

**MILWAUKIE CITY COUNCIL
REGULAR SESSION
NOVEMBER 2, 1999**

The one thousand eight hundred and twenty-sixth 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	Larry Lancaster
Mary King	

Also present:

Dan Bartlett, City Manager	Martha Bennett, Assistant City Manager
Tim Ramis, City Attorney	Paul Roeger, Civil Engineer
Charlene Richards, Assistant City Manager	Larry Kanzler, Police Chief

PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS

Ardenwald Elementary School Skit with the Bob Orr Players

Councilor King introduced Bob Orr's 4th and 5th grade Ardenwald Elementary School class. The Players re-enacted their "Sam I Am" skit written in honor of Officer Sam Freshner recognizing his positive impact as the school D.A.R.E. Officer.

Public Safety Appreciation Week -- Proclamation

Mayor Tomei read a proclamation naming November 22 - 28, 1999, as *Public Safety Appreciation Week* in the City of Milwaukie.

Veterans Remembrance Celebration Day -- Proclamation

Mayor Tomei read a proclamation naming November 5, 1999, as *Milwaukie Elks "Veterans Remembrance Celebration Day"* in the City of Milwaukie.

Metro Councilor David Bragdon

Bragdon attended the recent Riverfront Town Hall and was impressed with Milwaukie's public outreach efforts. He stated for the record that he regretted that the recent Metro Council meeting at Milwaukie City Hall had ended sooner than publicized. Several issues that were currently before the Metro Council

were: disbursing solid waste surplus funds; Urban Growth Boundary and Report; and South Corridor Study.

Bragdon personally felt that some of the surplus solid waste funds should go toward local issues such as Title 3 issues and redevelopment efforts. He discussed the possible time extension and the current stream buffer issue as it relates to the Urban Growth Boundary. Bragdon also believed that the South Corridor Study needed to move forward so options such as high occupancy vehicle (HOV) lanes and enhanced bus service could be identified.

Bragdon gave Councilors a survey so each could identify which meeting notices he or she wanted to receive as well as a list of Metro committee representatives.

Councilor Kappa asked Bragdon to comment on the possibility of light rail re-surfacing.

Bragdon said light rail might be a long-term option, but voters made it clear that it was not an option for the near future. Light rail is not currently being considered in the South Corridor Study.

Councilor Lancaster asked for clarification of the solid waste surplus and if he had any influence on the transit center relocation and sewage treatment plant removal.

Bragdon responded to the question about the surplus and said it was very important to establish needs first. He was also supportive of the downtown Milwaukie redevelopment efforts.

Councilor Lancaster asked if there was a serious consideration for creating sustainable financing with those funds.

Bragdon said paying off the revenue bonds was considered; however, there was no real financial advantage for doing so in the next three to four years.

Councilor Lancaster felt this might be the appropriate time to protect assets for the future and hoped the Metro Council might take that approach. He was also concerned with the amount of land banking that was taking place and asked if Metro had a plan to maintain the property it purchased.

Bragdon personally supported property maintenance on the approximately 4,000 acres that Metro purchased and suggested that the surplus might help support the Greenspaces program. Metro needs to let people know how their investments are being cared for.

Councilor Lancaster asked how much public money was going into the Gateway to airport light rail project and who would pick up the project cost overrun.

Bragdon said the \$125 million project is shared by the private sector, Tri-Met, Port of Portland, and City of Portland. Land leases are being traded for construction costs. Based on previous light rail projects, he did not believe there would be a cost overrun, but, if there were, it would probably be shared among the partners.

Councilor King believed the surplus could be used to maintain the parks with the balance going into a trust fund.

Bragdon felt strongly that the money should be tracked and not disappear.

Mayor Tomei suggested Bragdon meet with the Council in a work session after the first of the year.

Councilor Lancaster had looked at his property tax statement and asked if Milwaukie could get money from the Port of Portland to help develop the waterfront.

Bragdon explained the taxes going to the Port were for a 1976 bond measure to develop the Swan Island Shipyard. Metro's property taxes are tied to the Zoo and Greenspaces acquisition as approved by the voters.

Councilor Kappa agreed that Metro needed to track the funds and keep the public informed. He added that Title 3 and the Endangered Species Act issues were important to him.

Moment of Silence

Mayor Tomei asked that people observe a moment of silence for the Mayor Kodera who recently passed away in Milwaukie's Sister City Iwaki, Japan.

CONSENT AGENDA

It was moved by **Councilor King** and seconded by **Councilor Lancaster** to approve the Consent Agenda that consisted of:

1. City Council Minutes of October 9, 18, & 19, 1999; and
2. OLCC Application for 7-11 at 10435 SE 42nd Avenue (change of ownership)

Motion passed unanimously among the members present.

AUDIENCE PARTICIPATION

Linda Hatlelid, 8617 SE 36th Avenue, was concerned that the Johnson Creek Blvd. improvement boundaries at 40-feet and the alternate 44-feet had not been marked as promised. Only a few locations had been marked prior to the October 12 Open House. She requested that the City contact Brett Kesterson to clarify the marking issue so that he could continue with his survey. She asked that the survey be done as promised and that the residents be informed of the survey completion date.

OTHER BUSINESS

Consider Public Hearing Dates for Street Vacations

Roeger presented the staff report in which the City Council was requested to set public hearing dates for two requested street vacations: SE 24th Avenue between SE Ochoco and SE Stubb Streets and SE 25th Avenue between SE Beta and SE Stubb Streets. Both sites, in the north industrial area, affect the same property owners.

It was moved by Councilor Kappa and seconded by Mayor Tomei to set the public hearing dates for the street vacations on December 7, 1999. Motion passed unanimously among the members present

Library Board Appointment

Mayor Tomei appointed Shannon Scott to the Library Board and indicated she would make the Budget Committee appointments at a future meeting.

INFORMATION

Councilor King announced "Living History Day" at Milwaukie High School on November 10 and a free piano concert at the Ledding Library on November 4.

Bartlett referred to a memo asking Councilor Marshall's concurrence that a tax rate comparison be postponed until after the Budget Committee began meeting and the annual audit was presented.

Councilor King attended the Johnson Creek Watershed Summit and had information she was anxious to share with interested citizens.

Mayor Tomei referred to the Records and Information Management Division monthly report and commented on the volume of people with whom front counter personnel have first contact.

Councilor Kappa announced the upcoming Rotary Lumberjack Breakfast at the Milwaukie Center.

Councilor Kappa commented that the ESA would be a good development tool and felt positive about its impact on both Milwaukie and the region.

ADJOURNMENT

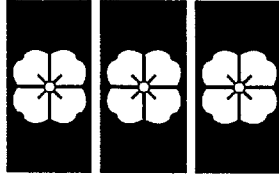
It was moved by **Councilor Lancaster** and seconded by **Councilor King** to adjourn the meeting. Motion passed unanimously among the members present.

Mayor Tomei adjourned the meeting at 6:55 p.m.

Pat DuVal

Pat DuVal, Recorder

C I T Y O F



MILWAUKIE

*** M E M O R A N D U M ***

November 1, 1999

To: Mayor and City Council
From: Dan Bartlett, City Manager
Re: City Tax Rate Comparison

A handwritten signature in black ink, appearing to be 'Dan Bartlett', is written over the 'From:' line of the memorandum.

Action Requested

I would like Council to delay this request until the December 6, 1999, Budget Committee meeting.

Background

At a recent work session, Councilor Marshall reminded me that he had asked for a comparison of Milwaukie's tax rate to other cities. This is a request that would normally be prepared and provided to the Budget Committee.

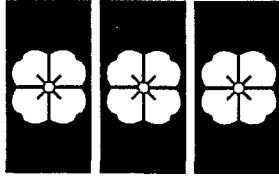
We have planned to kick-off the 2000-2001 Budget Process with a meeting on December 6, 1999. This information could be prepared and delivered to Council at that time. Or, we have shared this information with previous Councils in January, when the auditors present the annual audit.

If the December 6, 1999, date is too late, then I will direct the Finance Director to prepare this information and present it to Council at the November 15, 1999, Council work session.

cc: File - cm2/hd

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

C I T Y O F



MILWAUKIE

*** M E M O R A N D U M ***

November 1, 1999

To: Mayor and City Council
From: Dan Bartlett, City Manager *DB*
Re: Traffic Enforcement Safety Plan

Action Requested

I would like direction from Council concerning traffic enforcement.

Background

Mayor Tomei raised a traffic enforcement concern when we were returning from the Clackamas Cities Dinner. She had seen an article about a city doing a concentrated enforcement of cross walks. She wondered if Milwaukie shouldn't do a similar enforcement.

Council can direct staff to investigate specific enforcement concerns. Examples are the school trip safety plan and the neighborhood traffic management plan. At this time, there are no City Council Goals concerning traffic enforcement.

Council has several options:

- They can direct that police undertake a specific program.
- They can ask the Traffic Safety and Transportation Board to determine if this is a priority problem.
- Or, they can leave this to the police chief's discretion and allow him to develop a public education and enforcement plan at a level that he determines necessary to meet the issues in Milwaukie.

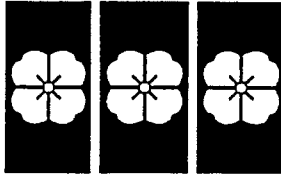
I have communicated the Mayor's concern to the Chief. He indicated that a similar program could be implemented in Milwaukie. He has raised a staffing concern and suggested that this type of program would have to be done with reserves or on overtime given current staffing constraints.

I would recommend that Chief Kanzler be allowed to develop his community-policing plan and prioritize police response time based upon his analysis of the various public safety problems in Milwaukie. Prior to implementing any new programs he would review his policing plan with Council at a work session

cc: Chief Kanzler
File -- cm2255/hd

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

C I T Y O F



MILWAUKIE

*** M E M O R A N D U M ***

October 28, 1999

To: Mayor and City Council
From: Dan Bartlett, City Manager *Dan*
Re: SB 122 Citizens Group

Action Requested

I am sending you the attached materials to keep you "up to speed" on this project's progress.

Background

The SB 122 effort has slowed down as the County moves forward with their "Complete Communities" process. Mike Swanson has been retained by several of the SB 122 participants to facilitate the Citizen Group. They held a meeting on October 18, 1999.

Mike has been helping us keep moving toward the ORS 195 agreements. Depending upon how Senate Bill 543 is implemented our agreements need to be completed by 2003, or this could be delayed until 2008 (SB543 time extension). Current thinking is that the water agreement will be developed now and other agreements will follow. The planning agreement will probably be delayed until after Complete Communities.

We can plan a work session on SB 122, after the first of the New Year.

cc: File -- cm2253/hd

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

TO: SB122 Citizen Group Members
FROM: Mike Swanson
DATE: October 27, 1999
RE: Attached Memo

I am enclosing my notes from the October 18 meeting. It was a lively, freewheeling session that allowed for an open discussion of the issues. I am sure that those in attendance join me in thanking Mike Jordan for taking time out from his busy schedule to spend the evening with us and to keep the group members "in the loop."

As the "Complete Communities" initiative moves forward, the County has committed to distribute a periodic newsletter to keep interested persons informed. I have asked that they include each of you on their mailing list so that you receive the updates.

If you have any questions, please call me at 699.7780.

sb122-oct18-2

TO: SB 122 Citizen Group
FROM: Mike Swanson
DATE: October 27, 1999
RE: October 18, 1999 Meeting Notes

Commissioner Mike Jordan and County Administrator Steve Rhodes attended the meeting to brief the Citizen Group on the County's "Complete Communities" initiative and to receive feedback on the project.

"Complete Communities" is the County's attempt to "knit the County's diverse communities into a broad tapestry while not creating cookie cutter communities." It is hoped that the initiative will provide County government with community goals that it might then use to guide its decisions. "The central question seems to be how you define a community(ies) and its values." A "broad base of citizens" will be appointed to craft a process and to move the project forward. It was noted that "Complete Communities" "meshes pretty well with the product developed by the North Clackamas SB 122 Citizen Group."

At present the County has convened a group of twelve local government officials to review and select a consultant to manage the project. The interviews will be conducted on November 19. The selected consultant will then be working with a group of between 30-50 citizens to design the process. Given the number of participants it may be necessary to work through subcommittees. Process issues such as data collection and refinement and a feedback loop will be developed. Examples of groups that could participate in the latter were CPOs, neighborhood organizations, and "citizen juries." It is anticipated that the process will be developed and the project "ready to go" in February 2000.

Citizen Group members raised the following issues with respect to the initiative:

- We do not need another citizen process to identify concerns and priorities. Rather, what is needed is vision and leadership from the County.
- If the process goes forward, the County needs to ensure that specific expertise is engaged to address issues. An example would be the need for economists to analyze the variety of service delivery options. The consultants should not dictate the result, but they should lay out the problem(s) in understandable terms.
- Another citizen process will merely create information that has already been provided. We know the issues-in Clackamas County they are transportation and jobs.
- The County needs to establish the goals and timelines of the process before a consultant is hired.
- The SB 122 process may be "muddled" through the "Concurrency" and "Complete Community" initiatives. There was some disagreement over whether or not "Complete Communities" could lead to SB 122 agreements.

Mike felt that they might be separable and that elected officials could direct managers to move forward to complete SB 122 agreements.

- There was concern that the process would be another one that picks up a head of steam only to collapse as it got closer to possible resolutions.

sb122-oct18



November 1, 1999

Richard Cayo
4203 SE Johnson Creek Blvd.
Milwaukie, OR 97222

Dear Mr. Cayo:

This letter is in response to your request at the October 20, 1999, City Council meeting. The Council is aware of the fact that you submitted public records requests for three of the items you raised at this meeting.

A full response to your questions will require a significant amount of records research by staff. The City would be happy to develop detailed responses to your questions and provide you with a complete set of copies of the records which document City Council decisions.

Under the records law the City would have to charge a fee for the "costs for summarizing, compiling or tailoring [a] record, either in organization or media, to meet" your request (ORS 192.440(3)). If you or your group would provide the City with a deposit of \$375, we would be happy to have staff complete this research. Upon completion of this research, we would bill you the full cost of completing the full documentation of your request.

If this is not satisfactory, the following is a brief response based on staff recollection of the events in question.

Safeway Building/ Transit Center?

Milwaukie is one step closer to relocating the transit center to the old Safeway site. As part of the Fiscal Year 2000 Federal budget, \$650,000 in federal funds have been allocated for the first phase of construction of the transit center. These funds will be matched by over \$160,000 in funds from Tri-Met, which should allow Tri-Met to purchase the site and begin planning the next steps in designing the transit center.

The total cost of construction of the transit center is estimated at \$3.3 million, and the City of Milwaukie, Tri-Met, and Metro are committed to completing this project. A new, relocated, efficient transit center is essential to improving the quality and frequency of transit service to the entire South Corridor. The City of Milwaukie is also an active participant in the South Corridor Transportation Study, recently begun by Metro, which will help identify projects needed to improve transit and transportation, throughout the 99E/224/I-205 area.

Waterfront Development

At the October 27, 1999, Town Hall meeting on the Downtown and Riverfront 94% of the 74 persons completing the meeting response sheet rated: "Connecting the Downtown to the River" as Good, or Fair.

MILWAUKIE CITY HALL
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MILWAUKIE, OREGON 97222
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The Downtown Riverfront Plan is a long-term plan. This plan will include mitigating or removing the Kellogg Treatment Plant. Some phases of the plan may not be viable until the plant is gone. Without any plan, there may not be revitalization of the Downtown or Riverfront.

Sewage Treatment Plant

Staff from the County's Water and Environmental Services Department (WES), City of Milwaukie Community Development Department, and Oak Lodge Sanitary District is reviewing the question of the remaining life of the Kellogg Treatment Plant. This life depends on the flows to the plant and the biological loading of the plant. These factors are dynamic.

WES staff manages the plant and Milwaukie contracts for treatment from Clackamas County Service District #1. Milwaukie does not control what flows into the plant from outside Milwaukie's boundaries. WES has developed a plan to transfer food-processing flows from Kellogg to the Tri-cities Treatment Plant.

Lowry Apartments

The costs of the Lowry were provided to you in a letter dated October 15, 1999, in response to your public records request. The prior owner operated this as a rental. The property is not a halfway house for sex offenders. The demolition date of this building has not been determined. The City will continue to rent to current tenants until a demolition contract is let through competitive bidding.

Milwaukie Middle School

City Council met with the School Board in 1997 to discuss the future of this site. A 12 person ad hoc, Steering Committee for the Milwaukie Jr. High, Community Center had asked that that the City and School District cooperate to keep this facility in public use. Town Hall meetings have demonstrated that developing this building as a community center is not a speculative venture. There is significant community support for this proposal.

Market Place

The Market Place development is nearly ten years old. It was developed pursuant to full Planning Commission and City Council review. This included review and comment by applicable resource agencies. Specific wetland mitigation was required of the developers. This resulted in creation of the Minthorn Wetlands. Your assertion that the property was developed "illegally" is not correct.

The City is not aware of any lawsuits on this property. Perhaps these are private civil actions between current and prior property owners. If you can give specific case references, the City could determine if it were a named party. At this time, we have no records that show the City is involved in any litigation on this property.

Cost of City Management

Assistant City Managers are paid according to the City Salary Schedule. They are placed at Range 2 Exempt. This is the same range as the Police Chief. This salary schedule was developed based on a point factor compensation study done in 1989 by the Pringle Company. A citizens review group made an overall compensation policy recommendation to the City Council. This policy called for the City salary schedule to be constructed at 95% of the salaries of comparable jurisdictions based upon those jurisdictions determined by mediation and arbitration to be in our comparable job market. A market update was completed in 1997 using the established compensation policy and comparable job market. Therefore, it stands that the Assistant City Managers are paid an amount consistent with our compensation policy.

Periodically, the City seeks quotes for professional services. Our contracts for City Attorney services were based on competitive quotes. At the time the contracts were awarded, the City compared Milwaukie's legal costs with several cities. We found that the total amount we paid for these services was less than or equal to several other cities. A little over a year ago, we had the opportunity to compare our firms hourly rates. We found these rates to be similar to those paid by several other cities. You have received the total compensation amounts as part of your prior records request in a letter dated October 15, 1999, from City Recorder pat DuVal.

Carl Neu a local government expert has said: "Every elected official has an obligation to develop the skills to be effective in public office. This is not an ego trip this is a public duty. And just getting elected doesn't mean you're professionally competent." Nue strongly suggests that elected officials participate in training programs. This is why the Mayor attended the PSU Leadership Program, why most councilors attended the Skamania Lodge training, why three Councilors attended the National League of Cities training at the Welches, and why two Councilors will be attending the annual League of Oregon Cities Conference in Eugene.

Island Station Neighborhood Association

This association met on October 14, 1999, they elected Rick Farasay as their neighborhood chair.

Michelle Gregory is not associated with any specific neighborhood association. She is the City's Neighborhood Services Coordinator. She works with all neighborhoods to promote citizen involvement. Increased citizen involvement has been a City Council goal for many years.

This position was created as part of a motion made by Councilor Robb Kappa during the 1994-1995 Budget process. The first person to hold this position was hired in November 1994. Ms. Gregory was hired in July 1997.

As citizens concerned about how the City's tax dollars are being spent, we are sure that you won't mind the \$114 cost of preparing this brief response. We are sure that you would support the Oregon Revised Statutes that allow charging for more significant records requests and research.

Sincerely,

Carolyn Tomei
Mayor

cc: City Council

REQUEST TO INSPECT PUBLIC RECORDS

CITY OF MILWAUKIE, OREGON

TO: Pat Mural
(Person in charge of record and department)

Pursuant to ORS 192.410 - 192.505, I request inspection of the following records in your office:

445000 -
HOW MUCH DID MILWAUKIE PAY FOR LOWERY HOTEL?
HOW MUCH WAS SPENT ON BRINGING THE HOTEL UP TO RENTAL STANDARDS?
WHEN DO "THEY" PLAN ON TEARING IT DOWN? HOW MUCH DOES THE

The City shall respond to all public document requests within seven days or sooner, or within seven days, explain why more time is needed for a full response.

COUNTY PAY PER YEAR - LEASE - TO
If any material contained in this request is exempt from disclosure, I understand you will provide the name of the document and the reason for the exemption. USE IT AS A 1/2 WAY HOUSE?

Name of requester (printed): RICHARD S. CAYO
Address: 420 1/2 S.E. JOHNSON CR. BV MILWAUKIE, OR.
Number if you wish to be contacted by phone: (503) 659-1951
Signature: Richard Cayo FAX # also
Date of request: 10-10-99

REQUEST TO INSPECT PUBLIC RECORDS

CITY OF MILWAUKIE, OREGON

TO: PAT DUVAL
(Person in charge of record and department)

Pursuant to ORS 192.410 - 192.505, I request inspection of the following records in your office:

HOW MUCH DOES OUR CITY ATTORNEY MAKE IN TOTAL COMP. & PERKS EACH YEAR?

The City shall respond to all public document requests within seven days or sooner, or within seven days, explain why more time is needed for a full response.

If any material contained in this request is exempt from disclosure, I understand you will provide the name of the document and the reason for the exemption.

Name of requester (printed): RICHARD S. CAYO

Address: 4205 SE JOHNSON CR - BU - MILW - OREG

Number if you wish to be contacted by phone: 9 FAX (503) 659-1951

Signature: Richard Cayo

Date of request: 10-10-99

REQUEST TO INSPECT PUBLIC RECORDS

CITY OF MILWAUKIE, OREGON

TO: PAT DIVAL
(Person in charge of record and department)

Pursuant to ORS 192.410 - 192.505, I request inspection of the following records in your office:

OUR MAYOR WAS NOT AT THE 2ND SEPT. MEETING. ROB KAPPA SAID SHE "WENT TO SCHOOL" SOMEWHERE.

I WOULD LIKE TO KNOW WHERE SHE WENT TO SCHOOL & HOW MUCH IT COST US - THE TAXPAYERS.

The City shall respond to all public document requests within seven days or sooner, or within seven days, explain why more time is needed for a full response.

If any material contained in this request is exempt from disclosure, I understand you will provide the name of the document and the reason for the exemption.

Name of requester (printed): RICHARD CAYO
Address: 4203 9th E. JOHNSON CR - BV. MILWAUKIE - OR.
Number if you wish to be contacted by phone: ^{4FAX} (503) 659-1951
Signature: Richard Cayo
Date of request: 10-10-99

REQUEST TO INSPECT PUBLIC RECORDS

CITY OF MILWAUKIE, OREGON

TO: PAT DUVAL
(Person in charge of record and department)

Pursuant to ORS 192.410 - 192.505, I request inspection of the following records in your office:

CAN YOU GIVE ME ANY HISTORY ABOUT THE LAW SUIT ON THE "MARKET PLACE SHOPPING CENTER" THAT SAYS IF ANY THING HAPPENS TO ANY BLDG. BUILT ON THIS SWAMP - WE - THE TAXPAYERS MUST DIVEY UP? HOW MUCH DID THE CITY

The City shall respond to all public document requests within seven days or sooner, or within seven days, explain why more time is needed for a full response.

PAY FOR THIS PROPERTY IN THE 1ST PLACE?

If any material contained in this request is exempt from disclosure, I understand you will provide the name of the document and the reason for the exemption.

Name of requester (printed): RICHARD S. CAYO

Address: 4203 S.E. JOHNSON CR. BV. MILW-ORE

Number if you wish to be contacted by phone: (503) 659-1951

Signature: Richard Cayo

Date of request: 10-10-99



October 15, 1999

Richard Cayo
4203 SE Johnson Creek Blvd.
Milwaukie, OR 97222

Subject: Request to Inspect Public Records Dated October 10, 1999

Dear Richard,

The attached documentation is in response to your public records request:

1. Finance Director Jan Gehlen's response relating to your questions on the City's purchase of the Lowry Apartments;
2. The invoice from the Executive Leadership Institute at Portland State University for Mayor Tomei's training session and excerpt from August 2, 1999, Council work session minutes; and
3. Resolution No. 23-1999 indicating the projected amount for City Attorney Services from Ramis, Crew, Corrigan & Bachrach for fiscal year 1999/2000.

As I discussed with you on the phone earlier today, I am continuing to research the request related to the Milwaukie MarketPlace property. If you are able to clarify the request or provide more information, it would be most helpful.

I will transmit this response both by fax and hard copy. Please do not hesitate to contact me if you have additional questions.

Sincerely,

Pat DuVal

Pat DuVal
City Recorder

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

DuVal, Pat

From: Gehlen, Jan
Sent: Thursday, October 14, 1999 1:43 PM
To: DuVal, Pat
Subject: Lowry Information

Importance: High

1. When do we plan to tear it down? No decision has been made yet as of the timing.
2. How much does the County pay us to operate it as a half way house? The County has no involvement. They do not pay us anything. It is not operated as a half way house. The residents are responsible for their own rent.
3. How much have we spent on expenses for the operation of the building? To date we have paid \$12,642.
4. Total paid for the property: \$445,000.

If there was another question, please remind me, but I think that is all you needed from me.

The Legacy Program for State and Local Public Service Leaders

INVOICE

EX 1590

Invoice date: 8/25/99
Invoice number: 99-00-0011
Amount due: \$1,000.00
Date due: September 20, 1999

ok to pay D. Battista 8/21/99

Carolyn Tomei
Mayor
City of Milwaukie
10722 SE Main St.
Milwaukie, OR 97222

750-100-5000-11-000000-6420-000000

Participation in the Legacy Program for State and Local Public Service Leaders, Sept. 20-25, 1999

Deposit (program fee total is \$2,485)

If you wish to pay the full amount at this time, it will be accepted. However, only a deposit is required at this time. You will be billed for the remainder immediately after the program is completed.

Method of Payment: please check one

Check ~~Executive Leadership Institute~~

Purchase Order (Number: _____)

Credit Card

Visa Mastercard

Number: _____

Exp. Date: _____

Signature: _____

Please remit payment to the ~~Executive Leadership Institute~~

PO Box 751-PA, Portland, OR 97207-0751.

(Federal Tax-ID: 93-6001786)

Direct billing questions to Jennifer Chambers (503) 725-5153 or chambersj@pdx.edu

Executive Leadership Institute Ph: (503) 725-5153 Fax: (503) 725-8250

www.upa.pdx.edu/PA/ELI/Legacy.html

Bartlett said staff would revisit 32nd Avenue after the Roswell Street project is complete. The impact of the three raised crosswalks needs to be measured before additional steps are taken. The STSP was a broad based group, and he felt the various sides were fairly represented in the recommendation process. The group identified those three locations for school crosswalks and the raised crosswalks are accepted methods for slowing traffic in school zones.

Mayor Tomei wanted it to be clear that the Council made its decision based on its desire to protect the children walking to Ardenwald School, and she resented the inaccuracies in *The Oregonian* article.

Bartlett suggested a letter to the editor that outlined the fundamentals and the decision-making process signed by all Council members.

The group discussed hiring a traffic engineer to review the impacts of the raised crosswalks and validate the previous study. **Bartlett** pointed out that traffic is a network, and certain changes in one location usually result in changes to another. The group discussed the feasibility of hiring or contracting a traffic engineer to outline regional dynamics.

Councilor Marshall felt the process needed to include both improved communications with and sign-off by the neighborhood leadership.

Bartlett discussed the neighborhood outreach during the annual budget process that asked residents what projects they would like to see funded. This year there were only five responses from all of the neighborhoods.

Legacy Program

Mayor Tomei asked that the Council authorize her participation in the Portland State Legacy Program at a cost of about \$2,400.

The group supported the Mayor's request to submit an application.

Annexation and Community Planning Organizations (CPO)

Councilor Kappa believed it was important that the City Council communicate with the neighboring CPOs to discuss Milwaukie's annexation plans. The group felt that, although this was important, other issues, such as the Vision, needed to be addressed first.

Meeting Dates

The group agreed to hold its second meetings of August on 30 & 31 and directed staff to prepare a resolution for adoption at the August 3 regular session.

RESOLUTION NO. 23 - 1999

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, AUTHORIZING THE CITY MANAGER TO EXECUTE CERTAIN CONTRACTS FOR FISCAL YEAR 1999-2000.

WHEREAS, the City of Milwaukie, by adopting Ordinance No. 1771 and Resolution No. 35-1994, has put into place purchasing procedures, and

WHEREAS, contracts for certain services which have projected annual expenditure in excess of \$25,000 require City Council review pursuant to the purchasing procedures.

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

SECTION 1. The City Council has reviewed the listed services and the projected annual expenditures for such services.

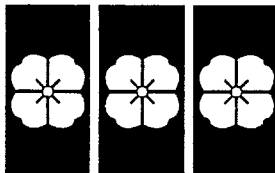
SECTION 2. The City Council finds such services needed and vital to the operations of the City of Milwaukie.

SECTION 3. The City Council authorizes the City Manager to execute purchase orders for the following services.

<u>Vendor</u>	<u>Service Provided</u>	<u>Projected Amount</u>
Baird Construction	Building Repair & Maintenance	30,000
City of Happy Valley	A-level Building Inspections	100,000
	Plumbing Inspections	20,000
City of Portland	800 MHz Access/Repair & Maintenance of Radios	54,000
	Sewage Treatment	250,000
Clackamas County Finance	Signal Maint. & Pavement Markings	38,500
	Printing	6,000
	Misc. Work Crew Services	28,600
Clackamas County Fire Dist. #1	Fire Protection Services	2,436,370
Clackamas River Water	Water Use per IGA	70,000
Community Newspapers	Monthly Pilot Newsletter Printing	42,000
D & A Janitorial	Janitorial Services for all City Facilities	84,000
Don Thomas Petroleum	Fuel for Fleet	60,000
GE Capital	Computer Lease Payments	55,000
Good Year Tire & Rubber	Tires for Fleet	35,000
Grove, Mueller, Hall & Swank	Audit Services	27,000
Liberty NW	Workers Compensation	110,000
Miller, Nash	Labor Relations Counsel Services	27,000
Milwaukie Downtown Development	EID Distribution	18,000
	Contract for Service	18,000
	BID Distribution	18,000
Pacific Rock Products	Misc. Asphalt & Rock Products	26,000
Portland General Electric	Power for all City Facilities	445,400
Property Development Assn	Safeway Lease & Taxes	105,000
Ramis, Crew, Corrigan & Bachrach	Legal Services	140,000
Sedgwick James	Property & Casualty Insurance	135,000
Sierra Computer Systems	Permit Software & Consulting	140,000
St. Vincent dePaul	Temporary Employee Services	30,000



C I T Y O F



MILWAUKIE

*** M E M O R A N D U M ***

November 1, 1999

To: Mayor and City Council
From: Dan Bartlett, City Manager *Dan*
Re: Century Summit

Action Requested

I am providing this memo a report on my activities; no Council action is necessary at this time

Background

I have recently returned from the Oregon Economic Development and Community Development Department's: "Century Summit." At this meeting, I attended the track on: Folk, Fish and Forests: Our Heritage; Our Future." (Session Description attached)

Councilor King has raised the Natural Step concept and sustainable development at a number of work sessions. I attended this conference as a means to gather information about these concepts. I was also able to talk with members of our State Community Solutions Team about Milwaukie projects.

One special guest was David (Davy) W. Crockett. He is President of the Chattanooga Institute and a City Councilor from Chattanooga. He explained Chattanooga's sustainability policy. I will be contacting him to get copies of their policies.

It is apparent that there a number of nonprofit organization which could provide support to the City as we develop sustainability policies. I will be reviewing the three-inch high stack of handouts that I received from this conference and prepare more information for Council, the Planning Commission, neighborhoods, and staff.

cc: File -- cm2257/hd

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

SESSIONS AND WORKSHOPS



TRACK I: FOLKS, FISH AND FORESTS: OUR HERITAGE; OUR FUTURE

Track I will go beyond "defining" sustainable development and show how sustainability concepts and tools are being applied and are benefitting communities and businesses in a variety of applications, including community development, economic development and resource management. Aliceann Wohlbruck, Executive Director of the National Association of Development Organizations, will serve as a special guest resource professional throughout this track. She is sponsored by the Associated Economic Development Districts of Oregon

Session I: What's All the Buzz About Sustainability?

A panel will integrate all the buzz around sustainable development practices and how and why they are intrinsic to Oregon's image. Panelists will provide a good introduction to sustainable development, benefits and tools and define some of the related terms. Moderator: Jack McGowan, Executive Director, SOLV.

Panelists: Louise Solliday, Governor's Natural Resource Office; Duke Castle, Consultant, Natural Step; Brian Scott, Livable Oregon; Antone Minthorne, Chairman of General Council, Umatilla Tribes.

Session II: Developing a Practical Framework for Sustainable Development

A panel presentation will identify the common challenges and opportunities in applying sustainability in existing practices and developing a practical framework for getting started.

Moderator: Martin Goebel, Sustainable Northwest.

Panelists: Deborah Kane, The Food Alliance; Diane Snyder, Wallowa Resources; Jack Shipley, Applegate Partnership; Tom Kelly, Neil Kelly; Jeff Wartelle, Certified Forest Products Council.

Session III: The Profitability of Sustainable Development

A panel discussion will provide case studies about how people who are applying sustainable development concepts and tools are reaping benefits in terms of cost saving, better resource management and positive community relations.

Moderator: Patricia Scruggs, Sustainable Development Consultant.

Panelists: Dale Slate, Collins Pine; Jim Noteboom, Deschutes Basin Resources; Stan Speaks, Bureau of Indian Affairs; John Haines, Shorebank Pacific.

Session IV: Partnerships for the Future

A roundtable discussion with the audience and practitioners will address how concepts of sustainable development affect the way we do business, how our partnerships operate and the benefits of leveraging regional planning.

Moderator: Patricia Scruggs, Sustainable Development Consultant and Pat Allen, Community Solutions Teams and Regional Investment Planning

Panelists: Mike Clements, Warm Springs; Judge Laura Pryor, Lower John Day Regional Partnership; Ann Berblinger, Economic Development Administration and Districts.



TRACK II: TWENTY FIRST CENTURY TECHNOLOGY

Session I: Leveraging Infrastructure

This session features a panel discussion covering types of communications infrastructure; who is providing infrastructure services; how to choose partners to the necessary components into your community; and information on the new telecommunications legislation.

Moderator: Judge Mike McArthur, Sherman County.

Panelists: Kevin Ward, Bonneville Power Administration; Paul Cleary, State Lands; Dave Randall, World Wide Fiber Link; Sandra Herring, Department of Administrative Services; Cindy Weeldreyer, Lane County Commissioner; Greg Green, Avista Communications, Inc.

Session II: International Trade and E-Commerce—Different Points of View

What tools are offered to prepare Oregon businesses for the dynamic changes the Internet has brought to doing business internationally? How does E-commerce work in Japan and Taiwan? Come to listen and discuss future trends and current practices with a

David W. Crockett

David Crockett serves as both President of the Chattanooga Institute and an elected City Councilman of the City of Chattanooga, Tennessee.

He was named President of the Chattanooga Institute in 1997. The Chattanooga Institute was incubated by the Chattanooga Chamber of Commerce and is principally funded through private and corporate interests. The mission of the Chattanooga Institute is to assist in building sustainable and competitive communities and companies through innovative education, design, technology, policy and partnerships - locally, regionally, nationally, and internationally.

The Chattanooga Institute is actively involved in networking with cities, companies and universities nationally and internationally on themes of sustainable development.

The Institute is also collaborating on the creation of a model Eco-Industrial Park and The National Center of Sustainability in Chattanooga. The National Center is a development that includes a Trade Center/Hotel, Conference Center, Business/Technology Center, Design and Resource Center and an Interactive Pavilion that will model cities and companies of the future. These projects are key to the Chattanooga regional strategy to be an international conferencing, education, technology and manufacturing center for sustainable practices.

Mr. Crockett is a frequent national and international keynote speaker on the subject of economic development, sustainability and the environment. Participation in conferences in cities in over 30 states and numerous international venues led a magazine to refer to Chattanooga's strategy as an "Expeditionary Strategy".

Prior to becoming President of the Chattanooga Institute, Mr. Crockett spent over 20 years with the IBM Corporation in marketing and headed his own consulting company. Mr. Crockett received his business degree from the University of Alabama and served as an officer in the U.S. Army.

Mr. Crockett is also in his third term as a City Councilman in Chattanooga, Tennessee and is chairman of the City Council's Economic Development, Environment and Planning Committees. He has been instrumental in formulating and implementing Chattanooga's strategy for using the environment and sustainability as central themes for integrating education, economic development, urban planning and quality of life initiatives.

David Crockett
Chattanooga, TN
Page 2

Mr. Crockett has served on boards and advisory groups including; the President's Council on Sustainable Development, the National Advisory Council on Environmental Policy and Technology, the Climate Institute, the Zero Emissions Research Initiative, The Aldo Leopold Society and the University of Tennessee at Chattanooga Challenger Center. In 1995, he was national co-chairman of the Private Enterprise Government Interface Committee for Environmental Technologies and, at the request of Vice President Gore, spoke on Sustainable Economic Development opportunities at President Clinton's 1995 Economic Roundtable.

Chattanooga's innovative initiatives in urban renewal, affordable home ownership programs, environment, a zero-emission battery powered bus fleet and city wide public visioning have earned Chattanooga numerous national and international awards.

Chattanooga was the site of the Southeast Regional Meeting of the president's Council on Sustainability Development in 1995. In 1996, the city received the President's Award for Sustainable Development. Chattanooga was the first North American City to be named as a "Best Practices" City by the United Nations Summit of Cities held in Istanbul in 1996 (HABITAT II) and was honored as one of the "Twelve Best Practices" in the world at that conference. Chattanooga also received the Tokyo Award for Improving the Human Living Environment for the Governor of Tokyo at that conference.

As a result of these initiatives, awards and an aggressive marketing campaign, Chattanooga has received perhaps more national and international newspaper, magazine, and television documentary coverage than any American city on the subject of urban renewal and sustainable development including recent cover stories in U.S. News, World Report and Parade Magazine.

National and international delegations of business, government and community leaders are visiting the city in unprecedented numbers to exchange ideas for developing sustainable practices.

THE  INNOVATION GROUPS

Building Sustainable Communities

January 30, 1998



Presented by The Innovation Groups
Facilitated by Richard Bowers, City Manager, Scottsdale, AZ

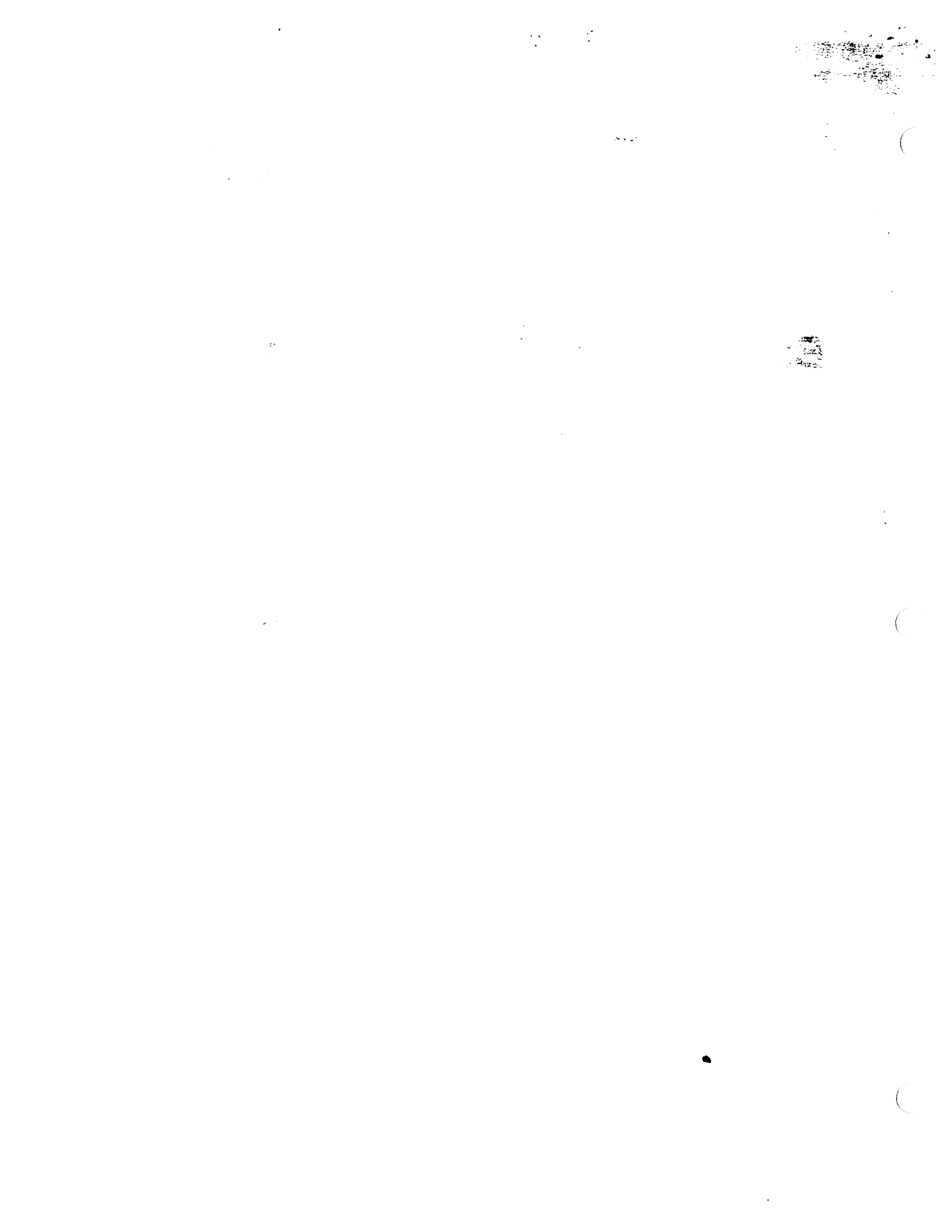


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Introduction

By Richard Bowers, City Manager, Scottsdale, AZ

More than any issue I have explored in 20 years, sustainability is rich with ambiguity, paradox, uncertainty and volatility while being enormously relevant and an unquestionable community imperative. Since debate is inevitable, and the forum for such debate is the public policy chamber, the need for government leaders to be prepared in order to balance the community dialogue is essential.

Sustainability, "the ecological end view" as Robert Bellah calls it, is no buzzword. Rather, it is a dynamic concept born out of the spirited environmental debate of the last quarter century, with its associated sense of urgency, coupled with an increasing awareness of the economics of ecology within business and industry. The forum for the debate has often been the public policy arena. That's where it is likely to stay as we seek to make sense of it all and establish policy as necessary to assure a sustainable future for our cities, countries – indeed the entire world.

At any level of government, especially state and local, open policy discussion will exhibit the strength of extreme positions on the sustainability question. These extremes are frequently framed as "growth, no growth." The decisions of elected officials will be influenced by the debate, as well as the logic and strength of the positions taken. The many perspectives will be woven into the fabric of their individual and collective voices and vote. That is the way public policy is formed!

Sustainable development will require that we consider the future impact of policy and action on the environmental, economic, social and spiritual welfare of the community they are designed to serve. Our challenge as community leaders is to understand the issue of sustainability, to relate that understanding to the circumstances we face, and to incorporate that understanding in a balanced, strategic and determined fashion to the deliberations and decisions which shape the future. It is imperative that the responsible developer engage thoughtfully in the process. Likewise the citizenry must be engaged in both the vision and the process to achieve it.

If sustainability is defined as the international *Brundtland Report* concluded in 1987 as "development that meets the needs of those present without compromising the ability of future generations to meet their own needs," then we need the knowledge and tools to assure that we don't fail in that responsibility to our communities. Here are 11 key points to consider. They are drawn from several experts on this challenging issue with a few tossed in by the author:

- Examine your assumptions and beliefs about sustainability. They, more than anything, will determine the path you are likely to take.
- Don't solve new problems with a dated perceptual model.



Section 1: Introduction (Con't.)

- Develop an understanding of the concept of sustainability as it relates to your community.
- Engage citizens in setting community values and goals to guide policymakers.
- Develop a public "balance sheet" to enable your community to weigh social costs and benefits of growth decisions.
- Use fiscal impact analysis and financial cost/benefit analysis of development decisions.
- Maintain balance in the face of divergent public interests and set policy accordingly.
- Analyze cost/benefit to business, to individuals, to society at large.
- Don't overreact! Don't under-react!
- Remember, there is no "secret sauce." Each community is different, each strategy unique.
- Act like your political future and the welfare of your community depends on it. They do!

This is not something you need to do alone, nor should. There are communities that have taken the lead and have much to share – Boulder, Chattanooga, Newark, Phoenix, Portland and Scottsdale to name a few. These cities exhibit the characteristics associated with sustainable development:

1. They place a high value on quality of life.
2. They respect the natural environment.
3. They infuse technology with purpose.
4. They optimize key resources.
5. They maintain scale and capacity.
6. They adopt a systems approach.
7. They support life cycles costing.
8. They are responsive and proactive.
9. They value diversity.

To examine, understand and apply the strategies necessary to achieve sustainability, we do the work most expected of public leadership...study, discuss and operationalize the issue.



Section 1: Introduction (Con't.)

There is very little fact in the concept of sustainability. There is insufficient experimentation and data to shape an agreed upon set of base points. Is there really a global warming? Is the carrying capacity of the earth being approached? Is the ozone layer having the murderous impact many suggest? Are we ignoring signs? Can technology be relied upon to provide "just in time" answers to these problems? Opinion and conjecture carry the weight of fact in the absence of solid data. Opinion divides perspective dramatically, so the argument becomes overly dramatic and rational discussion even more difficult. However, in the absence of certainty, is it prudent to wait and see?

The challenge for government leaders today is that we're ahead of our local communities, particularly the business community, when it comes to embracing the philosophies and strategies relating to sustainability. To achieve it, we know we must strike a balance – and it is a delicate one – between the needs of a community and the desires of individuals. Only in building a community understanding of what it means to assure a sustainable future, will we encourage everyone to think beyond today in order to leave something better for those who follow us.





Sustainability Overview

“Sustainable Development is defined as development that meets the needs of the present without compromising the ability of future generations to meet their own needs,” states the United Nations World Commission on Environment and Development (UNCED). In order to better understand the magnitude of the sustainability issue, key points have been outlined below.

Today’s Global Concerns

- Seven of the hottest global years in history have been recorded during the last eleven years.
- Ozone shield rupture has increased skin cancer.
- Fifty-five percent of the richest habitat is sold/scalped to pay debt.
- The world has seen a significant loss in species.
- Several island nations are contemplating disappearance under the sea within the lifetime of children living on them.
- World population will double in 50 years.
- Developing countries will grow at 20 times the rate of industrial countries.
- Fifty-two percent of the world’s people produce less than \$425.00(US) per year.

Differing Views About the Need for Policy Change

- Thinking that there is no real problem because technology, innovation and substitutes have rendered incorrect previous predictions of gloom. Technology will take care of it!!
- Economics and ecology are equal and compatible disciplines in the battle for the environment.
- We need to move toward stable-state cultures and economies where development is achieved without expansion in the ecological scale of economic activity.
- We need massive global redistribution of world markets and wealth toward the world’s poor so that they have an incentive to maintain the environments that support them

At the Community Level

- “Our challenge as community leaders is to understand the issue of sustainability, to relate that understanding to the local circumstances we face, and to incorporate that understanding in a balanced, strategic and determined fashion to the deliberations which shape the future.”

Sustainability and Balance

- As you move to apply sustainability concepts to your community, remember the absolute need for balance. Sustainability has economic, social, environmental and political factors which are interdependent.



Section 2: Sustainability Overview (Con't.)

Sustainability Model for Consideration

Organization

- Beliefs/assumptions
- Vision and values
- Aligned effort
- Seen as successful
- Structures support
- Measure and share data

Leaders

- Discuss, clarify, share
- Create and articulate
- Enroll community
- Empower success
- Channel energy
- Set up measures and reports

The Sustainable Bottom Line?

In the formation of public policy at any level, we must:

- Consider the futurity of current decisions in a systematic fashion.
- Avoid the triumph of process over product.
- Allow the "voice of the voiceless" to be heard.
- Discuss the undiscussables.
- Raise the quality of public dialogue.

Sustainability Strategies, Ideas and Warnings

- Examine personal assumptions and beliefs about sustainability and community. They, more than anything will, determine the path you are likely to take and the success you are likely to achieve. Then do the same thing with the entire policy body and with the community.
- Don't solve new problems with an outdated, shopworn perceptual model.
- Make certain you can be conversant on the concept of sustainability.
- Engage citizens in setting community values and goals to guide policymakers...the "vision thing."
- Develop a public "balance sheet" to enable your community to weigh social and economic cost and benefits of growth decisions.
- Use technology to form a decision support system.
- Borrow ideas from wherever you can find them.
- Maintain balance in the face of divergent public interests and set policy accordingly.
- Use fiscal impact of development and cost of services studies to provide a factual foundation for discussion.
- Consider relationship of decisions to others: businesses, individuals and society at large.
- Don't over-react or under-react!
- Remember there is no "secret sauce." Each community is different each strategy unique. The future is an elusive target.
- Distinguish between fact and opinion.
- Act like your political and professional future and the welfare of your community depends on it. They do!



Scottsdale, AZ Case Study

By Richard Bowers, City Manager, Scottsdale, AZ

Background

Scottsdale (pop. 130,000) is blessed with a dramatic setting in the Sonoran Desert. The northern two-thirds of the community contains some of the best examples of high Sonoran Desert, including numerous low-lying mountains that serve as a visual backdrop from all directions. This area is a unique habitat for desert plants and animals as a result of the Sonoran desert's two annual rainfall seasons. Scattered throughout the area are pre-historic artifacts and petroglyphs left by the Hohokams many centuries ago. More recently, the area has experienced ever increasing passive recreation including hiking, mountain biking, horseback riding, and rock-climbing.

The natural environment coupled with the community's enviable climate and its outdoor and western oriented lifestyle make Scottsdale a prime destination for resort activity and related tourism and visitor trade. Scottsdale also attracts a significant number of second home residents, and serves as an extremely desirable and rapidly growing residential and business community in the Phoenix Metropolitan area.

Tourism is a critically important element of the community's economy. There is a strong parallel between the vision its citizens possess for the community and the types of amenities that support the local tourism industry. Indicative of this is the tradition in Scottsdale for insisting on high quality development and on the protection of the natural Sonoran Desert environment. There is a strong preservation ethic in the community.

Sustainable Sonoran Desert

Protecting the natural environment and ensuring that the fragile Sonoran Desert remains sustainable for this generation and for future generations, serve as a framework for and drive the community's physical development process. Scottsdale leaders learned early in the physical development of the City that strict regulatory approaches were not always the best way to achieve consensus community objectives. The community turned to the use of incentives, innovative site planning, design flexibility and most of all, partnerships to achieve desired physical development goals.

These approaches are embodied in an innovative City ordinance called the Environmentally Sensitive Lands Ordinance (ESL). ESL seeks to protect identified sensitive lands, key natural features and maintain sustainable Sonoran Desert throughout the extensive area where it applies by working in partnership with land owners and the development community. The strategic use of incentives and creative site planning are the principal tools used to achieve community open space and environmental protection objectives.



Section 3: Scottsdale, AZ Case Study (Con't.)

The results have been dramatic. Scottsdale has consistently been successful in achieving as natural open space a minimum of 20% of every land parcel. In more sensitive and/or strategic areas, the amount of natural open space is generally well above 50%. In addition to the significant open space and view-shed benefits that accrue from ESL, the experience has been that the resulting development pattern is more efficient from an infrastructure and service delivery perspective.



Orlando, FL Case Study

By Valerie J. Hubbard, AICP City Planning Bureau Chief, Orlando, FL

Orlando is a city of approximately 173,000 permanent residents, comprising an area of over 98 square miles. But Orlando's importance to the Central Florida region, and to the entire state, goes far beyond these statistics. Orlando is the central city of a thriving, economically vibrant region. Central Florida has become one of the world's premier resort destinations. Its economy has been further strengthened by its advantageous position in the center of the state, served by one of the world's busiest airports. It has become an attractive place for business start-ups, expansions and relocations, and is a growing center of the entertainment industry.

Orlando has for many years recognized its responsibility as the central city of this growing region, and has worked hard to accommodate the density necessary to provide transit and to discourage sprawl. At the same time, the city has protected downtown housing stock through historic districting, and protective zoning codes. Orlando has been a leader in funding and supporting public transit and affordable housing. The city has also recognized the importance of arts and education in creating a world-class city, and taken a leadership role in these areas.

In July 1997, the state recognized Orlando's contributions and commitments by awarding the city one of the state's five Sustainable Communities designations. In the agreement signed with the State's Department of Community Affairs, the city made several commitments to sustainability, in exchange for increased local planning autonomy, and the promise of state assistance in attaining sustainability objectives. The major city initiatives are outlined below:

1. **Public Participation.** The city will develop a program to increase public participation in the sustainability effort, through such methods as public workshops, an advisory committee, and a sustainability web page. The city will initiate this effort through a local meeting with the Governor's Council for a Sustainable Florida, to discuss the Sustainable Florida Standards program. Local leadership tapped for this meeting will reconvene for ongoing roundtable discussions on local sustainability issues.
2. **Major Sustainability Projects.** The city has agreed to incorporate sustainability practices into four major planning projects. Each project has very different characteristics, and represents a sort of "laboratory" for applying sustainability concepts. It is anticipated that the lessons learned in these projects will have broad applicability in the Central Florida region, as well as elsewhere throughout the state and nation.
 - **Southeast Orlando Development Plan.** This 13,000 acre greenfield area is immediately adjacent to the Orlando International Airport. An ongoing proactive planning effort will create incentives for environmental protection, mixed use, increased density, an interconnected road network, and the provision of schools, parks, and other civic uses. The result will be a new prototype for suburban development, unlike the faceless sprawl surrounding central cities across the nation.



Section 4: Orlando, FL Case Study (Con't.)

- **Naval Training Center Reuse Plan.** This effort will result in a redevelopment plan for over 1100 acres strategically located adjacent to the city's premier shopping district. The city is developing a set of new urbanist design standards for this site. The project will feature a mixture of uses, and will accommodate a variety of housing types, walk-to retail and services, employment, and a generous amount of park and civic space.
 - **Parramore Heritage Renovation Project.** The city is working to revitalize an older neighborhood directly west of the Central Business District. The predominantly minority neighborhood did not enjoy the renaissance experienced by the other downtown neighborhoods in the past two decades. It has struggled with the intrusion of non-residential uses, low incomes, high crime rates, and very low home ownership. The city is working on special zoning regulations, housing and economic development efforts, and other programs to address these problems holistically.
 - **Sustainable Neighborhood Demonstration Project.** This project is designed to study a more typical, existing neighborhood within the city to find ways to strengthen the neighborhood fabric. The project will address issues such as excessive amounts of multi-family and lower income housing; proximity of unattractive, poorly designed and intrusive non-residential uses; and high volumes of cut-through traffic. The results of this study will not only be helpful in dealing with existing neighborhood problems, but will also be applied to planning for neighborhoods.
3. **Other Commitments.** The Sustainable Communities program is attractive to the City of Orlando in part because it acknowledges the importance of addressing all major elements of a community: environmental, economic, and societal. The projects listed above address all these factors. The other commitments made in the agreement include economic development programs, planning for light rail, and partnering with the state to build a demonstration house featuring sustainability principles. In addition, the city is evaluating its Growth Management Plan, to determine whether this guiding document should be revised to direct development towards more sustainable practices.

Orlando's commitment to sustainability pre-dates and goes far beyond the scope of the Sustainable Communities agreement. Through its planning, housing, economic development, and neighborhood empowerment programs, the city has long been working to preserve and enhance its amenities for current and future residents. More recently, under Mayor Glenda Hood, new emphasis has been placed on the important sustainability goal of improving public education. A challenge in initiating the Sustainable Communities public participation program in Orlando has been the perception that the pursuit of sustainability is "business as usual" in this community. Nevertheless, the Sustainable Communities designation and resulting emphasis on sustainability is a new way of organizing and expanding the agenda for a livable and enduring community.



City of Berkeley, CA Case Study
By James Keene, City Manager, Berkeley, CA

Long a leader in social, environmental and political issues the City of Berkeley, CA continues to explore and experiment with efforts to build and support what is increasingly described as sustainable community. For many reasons, from the global to the local, the City has been driven to and has been encouraged to "tinker" in this arena, to borrow a verb from Meg Wheatley's description of how nature itself adapts and makes adjustments. Some of these City and community efforts have born fruit...others are perhaps building blocks of a critical mass for community transformation still under assembly.

The City of Berkeley is an essentially fully "built out" urban community, with a population of 105,000 within a 10.9 square mile radius that reaches from San Francisco Bay (directly across from the Golden Gate Bridge) up into the lush Berkeley hills, and then south to Oakland. In the fall, the City is always vulnerable to fire from the east hills (the Oakland-Berkeley Hills fire of 1991 is the nation's most devastating urban-wild lands interface fire). The City also sits directly on the Hayward Fault, with a 28% estimated risk of a major earthquake of 7.0 or greater predicted within the next 30 years.

Perhaps it is this ever present potential for natural calamity, or the city's turbulent political and social history of the 60's and 70's, or its still current activist constituencies and the diversity of its population, or just the strong mindedness of a college town full of intelligent, opinionated people that engenders a willingness to reach beyond current boundaries, whether they are geographic or intellectual or the parameters of time. Berkeley efforts focus on a constant tinkering in environmental, social, economic and political realms to help maintain and build a vital and meaningful (sustainable) community that honors the past and fully acknowledges the future.

In the 1950's, a movement against land-filling and development of the Bay shoreline resulted in a General Plan that promoted in-fill development. This led to policies against street widening and in support of walking, bicycling and mass transit. Later, when Bay Area Rapid Transit (BART) came to the Bay area, in keeping with concern about community livability and design, Berkeley residents passed a supplemental local tax to put BART underground within the borders of Berkeley. The city successfully helped spearhead State legislation favoring transit oriented development. The city is currently considering new housing development of higher density that could be approved with *fewer* car and parking requirements, in an effort to attract more people *willing to live without cars*. The city, befitting a college town, has the largest percentage of bicycle usage in the Bay Area. More radical discussions continue to evolve, including pedestrian, natural living and human scale community design concepts such as the eco-city concept advocated by such thinkers as Richard Register. The draft 1998 General Plan, now entering the public hearing stage and review by the City Planning Commission, recommend integrating environmental services, adopting strong environmental principles to frame decision making, training staff as *educators*, and encouraging urban village in-fill development.



Section 5: City of Berkeley Case Study (Con't.)

In efforts to maintain a diverse socioeconomic community, some land use policies in Berkeley pursue mixed-use development that encourages a range of development and jobs (including skilled industrial) in efforts to support a sustainable community through social diversity. In the early 1990's the City adopted development impact fees to offset effects of development on affordable housing and childcare and encourage fuller social and civic involvement as part of the development process. For years, Berkeley was a leader in rent control as an effort to maintain affordable housing and a diverse community. The City has also developed a "first source" jobs program to help encourage new business to hire local residents. The City-Bayer Pharmaceutical Development Agreement of the early 1990's established ground-breaking partnerships in community building as part of development approval. One such initiative is Bayer's funding commitment to biotechnical education and jobs for local youth.

A brief review of Berkeley efforts to respect the environment through big or small, symbolic or practical initiatives: in response to the energy crisis of the 1970's Berkeley established a City Energy Office and a not-for-profit agency that promotes energy conservation and renewable energy. In 1986 the City established its own Toxics Management Division which regulates programs typically administered at the county level. Efforts to respond to environmental concerns sometimes results in programmatic impact on city service delivery – for example, the City does not allow the use of pesticides or gas leaf blowers in its Parks Division, city cleaning supplies are "green," and city purchasing policies are affected by everything from the Valdez Principle to the Nuclear Free Berkeley Act (which also prohibits standard city purchases from any business involved in the nuclear weapons industry – a not inconsequential list).

Berkeley was the first city in the nation to initiate curbside residential recycling, a ban on the use of polystyrene (styrofoam), and has pioneered in successful small business recycling programs and city procurement of recycled products. The Berkeley/Oakland Recycling Market Development Zone is the most successful in the State of California. More recently, the city acquired a fleet of electric vehicles and established a commute store with the University of California. The city is also experimenting anew with natural gas vehicles. The community itself attracts people concerned with alternatives, including critical mass bicycle activists, or electric vehicle developers and marketers, or scientists and social, economic and political theorists. Such efforts, in conjunction with the livable and human scale of the community's design and the presence of mass transit has resulted in a community that is more resources efficient than most in the United States. For example, a recent inventory of energy-related carbon dioxide emissions in Berkeley found 6.5 metric tons per resident annually, compared to 17.5 for the nation.

The city maintains and now especially targets environmental business development, with pioneering efforts in energy efficiency, outdoor recreation, green retail, recycling/reuse industries, environmental consulting, alternative transportation, and organic food production.



Section 5: City of Berkeley Case Study (Con't.)

City economic development efforts provide services to 125 existing green businesses with over 2,000 employees. Integrated development and environmental service approaches help business conserve resources and reduce pollution through a series of public-private partnerships.

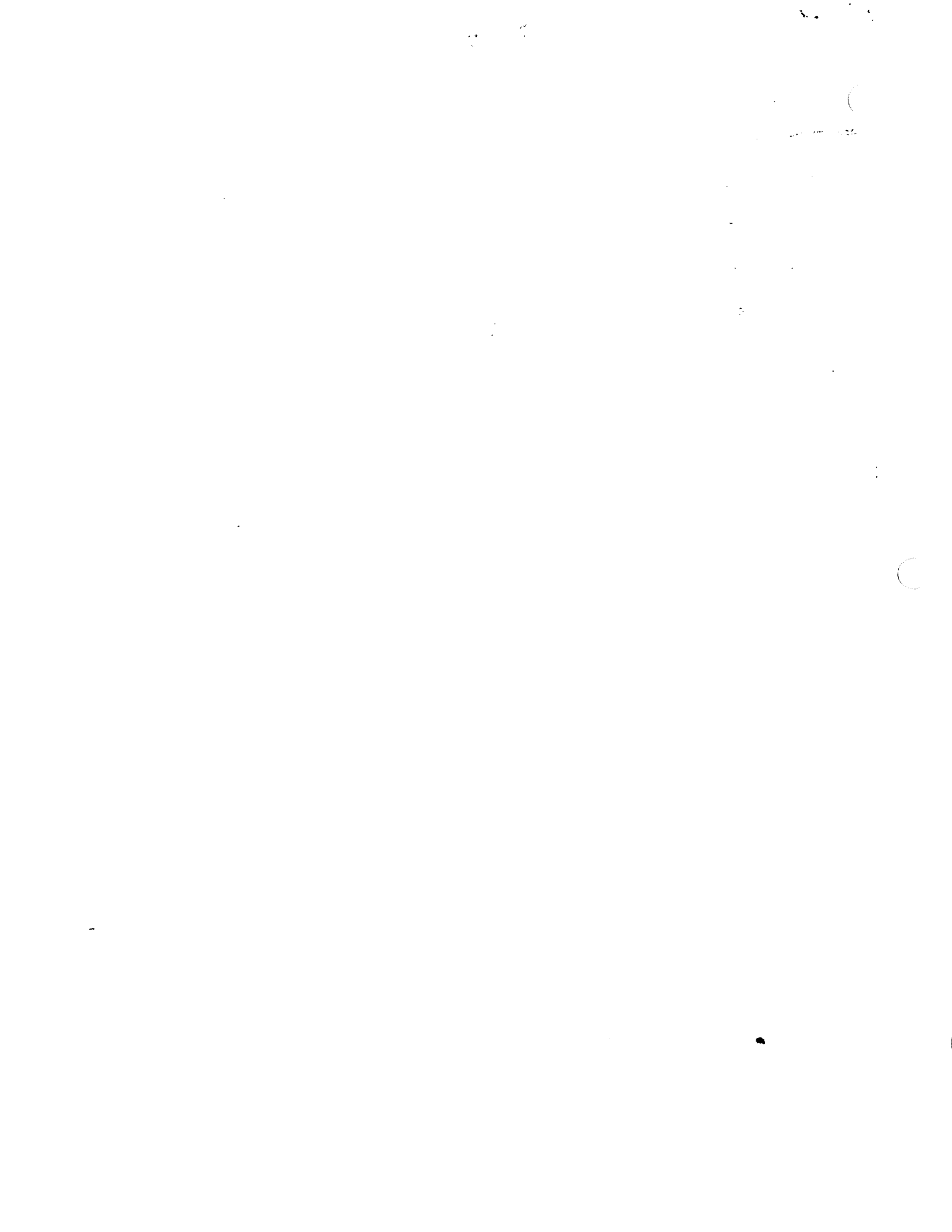
The city seeks to set an example of sustainable development and help create a regional environmental cluster, or *Green Valley* analogous to Silicon Valley.

Recent Successes Include:

- Receipt of the 1996 California Governor's Environmental Leadership Award for Environmental Economic Partnerships, for Berkeley's Environmental Economy Program.
- National Recycling Coalition Award in 1995 for the Recycling Market Development Zone (RMDZ).
- California Association for Local Economic Development award in 1995 for the RMDZ.
- Packaging \$1.7 million in loans and grants for recycling businesses, generating over \$3.6 million in investments.
- Reducing 1996 landfilled material by 40% since 1990, including diversion of 38,000 tons of material to new recycled products markets.
- Active outreach to manufacturers to identify opportunities for eco-efficiency improvements and gained pledges from 30 companies to reduce CO2 emissions through the *ClimateWise* Program.
- Outreach to over 1500 businesses each year offering eco-audits and technical assistance; providing environmental education to 50,000 children each year.
- Participation in the Alameda County Green Business Program which is targeted to specific polluting industries, beginning with auto repair.
- Promoting deconstruction practices in City construction projects and constructing a straw bale building demonstration projection.

Nonetheless, Berkeley's efforts toward a sustainable community are still in the beginning stages. Concentration in two critical areas is our focus for the future. First is to engender even broader community support and participation. The processes and forums for convening not just the necessary discussion by also generating decisions for the difficult choices required (the future over the present, for example) need to be better. Second, is service integration (environmental, economic, design, regulation and incentives, and social programs) within the city organization and across and beyond our boundaries to business and the non-profit sector. And while much of this abstract focuses on the environmental perspective, the Berkeley approach to sustainability extends to social structure and make-up, political freedom and diversity, and physical design and scale of community.





Northampton County, VA Case Study

By Tom Harris, County Administrator, Northampton County, VA

Between the Chesapeake Bay and the Atlantic Ocean, lies the slender finger of land known as *Virginia's Eastern Shore*. At the southern tip of this peninsula, which the Native American peoples called the "land between two waters," you will find Northampton County.

Northampton is rich in natural and cultural assets - beaches, islands, marshes and woodlands, tidal creeks, fish and shellfish, birds and wildlife, open land, clean water, historic villages and farms, skilled people, hardworking people, people of proud Native-American, African-American and European-American heritage. Northampton County is working to simultaneously invest and protect these assets in order to build a strong and *lasting* economy that benefits all of its people in order to preserve one of the last truly exceptional unspoiled places on America's Atlantic coast. This effort is called the *Northampton County Sustainable Development Initiative*.

Despite its gifts, Northampton has severe problems. It is among the poorest counties in Virginia, and has been hit with steep job losses resulting from reversals in its traditional seafood and agriculture industries. Twenty-seven percent of its 13,000 residents live in poverty compared with ten percent statewide. Twelve percent of the County's homes lack indoor plumbing. The *Sustainable Development Initiative* is a direct expression of the community's determination to overcome its challenges and ensure a more prosperous and hopeful future for all of its citizens.

Northampton County is committed to development that is good for *business*, good for the *environment*, and good for *people* - all of its people. By properly using its natural and cultural assets, the community will meet the needs of its people and businesses. And by protecting these assets, the community's people and businesses will continue to profit from them and enjoy them for generations to come. This marriage of investment and protection is *sustainable development-real* development. Northampton County's commitment and accomplishments have earned national recognition as a model for the real and lasting development of communities throughout America.

The County has made it its mission to *capitalize on and protect Northampton's world-class natural, cultural and human assets for the ongoing benefit of all citizens*. To accomplish this mission, Northampton County has formed a citizen task force and created a comprehensive economic development/resource protection program called the *Sustainable Development Action Strategy*. The *Action Strategy* was created by the people, adopted by the County Board of Supervisors, and is now being implemented. It earned the *Presidential Leadership Award* from the National Association of Counties and was one model for the *National Sustainable Development Action Strategy* now being formulated by the President.



Section 6: Northampton County, VA Case Study (Con't.)

Northampton County is aggressively pursuing six industry areas with immediate and ongoing potential to provide job and business opportunities. These industries can continue to be successful indefinitely, if developed and managed wisely. Each of these industries depends on one or more fundamental vital assets for its initial development and ongoing profitability. Ultimately these industries, the assets they are built upon, and the people of the local community who are responsible for development of these industries and stewardship of these assets are each dependent one upon the other. Northampton County's targeted industries and corresponding vital assets are:

Industry

- Agriculture
- Seafood and Aquaculture
- Heritage Tourism
- Arts, Crafts and Local Products
- Research and Education
- New Industry

Vital Assets

- Productive Land
- Clean Water
- Preserved Natural and Cultural Resources
- Culturally-Diverse and Authentic Community
- Intact Natural and Cultural Systems
- Sense of Place, Quality of Life, Fresh Water

A program of concerted action to develop these industries and protect the assets on which they rely has been developed by the county and is now being implemented. This *Sustainable Development Action Strategy* as created by the Sustainable Development Task Force, appointed in September 1993 by the Board of Supervisors and representing a cross section of Northampton citizens. The *Strategy* provides for concerted action by business, non-profit organizations, academic institutions, government and citizens to build a world class community with a standard of living that equals Northampton's rich natural and cultural assets.

The focus of the *Sustainable Development Action Strategy* is a program of achievable, measurable actions. Accomplishment of these actions will provide immediate tangible successes. However, these immediate objectives are only a means to an end. The true measures of success must come in the enhancement of the community's economic, social and environmental health.

There is much to be done, but in its short history Northampton's Sustainable Development Initiative has already accomplished much in:

1. **Creating new family-wage jobs with benefits and career advancement opportunities.**
2. **Promoting growth of existing businesses, providing new locally owned business opportunities and attracting new business industry.**
3. **Creating an industrial tax base to support adequate government services.**
4. **Diversifying the County's economic base.**
5. **Ensuring the protection, enhancement and sustainable use of the natural, cultural and people assets upon which the County's ongoing economy and continued quality of life depend.**



Internet URL and Contact Listing

Sustainability Internet URL's:

- **DOE Center for Excellence on Sustainable Development Home Page**
www.sustainable.doe.gov
- **Smart Growth/Sustainable Communities Network Home Page**
www.sustainable.org
- **President's Council for Sustainable Development**
www.whitehouse.gov/PCSD
- **Maryland Smart Growth Program**
www.mop.md.gov
- **The Center for Renewable Energy & Sustainable Technology (CREST)**
solstice.crest.org
- **International Council for Local Environmental Initiatives**
www.iclei.org/iclei/linkdb.htm
- **Center for Sustainable Communities**
<http://weber.u.washington.edu/~common>
- **City of Portland, OR Home Page**
www.ci.portland.or.us
- **City of Orlando, FL Sustainable Home Page**
www.ci.orlando.fl.us/departments/planning_and_development/sustain.html



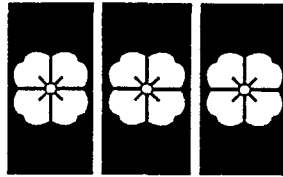
Section 7: Internet URL and Contact Listing (Con't.)

Sustainable Contacts

City of Boulder, CO Alice Guthrie	303/441-1915
Village of Valmeyer, IL Dennis M. Knobloch	618/935-2131
City of Boca Raton, FL Carmen Annunziato	561/393-7794
Martin County, FL Susan Adams	561/288-5495
City of Ocala, FL Oel Wingo	352/629-8401
City of Orlando, FL Rick Bernhardt Valerie Hubbard	407/246-2269 407/246-3155
City of Tampa/ Hillsborough County, FL Randy S. Goers	813/274-8401
City of Chattanooga, TN Dave Crockett	615/757-5196
Town of Red Lodge, MT Gary Ferguson	406/446-2388
President's Council on Sustainable Development	202/408-5296



C I T Y O F



MILWAUKIE

*** M E M O R A N D U M ***

October 28, 1999

To: Mayor and City Council
From: Dan Bartlett, City Manager *Dan*
Re: SB 122 Citizens Group

Action Requested

I am sending you the attached materials to keep you "up to speed" on this project's progress.

Background

The SB 122 effort has slowed down as the County moves forward with their "Complete Communities" process. Mike Swanson has been retained by several of the SB 122 participants to facilitate the Citizen Group. They held a meeting on October 18, 1999.

Mike has been helping us keep moving toward the ORS 195 agreements. Depending upon how Senate Bill 543 is implemented our agreements need to be completed by 2003, or this could be delayed until 2008 (SB543 time extension). Current thinking is that the water agreement will be developed now and other agreements will follow. The planning agreement will probably be delayed until after Complete Communities.

We can plan a work session on SB 122, after the first of the New Year.

cc: File - cm2253/hd

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

TO: SB122 Citizen Group Members
FROM: Mike Swanson
DATE: October 27, 1999
RE: Attached Memo

I am enclosing my notes from the October 18 meeting. It was a lively, freewheeling session that allowed for an open discussion of the issues. I am sure that those in attendance join me in thanking Mike Jordan for taking time out from his busy schedule to spend the evening with us and to keep the group members "in the loop."

As the "Complete Communities" initiative moves forward, the County has committed to distribute a periodic newsletter to keep interested persons informed. I have asked that they include each of you on their mailing list so that you receive the updates.

If you have any questions, please call me at 699.7780.

sb122-oct18-2

TO: SB 122 Citizen Group
FROM: Mike Swanson
DATE: October 27, 1999
RE: October 18, 1999 Meeting Notes

Commissioner Mike Jordan and County Administrator Steve Rhodes attended the meeting to brief the Citizen Group on the County's "Complete Communities" initiative and to receive feedback on the project.

"Complete Communities" is the County's attempt to "knit the County's diverse communities into a broad tapestry while not creating cookie cutter communities." It is hoped that the initiative will provide County government with community goals that it might then use to guide its decisions. "The central question seems to be how you define a community(ies) and its values." A "broad base of citizens" will be appointed to craft a process and to move the project forward. It was noted that "Complete Communities" "meshes pretty well with the product developed by the North Clackamas SB 122 Citizen Group."

At present the County has convened a group of twelve local government officials to review and select a consultant to manage the project. The interviews will be conducted on November 19. The selected consultant will then be working with a group of between 30-50 citizens to design the process. Given the number of participants it may be necessary to work through subcommittees. Process issues such as data collection and refinement and a feedback loop will be developed. Examples of groups that could participate in the latter were CPOs, neighborhood organizations, and "citizen juries." It is anticipated that the process will be developed and the project "ready to go" in February 2000.

Citizen Group members raised the following issues with respect to the initiative:

- We do not need another citizen process to identify concerns and priorities. Rather, what is needed is vision and leadership from the County.
- If the process goes forward, the County needs to ensure that specific expertise is engaged to address issues. An example would be the need for economists to analyze the variety of service delivery options. The consultants should not dictate the result, but they should lay out the problem(s) in understandable terms.
- Another citizen process will merely create information that has already been provided. We know the issues-in Clackamas County they are transportation and jobs.
- The County needs to establish the goals and timelines of the process before a consultant is hired.
- The SB 122 process may be "muddled" through the "Concurrency" and "Complete Community" initiatives. There was some disagreement over whether or not "Complete Communities" could lead to SB 122 agreements.

Mike felt that they might be separable and that elected officials could direct managers to move forward to complete SB 122 agreements.

- There was concern that the process would be another one that picks up a head of steam only to collapse as it got closer to possible resolutions.

sb122-oct18

**CITY OF MILWAUKIE
CITY COUNCIL AGENDA
NOVEMBER 2, 1999 -- REVISED**

MILWAUKIE CITY HALL
10722 SE Main Street

1826th MEETING

REGULAR SESSION - 6:00 p.m.

I. CALL TO ORDER
Pledge of Allegiance

II. PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS

- A. Ardenwald Elementary School Skit**
- B. Public Safety Appreciation Week -- Proclamation**
- C. Veteran's Remembrance Celebration Day -- Proclamation**

III. CONSENT AGENDA *(These items are considered to be routine, and therefore, will not be allotted Council discussion time on the agenda. The items may be passed by the Council in one blanket motion. Any Council member may remove an item from the "Consent" portion of the agenda for discussion or questions by requesting such action prior to consideration of that portion of the agenda.)*

- A. City Council Minutes of October 9, 18 & 19, 1999**
- B. OLCC Application for 7-11 at 10435 SE 42nd Avenue (change of ownership)**

IV. AUDIENCE PARTICIPATION *(The Mayor will call for statements from citizens regarding issues relating to the City. It is the intention that this portion of the agenda shall be limited to items of City business which are properly the object of Council consideration. Persons wishing to speak shall be allowed to do so only after registering on the comment card provided. The Council may limit the time allowed for presentation.)*

V. PUBLIC HEARING *(Public Comment will be allowed on items appearing on this portion of the agenda following a brief staff report presenting the item and action requested. The Mayor may limit testimony.)*

None Scheduled

VI. OTHER BUSINESS *(These items will be presented individually by staff or other appropriate individuals. A synopsis of each item together with a brief statement of the action being requested shall be made by those appearing on behalf of an agenda item.)*

Consider Public Hearing Dates for Street Vacations

- 1. SE 24th Avenue between SE Ochoco and SE Stubb Streets**
- 2. SE 25th Avenue between SE Beta and SE Stubb Streets**

VII. INFORMATION

A. Board and Commission Minutes

- 1. Center Community Advisory Board, September 10, 1999**
- 2. Ledding Library Board, September 27, 1999**
- 3. Planning Commission, September 28, 1999**

B. 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.

CITY OF MILWAUKIE
CITY COUNCIL AGENDA
NOVEMBER 2, 1999

MILWAUKIE CITY HALL
10722 SE Main Street

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Proclamation

WHEREAS, whether they are saving lives, directing traffic, fighting fires, helping families or apprehending law violators, public safety personnel are of vital importance to the health, safety, and comfort of our state; and

WHEREAS, the safety of persons and property is imperative to the well-being of the State of Oregon and our nation; and

WHEREAS, Public Safety personnel act to preserve and enhance the well-being of Oregonians and protect our people and property from misfortune and distress; and

WHEREAS, the efficiency of the qualified personnel who staff public safety departments is significantly influenced by the public attitude and understanding of the importance of the work they perform; and

WHEREAS, the resourcefulness and integrity of those public safety departments are an integral part of the health and safety of the citizens of our county; and

WHEREAS, community support and interaction is vital to the efficient operation of public safety departments and their programs; and

WHEREAS, it is fitting and proper that we recognize the ongoing contributions of Oregon's Public Safety personnel by honoring and remembering them.

NOW, THEREFORE, BE IT RESOLVED, that I, Carolyn Tomei, Mayor of the City of Milwaukie, hereby proclaim November 22 – 28, 1999 as

Public Safety Appreciation Week

and encourage all citizens to join in this observance.

Carolyn Tomei, Mayor

ATTEST:

Pat DuVal, City Recorder

PROCLAMATION

WHEREAS, THE Milwaukie Benevolent, Protective, order of Elks #2032, a fraternal organization, whose Pledge is, "As long as there is a Veteran in a hospital he will never be forgotten", and

WHEREAS, the members of the Veterans Committee have visited the Patients at the Portland Veterans Administration Medical Center, hosted the Patients on a monthly visit to the Elks Lodge the past 36 years, adopted Veterans in the local Nursing Homes; and

WHEREAS, since 1988 has held a Veterans Day "Remembrance Celebration" honoring the "Enlisted Serviceman/Woman of the Year" of the U.S. Coast Guard, Oregon Army National Guard, U.S. Marine Corps Reserve, U.S. Naval Reserve, U.S. Army Reserve, U.S. Air Force Reserve.

NOW, THEREFORE, I Carolyn Tomei, Mayor of the City of Milwaukie, the City of the Dogwoods, do hereby proclaim November 5, 1999, as

MILWAUKIE ELKS
"VETERANS REMEMBRANCE CELEBRATION DAY"
IN THE CITY OF MILWAUKIE

and urge all Citizens to join with me in expressing our sincere appreciation for their efforts and for their gracious participation in community events.

Carolyn Tomei, Mayor

ATTEST: _____
City Recorder

**MISSION VISIONS WORK SHOP
CITY COUNCIL, NEIGHBORHOOD DISTRICT ASSOCIATIONS, AND
BOARDS AND COMMISSIONS
OCTOBER 9, 1999**

The session started at 9:00 a.m. in the Public Safety Building Community Meeting Room.

Attendees:

Table 1: Jean Johnson, Lillie Moore, Keith Faust, Sue Trotter, Carolyn Tomei.
Table 2: Paul Verbout, Forris Frick, Ed Zumwalt, Bob Hatz, and Rob Kappa.
Table 3: Donald Hammang, Judy Borden, Howard Steward, and Mary King.
Table 4: Bernice Vickerman, Alan Fletcher, Mart Hughes, and Jeff Marshall.
Table 5: Gary Michael, David Aschenbrenner, Jim Schierholz, and Larry Lancaster.

Staff Present: City Manager Bartlett; Assistant City Managers Bennett and Richards; Police Chief Kanzler; Neighborhood Services Manager Gregory.

Facilitator: Mike Swanson

Mayor Tomei greeted the attendees and Swanson reviewed the day's agenda.

Responses to "What do you expect to get out of today's meeting?"

Carolyn Tomei

- Hear from the community about the mission and vision
- Make sure the story gets out to the community
- Get more feedback about what can be done better.

Jean Johnson -- 58 year resident from Ardenwald

- People want to see Main Street revitalized and look more like Lake Oswego
- Better stores and restaurants
- Put a McMenemy's on the Jr. High School site
- People are living in school buses in Ardenwald -- real eyesores
- More temporary garages with more parked cars
- City needs to be more alert -- use codes
- She enjoys being a part of a neighborhood that cares

Lillie Moore -- 52 year resident

- Push community spring clean up more -- encourage more attractive neighborhoods
- Get people to take care of what they have
- Businesses are moving out because no place to park.
- People need to start walking or taking public transportation

Sue Trotter -- 26 year resident; Ledding Library Board Chair

- Interest is in children and education
- As Ledding Library Board Chair she is concerned with how the Library will fit with the riverfront/downtown development

Bob Hatz -- 82 year resident; Citizens Utility Advisory Board (CUAB) Vice Chair; and Linwood Neighborhood District Association (NDA) Land Use Committee

- He is pleased with the improvements he is seeing
- His main interest is the riverfront

Paul Verbout -- 8 year resident; Riverfront Board member

- Interested in revitalizing downtown, riverfront, and McLoughlin Blvd.
- Make downtown livable and usable for citizens

Ed Zumwalt -- 31 year resident; Library Board member; and Historic Milwaukie Neighborhood District Association (NDA)

- Funding and stability for the Library
- More neighborhood revitalization and increased citizen involvement in meetings like this -- include youth
- What are plans for downtown beyond Crandall?
- More emphasis on Milwaukie history in the downtown/riverfront plans

Forris Frick -- 45 year resident; Lake Road NDA

- Has not seen a lot of changes over the years
- A major thing to work on is Lake Road itself and put up some signs to keep trucks off
- Concerned about urban forestry decisions and how they will impact trees on private property and street trees

Mary King -- 30ish years; City Councilor

- Would like to see a vehicle for communication
- Build consensus
- Communicate quickly and efficiently
- Develop community pride
- Increase participation
- Mission and Vision Statement contain a vehicle for change

Judy Borden -- Planning Commission

- Came to listen
- Personally want downtown and riverfront revitalized
- Improve appearance of McLoughlin Boulevard
- Modify code to require better property maintenance

Howard Steward -- Planning Commission

- Wants to listen
- Create planning policies that make the city a good place to live in the future -- 30 years from now for today's children

Mart Hughes -- 30ish years; Park and Recreation Board; and Wetlands Steward

- City takes on active stewardship for parks, open spaces, natural areas, and wetlands
- Active with creeks and preservation of fish
- Address regional issues
- Enlarge plans -- current plans fall short

Jeff Marshall -- 16 year resident, Councilor

- Here to listen
- Keep the small town feel
- Upgrade downtown and neighborhoods

Molly Hanthorn -- Milwaukie Center/Community Advisory Board; and Island Station NDA

- Start mentoring youth
- Hearing that people have similar desires

Bernice Vickerman -- Hector Campbell NDA

- Concerned with 37th Avenue and Railroad intersection
- Concerned about trees
- Concerned about infill and lack of roads to carry traffic

Gary Michael -- Island Station NDA; Milwaukie Downtown Development Association (MDDA) Visual Arts Committee Chair

- Improve the appearance of downtown and neighborhoods

Larry Lancaster -- 24 year resident; City Councilor

- Culminates and defines a good process for getting ideas and desires out to the people
- Walk out of the meeting with a good product that reflects what people really want

III. 4

Jim Schierholz -- 66 year resident; Traffic Safety and Transportation Board (TSTB)

- Here to listen
- Interested in riverfront improvements
- Improve Railroad Avenue so it can be used

Dave Aschenbrenner -- 9 year resident; Traffic Safety and Transportation Board (TSTB); and Hector Campbell NDA Land Use Chair.

- Concerned about streets and railroad crossings
- Work on revitalizing the downtown area
- Learn more about the City and help shape its future

Rob Kappa -- City Councilor

- Listen to people's thoughts

Alan Fletcher -- Citizens Utility Advisory Board (CUAB)

- Here to listen and give input

Keith Faust -- Historic Milwaukie NDA

- Develop a good Vision Statement

Swanson heard that time was important to the people in the room -- for example, how long they have lived in Milwaukie. Time is an investment, and the people in this meeting have an investment in their community. The community leadership has two important functions:

1. Responsible for creating the Mission Statement -- it tells, in a memorable sound bite, why the City is here; and
2. Responsible for developing the Vision Statement or a picture of what people want the City to look like in the future.

Why Bother? Mission and Vision Statements can make things happen. People in this room can create a legacy and develop a clear direction statement so people can participate and communicate. Statements provide a vehicle for accountability so people know what the City is doing.

Tomei gave a brief overview of how the draft Mission and Vision Statements were developed over a period of about a year:

- Kezziah Watkins town hall
- Community survey
- Neighborhood visioning
- Board and Commission work plans and goals.
- City Council opening up lines of communication
- Creating a new vision for the new millennium

Gregory reviewed the process through which the neighborhood visions were created after a year of intensive work culminating with Council adoption at the end of the year.

Swanson reviewed the timelines for adopting the Mission and Vision Statements, and Gregory discussed the review period.

Process follow-up -- did it work well?

Table 1

- Worked well

Table 2

- Good start but not the end of the work that needs to be done
- Continue to address other issues

Table 3

- Process was fabulous
- Values being carried forward
- Lots of discussion about formatting

Table 4

- Liked the process
- Good for discussion and collaboration
- Like use of marker

Table 5

- Use of markers good idea to get things going -- helps identify areas of agreement/disagreement
- However, did not like the marker colors

It was consensus of those present that the process would probably work well with Boards and Commissions and NDAs.

How do you feel about the substance of the statements?

Table 3

- Needs to be more succinct -- not so much flowery language
- Commonality of terminology -- i.e., what's a "destination"
- Problem with "-ests" because they are hard to live up to
- More environmental awareness
- Do not use references to 21st Century
- Use action words -- not passive

III. 6

Table 4

- Mission statement: *"Small town values, for a lifetime."*
- Generally agree -- pretty good document
- Why reference 2020 in the Vision Statement?
- Re-think some words -- "happy" residents, "affordability"
- Use Kellogg Creek when talking about waterways
- Public Safety -- "sense of safety" is more like a perception than a reality or standard
- Infrastructure may be the wrong heading because it talks more about services -- "adequate" is probably not a good word so how about "quality"
- "fair cost" out, use "responsible"
- do not like term "inspired visitors" in Vision Statement

Table 5

- Agreed with Table 4 comments
- Vision Statement -- no "2020", "happy" residents, or "inspired" visitors
- Make *"Our children are thriving and proud of the place we have made"* the last sentence.
- Concerned about reference to "living wage" -- use "promoting" instead of "providing" a living wage (lots of input on "living wage" and what kinds of jobs/wages people thought should be in the community)
- Set standards
- Look at the document from the planning perspective -- what are the land use implications?
- Concise document -- length is good considering so many topics
- Cultural resources -- add education

Table 1

- Appalled by the section on transportation -- re-do the whole thing
- Too much auto -- encourage pedestrian options
- People want to protect the environment, but they never take the bus or walk
- Youth activities to help lower crime rate -- do not like "lowest crime rate" reference
- Unique city with accessible riverfront
- Unique small town atmosphere
- Infrastructure development should pay for itself
- *"In the year 2020, Milwaukie has preserved from its past and taken advantage of opportunities by incorporating values of its citizens and remaining a strong partner in the region. Involved residents and visitors enjoy a dynamic downtown that connects to a unique, accessible riverfront. Our neighborhoods are peaceful enclaves of safety and affordability. Our strong community-based planning ethic affects how we live, work, play and travel to and from our City situated in the Willamette-Johnson Creek Watershed."*

Table 2

- Listen to individual recommendation for the draft vision statement
- Mission statement -- 21st century is cutesy, growing with grace okay; not much interest in other
- Include dispatch in public safety section
- Paths need to be connected
- Development that compliments public amenities -- setbacks, sidewalks, downtown
- Controversy on tree issue -- trees on private property need to be discussed in a different setting -- trees in public right-of-way are amenities
- Transportation -- change to "usable waterways"
- Regional connections -- good visibility, speed, NDA involvement with any development
- Cultural resources -- Library is a definite anchor and needs to connect with the rest of downtown
- Built environment -- signage downtown -- no big electric signs
- Enticing entrance to the City -- appealing and attractive -- define downtown boundaries
- Economic development consensus is livability issue and need to look at increasing the tax base, not the tax rate
- Infrastructure -- need more input from the NDAs to help develop choice
- Fiscal accountability -- specific accountability systems to make it easier for the citizens and taxpayers to read and understand
- Want a virtual reality City Council

Other Comments:

Verbout -- Important to get the youth perspective, perhaps beginning with teachers who want to get involved.

Moore -- Clackamas High School Key Club worked hard on Water Tower park improvements.

Johnson -- Appreciates what has been able to happen through the Neighborhood Grant Program.

Deadlines: Gregory would have "kits" ready for liaisons to bring to the monthly NDA meetings. The group agreed on a two-month review process with the deadline for NDA and board and commission input moved to December 9th.

III.

Critique of the meeting

- Good start
- Have some kind of projection of what it will take for the City to survive in the future
- What kind of growth and what kind of services will be needed?
- People work together when they have a project
- Like having a time structure
- Need to follow through on identified projects

The meeting ended at 1:00 p.m.

Pat DuVal, Recorder

MILWAUKIE CITY COUNCIL
WORK SESSION
OCTOBER 18, 1999

The meeting came to order at 5:30 p.m. in the City Hall Conference Room.

Council present: Mayor Tomei and Councilors Kappa, King, Lancaster, and Marshall.

Riverfront Board Members: James Bernard, Chair, Kathi Cardinalli, Dave Green, Michael Martin, Paul Verbout, and Mitch Wall.

Consultants: George Crandall & Don Arambula; Gill Williams, Atlas.

Staff present: City Manager Bartlett; Assistant City Managers Bennett and Richards; Information Specialist Wheeler; Planning Director Rouyer; Neighborhood Services Manager Gregory.

Information Sharing

1. **Councilor King** was concerned with the number of youth congregating at the Town Deli.
2. **Councilor Kappa** felt there were issues relating to cigarette sales to minor that needed to be addressed.
3. **Councilor Marshall** attended the Clackamas County Growth Conference held on October 15, and it was clear that the County as a whole needed a cohesive vision to deal with future growth. The group discussed infrastructure and funding. **Mayor Tomei** attended the County's Complete Communities meeting relating to improved communications and developing a sense of vision. **Councilor Kappa** suggested discussing these issues with the Planning Commission.
4. **Councilor Lancaster** reviewed correspondence he had received from the Citizen Involvement Institute and census information. **Bartlett** indicated the census issue was not something to which the City Council needed to respond.
5. **Councilor King** announced the Johnson Creek Watershed Summit on October 30, 1999.

III. 10

6. **Councilor King** discussed Monroe Street traffic and Milwaukie Lumber trucks. **Bartlett** said the business has been cooperative by using Hwy 224 and Harrison Street as frequently as possible. Monroe is a public street, and all truck traffic cannot be diverted. The group discussed Milwaukie in relation to regional traffic issues.
7. The group discussed name badges and a group photo for *The Pilot*.

Community Forum

Annaliese Hummel, 2802 SE Monroe Street. She had gathered signatures from neighborhood residents and found they had concerns similar to hers regarding traffic. These were: increased traffic, speeding, trucks, and the need for traffic calming devices. She also noted that Monroe Street was very near the 30-point threshold required for consideration under the Neighborhood Traffic Management Program (NTMP). She asked why the elected officials did not protect the citizens. More and more traffic calming devices are being installed in Portland and surrounding areas.

If the riverfront/downtown plans are successful, traffic will only become worse in the adjacent, established residential neighborhoods. She wanted to make sure negative impacts would be prevented before they happen. Traffic and noise from Hwy 224 is already horrendous because of increased volume and is getting worse. She made the following suggestions: move the "City Center" sign past Harrison Street so drivers have enough time to plan for the turn; lower the speed limit between the Hwy 224 overpass and Harrison Street to 35 mph; and time the traffic lights for a longer green between Oak and Harrison Streets.

Hummel addressed downtown redevelopment. She was not in favor of a McMEnamin's at the Jr. High Site. She wanted a downtown that would be attractive to citizens and visitors and recommended demolishing Key Bank and building something smaller. The current City Hall is a beautiful asset to downtown. She supported art including murals in public areas that people could enjoy. A computer store in Perry's does not attract people, and she suggested a downtown design similar to Aspen, Colorado. She recommended moving the transit center further north so it could serve the Sellwood neighborhood.

Hummel discussed a neighborhood issue regarding property at 28th Avenue and Monroe Street. Code enforcement directed the resident to prune vegetation because of a clear vision problem. The real problem is the layout of the street; making people cut down their trees is only an easy solution. She recommended a traffic circle and slow down banner at the top of the hill. These are the things elected officials need to take care of for citizens. She added that McMEnamin's does not provide adequate employee benefits.

Review items:

- The menu of objectives for a successful plan included certain defined elements: pedestrian friendly, residential development, employment opportunities, transit access, and connecting the downtown and riverfront.
- A study of Milwaukie's historical background shows that it is and was a river city, but the disconnect started when McLoughlin Boulevard was constructed.
- Most of the waterfront is publicly owned property.
- There is little buildable land above the flood level on the west side of McLoughlin Boulevard. Most of it will flood at one time or another over a period of years.
- The big issue is connecting the downtown to the waterfront.
- The development program came partially from the Hovee economic study and clarified what chips could be played in the downtown area. Fundamentals of a good downtown are a grocery store, storefront retail, and restaurant. A healthy downtown also includes housing, transit, office space, and community services. Milwaukie has a bonus in that it has the potential for a hotel when the Kellogg Treatment Plant moves. The Dark Horse film animation and production operation could stimulate cultural and artistic outlets as well as college satellite campuses. The seeds for these already exist downtown and need to be cultivated to enhance Milwaukie's uniqueness.
- Ideas for connecting to the riverfront that have been explored have been the boulevard, cap, waterway, and parkway concepts. The Kellogg Marina has been a common theme to all the schemes.
- Thinking big and keeping a small town ambience are not mutually exclusive.
- The public survey of 552 responses indicated that the parkway got a better response than the other alternatives.
- Comparative cost estimates after pulling the marina out of all concepts to be considered as a separate item: Jackson Passage, \$3.2 million; McLoughlin Boulevard Cap, \$13.4 million; Waterway, \$21.5 million; Parkway, \$14.4 million; and Kellogg Marina as a standalone, \$18.2 million.
- People seemed to prefer the Parkway concept. It is, comparatively, a medium cost.
- Question: Who pays? Communities need to invest in the future to get a return. No investment -- no return. The investment is in improving the amenity package in the downtown to attract investors. New downtown development should pay for those proposed public improvements.
- How much development is needed to pay for those improvements? For every public dollar spent, seven dollars needs to come from private investment. The Parkway Concept would need to stimulate \$100 million over an extended period of time.
- What possibilities would the Parkway have to develop this kind of investment? **Crandall** reviewed the framework plan with different land uses including commercial, higher density housing, existing housing, institutional uses, and parkways. The public amenity package would consist of the waterfront development; the parkway itself; improvements to Main, Harrison, and

Washington Streets such as sidewalks, lighting, intersections, design guidelines, and landscaping; and connections to Spring Creek. Milwaukie's fundamental problem is that it has very little land.

- The framework provided some good private investment sites. **Crandall** recommended some housing at the Jr. High Site because of the amenities and open space. In broad terms, the entire downtown cannot be a greenspace because public improvements will be needed to attract investment. This could be a very compact and rich development if done correctly. The greenspace could be carried up into the current lumberyard and the creeks opened. The second block of the parkway could be partially developed for retail and/or a restaurant between Main Street and 21st Avenue.
- **Crandall** discussed the Parkway Concept that would consist of an underpass that was 120 feet wide and at least 15 feet high featuring a fountain, viewing area, and terraced access. He showed how the businesses, offices, and housing might be distributed around the amenities to attract developers. The waterfront could have a staging area connecting to the road with an esplanade for walking and viewing, a rowing facility, and perhaps a floating restaurant. Housing was shown north of 21st Avenue.
- The next problem was making retail work on Main Street. It would work best to have an anchor, such as a grocery store, acting as a trip generator that leads shoppers to adjacent retail. The best and most effective design would be four continuous blocks, edge-to-edge, of retail on both sides of the street. The block upon which City Hall sits is a key block for retail. The value of City Hall in that location versus its being used for retail has to be weighed. Attendees at the last Riverfront Town Hall made it clear they did not wish City Hall to relocate to the Jr. High Building. The City may want to consider moving the building to a less critical retail site.
- The Jr. High Site is quite large at 55,000 square feet and could conceivably house City Hall in addition to a performing arts center. The last Riverfront Town Hall meeting attendees were clear on not wishing City Hall to be relocated. The grounds could be designed to include a Milwaukie Gardens with an exposed Spring Creek and possibly an amphitheater.
- **Crandall** included the latest version of the Tri-Met transit center to the north. A housing precinct could be in that area over the long term.
- To the south, near the end of Main Street could be the Dark Horse performing arts/cultural/entertainment facility. This could work very well. A facility such as this needs to be located near the edge of a development to compliment rather than disrupt a commercial district. This design took the liberty of terminating Main Street at the complex. If Kellogg Lake was returned to its natural state. The complex could potentially overlook a very attractive amenity. The environmental agencies are in favor of this type of action and will actually push for it. The resulting Kellogg Park could be the new location for the current Jr. High playing fields. The hotel site was also indicated with marinas.

- He reviewed the responses from the previous Town Hall meeting in September. Most people voted yes when asked if the Parkway Concept should be moved forward for refinement. People suggested mostly passive uses for the Riverfront Park. They generally reacted negatively to the use of the Jr. High Site as City Hall preferring a McMenamin's and/or cultural facility. They also liked the suggestion of the Kellogg Lake area being used as a park or public athletic facility.

Crandall showed the group a design of a similar development site in Racine, Wisconsin. The Racine City Council adopted the plan, and a marina was built for \$25 million dollars. The problem with this plan was that weekend visitors from Chicago parked their cars and went out on their boats but did not go into the downtown because it had nothing to offer. An amenity package was proposed and \$55 million was spent over a period of time. Similarly, the much publicized Beaverton Round project is isolated and difficult to reach.

Crandall advised the group to be skeptical of what it sees and point out any seeming inconsistencies or potential pitfalls when looking at the fundamentals.

Crandall discussed the connection between the downtown and the riverfront and the Dark Horse proposal to cap McLoughlin Boulevard. He reviewed elevations and pointed out that the cap, rather than being level with the downtown streets, would be five to six feet higher. The cap would likely block the view to the water and be about 40 feet over the water level. The issue would be access to the water. He also recommended that the Dark Horse campus be a more effective attractor at the end of a main street rather than the middle of the business district. The campus uses would be mostly introverted and not provide the everyday types of retail that would cause people to come downtown. The Parkway is the key piece. To be successful, it must be a great hike that compels people to want to use the Parkway to get to the riverfront.

Arambula reviewed the study model and overall plan. The public and the Riverfront Board indicated an interest in part of the Jr. High School property being developed as an amphitheater. The other question would be moving City Hall which would be more a question of cost. It could be relocated next to the Masonic Lodge creating a small district composed of City Hall, Masonic, and Ledding Library. The Jr. High building could be a regional arts and cultural center. The marina uses were moved toward the hotel to make it more of a feature with a restaurant and perhaps a permanently-docked sternwheeler.

The key to making the waterfront work is to gracefully transition under McLoughlin Boulevard. The first challenge would be access. A series of ramps at a 5% slope would address handicap access. Features would include informal, natural streamways with waterfalls. To reduce the perceived width of the area under McLoughlin Boulevard, **Arambula** suggested the median strip be designed in such a way as to provide a skylight to the passage below. This would break

the area into two, 45-foot sections with natural lighting at both ends and above. The bridge would have two travel lanes, bike lanes, solid barrier to address noise concerns, and a cantilevered pedestrian walkway. The City would also want to look at an architecturally pleasing gateway element.

Williams suggested that plants could grow easily in the passage with that much ambient light.

Crandall discussed circulation for waterfront events and the possible access options. There are any number of configurations available with either a hard edge with seats looking back at the garden creating a promontory effect or a soft edge that slopes to the water.

Arambula suggested creating a slight swail to create a better view of the water. A green mall might be developed to connect the neighborhood, park, and housing area. It would be a more informal effect.

Crandall explained these ideas were presented only as possibilities to get a sense of whether or not they work. He asked the group to be very critical. The group discussed giving the bridge a slight arch. **Crandall** said the minimum passage height would be fifteen feet and more was desirable.

Verbout discussed the natural topography and fill needs.

Crandall explained the north end of the bridge was at grade and is above four feet on the other end. Elevations vary through the area.

Verbout suggested locating retail on the ground floor with office and/or living space on the upper floors. This would create some elevation through the downtown area in order to take advantage of the river views.

Crandall agreed the more views of the water the better because that is the natural and most striking amenity of the project. The already-adopted mixed-use zoning would accommodate this type of blend.

Cardinalli liked the design because it was wide open and green with a soft waterway.

Williams reviewed the Park Block design looking east from the river toward a central focus such as a fountain. The design would create a connection back into the town with friendly, usable passive space. The terminus would set up a sequence of visual connections to the south and create a large open space. He suggested leaving the waterfront natural with ample area for a variety of events. Trucks could access the site from the north. By being lower than McLoughlin Boulevard, the park would be buffered from some of the road noise.

Crandall said the goal would be to offer maximum flexibility for the community and not limit the types of events that could take place. The truck access would appear to be a wide pedestrian walkway about 15 feet wide.

Williams discussed the green connection, expanding the Kellogg Bridge, and making the Lake as natural as possible. Naturally shaded pools would help revive the habitat. This would all eventually connect with the proposed sport facility.

Verbout suggested a loop around the downtown to tie the entire community into the Plan.

Arambula outlined the possible walkway connecting Crystal Creek and the Springwater Corridor that would eventually be joined by a footbridge at the Pendleton site.

Crandall encouraged the group to think in terms of looping around the downtown and constantly look for pedestrian and bike connection opportunities.

Cardinalli suggested a hotel on the Pendleton property, and **Crandall** agreed that was certainly an option to consider.

Williams showed the normal flooding area and added that the access road would have to be constructed to possibly be under water every year. It could be elevated somewhat.

Green was concerned with noise problems at the riverfront park; however, terracing the site as it drops toward the river would help.

Crandall said noise needs to be captured at the road level by some sort of solid-edged structure.

Councilor Marshall asked what would be done once Kellogg became a free-flowing stream and was no longer a lake.

Arambula said a concept would go to other agencies such as Fish and Wildlife, and potential trade-offs could affect the uses. The land that would be uncovered by removing the dam would predominantly be publicly owned. There are about 24 property owners on the north side of the lake plus the Kellogg Lake Apartments.

Councilor Marshall understood that the land City Hall sits on was deeded as a park.

Bartlett said there was a deed restriction, but the owners have a large parcel they want to sell the City.

Verbout believed it would be important to factor in the cost of reclaiming land for a limited use such as ballfields. There has never been an economic study as to what the overall impact would be.

Arambula explained that area would probably be a cut and fill balance.

Verbout said there would be a lot of resources going to a public facility that the City would essentially turn its back on.

Crandall said the property could be very useful as a public amenity. It is not a developable site because of its location in the floodplain.

Bartlett felt there might be other public funds identified after the City meets with ODOT and the County.

A member of the audience suggested acquiring the Pendleton property for a hotel because it has better access and parking. Some site on the south end could be used for a restaurant and marina.

Crandall reminded the group that development needs to pay for the amenity package over time.

Verbout did not feel the north side was tied into the project as well as it could be. Maybe the north end could house the government complex.

Crandall said the north end is not amenity-rich, so few would want to live there.

Arambula added that it was his sense that housing on the north end would not be high density. It could support a garden or courtyard complex and perhaps some affordable housing. This concept was an adaptation of something developed during the creation of the transit center.

Councilor Marshall proposed moving forward from the details and discussing how the City Council would get a read on the public acceptance and willingness to support the project. The details will change substantially over the years of the project.

Crandall agreed it was always a concern that a majority of the population was not up to speed on the program. He felt adopting a streetscape plan and creating a viable Main Street would send a convincing message to the community that the project was real. He recommended reconvening the group after the upcoming Town Hall meeting to decide on what kind of outreach should take place. People need to know about the costs and see a somewhat more refined design. It is time to get to a point where people can agree.

III.

18

Councilor King appreciated Councilor Marshall's input. When people talk to her about the waterfront, she wants to have a good idea of what is going to happen and some idea of how much it will cost.

Councilor Kappa agreed with Marshall that the project will not look the same. First, decisions need to be made on how to cross McLoughlin Boulevard. People will vote their pocketbooks, so it is important to consider other funding pressures. The Jr. High Site needs to be involved in the plan. He urged involving the Park and Recreation Board and Library Board in the planning process.

Cardinalli felt the group should adhere to the original goals of having an early, visible success.

Green suggested restoration efforts along Johnson Creek.

Crandall said he would present the group with some phasing suggestions at its next meeting.

Bartlett said the key was to have the plan evolve enough to move forward. A downtown plan, streetscape plan with established criteria for enforceable regulations, and logical phasing were key deliverables. Crandall needs some direction related to moving City Hall and how to deal with deed restrictions.

The group discussed the pros and cons of relocating City Hall. Several members felt the public would object to relocating the building. Mayor Tomei and Councilor Marshall felt the option needed to be left open. It was also agreed to study the feasibility of moving City Hall operations to the Jr. High School site.

Bartlett summarized the direction:

1. The Plan has evolved to a point where staff could begin regulatory documents; and
2. Move into a riverfront/downtown design that considers amenities such as benches and street lights.

Mayor Tomei felt a grocery on the north side of Harrison Street was imperative.

Councilor Marshall felt the concept should be taken out to the community for feedback. He liked the basic plan, but, realistically, the details will change over time.

Wall asked about the possible relocation of the boat ramp.

Crandall responded that the boat ramp is located in the middle of the project on a very valuable piece of property. It is currently used by a small segment of the population when it should be a 365-day-a-year public amenity.

Wall felt it would be important to tell the public that another regional boat ramp facility was being sought. It serves an important function that needs to be accommodated.

Councilor Kappa agreed that the boat ramp was important, but is it the best use of the land. He felt an early success that could be advertised was the extent of publicly-owned riverfront property.

Green asked when the funding discussion takes place.

Crandall said these kinds of improvements are often tied to tax increment financing. The community spends money on capital improvements over a period of time as part of the phasing. Quick return on the first phases is desirable when public money is spent to stimulate the private sector.

Green asked if a private developer ever began a process.

Crandall responded that a developer will usually want the public body to do something to show its commitment. Developers will want to be near amenities.

Martin believed there needed to be public outreach in addition to the Town Hall meetings. He generally liked the Plan and the suggestion for the hotel on the Pendleton site. He discussed the importance of Johnson Creek and Elk Rock Island.

Verbout observed that outreach was identified as a key element at the beginning of the project, and he felt some money should be spent surveying the community for additional input and developing a larger support base. Clearly, the general public does not want to support the downtown out of its own pocket, and there is no indication of how much support is really out there.

Crandall said good information needs to be given out before one can expect meaningful feedback. This includes financing. He felt his basic questions had been answered during this discussion: stay with this framework; move forward on a detailed streetscape; look at phasing and cost estimates; consider hotel site; and consider options for City Hall.

Bernard recommended having someone speak at the upcoming MDDA annual meeting to discuss the plan and answer questions.

III. 20

Bartlett said staff would put together a proposal for a tabloid as part of the public involvement process.

The meeting ended at 8:25 p.m.

Pat DuVal, Recorder

MILWAUKIE CITY COUNCIL
REGULAR SESSION
OCTOBER 19, 1999

The one thousand eight hundred and twenty-fifth 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:

Mary King	Jeff Marshall
Larry Lancaster	

Also present:

Dan Bartlett, City Manager	Martha Bennett, Assistant City Manager
Jim Coleman, City Attorney	Jan Gehlen, Finance Director
Charlene Richards, Assistant City Manager	Jay Saatkamp, Operations Supervisor, Water

PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS

Police Larry Kanzler -- Swearing In Ceremony

Bartlett administered the Oath of Office to Police Chief **Larry Kanzler**.

Red Ribbon Week Proclamation

Anthony Dean, Prevention Coordinator for North Clackamas #12 School District, discussed the importance of promoting safe and drug-free schools. One element of the Red Ribbon Week Program was to recognize and encourage those developmental assets and experiences that lead to a drug-free life. This year's Program focus was on making youth aware of the dangers of under-age drinking.

Councilor King announced the Ardenwald Elementary students would present their skit at the first meeting in November. She agreed that recognition of positive assets delivered a valuable message.

Mayor Tomei read a proclamation naming the week of October 23 – 31 as *Red Ribbon* week in the City of Milwaukie and urged citizens to participate in the local activities encouraging drug-free lifestyles.

CONSENT AGENDA

It was moved by **Councilor Lancaster** and seconded by **Councilor King** to approve the **Consent Agenda** that consisted of:

III. 22

1. City Council Minutes of September 18 & 20 and October 4 & 5, 1999; and
2. Acceptance of 1999/2000 Street Overlay Project

Motion passed unanimously among the members present.

AUDIENCE PARTICIPATION

Richard Cayo, 4203 SE Johnson Creek Blvd., requested written responses on behalf of the *Citizens for the Fiscally Responsible Management of the City of Milwaukie, Oregon* from the Mayor and Council. The group's concerns were:

1. Safeway Building -- What assurances does the taxpayer have that his/her money is being spend on more than a possibility since light rail was defeated at the ballot box? He understood there were negotiations between the City and Tri-Met, but the City continues to spend \$90,000 annually to lease the building and \$15,000 in taxes.
2. Waterfront Development -- Is digging out three to four square downtown blocks for the purpose of a boat basin the best use of City money? The City is already paying \$239,000 for a consultant, and the Kellogg Treatment Plant will not be decommissioned for at least ten years.
3. Kellogg Sewage Treatment Plant -- His previous questions about the life of the treatment plant have never been answered. Is it ten or twenty years? Why is industrial waste allowed to pass through this plant?
4. Lowry Hotel -- He understood the cost of the property was \$445,000 with an expense of about \$13,000 to bring the building up to code. Who decided this facility should be a half-way house since it is so close to several schools? When will the building be demolished?
5. Milwaukie Jr. High School Site -- Why is the City trying to buy this building? When did speculative purchasing become part of the agenda?

Gene Hatlelid, 4325 SE Johnson Creek Blvd., continued:

6. MarketPlace -- The group understood this property was developed illegally because it is a wetlands. What liabilities are there for taxpayers? What is the status of the lawsuit imposed on the MarketPlace property?
7. Cost of City Management -- Why do Milwaukie officials earn larger incomes than those in surrounding communities? How much is the City Attorney compensated annually? What kind of benefit will the taxpayers see by sending the Mayor to Portland State for \$2,485? Why is it necessary for the Council to bond at Skamania Lodge at a cost of \$4,300?

8. Island Station Neighborhood Association -- Why is the NDA in existence if all of the leadership positions are vacant? If that is the case, why is it necessary for Michelle Gregory to be the association's coordinator?

Sally Collins, 11367 SE 35th Avenue, discussed the difficulties related to locating the skatepark near the outdoor pool. There was little supervision at the skatepark resulting in a clash of two cultures. She recounted incidents of robbery and vandalism. She understood from the Police Department that the site was difficult to monitor because of limited visibility.

It was agreed that she would have further discussions with Anthony Dean and Chief Kanzler.

Aloha Carrey, 7221 SE El Dorado, Art Guild President, said she and the 160 members of the organization were looking forward to working with the City and being involved.

PUBLIC HEARING

Supplemental Budget -- Parks Land Purchase Fund

Mayor Tomei called the public hearing on the 1999 - 2000 Supplemental Budget to order at 6:30 p.m.

The purpose of the hearing was to consider a resolution amending the appropriation levels for two funds for fiscal year 1999 - 2000. **Mayor Tomei** reviewed the conduct of the hearing.

Staff Report: **Gehlen** presented the staff report in which the Council was asked to adopt a resolution amending appropriation levels. The City had the opportunity to purchase waterfront property, but, due to the timing, this was not included as budget consideration last spring. The proposed resolution increased the interfund loan from the Water Reserve Fund in order to complete the transaction.

Correspondence: None.

Audience Testimony: None.

Close Hearing: **Mayor Tomei** closed the public testimony portion of the hearing at 6:35 p.m.

Councilor Marshall noted that this has been an ongoing process with which the City Council has been involved for months.

It was moved by Councilor Marshall and seconded by Councilor King to adopt a resolution adopting a supplemental budget and amending appropriations for fiscal year 1999 - 2000. Motion passed unanimously among the members present.

RESOLUTION NO. 39-1999:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, TO ADOPT A SUPPLEMENTAL BUDGET AND AMEND APPROPRIATIONS FOR FISCAL YEAR 1999 - 2000.

OTHER BUSINESS

1999 Consumer Confidence Report

Saatkamp presented Milwaukie's 1999 Consumer Confidence Report (CCR). The rule that this annual report must be provided to all water customers became effective in 1998. The format was developed by the Environmental Protection Agency (EPA). It contains information on water quality and characterizes any risks from contaminants that might be detected in the drinking water. The report was mailed to all water customers, and he encouraged those with questions to contact him or Don Simonsen.

Bartlett noted that there was no detectable TCE level because the packed towers have taken care of the problems of several years ago.

Councilor King pointed out that Milwaukie's water comes from the Troutdale aquifer and noted the importance of protecting the full length of stream networks.

Consider Liquor License

Bartlett recommended Council approve The Meadows' OLCC application based on Chief Kanzler's background investigation and recommendation. The application is before the Council because of a name change from The Meadows Tavern.

It was moved by Councilor Marshall and seconded by Councilor King to suspend Council rules to consider this liquor license application. Motion passed unanimously among the members present.

It was moved by Councilor Marshall and seconded by Councilor Lancaster to approve the Liquor License Application for The Meadows, 6001 SE Johnson Creek Blvd. Motion passed unanimously among the members present.

The group discussed the background check process. **Bartlett** said the Police Department checks records to determine if there have been more than an acceptable number of officer calls at the particular business. The background check ensures that there has been no criminal history that was not reported. If there is an inordinately large number of officer calls, there may be a hearing conducted to consider suspending or revoking a license. The checks are conducted on a state and national level.

INFORMATION

Mayor Tomei said that the Island Station Neighborhood elected new officers at its last meeting.

ADJOURNMENT

It was moved by **Councilor Marshall** and seconded by **Councilor King** to adjourn the meeting. Motion passed unanimously among the members present.

Mayor Tomei adjourned the meeting at 7:45 p.m.

Pat DuVal, Recorder



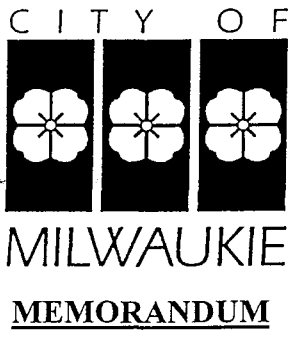
To: Mayor Tomei and Milwaukie City Council
Through: Dan Bartlett, City Manager
From: Larry Kanzler, Chief of Police LK
Date: October 25, 1999
Subject: O.L.C.C. Application – 7-11/10435 S.E. 42nd Avenue

Action Requested:

It is respectfully requested the Council approve the O.L.C.C. Application To Obtain A Liquor License from 7-11 – 10435 S.E. 42nd Avenue.

Background:

We have conducted a background investigation and find no reason to deny the request for liquor license.



TO: Mayor and City Council

THRU: Dan Bartlett, City Manager
Martha Bennett, Assistant City Manager - CD *MB*

FROM: Paul Roeger, Civil Engineer *PAR*

DATE: October 22, 1999

ACTION REQUESTED

Set a date for the Public Hearing on the requested vacation of SE 24th Avenue between SE Ochoco Street and SE Stubb Street.

BACKGROUND

On October 14, 1999, the City received a completed petition requesting the vacation of a portion of SE 24th Avenue from SE Ochoco Street to SE Stubb Street. The petition was submitted by Lawrence deBlock and the required \$1700.00 filing fee was paid.

The petition has been reviewed by this office and found to be sufficient. Per ORS 271.080 all signatures are notarized, all abutting property owners have signed the petition and at least 2/3 of the affected property owners have signed the petition.

The attached Application and Petition for Street Vacation states the reasons Mr. deBlock wants to vacate the street.

The attached copy of a portion of the County Assessor's map shows the section of 24th Avenue Mr. deBlock wants to vacate.

RECOMMENDATION

Set the Public Hearing date for December 7, 1999. This will allow us to publish the hearing notice in the Clackamas County Review on November 16th and 23rd per ORS 271.110, and to post the area by November 21st.

VI. 1-2

PETITION FOR STREET VACATION

1. Name of Petitioner: LAWRENCE deBlock

Address: 4152 S.E. GLENWOOD ST
PORTLAND, OR 97202

Phone Number: 771-9340
307-1840 CELL

2. Description of Area to be Vacated: (Map to be Attached)
(Use parcels and distance from property line to describe)

25'x145' parcel Between Ochocho AND STUBB STREETS
Directly east of 2384 SE Ochocho AND west of collection
POND.
Parcel 7300

3. Reason for Vacation: PROPERTY ABUTS RECENTLY ACQUIRED
Property at 2384 SE Ochocho STREET.

4. Proposed Use of Vacated Area: PARKING for 2384 SE Ochocho
AND LANDSCAPING For SAME PROPERTY

The undersigned petitions the City for vacation of the above describe area. Attached are the signed consents of all property owners abutting this area, and owners of two-thirds of the area affected by the vacat as required by ORS 271.080. All Consent to Vacation forms will have completed copy of this petition printed on the reverse side.

Lawrence deBlock
Signature

10-1-99
Date

GARDEN

12-02

(McLOUGHLIN BLVD)

MOORES

OCHOCO

24TH AVE

STUBB

99E

U.S.

DEPT. SURVEY 58-3-15

N10°43'2" E 407.32'

300
9002
9010

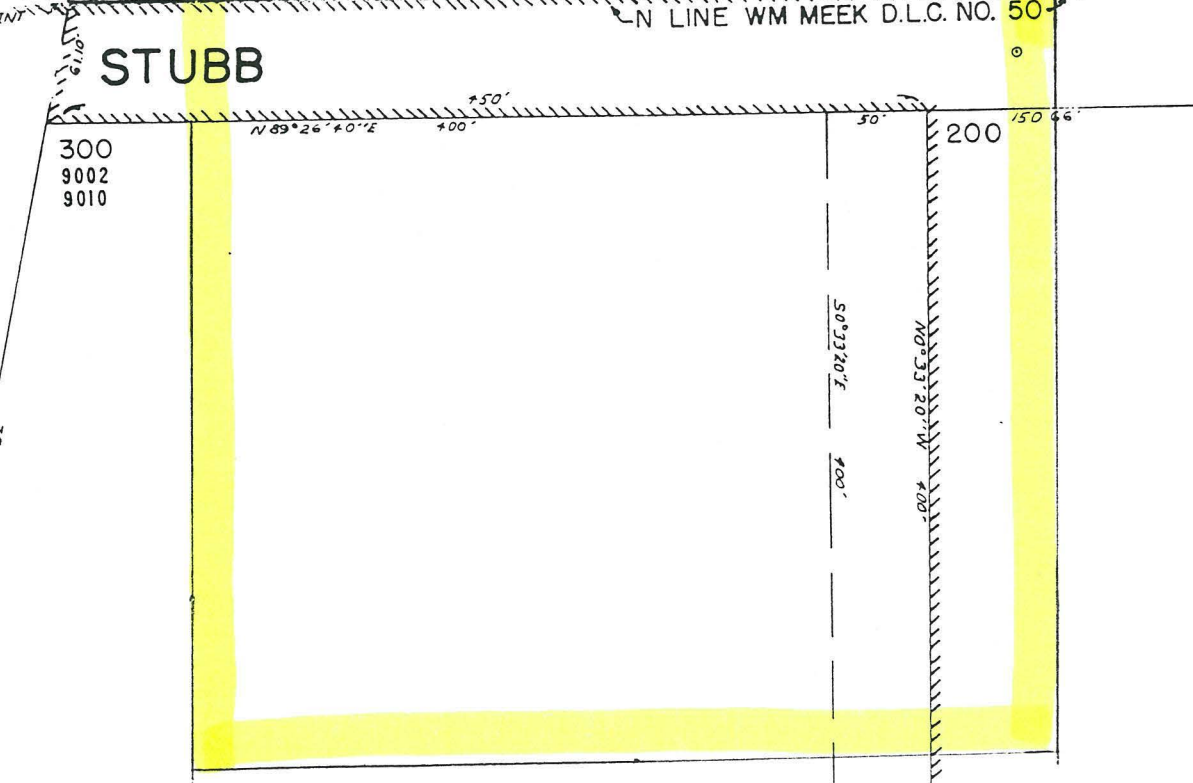
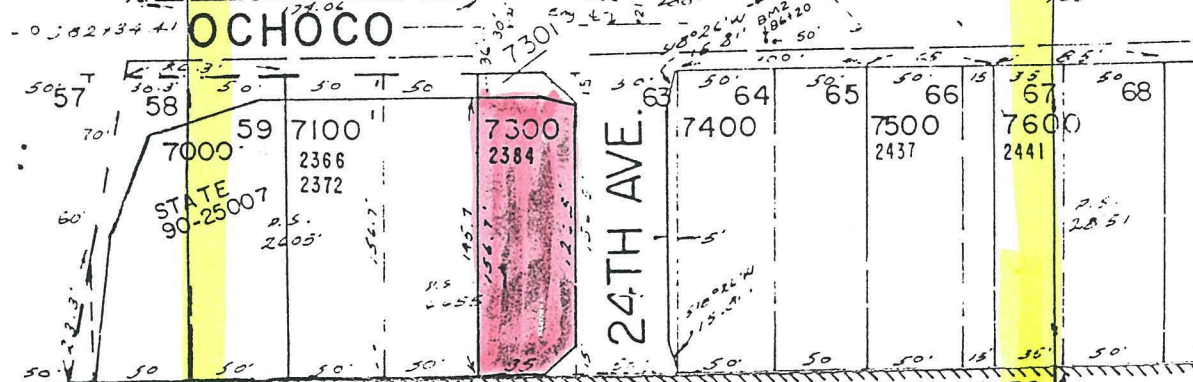
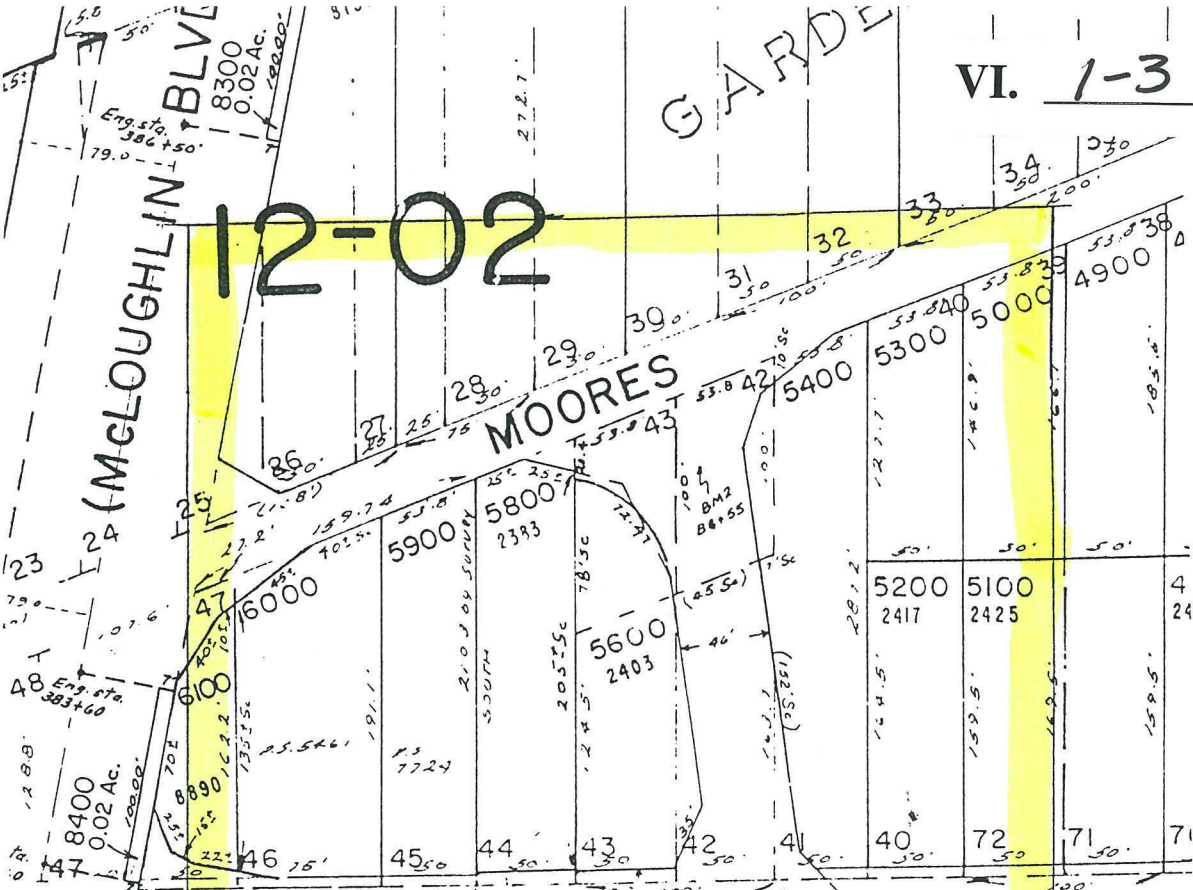
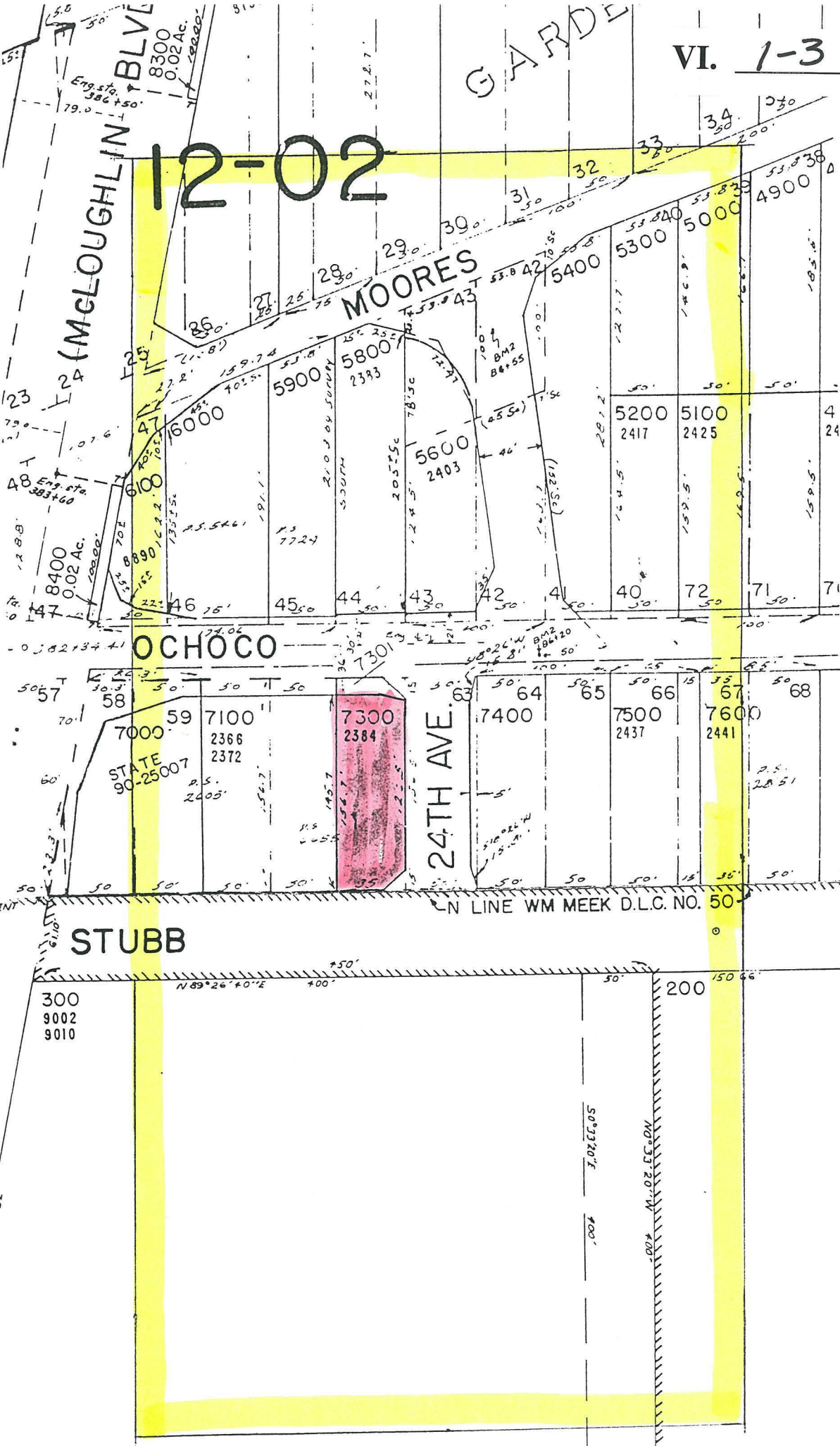
200

50°33'20"E

N0°33'20" W

N1°00' W 207.45'

PAD & 1107.5'
17°45'
152.66'





TO: Mayor and City Council

THRU: Dan Bartlett, City Manager
Martha Bennett, Assistant City Manager - CD *MB*

FROM: Paul Roeger, Civil Engineer *PR*

DATE: October 22, 1999

ACTION REQUESTED

Set a date for the Public Hearing on the requested vacation of SE 25th Avenue between SE Beta Street and SE Stubb Street.

BACKGROUND

On October 11, 1999, the City received a completed petition requesting the vacation of a portion of SE 25th Avenue from SE Beta Street to SE Stubb Street. The petition was submitted by Phil Gagnier with the Oregon Department of Transportation (ODOT) and the required \$1700.00 filing fee was paid.

The petition has been reviewed by this office and found to be sufficient. Per ORS 271.080 all signatures are notarized, all abutting property owners have signed the petition and at least 2/3 of the affected property owners have signed the petition.

The attached Application and Petition for Street Vacation states the reasons ODOT wants to vacate the street.

The attached copy of a portion of the County Assessor's map shows the section of 25th Avenue ODOT wants to vacate.

RECOMMENDATION

Set the Public Hearing date for December 7, 1999. This will allow us to publish the hearing notice in the Clackamas County Review on November 16th and 23rd per ORS 271.110, and to post the area by November 21st.

COMMUNITY DEVELOPMENT DEPARTMENT
Planning • Public Works • Facilities
6101 SE Johnson Creek Blvd., Milwaukie, Oregon 97206
PHONE: (503) 786-7600 • FAX: (503) 774-8236

**CENTER/COMMUNITY ADVISORY BOARD
MINUTES
September 10, 1999**

Members Present: Molly Hanthorn-Chair, Eleanor Johnson, Dolly Macken-Hambright, Douglas Marx, Jim McCready, Joan Newman, Carol Storment, Janet Witter and Jim Young.

Excused: Mike Bolander, Kim Buchholz, Karen Kasserman, Alice Neely, Audrey Parsons and Joan Staley.

Absent: Doris Burton, Carl Knee.

Staff: Joan Young, Jean Cochran and Cheryl Nally.

I. CALL TO ORDER: by Molly Hanthorn, at approximately 10:05 am.

II. MINUTES: of August, 1999, approved.

III. GUESTS/PRESENTATION: (Staff Report) Jean Cochran shared with the Board her responsibilities, including providing placement and direction for over 800 volunteers. Though many of the current volunteers are "cross-trained" to do different jobs, she is still always recruiting and is currently looking for volunteers for medical escort drivers and Meals on Wheels drivers, with 15 routes to be covered. She has been instrumental in setting up the Center's Web page and takes care of Volunteer Recognition Day. She invites any of the Board members to come visit her, part or all of a day, just to see how the volunteer programs work. Her other job is on-site systems manager of the computer system which has 22 work stations and is tied into the County system, as well.

IV. MEMBERSHIP ITEMS: None.

V. ACTION ITEMS & CORRESPONDENCE: None.

VI. COMMITTEE REPORTS:

North Clackamas Parks and Recreation District Board: Eleanor reported that the site off McNary at Norma Rd on the ridge near Oatfield Rd is for sale through the School District; over 1/3 of the site has been declared wetlands. The neighbors there have formed a group to keep the 16 acres free from development and are requesting the Parks Board's support, however, the Parks District has no money for acquisition but is investigating the issue. Regarding Furnberg Park, the State Division of Land Conservation has limited the extent of the proposed walkways around the park perimeter and a new plan has been developed at a completion cost of \$30,000 with a starting date of Spring 2000. The Aquatic Park has been able to use insurance to cover repairs for a recent small fire at the premises and it will be closed for cleaning later this month. Neighborhood dogs will be allowed to swim the last day before shut down, the event is titled "Dog Daze of Summer". The Parks District Comprehensive Master Plan is being revisited and quotes are being accepted from firms to accomplish writing the new plan.

Jim Young, serving on the Mt. Talbert Steering Committee, said that that committee has been, and will continue to be very active, having hiked the proposed area. The area has

VII. A 1-2

been purchased with Metro Greenspaces and Parks District dollars, is to be managed by the Parks District and is to receive minimal development. There will be an open house October 9 (at 9 am-12 pm), October 13 (at 7-10 pm), locations to be announced, with 3 proposals for viewing for public input, but the current trend appears to be to leave the area much as it is now.

Budget/Finance: Jim McCready has received no final reports to date due to staff changes within the Parks District, but they should be eminent.

Program/Services: Cheryl handed out the new Program Guide for Fall, 1999, and advised that the next meeting of this group will be September 15th. Eleanor requested that the Center make an effort to have a genealogy class added to the programs offered at the Center.

Nutrition/Transportation Services: None.

Building Review: None.

History Committee: Janet Witter remarked that the amount of historical material is somewhat overwhelming and her group, and anyone else interested, is working on sorting through items and attempting to weed out duplication and organize the remainder. The committee's next meeting will be September 17th at 2:00 pm at the Center. Apparently materials having to do with the land prior to the building of the Center is a little lean, and the group wants to pursue more information along that line.

VII. OTHER REPORTS:

AAA Review: Joan reported that the Governor's Commission is currently visiting the Warm Springs Reservation and Sisters to see how Senior services are handled in those areas, especially with regard to the use of the Federal Older Americans' Act funds provided to them.

Friends of the Milwaukie Center: Eleanor announced that the Friends are holding a raffle for a donated dinner cruise on the Portland Spirit and that the Lumberjack Breakfast is scheduled for November 6th. The corner beds are being constructed in the Rose Garden and work toward a gazebo has commenced with Clackamas High School accomplishing the task over the next 2 years.

VIII. DIRECTOR'S REPORT: Joan stated that the Center is closed this week for cleaning, organizing and all around catch-up and that the staff is taking on some money-saving tasks such as floor refinishing, carpet cleaning, etc., that normally would have been contracted out at additional expense. She is currently conducting interviews for a program assistant under Pat Kennedy. The October newsletter will have a new look, will be more finely edited and due to postage, some of the coming months' newsletters will be combined. She would like Board feedback on the next issue.

IX. INFORMATION/ANNOUNCEMENTS: Jim Young announced that Clackamas County ESD is moving from Marylhurst to just off Highway 224, near Gold's Gym. Joan announced that the new Sunnyside Community Center will have their grand opening September 16th, between 3:30 and 4:00 pm.

X. AGENDA FOR NEXT MEETING(S): Meeting will be October 8, 1999, and we may have a Medicare Representative and/or another Staff report.

XI. ADJOURN: Meeting adjourned at approximately 11:38 am.

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

Programs and Services:

Brookdale Foundation Group has granted the Center a second year of the Relatives as Parents Program Grant. The approval of second year funds is based on successes achieved during the first year of the grant. Our Grandparents Raising Grandkids Support Group has grown and prospered from this opportunity.

Maintenance week, September 6 - 10, Custodian Chuck Kerns and Janitor Derald Richards were hard at work. They refinished the wood floors at cost savings of \$1,500, and stripped and waxed the tile floors. The Center's carpets were cleaned "in-house" at cost savings of \$1,200. The sidewalk and front entry to the Center were also razed and replaced with A.D.A.-approved accesses.

Fall session of the Grief Support Group started in September with 6 participants, five of whom are recent widows. Staff member Pat Prenger is facilitating the group.

Fall classes have resumed, offering adults 55+ dozens of opportunities to get involved in recreation and learning.

The North Clackamas Arts Guild and the Parks District co-sponsored Fine Arts Show was a success. Hundreds of people from the community came to view the 330 paintings that were exhibited. Total painting sales quadrupled from prior years.

The 39er's Fall Travel Fair was lightly attended; however the program's trip sales are experiencing a surge with folks planning their post-summer getaways!

The construction of four corner beds in the Sara Hite Memorial Rose Garden has been started. The beds will be the home for miniature roses. The Friends' Rose Garden Committee is also forging ahead with plans for a gazebo to be built in the garden.

Fund-raising:

Thanks to North Clackamas Chamber of Commerce, the new Sweet Tomatoes Restaurant chose the Friends of the Milwaukie Center to receive a \$500.00 check from the restaurant. In addition, over 900 special invitations were sent to Center volunteers. The invitations were for a free meal at Sweet Tomatoes with all the revenue from drinks sold to go to the Friends.

Entertainment Books 2000 are for sale through the Friends Endowment Committee. The books are \$40.00 each and \$8.00 per book supports the Endowment Fund.

Staff:

Staff welcomes new Program Office Assistant, Lisa Rogers, formerly from the Aquatic Park. Lisa will be assisting with Center activity/interest groups, class registrations and special events.

Pete Knutzen, Assistant Cook with the Nutrition Program, passed Serve Safe Manager Certification training. Both of our cooks are now certified in food safety and sanitation practices.



Ledding Library Board

September Minutes

9/27/99

6:30 PM

Ledding Library, Fiction Room

DRAFT

Meeting called by: Sue Trotter

Attendees: Attendees: Pat Healy, Anna O'Guinn, Sue Trotter, and Ed Zumwalt.

Absent: Kim Wilber

Staff: Charlene Richards and Cynthia Sturgis

Agenda topics

Approval of minutes

Discussion: Approved as written.

Future's Committee Questionnaire - Charlene Richards

Charlene gave the Board a background of the history of the Future's Committee and an overview of the patron questionnaire. Patrons would like to see more popular fiction and videos and they also believe that their libraries need expansion in the future. There was not much response from young people, computer users or those seeking reference assistance. The consultant that has been hired by the committee will use focus groups throughout the country rather than questionnaires. Charlene suggested that the Board keep tabs on what the consultant plans to do to keep from duplicating his efforts and to utilize his findings.

Action item.

Deadline:

Librarian's report

Cynthia reported that the PAC for Windows project is on hold until George Yobst from Network returns from family medical leave. The city ISTM department has the computers ready to go, but they need George to consult with about the Dynix software.

DRAFT

Action:

Deadline:

Board planning/Council work session

Discussion: Board members planned how to present the plan documents to the Council. Sue will be the main spokes person and other members will be expected to interject comments and additional information as needed. If the Council does not approve the Board's proposed budget, members agreed they were not willing to use library funds for the LRP. The time line of the project would be affected if funds are not allocated. The best alternative would be to request Funding for fiscal year 2000-2001 and do preliminary work this year.

Action:

Advocacy

Discussion: Other topics for future Pilot articles could include information about the Book Discussion Group and the long range plan.

Action:

Deadline:

DRAFT

CITY OF MILWAUKIE
PLANNING COMMISSION MINUTES
WEDNESDAY, SEPTEMBER 28, 1999

COMMISSIONERS PRESENT

Donald Hammang, Chair
Judith Borden, Vice-Chair
Tracy Cook
Mike Miller
Doug Ouderkirk
Howard Steward

STAFF PRESENT

Alice Rouyer,
Planning Director
Gary Firestone,
City Attorney
Shirley Richardson,
Hearings Reporter

COMMISSIONERS ABSENT

Barbara Cartmill

1.0 CALL TO ORDER

The meeting was called to order at 6:30 p.m.

2.0 PROCEDURAL QUESTIONS -- None.

3.0 INFORMATION ITEMS -- City Council Minutes, August 16 & August 17, 1999

4.0 PLANNING COMMISSION MINUTES -- September 14, 1999

Doug Ouderkirk moved to approve the Planning Commission minutes of September 14, 1999, as presented. **Tracy Cook** seconded the motion. MOTION CARRIED 6-0.

Ayes: Hammang, Borden, Cook, Miller, Ouderkirk, Steward;
Nays: None.

5.0 PUBLIC COMMENTS -- None.

6.0 PUBLIC HEARINGS -- None.

CITY OF MILWAUKIE PLANNING COMMISSION
Minutes of September 28, 1999
Page 2

- 7.0 OTHER BUSINESS / UPDATES
7.1 Matters From the Planning Director

Alice Rouyer presented a draft of the revised Vision and Mission of the City. The Council is inviting all the Boards, Commissions, Neighborhood Associations, Neighborhood leaders and activists to attend a Vision and Mission Session to review and give input on the revised documents. The session will be held Saturday, October 9, 1999, at 9:00 a.m. to 1:00 p.m.

Alice Rouyer announced that she would be on vacation from October 11 - 15, 1999. She will not be present at the October 12th meeting. That meeting will be held at the Public Safety Building.

October Calendar Events:

- October 9, 1999 Vision and Mission Session
- October 12, 1999 Planning Commission Meeting
- October 15, 1999 Clackamas County Growth Conference
- October 26, 1999 Planning Commission Worksession - Urban Forestry

The Riverfront Development Framework Plan was discussed September 22, 1999. There will be a second Town Hall meeting on September 27, 1999, to discuss refinements to this Plan at Milwaukie High School.

A memo was sent to the Commissioners on the Brookside Sewerage Pump Station changes and she asked for comments. There will be a decision soon on a minor modification of this CSO.

- 7.2 Matters From the Commission

Mike Miller stated that he is serving on a Parks and Recreation Board for Mt. Talbot. There will be two public open houses and he invited all to attend. The open houses will be held on October 9th and October 13th. He will send out information to the Commissioners and asked that they review it for questions or comments.

DRAFT

- 8.0 WORKSESSION
8.1 Discussion about the Urban Forestry Ordinance Program

Alice Rouyer reported that a lot of time and effort were previously put into this Program and it has been shelved since 1996. Staff is now prepared to implement the work of the Tree Committee in late 1999 and early 2000 and begin an Urban Forestry Program in Milwaukie. City Council reviewed the project schedule and provided staff with direction on preliminary policy questions.

Jim Coleman, City Attorney will use the input on this project to rewrite and modify portions of the 1996 Ordinance. It is hoped that public outreach will be completed by January, 2000, and ready for formal consideration through public hearings of the Ordinance in February, 2000.

The work done in 1994-1996 was the master planning and visioning work. At this point, Ordinance revisions are being considered.

Discussion followed on the policy questions:

1. **Commission Support for the Urban Forestry Program.**

A provision was included for a Milwaukie Urban Forestry Commission. Staff is proposing to now share the responsibilities originally intended for the Urban Forestry Commission between the Planning Commission and Parks and Recreation Board. The Parks and Recreation Board is very supportive of this recommendation and excited about being involved in the visioning and tree preservation on public property.

Commission Comments: There was a consensus of support among the Commissioners, with the following suggestions:

- Those who were involved in the original Tree Committee in 1994-1996 who are still interested be involved in the visioning process, in being able to participate.
- A member of the Planning Commission (Mike Miller/or designated member) attends the Parks and Recreation Board meetings when there are hearings concerning the Urban Forestry Program.

CITY OF MILWAUKIE PLANNING COMMISSION
Minutes of September 28, 1999
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It was asked if the Commission representative would have to abstain from voting on Urban Forestry Program issues when or if they came before the Planning Commission? **Gary Firestone** stated that the Parks Board would deal with legislative matters on trees and public places. The chance of something coming before both Boards is small.

2. Program Budget and Overall Fiscal Impact.

If regulations are going to be added to the Ordinance, the City will need to implement policy for enforcement. There is currently \$40,000 budgeted to Urban Forestry. As the Program continues, more funds are going to be needed for administration, maintenance, education, and promotion. The public elements of the Ordinance would be housed in Public Works and the private property regulations would be housed in Planning. The Planning Commission need to consider the fiscal impact when making decision about the scope of regulating on private property.

3. Degree of Regulation on Private Property.

In 1996, there are three areas proposed for regulation.

- (1) Tree Removal on Undeveloped and Underdeveloped Land;
- (2) Removal and Major Pruning of Significant Trees or Groves of Trees;
- and
- (3) Tree Removal during Development or Redevelopment.

Tree Removal on Undeveloped and Underdeveloped Land.

Currently the Plan regulates removal of more than three trees greater than 20 inches in circumference or 5.78 inches in diameter in a calendar year on lots smaller than 35,000 square feet or more than six trees in a calendar year on lots greater than 35,000 square feet.

Other cities in the area have determined that undeveloped or underdeveloped means the property owner can divide the property into two lots or more. Single lots are not regulated. **Donald Hammang** stated that staff had determined that an under-utilized lot was defined as any lot that is greater than two times the allowable zoning and capable of being partitioned.

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Commission Comments: The Commissioners were comfortable with staff's definition of twice the allowable zoning.

- On private property, do away with lot sizes and address the size of the tree on the underdeveloped/undeveloped lot.
- On private property there should be consistent sizing regulations so that it is easily understood by the public.
- Applications should come with good drawings showing the actual placement and the size of trees on the lot.

One goal is to retain groves of trees and protect properties from clear-cutting prior to development and the other goal is to protect significant trees.

Size could be a determining factor. However, some Dogwoods that are significant do not get up to a foot in diameter. Everything cannot be categorized by calling it a large tree.

Undeveloped/Underdeveloped Lands

- Size regulation large enough to allow the majority of people to remove small trees and shrubs.
- Size regulation should be 8-inches in diameter.
- Three trees can be cut without review in a calendar year when the tree exceeds the 8-inch threshold. Four or more trees being removed would require regulation.
- Ability to subdivide property -- make the standards apply to all, regardless of size or zone.

Significant Trees

The Ordinance regulates removal and major pruning of trees designated on the Significant Tree Inventory. The objective is to protect the large trees that have historical significance. Another approach to the tree inventory would be that every year a neighborhood group would be designated and given the opportunity during Arbor Week to plant trees in their area. The neighborhood would be responsible for placing these trees. Another option would be to ask the neighborhood groups to pick significant trees in their area that contribute to the livability in their neighborhood. Is there a way to honor significant trees that are not regulatory?

CITY OF MILWAUKIE PLANNING COMMISSION
Minutes of September 28, 1999
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Commission comments:

- The property owner must agree to have the tree be designated as a significant tree.
- Significant tree designation will be an administrative approval as set out in the criteria on Pages 41 & 42.
- Once the tree is designated, it can be honored during Arbor Week rather than a public hearing.
- Park Board make recommendations for significance rather than an Arborist.
- Once honored as a significant tree, regulations apply.
- Removal and major pruning would require a public hearing.
- Staff to draft a recommendation for who decides the significant tree designation.
- If the significant tree is on public property, the City would have to agree.
- An administrative process for removal that runs with the property.
- Is there a maintenance procedure to keep these significant trees in good condition. (City Maintenance)

Discussion followed on whether there should be regulations to protect individual large trees. In lieu of significant tree designation, should there be a large-size threshold for individual trees.

- This would not protect valuable trees that will never get large in size. This designation should cover all types of trees, not just large ones.
- Size requirement should be trees larger than 18 inches in circumference.

Tree Removal During Development or Redevelopment

Development and redevelopment are not well-defined in the Ordinance as it is written today. This could include a deck, storage shed, addition to a house, etc. Staff recommends that it be specified in the Code that the City would review projects for conformance with the Tree Ordinance with Development Review (building permit).

DRAFT

Page 51 infers that every tree removed that has a circumference of 20 inches or greater of 5.78 inches in diameter would be regulated. This will be difficult to administer. This section can be re-written to review for compliance during building-permit review, subdivision review, or development review.

- Development and redevelopment can be defined as anything that requires a structural permit and/or planning review.

Gary Firestone noted that these regulations provide for conditions of approval. It needs to be decided how long these conditions will be effective. Will restrictions apply only at the time of development or how long after development. Permanent conditions of approval can be imposed.

- Size threshold is at 6 inches in diameter or greater shall be indicated on the site map.
- Trees 8 inches or larger are to be regulated.
- Mitigation process for removal of trees.

Staff was asked to make some recommendations as to what limitations can be put on the reasons for removing a tree in this ordinance. Due to the lateness of the hour, it was decided that this worksession would be continued until October 26, 1999.

9.0 DISCUSSION ITEMS - None.

10.0 OLD BUSINESS - None

11.0 NEXT MEETING - October 12, 1999

11.1 MLP-99-06/VR-99-04 - Gardiner/Sandblast, 5027 SE King Road


11.2 Street Vacation - 24th Avenue between Ochoco and Stubb -- Discussion only

Judith Borden moved to adjourn the meeting of September 28, 1999. **Mike Miller** seconded. MOTION PASSED UNANIMOUSLY. The meeting adjourned at 9:36 p.m.

 Donald Hammang, Chair

 Shirley Richardson, Hearings Reporter



TO: Milwaukie City Council
VIA: Dan Bartlett, City Manager
FROM: Martha Bennett, Assistant City Manager 
SUBJECT: October Community Development Report
DATE: October 21, 1999 for November 2, 1999 City Council Meeting

Action Requested

None. This memo is for information only.

Background

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

Community Development

- Continued recruitment for a new Public Works Director. Sue A. Stepan will begin work as the City's Public Works Director on December 20, 1999.
- Supported the Downtown/Riverfront plan, including meetings with the Riverfront Board, City Council, and the October 27, 1999 Open House.
- Held an open house on October 12 for affected property owners and residents on the next steps in the Johnson Creek Boulevard Project.

Future Community Development Activities

- Continue to support the Downtown/Riverfront effort.
- Coordinate Milwaukie's participation in review of the Regional Transportation Plan.
- Work with Tri-Met on beginning work in developing a new transit center on the old Safeway Site. Congresswoman Darlene Hooley helped obtain \$650,000 in federal transportation dollars for the first phase of this project.
- Develop a fundable capital improvement program for the utility funds.

VII. B. 2

Planning Division

- Associate Planner Doug Strickler started on October 13, 1999.
- Conducted work sessions with the Planning Commission on the Urban Forestry Ordinance on September 28, 1999 and October 26, 1999 and a work session with Parks & Recreation Board on September 27, 1999. At the sessions, staff led the Commission and Board through a series of policy questions concerning the 1996 draft Urban Forestry Ordinance.
- Held a joint Planning Commission/City Council work session on Title 3 on September 20, 1999.
- Provided staff support to the City Council in developing a new City policy on annexation. Council approved a new ordinance on October 5, 1999.
- Revised an ODOT grant application to obtain \$75,000 to develop a McLoughlin cross-section design, land use framework plan and comprehensive plan amendments for the stretch of McLoughlin through the downtown. This grant will support implementation of the downtown/riverfront plan. Staff expects to hear back from ODOT concerning this grant application in the next few weeks.

Future Planning Activity

- Planning a work session on the next steps in the Urban Forestry Ordinance for City Council on November 15.
- Continued work with the Development Review Team to improve the City's development process.

Engineering Division Activity

- Coordinating with City of Portland on the Johnson Creek Blvd. stormline construction from 36th to 45th including pipeline design and traffic control. The pre-construction conference was held on October 21.
- Continued project management for Brookside Pump Station, which is near completion.
- Continued management of the CDBG Curb and Sidewalk project on 42nd Avenue. Contract was awarded to Skyline Equipment and Utilities for \$278,186.00. Pre-construction conference set for October 27.
- Continued project management of the Waverly/Lava Drive Sewer and Waterline Project, working on finalizing punch list and negotiation of change orders.
- Finalizing the 1999-2000 Waterline Project – Phase 1.
- Completing design of the 1999-2000 Waterline Project – Phase 2. The plans by HHR are being revised.
- Continuing project management of Water Master Plan being done by Montgomery Watson.
- Continued work on the Bluebird Street Railroad crossing improvements. The design was accepted by neighborhood association including closing of the Bobwhite and Wren Street crossings. Revisions sent back to ODOT.
- Coordinating with the City of Portland on flood damage prevention and updating the FEMA 100-year flood plain map for Johnson Creek.

Building Division Activity

- During the month of September, the Building Division issued 8 commercial building permits, 11 residential permits, and 54 "other" permits. The "other" permits include erosion control, plumbing and mechanical permits. This level of building activity generated approximately \$18,000 in revenue.
- John Bennett stepped down as the building official for Happy Valley and Milwaukie. Bill Brandon is now our Building Official, with lead building inspection services being provided by John Wheeler.

Future Building Activity

- Continued work in improving the development review process.

Street Division Activity

- Completed the sweeping of approximately 165 miles of city streets and 45 miles for Happy Valley, hot patched 24 pot holes and 11 utility cuts, completed 19 infra-red repairs, close to completing our crack sealing program, installed new signs per request for City and Happy Valley, repaired damaged signs, various shoulder rock repairs and responded to 16 citizen requests.
- The County work crews have completed many jobs for the Storm, Sewer, Water, Street and Facility Divisions.
- Completed pavement marking repairs for the season.
- Continue working with engineering on the CDBG and NTMP projects.
- Reformulating the Street CIP.

Street Division future activities

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

Water Division Activity

- Completed the Waverly Drive and Lava DR water line project.
- Phase II 1999-2000 SE Olsen, SE Floss and 36th is in design and will be out to bid in November
- Phase I 1999-2000 SE 51st and SE Dick, SE Woodhaven and SE 52nd, SE Harlene project is complete.
- The field maintenance team has done, 1 dig in water services, 1 drop in water service, 4 water meters change outs, 81 utility locates, 2 fire hydrants repairs, 3 main break repairs, 5 water services repairs, 82 turn offs, and responded to 6 citizen requests.
- The City Hall Service team completed 199 service requests. These consisted of final reads, leak investigation, rereads, turn ons, turn offs, and other calls.
- The summer field crew has located, mapped excise and updated the records for 1743 water valves in the system since June 1st.
- Distributed the Consumer Confidence to all City water customers as required by the Safe Drinking Water Act.

VII. B. 4

Sewer Division Activity

- Overseeing Brookside Liftstation (S-5) HYDRONIX INC.
- Cleaning and televising Area 2
- Conducted liftstation maintenance
- Y2K generator training & testing
- Flow monitoring Brookside Area 1
- Completed pathway at Jack's Park
- Inspected repair of lateral @ 10845 Myrtle St.

Future Sewer Activity

- Contingency planning for any Year 2000 issues.
- Raise manhole for customer at end of Bowman St.

Storm Division Activity

- Stenciling catchbasins
- Participating in Johnson Creek Watershed summit planning
- Completed drywell installation at 11003 Wood to address historic flooding problems.
- Attended the American Public Works Association Conference.
- Worked with Community Services on a wetlands project near Pennywood.
- Participated in Johnson Creek Watershed projects on September 25.
- Reviewing erosion control plans.
- Investigating oil/water separators.

Future Storm Activity

- Cleaning catchbasins
- Supporting the Johnson Creek Watershed summit at the end of October.
- Working with Fleet and Streets to build a cleanout area and wash bay for the Johnson Creek facility.
- Working on a demonstration for steaming roots in stormlines

Fleet Activity

- Fleet Services is now doing vehicle maintenance for Clackamas River Water District. To date we have provided service for 9 of their service trucks and dump trucks.
- Clackamas Fire District #1 has taken over the Clacks Fire District, which adds two new stations and six more pieces of apparatus to their fleet.
- The Fire District, as of Monday the 25th of October, renumbered all their stations and vehicles. This adds a lot of work to the Fleet record keeping as we need to change all the vehicles numbers in our computer to correspond with the new station numbering system.
- The three new police cars are now set up and are in service.

Facility Maintenance Activity

- Facility maintenance has been completing the City Hall 2nd Floor Phase 2 remodel. This involved the remodel of the fire living quarters into office space for RIM and Neighborhood Services. Most of the remodel is completed.
- Facilities has been involved in bringing the Lowery Apartment building into compliance with fire codes. Facilities has also done maintenance work on the electrical and mechanical systems.
- Facilities has been involved in securing the Heckman property with the installation of a security system and changing the locks on all the doors.
- The HVAC for City Hall and the Library is completed and working. We are now able to change the high and low set points from our location at JCB.



INTEROFFICE MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
 THROUGH: DAN BARTLETT, CITY MANAGER
 FROM: CHARLENE RICHARDS, ASSISTANT CITY MANAGER
 SUBJECT: QUARTERLY REPORT - HUMAN RESOURCES/COMMUNITY SERVICES
 DATE: OCTOBER 22, 1999
 CC: HR/CS STAFF

What follows is the Monthly Report (mid-September through mid-October 1999) for Human Resources and Community Services. If you have any questions, please speak with me. My telephone number is 786-7506.

HUMAN RESOURCE SERVICES

General Administration

- Produced first EEO report using the HRVantage system.

Anticipated Next Month

- Complete program upgrade for HRVantage program.
- Revise the EEO report for next year.

Safety

- Met with occupants of new RIM and NS offices on the second floor of City Hall to assess safety issues and develop alternative solutions.

Anticipated Next Month

- Begin implementing changes in the RIM and NS offices to address identified safety concerns.

Employee Training & Committees and Teams

- Presented Forecast 2000 to 55 employees. The videotape of the meeting at City Hall and the Question and Answer periods from City Hall and Johnson Creek facility were available at each City location for employees who missed the live presentations to watch the presentation on tape.

Anticipated Next Month

- Develop a cross-functional team to further define employee issues coming out of the Employee Survey results presented at Forecast 2000.

Employment Activities

- Separated 5 seasonal, temporary, provisional employees.
- Completed 1 recruitment and have 3 recruitments remaining in progress.

COMMUNITY SERVICES

LIBRARY

Circulation

- Experienced its busiest September ever with a 3% increase over last year and a whopping 24% increase over 1997.
- Has started a small video collection for young adults.

Library Board

- Long-range plan proposal was presented by the Library Board on October 4th. The Council voted to approve the proposal and has allocated \$5000 to cover the expenses for this year.

Children's Services

- Has received notification that our Ready to Read Grant has been accepted by the State Library.
- Has received its first shipment of musical CDs for children. The display rack is in place and cataloging/processing will commence in October.
- Has begun the Fall slate of children's programming. Three storytimes per week are being presented, bi-weekly programs for homeschoolers are scheduled for Wednesday afternoons, Saturday crafttime will be held most Saturdays, and a Halloween Party is planned for October 30th.

Reference

- Has a new city map collection, featuring maps from Oregon cities and major U.S. cities. Our accolades to Robert Lanxon for working on this project.

Anticipated 1st Quarter 1997-98

- Begin work on Ready to Read Grant projects in anticipation of the release of funds.
- Look forward to installation of PAC 4 Windows.
- Look forward to conversion of CD-ROM station to word processing computer for public use.
- Have our new computer furniture assembled.

NEIGHBORHOOD SERVICES

- Met with Tech Cadre to negotiate agreement for City Web Site project.
- Presented Grant Program Evaluation to City Council.
- Served as Public Information Officer, during removal of trespassers on newly acquired City property in Island Station Neighborhood.
- Documented property assets and facilitated transition of property from police investigation site to nuisance abatement site.
- Presented at ICMA (International City Manager's Association) Conference Session on Communications Plan.
- Met with neighborhood leadership and citizens individually to discuss various projects and grants.
- Moved Neighborhoods Offices to new location.
- Led Drafting of Citywide Vision and presented and developed a Vision review process.
- Attended 3CMA (City, County, Communications and Marketing Association) conference in Portland.
- Tabulated, Interpreted and Presented Riverfront Kiosk response results at 9/22 Riverfront Stakeholders Meeting.
- Participated in Assessment Center for Public Works Director Position.
- Coordinated events permit process for Vics-a-palooza.
- Facilitated 9/27 Grant Committee Meeting.
- Met with Development Review Team to discuss a development guide for citizens.
- Attended Downtown Business Community Forum.

- Facilitated CERT Team meeting on proper property access training.
- Attended Riverfront Board Meeting and Work Session on Riverfront/Downtown Planning Effort.
- Began planning CERT team code revision retreat.
- Developed and routed CERT team list of information system tracking needs.
- Provided supervision and guidance to direct reports as needed.
- Coordinated Island Station meeting at City Hall.
- Contributed articles to PILOT.

Anticipated Next Month

- Summarize feedback on Vision Review and prepare report for Council.
- Plan NDA quarterly meeting for December.
- Plan Code Enforcement Revision Team Retreat.
- Continue to develop and attend outreach efforts associated with Downtown/Riverfront planning effort.
- Meet with new police chief to discuss crime prevention and neighborhood watch functions and neighborhood services/police coordination.
- Begin budget process for Neighborhood Services
- Coordinate November Neighborhood Services Team Meeting.

Public Information

- Began working with Milwaukie Tech Cadre students on development of City Web Site.
- Designed, developed and produced a brochure introducing the Johnson Creek Boulevard Project Open House.
- Created a brochure explaining Milwaukie's new commingling recycling program.
- Produced flyers for the Sept. 22 and the Oct. 27 Downtown and Riverfront Plan Open House and Town Hall.
- Produced and coordinated Oregonian display advertisements for the Sept. 22 and Oct. 27 Downtown and Riverfront Plan Open House and Town Hall.
- Developed flyer for the Business/City Discussion Group held on Sept. 30.
- Did the Graphic Design and lay out for the Annual Water Quality Report and coordinated the printing and the mailing.
- Attended the ICMA conference and gave presentation on how to better work with the media.
- Attended and reported on the Sept. 22 Downtown and Riverfront Plan Open House.
- Attended and reported on Ardenwald's "Walk Your Child to School Day".
- Attended County /Regional Emergency Response Team sessions.
- Began research on presenting Public Service Announcements in area movie theaters.
- Maintained and located the Riverfront and Downtown kiosks at Albertson's and Milwaukie High School.
- Continued Development of a logo for the Downtown and Riverfront Plan.

Anticipated Next Month

- Continue development of City Web Page, and act as the City's liaison between the Tech Cadre.
- Begin working with Community Development in presenting Tree Ordinance and Title III information.
- Continue working on protocols and strategies to implement the Communications Plan.
- Continue outreach for the Riverfront and Downtown Development process.
- Continue training on video equipment.
- Continue research on presenting Public Service Announcements in area movie theaters.

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Code Compliance

- Updated the Code Compliance case files.
- Attended MDDA meeting on downtown concerns.
- Positioned and maintained Riverfront Kiosks.
- Attended Lewelling Neighborhood meeting to discuss code problems in the neighborhood.
- Provided citizens with a good neighbor guide for dealing effectively with ongoing problems.
- Mediated a neighbor to neighbor problem with a nuisance.
- Worked on special parking requests for city.
- Worked downtown parking enforcement.
- Coordinated CERT team for combined efforts on properties with multiple department code violations.
- Working with Metro and facilitating SWINE meeting for October.
- Worked with City attorneys on dept collection for court fines, and abatement.
- Preparing lien documents for uncollected abatements.
- Interagency effort with Multnomah Sheriff's office for illegal dump sites in Milwaukie.
- Meet with Milwaukie senior center staff to learn about services they offer to elderly folks in the neighborhoods that have property maintenance problems.
- Researched Code Enforcement procedures in other municipalities for bettering our Codes and dealing with problems that arise with no enforcement solution.
- Working with other agencies on joint code enforcement problem concerning the transferring of solid waste materials.
- Working with investigators from DMV to ensure car dealers are in compliance.
- Reviewed new zoning ordinance (changes).

Anticipated Next Month

- Abatement of new City property in Island Station.
- Review code procedures for all code cases, to ensure no loopholes.
- Further develop the individual neighborhood case tracking system.
- Gather information and ideas on codes for other cities through the Code Enforcement web site.
- Have a Code revision session to review up coming change to clarify our ordinances.
- Organize an effective way to track cases for future reference information sharing for CERT team.
- Develop a system to help the elderly with property maintenance.
- Develop a system to monitor people in need of property help due to financial restraints.

ENVIRONMENTAL/TELECOMMUNICATION SERVICES

Solid waste and Recycling

- Met with Clackamas County to review education materials for "Trash talk" introducing commingling to residents in the City.
- Worked with Communication specialist to develop City flier on commingling.

Anticipated Next Month

- Check in with haulers regarding problems arising from commingling system.
- Submit grant proposal to Metro for competitive grant program.

Grant Administration (Metro Local Share Projects)

- Monitored completion of soil movement at Willow Place.
- Submitted plant orders for winter planting at Roswell and Willow Place.
- Wrote project summaries for Willow Place, Springwater, and Roswell projects to be forwarded to Metro with grant extension request.

- Held two public input sessions at Springwater Trail entrance to determine which projects the City should pursue under the Metro grant.

Anticipated Next Month

- Coordinate and attend planting parties at Roswell and Willow Place.
- Begin developing flier for neighbors at Willow Place regarding “stewardship” of site.
- Begin research on “No Parking” signs and cement block replacement for Springwater site.

Cable Renewal & Other Telecommunications Issues

- Responded to citizen inquiries regarding implementation of fiber and digital system in Milwaukie.
- Continued work on telecommunications ordinance.

PARKS AND RECREATION

Parks, Open Spaces and Trails (POST)

- Adopted target area and confidential tax lot maps for neighborhood and riverfront parks.
- Continued negotiations for acquisition of two parcels of property within two of the neighborhood parks target areas.

Parks and Recreation Board (PARB)

- Recommend to the City Council that the Proposed Park and Recreation Board (PARB) responsibilities outlined in the staff report from Alice Rouyer, Planning Director, to the PARB dated September 20, 1999, be adopted.
- Presented PARB and staff recommendations for refinement map to Council for adoption of target area map and confidential tax lot specific map.

North Clackamas Parks and Recreation District (NCPRD)

- Constructed Water Tower Park including volunteer project to construct and install the play equipment.
- Began work on updating the NCPRD and neighborhood master plans.

Skate Park

- Continued to coordinate and cooperate with cities of Gladstone and Oregon City and Gladstone School District on development of a skateboard park at Clackamette Park. Work is progressing with a design completed, requesting cost estimates on the construction of the park and assessing the costs and liabilities to address for construction and on-going maintenance of the park. Once cost estimates and program implementation and maintenance are better known, Sharon Van Horn, the PARB representative to the Skate Park committee, will present an update and proposal to the PARB for recommendation to the City Council for future City participation in the Skate Board Park.

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 with plan to present a draft recommendation to the Metro Greenspaces Technical Advisory Committee at their November meeting.

Anticipated Next Month

- Continue work on Local Share acquisition projects.
- Continue work with Level of Service subcommittee to develop guidelines for the Metro area.
- Work on CIP/Budget process and begin to receive information on regional trails system in preparation for work on developing a refinement map for trails and open spaces for the POST program.
- Request extension from Metro for City’s Local Share projects.



To: Mayor and City Council
Through: Dan Bartlett, City Manager
From: Pat DuVal, Records and Information Manager *Pat*
Subject: Monthly Activity Report for September 1999
Date: October 18, 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

- Recruitment planning for Office Assistant -- Police Records;
- Transition Office Assistant to Fleet and Facilities and redistribute duties including timekeeping and room scheduling;
- Microsoft Access and Excel training;
- Attended seminar "How to Get More Organized";
- 3 employees eligible for Fitness/Wellness Day;
- Oregon Association of Municipal Recorders (OAMR) Annual Conference attendee and speaker; and
- Appointed OAMR Records Management Committee Chair.

Records Management

- Continued verifying the indexes and de-prepping the files returned from the scanning service bureau and completed nine boxes for re-entry into archives; and
- Purged 13 cubic feet of records in Finance, Police, and Dispatch.

Special Teams

- Lake Road Neighborhood District Association liaison;
- Payroll Problem Solving Team;
- Safety Committee;
- Front Desk Personnel Communications Plan role; and
- Finance/RIM monthly staff meetings.

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Administration

- Supported 2 regular Council meetings and 3 work sessions: agenda packets, notices, and minutes;
- Supported 1 Riverfront Town Hall Meeting;
- Participated in Public Works Director assessment center;
- Moved office from Public Safety Building to City Hall;
- Processed 1 resolution;
- Responded to 6 public records request;
- Processed 3 contracts and agreements;
- Recorded 1 property use agreement;
- Processed 1 traffic regulation;
- Processed 1 vehicle registration;
- Continued work on Annexation Ordinance, Urban Forestry Ordinance, and preparation for Title 3 amendments;
- Updated current contact files and continue design of central database; and
- Typed and formatted Storm Water Management Program document.

Community Development/Planning

- Supported 2 Planning Commission meetings: packets, notices and set up;
- Supported 1 Historic Resources Commission meetings: packets, notices and set up;
- Supported 1 Neighborhood District Association (NDA) Land Use Committee meeting: agenda and set up;
- Coordinated weekly pre-application conferences;
- Set up 15 planning application files and prepared referrals; and
- Supported 3 staff meetings and updated application tracker.

Community Development/Public Works

- Continued work on contracts database; and
- Prepared 1 Traffic Safety and Transportation Board (TSTB) meeting packet and notice; however, meeting cancelled.

Fleet and Facilities

- Processed 65 requests for vehicle maintenance and 31 work orders for Clackamas Fire District #1;
- Processed 239 repair orders for Public Works, Happy Valley, and Milwaukie Police;
- Processed 22 and completed 19 facilities maintenance requests and participated in monthly "walk through " of City facilities;
- Assisted new owners of previous month's auction items with keys, titles, and scheduled pick-ups and payments;
- Coordinated additional work orders and purchases for Lowry maintenance; and
- Set up special cleaning projects with janitorial service.

Municipal Court

- Scheduled and attended 2 court sessions;
- Entered 309 citations and 349 infractions;
- Scheduled 33 trials;
- Processed 1,428 after-court entries;
- Sent 204 abstracts to DMV;
- Processed 476 bills; and
- Sent 50 accounts to collections.

Police Department

- Processed 58 false alarm permit letters and accepted 10 new applications;
- Assisted with 6 background checks;
- Processed 331 reports and 69 subpoenas;
- Prepared 48 letters for abandoned and towed vehicles;
- Responded to 81 insurance requests;
- Processed 20 vehicle releases; and
- Scheduled 22 room reservations and 4 cancellations.

Front Counter Activity Tracking: RIM front counter staff had direct contact, either on the phone or in person, with 4,099 customers during the month of September.

Facility	Department	Calls	Walk-ins	Monthly Totals
City Hall	Court	136	130	266
	Water	206	189	395
	Business licenses	11	7	18
	Finance	16	10	26
	Administration	21	13	34
	Neighborhood Services	27	20	47
	PSB	19	16	35
	JCB	71	42	113
	Other	76	64	140
Combined customer contacts				1074
Johnson Creek	Planning	243	138	381
	PW Admin	31	18	49
	Fleet/Facilities	60	41	101
	Operations	149	31	180
	Building	119	75	194
	Permits	191	101	292
	Engineering	144	122	266
	PSB	10	2	12
	City Hall	27	6	33
	Other	113	45	158
	Interoffice	87	153	240
	Radio	80		80
Combined customer contacts				1989
Public Safety Building				
		641	395	1036