
RPIg3	I-5 Trade Corridor Study Regional Freight Program Analysis			0.050	0.050	0.250	0.25
RPIg6	Regional Freight Program Analysis			0.050	0.050		0.10
	STP SUBTOTAL	19.774	11.886	11.508	17.980	16.535	77.68
	ESTIMATED REVENUE	19.068	14.153	14.638	14.461	14.762	77.08
	DIFFERENCE	-0.706	2.267	3.130	-3.519	-1.773	-0.60
	Running Total	-0.706	1.561	4.691	1.172	-0.601	
TF	CMAQ/STP PROGRAMMED GRAND TOTAL:	23.092	23.691	24.487	26.819	29.658	127.74
	LIMITATION TARGET GRAND TOTAL:	23.153	23.683	24.422	25.693	26.193	123.14
	DIFFERENCE:	0.061	-0.008	-0.065	-1.126	-3.465	-4.60
	ULEERENCE			-0.000			





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

August 25, 1999

To:Mayor and City CouncilFrom:Dan Bartlett, City ManagerRe:Innovations Group Meeting

#### Action Requested

I am providing the attached materials for your information. No action is necessary

#### Background

On August 26<sup>th</sup> and 27<sup>th</sup>, I attended the Innovations Group - West Operations Committee meeting. These meetings provide an opportunity to share and receive innovative program and project ideas.

I presented the information on our cooperative downtown and riverfront web site and voice recognition software used by our police detectives. Copies of the information that I distributed are attached.

cc: File -- cm2245/hd



VII.D. Z

# Web Site for City Downtown/Riverfront Planning Outreach

Milwaukie is involved in a major master planning and redevelopment effort for our traditional downtown and riverfront. A consultant and city staff team developed a project communications plan, which included: Town Hall meetings, project flyers, kiosks for high traffic locations, and a project web site.

The Milwaukie High School Tech Cadre ( http://www.techcadre.com/ ) developed the web site. The high school students suggested this project. City staff entered into an agreement with a high school class to develop and manage the web site.

City staff and high school students met to develop an outline for the site. The students registered the site address (<u>http://www.milwaukieriverfront.org/</u>) and developed a preliminary framework for the site. This first design was reviewed. The students made additions and changes to meet city concerns. The site was then activated.

Citizens were informed of the new web site by announcements at public meetings, including the address on all city flyers, and including the address in the city newsletter. Visits to the site have been light based on the number of responses to the plan preference survey responses.

Verbal feedback from



several citizens has indicated that among the "electronically connected" citizens the site has been well received. While only sixteen people have filled out the survey and left comments, many more have visited the site to see the plans and photographs.

Those who have visited have indicated that they like the ability to look at the current and historical photos. They also have appreciated the ability to look at the various plan concepts.

The web site has evolved with the planning process. Initially, photographs and project plans were provided to the students, who scanned these. Various students were given assignments to build page content for the site.

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# VII. D. <u>3</u>

As plans have changed, the Power Point presentations made by the consulting team have been copied to a CD-ROM and given to the web team. They have used the pictures and drawings in the presentations to update the content of the site.

More experienced students developed the polling pages which use "buttons" to receive citizen preferences. This information is retrievable by the city including the name and electronic or conventional address of the person responding. This information can then be used to invite these people to project meetings or respond to their comments.

Another major outreach tool was a four-side kiosk. This box had project plans on three sides and a paper ballots and a slot to deposit the ballots on the fourth side. Three of these kiosks were constructed. They were placed in various downtown locations curing our summer Festival Daze. After the festival, one was placed at the entrance of our library. The others have been placed in high traffic downtown locations and each Sunday at the Farmer's Market, held in the City Hall parking lot.

This conventional means of outreach has generated 321 ballots. These have been distributed 18% from the Farmers Market, 34%



from the Library location, and 48% from the summer festival. Adding sixteen survey responses from the web page this is a total of 337 comments. This compares favorably with an earlier mail survey mailed to 8,500 households that generated 300 responses.

Costs have been consistent with previous public information efforts. The bulk mailed surveys were completed for about \$13,000. The kiosks were built and graphics prepared for \$7,400. The web site was developed for \$600. In terms of out of pocket cost, the web site has been a real bargain.

While the web approach to citizen outreach has not gained as many comments as the traditional town hall meetings or project kiosks placed at local festivals and high traffic public places like our library. The project has involved students in our outreach. It has allowed us to experiment with new technology. And it has provided yet another way to make contact with citizens interested in the future of their city.

For information contact: Dan Bartlett, City Manager, (503) 786-7501, Fax (503) 652-4433 e-mail: bartlettd@ci.milwaukie.or.us

VII. D. <u>4</u>



To:Dan Bartlett - Milwaukie City ManagerFrom:Detective Sergeant Lon Loudenback (503) 786-7418Date:August 20, 1999Subject:Voice Recognition Software

The Milwaukie Police Detective Unit was first introduced to the voice recognition program, Dragon Naturally Speaking<sup>™</sup>, about two years ago by the (DEA) Drug Enforcement Agency. The DEA was using an older version, but Dragon Naturally Speaking<sup>™</sup> was still very accurate at the time.

I researched several different voice recognition programs over the past two years, prior to selecting voice recognition software. They varied from IBM, which is an inexpensive voice recognition program, to an \$1,800 program developed in Albany, Oregon, which required special one-on-one training prior to using. The inexpensive programs were not as accurate or did not have as large a dictionary database as the more expensive software.

I found that Dragon Naturally Speaking<sup>™</sup> was worth the \$150 investment the first few months of use. Prior to voice recognition software, the detective unit dictated major criminal investigative reports, then had a secretary transcribe those reports for final approval. By using voice recognition software, we eliminated the transcription process, which reduced the amount of time spent typing major crime reports.

Initially, voice recognition software in a Gateway<sup>™</sup> computer and standard sound card was between 80-90 percent accurate. I discovered there are various things that can be done to help the efficiency of the voice recognition program. After voice recognition software was setup on my computer, I took old reports that I had drafted in the hard copy version and read them into the software's dictionary. This increased the dictionary size with vocabulary I use most frequently and helped increase the accuracy of the software to between 95-98 percent.

The only real disadvantage we found using voice recognition software is the fact you need privacy when dictating to your computer. I found that if the overhead paging system or police radios are activated while using the software, the accuracy of voice program dropped.

E-mail: loudenbackl@ci.milwaukie.or.us

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VII. E. /-/\_\_\_



To: Mayor and City Council

Through: Dan Bartlett, City Manager

From: Pat DuVal, Records and Information Manager

Subject: Monthly Activity Report for July 1999

Date: August 15, 1999

# Action Requested

None. This report is for information only and summarizes the activities of the Records and Information Management (RIM) division.

Staffing Activity, Training, Certifications, and Appointments

Intermediate PowerPoint '97

# **Records Management**

• Backfile Scanning Project for July completed Building Permits and Land Use application files; RIM staff is verifying the indexes and de-prepping the files returned from the service bureau; working with IST to add additional users. To date the project has included:

□ Building Permits: 91 boxes; 8,185 file folders; 25,541 documents; 35,589 images;

□ Land Use Applications: 45 boxes; 1,309 file folders; 26,460 documents; 59,414 images;

□ Project files: 15 boxes; 5,659 file folders; 6,955 documents; 19,371 images.

• Completed Oregon Association of Municipal Recorders Records (OAMR) Manual Committee;

• Continued OAMR Fall Conference vital records training session; and

• Association of Records Managers and Administrators (ARMA/Oregon Chapter) Board of Directors and Strategic Planning Committee.

# Special Teams

- Lake Road Neighborhood District Association liaison;
- Payroll Problem Solving Team;
- Safety Committee; and
- Finance/RIM monthly staff meetings.

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# VII. E. <u>/-2</u>

#### Administration

• Supported 2 regular Council meetings and 2 work sessions: agenda packets, notices, and minutes;

- Supported 1 Riverfront Board Meeting: agenda packet, notices, and minutes;
- Processed 1 ordinance, 1 resolution, and 11 contracts and agreements;
- Recorded 2 property use agreements with Clackamas County;
- Expanded internal tracking process for all RIM-related purchases for updating on shared drive;
- Administered contract renewals for and trade-outs of photocopiers;
- Assisted Human Resources with Police Chief assessment center materials;
- Designed and updated templates for notices of decision, zoning ordinances, warrants and affidavits, land use referrals, and general ordinances and resolutions; and
- Updated new data files for City Council and Boards and Commissions including formatting for labels and merge documents;

#### Community Development/Planning

- Supported 2 Planning Commission meetings: packets and notices;
- Researched 3 public records requests; and
- Set up 2 planning application files and prepared referrals.

#### Community Development/Public Works

- Completed 2 public records inspection requests;
- Supported 2 Traffic Safety and Transportation Board (TSTB) meetings: packet, notices, and minutes; and
- Administered total of 12 Planning and Public Works contracts.

#### Fleet and Facilities

- Processed 30 requests for vehicle maintenance and 47 work orders for Clackamas Fire District #1;
- Processed 130 repair orders for Public Works, Happy Valley, and Milwaukie Police;
- Processed 29 and completed 35 facilities maintenance requests and participated in monthly "walk through " of City facilities;
- Continued to enter facility maintenance data on Qqest software;
- Completed end of FY 1998 1999 billing and purchase orders;
- Completed purchase order and receiving books for FY 1999 2000; and
- Set up special cleaning projects with janitorial service.

#### **Municipal Court**

- Scheduled and attended 2 court sessions;
- Entered 416 citations and 486 infractions;
- Scheduled 45 trials;
- Processed 2,168 after-court entries;
- Sent 325 abstracts to DMV;
- Processed 516 bills; and
- Sent 518 accounts to collections.

# VII. E. <u>/-3</u>

#### Police Department

- Processed 82 false alarm permit letters and accepted 13 new applications;
- Assisted with 52 background checks;
- Processed 360 reports and 82 subpoenas;
- Prepared 44 letters for abandoned and towed vehicles;
- Responded to 80 insurance requests;
- Processed 33 vehicle releases and 34 validations; and
- Scheduled 31 room reservations and 5 cancellations.

Front Counter Activity Tracking: RIM front counter staff had direct contact, either on the phone or in person, with 4,221 customers during the month of July.

Facility	Department	Calls	Walk-ins	Monthly Totals
City Hall	Court	222	159	381
	Water	217	185	402
	Business licenses	19	24	43
	Finance	27	15	42
	Administration	41	27	68
	Neighborhood Services	33	32	65
······································	PSB	46	42	88
<u> </u>	JCB	100	77	177
	Other	109	85	194
Combined custo	mer contacts			1460
			<sup>1</sup> Alexandra Martin, Martin, A. M. S. Martin, and S. S Samatan and Samatan and Samat Samatan and Samatan	
Johnson Creek	Planning	197	127	324
	PW Admin	47	19	66
	Fleet/Facilities	40	19	59
	Operations	126	34	160
	Building	74	64	138
	Permits	189	89	278
	Engineering	91	48	139
	PSB	8	1	9
	City Hall	55	9	64
	Other	79	26	105
	Interoffice	129	139	268
	Radio	81		81
Combined custo				1691
Public Safety Bu	ilding	<u>In the second second second second</u>		
	Ţ	670	400	1070

VII. E. 2-/



TO: Milwaukie City Council

VIA: Dan Bartlett, City Manager

FROM: Martha Bennett, Assistant City Manager

SUBJECT: July Community Development Report

DATE: August 25, 1999 for September 7, 1999 City Council Meeting

# Action Requested

None. This memo is for information only.

# Background

This report includes activity for most of the divisions of Community Development for the past four weeks. The building division activity is reported for the month of July.

# Community Development

- Met with ODOT, Tri-Met, Oregon Fish and Wildlife, and Oregon Division of State Lands to discuss feasibility of various scenarios for the downtown/ riverfront planning effort.
- Began work with ODOT on the details related to the McLoughlin Boulevard study.
- Continued recruitment for a new Public Works Director. The position closed August 27, 1999.
- Represented Milwaukie in discussions on the Regional Transportation Plan. Reviewed the RTP to ensure that critical Milwaukie Projects were included.

# Future Community Development Activities

- Continue to support the Downtown/Riverfront effort.
- Work with ODOT, the City of Portland, and Clackamas County to resolve questions related to Johnson Creek Boulevard, Phase III. A community open house/work session is scheduled for October 12, at 6:00 p.m. at Ardenwald Elementary School. We are coordinating this open house with the Ardenwald/Johnson Creek Neighborhood Association.
- Coordinate Milwaukie's participation in review of the Regional Transportation Plan.

# VII. E.<u>2-2</u>

# Planning Division

- Hired temporary planner Lisa Nasshahn and intern Kim Miller to fill staffing gaps.
- Received a \$47,000 TGM grant from ODOT to revise our regulations to implement the goals and objectives of the Transportation System Plan.
- Three long-range projects are officially underway:
  - 1. Annexation Ordinance. Staff is having a second hearing with Planning Commission to revise the ordinance in response to input expressed on August 10, 1999.
  - 2. Title 3 Update. Staff is working with the project consultant, W & H Pacific, and a project team composed of Public Works, City Attorney and Metro staff to begin this project. Staff will provide a project update to Council and Planning Commission on September 20 or 21.
  - 3. Urban Forestry. Council received an update at the August 30, 1999 meeting.

# Future Planning Activity

• Continuing recruitment for the permanent Associate Planner position to fill the vacancy left by Janet Wright's resignation.

# Engineering Division Activity

- Coordinated with City of Portland on the Johnson Creek Blvd. stormline construction from 36th to 45th including pipeline design and traffic control.
- Managed the Brookside Pump Station project, which is under construction.
- Designed of CDBG Curb and Sidewalk project on 42nd Avenue and Harvey St.
- Inspected of the Street Overlay project.
- Managed the Waverly/Lava Drive Sewer and Waterline Project, working on finalizing with punch list.
- Managed of the '99-2000 Waterline Project Phase 1, which is under construction.
- Continued design of the '99-2000 Waterline Project Phase 2.
- Began work on the Water Master Plan being done by Montgomery Watson.
- Revised the Bluebird Street Railroad crossing design.
- Investigated the Edison Street sidewalk LID.
- Prepared optional designs for Oak St./Railroad Ave./Monroe St. intersection.

# Building Division Activity

- During the month of July, the Building Division issued 5 commercial building permits, 4 residential permits, and 73 "other" permits. The "other" permits include erosion control, plumbing and mechanical permits. This level of building activity generated approximately \$7,500 in revenue. A total of 19 building permit applications are currently in plan review.
- Reliable Credit began renovation of the building at Main and Harrison.

# Future Building Activity

- Continued work in improving the development review process.
- Coordination of review of applications from the North Clackamas School District.



# Street Division

- Completed the sweeping of approximately 180 miles of streets and 45 miles for Happy Valley, hot patched 26 pot holes and 9 utility cuts, completed 31 infra-red repairs, continuing our crack sealing program, installed new signs per request for City and Happy Valley, repaired damaged signs, various shoulder rock repairs and responded to 17 citizen requests.
- The County work crews have completed many jobs for the Storm, Sewer, Water, Street and Facility Divisions.
- Clackamas County paint crew has completed restriping the City. Completed replacement of all school crossing signs with strong yellow green signage.
- Continued working with engineering on the CDBG and NTMP projects.
- Completed our 99/2000 paving project and speed bump and raised crosswalk installations.

# Street Division future activities

- Continuing the sweeping schedule to include Happy Valley, patching of potholes, shoulder rock repairs, infra-red pavement repairs, crack sealing, sign replacement and installation, assisting Happy Valley with their needs, and training of street crew on using the new sign inventory program.
- Work with Engineering on the completion of the CDBG sidewalk project .

# Water Division

 Completed 142 finals, repaired 17 leaks, and completed 22 turn ons and 2 turn offs; 116 miscellaneous, and 237 rereads. We also had 90 turn offs on the regular turn off day. As far as the routine maintenance goes we repaired 4 service lines, 2 main breaks, replaced 4 meters, and responded to several citizen requests.

# Sewer Division

- PGE installed a power monitor checking for phase alignment at the Johnson Creek liftstation
- Hansen held training for Sewer, Storm, Streets, Water and updated the laptops.
- Maintained liftstations. Ordered a new hatch cover for Home & Monroe liftstation, new fall protection is in place.
- Hired Tim Clark as a Temporary UWI, to fill in for Shawn McLaughry. Talking with Shawn about an extension in his time away.
- Overseeing Brookside liftstation installation.
- Cleaning and televising Area 2.
- Continuing flow monitoring in Brookside area
- Walking tour of Kellogg Creek Treatment Plant, (CCSD#1)
- Replaced 35' of 8" sewerline on 31st between Meek St. and Harrison
- Overseeing the new pump station assembly at HYDRONIX INC.

VII. E. <u>2-4/</u>

Storm Division

- Stenciling catchbasins
- Performed preparatory work for installing a 30" pipe in railroad ditch line for driveway.

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- Catchbasin cleaning, including cleaned drywell and C.B on 42nd and cleaned driveway grate at 11540 33rd
- Cleaned the pre-sump at Roswell pond
- Ditched for power line for Fleet Maintenance.
- Participated in Johnson Creek Watershed summit planning
- Participated on Title III, Project Management Team
- Completed the 1998/1999 NPDES report and delivered it to WES
- Reviewed erosion control plans and inspects sites for compliance
- Created data base for dry weather screen data and compiling materials for dry weather screening
- Attended various meetings, NPDES, Johnson Creek Watershed and ACWA

VII. E. *3-/* 



# INTEROFFICE MEMORANDUM

TO:	HONORABLE MAYOR AND CITY COUNCIL
THROUGH:	DAN BARTLETT, CITY MANAGER
FROM:	CHARLENE RICHARDS, ASSISTANT CITY MANAGER
SUBJECT:	MONTHLY REPORTS - HUMAN RESOURCES/COMMUNITY SERVICES
DATE:	AUGUST 25, 1999
CC:	HR/COMMUNITY SERVICES TEAM

What follows is a report for Human Resources and Community Services covering the time period of mid-June through mid-August 1999. If you have any questions, please speak with me. My telephone number is 786-7506.

# HUMAN RESOURCE SERVICES

# **General Administration**

- Implemented new salary schedule and benefit plan changes.
- Notified employees of increased premium rates for medical and dental insurance and impact on employee share of cost.
- Continued work on recruitment and selection of key management positions.
- Distributed and received employee surveys.
- Scheduled Forecast 2000 for September 1999.

# Anticipated August/September 1999

- Enter data and analyze results of employee survey for presentation at Forecast 2000 in September.
- Begin notifying employees of Forecast 2000 meetings.

#### Training

- Continued facilitating work process definition for the Development Review Team and scheduled and prepared for training for Development Review Team Citizen Service Process improvement training to begin in August.
- Continued to input training, certification and skill information into human resources information system.
- Anticipated August/September 1999
- Outline basic city-wide training for Fall-Winter 1999-2000.

# Employment Activities (June & July)

- One full-time and 11 temporary employees hired.
- Two full-time employees and four temporary/seasonal employees left City employment.
- Six recruitments in process and one completed.

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# COMMUNITY SERVICES

# LIBRARY

- Was the beneficiary of a flower-planting project headed by Nancy Wittig. Flowers were planted in front of and on the sides of the library. The North Clackamas Parks District provided the flowers.
- Lost most of its groundcover plants due to a misunderstanding with the Parks District. A new groundcover was planted at no cost to the library.
- Experienced its most successful booksale ever. A dedicated group of Friends, volunteers, and library staff contributed their time to make the event a rousing success. All told, the sale made over \$3,400.
- Reference staff is now in the third year of its plan to update the library's adult reference collection. Outdated sources are being removed from the collection and newer works will be purchased. The young adult librarian is in the process of updating the adult library's young adult collection.
- Celebrated June 1999 as the busiest June in its history. The circulation of 33,072 items showed a 9% increase over the previous year's figure. Let's doff our caps to the library staff for another month of hard work.
- Did especially well with the following collections: Compact discs saw a 51% increase from the previous year's circulation; magazines demonstrated a 28% rise and talking books went up 13%.
- Now has an electronic acquisitions system up and running. Vendor response to orders has been rapid.
- Hosted a visit from children's author Susan Fletcher who presented a program to a packed audience. She talked about her experiences researching her books and followed with a lively question/answer session.
- Now has a new air-conditioning system that is still being adjusted for maximum performance.
- Experienced a dramatic increase in children's programming and attendance. 420 kids joined our summer reading club a 22% increase over last summer. Total number of programs for last fiscal year increased by 37.5% with attendance increasing by 34%.
- Hosted a luncheon in appreciation for the work of the Friends of Ledding Library officers. Their efforts in making this year's book sale a success was much appreciated.
- Was the scene of an informative video hosted by Milwaukie Mayor Carolyn Tomei. Library facilities and services were featured in this delightful production soon to be seen on local cable.
- Patrons are enjoying a series of concerts in Scott Park each Wednesday at noon hosted by the Historic Milwaukie Neighborhood Association.

# Anticipated August/September 1999

- Submit its Ready to Read Grant to the State Library. This year we plan to begin a second phase of our outreach service to day care providers by developing a collection of theme kits for use with groups and providing story-telling programs at day care centers.
- Have new Windows based public access computers installed by Network and ISTM. A new CD-ROM homework station will also be set up in the children's library.

# NEIGHBORHOOD SERVICES

- Completed draft of Grant Program Refinement Report.
- Completed and presented Draft Communications Plan to Management Team, City Council and Neighborhood Services Team.
- Met with various City staff to develop comprehensive report on City programs that contribute toward Neighborhood Visions.
- Supported and staffed National Neighborhood Night Out and Annual Neighborhood Parties.
- Coordinated Oral History Training Session for Neighborhood Volunteers.
- Planned and facilitated June and August Code Enforcement Revision Team Meetings.
- Attended Regional Neighborhood Coordinators Meetings.
- Participated in Police Chief Assessment Center.
- Began development of Communications Plan goal implementation strategy.

2

# VII. E. <u>3-3</u>

- Met with representatives of Metro, Clackamas Community Land Trust, Milwaukie Downtown Development Association, Milwaukie Together!, City of Portland Office of Neighborhoods, Clackamas County Water Environmental Services, neighboring jurisdictions, members of the media, neighborhood residents and staff to discuss various outreach efforts, city projects and community concerns.
- Ongoing technical support to neighborhood officers.
- Planned new neighborhood services office space.

#### Anticipated August/September 1999

- Work on Neighborhood Services Database.
- Complete staff report on Parking in the downtown area.
- Complete staff report on City contribution to neighborhood visions.
- Staff upcoming round of grant applications.
- Assist with outreach efforts for downtown/riverfront revitalization project.
- Facilitate Code Enforcement Revision Team meeting.
- Participate in Associate Planner recruitment process.
- Submit implementation options report for Communications Plan.
- Begin development of City Web page.
- Present at ICMA Conference Session on working with the Media.

#### Public Information

- Completed and presented Draft of Comprehensive Communications to Council.
- Developed protocols and strategies to implement different facets of the Communications Plan.
- Completed the Employee List of Valuable Information and Services.
- Designed and produced Citizen Directory pamphlet of services.
- Wrote and distributed Press Releases for National Night Out and Summer Barbecues.
- Attended the National Night Out parties and took photographs.
- Designed and produced full-color Milwaukie Fact Sheet.
- Attended Emergency Response Team sessions that pools the region's information officers so a coordinated effort is in place in the event of a major tragedy -- i.e. floods, school shootings, Y2K crisis.
- Prepared presentation for upcoming ICMA conference.
- Helped maintain library and Sunday Farmer's Market information Kiosks (Milwaukie Downtown/Riverfront Project).
- Wrote text for article appearing in an upcoming joint newsletter explaining our Storm Water Division and the fact its rates might increase.
- Participated in the assessment center for Milwaukie's new Chief of Police.
- Began research for a City of Milwaukie Web Page.
- Produced Neighborhood Grants advertisement.

# Anticipated August/September 1999

- Continue working on protocols and strategies to implement the Communications Plan.
- Investigate programming options for the cable channel.
- Develop and coordinate the publishing of advertisements for City departments.
- Continue outreach for the Riverfront and Downtown Development process.
- Develop advertisement for Council's move back into City Hall.
- Continue work on tax dollar brochure.
- Continue training on video equipment.
- Attend the ICMA conference and give presentation.
- Continue research for a Web Page.

VII. E. <u>3</u>-4/

# Code Compliance

- Abatement of nuisances with no voluntary compliance.
- Attend court trials for Code Compliance Cases.
- Issued citations to violators that did not wish to exercise voluntary compliance.
- Continued work on the Union Pacific and the South Pacific and P&W railroad agreements for compliance issues.
- Covered downtown parking for one week while replacement was being recruited and trained new downtown parking enforcement temp.
- Attended Code Enforcement summer conference in Seaside Oregon.
- Participated in CERT team for reviewing the ordinances, compliance cases in the city.
- Attended Swine Metro meeting, agenda covered abandon vehicles, and solid waste issues.
- Working on neighborhood tool shed idea.
- Assisted Planning Department and County Prosecutor with abatement cases.
- Working on compliance agreement for violators with more than one violation.
- Developing volunteer base for help with the elderly citizens.
- Worked with CLACKAMAS County Code Enforcement on the abatement of Stanley and Willow. Handled calls pertaining to that property.
- Worked with the DMV toward bringing unlicensed auto dealers into compliance.
- Reviewed new zoning ordinances (changes.)

#### Anticipated August/September 1999

- Develop more ideas for the neighborhood tool shed.
- Review our city codes for clarification.
- Review code procedures for all code cases, to ensure no loopholes.
- Case follow-up on earlier code violators.
- Further develop the individual neighborhood case tracking system.
- Gather information on codes for other cities through the Code Enforcement Assoc. and how it can help Milwaukie.
- Host the September Metro Swine meeting.
- Develop an agenda for topics with Metro concerning solid waste.
- Have a Code revision session to review upcoming changes to clarify our ordinances.
- Organize an effective way to track cases for future reference information sharing for CERT team.

# PROGRAM SERVICES

# Solid waste and Recycling

- Held haulers meeting to discuss commingling and other garbage and recycling matters.
- Met with Clackamas County staff to review their database of recycling activity at commercial businesses in Milwaukie.
- Met with other local governments to discuss a 5-year work plan for construction and demolition waste recycling.
- Attended Clackamas County Haulers Organization's Technical committee to discuss commingling and county's plans.
- Finished Year 10 Waste Reduction Plan and submitted to Metro.
- Answered additional questions on Year 10 and reviewed Year 10 IGA.
- Attended a half-day work session on Hazardous Waste facility needs in the region.
- Wrote first draft of Waste Reduction Report for Year 9.
- Attended Council meeting regarding Waste Management /USA Waste merger.
- Attended Clackamas County Fair to staff education booth.
- Met with CERT Team to discuss code revision or exemption to noise ordinance for haulers.



• Continued to meet weekly with Construction and Demolition debris recycling work group.

# Anticipated August/September 1999

- Write and submit Council packet materials for commingling and Year 10 Waste Reduction Plan.
- Meet with local government coordinators to finalize public education materials for commingling kick-off.
- Coordinate production of commingling kick-off.
- Write article for Pilot on commingling.

# Metro Local Share Projects

- Submitted final Master Plan information to Community Development for Willow Place site.
- Attended Planning Commission meeting re: Willow Place Master Plan.
- Conducted weed control at Roswell Pond.
- Met with Division of State Lands/Oregon Department of Fish & Wildlife staff to walk the Willow Place site and discuss soil movement at Willow Place.
- Met with a prospective contractor to discuss soil movement at Willow Place.
- Took photos of various park signs to display at Springwater meeting.
- Held meeting of abutters to Springwater Trail entrance to discuss options for grant expenditures.
- Reviewed Metro grant materials to determine eligibility of sites for this year's grant programs.
- Received contract amendment from Metro revising Local Share projects to provide additional funding for acquisition of the North Minthorn property and development of a joint management plan with the Wetlands Conservancy.

# Anticipated August/September 1999

- Select contractor for Willow Place site work.
- Meet with abutter to discuss allowing equipment to enter site.
- Develop plant list for fall purchase.
- Write up justification for grant period extension.
- Organize block party for Springwater entrance abutters.
- Identify potential sign designers and determine size and cost of sign for Springwater.
- Meet with Ardenwald NA to discuss options and sign design.
- Acquire North Minthorn property.
- Receive approval from Division of State Lands/Oregon Department of Fish & Wildlife staff for Furnberg Park wetland restoration and boardwalk project. Begin development of bid packet for development and construction of wetland restoration project.

#### Cable Renewal & other Telecommunications Issues

- Attended Council meeting regarding second reading of the TCI franchise and PEG Fee.
- Coordinated delivery of final franchise and related documents (appropriately signed) to TCI.
- Requested additional information from TCI regarding the upgrade of Milwaukie's residential and I-Net system.
- Provided customer service to residents impacted by TCI upgrade.
- Met with North Clackamas School District Information Services staff to discuss details of I-Net upgrade and operation.
- Met with TCI to discuss I-Net and residential upgrade and impact on cable services.

#### Anticipated August/September 1999

- Meet with city staff to discuss use of the I-net.
- Meet with city staff and school district to coordinate "lighting up" I-Net fiber.
- Draft plan for determining alternative to Public Access studio on International Way.
- Provide customer service assistance to customers with upgrade complications.

# VII. E.<u>3-6</u>

#### **Event Permits**

• Reviewed and distributed event permits submitted by neighborhood associations for August events.

# PARKS AND RECREATION

- Began work on land banking management plan for Home and Monroe site.
- Continued work on parks acquisition program for Hector Campbell and Lewelling neighborhoods.

# Parks and Recreation Board (PARB)

- Met with Council to discuss current work plan and future work projects.
- Developed neighborhood outreach workshops for gathering information about possible neighborhood park acquisitions for POST program and target area recommendations for Council.

# North Clackamas Parks and Recreation District (NCPRD)

 Continued work to proceed with wetland restoration project at Furnberg Park and inclusion of boardwalk.

#### Metro Greenspaces Technical Advisory Committee and Local Share Projects

- Continued work with consultants on Local Share acquisition project.
- Continued work with Level of Service subcommittee to develop standards for the Metro area. Anticipated August/September 1999
- Meet with PARB and NCPRD staff to develop PARB recommendations for City Council on POST acquisition program refinement map identifying tax lots and target areas.
- Continue work on Local Share acquisition projects.
- Continue work with Level of Service subcommittee to develop guidelines for the Metro area.

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