

**CITY OF MILWAUKIE
CITY COUNCIL MEETING
MARCH 1, 1994**

The one thousand six hundred and ninetieth meeting of the Milwaukie City Council was called to order by Mayor Lomnicki at 7:00 p.m. at the Milwaukie Center with the following Councilmembers present:

<p>Craig Lomnicki, Mayor Rick Farley</p>	<p>Jean Schreiber Rob Kappa (arrived at 7:30 p.m.) Bob Knudson</p>
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Also present:

<p>Dan Bartlett, City Manager Tim Ramis, City Attorney Charlene Richards, Assistant to the City Manager Angus Anderson, Finance Director Maggie Collins, Community Development Director</p>	<p>Tim Corbett, Public Works Director Jay Saatkamp, Water Division -- Operations Supervis. Pat DuVal, Recorder/Secretary</p>
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PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS

Recognition of John Littlehales for Service on Planning Commission

Mayor Lomnicki expressed his sincere thanks on behalf of the Milwaukie Council to John Littlehales for his twelve year's dedication as a Planning Commission member.

Milwaukie Downtown Development Annual Report

Karen O'Dowd, Milwaukie Downtown Development Manager, presented the Association's quarterly report to City Council. She said she believed one of the most remarkable statistics was \$335,835 spent on renovations and repairs to the downtown area. This figure did not include the work underway by Dark Horse Comics.

O'Dowd discussed upcoming events. Festival Daze will begin on June 24, and Mike Richardson of Dark Horse agreed to be the Parade Grand Marshal. Dark Horse has also agreed to participate in the annual downtown Halloween event. Brian Scott of the Oregon Downtown Development Association will present a slide show on livable cities on March 22. The MDDA Design Committee will reconvene to consider the data

collected from the upcoming Community Values Survey and make recommendations to the Planning Commission. The MDDA Economic Restructuring Committee will meet to look at the downtown market analysis report and define the market area. She discussed the trash receptacle program. O'Dowd said she was encouraged that the MDDA volunteer membership was becoming more broad.

Councilmember Knudson asked how much vacant commercial space there was in the downtown area. O'Dowd said there was about 10,000 square feet of vacant space in the downtown area. The Restructuring Committee will consider this information during their upcoming meetings.

Councilmember Farley asked how many businesses there were in the downtown area. O'Dowd said there were one hundred ninety businesses in the downtown area. **Councilmember Farley** asked the size of the downtown area. O'Dowd outlined the boundaries of the economic development area. She discussed the Public Works Department's aerial mapping project.

Mayor Lomnicki said it is important to create a downtown area that serves community needs as a whole.

PUBLIC HEARING

None scheduled.

AUDIENCE PARTICIPATION

None.

OTHER BUSINESS

Consider Contract Water Meter Reading

Angus Anderson, Finance Director, presented the staff report in which the City Council was requested to authorize the City Manager to execute a contract with Metereaders to provide contract water meter reading services for five years at a cost of \$0.38 per meter per bi-monthly reading. The cost is guaranteed for the first three years of the contract and is estimated at \$14,364 per year.

Anderson discussed the December 21, 1993, work session at which time the Council had received information on this proposal. The Public Works - Water Division has not been able to maintain adequate system repair because so much Utility Worker time was taken by meter reading responsibilities. He discussed the radio relay reading

system and said an informal quote indicated the cost would be about \$1 million.

Anderson reviewed the bid process. Two companies responded to the pre-proposal conference, and only one company, **Meterreaders**, submitted a proposal. References were checked and he said he did not find any jurisdiction that was not totally satisfied with the firm. He analyzed the comparative costs of radio frequency reading at \$1 million; hiring an additional Utility Worker I at \$32,000; and contracting with **Meterreaders** for \$14,364 per year.

Councilmember Schreiber asked if there would be an additional cost for re-read meters. **Anderson** said City employees would be responsible for re-reads. Other jurisdictions contracting with **Meterreaders** found that there were very few misreads.

Councilmember Farley said this action would free up some time for system maintenance work in the water division. **Tim Corbett**, Public Works Director, said this was correct.

Councilmember Knudson asked where the money would go that would be saved by contracting for the service. **Anderson** said it would all be included in the Water Division budget.

Councilmember Farley asked how long the fee of \$0.38 per meter would be in effect. **Anderson** said that this rate would be fixed for three years.

Councilmember Schreiber asked if these funds were already in the budget. **Anderson** said there are funds in the Water Division budget for this contract. He said half of the City water meters are read each month at a cost of \$0.38 per reading.

Councilmember Kappa arrived at 7:30 p.m.

It was moved by **Councilmember Knudson** and seconded by **Councilmember Farley** to authorize the City Manager to execute a contract with **Meterreaders** to provide contract water meter reading services for five years at a cost of \$0.38 per meter per bi-monthly reading with a guaranteed cost for the first three years, estimated at \$14,364 per year. Motion passed 5 - 0 with the following vote: Mayor **Lomnicki**, **Councilmember Farley**, **Councilmember Schreiber**, **Councilmember Kappa**, and **Councilmember Knudson** aye; no nays; no abstentions.

Consider Cost of Service Study

Angus Anderson, Finance Director, presented the staff report in which the City Council was requested to consider authorizing the City Manager to execute a contract with David M. Griffith and Associates, Ltd., for a maximum of \$38,000 to provide consultant services and prepare a Cost of Services Study and User Fee Analysis.

Anderson said the purpose of the study was to analyze each service supplied by the City and to determine if the costs were being recovered. He reviewed the Request for Proposal process. Two firms, David M. Griffith and Associates, Ltd. and Economic Resource Associates, Inc., responded. These proposals were evaluated, and staff recommended that Council authorize the City Manager to sign a contract with David M. Griffith for the cost of service study.

Councilmember Farley asked for clarification of the staff opinion on the Economic Resource Associates proposal. **Anderson** said that Economic Resource Associates, Inc. had done other work for the City, and was only marginally satisfactory.

Councilmember Kappa asked what outcomes were anticipated from the DMG study. **Anderson** said DMG will meet with each revenue generating team in the City and interview employees to determine the actual cost of providing a service. The report will provide a range of options from increasing a fee to recover the full cost or to provide a level of subsidy in order to be able to offer this service.

Bartlett said the City might look at the experiences of other jurisdictions and how they do business. The City might consider process inefficiencies and look for more cost effective ways to carry out a process to run a more efficient organization.

Councilmember Kappa asked if DMG might recommend that a service no longer be provided. **Anderson** said they will provide information and a recommendation as to what could be done to make a non-cost effective service cost effective.

Councilmember Knudson asked if the contractor would be available for consultation. **Anderson** said the firm would be there through the entire implementation.

Mayor Lomnicki said if the *son of five* measure passes, the public would vote on any fee increases. **Anderson** said this study would offer a good foundation for future fee increase requests.

Councilmember Schreiber asked if DMG was a Corvallis company. Anderson said the office that will work with the City of Milwaukie is in Sacramento, and the home office is in Illinois.

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to authorize the City Manager to execute a contract with David M. Griffith and Associates, Ltd., for a maximum of \$38,000 to provide consultant services and prepare a Cost of Service Study and User Fee Analysis. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

Commission Appointments

It was moved by Councilmember Kappa and seconded by Councilmember Farley to reappoint Carolyn Tomei to Position #2 of the Planning Commission. It was moved by Councilmember Schreiber and seconded by Councilmember Knudson to appoint Deborah Linn to Position #3 of the Planning Commission. It was moved by Mayor Lomnicki and seconded by Councilmember Schreiber to appoint John Siefer to position #1 of the Budget Committee. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

Johnson Creek Corridor Committee

Councilmember Kappa discussed the watershed grant project and his participation on the Johnson Creek Corridor Committee (JCCC).

It was moved by Councilmember Schreiber and seconded by Mayor Lomnicki that staff and Councilmember Kappa be authorized to pursue these grants. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

Integrated Water Resource Planning Survey

Councilmember Schreiber asked for clarification of this survey. Bartlett said the City does not prepare an individual response if represented in a regional group.

CONSENT AGENDA

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to adopt the Consent Agenda which consisted of the City Council Minutes of February 15, 1994. Motion passed with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

INFORMATION

Councilmember Schreiber announced the upcoming Public Safety Building dedication.

Councilmember Kappa discussed his participation on the Johnson Creek Corridor Committee. He said there were recommendations being prepared regarding development standards in the basin. He said there were no substantial recommendations that would require Council consideration at this time.

Councilmember Kappa referred to the North Clackamas Parks and Recreation District (NCPRD) information in the packet and said he had a question on Resource Protection Lands. **Councilmember Schreiber** said there are certain lands protected by mandate, such as wetlands. If a developer discovers that there is protected land in his development, he can dedicate it to District or homeowners association.

Councilmember Kappa discussed intern programs and asked if it would be possible to recruit an intern for the Johnson Creek Corridor Committee (JCCC). **Bartlett** said there were many types of intern programs and there might be one appropriate for JCCC.

Mayor Lomnicki announced that at the end of the regular meeting, the City Council would hold an executive session under the authority of ORS 192.660, personnel evaluation, City Attorney.

Bartlett discussed the Public Safety Building budget. Chief Olsen and Kelly Somers will prioritize the list of items still needed for the building. As directed, \$150,000 will be retained to be used at Council and Budget Committee discretion.

ADJOURNMENT

Mayor Lomnicki adjourned the meeting at 8:20 p.m.

Pat DuVal
Pat DuVal, Recorder/Secretary

EXECUTIVE SESSION

Mayor Lomnicki called the executive session to order at 8:30 p.m.. Present were the Council, City Manager Bartlett, and Tim Ramis and Bill Monahan from the City Attorney's Office. Bartlett advised the Council that the purpose of the meeting was for the review of the City Attorney performance.

Councilmembers and Tim Ramis discussed their relationship. Bartlett was directed to work with the City Attorneys office to bring a contract renewal to the Council for consideration at a future meeting.

The executive session was adjourned at 9:30 p.m.

Dan Bartlett
Dan Bartlett, City Manager

**CITY OF MILWAUKIE
CITY COUNCIL AGENDA
MARCH 1, 1994**

MILWAUKIE CENTER

1690TH MEETING

WORK SESSION

5:00 - 6:15 p.m. - Neighborhood Districts (Maggie Collins & Marc Jonson)
6:15 - 6:45 p.m. - Commission Interviews

REGULAR SESSION

7:00 p.m.

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

- II. **PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS**
 - A. **Recognition of John Littlehales for Service on Planning Commission**
 - B. **Milwaukie Downtown Development Annual Report (Karen O'Dowd)**

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

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

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

- A. **Consider Contract Water Meter Reading (Angus Anderson)**
- B. **Consider Cost of Service Study (Angus Anderson)**

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

City Council Minutes of February 15, 1994

VII. **INFORMATION**

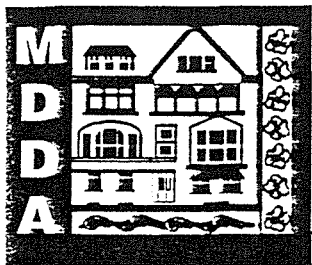
- A. **Preliminary 1995 - 1998 State Transportation Improvement Program**
- B. **Planning Commission Minutes of February 8, 1994**
- C. **Traffic Safety Commission Minutes of January 10 & 24, 1994**
- D. **North Clackamas Parks and Recreation District Regional Parks Advisory Information**
- E. **Mt. Hood Economic Alliance Meeting Minutes of January 6, 1994**
- F. **Institute of Portland Metropolitan Studies Bulletin**
- G. **Expense Summary by Fund as of January 31, 1994**
- H. **Accounts Payable Transactions**

VIII. **ADJOURNMENT**

EXECUTIVE SESSION

At the end of the regular meeting, the Council will hold an Executive Session under the authority of ORS 192.660, personnel evaluation, City Attorney.

For assistance/services per the Americans with Disabilities Act (ADA), dial TDD 659-5171.



Milwaukie Downtown Development Association

10952 SE 21st Street, Suite 5 - Milwaukie, Oregon 97222 (503)653-0378

Manager

Karen O'Dowd

Board

- President
Pamela Reynolds
Statements Plus
- Vice President
Champ Husted
Milwaukie Bowl
- Treasurer
Gary McClain
Mundorff, McClain & Kovac

Dan Bartlett
Milwaukie City Manager

Tod Borleske
Dark Horse Comics, inc.

Arlie Brown
Perry Pharmacy

Lou Cushman
Bank of America

Paul Graham
Graham's Book & Stationery

Craig Lomnicki
Mayor of Milwaukie

Steve Morse
Milwaukie Lumber Co.

Doug Naef
Milwaukie Insurance

Keith Richey
Peake Memorial Chapel

Peter Sample
West One Bank

Steering Committee

Kent Frutiger

Gary Hubbard
Hubbard Dairy Queen

Bill Hupp

Ron Kinsella

S.A. Fing Rivelli
Fing Rivelli Agency

Rick Warf, D.M.D.

February 17, 1994

Mr. Dan Bartlett
City Manager
10722 SE Main Street
Milwaukie, OR 97222

RE: MDDA Quarterly Report

Dear Dan:

Enclosed please find a copy of the MDDA's quarterly report to the City Council for the March 2nd City Council meeting.

Sincerely,

Karen O'Dowd
MDDA Manager



QUARTERLY REPORT
1st Quarter, 1994

Promotions

- Selected a new Promotions Chairwoman - Melissa Whitcomb of Key Bank
- Prepared 1994 Promotions calendar (attached)
- Served on Festival Daze committee - agreed to co-chair advertising and also process permits for the group. Prepared Tourism Marketing Plan for their use in applying for a Tourism Development Council grant (attached)
- Revised and updated "Milwaukie Downtown Business Directory" currently in production

Design

- Convened parking committee, reviewed options for filling fee lots, sent survey to all downtown businesses
- Staff continued to serve on light-rail committee and prepared summary of light-rail issues sent to business and property owners in February
- Staff served on steering committee for "Vision Process"
- MDDA assisted in advertising and set-up of Neil Peirce forum on February 14th
- Board reviewed and approved recommendations for trash-receptacle match program and allocated funds
- Staff meet with ODDA to obtain sample development design guidelines and to develop a workplan for implementation of design issues
- ODDA Executive Director Brian Scott attended meeting on "Vision Process" at the request of the MDDA
- Staff met with the City's recycling coordinator to discuss trash receptacle standards and needs
- Staff met with the North Clackamas Chamber of Commerce Director who offered to work with MDDA in developing options for a banner program
- Updated inventory of completed repair/renovation projects in downtown

Economic Restructuring

- Staff prepared mailing list of property owners
- MDDA intern surveyed and provided a vacant property inventory list
- Staff met with ODDA to develop a work program for the ER committee prepare a market analysis report on the downtown area
- Staff met with Jan Stennick of the Small Business Development Center obtained and distributed their marketing and program materials
- Updated inventory of new and lost businesses and job counts
- Met with First Interstate Bank and will promote new loan program

Organization

- Prepared and Board approved 1994 Budget
- Board approved new Board members; Roxanne Bross, Milwaukie Travel Don Zavada, Milwaukie Printing, new president Keith Richey
- Prepared newsletter

(3)

Proposed
Downtown Milwaukie
1994 CALENDAR OF EVENTS

<u>Date</u>	<u>Description</u>
May 20 (Friday Noon -5:00p.m.)	Rediscover Downtown Milwaukie Day A spotlight on downtown Milwaukie businesses including service, office & retailers. Main Street Photo - wide lens photo of members of the downtown community. Downtown Clean-up Day Downtown Worker Appreciation Day - special discounts, refreshments, business tours (for information contact MDDA at 653-0378)
June 24, 25, 26 (Friday, Sat., Sun.)	Milwaukie Festival Daze Join Milwaukians in celebrating a 21+ year tradition in downtown Milwaukie on Main Street off Hwy. 99 (McLoughlin Blvd.) Festivities start on Friday with food booths, the Funtastic Carnival and a beer garden. Saturday is packed with activities with the key event the traditional parade at 10:00 a.m. Horse drawn wagon rides, group performances and music fill the day topped off by a Street Dance in front of Libbey's Restaurant on Main Street. Sunday's featured event is a Cruise-In. (for more information contact Dave Libbey - Festival Daze Committee Chair at 653-2044)
August 25 (Thursday 7:00 p.m. - 11:00 p.m.)	MDDA Bowling Fundraiser MDDA's second annual Bowling Fundraiser is sure to be another "striking success". All proceeds are targeted to support the "Share the Lights" ® festival held in December, featuring the children's Umbrella Parade. Sponsoring businesses are asked to donate \$250 for their team's lane and are given "Thanks from MDDA" in the local media, MDDA Newsletter recognition, press release distribution via 10 radio stations, a banner over their lane with their company name and a free bowling party for their employees. Fun, fun, fun while supporting an event that will create life-long memories for area children.
October 29th (Sat. - 9:00 a.m. - 2:00 p.m.)	Halloween Heroes & Horrors Heroes of the comic book genre and our local Scout Troop are spotlighted throughout the day's activities. Starting at 9:00 a.m. in the rear parking lot of Kellogg Bowl, 10306 SE Main Street, the Scouts will conduct their fourth annual Bike Safety Rodeo testing junior cyclists on coordination, maneuvering, and overall bicycle safety. Free bicycle inspections are provided and certificates awarded. Also, the local police department provides fingerprinting for child identification purposes. "Creatures & Heroes", featuring a look at the creative side of Dark Horse Comic's will give visitors insight into the realm of downtown Milwaukie's homegrown internationally known comic book publisher. (for more information contact MDDA at 653-0378)
December 3rd (Sat. - 11:00 a.m. - 5:00 p.m.)	"Share the Lights"® Festival December 3rd marks the fourth annual Milwaukie "Share the Lights"® festival in downtown Milwaukie. The main event of the holiday promotion is the children's Umbrella Parade at 3:00 p.m. Children are encouraged to decorate umbrellas in a festive theme with creativity shining "rain or shine"! Other downtown activities include a scavenger hunt to find holiday characters, free horse drawn trolley rides, an arts and crafts fair, carolers, a gingerbread creations contest all culminating in the annual tree lighting. Downtown businesses are illuminated along Main Street and many "Share the Light" with those less fortunate by sponsoring sharing wreaths and trees with the cards indicating the special needs of children and families in the Milwaukie area. (for more information contact MDDA at 653-0378)

(A)

MILWAUKIE DOWNTOWN DEVELOPMENT TOURISM MARKETING PLAN

1994

Mission Statement:

The Milwaukie Downtown Development Association was formed in 1991 to: "Coordinate a unified effort between businesses, property owners, and the City and to enhance economic vitality and the image of Downtown Milwaukie".

I. Goals/Action Plan

The Promotions Committee will continue to sponsor events that enhance downtown business recognition, business sales and foster community spirit and local identify.

- Sponsor the "Share the Lights"® Festival, expanding the event to involve regional participation and recognition
- To coordinate efforts with Milwaukie Festival Daze in cooperation with the Festival Daze committee assisting the committee in expanding the 21+ annual event to include new activities that will bring in regional participation and build upon Milwaukie's history
- Update the downtown Milwaukie business directory
- Explore activities for a downtown "lunchfest in Milwaukie" aimed at providing daytime entertainment for downtown office and service employees
- Continue the Bowling Fundraiser, generating funds for the "Share the Lights"® Festival
- Continue the "Halloween Bike Rodeo"
- To distribute the local calendar of events through regional tourist agencies and directly POVA generated tour operators, the Official Oregon Travel Guide promoting events and local businesses.

Develop a strategy for capturing "regional" participation in events.

II. Analysis Of Tourism Opportunities/Assets in Downtown Milwaukie

A tourist is defined as anyone who has traveled to downtown Milwaukie from outside of the County who does not plan to stay permanently including:

- a sightseer
- someone attending a meeting or visiting a downtown business, governmental agency, hospital or school for business related purposes
- someone attending one of downtown's special events
- someone visiting friends or family
- or someone passing through Clackamas County enroute to somewhere else.

III. Downtown Milwaukie "Tourism Assets"

Downtown Milwaukie contains the following facilities and attractions that may draw "out of area" visitors:

- boat access to the Willamette River via the Jefferson Boat launch ramp
- the Milwaukie Historical Museum
- home of large corporate facilities for Keycorp Mortgage Co. & Dark Horse Comics
- several small affordable meeting room facilities within local restaurants
- several "one of a kind" destination retailers including Cascade News and Tobacco featuring 1,500 titles of magazines and newspapers, Milwaukie Popcorn & Candyland a home-grown gourmet popcorn and chocolate manufacturer and storefront, "On-Target Archery" one of the regions few archery pro shops. Perry's Pharmacy boasts its original 1950's soda fountain, and finer coffees and espressos are available at Coffee Resort.
- several festivals including Milwaukie Festival Daze in June and the "Share the Lights"® festival in December

IV. Tourist Strategy Impacts

(Who visits, why, and what are the economic benefits?)

A review of the County's Tourism Master Plan dated September 1993 indicates that over \$185 million dollars was spent in Clackamas County in 1991 as a result of tourism related activities with almost 80% of these visitors coming from the Pacific States of Alaska, California, Oregon and Washington.

Downtown Milwaukie has only recently initiated efforts to identify its "visitor profile" and measure the impacts of tourism downtown. During last year's Milwaukie Festival Daze a "non-statistical" survey of 150 visitors was taken to determine how visitors found out about Festival Daze which conveyed the following information:

- most visitors have been "coming for years"
- the banner on McLoughlin Blvd. was the most cited medium of advertising identified by visitors
- posters and advertising in both the Clackamas Review and Oregonian came in second in as method of finding out about the event

A question requesting residence by zip code found that approximately sixty percent of the visitors to the event resided in Clackamas County, while the remainder came from areas outside of the County. MDDA intends to continue to survey visitors during its special events not only to target future advertising efforts but to track patterns of visits and measure previous marketing approaches.

V. JOBS/DOLLARS GENERATED

Downtown Milwaukie has experienced modest steady employment growth during the last three years growing from 697 employees in 1991 to approximately 729 in 1993. Additionally, total numbers of business have grown from 184 to 190. While modest in overall business growth, Dark Horse Comics has grown from 8 employees in 1991 to 80 in 1993 now owning and conducting business in several large downtown Milwaukie office spaces. As predominately an office/service center, downtown Milwaukie retailers and restaurateurs derive significant benefits from the seasonally staged festivals held on weekends when office-workers are absent in downtown. These events provide not only significantly increased weekend sales but a unique opportunity to provide "outsiders" with a look at their goods and services. During the 1993 "Share the Lights"® Festival, one long time resident remarked that "she hadn't been downtown in years and was surprised to see the quality of goods in several shops. She planned to make a point to patronize these businesses in the future."

VI. WEAKNESSES AND OPPORTUNITIES

Downtown Milwaukie lacks in a number of key facilities typically associated with a community strongly reliant on the tourism industry. It possesses no major destination attraction such as Mt. Hood, the End of the Oregon Trail or a regional Park. It lacks hotel/motel facilities and large meeting rooms to accommodate larger groups. Access to the waterfront is obscured by older, in some cases, deteriorated development and downtown Milwaukie is not easily identifiable from McLoughlin Blvd.

Opportunities are abundant. Hwy 99 or McLoughlin Blvd. brings 30,000 to 35,000 cars per day through the heart of downtown Milwaukie. The City of Milwaukie has obtained approximately \$1,000,000 in funds to upgrade McLoughlin between 17th Avenue and the railroad trestle south of Washington Street adjacent to downtown. Major planning for the entire downtown is currently underway with the City considering significant changes in land use and waterfront access. Light rail is targeted to come into downtown Milwaukie accommodating non-auto reliant transit from Portland and Vancouver. These facilities will, when completed, give visitors a unique opportunity to experience a variety of regional attractions via the light rail. Accessibility will encourage extended visits and benefit neighboring Clackamas hospitality businesses. Next year U.S. West has proposed to spend over \$130 million dollars installing a "fiber-optics" information highway giving downtown Milwaukie and West Portland a leading edge in attracting companies that find the technology to their market advantage. Growth in these imported business sectors bring growth and opportunities to those businesses serving the business traveler. The Milwaukie Downtown Development Association is working with the City in all of these areas and will, as a supplement to this planning, suggest enhanced public space improvements, development design guidelines and visual perspective from McLoughlin Blvd. Strategically positioned, Milwaukie can build on its history as a prominent waterfront shipbuilding community, the location of the "discovery/creation" of the Bing cherry, and the City of Dogwoods. The Portland region is projected to grow by 500,000 persons in the next ten years. Clackamas County and Milwaukie as an integral player in the region's growth need not "ride on the coat-tails" of the urban amenities available in downtown Portland. Proactively each community can elect to strengthen its cultural, performing and historical events.

MONTHLY REPORT region Main Street Communities

Name: Karen O'Dowd
 City: Milwaukie

Month: February 1, 1994
 # Vol. Hours this month: _____

A. New Businesses, New Jobs this ~~month~~ last 6 months

Report date	Business name	Business type	# Employ.	# Fam. wage	Comments
2/1	Chan's Steakery	restaurant	12	2	
	Northwest Armory	gun sales	2	2	
	Stopplaar, DMD	dentist	2	1	
	R.B. Budget	used cars	1	1	
	Exec. Mort. Serv.	mortgage co.	2	2	
	Jones & Co.	financial consult.	2	2	
	Scaffold Erectors	construction	1.5	1	
	Moments in Time	video prod.	2	2	

B. Lost Businesses, Lost Jobs ~~this month~~ last 6 months

Report date	Business name	Business type	# Employ.	# Fam. wage	Comments
	Junctiques	antiques	1		
	International Vid.	Video & Computers	1	1	
	La Modista	bridal & alterati	1	1	

C. Project Statistics—Rehabilitation, Renovation, Repairs

Report date	Building name	Project description	Cost. estimate	Start date	End date	Comments
	(SEE ATTACHED)					

D. Small Business Referrals

Date	Small Business Program	Date	Small Business Program
	NONE		

REPORT DATE: February 1, 1994

Section C. Project Statistics - Rehabilitation, Renovation, Repairs

<u>Project/ Building Name</u>	<u>Proj. Descrip.</u>	<u>Cost Est.</u>	<u>Start</u>	<u>End*</u>
Chan's Steakery	Rehab	\$116,600	7/5/93	12/1
Danny's Pub	Bath. remod.	\$ 2,600	12/10	12/30
Dark Horse	Rehab	\$104,000	11/24	in progress
Milwaukie Glass	New Signage	\$ 15,000	11/18	12/5
City Library	Remod. Handi- capped Access	\$ 30,000	9/20	11/20
City Hall	Int. remodel	\$ 2,000	9/2	10/2
Scott Park	Habitat Restor.	\$ 38,000	9/28	12/1
Milwaukie Travel	New signage	\$ 3,500	7/14	8/14
Looks Wright Hair Design	New Awning	\$ 1,500	5/11	6/11
Milwaukie Popkorn& Candyland	New Awning	\$ 2,000	4/15	5/15
Milwaukie Jr. High	Interior Remodel	\$ 71,135	7/7	9/15
Dark Horse Comics	New Roof	\$ 50,000**	1/12	3/1
Graham's Book & Stationery	Paint & Landsc.	\$ 2,000	10/15	12/1
Cascade News & Tobacco	New sidewalk	<u>\$ 1,500</u>	7/1	8/1
	Total	\$335,835***		

Notes:

- * All end dates estimated - info not available at City of Milwaukie
- ** Cost estimated info not available at the City of Milwaukie
- *** Total excludes \$104,000 in progress on Dark Horse Comics remodel

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MDDA 1994 Budget

	Adopted	Actual	Proposed
ACCOUNT TYPE	Budget	1993	Budget
	1993	Nov. 30	1994
City Contribution	\$18,000	\$18,000	\$18,000
Business License	17,000	17,259	17,279
Economic Imp. Dist.	14,000	18,000	18,000
Rev./Landscaping Maint.	0	3,147	3,000
Other	1,000	717	700
Revenue Promotions	3,000	13,176	12,500
Total Revenues	\$53,000	\$70,299	\$69,479
OPERATING EXPENSE			
Administrative Expense			
Accounting Service	1,800	1,949	2,100
Advertising Expense	200	256	300
Equipment	1,200	90	500
Equipment Repair	300	270	250
Insurance Expense/Liability	600	1,289	650
Legal & Professional	150	150	150
License/Fee/Dues	200	290	275
Lodging	300	149	0
Meals	200	196	0
Mileage Expense	780	273	0
Office Maintenance & Repair	0	40	0
Office Rent	3,000	3,000	3,150
Office Supplies	1,600	1,368	1,300
Postage	500	834	900
Printing	2,000	2,163	2,850
Utilities	600	663	700
Contract Services	0	0	300
Total Administrative Expense	\$13,430	\$12,980	\$13,425
Payroll Expense			
Payroll Expense	24,000	24,274	24,800
Payroll/Emp. Insurance	1,082	1,062	1,416
Payroll/Ins. Exp.	680	555	600
Payroll/Unemployment Expens	600	634	544
Payroll Taxes Expense	2,000	2,009	2,232
Cont Fundrs Bonus			1,056
Cont Fundrs Taxes			264
Total Payroll Expense	\$28,362	\$28,534	\$30,912

MDDA 1994 Budget

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ACCOUNT TYPE			
Professional Development Expense			
Conferences	200	838	0
Continuing Education	600	0	0
Conferences & Education	0	0	700
Lodging & Meals	0	0	500
Training Materials	125	0	125
ODDA Membership	2,500	1,250	3,750
Travel	500	53	0
Travel & Mileage	0	0	780
Total Professional Development	\$3,925	\$2,141	\$5,855
Sub-Total Operating Expenses	\$45,717	\$43,655	\$50,192
ANNUAL PROJECTS			
Grants/Facades	3,500	2,278	2,500
Landscaping			
a. Plantings	0	7,062	1,000
b. Maintenance	0	4,175	3,000
Design Projects	0	0	2,000
Trash Receptacle (12@ \$500 Each)			
MDDA matches 1/2)	0	0	3,000
Annual Mtg & Awards	0	0	350
Projects Total	\$3,500	\$13,515	\$11,850
STANDING COMMITTEES			
Promotions/ Cont.Fundraising	0	10,990	11,250
Promotions Operat. Bdgt.	2,500	2,500	4,495
Design	1,250	163	625
Economic Restructuring (Bus. Serv. Pkg.)	1,250	390	625
Standing Com. Total	\$5,000	\$14,043	\$16,995
Total Projects & Com.	\$8,500	\$27,558	\$28,845
Total Operating Expenses	\$54,217	\$71,213	\$79,037
Contingency (10%)	\$7,000	\$7,000	\$7,000
TOTAL BUDGET	\$61,217	\$78,213	\$86,037

← Includes carry-over of \$1,995.

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MDDA 1994 Budget

Other Income and Expense			
Fund Balance (Prior Years)	22,247	n/a	25,384
Miscellaneous Income	0	0	0
Interest Income	500		600
Total Other Income	\$22,747	\$0	\$25,984
Other Expense	\$0	\$0	\$0
total revenue		\$70,299	\$95,463
FUND BALANCE	\$14,530	n/a	\$9,426

Milwaukie Downtown Development Assoc. - 1994 Budget

JUSTIFICATION

The proposed 1994 reflects relatively flat revenues 1993 actual budget. The 1994 operating budget, as noted reflects an approximate 10% increase in expenditures. The 1994 budget continues to maintain a conservative contingency of 10%.

Notable changes proposed affecting the 1994 operating expenses include the following:

1. Office Rent

Office rent is proposed to increase from \$250 a month to \$275 per month mid year.

2. Postage

Postage ran over budget by \$334 during 1993 due to increased efforts by staff to inform the business community of projects, activities and special events. Staff is anticipating an even greater extent of these services due to the fact that the office will be operational for a full year rather than the April - December term staffed this year due to the Manager's transition.

3. Printing

The printing budget is proposed to increase by \$850. The foremost expense anticipated is two additional production runs of the Downtown Business directory at \$710 per 1,000.

4. Contract Services

Staff is proposing a modest budget of \$300 for job specific clerical assistance.

5. Payroll Expenses

Payroll expenses are proposed to increase 5% at the time of annual review in April. Also, the Executive Board has proposed that 10% of all fundraising monies be targeted to administrative costs of which 80% of the administrative fees would go toward the Manager's salary and the remainder applied towards payroll taxes, et. Pass through income and grants are excluded.

6. Consolidation of Mileage/Meals/Travel/Conf. & Continuing Educ.

Staff has recommended changes to the budget consolidating the Lodging & Meals budget (from Administrative Expenses) and placing this in Professional Development as 99% of these expenses have been related to training. Conference & Continuing Education are proposed to be combined under Conferences & Education. NOTE: ODDA fees have not increased, however, the final payment to ODDA has not been made hence, the carry-over of \$1,250 is reflected in the 1994 line item budget for ODDA.

7. ANNUAL PROJECTS

This new category reflects the bulk of increased expenditures proposed for the upcoming year.

a. Landscaping Plantings & Maintenance

Staff is proposing expending another \$1,000 on annual plantings. The MDDA has received tremendous success in obtaining volunteer services for non-monetary assistance and believes that will continue, however, the annuals will greatly enhance the overall appearance of the bow-ties. Maintenance costs estimated at \$3,000 reflect a projected fundraising of \$500-600 from downtown

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businesses, in addition to a mutual maintenance agreement from the City in the amount of \$2,500.

b. Design Projects

Staff is recommending that \$2,000 be budgeted for a high visibility project to be determined by the Design Committee. Staff researched purchase and installation of 3'X5' double sided banners that be located on McLoughlin Boulevard and at a few other selected locations as a potential project for the Design Committee's consideration. This estimate is broken out as follows:

Banner Cost:	\$105
Bracket Cost:	\$ 55- \$75 (only 14 are in stock at \$55)
Installation Cost	<u>\$ 40</u>
	\$200 to \$220

While a banner program would add visibility, this is but one of several projects that may afford similar results. Hence, staff is recommending that the design committee be involved in the final recommendation.

c. Trash Receptacle Match Program

Staff is proposing a program wherein for every \$250 donated by businesses, or service clubs, the MDDA will install a new trash receptacle at the location requested by the donating entity. The estimates are based upon installation of receptacle type "Timberform® Renaissance" 2811 DT Litter Container that has a listed price of \$475. Installation costs will need to be donated or additional funds raised to meet this budget quote. While only 8 containers currently exist, staff is recommending purchase of at least 12 containers as several additional areas need containers including 21st & Monroe, 21st toward the high school & also Main Street toward Safeway. (See attached estimate and description of trash container)

c. Awards Luncheon

In the past no line item was provided for volunteer recognition, nor the annual meeting activity. Staff intend to keep this event modest, however, all costs cannot be recovered. Staff is requesting \$350 for next year's luncheon.

8. STANDING COMMITTEES

Promotions

Staff is recommending that the 1994 budget reflect anticipated revenues generated through fundraising totaling \$12,500. This line item is shown as Promotions/Contingency Fundraising and it is staffs recommendation that all expenditures in excess of the operating budget of \$4,495 (reflects new budget of \$2,500 and carry-over funds from last year of \$1,995) be subject to actual revenues raised.

Design and Economic Restructuring

The committee's budgets have been cut in half to reflect more accurately previous years needs/expenditures.



MEMORANDUM

TO: Mayor and City Council
THROUGH: Dan R. Bartlett, City Manager *DB*
FROM: Angus M. Anderson, Finance Director *AA*
DATE: February 22, 1994
RE: Contract Water Meter Reading Services

RECOMMENDATION:

Authorize City Manager to execute contract with METEREADERS to provide contract water meter reading services for five years at a cost of \$ 0.38 per meter per bi-monthly reading (cost guaranteed for first three years, estimated at \$14,364 per year).

BACKGROUND INFORMATION:

On December 21, 1993 a worksession was held with City Council. That worksession was to seek Council perspective regarding contracting for a service which the City currently provides. That service was the bi-monthly reading of water meters. Staff stated that impact bargaining with AFSCME had been accomplished and that AFSCME had stated no opposition to this action. Council stated that, subject to certain questions being answered, there was no opposition to contracting this service, especially if such contracting could be accomplished at a cost benefit that warranted consideration.

On December 27, 1993 a Request for Proposals (RFP) was issued with notice published in the Clackamas County Review, The Oregonian and The Daily Journal of Commerce. There was only one firm which requested a copy of the RFP. A mandatory pre-proposal conference was held on January 18, 1994. Two firms were in attendance at the conference; METEREADERS (the firm requesting a copy of the RFP) and AGUILERA CONSTRUCTION COMPANY. A copy of the RFP was given to AGUILERA. On February 8, 1994, the scheduled proposals opening date, only one proposal was received. That proposal was from METEREADERS.

The listing attached as Exhibit "A" shows the number of utilities for whom METEREADERS currently provides service comparable to that being proposed for the City of Milwaukie. In addition, Exhibit "B" is a letter of recommendation for the services of METEREADERS from Bill Schauer, Superintendent of the Water Division for Lake Oswego, and a former City of Milwaukie Water Department employee. The entire proposal is included as Exhibit "C" for reference.

At the worksession Council Member Jean Schreiber asked questions about "radio reading" meters. In response to her questions, Badger Systems was asked about costs for retrofitting the City of Milwaukie to accommodate such a system. The costs quoted are:

Radio Meter System	\$ 3,500
Portable Interrogator	\$ 7,800
Transmitter and Transponder	\$ 125 each for 6,300 = \$787,500
Meter Conversions	\$ 24 each for 6,300 = \$151,200
Labor to Change Out	\$ 3,261/wkr/monthX6 = \$ 39,132
TOTAL	\$989,132

In addition, also at the worksession, questions were raised about the cost of hiring an additional Utility Worker I. In response to that question, a calculation of the cost of an additional staff member were made. Those costs are:

Gross Salary	\$20,977.38
Fixed Salary Costs	5,594.54
Benefits	5,419.96
Total Cost	\$31,991.88

It should be pointed out that these costs are the first year costs for the additional staff member and would undoubtedly escalate in future years. In addition these costs do not take into account any additional equipment, including car/truck, needed by the additional worker.

Based on the above, it can be seen that the costs of METEREADERS is cost effective. Those costs, guaranteed for the first three years, are \$ 0.38 per meter per reading. In other words, at \$ 0.38 per meter for the approximate 6,300 meters in the City, the cost would be approximately \$14, 364 per year (meters are read bi-monthly). Because of the cost effective nature of the proposal as compared to other alternatives, it is recommended that City Council approve the proposal submitted by METEREADERS and authorize the City Manager to execute a personal services agreement.

METER READERS

Contract Meter Reading ■ Water District Management
P.O. Box 803 Lake Oswego, Oregon 97034 503/636-0424

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PARTIAL RESUME OF CURRENT METER READING:

<u>DATE</u>	<u>DISTRICT</u>	<u>PHONE</u>	<u>METERS</u>
July 1981	City of Tualatin P.O. Box 369 Tualatin, OR 97062	503/692-2000	3,950
Mar 1983	City of Sherwood P.O. Box 167 Sherwood, OR 97140	503/625-5522	990
June 1983	City of West Linn City Hall West Linn, OR 97068	503/656-4261	5830
July 1983	City of Camas P.O. Box 1055 Camas, WA 98607	206/834-3451	3030
July 1983	City of Beaverton P O Box 157 Beaverton, OR 97075	503/644-2191	13245
Sept 1983	City of Grants Pass 101 NW A Street Grants Pass, OR 97526	503/476-8801	6595
July 1984	City of Wilsonville P.O. Box 220 Wilsonville, OR 97070	503/682-1011	2635
July 1984	City of Gladstone City Hall Gladstone, OR 97027	503/656-5223	3075
Dec 1984	City of Lebanon P.O. Box 247 Lebanon, OR 97355	503/451-7471	3765
Dec 1985	Powell Valley Road W/D 12350 S E Powell Blvd Portland, Or 97266	503/761-5011	6766
Feb 1986	City of Cottage Grove 400 Main St Cottage Grove, Or 97424	503/942-3349	2890
Jun 1986	City of Troutdale 104 S E Kibling St Troutdale, Or 97060	503/665-5175	2495

EXHIBIT "A"

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MAINTENANCE SERVICES DEPARTMENT

December 8, 1993

Jay Saatkamp
Public Works Operations Supervisor - Water
City of Milwaukie
6101 Johnson Creek Blvd.
Milwaukie, Oregon 97222

Dear Jay,

As we discussed last week, in July, the City of Lake Oswego entered into an agreement with Meter Readers, Inc. for contracted meter reading. Although sufficient time hasn't passed to fully evaluate this changeover, the transition seemed relatively smooth and incidental problems seem to be at a minimum. Overall, the service has been satisfactory. If you have any questions, please feel free to call me.

Sincerely,

William J. Schauer
Superintendent Water Distribution

WJS/jd

EXHIBIT "B"



METEREADERS

Contract Meter Reading ■ Water District Management
P.O. Box 803 Lake Oswego, Oregon 97034 503/636-0424

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February 8, 1994

City of Milwaukie
1022 S E Main St
Milwaukie, Or 97222

Regarding City of Milwaukie Request for Proposals. Contract Meter Reading.

METEREADERS a full partnership company since 1979 is please to submit our proposal to read water meters for the City of Milwaukie. In 1979 three of now eleven partners formed METEREADERS one of the partners a certified water district manager who had been contracting to read water meters for the Lake Grove and Rivergrove water districts since 1972.

Our work is performed on small scooters with hand held computers. We wear shirts, rain gear and jackets with our name METEREADERS visible.

METEREADERS has never lost any contracts because of poor performance. No reader is allowed to estimate a reading and is instructed in reading meters, public relations and water district problems that need to brought to the CITIES attention. At times more than one person may be called upon to read in order to fulfill our contract. Richard DeChaine 636-0424, John Goodwin 636-0424 or Kurtis Hamberg 576-2271 will be available to assist the CITY.

Comments on points of Proposal from City:

Page 3: "The CONTRACTOR shall be responsible for completing all meter "re-reads" as directed by CITY etc.

Page 3: "CONTRACTOR shall provide corrected or missing etc.

Comment: METEREADERS will before turning in any reading will have checked any readings that are questionable and that are out of the normal usage. Any meter obstructed at the time of the initial reading will be returned to at a later time. All due diligence will be applied to reading all meters designate by CITY and full reports will be provided as to why a meter could not be read if such is the case. We do not re-read any meters after they have been submitted. To allow for this it has been our policy to submit billings in groups of five rounding down to the lower. Example if 1004 meters were read we would bill for 1000 if 1006 we would be 1005. However, this is an option that we give the CITY.

EXHIBIT "C"

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Page 3: "CONTRACTOR will not be responsible for:
Verification of Account address etc.
Notifying customers etc.

Comment: We will if there is a question on the reads Verify account addresses and will put door hangers on customers doors notifying them of a potential leak on their side. This is optional if CITY has such hangers and would like us to do it.

Page 9 - PERSONAL SERVICES CONTRACT
7. TERMINATION WITHOUT CAUSE:

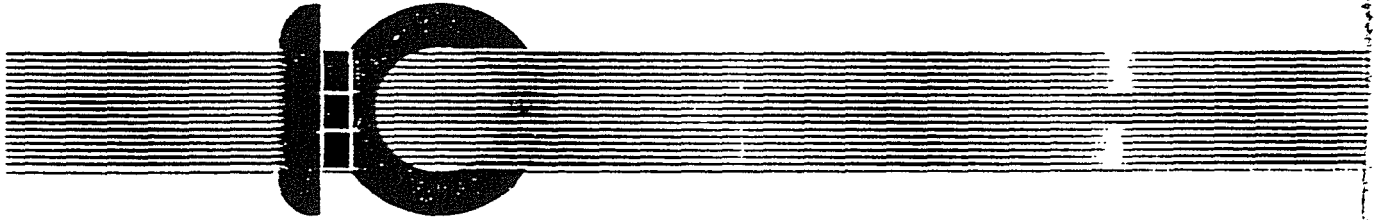
We feel that this violates the spirit of a contract. It requires a considerable amount of time and expenses in order to read for a CITY. Our proposal is based upon a long term relationship in order to recover our initial cost. While we also understand that a CITY could itself experience financial set backs we could accept this as a cause but not TERMINATION WITHOUT CAUSE.

Enclosed are sample printouts and computer information.

Sincerely yours,



Richard DeChaine



METER READERS

PROFESSIONAL CONTRACT METER READING

WATER DISTRICT MANAGEMENT

- ELIMINATES ROUTINE ANNOYANCE**
- FREES PERSONNEL**
- SAVES MONEY**
- PROVIDES ACCURATE AND
DEPENDABLE SERVICE**

AND MORE!

2

EXPERIENCE

- Over 13 years experience in contract meter reading
- All readers are full-time and extensively trained
- No part-time or casual help
- Each area read by the same individual(s)
- Sufficient personnel available for emergency situations

PUBLIC IMAGE

- We realize that even though we are an independent contractor our actions reflect upon the district
- All our people are friendly and respectful of others and their property
- Our vehicles and uniforms have clear identifications

FIELD CONTACT

- Besides reading meters, our personnel are alert to other interests of the district
- Notations are made of potential or existing problems

ACCURACY

- METEREADERS uses a method proven superior in accuracy and efficiency
- We do not estimate readings
- Every reasonable effort is made to read each meter, returning if necessary within the reading period
- Reading is started at the same time each period resulting in balanced readings

REDUCED READING COSTS

- METEREADERS uses their own equipment
- We carry complete liability insurance
- Our only charge is a fixed price per meter, unaffected by adverse conditions
- The service agreement usually extends for 2 years, thus protecting against inflation
- Normally no change in the meter books or billing process is required



CITY OF TUALATIN
18880 SW MARTINAZZI AVE. PO BOX 369
TUALATIN, OREGON 97062
(503) 892-2000

December 10, 1982

To Whom It May Concern:

This is in regard to DeChaine Meterreaders who perform the water meter reading service for the City of Tualatin.

We contracted for their services in July, 1981 in order to free up the time required monthly by our utility workers to read the City water meters (presently 2300). Their service has proven to be of benefit to us not only in allowing us to redirect the activities of our utility workers, but in the accuracy of the meter readings.

The necessity to reread the meters is minimal, and less than when the reading was done by our utility workers. When consumption appears excessive, John alerts us to a possible problem at the time he records the reading so that we can followup before a problem develops.

In general, we have been very pleased with the work performed by the DeChaine Meterreaders and find them to be congenial, conscientious people to work with. We would recommend their service to you.

Sincerely,

Marilyn M. Matthias
Finance Director

MM/jn

ROSEWOOD RENTAL & CONSTRUCTION, INC.
17725 S.W. BOONES FERRY RD.
LAKE OSWEGO, OREGON 97034
536-3681

November 16, 1982

To Whom it may concern:

We have worked for many years with Meterreaders and Dick DeChaine. During this time they have read meters for us for the Rivergrove Water District for which we are contract superintendant. We have always found them to be timely and accurate in their readings, and helpful in reporting areas needing maintenance.

We have also worked with Dick DeChaine for many years on many water works construction and maintenance projects for several local water districts. We have found him to be competent and helpful, and to have a good working knowledge of waterworks systems.

ROSEWOOD RENTAL AND CONSTRUCTION

James D. Beckett
President

CITY of SEASIDE

SEASIDE, OREGON

OREGON'S
FAMOUS
ALL-YEAR
RESORT

October 8, 1982

METER READERS has been reading meters for the City of Seaside since August, 1981. During this time, the City has been extremely pleased and favorably impressed with their work.

Their meter reading service has allowed our personnel to carry out other work, saving the City both time and money.

I highly recommend METER READERS for quality meter reading service.

Bob Chisholm
Boo Chisholm
Director of Public Works
City of Seaside

Clairmont Water District

15223 S. HENRICI ROAD - OREGON CITY OREGON 97045
PHONE 866-7740

JUNE 22, 1981

SUBJECT: METEREADERS, INC.
MR. RICHARD DECHAIINE, OWNER, MGR.

TO WHOM IT MAY CONCERN:

Our meter reading has been performed by the above named firm for the last two years on a contractual basis.

I feel that in performing this service for the District, not only does the economics prove an important factor, but the reliability of it also frees personell for more important maintenance programs and emergency calls which constantly disrupts conventional reading by employees, making readings unbalanced from month to month.

I find that the firm is accurate and willing to adjust to any special requirements we might have in our water district.

The firm handles any complaints with dispatch and is very reliable from a reading schedule.

I would recommend this firm to any water district or water department.

Very truly yours,

A.G. "Barney" Johnson
District Superintendent
Clairmont Water District

AGJ:cb



Roy
Niederhiser

Kurtis
Hamberg

Richard
DeChaine

John
Goodwin

For further information call or write:

METEREADERS

627 8th Street
Lake Oswego, Oregon 97034

(503) 636-0424

CITY OF MILWAUKIE



FAX 503 652-4433

MEMORANDUM

TO: Mayor and City Council

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

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

DATE: February 22, 1994

RE: Cost of Services Study

RECOMMENDATION:

Authorize City Manager to execute contract with David M. Griffith and Associates, LTD. for a maximum of \$38,000 to provide consultant services and prepare a Cost of Services Study and User Fee Analysis.

BACKGROUND INFORMATION:

City Council has repeatedly expressed its desire that all fees and charges that are levied by the City be studied. The purpose of that study being an analysis of the fee structure to determine the amount of subsidy being provided by the City so that a reasoned determination can be made as to the appropriateness of such subsidy. In FY 1992-93 City staff began a process to accomplish this task internally. The time requirements to accomplish such a study are far greater than the scarce resources available and the specialized knowledge and tools to accomplish such a study are not available within the City. Because of these facts, it was determined that the only way to accomplish a meaningful study was to secure the services of an individual/firm that specializes in this type of work. For that reason the Cost of Services Study was planned for the current fiscal year.

On January 13, 1994 an announcement of a Request for Proposals (RFP) was published in the Clackamas County Review and The Oregonian (copy attached as Exhibit "A"). Additionally the larger respondents to the Independent External Auditor were questioned as to their interest in applying. Requests were received for copies of the RFP from five individuals/firms. On Friday, February 11, 1994 two Proposals were received and opened. The responding firms were David M. Griffith and Associates, LTD. and Economic Resource Associates, Inc.

After thoroughly reviewing the two Proposals received and checking with supplied references, David M. Griffith and Associates, LTD. (DMG) is recommended as the firm best qualified to prepare, present and implement the Cost of Services Study and User Fee Analysis. This recommendation is based on the following:

- ◆ DMG has performed identical studies within the past three years for Clackamas County, Washington County, Benton County, the City of Cottage Grove and The City of Tacoma. Reference verification with responsible representatives for Clackamas, Washington and Benton Counties revealed a high level of satisfaction with all aspects of the work, especially those activities involved with presentation to governing bodies and implementation of any parts of the recommended program that were enacted.
- ◆ The importance placed on presentation and implementation by DMG. They confronted the political implications in a very straight forward manner and presented the means with which they plan on addressing these situations.
- ◆ The specialized software utilized by DMG that has been specifically developed for studies envisioned by the City. This is a proved tool that should not only make the actual study process easier but also provide a result that has been utilized by other governments with considerable success.
- ◆ The thoroughness of the Proposal prepared by DMG. All aspects of the work were outlined with estimated times and costs included. The proposal of DMG was considerably more detailed than that of Economic Resource Associates.
- ◆ For the City of Milwaukie, prior experiences with Economic Resource Associates has been only marginally satisfactory. The prior engagement necessitated additional work to achieve a final product that was useable.

Affidavit of Publication



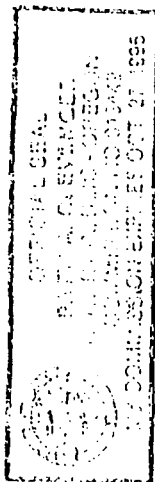
P.O. Box 1520 • 9128 S.E. St. Helens St.
Clackamas, OR 97015 • (503) 656-4101

STATE OF OREGON
COUNTY OF CLACKAMAS

I, SUSIE HORTON being duly sworn,
depose and say that I am the CLASSIFIED MANAGER,
of **THE REVIEW**, a newspaper of general circulation, as
defined by ORS 193.010 and 193.020, printed and
published at Clackamas in the aforesaid county and
state: that the REQUEST FOR PROPOSAL
a printed copy of which is here-to-fore annexed, was
published in the following issues:

1/20/94

Subscribed and sworn to before me this 4TH
day of FEBRUARY, 1994



Susan C. Horton

Paul A. Cleverge
Notary Public for Oregon
10-27-95

My Commission Expires

PUBLIC NOTICE

**CITY of Milwaukie
Request for Proposal:
Consultant Services**
The CITY of Milwaukie requests prop-
osals from qualified in-
dividuals/firms to develop and imple-
ment a **COST OF SERVICES STUDY
AND USER FEE ANALYSIS**. Appoint-
ment will be determined by the
RESPONDENT's experience and ser-
vices provided. Sealed Proposals to
the Request for Proposal will be
received by the CITY of Milwaukie,
Finance Department, until 2:00 p.m.
Friday, February 11, 1994, at which
time all Proposals will be opened and
read. The CITY reserves the right to
accept or reject any or all proposals or
to waive any specification or require-
ment in the best interest of the CITY.
For copies of the Request for Pro-
posals as well as all other cor-
respondence, contact:

Angus M. Anderson, Finance Director
CITY of Milwaukie
10722 S.E. Main Street
Milwaukie, Oregon 97222
(503) 659-5171
No. 1979 01/20/94

EXHIBIT "A"

**CITY OF MILWAUKIE
CITY COUNCIL MEETING
FEBRUARY 15, 1994**

The one thousand six hundred and eighty-ninth meeting of the Milwaukie City Council was called to order by Mayor Lomnicki at 7:05 p.m. at the Milwaukie Center with the following Councilmembers present:

Craig Lomnicki,
Mayor
Rick Farley

Jean Schreiber
Rob Kappa
Bob Knudson

Also present:

Dan Bartlett,
City Manager
Charlene Richards,
Assistant to the
City Manager
Angus Anderson,
Finance Director
Tim Corbett,
Public Works Director

Greg Drechsler,
City Engineer
Pat DuVal,
Recorder/Secretary

PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS

None.

PUBLIC HEARING

Mayor Lomnicki called the Public Hearing on an Ordinance establishing a storm water utility and Resolution setting fees and charges for storm water services to order at 7:06 p.m.

Mayor Lomnicki said this was the second of two Public Hearings held to consider an Ordinance and supporting Resolution that implement a storm water utility for the City. As a result of the Clean Water Act, the City filed for a National Pollutant Discharge Elimination System (NPDES) permit in May, 1993. This application included a comprehensive storm water program and proposed a stable funding mechanism through a utility fee. The Oregon Supreme Court ruled that such fees were outside the Measure 5 limitations. He reviewed the conduct of the hearing.

Staff Report: **Tim Corbett**, Public Works Director, presented the staff report in which the City Council was requested to consider an ordinance amending the Milwaukie Municipal Code to add Chapter 13.14C, Storm Water Management; Amending Section 8.04.140, Surface Waters and Drainage; and repealing Chapter 12.36, Storm Drainage Facilities Funding. He

explained that this was the second of two public hearings on this topic. He distributed correspondence he had received after the packet was prepared. These were from Gerald E. Turner of Cornell Pump Co., 2323 SE Harvester Drive and Steve Merrin.

Corbett said the City had outlined a minimum program and developed a proposed stable funding source to comply with the NPDES permit. The City of Milwaukie storm water system had not been maintained in the past due to lack of funding. It was important that a basin-wide program was developed to improve water quality in the region. Public education is also an integral part of the program.

Corbett said the program would establish standards, develop an improvement program, and undertake maintenance functions such as catchbasin cleaning, vegetation removal from roadside ditches, and TV camera inspections on a more frequent basis. Staff and Citizen Utility Advisory Commission (CUAC) believed that a storm water utility funded by residents paying an amount based on impervious surface was the most equitable funding solution. The fee is based on a monthly rate of \$4.00 per Equivalent Service Unit (ESU). A single-family residence or duplex is considered one ESU, and multi-family complexes and businesses are calculated based on information from infrared maps. This rate is anticipated to support a minimum program under federal regulation. He discussed the neighborhood meetings and the public information campaign. Letters were mailed to larger rate payers informing them of the anticipated monthly fees. Except for the City of Gladstone, most jurisdictions in the area have implemented such a utility fee.

Dr. Michael Kay, 2923 SE Kelvin, Citizens Utility Advisory Commission (CUAC) discussed the groups findings and recommendation to Council for adoption of the proposed storm water utility ordinance. He said the group had found that the City needed to comply with the Clean Water Act and pursue the National Pollutant Discharge Elimination System (NPDES) permit. The City could face a \$25,000 per day fine from DEQ if a funded storm water program is not implemented. The CUAC reviewed City staff recommendations and all documents available on environmental management. The CUAC found that the utility fee based on ESUs was the most equitable funding mechanism for repairs and minimal construction. The cost of meeting the conditions of the storm water will be considerable. The Willamete River has already reached its total allowable pollutants per day. The City must take steps to meet very basic needs. He discussed ways in which developers, business owners and residents could reduce the amount of their monthly fees. **Kay** said the CUAC voted unanimously to recommend to Council that the ordinance and resolution be adopted, the storm water system development charge be implemented within six months of the

storm water utility, and that a master drainage plan be concluded during fiscal year 1994-1995.

Councilmember Kappa said there had been comments about the City of Milwaukie being too small. **Kay** said the City's population was relatively small, however Milwaukie is part of a larger metropolitan area and was invited to participate.

Councilmember Kappa asked how much residents in the unincorporated area were paying for storm water management. **Corbett** said the cost per unit in unincorporated Clackamas County was \$4.00 per month. **Kay** added that this area is all part of the same drainage basin.

Councilmember Farley asked if other funding options were considered. **Kay** said other dedicated funds could not be used to fund the storm water program. Stable funding is a National Pollutant Discharge Elimination System (NPDES) permit requirement. The CUAC found that a utility would offer this stability.

Councilmember Knudson asked when the improvements would begin and what would happen with the \$250,000 per year collected for capital expenditures. **Corbett** reviewed the anticipated maintenance and improvement costs. He discussed the five year plan that included installation and repair of drywells and storm line rehabilitation. Residential drywells would eventually be eliminated. It will take 30 - 40 years to complete the entire City.

Councilmember Knudson asked when residents could expect to see results. **Corbett** said the first visible improvement would be an improvement in storm water quality.

Mayor Lomnicki said even drywell replacement would be a lengthy process. **Corbett** said most of the storm water fund budget would go to public education and improving storm water quality.

Councilmember Schreiber said everyone who lives in the area will benefit from the storm water management program. Even those areas of the City that do not have curbs and gutters have a conveyance system. The City is meeting a federal mandate that addresses the quality of the rivers and streams. The rate developed by CUAC and City staff addresses how much runoff there is on a property after it is developed.

Councilmember Schreiber asked how this action would impact new development. **Corbett** said City staff would work with developers on erosion control and integrate any new development with the entire City system.

Councilmember Knudson asked when the utility would become effective. **Corbett** said an implementation date had not been set, but the City had indicated on their permit application that the funding mechanism would be in place by the end of the fiscal year.

Councilmember Kappa asked what the life expectancy of a catchbasin was versus a drywell. **Corbett** said a drywell has a life expectancy of about fifteen years, while a catchbasin will last much longer. He said the City was also looking at a well head program to prevent pollutants from entering the water supply.

Councilmember Kappa asked if a storm water program would be necessary even if the City found a different water source. **Corbett** said this was correct.

Correspondence: **Corbett** reviewed the letter from Cornell Pump and Steve Merrin.

Audience Testimony: **Cecile Diaz**, 11637 SE 34th St. Milwaukie, spoke in opposition to the storm water utility fee. She said she had contacted Paul Kieran of DEQ and heard information that conflicted with what was being presented to Council. She requested that the issue be tabled until Kieran arrived at the meeting.

Diaz said Kieran had told her that he was responsible for implementation of the program. She asked that he attend the hearing to explain what was actually being required of the City. Kieran told her that DEQ was just interested in monitoring industrial and commercial businesses. He also said that DEQ had not even established a fine system. He told her that residents had nothing to do with the program, and it was only commercial and industrial.

Diaz said she had also spoken with Bill Hockensmith, Western States Electric, who had testified at the previous hearing. They had reviewed the consultant's report and Hockensmith's calculations. She said she believed there was a serious conflict of interest between the consultant and the City. He said the consultant had a vested interest because the City had guaranteed him future revenues. She said the consultant's report and the City's ordinance were almost identical.

Diaz said Corbett's report stresses DEQ demands and penalties while she was told by Kieran that DEQ did not even have a procedure in place. She said she believed the City Manager wanted to have cash in hand from this utility fee to funnel to other departments. She said a lower fee of \$2.45 should be considered if monitoring and education were the required elements of the program. She said she believed that the citizens should be allowed to vote on the issue and

have a voice in the allocation of funds. She said the consultant's report contained many mathematical errors. She suggested that it would be more cost effective to have a private company do the work instead of hiring new employees and purchasing new equipment. She discussed the administrative and supervisory costs and said these were vague and she wanted more information. She said she believed the funds collected from the storm water utility were going to be used to circumvent Measure 5 limitations and support other areas of government.

Diaz said the City was proposing a program on water quality issues rather than flooding issues. DEQ is only requiring a monitoring and education program, but the City is also looking for money to rebuild infrastructure. She said residents should not be charged for this.

Paul Kieran, Storm Water Engineer for DEQ, explained his job responsibilities with DEQ as a storm water engineer. He said he looks at construction sites of five or more acres. His involvement is limited to non-city owned storm water systems. The City's permit has to do with City-owned sewer. His involvement is with private conveyance, not with the City's system.

Corbett said the City had worked with another department of DEQ in the National Pollutant Discharge Elimination System (NPDES) permit application.

Tom Lucas, 11634 SE 34th, asked if drywells on personal property were disallowed as a mitigation measure. He said he would like to hear from someone in the right department of DEQ. He said the rate methodology in the consultants report was confusing. He asked for clarification of payment enforcement and liens on unpaid billing for storm water.

Paul Hawkins, 4350 SE Else Where Lane, discussed the funds that would go to improvement of underground pipes and drains. He asked if there was currently a capital improvement program.

Jack Masterman, 8625 SE 31st, said he believed this additional charge would be a burden for residents on fixed incomes. He said the state or federal government should fund the program and urged that government be limited.

Yvonne Lundgren, 11858 SE 34th, spoke in opposition to the storm water utility. She asked why the City had not maintained the storm water system in the past. She said the street sweeper already goes by too often. She said she believed there needed to be more investigation into this tax.

John Hager, 2720 SE Washington, said he understood that this action was both legal and a good thing for the region. He felt, though, that the City should find another funding source other than a utility fee. Fifty dollars a year is a lot to many people in Milwaukie. To many residents, particularly the elderly, this is a tax.

Staff Comments: **Corbett** said there was no contract with the consultant after adoption of the ordinance. He discussed the overhead costs and their shared allocation. He discussed dedicated funds and how, in the case of the complete street reconstruction of 32nd Avenue, gas tax funds were used for the project.

Bill Monahan, City Attorney, addressed the lien question. Withholding water delivery is the major penalty of this ordinance. A lien can be applied only if granted to the City in writing.

Corbett discussed the use of funds for improvement of infrastructure components. He said the program focuses on quality; however there are also quantity issues.

Shaun Piggot, Consultant, said the ordinance in the feasibility study was based on the funding recommendation of the Citizens Utility Advisory Commission. The statement in the study regarding liens was considered by the attorney and was determined that it could be allowed in this ordinance application. The collective impact of individual properties on water quality can be significant, and monitoring and enforcing should show improvements.

Mayor Lomnicki said Milwaukie is responsible for what goes into the Willamette from Kellogg and Johnson Creeks. **Piggott** said the discharge points are the outfalls of these creeks. Ideally monitoring will take place upstream. In the overall watershed, the City of Milwaukie is responsible for only a small portion of what goes into the Willamette.

Piggot reviewed the funding discussions that had taken place with the CUAC. He said regulators in Washington, D.C. demand this type of control without offering any funding to local jurisdictions. The CUAC determined that the service charge was the best alternative. He said there was a threat of DEQ fines, but a third party suit was more probable. He said the CUAC believed the rate should be applied equitably. He discussed the possible onsite mitigation measures. The CUAC made a policy decision that drywells were not eligible for credit. He responded to the comment on his vested interest by pointing out that the City had undertaken a large portion of the work on the program.

Councilmember Farley asked how many people have actually attended the informational meetings put on by the City. **Piggot** said 6500 notices and 82 letters were sent to private businesses, and about 25 - 30 people attended the meetings.

Questions of Clarification: **Councilmember Farley** asked how many phone inquiries had been received. **Corbett** said prior to the first public hearing, about ten calls had come into public works. Five calls were for clarification, and five were in opposition. He said there had been about twenty calls prior to tonight's hearing, and half were in opposition to the proposed utility.

Councilmember Knudson asked how much of the annual revenue was from residents. **Corbett** said residents would comprise about 45% with the balance from commercial properties.

Councilmember Kappa said he was concerned with Hockensmith's overhead figures. **Corbett** said the CUAC would do an annual evaluation of fund expenditures.

Bartlett said Hockensmith had applied private sector accounting to his calculations. He discussed how costs for certain services, such as Engineering, were allocated to those departments receiving benefit.

Councilmember Schreiber said originally Council wanted to replace the entire City-wide storm system. **Corbett** had convinced the Council that the cost would be so great that it would be better to maintain the current system and make capital improvements as funds were available. **Corbett** said maintenance, monitoring and education reduce the amount of capital improvements.

Mayor Lomnicki discussed privatization of storm water management services. **Corbett** said storm water management was such a new field, that there was probably no contractor in the region that would be prepared to offer such services. The City will contract out the capital improvement projects.

Mayor Lomnicki asked what was being done at this time to maintain the storm sewer system. **Corbett** said during heavy rains, the crew pumps out the system. He discussed the volunteer stenciling program.

Councilmember Kappa asked if it would be feasible to disconnect gutters like Portland residents were doing. **Corbett** said the City of Portland has a combined sewer system, and this was Portland's solution to take the pressure off the system during heavy rains. He said Milwaukie does not want any additional pollutants going into the groundwater and creating long term problems.

Close Hearing: **Mayor Lomnicki** closed the public testimony portion of the hearing on the implementation of an Ordinance establishing a storm water utility and Resolution setting fees and charges for storm water services at 8:47 p.m.

Discussion among Councilors: **Councilmember Farley** discussed recent rate increases and the impact on residents who were unemployed or on fixed incomes.

Mayor Lomnicki said this was a federal mandate and not really in City control. Cities have worked together to lobby at state and federal levels to prevent mandates without funding. The entire country is facing the same requirements, and this is not a situation that the City can ignore. The CUAC and City staff have worked on this issue for over a year looking for an equitable and effective solution.

Councilmember Schreiber said there was a low income program in place. The City chose to take a minimum cost route to meet the requirements and begin to improve the existing system.

Councilmember Kappa said he would like staff to return with alternate funding mechanisms.

Mayor Lomnicki said both the CUAC and staff recommended this method. He asked Councilmember Kappa if he thought staff had done an incomplete process.

Councilmember Kappa said he simply wanted to go back and review the options to see if there was a better funding source.

Councilmember Knudson said he believed the City should put in a completely new system.

Mayor Lomnicki said a \$7 million bond measure would result in a greater debt. **Corbett** said staff could look at reducing fees by eliminating capital improvements and just meet DEQ requirements.

Councilmember Knudson said the City could propose a bond issue to reconstruct the system and let people vote on it.

Councilmember Kappa said the City needs \$3.50 for upkeep and maintenance. **Corbett** said public education is mandated, and a small portion will be allocated to rehabilitation of the Wood Avenue area. It is the intent to see what can be done in the next couple of years with the funds collected. It may also be determined that it would be best to buy down rates.

Mayor Lomnicki said he believed the citizens of Milwaukie would want to be considered people who value their environment and want to be a part of improving water quality in the region.

Bartlett said staff could return with figures on sending out a general obligation bond. One of the key elements of the Roseburg case was that the cost of the utility was attached to the user and not necessarily the property owners.

Corbett discussed Measure 5 limitations. The CUAC looked at charges based on the value of the home versus a charge based on impervious surface.

Mayor Lomnicki said even if there was a bond, residents would still be looking at \$3.50 per month to maintain the system. A bond would probably cost about \$16.00 per month. He asked if the City wanted to impose that amount for a minimum of ten years and still bill for monthly maintenance costs. He added that the City might invest in building a system that would not meet DEQ standards in a couple of years.

Councilmember Schreiber said she did not think people would want to spend more money than what was being discussed for the utility fee.

Councilmember Knudson said he thought it looked like people were paying \$4.00 per month for nothing. When will those residents not on the system be able to get on?

Councilmember Kappa said he understood that a utility like this was necessary, but he was concerned about looking at other funding methods.

Bartlett said staff could look at cuts from the general fund to pay for the storm water program.

Mayor Lomnicki said the City was looking at the best funding source for this mandate. He said this was in total disagreement with the CUAC and staff recommendations.

Councilmember Kappa said it was not a matter of trust.

Mayor Lomnicki said the CUAC has spent a year considering the storm water program, and staff conducted a public information campaign. The whole issue is being reopened.

Council Decision: It was moved by Councilmember Kappa and seconded by Councilmember Knudson to send the storm water program back to staff and Citizens Utility Advisory Commission in order to present other funding options. Motion passed 4 - 1 with the following vote: Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; Mayor Lomnicki nay; no abstentions.

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to direct staff to return to the City Council regular session on March 15, 1994, with a funding matrix for the storm water program. Motion passed 4 - 1 with the following vote: Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; Mayor Lomnicki nay; no abstentions.

AUDIENCE PARTICIPATION

Carl Jacob, 10500 SE 44th, discussed the ability of some residents to pay the \$4.00 per month storm water utility fee. He said he believed the Council should set a limit by resolution on the amount of foreign made goods that the City purchases.

Councilmember Farley asked if this would be legal. **Monahan** said it may be worth investigating, but may not be enforceable at the municipal level.

Jacob suggested that Milwaukie residents write to their Congressmen and Senators asking for funds to pay for the storm water utility.

Mayor Lomnicki said this was probably not possible under state statutes.

Councilmember Farley suggested writing to his representative.

Consider Traffic Safety Commission By-Laws

Greg Drechsler, City Engineer, presented the staff report in which the City Council was requested to review the Traffic Safety Commission by-laws. The Traffic Safety Commission by-laws were changed to reflect Council direction. The changes included reference to a member not capable of completing his/her term and that the Commission would make a recommendation to Council.

Councilmember Kappa referred to Article III: Meetings. He asked if there could be more than one meeting per month. **Drechsler** said the frequency of meetings could be changed by

a majority vote of the members. He added that the Commission had currently added additional work sessions to their schedule.

It was moved by Councilmember Kappa and seconded by Councilmember Farley to adopt the Traffic Safety Commission by-laws. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson, aye; no nays; no abstentions.

Consider Amending Purchase Order 06737 to Coopers & Lybrand

Angus Anderson, Finance Director, presented the staff report in which the City Council was requested to consider amending purchase order 06737 to Coopers & Lybrand, CPAs to a limit of \$37,400. He discussed the resolution allowing the City Manager to executive purchase order for certain services which included independent audit services from Coopers & Lybrand in the amount of \$27,000. Subsequent billings were received, and staff negotiated with the audit firm on the amount. It was the City's belief that \$37,400 was an appropriate amount. Coopers & Lybrand disagreed but accepted the City's judgment.

Councilmember Farley asked if auditing services were done on a bid proposal. Anderson said Coopers & Lybrand had been awarded the bid six years ago. The City is currently seeking bids on auditing services.

Councilmember Farley asked why the billing was so high. Anderson said the City has a new supervising accountant and the auditing team was new.

Mayor Lomnicki asked if the supervising accountant's services would have been monetarily equal to the additional billing. Anderson said if the accountant had been on staff for a period of time, the auditing services bill should have equaled the previous year.

Mayor Lomnicki expressed concern that this item had been pulled twice from the Council agenda and that some of the background information had been changed. He said he did not believe the City should be penalized for internal changes at Coopers & Lybrand and for the inexperience of the audit team. Anderson said the second invoice was above what City staff felt should be paid.

Councilmember Farley asked if Coopers & Lybrand was aware that the City did not have a supervising accountant when they made their bid. Anderson said the bid was made six years ago, and the position was filled at that time. The City had verbally asked for additional services, but several hundred additional hours of audit time were not warranted.

Mayor Lomnicki said when Council considered the original resolution authorizing certain services, it was assumed that the dollar amount would not be exceeded. Bartlett discussed the need for Council authority to execute contracts in this amount.

It was moved by Mayor Lomnicki and seconded by Councilmember Schreiber to authorize amendment of Purchase order 06737 to Coopers & Lybrand to a limit of \$37,400. Motion passed 4 - 1 with the following vote: Mayor Lomnicki, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; Councilmember Farley nay; no abstentions.

Consider Documents Regarding Forum on Cooperative Urban Services - FOCUS

Dan Bartlett, City Manager, presented the staff report in which the City Council was requested to review key documents regarding the Forum on Cooperative Urban Services (FOCUS). He said the documents contained membership information the City had requested several months ago. Milwaukie is the largest City in the area that has not joined FOCUS.

It was moved by Councilmember Schreiber and seconded by Councilmember Farley to remove FOCUS membership from the table. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

Councilmember Farley said he was concerned that there was an overlap of services with the Portland State group.

Councilmember Schreiber said FOCUS has spend \$106,000 on staff to provide basic information that is publicly available. FOCUS has, however, continued to pull people together to discuss similar situations. Both Mayor Lomnicki and City Manager Bartlett have worked on subgroups and attended meetings.

Bartlett said he attended FOCUS meetings as a guest of certain jurisdictions or consultants. The next project to be undertaken by FOCUS is to develop a manual of forming a district, which the City has already successfully accomplished with the Parks District. He said he felt some issues would be redundant for Milwaukie. FOCUS remains a good source for information sharing. Some of this information should be provided by Metro without smaller jurisdictions having to form a volunteer organization.

Mayor Lomnicki discussed the value of the governance manual to help determine at what level an issue is appropriate.

Bartlett said special districts and jurisdictions in North Clackamas have applied for LCDC project grants to facilitate SB 122 compliance. He discussed Metro services and how FOCUS could help develop cost allocation.

Mayor Lomnicki said the Neal Peirce Vision Forum increased Milwaukies regional exposure.

Councilmember Schreiber said FOCUS was formed to meet immediate city needs.

Mayor Lomnicki said FOCUS had been an outgrowth of RGC to provide a forum on local issues.

Councilmember Kappa said he could see some benefit in participating.

Councilmember Knudson asked Councilmember Schreiber if she had a recommendation.

Councilmember Schreiber said FOCUS could be a powerful group.

Bartlett said there was a proposal at the last FOCUS meeting that next years dues remain the same. He discussed funding for upcoming studies.

Councilmember Schreiber said she would have a problem with not paying for this years membership.

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to join FOCUS in fiscal year 1994 - 1995. Motion passed 4 - 1 with the following vote: Mayor Lomnicki, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; Councilmember Farley nay; no abstentions.

It was moved by Councilmember Schreiber and seconded by Mayor Lomnicki to offer to prorate for 1993 - 1994 FOCUS dues.

Councilmember Farley asked if the City had any voting rights during this time. **Councilmember Schreiber** said the City did not have voting privileges.

Bartlett said the prorated amount would be about \$1,800.

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

Consider Extension of Information Services Contract

Dan Bartlett, City Manager, presented the staff report in which the City Council was requested to authorize the City Manager to enter into an agreement with Northwest Information Services, Inc. (NIS) to complete data and voice systems at the Public Safety Building and expand their analysis to all other City facilities in an amount not to exceed \$32,000. The project would be an evaluation of the current telephone and data systems in the remaining City facilities in the amount of \$12,665.

Bartlett discussed the request for a specific exemption to the purchasing rules to acquire a telephone system for City facilities other than the Public Safety Building from Telephone Sales and Communications (TSC). He discussed the features of the expandable system which included integrated voice mail boxes and paging system. This would be an extension of the Tadiran Coral PBS system at an estimated cost of \$65,000.

Councilmember Kappa asked how the extended service contract would be funded. **Bartlett** said extension he was seeking would come out of general government, while costs related to the Public Safety Building would remain in that fund. He said he did not recommend any transfer of contingency at this time. He said the City could purchase from the TSC contract until July, 1994. Purchase of the equipment could come from either this year's or the 1994 - 1995 budget. He said this action was justified by the bid process for the Public Safety Building equipment. Vendors were told at the pre-proposal conference that the City might decide to go to a common service throughout. A block of numbers has already been reserved with US West.

Councilmember Farley asked if there might be legal recourse from the outside. **Monahan** said the risk was minimal.

Councilmember Schreiber asked how the contract extension would be funded. **Bartlett** said there was money left in the City Manager's contract maintenance line item with a small portion coming from the Public Safety Building fund.

Councilmember Schreiber said there was concern among residents that funds had run out for the Public Safety Building project. **Bartlett** said the project was well within budget.

Councilmember Knudson asked how much was left over. **Bartlett** said about \$200,000.

Mayor Lomnicki asked if the City paid a fee for each voice mail box. Bartlett said the cost of the voice mail boxes is in the equipment cost and automatically built in software. He said NIS would evaluate the City's needs.

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to authorize the City Manager to enter into an agreement with Northwest Information Services, Inc. to complete data and voice systems at the Public Safety Building and expand their analysis to all other City facilities in an amount not to exceed \$32,000. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

It was moved by Councilmember Schreiber and seconded by Councilmember Kappa to grant an exemption to the purchasing rules for acquisition of a telephone system for City facilities other than the Public Safety Building from Telephone Sales and Communications (TSC). Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

Bartlett said he would return to Council with a specific amount at a future meeting.

CONSENT AGENDA

It was moved by Councilmember Kappa and seconded by Councilmember Knudson to adopt the Consent Agenda which consisted of the City Council Minutes of February 1, 1994. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

INFORMATION

Councilmember Kappa discussed the activities of the Johnson Creek Corridor group.

Councilmember Farley discussed his participation on the League of Oregon Cities General Government Committee.

Councilmember Schreiber discussed upcoming recommendations to the North Clackamas Parks and Recreation District (NCPRD). Charlene Richards, Assistant to the City Manager, said if the recommendations were ready, they would be taken to the Parks and Recreation Commission (PARC) meeting on February 28, 1994.

Councilmember Knudson discussed Surface Water Management meetings.

Mayor Lomnicki thanked staff for working on the Neal Peirce Vision Forum.

Mayor Lomnicki announced an executive session pursuant to ORS 192.660. The Council recessed at 10:55 p.m. and would return with public action.

EXECUTIVE SESSION

Mayor Lomnicki called the executive session for labor relations to order at 11:00 p.m. Charlene Richards, Assistant to the City Manager, reviewed the issues between the City and MPEA. She shared the proposed settlement agreement with the Council. Mayor Lomnicki closed the executive session at 11:07 p.m., and the Council moved into the main meeting room.

REGULAR SESSION, reconvened

It was moved by Councilmember Kappa and seconded by Councilmember Farley to authorize the Mayor and City Manager to sign the settlement agreement. Motion passed 5 - 0 with the following vote: Mayor Lomnicki, Councilmember Farley, Councilmember Schreiber, Councilmember Kappa, and Councilmember Knudson aye; no nays; no abstentions.

ADJOURNMENT

Mayor Lomnicki adjourned the meeting at 11:15 p.m.

Pat DuVal, Recorder/Secretary

February 15, 1994

1
Oregon

**PRELIMINARY 1995 - 1998 STATE TRANSPORTATION IMPROVEMENT
PROGRAM (STIP)**

DEPARTMENT OF
TRANSPORTATION

Region 1

FILE CODE

I would like to welcome you to attend our public meetings to discuss Oregon's Preliminary Transportation Improvement Program. You should have recently received a copy of the draft program. It describes the state's transportation investment strategy for the next four years.

We are closely cooperating with the Metropolitan Service District (Metro) in planning transportation investment in the Portland region. New flexibility in the use of federal funds means more support can be given to non-automotive transportation options. Clean air laws and state rules give further impetus to the shift from highway construction. Attached is Metro's recommendation for the STIP. Their recommendations were endorsed by Metro subsequent to the preparation of the Preliminary STIP you have received. There are differences in the Metro recommendations and those presented in the Preliminary STIP. A table is attached to show you where the differences occur. At the time of adoption of the final STIP both plans must be consistent. Therefore, your comments and suggestions are welcomed and encouraged.

We are trying to enhance our public outreach at these sessions. New, open house, public meetings with multiple opportunities to comment will make testimony easier to give, without the traditional formal structure. We will also provide information on the Oregon Transportation Plan, corridor planning, and ongoing projects.

In the interests of giving equal time to those who wish to speak, we will try to move the meetings along quickly. I am encouraging groups to use one spokesperson to articulate specific points.

If you are unable to attend the meetings, but wish to comment on the program, please write to me by March 16th and I will see to it your comments are made part of the record. If you plan to ride transit to the meeting, and live within the Tri-Met service area, call 238-RIDE and select "1" for trip planning.

All comments will be reviewed and considered by the Transportation Commission before final adoption of the program in July 1994.



Bruce A. Warner, P.E.
Region 1 Manager

attachment



Phone - (503) 731-8200
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902 SE McLoughlin
Milwaukie, OR 97222
503-653-3190
FAX (503) 653-3267



1995-1998 STATE TRANSPORTATION IMPROVEMENT PROGRAM

REGION 1 PUBLIC MEETING SCHEDULE

TIME 4:00PM - 8:00PM

- 3-2-94 Oregon City High School Cafeteria
1306 12th Street
Oregon City 97045

- 3-3-94 St Helens High School Commons
2375 Gable Road
St Helens 97051

- 3-7-94 Mount Hood Community College Town & Gown Room
26000 SE Stark
Gresham 97030

- 3-10-94 Wahtonka High School
3601 W 10th Street
The Dalles 97058

- 3-16-94 Washington County Building Cafeteria
155 N First Avenue
Hillsboro 97124

METRO'S RECOMMENDED CHANGES TO ODOT'S PRELIMINARY STIP

PROJECTS SCHEDULED BY ODOT FOR CONSTRUCTION FY 1995-1998	ORIGINAL ODOT COST ESTIMATE	METRO'S REVISED CONSTRUCTION & COST RECOMMENDATION	PROJECTS & COSTS DEFERRED BY METRO TO POST-1998	COSTS CUT FROM STATE PROGRAM
Recommended for construction during FY 1995-98				
Farmington: 167th - Murray Blvd.	5.18	5.18	0.00	0.00
I-5: Stafford Interchange	7.90	7.90	0.00	0.00
I-205: @ Sunnybrook Interchange	18.20	18.20	0.00	0.00
OR-47: Council Creek - Quince (Hwy 47 Bypass)	7.13	7.13	0.00	0.00
T/V Hwy: Shute Park - 21st	4.65	4.65	0.00	0.00
US 30B: Columbia Blvd. - I-205 (Turn Lanes)	0.44	0.44	0.00	0.00
Excess Bid for Three FY 93 WS LRT Projects	11.50	11.50	0.00	0.00
VAR: Metro Advance Warning Signs (ATMS)	1.21	1.21	0.00	0.00
VAR: Metro Area Freeways Detection Sys. (ATMS)	1.43	1.43	0.00	0.00
VAR: Motorist Information System (ATMS)	1.10	1.10	-0.00	0.00
Sandy MACS **	4.41	4.41	0.00	0.00
I-84: Gateway Park & Ride Lot	0.96	0.96	0.00	0.00
BV/Tualatin Hwy: 99W - SW McDonald St. (Bikeway)	0.39	0.39	0.00	0.00
OR-43: Mcvey Avenue - Burnham (Bikeway)	0.44	0.44	0.00	0.00
Barbur Blvd.: Hamilton/Miles (Bikeway)	1.50	1.50	0.00	0.00
BV/Tualatin Hwy: Lower Boones Ferry Rd. - Tualatin/Sherwood (Bikeway)	0.24	0.24	0.00	0.00
Downscoped projects or those broken into Post-1998 phases				
I-84: 223rd - Troutdale	29.00	22.00	0.00	7.00
I-5: @ 217/Kruseway **	43.40	13.40	10.00	20.00
T/V Hwy: 160th Avenue - 110th Avenue	8.40	2.70	5.70	0.00
US 26: Camelot Int - Sylvan Int	66.20	50.00	16.20	0.00
Two Additional MACS (ATMS)	6.62	3.31	3.31	0.00
Various TSM Initiatives (ATMS)	1.54	0.77	0.77	0.00
Projects deferred to Development Program for possible construction after FY 1998				
US 26: Beaverton/Tigard Hwy - Camelot	7.24	0.00	7.24	0.00
US 26: Sylvan Int - Highlands Int	9.40	0.00	9.4	0.00
I-5: Water Avenue Ramps **	19.00	(Esplanade Mitigation) 1.80	NA*	17.20
I-5: E. Marquam Grand Ave/MLK Jr. Ramps	50.00	0.00	NA*	50.00
US 26: Murray Road - 217	20.30	0.00	NA*	20.30
I-205: Columbia River/N.E. Failing (landscaping)	1.97	0.00	1.97	0.00
U.S. 30B: Linnton/Sauvie Is. Brdg. (rockfall)	1.79	0.00	1.79	0.00
I-205: Willamette Rv. Bridge Ice Detector	0.17	0.00	0.17	0.00
Projects cut from both Construction and Development				
99W: @ 124th	1.00	0.00	0.00	1.00
I-205: @ Glisan N&S Bound	0.37	0.00	0.00	0.37
217: NB Off-Ramp @ Scholls Hwy	0.27	0.00	0.00	0.27
TOTAL	333.35	160.66	56.55	116.14

* Recommended for retention in the EIS portion of Development Program with no construction cost estimate allocation.

** Substantial discrepancy between Metro and preliminary ODOT recommendations.



Public Asked to Review 1995-1998 STIP

Public review of the preliminary 1995-1998 Statewide Transportation Improvement Program (STIP) is now underway.

The Oregon Department of Transportation (ODOT) uses the STIP to prioritize and schedule transportation projects throughout the state. These projects have been developed by the state, local and regional governments, transportation agencies and the public through various planning processes.

The 1995-1998 STIP has a new format. It now shows local and state

projects according to mode of travel and geographic area. This new format reflects statewide concern for the overall transportation system and the full range of transportation options.

The 1995-1998 STIP has been downsized to reflect a \$400 million funding shortfall. This has caused some projects to be delayed or reconfigured, and others to be eliminated. The shortfall resulted from less-than-anticipated federal funding, decreased state gasoline tax revenues and increased project development costs.

The downsized 1995-1998 STIP maintains equity among ODOT's regions. Criteria used to downsize the STIP gave priority to projects that preserve the existing transportation system. Consideration also was given to projects that improve air quality, increase the usage and safety of the existing system, are funded under special categories, have significant cost-sharing and have statewide significance.

The 1995-1998 STIP also has been shortened from six years to four years in order to schedule projects more effectively.

Public Involvement Plays Key Role in 1995-1998 STIP

Public involvement in local and regional transportation planning has played a major role in determining which projects to include in the preliminary 1995-1998 Statewide Transportation Improvement Program (STIP). Public involvement also has played a key role in downsizing the 1995-1998 STIP.

That role will increase in the future through an expanded public involvement process developed by the Oregon Department of Transportation (ODOT).

ODOT has mailed copies of the preliminary 1995-1998 STIP to elected officials, local governments, regional governments, tribal govern-

ments, transportation providers, interested individuals and organizations throughout Oregon. The document also is available for review at public and private libraries throughout the state.

During February and March, ODOT will hold informal public meetings throughout Oregon to provide information and gather comments on the preliminary 1995-1998 STIP (see public meeting schedule and map on page 3). Summaries of public comments will be provided to participants and to the Oregon Transportation Commission (OTC).

After reviewing the public comments, the OTC will finalize the

1995-1998 STIP and submit it to the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration for approval. Federal approval is required before funds are released.

A second newsletter in the fall of 1994 will summarize results of the meetings. Copies of the final 1995-1998 STIP will be made available to the public upon request.

ODOT will evaluate the procedures used in this year's STIP public involvement process, as well as public comment on the procedure, in order to ensure an even more effective process in the future.

Transportation Commission to Meet Public



Henry H. Hewitt



Steven H. Corey



John W. Whitty



Cynthia J. Ford



Susan E. Brody

At least one member of the Oregon Transportation Commission (OTC) will attend each public meeting scheduled to review the preliminary 1995-1998 Statewide Transportation Improvement Program. Two new members have been named to the OTC by Governor Barbara Roberts. Henry H. Hewitt, Portland, has been named chair to replace Michael P. Hollern, Bend, whose term expired. Steven H. Corey, Pendleton, has been named to the unexpired term of Roger L. Breezley, Portland, who resigned. John W. Whitty, Coos Bay, has been reappointed to a second term as vice chair. (All appointments are pending Senate confirmation.)

Henry H. Hewitt, Portland, is chair of the law firm of Stoel Rives Boley Jones & Grey, where he is engaged in all aspects of business practice. He is vice chair of the Oregon Resources & Technology Development Fund Board and vice chair of the board of trustees of Willamette University. He also serves on the boards of the Oregon Graduate Institute and the Oregon Symphony. He holds a bachelor's degree from Yale University, New Haven, Connecticut, and a law degree from Willamette University, Salem.

Steven H. Corey, Pendleton, is a partner with the law firm of Corey

Byler Rew Lorenzen & Hojem in Pendleton. He is also a director and partner in two family-owned operations, the Cunningham Sheep Company and the Nolin Farming Company. He is the president of the Oregon Historical Society, chair of the Oregon Tourism Council, chair of the Oregon Trail Advisory Council and a director of the Pendleton Round-up Association. He holds a bachelor's degree from Yale University, New Haven, Connecticut, and a law degree from Stanford Law School, Stanford, California.

John W. Whitty, Coos Bay, has served as vice chair of the OTC since February 1987. He is an attorney and partner in the firm of Foss, Whitty, Littlefield & McDaniel. A native of Coos Bay, he served in the United States Air Force from 1957 to 1959. He has served on numerous boards and commissions, including the Oregon International Port of Coos Bay Commission and the Bay Area Health District Board. He also has been active in Oregon State Bar committees and in continuing legal education events as a speaker and writer. He holds both a bachelor's degree and a law degree from the University of Oregon, Eugene.

Cynthia J. Ford, Medford, has been a member of the OTC since February

1987. She is the first woman to serve on the commission. A well-known educator, she is the former director of, and currently special assistant to the president of, the Regional Services Institute at Southern Oregon State College (SOSC), Ashland. She has served on numerous boards and commissions, including Willamette University, Oregon Health Sciences University and the Council for Economic Development in Oregon. She holds a bachelor's degree from Wellesley College, Wellesley, Massachusetts, and a master of business administration degree from SOSC.

Susan E. Brody, Eugene, has served on the OTC since September 1992. Currently director of management services for the Eugene Water & Electric Board, she also has served as director of the Oregon Department of Land Conservation and Development and planning director for the City of Eugene. She has served on numerous boards and commissions, including the Eugene City Club and the Oregon chapter of the American Planning Association. She is a fellow of the American Leadership Forum. She holds a bachelor's degree from Reed College, Portland, and master's degrees from the University of California, Santa Barbara, and the Massachusetts Institute of Technology, Cambridge, Massachusetts.

Public Meetings Scheduled Throughout State

Informal public meetings to review the preliminary 1995-1998 Statewide Transportation Improvement Program have been scheduled throughout the state. Anyone needing special accommodations should contact the region representative. If unable to attend, you may submit written testimony to the region representative within 10 days of the meeting in your area. (Where possible, STIP meetings will be held in conjunction with transportation planning meetings scheduled for the same area.)

REGION 1

Robin McArthur-Phillips
(503) 731-8230

- 1. Oregon City, March 2, 4-8 p.m.
Oregon City High School Cafeteria
1306 12th Street
- 2. St. Helens, March 3, 4-8 p.m.
St. Helens High School Commons
2735 Gable Road
- 3. Gresham, March 7, 4-8 p.m.
Mt. Hood Community College
Town & Gown Rm., 26000 S.E. Stark
- 4. The Dalles, March 10, 4-8 p.m.
Wahtonka High School
3601 W. 10th Street (With Region 4)

5. Hillsboro, March 16, 4-8 p.m.
Washington County Building Cafeteria
155 N. First Avenue

REGION 2

Rick Sjolander
(503)986-2600

6. Newberg, March 1, 4-8 p.m.
George Fox College
Cap & Gown Rm.
414 N. Meridian

7. Newport, March 2, 4-8 p.m.
Marine Science Center
S. Marine Science Drive

8. Stayton, March 9, 4-8 p.m.
Community Center
400 W. Virginia Street

9. Seaside, March 16, 4-8 p.m.
Convention Center
Riverview Rms. A, B and C
415 First Avenue

10. Corvallis, March 29, 4-8 p.m.
Corvallis Library
645 N.W. Monroe Avenue

REGION 3

John Christopherson
(503) 440-3399

11. Medford, February 28, 4-8 p.m.
Jackson County Auditorium
200 Antelope Road

12. Roseburg, March 2, 4-8 p.m.
Church Annex
1134 S.E. Douglas Avenue

13. North Bend, March 3, 4-8 p.m.
North Bend Community Center
2222 Broadway
(With Oregon Coast Corridor Plan Public Open House)

14. Springfield, March 9, 4-8 p.m.
Springfield High School Cafeteria
875 N. Seventh Street

REGION 4

Kelly Hanslovan
(503) 388-6332

15. Bend, February 28, 4-8 p.m.
Public Works Training Center
1375 N.E. Forbes Road
(With Aviation System Plan Workshop)

16. Lakeview, March 3, 4-8 p.m.
Lakeview Interagency Fire Center
222 N. E Street

17. The Dalles, March 10, 4-8 p.m.
Wahtonka High School
3601 W. 10th Street (With Region 1)

18. Warm Springs, March 29, 4-8 p.m.
Agency Longhouse

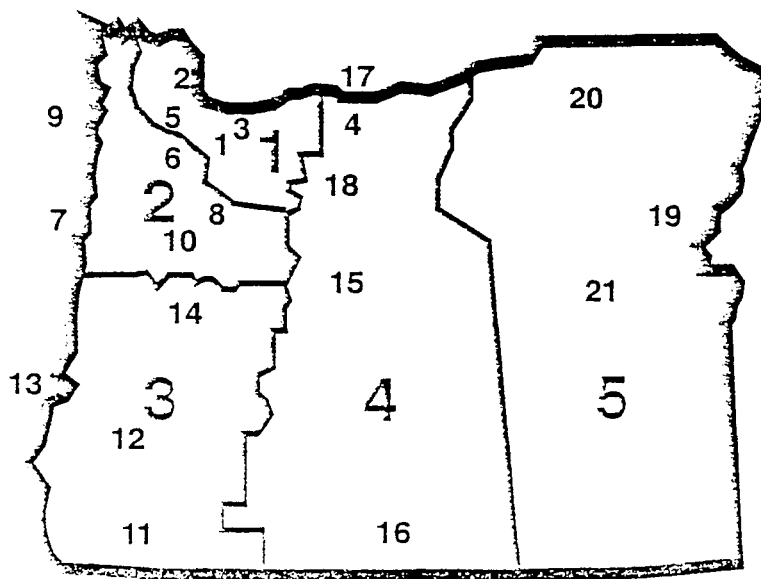
REGION 5

Randi Kobernik
(503) 963-3177

19. Baker City, March 3, 4-8 p.m.
Baker County Court House
1995 Third Street

20. Pendleton, March 10, 4-8 p.m.
Vert Little Theater
S.W. Dorian Avenue & Fourth Street
(With Aviation System Plan Workshop)

21. Burns, March 11, 4-8 p.m.
Harney County Senior Center
17 S. Alder Street



FIVE - REGION MAP AND LOCATION OF MEETINGS

DAN BARETT
10722 SE MAIN ST
PORTLAND OR 97222-7670

BULK RATE
U.S. POSTAGE
PAID
PERMIT NO. 65
SALEM, OREGON

THE OREGON DEPARTMENT OF TRANSPORTATION
140 TRANSPORTATION BUILDING
SALEM, OR 97310-0001

Public Meetings Become More Informal, Informative

The format for the 1995-1998 STIP public meeting process will be considerably more informal and informative than in past years. The purpose for the change in format is to encourage a broader participation by all segments of the public.

In the past, meetings were conducted in a formal hearing format. Individuals who wished to testify did so in front of an audience. While this provided a welcome forum for some, it inhibited comments from others.

This year's meetings will be conducted in a more user-friendly, open-house style. Meetings will begin in the late afternoon and continue into the evening to allow as many people as possible to participate. Attendees will have an opportunity to gather information and speak informally with Oregon Department of Transportation (ODOT) staff about the future of transportation, the planning processes currently underway and specific transportation projects.

Anyone wishing to testify will be seated at a table with a member of the Oregon Transportation Commission and a member of ODOT regional management. Comments will be transcribed by a court reporter, and written testimony will be accepted.

Feedback on the process will be solicited, and summaries of formal and informal comments will be provided to everyone who attends the meetings.

Commission Invites Public Comment on STIP Public Review Process

The Oregon Transportation Commission would like to know how you feel about the new public involvement format developed for review of the preliminary 1995-1998 STIP. Please address your comments to STIP Public Involvement, Rm. 140 Transportation Building, Salem, OR 97310.

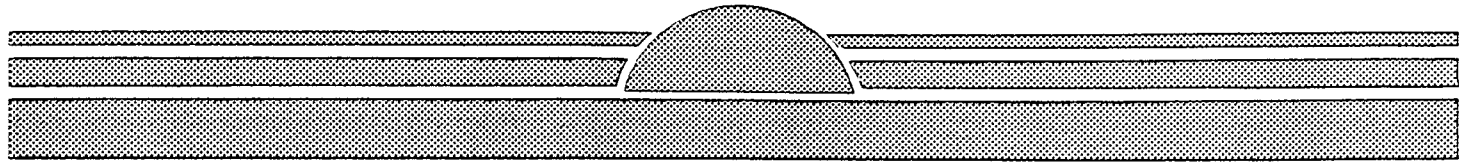
6

Sunrise Corridor Project
ODOT, Region 1
9002 SE McLoughlin Blvd.
Milwaukie, OR 97222

See back page
for details on
the project.
For more information
contact the
Sunrise Corridor
Project at 972-222-7413

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Sunrise Corridor



Project Update Highway 212 Corridor from I-205 to US 26 February 1994
Oregon Department of Transportation (ODOT)

The Sunrise Corridor Project has been evaluating alternatives for improving Highways 212 and 224 between I-205 and US 26 (from Clackamas through Boring). Last Summer, ODOT issued the Draft Environmental Impact Statement (EIS), which evaluated environmental, traffic and community impacts of each alternative. An open house and public hearing were then held in September to get public input on which alternative ODOT should recommend for selection.

Sunrise Project Delayed

Selection of Route Postponed For More Info

ODOT's recommendation on how the Sunrise Corridor should be improved has been delayed based on comments and requests for more information from federal and local agencies.

ODOT had planned to issue a Hearing Study Report in March to present public and agency comments — and ODOT responses — on the Draft Environmental Impact Statement (EIS). It was in this report that ODOT also planned to present a recommended alternative for Clackamas County's approval. Both the Federal Highway Administration (FHWA — the sponsoring federal agency for the EIS) and Metro (the Portland area regional planning agency) have asked ODOT to postpone selecting a recommended alternative until additional studies are completed.

FHWA has concluded that additional studies are needed on historical sites for each alternative (see inside). Originally, FHWA determined that these more in-depth studies should only be done for sites along a recommended route, with the studies to be completed prior to the route's final approval.

Metro is currently managing a study that is looking at where urban growth should be directed between now and the year 2040. Because transportation's link

to growth and land use is a key issue in this study, Metro has asked ODOT to coordinate the Sunrise decision with the Region 2040 Study decision (see "What Is Region 2040" inside).

Based on these changes, ODOT expects to release the Hearing Study Report next Fall/Winter.

Funding Shortfall Will Likely Delay Construction

In addition to the short-term delays in decision making on the Sunrise Corridor, potential construction for the project is expected to be well past the dates shown in previous schedules.

Due to changes in expected revenue, ODOT is looking at a \$400 million shortfall in highway funding statewide by 1998 (see "Why Will ODOT Have a Shortfall..." inside). To avert this shortfall, state and local officials are scaling back the number of construction projects planned for the next few years. Present work will continue on Sunrise Corridor, but no construction funds have been budgeted.

The most optimistic schedule for beginning construction is now the year 2002 on Unit 1 (Clackamas) and 2004 on Unit 2 (Damascus and Boring).

Why Are More Historical Studies Necessary and What Are They?

In 1968, the federal government passed a transportation act with a section that limited what lands could be taken for the sake of transportation projects. The purpose of this — titled Section 4(f) — is to preserve valuable historic resources, as well as publicly-owned wildlife refuges, parks and recreation areas.

Under this law, these lands can only be taken if there are “no prudent and feasible alternatives” to the use of the land for transportation, and if the agency has taken “all measures to minimize harm” to the resource.

For the Sunrise Project, there are 48 potential sites — the total of all the sites for all the different alternatives. Seventeen of these are historic structures and 31 are archeological sites.

For the historic structures, ODOT must first complete a Determination of Eligibility, to see if the structure is actually eligible for inclusion on the National Register of Historic Places. Then ODOT must complete a Section 4(f) evaluation document which discusses the impacts to each eligible site. These evaluations will be similar to those done for the Draft EIS, but will be more in-depth.

Originally, FHWA (the federal agency that must approve 4(f) evaluations) determined that these studies would only need to be done for sites along a recommended route, as long as the studies were completed prior to the route’s final approval.

After further review of the Draft EIS, FHWA felt it would be more prudent to do them now, before ODOT selects an alternative to recommend to the County.

These studies will require about six months to complete, followed by a public comment period of 45 days.

What Is the Region 2040 Study?

Forecasts show that population in the Portland area will increase by about 50 percent, or about 760,000 people, by the year 2040.

How can we handle this growth and maintain our quality of life? Region 2040 is a long-range planning effort designed to answer that question and determine what the area should look like in 50 years.

The study — managed by Metro, with funding also from ODOT and Tri-Met — is working with communities in the four-county region to look at a wide range of factors, such as: where will we need parks and open spaces; where and how close will we live to our neighbors; what kind of buildings do we want; and what kind of road system and other transportation will we need in order to meet our vision of the future.

The Sunrise Corridor is located in a key part of the region. The areas of Damascus and Boring are currently outside the Urban Growth Boundary, but have been growing rapidly.

Because of this, the Region 2040 effort has developed several alternatives for how the area could develop in the future.

These alternatives could affect which Sunrise alternative should be selected; therefore, Metro has asked ODOT to coordinate the decision-making on the Sunrise project with the 2040 timeline. This will allow ODOT and Clackamas County to make the necessary policy decisions and land use findings for the Sunrise Corridor.

The Metro Council is expected to make a decision on Region 2040 in August 1994. For more information on Region 2040, call Metro at 797-1750.

Why Will ODOT Have a \$ Shortfall and How Does It Affect Sunrise?

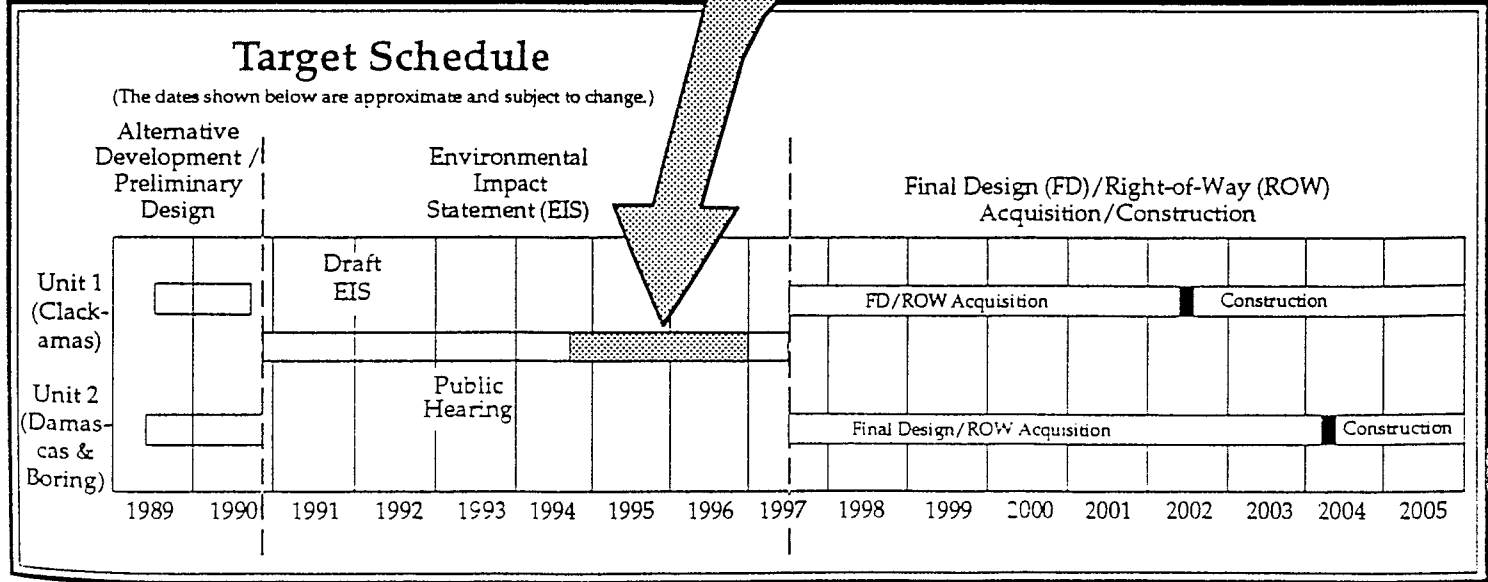
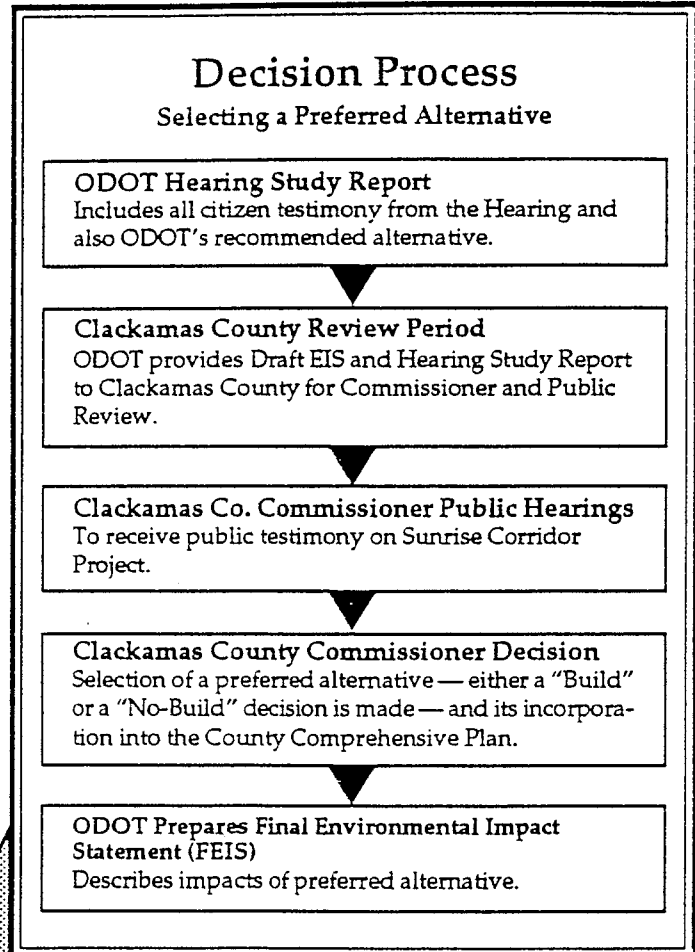
A funding shortfall is predicted due to a drop in expected state gasoline tax revenue, less-than-anticipated federal funding for highway improvements, and increases in project development costs.

Since this shortfall was based on budgeted projects, ODOT and local agencies have had to re-evaluate their transportation programs to find places to cut. Of the \$400 million needed in cuts, nearly \$150 million is needed in the Portland region alone.

Transportation planning and budgeting for this region are carried out through a collaborative process led by Metro and involving ODOT, each of the three counties, Portland and other representative cities. The \$150 million of needed cuts were identified through this process and are reflected in a preliminary State Transportation Improvement Program (STIP). The Sunrise project had not been budgeted for construction in the past, but will now compete with other projects that have lost their construction funding.

Project engineering and environmental work will continue on Sunrise, but the construction schedule cannot be finalized until funds are identified. Below is a revised timeline, which shows ODOT's most optimistic schedule. As demonstrated in this newsletter, these dates can change based on a number of factors. The schedule will be updated every two years in the STIP.

The preliminary STIP will be released for public review in February, and public meetings will be held in March. For more information on the STIP call Marty Andersen at ODOT, Region 1, 731-8275.



Citizens Tell ODOT What They Think

Two hundred sixty eight people testified on the Draft Environmental Impact Statement. They represented residents, businesses, churches, interest groups and public agencies. Some wrote or spoke about which alternatives they preferred or opposed, others expressed concerns or ideas, ranging from where a driveway could be located to how the Sunrise alternatives would affect the Portland region's land use.

Opportunities For Public Input

This testimony came during a very ambitious outreach program — one that included a number of extra efforts to help citizens learn about and comment on the Draft EIS. ODOT:

- ◆ *Extended the public comment period* from 30 days to 79 days (July 15 to October 1).
- ◆ *Opened a public information office* in the area.
- ◆ *Sent a newsletter to every home and business* (over 7000) in the area, with information on the Draft EIS, as well as on the open house/hearing dates and how to testify.
- ◆ *Sent the Summary of the Draft EIS* to all 2500 parties on the mailing list, as well as to others that requested it.
- ◆ *Held an all day Open House* with displays and staff to answer questions (it included an opportunity to provide written testimony). About 280 people attended.
- ◆ *Held an Open Forum Public Hearing* all day September 21, allowing people to give written or oral testimony. This innovative hearing format was set up "open house" style, with displays and staff to answer questions. About 150 people attended.

Broad Interests Represented

Of the 268 people or groups commenting on the Draft EIS, 182 provided *written* testimony and 86 *spoke* to a court reporter at the hearing.

The great majority represented individual citizens. Twenty-one public agencies commented. Others comments came from the Damascus and Boring Neighborhood Associations, businesses, churches, and organizations representing land use and environmental interests.

In addition, six petitions were submitted in support or opposition of alternatives.

Wide Range of Comments

Most of the citizens testified in order to support or oppose specific alternatives. Each alternative had both support and opposition.

A number of other citizens were concerned with how specific properties would be affected — how much and what land would be required, noise impacts, and how the property would get access.

Agencies and other citizens mainly commented on other aspects of either the project design or of the planning process.

Every comment will be included in the Hearing Study Report, now expected next Fall. The report will also include responses to questions and a recommended alternative for Clackamas County approval.

HAVE ANY QUESTIONS?

If you have any questions about the project or would like additional information, please:

Call: Bill Ciz: 731-8239

Write: Bill Ciz

Oregon Department of Transportation
9002 SE McLoughlin Blvd.
Milwaukie, OR 97222

MILWAUKIE PLANNING COMMISSION WORKSESSION
MINUTES
TUESDAY, FEBRUARY 8, 1994

COMMISSION PRESENT

Pat Lent, Chair
Gordon Jones
John Littlehales
Scott McClure
Carolyn Tomei
Don Trotter

STAFF PRESENT

Maggie Collins,
Community Dev. Dir.
Dave Krogh,
Associate Planner
Shirley Richardson,
Hearings Reporter

COMMISSIONERS ABSENT

Bill Johnson

1.0 CALL TO ORDER

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

2.0 PROCEDURAL QUESTIONS - There was no audience present tonight; procedure was not read.

3.0 CONSENT AGENDA

3.1 PLANNING COMMISSION MINUTES - January 25, 1994

John Littlehales moved to approve the minutes of January 25, 1994, as presented. Carolyn Tomei seconded. MOTION CARRIED 6-0 with one abstention. Don Trotter was not at that meeting.

4.0 PUBLIC COMMENT - None.

5.0 PUBLIC HEARINGS

Applicant: Variance Criteria (ZA-94-01)
Property Owner: N/A
Location: N/A
Proposal: Variance Criteria language changes to the Milwaukie Zoning Ordinance.

Chair Lent opened the public hearing on variance criteria changes to the Milwaukie Zoning Ordinance. **Dave Krogh** reviewed the Staff Report on the zoning text amendment with the Planning Commission. Staff proposes to replace the existing variance criteria within Section 702 of the Milwaukie Zoning Ordinance. Four criteria have been eliminated and modified, resulting

in three new criteria. Also proposed are modifications to the R-1-B Zone and R-0-C Zone, eliminating reference to residential density variance and removing the residential density variance Section 707 from the Zoning Ordinance. Density Variance, Section 708, has also been removed. Height and density variances will be processed as part of the normal variance review process.

Dave Krogh stated that these proposed changes reflect the input from the Planning Commission at their January 11th worksession.

Dave Krogh indicated that he had received a request from a Commissioner to look into the issue of significant trees being added to the proposed new variance criteria as part of subsection 702.1A which deals with the physical conditions of the property. This criterion deals with unusual conditions over which the applicant has no control.

To address this issue, Staff suggested that the second sentence of Section 702.1A read: "Such conditions may only relate to physical conditions of the land (including topographic differences, natural features and significant trees), lot or boundary configurations, or prior legally existing structures."

Staff contacted the City Forester with the City of Portland to discuss their recently implemented historic tree program to protect "heritage trees." A copy of this program was made available to the Planning Commission. Portland's definition of a heritage tree is, "...a tree that because of age, size, type, historical association or horticultural value, is of special importance to the City."

Staff asked for direction as to whether this heritage tree issue should be addressed now at the time of these variance changes or reviewed at the time of the proposed Urban Forest Management Program gets going.

Based on the findings incorporated in the Staff Report, Staff recommends the Planning Commission recommend approval to the City Council of proposed revisions to Sections 703, 707, 708, 307.3A. and 309.3A. of the Zoning Ordinance discussed in this report and shown in Exhibits 1 and 2.

Upon Commission approval, a public hearing will be scheduled for the City Council on this matter and an adoption ordinance prepared for Council's review and action.

Don Trotter suggested that as a condition of approval of the variance, that a tree can be declared as a "significant tree" and that the applicable portion of the variance regulation would apply. Otherwise there won't be a mechanism whereby old large trees can be saved. He is not in favor of waiting to add significant trees to the criteria until the Urban Forestry Management program is underway.

Gordon Jones suggested that "...including topographic differences..." would need to be changed to "...including but not limited to topographic differences..." He also suggested changing the words, "...physical conditions of the land..." to "physical characteristics of the land..." This broadens the language which allows other topographical features such trees to be included.

Chair Lent stated that she was concerned about the effect of this criteria with or without the tree provision because the property might have many unusual conditions over which owners have no control. This will not save the trees but only add one more reason to substantiate "unusual condition."

Don Trotter stated that he does not feel the variance language is adequate. He suggested more specific terminology; a heritage tree/significant tree on a piece of property is not necessarily an unusual condition over which the applicant has no control. There is no mechanism for allowing a tree to be used in the variance process. There is no language to save trees in the Ordinance at this time. He suggested a language change in the last sentence, "...or heritage trees or prior legally..." This will allow heritage tree language to be included in the definition section of the Ordinance with the addition, "...as determined by an arborist." The Applicant will have the requirement of addressing the tree issue. At the time the Planning Commission is considering the Urban Forestry Plan, it can be expanded to include other trees, public property, etc.

John Littlehales stated that it would be to the benefit of the City to save significant trees. He feels that the trees have to be directly related to the variance as Don Trotter proposed. The tree would have to be related or affect the variance requested.

Scott McClure stated that he was in favor of "significant/unusual natural features," in the place of "physical conditions." He suggested that a definition section include "natural features: Natural features include topographical conditions, significant trees and, vegetation.

Discussion followed on "significant trees." It was the consensus of the Planning Commission that Subsection 702.1A read, "That the property in question has unusual conditions over which the applicant has no control. Such conditions may only relate to the physical characteristics of the property, lot or boundary configurations, or prior legally existing structures." There will be a definition of natural features, which will include trees, streams, habitat and natural vegetation, as well as man-built and environmental characteristics in the definition section.

The current Section 701 will be deleted. Staff will retitle Section 701 to "Variances," or something more applicable.

Change the words "possible" to "feasible" in (C).

Don Trotter moved to continue this issue to the February 22nd meeting to allow Staff time to prepare a definition for "physical characteristics" and to review the heading for Section 701. John Littlehales seconded. MOTION CARRIED 6-0.

6.0 CONSIDERATION ITEMS -- None.

7.0 OLD BUSINESS

7.1 Citizens Involvement Plan (Neighborhoods) - Update

Chair Lent opened discussion on the Citizens Involvement Plan. Maggie Collins reported that the first worksession with City Council was on February 1, 1994. Information was given to the Council from Staff and the Lake Road Neighborhood Association. A second worksession is planned for February 15 at 5:30 p.m. She invited the Commissioners to attend. The Council was asked to review the Ardenwald situation and possibly the Lake Road situation for comment.

Staff has also requested a public hearing on March 1st to address a resolution for adoption of Neighborhood District Association By-Laws.

Elk Rock Island. Carolyn Tomei informed the Commission that several trees have been cut down on Elk Rock Island. She stated that she would like to see the Commission consider the annexation of the Island into the Milwaukie City Limits.

Milwaukie Health Club. Chair Lent informed the Commission that the Milwaukie Health Club is planning to cut down a large Oak Tree in order to put landscaping on the front of their lot.

Milwaukie Glass Company. Don Trotter asked for an update on the signs for Milwaukie Glass Company. Dave Krogh stated that Staff is still in the process of interpretation on the movable sign. He will be contacting them tomorrow about this. The banner sign facing 21st Avenue is okay. The other one is not okay and Staff will discuss this with them. Chair Lent volunteered to monitor what type of advertising is being done.

7.2 Transportation Planning Rule Worksession

Chair Lent opened discussion on the Transportation Rule worksession. Maggie Collins reported that this worksession is continued until the February 22nd meeting. Denny Egner will bring information for presentation at that meeting.

8.0 OLD BUSINESS

8.1 Community Development Department Report

Maggie Collins reviewed the Community Development Department Report with the Planning Commission. The two tables requested at the last meeting are included. She had an addition for the Schedule of Events and Activities: 2/15 City Council Worksession on the Neighborhood District Association Program.

8.2 Planning Commission Goals 1994

Chair Lent opened discussion on the Planning Commission Goals for 1994. Since the Planning Commission goals are reviewed by City Council in April, she asked that Commissioners review the goals for consideration at the next meeting. There were ten goals for the 1993 year and none of them were accomplished. A time factor for the goals should be taken into consideration when determining the goals for this year.

Don Trotter pointed out that there are items on the 1993 list that the Commission could have worked on without involving the Staff. He suggest a subcommittee be formed to address some of these issues and do the basic background research before it is turned over to Staff for presentation to the Planning Commission.

Scott McClure suggested that the Commission decide what goals they want to accomplish, the Commission take it upon themselves to do the background work, and then submit to Staff for review and input.

Don Trotter stated that he does not think the Commission should be limited to only last year's goals. New goals can be created. The City Council wants the Planning Commission to tie City Council goals to Planning Commission Goals.
Chair Lent

suggested that goals should be an agenda item to be discussed at each meeting. **Don Trotter** suggested that the agenda item include reports from the subcommittees.

Recess was taken at 8:45 p.m. and the meeting reconvened at 8:55 p.m.

Discussion followed on the goals for this year.

#1 - Tree Ordinance. **Gordon Jones** was in favor of making this one of the first priorities; to push forward on the Tree Ordinance and try to get the Urban Forestry Program done. **Gordon Jones** stated that he was concerned that what was to be accomplished as a Tree Ordinance is now a year-long endeavor to come up with an Urban Forestry Program based on an intern presentation. This is a long-range encompassing project. He feels the Commission should re-evaluate what the goal is. He would like to see a subcommittee formed to establish the Commissions goals for

CITY OF MILWAUKIE PLANNING COMMISSION WORKSESSION
MINUTES OF FEBRUARY 8, 1994
PAGE 6

the Tree Ordinance. Three members have volunteered: Carolyn Tomei, Chair; Pat Lent and Scott McClure.

- #2 - Urban Vision and City Beautification. Gordon Jones suggested limiting this to developing a street enhancement and beautification planned program. Maybe this can be done by design criteria in the Riverfront Zone. The Planning Commission could form a subcommittee to look into how other cities have addressed this issue.
- #3 - Sign Ordinance Update. This was completed last year. Dave Krogh informed the Commission that Phase II will be coming up this year.
- #4 - City Code Enforcement Practices. Gordon Jones feels the City is doing a better job. The Commission needs to decide if there will be more work on this or not.
- #5 - Zoning Changes to Downtown Milwaukie. Gordon Jones feels this is too vague.
- #6 - CSO Process and Procedure Review. Gordon Jones feels this is too vague.
- #7 - Parking Standards. Chair Lent stated that she feels Parking Goals have been a problem for the Milwaukie Zoning Ordinance. Don Trotter stated that the signs required for a standard parking space, has the same requirements for a disabled parking space. The standards are obsolete. He feels that the Commission could deal with Parking by appointing a subcommittee to work on it. Don Trotter and Gordon Jones will work on this subcommittee; John Littlehales will work through a citizen's input process.
- #8 - Parks and Recreation. Maggie Collins reported that Jim Crumley or Dave Krogh will be preparing a Master Plan for final review by the Planning Commission.

Chair Lent asked that an agenda item for Subcommittees be put on for the next meeting.

- 9.0 NEXT MEETING: February 22, 1994
 - 9.1 Group Home Public Hearing
 - 9.2 Variance Criteria Public Hearing (Continued)
 - 9.3 Transportation Planning Rule Worksession
 - 9.4 Planning Commission Goals Worksession

CITY OF MILWAUKIE PLANNING COMMISSION WORKSESSION
MINUTES OF FEBRUARY 8, 1994
PAGE 7

Scott McClure moved to adjourn the meeting of February 8, 1994. John Littlehales seconded. MOTION PASSED UNANIMOUSLY. The meeting adjourned at 9:45 p.m.

Pat Lent, Chair

Shirley Richardson, Hearings Reporter

TRAFFIC SAFETY COMMISSION
City Council Chambers
January 10, 1994

I

CALL TO ORDER

Chair Baker called the meeting to order at 7:10 pm.

Present were:

Dick Baker, Chair
Julie Wisner
Joe Precourt

Bruce Bergman
Susan Stone
Brian Dixon

ABSENT:

Ellecia DeCouteau

STAFF PRESENT:

Sgt. Terry Martin

Greg Drechsler, City Eng.
Connie Leasure, Staff Ass't

Work Session

Drechsler reported that additional TSC work sessions have been scheduled for 1/24 and 2/28 in Council chambers in City Hall. Stone commented that she had been under the impression that work sessions were going to be held regularly between TSC meetings; Drechsler replied that the question is up to the TSC members - if they wish to meet twice a month, with one meeting designated a work session, he can easily arrange a place. After some discussion, it was agreed to continue the work sessions until further notice.

Drechsler then noted that the TSC bylaws and work plan will need to be presented to City Council. Baker agreed, adding that the TSC annual report could be presented at the same time. After some discussion, Baker agreed to compile the annual report from 1993 meeting minutes. Drechsler offered staff assistance if he so required; Leasure offered to make copies of the minutes to expedite the process.

Drechsler passed out copies of a draft STOP sign flyer, intended to be an informational handout for citizens who request new STOP signs. Bergman commented that he had come up with an additional question, probably most appropriately placed in the white space on the back of the draft flyer. He read the language he had developed, consisting of a new question titled "If not a STOP sign, what?", and the answer to that question. The additional information was deemed appropriate, and Drechsler was requested to redraft the flyer with the new question and answer included. There was further discussion about design, printing, costs and expected distribution of this flyer.

Baker asked the group for a consensus about the content of the next work session; it was agreed to examine the new draft of the STOP sign flyer, and begin developing the criteria for speed humps. Agenda was discussed, and the term "consent agenda" defined as a listing of items which required routine approval, generally handled in a single vote to approve all of the items. If an item is deemed to require further discussion before approval, the concerned member is to note the question, and the item is moved to discussion before being voted upon.

The letter regarding Helen Liere's child safety seat presentation, requested by Baker at the November TSC meeting was then discussed. There were two versions in the packet, one to Liere as Baker had suggested, and one to Acting Chief of Police Machado. The dual versions were explained; the one to Liere was thought to perhaps overstep TSC's area of influence. Therefore, it was considered more appropriate to address the letter to Machado, suggesting that the presentation Liere did could benefit the Milwaukie Police Dept. Baker agreed, and staff will reprint the letter on letterhead for Baker's signature.

REGULAR SESSION

Baker called the regular session to order at 7:45pm.

I APPROVAL OF MINUTES

Precourt MOVED and Stone SECONDED that the minutes be approved as submitted. Motion passed unanimously.

II CONSENT AGENDA None.

III DISCUSSION

A. Nancy Anderson of SE 22nd Avenue appeared to discuss traffic safety on 22nd. She had requested an additional 25mph sign for the street sometime in November, which had been denied due to the presence of one downhill, closer to the exit from McLoughlin Blvd. She wanted to know what her options might be at this point, noting that she had also requested additional traffic enforcement from the Police Dept. and had noticed patrols only twice.

Baker commented that the TSC had not reviewed her original request, and suggested that it either be found for review or redone. Discussion ensued about other types of actions available to Ms. Anderson, and it was discovered that she had been given Susan Stone's number to contact for private "Are You Doing 25?" signs. Stone and Anderson agreed to meet for that purpose. Anderson was also urged to contact the Police Dept. again, as two new traffic officers are now available for improved traffic surveillance.

B. Other Business - None.

IV

Information Sharing

A. SAAD Report

Dixon reported on the SAAD dance held on 12/17. There was a good turn-out for the event, which gained the SAAD chapter \$70.00 from the sale of mocktails at \$.50 each. The second Drug & Alcohol Week will be observed in March. The "Death Comes To School" student-participation event will probably be held during that week. Baker commented that his own kids had been quite affected when it was held during their terms at Milwaukie High.

B. C. D. For information only.

E. ACTS Small Grant information - There was some discussion about what would be required to fund the purchase of a reader board. Drechsler noted that 1/2 of the money must come from the Police Dept., while 1/2 must come from the Public Works Dept. Drechsler also noted that the flashing Children Crossing which had been denied for 32nd Avenue might have been possible if Milwaukie had applied for a Small Grant, as another jurisdiction apparently had received one for exactly the same thing.

Baker volunteered to attend a grant writing informational session with anyone on the commission who wished to go. He will get the information for further discussion.

E. Sgt. Martin of the Milwaukie Police Dept. reported that Milwaukie plans to participate in the Three Flags Seat Belt Enforcement Program from February 11 through the 20th. The Three Flags program involves communities along the I-5 corridor from Vancouver, BC through the state of Washington and down through Oregon. 80 hours of overtime has been scheduled by Milwaukie's Police Dept. toward the enforcement. Wisner asked what the fine is for a seat belt ticket. Martin replied that it is \$75.00; Baker stated that the state fine schedule goes up February 1st, and new fine will be \$90.00.

Discussion about current Milwaukie Police practices followed; Martin noted that uninsured motor vehicles are now being towed and impounded, following adoption by Council of an ordinance similar to Portland's. The trigger for such action is when a driver is stopped and found to have no license, or no insurance, or both. Baker asked if the current tow provider, Olsen's, has had any problems with the increase in towed vehicles; Martin replied that the storage area is active, but no bottlenecks have been reported.

F. Drechsler reported that he had contacted Emanuel Hospital's Injury Prevention Coordinator regarding the Trauma Nurses Talk Tough program. He explained how the program is set up. Bergman asked how TSC needs to proceed to get such a program for Milwaukie; Baker suggested getting the info together and approaching Council for approval. Staff suggested that the Trauma Nurse program would be an ideal way for TSC to work with the police and the Three Flags seatbelt campaign; if it could be brought together within such a short period, having the Trauma program become an alternative sentencing for seatbelt infractions would strengthen the campaign and provide incentive for positive action by offenders. The group was enthusiastic about the idea. Baker directed the members to return to the next work session with their suggested outlines on how such a program could be structured, as well as how to implement.

G. Anderson explained her concerns about speeding on 22nd to Martin, noting that the bike path serves as a sidewalk for the students in the area, leaving them unprotected from speeders who occasionally lose control on this stretch of road. Martin said that he could relay her concerns to the force, and requested information about peak problem times. Anderson stated that 4 to 7 pm and midnight to 2 am (when the River Roadhouse closes) are continual problem times. Martin agreed, noting that speeding has been a problem on 22nd for a long time. There was extended discussion about the "tolerance level" used by police to judge the severity of speed infractions; Martin explained that it is no longer necessary to demonstrate a violation of the basic rule, which allows the officer to ticket speeders more freely.

Stone reported meeting with Chief Machado and Judge Grey and discussing the tolerance level. Martin stressed that the limited traffic resources must be balanced throughout the city; it is impossible to ticket every vehicle that speeds within the city, and the officers can't stay in just one area and ignore other areas.

H. Stone asked Martin about an incident on 32nd she had been told about, involving a flagger and a motorist who had sped through the construction site; she had been told by the flagger that he was going to report the license number of the vehicle to the Police department and a ticket would be issued that could cost the driver \$5,000. She wondered if that was really possible. Baker interjected that a large number of criteria had to be met for such a citation, and explained that casual observations by the flagger would not likely meet those criteria. Martin replied that Reckless Driving is a crime, as opposed to a traffic infraction, and it was possible that the driver could be fined \$5,000 if Reckless Driving could be proven.

V. FUTURE AGENDA ITEMS

A. Outlines for alternative sentencing proposals

VI. ADJOURNMENT

There being no further discussion, the meeting was adjourned at 8:45 pm.

/cjl

TRAFFIC SAFETY COMMISSION

WORK SESSION
City Hall Council Chambers
January 24, 1994

Chair Baker called the work session to order at 7:15 pm.

Present were:

Dick Baker, Chair
Julie Wisner

Bruce Bergman, Vice Chair
Ellicia DeCouteau
Susan Stone

Absent:

Joe Precourt
Bryan Dixon

Staff:

Sgt. Terry Martin

Greg Drechsler, City Engineer
Connie Leasure, Staff Ass't
Officer John Toll

A. Safety Belt Use - Encouragement and Enforcement

Drechsler reported that he had spoken with Joanne Fairchild of Emanuel Hospital, and gotten additional information about the Trauma Nurses Talk Tough program. Evidently Multnomah County has received a grant to offer the program as an alternative sentencing option; the County permits the offender to attend the program prior to their court date, if they wish, and bring their proof of attendance with them to court, resulting in a reduced fine.

Lake Oswego is beginning a similar program in February, to be held at Meridian Park Hospital in Tualatin, and is encouraging other jurisdictions to participate with them. Their program can accomodate 80, and Lake Oswego doesn't believe that they will get more than 25 or 30 of their offenders to accept the alternative rather than simply pay the regular fine.

Drechsler stated that the Lake Oswego program costs \$20, \$10 of which will be returned to the jurisdiction which offered the program to the attendee.

Baker reported that he had obtained a copy of a similar program offered by the State, and presented the group with the instructor's manual and videotape. He noted that the program does require an instructor - that person doesn't have to be a uniformed officer, but reportedly the "attention level" is higher when a police officer is the presenter. Baker said that the program lasts two and a half hours, and that the City may keep and use the manual and tape as long as they wish, at no charge.

Drechsler commented that Portland has a victim's panel and a high risk driver's course, and that both last about four hours. He also noted that a lot of free literature and information about the Three Flags seatbelt enforcement program has been offered through the mail, but has arrived so late that it would be very difficult to receive it in time. There was discussion about the Three Flags program and the coordination between jurisdictions that is required to make it work.

Stone asked how many tickets are generally issued for seatbelt offenses; Toll replied that it depends - perhaps a couple of hundred during the Three Flags campaign. The current bail for failure to use a seatbelt is \$65.

Stone noted that she had also done some research, and had been told that a videotape called "Room to Live" is used by Federal Express to train their drivers; the tape is narrated by a retired state trooper, and reportedly makes people think about wearing a seatbelt. She stated that the tape costs \$295, but is less graphic than the Trauma Nurses' program. She thought that the City could recoup the cost through charging for the class.

Wisner asked if the police make random stops for the purpose of checking to see if a seatbelt is being used; Martin replied that the officer must have some idea that the seatbelts are not being used, or have observed some other infraction.

Drechsler asked the commission members how they thought they should proceed, given the information presented. Wisner liked the idea of using the Meridian Park Hospital program, but suggested that if it seems to draw enough attendees the City could produce its' own program later.

Bergman asked whether Judge Gray would accept alternative sentencing; Martin didn't know, but felt he would be unlikely to object. Baker explained how he had approached Gray about adopting "zero tolerance", and that the Judge had been supportive of the suggestion.

Drechsler summed up the list of programs available for the group to investigate, as well as the dates and times; commission members had been invited to attend any of the programs free. Staff also offered to bring equipment in so that the group could view the State program brought by Baker. Several members stated that they wanted to observe the live programs.

Baker then stated what the commission has indicated that it would like to see: and alternative sentencing program focusing on seatbelt violations, which could be expanded at a later date to include child seat violations. The group sees the program as an alternate to simply paying court fines; instead of a large fine, a reduced fine would be offered if the offender attended one of the Trauma Nurses Talk Tough programs. The group favored joining Lake Oswego in utilizing the impending program at Meridian Park Hospital, as it is expected to be under-utilized and half of the program cost would be returned to the City. It appeared best to share resources rather than "go it alone".

There was discussion about what steps to take to implement alternative sentencing; Martin will approach acting Chief Machado for his support. Once Martin has gained the Chief's support, they will join with staff and Baker for a meeting with Judge Gray. Council must be informed about the suggested program; Baker suggested that this could be done when he appears before Council to present the TSC Work Program or Year End Report.

Drechsler went over other items included in the packet, noting the many options available to the commission to enhance the alternative sentencing program.

B. Review Draft STOP Sign criteria flyer

Drechsler passed out the newest draft of the STOP sign criteria flyer, noting that he had been able to include most of Bergman's additional question/answer information, although the TSC plug has not fit. There was discussion about how it could be fit in; a solution was suggested, involving rearranging some of the text slightly. The members liked the new draft, asked to see the final version printed on various paper colors, including neon. Staff will revise and return with final draft at next meeting.

C. Begin developing criteria and standards for Speed Humps - tabled for next work session.

D. Adjournment

There being no further discussion, the work session was adjourned at 8:45pm.



MEMO

TO: Regional Parks Advisory Board

FROM: Roger K. Brown, Director
Roger K. Brown

DATE: February 3, 1994

SUBJECT: FEBRUARY 10, 1994 BOARD MEETING

Enclosed is the agenda and backup information for the February 10 Board meeting.

Scholarship Policy:

Staff presented the basics of a Scholarship Policy for the District at the January meeting. Based on discussions of the Board at that time, staff has revised the proposed policy for further consideration.

Registration Policy:

The first draft of this Registration Policy was presented to the Board at the January meeting. Based on the discussion of the proposed policy by the Board at that time, staff has revised the policy for further consideration.

Transportation Issues:

The Board was advised at the January meeting that Loaves and Fishes, Inc. would cease to provide transportation services for seniors to the Milwaukie Center and other needed services as of June 30, 1994. Staff is presently looking at options as to how this much needed service can be continued.

I have asked for a special meeting of the Center Advisory Board and the Friends of the Milwaukie Center to discuss this issue in more detail. These meetings are scheduled for February 4. Following those meetings, staff will present at the Board meeting the issues associated with the decision by Loaves and Fishes, Inc. and options that our Board may consider for resolution of this problem. All of the information relative to this topic will be presented at the Board meeting.

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February 10, 1994 Board Meeting
February 3, 1994
Page 2

1992-93 Audit:

The financial report and audit for fiscal year 1992-93 has been completed and Coopers and Lybrand, auditors for Clackamas County and the District, has completed the review of the financial report and issued its audit comments and disclosures as required by State regulations. A copy of the memorandum prepared by County Treasurer Nancy McClain, who also serves as the District's finance officer, the audit comments and disclosures as well as the section of the management letter relative to the Park District is enclosed for your review. Full and complete copies of the financial report and audit are available in the office for anyone who wishes to review it in more detail.

District Acquisitions:

Staff has prepared a report showing the land acquisition and other major expenditures for each of the five neighborhoods in the District

If you have any questions about the agenda or any items associated with it, please give me a call or bring it to my attention at the Board meeting.

RKB:js

Enclosures: As per agenda



MEMO

TO: REGIONAL PARKS ADVISORY BOARD

FROM: *Roger K. Brown*
 ROGER K. BROWN, DIRECTOR

DATE: FEBRUARY 4, 1994

SUBJECT: DISTRICT UPDATE

World Water Park Newsletter: The January newsletter of the World Water Park Association features the North Clackamas Aquatic Park as its cover feature story. A copy of the newsletter is enclosed with the Agenda packet.

Proposal to Milwaukie Rotary Club: The Director and Park Services Manager made a proposal to the Milwaukie Rotary Club to provide financing for the major part of the construction of the neighborhood park on Harmony Road which will serve the Southgate/Town Center neighborhood. The request was for \$100,000 if accepted in full. A copy of the proposal is enclosed in the Agenda packet. We expect an answer within 30 days.

Project Manager for Flood Control Project/Regional Park: The Directors of the Urban Renewal Agency and the Parks District have agreed to the joint management of the two projects by one Project Manager. John Hartsock has agreed to this proposal and became the Project Manager for both as of February 1, 1994. Project Manager costs will be charged to the joint project and each agency will pay the appropriate percentage based upon the final Disposition and Development Agreement.

Disposition and Development Agreement: Progress has been made toward the final DDA with the Urban Renewal Agency. Hopefully, the draft document will be ready for RPAB review at the March meeting.

Legislative Committee Review: The Interim Task Force on Public Contracting held its meeting on February 2. The District came out very well and staff will provide a full report at the February RPAB meeting.

-more-

4

District Update
February 4, 1994
Page 2

Measure 5: After reviewing this initiative, it does not appear that the District will be affected in any way. Section 32a (3) states that among other provisions, the following revenues shall not be considered taxes or tax increases for the purpose of this section: "other user fees paid voluntarily for specific services that are not monopolized by government." A full copy of the initiative is enclosed with the Agenda packet.

Board of County Commissioners Chair: For your information, Ed Lindquist is serving as chair of the BCC for 1994.

Neal Pierce: Nationally recognized columnist and lecturer on urban affairs, Neal Pierce will be in Milwaukie February 14th and 15th. He will make a presentation on the 14th at 2:00 P.M. at the St. Johns Episcopal Church, located at 2036 SE Jefferson St. in Milwaukie. At this session, Pierce will take the livability pulse of the region and explore the factors that could make Milwaukie a leader. RPAB members are encouraged to attend if their schedule permits.

Milwaukie Rotary Fund Raiser: Since the District is seeking a substantial contribution from the Rotary Club, the Director has committed to raise \$250 to enter a team in the Bowling Event on February 26. If RPAB members would like to be members of the team, contribute or secure other teams, the contributions will be welcome. An information flyer is enclosed with the Agenda packet.

Special District's Association Conference: The Director will attend the SDAO Conference in Seaside Friday thru Sunday, February 11-13.

RKB

ACQUISITION PLANNING and DEVELOPMENT

EXPENDITURES BY NEIGHBORHOOD

FORMATION OF DISTRICT TO

DECEMBER 31, 1993

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ACQUISITION PLANNING and DEVELOPMENT
EXPENDITURES BY NEIGHBORHOOD

February 2, 1994

CITY OF MILWAUKIE

Scott Park Restoration

Construction contract	\$34,703.00	
Otak planning	\$ 2,589.55	
Fencing	\$ 1,060.67	
Fencing Labor	<u>\$ 1,113.00</u>	
Total		\$ 39,466.22

Ardenwald Park

Contract	\$17,407.95	
Fencing	\$ 550.00	
Drainage Pipe	<u>\$ 3,000.00</u>	
Total		\$ 20,957.95

**Kellogg Lake Property
Acquisition**

\$150,000.00

Milwaukie Center Addition

(approximately) \$ 95,000.00

TOTAL EXPENDITURE

\$306,169.17

ACQUISITION PLANNING and DEVELOPMENT
EXPENDITURES BY NEIGHBORHOOD

February 2, 1994

OAK LODGE NEIGHBORHOOD

Willamette Drive Mini Park	
Acquisition	\$48,807.22
Bunnell Park & Risley Park	
Title Search	<u>\$ 200.00</u>

TOTAL EXPENDITURE \$ 49,007.22

⑧

ACQUISITION PLANNING and DEVELOPMENT
EXPENDITURES BY NEIGHBORHOOD

February 2, 1994

OATFIELD NEIGHBORHOOD

Alma Myra Park Theissen Rd.

Acquisition	\$172,367.00	
Level 1 Study	\$ 2,483.15	
Demolition Contract	<u>\$ 12,575.00</u>	
Total		\$187,425.15

Heddy Notz Park Strawberry Lane

Acquisition	\$105,879.52	
Appraisal	\$ 1,000.00	
Level 1 Study	\$ 2,100.00	
Demolition Contract	\$ 8,290.00	
Title Search	\$ 210.00	
Property Tax	<u>\$ 2,371.94</u>	
Total		\$119,851.46

Schreiber Property Clackamas Rd.

Acquisition	\$235,334.00	
Level 1 and 2 Study	<u>\$ 6,593.87</u>	
Total		\$241,927.87

TOTAL EXPENDITURE \$412,577.13

ACQUISITION PLANNING and DEVELOPMENT
EXPENDITURES BY NEIGHBORHOOD

February 2, 1994

SOUTHGATE/TOWN CENTER NEIGHBORHOOD

Rock Shop

Preliminary Appraisal	\$ 500.00
Appraisal	\$ 2,800.00
Level 1 Study	\$ 2,585.59
Review appraisal	\$ 1,200.00
Title Search	\$ 200.00
Building Inspection	\$ <u>700.00</u>

Total \$ 7,985.59

Southgate/Town Center

Neighborhood Park on Harmony

Construction approximately \$210,000.00

TOTAL EXPENDITURE

\$217,985.59

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ACQUISITION PLANNING and DEVELOPMENT
EXPENDITURES BY NEIGHBORHOOD

February 2, 1994

SUNNYSIDE NEIGHBORHOOD

James Able Park

Appraisal	\$ 2,400.00	
Level 1 Study	\$ 2,100.00	
Acquisition	\$ 45,000.00	
Acquisition Interest	<u>\$ 3,000.00</u>	
Total		\$ 52,500.00

Southern Lites Park

Survey		\$ 3,000.00
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Justice Property

Title Search	\$ 200.00	
Level 1 Study	\$ 2,400.00	
Appraisal	\$ 2,000.00	
Acquisition	\$143,997.66	
Property Tax	<u>\$ 2,128.15</u>	
Total		\$150,705.81

Wang Property

Title Search		\$ 200.00
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TOTAL EXPENDITURE \$206,405.81

GRAND TOTAL OF ALL NEIGHBORHOODS \$1,107,144.92

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NORTH
CLACKAMAS
PARKS & RECREATION
DISTRICT

MEMO

TO: MILWAUKIE ROTARY CLUB
MILWAUKIE ROTARY FOUNDATION

FROM: ROGER K. BROWN, DIRECTOR

DATE: JANUARY 11, 1994

SUBJECT: PROPOSAL TO DEVELOP NEIGHBORHOOD PARK

On behalf of the Regional Parks Advisory Board of the North Clackamas Parks and Recreation District, staff is pleased to submit this proposal for consideration by the Milwaukie Rotary Club and the Milwaukie Rotary Foundation.

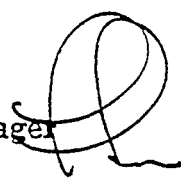
PROPOSAL

- I. The recommended neighborhood park is located in the Southgate/Town Center neighborhood on Harmony Road at the entrance to the North Clackamas Aquatic Park and the Regional Park.
- II. There are two components to the Neighborhood Park:
 - Play area
 - Four Half-Court Basketball area
- III. Location provides maximum exposure:
 - Volume of traffic on Harmony Road.
 - Entrance to the Aquatic Park
 - Trails and foot traffic in the Regional Park
- IV. The first neighborhood park to be developed by the District.
- V. District will assure that the maintenance and care of the park will be first class as it is the doorway to the Aquatic Park and Regional Park.
- VI. Opportunity for the Club to have service involvement through work projects such as landscaping and other projects in the Regional Park.
- VII. Park project provides opportunity to "point with pride" to its neighborhood park in connection with fund raising programs.

Proposal to Milwaukie Rotary Club and Foundation
Page 2

- VIII. The proposed Rotary Arts Festival could be held at the new Regional Park when completed, again highlighting the efforts of Milwaukie Rotary and the Parks District to add to the quality of life experience for the North Clackamas area.
- IX. The Parks District plans to develop the neighborhood park in its entirety and have completed in late spring or early summer this year. The Club gets the benefit of the completed project immediately.
- X. The Parks District will assume full responsibility for all liability and the Club and Foundation will have none.
- XI. The Parks District will front the cost of development and the Club and Foundation can budget on an annual basis the amount they wish to pay for reimbursement over a specified period of time to be determined by the Club and Foundation.
- XII. The District will not assess any interest and the amount to be reimbursed would be actual costs.
- XIII. The District recommends the payback be made in annual payments of \$5000, but with the understanding that if the Club and Foundation need to reduce or even skip a payment in any given year, the Park District would concur without any grievance.
- XIV. The District, Club and Foundation will agree upon acceptable recognition of Rotary involvement on site.
- XV. If the Club and Foundation feel that the entire park development is beyond their commitment, the District would offer either the play area or the basketball area under the same provisions. (See attached)

TO: Roger Brown, Director

FROM: Thom Kaffun, Park Services Manager 

DATE: January 10, 1994

SUBJECT: ROTARY SOUTHGATE/TOWN CENTER NEIGHBORHOOD PARK

The following are costs associated with the development of the play area and basketball courts at the neighborhood park site adjacent to the entrance road to the Aquatic Park.

PLAY AREA COMPLETE \$ 60,000.00

PLAY EQUIPMENT:

Delivered and installed	\$ 27,139.00
Rubber mat for play area	\$ 8,371.00
Wood Chips for play area	<u>\$ 4,448.00</u>
Sub Total	\$ 39,958.00
Concrete construction and earth work.	<u>\$ 20,042.00</u>
Total Play Area	\$ 60,000.00

FOUR HALF COURT BASKETBALL \$ 50,000.00

Basketball goals del. & inst.	\$ 3,460.00
Concrete & Asphalt work	\$ 40,540.00
Plex-e-Paving surface	<u>\$ 6,000.00</u>
Total	\$ 50,000.00

TOTAL COST FOR BOTH \$110,000.00



North Clackamas Parks & Recreation District
AQUATIC PARK
Monthly Report
January 1994

A number of presentations are scheduled. Some of the groups are the Clackamas Rotary, Clackamas Community College students, and the Portland Aquatic Council.

Special programs are being developed in conjunction with the regular scheduled swims and lessons. Some of the special programs include K.I.D.S. program (kids interacting, developing, socializing). We are also talking with Special Olympics, Scouting groups for ""Aquanaut"" badges and other youth, adult and senior programs.

An advertising agenda/schedule is being developed jointly with Gard/Strang. The agenda includes Sammy the Seal, billboards, school presentations, news releases and others. It should be a well-rounded, balanced media package from initial discussions.

The second "pre-advisory" program committee meeting met with debates on programs and a tour of the Aquatic Park. The next meeting will be held prior to the finalization of the Program Guide. Issues regarding feeder programs for competitive swimming and special teen interests were discussed in depth.

The process for screening candidates for full-time positions has begun. Oralboards for the Food and Beverage Coordinator and Aquatic Maintenance Specialist will be held in February.

An initial meeting was held with Fire District #1 to open communications regarding first responders, emergency needs and chemical awareness. They are going to assist in writing the employee emergency procedures manual to work cooperatively with their crews.

Clackamas Community College has contacted the District to discuss and develop a college credit program through their Athletic and Physical Education Department.

RFP's for food, beverage, equipment, and sponsorship will go out in February.

[c]janrept:se

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT
PROGRAM SERVICES DIVISION
Monthly Report
January, 1994**

Outdoor Recreation Meeting: Staff hosted a meeting of other local jurisdictions to discuss what is going on in outdoor recreation programming. The meeting was attended by ten people representing eight jurisdictions within the metropolitan and surrounding areas. Topics of the meeting included: adventure trips, forest service permits, resident and non-resident fees, llamas, facility sharing, instructor sharing, contracting, bus transportation and many others. The response was very enthusiastic among all the participants. The range of offerings included Portland, which offers a very extensive program, down to Chehalem Park and Recreation District, which is just beginning to think about offering programs in outdoor recreation. It was a unanimous decision to reconvene this group for more discussions in about three months.

Ongoing Programs: Programs in process or recently completed include: adult basketball, first aid, Lively swim trip, Drama Club and Teen Council. The Teen Council has had one meeting with nine participants. All in attendance were very excited about the possibilities. Staff reported these results to the Clackamas Youth Gang Task Force which was happy to hear of the positive efforts being made towards the teen population.

Daddy/Daughter Dinner Date: February 11 is the day of the Daddy/Daughter Dinner Date. This program will feature a catered dinner, magic and comedy act, and a fashion show for the girls. This program was originally offered in the summer but did not go for lack of registrations. Staff felt that it was worth another try with different timing and the response has borne this out.

Casino Night: This annual event is scheduled for March 11. All Regional Park Advisory Board members should have received an invitation to participate as a celebrity dealer for this event. Profits from this event go towards the scholarships offered by the District. Costs are \$7.00 in advance and \$10.00 at the door. The casino opens at 7:00 P.M. with the auction at 10:00 P.M. There is a pre-casino dinner available at an extra charge.

Spring/Summer Program Guide: Preparation has begun for the Spring/Summer Program Guide. Although staff has not determined the size of this publication, all indications are that this will be our largest, most extensive to date. It is due out to the public in March.

IGA: Staffs of the North Clackamas School District and the Park District continue to meet on this issue.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
MILWAUKIE CENTER DIVISION
Monthly Report
January, 1993

Intergenerational Activity

Fourth graders from View Acres School interviewed a dozen Center participants and will write books about the experience. The project will be featured on Ben Schellenberg's cable show.

Services

Transportation continues to be an important issue. Starting March 1 all transportation requests will be handled through Transportation Information and Assistance at the Center. The goal is to make all transportation resources as accessible as possible.

230 LIEAP applications were processed. Qualified applicants will receive a total of \$42,870 credited to their heating accounts with PGE, Northwest Natural Gas, and oil companies. 304 Volunteer hours were dedicated to this program FY 93-94.

Volunteer Information

14,158 hours were worked by volunteers for the 2nd quarter FY 93-94. These hours assist the staff to meet the increasing demand for services in the North Clackamas area.

Community Outreach

The Friends of the Milwaukie Center held a meeting with Gard Strang to get their input regarding the Annual Giving Campaign. The proceeds of this Campaign are given to the Center to support services to the frail elderly.

McFarlane's donated mulch for the community garden valued at \$386.00.

In partnership with AARP and the IRS, the Milwaukie Center organized and hosted the Tax Aid training for preparation of 1993 tax returns. Forty-two volunteers took the training and will be working in the community to provide this valuable service.

The Bridal Event January 22nd was very successful. There were thirty seven vendors and hundreds of visitors including fifty brides. There was a *real* Wedding performed during the event complete with all the trimmings.

Every Saturday from March till October 15 has a Wedding Reception scheduled; often there are two.

Items of Interest

More people will turn 80 in 1994 than will be born in 1994 in the United States.

*North Clackamas Parks & Recreation District
PARK SERVICES DIVISION
Monthly Report
January, 1994*

PLANNING/DEVELOPMENT:

The District has completed and delivered the required inventory of facilities for the SDC program. The consultant will be working those figures to develop a fee that will be assessed for new housing starts during the building permit process generating revenue for park development.

The District is a member of the steering committee for the Milwaukie Visioning Project. The goal is to develop a long term vision plan that will determine where Milwaukie fits into the region and how growth will be handled. The vision plan will include active participation of citizens.

NEIGHBORHOOD ACTIVITIES:

Oak Lodge:

Rivervilla Park: A local engineering firm will be completing a survey of the park site within the next 45 days. This will give staff the necessary information for developing an accurate Master Plan.

Willamette Drive Mini Park: Staff has been unable to locate the property corners and are in the process of having them located by a surveyor. Staff has been working with an Eagle Scout who will be building bat boxes as part of his badge requirements. Some of the bat boxes will be located in the park in the spring.

Milwaukie:

Scott Park Restoration: If you have a chance, drive by the park and see what has been done. The project is complete except for some minor work that will be done in the spring. With the cooperation of the City of Milwaukie staff and the Parks Maintenance staff, the project is a great addition to the Ledding Library.

Oatfield:

Clackamas Road : The District has been in contact with a realtor on the purchase of approximately 7.5 acres across the street from the Clackamas Road Property.

Southgate/Town Center:

Linwood Street: The District has finally received written authorization from HUD to proceed with the acquisition process of the property off Linwood Street using the approved CDBG program.

Sunnyside:

The District is working with a developer to donate approximately 8 acres of Resource Protection Land to the District instead of the developer forming a homeowners association.

MAINTENANCE:

The District spent \$489.00 in the month of January for garbage, trash and debris removal in our parks. Due to the recent weather, the District has been doing some early mowing of a few park sites. This is a result of the winter fertilizer program and, from all appearances, the program has paid off by improving the quality of turf in the parks.

The District will be tackling the broad leaf weed problem that exists in turf of most parks by applying herbicides this spring in addition to the fertilizer program. This will improve the quality, appearance and stamina of the turf. We anticipate a remarkable improvement by mid summer.

REGIONAL PARKS ADVISORY BOARD MINUTES

Meeting #34, January 13, 1994

BOARD MEMBERS PRESENT:

- Bill Brod, at-large member
- Jim Ellis, Chairman, Southgate/Town Center representative
- Champ Husted, at-large member
- Daisa Lawson, Oatfield representative
- Tom Peterson, Sunnyside representative
- Jean Schreiber, Milwaukie representative
- Lynn Sharp, at-large member

BOARD MEMBERS ABSENT:

- Gary Barth, Oak Lodge representative
- Mitch Wall, Milwaukie Center representative

STAFF:

- Roger Brown, Director
- John Hartsock, Project Manager
- Sara Hite, Director of Milwaukie Center
- Thom Kaffun, Park Services Manager
- Don Robertson, Program Services Manager
- June Southworth, Administrative Assistant
- Lori Stirn, Aquatic Park Manager

STAFF ABSENT:

None

GUESTS:

- Eldon Lampson, NCPRD Intern
- Diane Kean, NCPRD Intern
- Kenneth Waymire
- Ken Schaler
- Carl Knee

Minutes

The meeting was called to order by Chairman Jim Ellis at 7:09 P.M. in the Salal Room of the Milwaukie Center.

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Regional Parks Advisory Board Meeting Minutes
January 13, 1994
Page 2

1. Neighborhood Updates:

None

2. Approval of Minutes:

Champ Husted moved to approve the minutes of the December 8 meeting. Lynn Sharp seconded the motion. Minutes approved.

3. Approval of Capital Improvement Policy (CIP):

The Director presented an overview of the Capital Improvement Policy. He pointed out that this policy would come into play any time a project costs \$50,000 or more. This would most likely be in the event of land acquisition and development. Brown added that he felt this policy served as a good planning tool and requested that the Regional Parks Advisory Board approve this as a policy for the District to work by.

Bill Brod moved to approve the Capital Improvement Policy. Champ Husted seconded the motion. Policy approved. (Copy attached to official minutes.)

4. Approval of Fees and Charges Policy:

The Director commented that the Fees and Charges Policy had been presented at the December meeting. Basically, this policy identifies those programs and policies where we do not charge a fee. District staff has identified ten different categories of programs and use of facilities where fees and charges are appropriate.

Jean Schreiber asked how the District is currently handling charges for damages to facilities and structures. The Director responded that at the present time the District is not taking any kind of deposits to be retained if damage occurs. Thom Kaffun added that for picnic shelters or park areas, NCPRD currently does not have request a security deposit, as is the case with most facilities of this nature. It was noted by Brown that very little vandalism occurs when these types of facilities are rented.

Lynn Sharp moved to approve the Fees and Charges Policy. Daisa Lawson seconded the motion. Fees and Charges Policy approved. (Copy attached to official minutes.)

5. Resource Protection Lands (RPL):

The Director asked Thom Kaffun to explain the Resource Protection Lands. Brown reminded the Board that the District does have a Land Acquisition Policy but it does not address issues related to RPL.

Kaffun briefly explained the background of the Resource Protection Lands. He then introduced Messers. Kenneth Waymire, Ken Schaler and Carl Knee as a group of developers who had a piece of property that fell under the Resource Protection Lands which they were interested in donating to the Park District. Mr. Knee presented pictures of the property and pointed out its location on a map.

Lynn Sharp asked the total size of the property and the response was 4.38 acres. Kaffun stated that he wanted to use this piece of property as an example of some of the properties that would be coming to the District in the future under the RPL. He also pointed out that there is a neo-traditional neighborhood park located 1/4 mile from the location of the subject property. Kaffun then stated that he did not want to dwell on this one particular piece of property as much as he wanted to discuss the issue of Resource Protection Lands in general.

Board members then held a discussion on the RPL and the piece of property in question. Brown stated that if the District was interested in the property he felt it would be easier and a lot less time consuming, judging from our past experiences, to take possession of this land now than to try to acquire it later. He then stated that he would like to ask the RPAB to provide staff with direction on how the District should proceed in regard to the issue of Resource Protection Lands.

It was the general consensus of the Board that the District should seriously consider accepting and taking over responsibility for any lands which are offered under the RPL. Staff was directed to develop an amendment to the Land Acquisition Policy that would reflect these sentiments.

6. **Intergovernmental Agreement with North Clackamas School District:**

Don Robertson informed the Board that NCPRD staff has been able to come to an agreement on the basics of a beginning Intergovernmental Agreement with the North Clackamas School District. NCPRD was the main pursuer in this agreement and felt it was necessary to make this type of agreement a "win-win" situation for both parties. The IGA sets parameters under which an IGA can be developed with very little controversy on both sides. Robertson noted that the IGA states that both parties will continue to work on this issue and it presents options to share maintenance equipment and possibly even ownership.

Discussion was held among Board members about the different issues of the Intergovernmental Agreement between NCPRD and the School District. The Board expressed interest in including high schools and how disagreements would be resolved. Roger Brown noted that staff will continue working with the School District and keep the RPAB informed of their progress.

7. **Draft of Scholarship Policy:**

The Director explained that NCPRD should provide some financial assistance to District residents who would be affected by our Fees and Charges Policy. He then went over the key points of the proposed policy and asked for direction from the RPAB as to how staff should proceed.

Board members and staff discussed the different options that could be offered as part of the Scholarship Policy as well as the way that funds should be distributed. Chairman Ellis added that he felt any kind of funding assistance should be as broad-based as possible. He also mentioned that some organizations may want to provide funding assistance to certain groups of people.

It was decided that staff would make revisions to the Scholarship Policy and bring it back before the Board at a future date.

Regional Parks Advisory Board Meeting Minutes
January 13, 1994
Page 5

8. Draft of Registration Policy:

The Director stated that in keeping with previous Board discussions, staff felt District residents should get first choice on all registrations. After the registration process for a particular event is completed, non-residents would be allowed to fill any vacancies that were left. District residents would also receive an average 25% discount over non-residents for most events and programs. It would be necessary to establish a reasonable fee program for Out-of-District residents in order to avoid out-pricing ourselves.

This policy will be presented to the RPAB again at the February meeting.

9. Speakers from the Floor:

None.

10. Board Member Comments:

None.

11. Director's Comments:

The Director passed out copies of an address and telephone list of RPAB members and asked everyone to provide updated information on any items that were incorrect. Brown then asked John Hartsock to provide a brief update on the Regional Park.

Hartsock stated that we should be able to start construction in early June. The Chamber of Commerce has asked to put the Aquatic Park on the cover of next year's Chamber directory.

The new promotional video for the North Clackamas Aquatic Park was shown to everyone. Staff is currently contacting different organizations throughout the area to show this video and get information out about the Aquatic Park. Brown added that the video will also be made available to Board members who wish to make their own presentations to groups.

12. Adjournment:

The meeting adjourned at 9:35 P.M.

MEETING MINUTES
MT. HOOD ECONOMIC ALLIANCE BOARD

January 6, 1994

NEXT MEETING: February 9, 1994, 2:00 p.m.
Place to be announced

REGIONAL BOARD MEMBERS ATTENDING:

Bill Lyons
Bill Baker
Linda Weeks
Hank Jansen

Doug Williams
Thom Nelson
Larry Davidson
Darlene Hooley

MEMBERS NOT ATTENDING

Rich Ares
John Weber

Guests:

Jerry Routsen
Clay Simon
Larry Walker

County Staff:

Maggie Dickerson
Jim Azumano
Scott Parker

State Staff:

Joan Rutledge, OEDD
Don Mann, OEDD
Bill Scott, OEDD
Allen Stobig, Employment Division

PART I: REGIONAL STRATEGIES OVERVIEW

1. Introductions, meeting overview

The purpose of the meeting was to receive an orientation by Oregon Economic Development Division staff on the Oregon Regional Strategies program, and do some start-up business of the Regional Board.

2. Overview of Oregon Regional Strategies program

Joan Rutledge, Regional Strategies Coordinator, and Don Mann, who is expected to be assigned as Business Development Officer for Hood River and Clackamas Counties, presented an overview of the Program. Allen Stobig discussed the resources available to the Region for the Employment Division.

3. OEDD Vision and Program

Bill Scott, Director of the Oregon Department of Economic Development, gave his vision of the Regional Strategies program and how it fits into the Oregon Economic Development program overall.

4. Legal Issues

Wendy Robinson from the Oregon Attorney's office was unable to attend. The Board agreed to invite her to do her orientation at a future meeting.

PART I: MT. HOOD ECONOMIC ALLIANCE BUSINESS

1. Commitments made by counties in Intergovernmental Agreements

Jim Azumano discussed the Intergovernmental Agreement that will be signed by both Hood River and Clackamas counties to form the Mt. Hood Economic Alliance. The agreement will be signed soon by the two counties. Some minor details are being

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worked out by the two county's counsels. Maggie will double-check the legality of the name, "Mt. Hood Economic Alliance".

2. Introduce Bylaws, process agreements

Maggie Dickerson led a discussion of the proposed bylaws. Staff will rewrite the bylaws according to the discussion, and they are expected to be adopted at the next meeting. (You will be sent a copy of the revised bylaws with your materials for the next meeting).

3. Election of Officers, Executive committee

Darlene Hooley led the committee through election of officers and selection of the Executive Committee:

CHAIR: Bill Baker

Nominated by Darlene Hooley, seconded by Larry Davidson. Elected unanimously.

VICE CHAIR: Henry Jensen

Nominated by Larry Davidson, seconded by Linda Weeks. Elected unanimously.

SECRETARY/TREASURER: Linda Weeks

Nominated by Thom Nelson, seconded by Darlene Hooley. Elected unanimously.

Executive Committee member for the first year (thereafter the position will be held by the past chair -- see bylaws): Doug Williams

Nominated by Darlene Hooley, seconded by Larry Davidson. Elected unanimously.

4. Select dates, times and places for meetings through June 1

Bill Baker led discussion of times and places for meetings through June 1. The committee agreed to schedule 2nd and 4th Wednesdays from 2:00 through 5:00 p.m. for meeting times. Meeting places will generally alternate between Hood River and Clackamas counties, with staff to select meeting places. The Executive Committee will meet periodically as needed. Please see attached schedule.

5. Review RFP for staff

The group decided a discussion of the RFP for staff, which has already been sent to the press, was redundant.

5. Authorize Executive Committee to undertake actions:

A motion was made by Darlene Hooley, seconded by Bill Lyons, that the executive committee be authorized to undertake the following actions before the next general meeting:

- Select a staff person from RFP respondents
- Request funds from OEDD as needed for staffing
- select Regional Strategic Planner, negotiate work program

The motion passed unanimously.

Chair Bill Baker adjourned the meeting at approximately 5:00 p.m.



MT. HOOD ECONOMIC ALLIANCE

4336 SW CONDOR AVENUE • PORTLAND, OR 97201 • PHONE (503) 228-5565 • FAX (503) 228-7456

BOARD MEETING MINUTES

February 9, 1994

Hood River County Courthouse, City of Hood River

BOARD MEMBERS ATTENDING: Hank Jansen, Eldon McGarvin, Doug Williams - Clackamas County; Bill Lyons, Thom Nelson, John Weber - Hood River County.

OTHERS ATTENDING: Don Mann - OBDO, Jim Azumano, Michael Nagler - Hood River County, Maggie Dickerson - Clackamas County, Wendy Robinson - State Attorney General's Office, George Lewis - City of Cascade Locks, Jeff Lokting - Mt Hood Recreation Association, Gary Kuhn - Clackamas County EDC, Sandy Carter - Region 15 Workforce Quality/Clackamas PIC, Mary McArthur - MHEA Staff.

The meeting was called to order at 2:00 pm by Board Vice-Chair, Hank Jansen. New Board member, Eldon McGarvin from Clackamas County was introduced. Guests at the meeting introduced themselves.

1. Review and Approval of Minutes - Minutes were approved as read. Doug Williams reported that the Executive Committee selected Mary McArthur as MHEA Program Manager at the January 18 meeting. Final selection of a Planning Facilitator was planned for the February 9 Executive Committee meeting. Lack of a quorum at today's Executive Committee made the meeting primarily an informational one.
2. Introduction of Staff/Facilitator - Mary McArthur was introduced as staff. Regarding selection of a Planning Facilitator, requests for a revised scope of work were sent to 15 previous applicants, eight of whom responded. Maggie and Mary interviewed four finalists, and recommended Richard Hill & Associates. Their proposal was handed out. RH&A has agreed to sub-contract a portion of the \$10,000 contract to Sara Glasgow Cogan for analysis of the minority population employment needs in the region. The Board unanimously approved selection of Richard Hill & Associates.
3. Public Meeting Law Requirements - Wendy Robinson alerted the Board on potential problems that could arise. Because the Board is appointed by county commissioners, board members are essentially public officials and must adhere to public meeting laws. Potential for being sued is lowest during the planning stage and higher during decision-making and implementation of projects. Board members are covered by the Tort Claims Act which means county counsel would represent them if sued, at county cost. Lawsuits could arise from public comments, or a breach of contract. Robinson emphasized it is important to remember lottery funds are soft and thus a region may not get all the money expected. Board will want to put a provision into every contract, subject to the availability of lottery funds.

Claims under the Oregon Ethics Law are filed individually against a Board member and must be responded to privately. Examples include, a business file suit if they feel assignment of lottery funds unfairly benefits a competitor. Key considerations from the law for Board members: No public official can use his/her position for financial gain for themselves, any family members or anyone in their business. Business means basically anything, even a non-profit, and stockholders. Other considerations: no board member can receive a gift(s) totally more than \$100 per year, board members can exchange their position for a job with a firm recently receiving a contract from the Board, can't use confidential information learned on Board for own financial gain. Consequences are a \$1000 penalty and twice the amount gained or lost by the other. Use of confidential information is a crime.

Also prohibited are any decision or action that could have an actual or potential conflict of interest. Board members must declare on the record their actual or potential conflict, at each meeting where the conflict comes up. The person then cannot vote or discuss. If there is an actual conflict of interest, Robinson recommended the Board member leave the room during discussion. If that person's vote is needed for a quorum, hold over the decision until the next meeting.

Public meetings - Public notice must be given. Sending meeting notices to the media is sufficient. With a 10 member Board, any time six of the Board members meet together, that is considered a public meeting. Public must be allowed to attend the meetings, but their participation in the meeting can be controlled. When going into Executive Session, the public may be excluded, but not the press. The press can just not report on what was mentioned there. Final action cannot be taken in Executive Session.

When voting, all votes must be named, unless the vote was unanimous. If a committee is formed but not given authority to make decisions, then public notice is not required of its meetings.

Public records - everything written is public record, including journals and day-timers. The Board can go into Executive Session to keep records confidential.

4. Bylaws - John Weber and Bill Lyons provided feedback on inconsistencies or lack of clarity in the draft bylaws. What constitutes a quorum and policies regarding alternates need additional work in either the bylaws or intergovernmental agreement. Michael Nagler agreed to work through another draft of the bylaws.
5. MHEA Scope of Work/Budget - Staffing and administrative scope of work and budget were reviewed. The Board unanimously approved the budget, recognizing the funding will be taken from the region's guideline amount. Mary McArthur agreed to provide a monthly financial report to the Board.

Staff then presented a detailed workplan for the Board. The Board decided to hear from all key industries interested in presenting as well as from other interested

groups and organizations at the February 23 meeting. The Board specifically requested the following information from presentors:

- Future of the industry and what strategic planning has been done
- Industry information/data specifically applicable to the MHEA region
- Characteristics of the industry that may impact decision-making (eg transportation, labor, resource needs)
- Level of industry activity in the region already
- How lottery funding could benefit the industry in this region - what the job potential would be, what projects are currently in process/ready to proceed

The Board agreed to form sub-committees once the three key industries have been targeted. They emphasized the importance of looking at family wage jobs and the ability of an industry to diversify the regional economy as they look at making industry selections. The point was raised that Labor statistics can under-represent industries dominated by small businesses not paying into the state unemployment compensation pool.

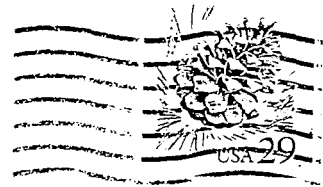
6. Strategic Planning Discussion

- Strategic Plan requirements - Mary McArthur presented the minimum components required by the State for inclusion in MHEA's plan.
- County profiles - Maggie Dickerson and Michael Nagler briefly reviewed the key geographic, demographic, political and employment characteristics of their respective counties.
- Workforce - Sandy Carter reviewed the goals of the regional Workforce Quality Committees which work with disadvantaged, minority and dislocated workers. Of key industry for her efforts are jobs that pay enough to make it worthwhile for a person to get off welfare. Currently, few jobs in the tourism and agriculture industries available to the people participating in PIC programs pay over \$6.00/hour, making those industries less desirable. However, manufacturing jobs are also on the decline.
- Clackamas County Economic Development Council - Gary Kuhn spoke to the Council's goal of expanding existing business through community development, business development and job (re)training. The NW Economic Adjustment Initiative, Clinton's forest program, is available to Molalla, Estacada and Beavercreek.

There being no further business, the meeting was adjourned.

Recorded: Mary McArthur

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CLACKAMAS
HOOD RIVER
COUNTIES



E.A. HOOD ECONOMIC ALLIANCE

4336 SW Condor Avenue
Portland, OR 97201

City Manager
City of Milwaukie
10722 SE Main St
Milwaukie, OR 97222

BULLETIN OF THE **INSTITUTE OF PORTLAND METROPOLITAN STUDIES**

Vol. 2, No. 1 JANUARY, 1994

Portland State University School of Urban and Public Affairs Portland, Oregon 503/725-5170

Hello! This informal bulletin is sent on a quarterly basis to keep you informed of the activities of the Institute, and of opportunities to get involved. Institute policies and programs are overseen by a 21-member community-based board. Our mission is to better connect the resources of the university with the issues confronting the five-county (Clackamas, Clark, Multnomah, Washington, and Yamhill) metropolitan area. Ultimately, our objectives are to serve as a consistent and effective point of access to the resources of the university, and to become a principal source for information about metropolitan issues and dynamics. As always, please send us your comments and suggestions.

First Annual Leadership Symposium Takes Wing on January 29, 1994

The first annual Leadership Symposium sponsored by the Institute will take place on Saturday, January 29, 1994, at Emanuel Hospital in Northeast Portland. This event has been co-sponsored by the Bank of America, FOCUS, League of Oregon Cities, Association of Oregon Counties, and Special Districts Association of Oregon. Featured speakers will include:

- Michael Lerner, publisher of *Tikkun Magazine* and originator of the term "politics of meaning";
- Daniel Kemmis, Mayor of Missoula, Montana, and author of *Community and the Politics of Place*; and
- John Kretzmann, Director of the Neighborhood Innovation Network at Northwestern University and co-author of *Rebuilding Communities from the Inside Out*.

A proceedings for the event will be published by the Institute later this year. For more information, please contact Teresa LaHaie, 725-5484.

Metropolitana: An Evolving Atlas and Mirror of Metropolitan Portland

The Institute, under the direction of Research Coordinator Craig Wollner, is taking steps to develop its first issue of *Metropolitana*. In Latin, the term means "of or pertaining to the metropolis". Our objective is to make *Metropolitana* an ongoing resource for those interested in knowing more about what makes this metropolitan area tick from political, cultural, economic, and social points of view. Incorporated in each issue of *Metropolitana* will be a theme related to the critical issues of the metropolitan area identified by the Institute, new information developed by scholars and community members, and quality of life indicators to be tracked on an ongoing basis. The first issue is expected in early summer and will have as its central theme "defining the region". For more information, or to participate in this project, call Craig Wollner, 725-5484.

Economic Baseline Project Starts First Phase

The Metropolitan Economic Baseline Project has been proposed as a means for better characterizing the linkages within and between economic sectors in the region, and the economic relationships between city and suburb, urban and rural, and Oregon and Washington. The Institute hopes to provide decisionmakers and economic development groups with better information about the long-term economic opportunities and sources of strength for the Portland metropolitan area. An initial problem statement and bibliography have been prepared. Interviews of public and private sector and university economists, business leaders, and economic development professionals are now being conducted to better define and shape the project. For more information, or to receive a copy of the materials prepared to date, contact Chad Meadows at the Institute, 725-5170.

First Round of Community Service Internships Now Underway

The Institute in partnership with the Oregon Department of Housing and Community Services has developed a pilot project to place students in technical assistance roles in local community-based organizations. The first four interns have been identified and are now engaged in the following projects:

- Karen Scott is compiling a data report for the spring housing summit of the Yamhill community Development Corporation.
 - Gary Barone is compiling census data to develop a profile of the service area for Human Solutions in east Portland.
 - Gretchen Hoffman is researching successful programs for transitioning women and children from shelters to self-sufficiency for the SHELTER/Domestic Violence Resource Center in Hillsboro.
 - Neviah Bogart is developing a tenant welcome packet and compiling a service guide for Housing our Families in northeast Portland.
-

An additional four interns will be placed in the spring term. For more information about the project, or to find out how to propose a project for intern assistance, contact Richard White at the Institute, 725-5170.

Agreement Signed with the City of Gresham

On January 4, 1994, the Gresham City Council unanimously adopted a memorandum of understanding between the City, the Institute, and the Art and Architecture Department of the School of Fine and Performing Arts at Portland State. The Art and Architecture Department has a senior level urban design studio that, for the next three years, will tackle projects stemming from "Envision Gresham", the long-term vision for Gresham's future developed by the City and its citizens. The memorandum commits the City to providing access, consultation, and information. The Institute will help to secure resources to support the projects, and will disseminate the results of class projects throughout the metropolitan area. The Institute will be working to develop more ongoing collaborative relationships like this one in the future. For more information on the Gresham project, contact, Rudy Barton, Art and Architecture, 725-3339, or Ethan Seltzer at the Institute, 725-5170.

Metropolitan Newsnet: Information Superhighway Opens New On-ramp

Metropolitan Newsnet is now up and running. The Institute has developed Newsnet and a pilot group of users to see if this kind of service is useful for promoting intercommunity and intergovernmental collaboration in the metropolitan area. Initial services include electronic access to Metropolitan Clearinghouse Abstracts and all other Institute publications, an Oregonian clipping service, an electronic bulletin board, e-mail, and access, through the

Portland State University
Institute of Portland Metropolitan Studies
P.O. Box 751
Portland, OR 97207

Dan R. Bartlett
City Manager
City of Milwaukie
10722 SE Main Street
Milwaukie OR 97222

Oregon Ed-Net Compass system, to a range of other electronic services. Steve Johnson, Project Director, will be developing a training session later this winter. For more information, contact Steve at the Institute, 725-5170.

Briefs...The next edition of the Metropolitan Clearinghouse Abstracts will be out in late April. Features planned for that issue include a guide to research and service centers at other area colleges and universities, and access information for those seeking student interns from across the Portland State campus. We thank all of our agency and university contributors of reports and studies, and remind you to keep them coming as you complete them. For more information, contact Susan Van Staveren at the Institute, 725-5170....The Institute has been providing support services for Metro's Future Vision Commission. A number of background reports will be available later this winter including a history of metropolitan area settlement patterns, a review of the application of the carrying capacity concept to urban systems, and a research report on the ways in which jobs and employment will be changing in the next 15 to 20 years....The Institute has been working with FOCUS on its revenue and governance projects. Initial products are due in late January....The Institute is working with the Program in Governmental Research and Education at OSU and researchers at U of O on the Oregon Fiscal Choices Project. The Institute is currently preparing a report on the impact of tax limitation measures on states and local communities as part of that effort...The Institute is always interested in hearing from members of our metropolitan community having an interest in the Institute and possible service on the Board. Individuals actively involved in their communities, particularly women and minorities, are urged to contact Ethan Seltzer at the Institute, 725-5170....The board of the Institute meets next on March 16, 1994.

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DESCRIPTION	BUDGETED AMOUNT	MONTH AMOUNT	YTD AMOUNT	YTD BUDGET VARIANCE	ENCUMBERED AMOUNT	VARIANCE INCL ENC.	PCNT USED
PARKS AND REC - OPERATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PARKS ASAP OPERATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PARKS CAPITAL PROJECTS	56539.00	0.00	5000.00	51539.00	0.00	51539.00	8.84
FACILITY MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PARKS DISTRICT TOTAL	56539.00	0.00	5000.00	51539.00	0.00	51539.00	8.84
LIBRARY	675528.00	50422.38	331477.67	344050.33	14630.69	329419.64	49.07
FACILITY MAINTENANCE	0.00	615.33	2570.01	-2570.01	4582.63	-7152.64	0.00
LIBRARY SERVICES FUND TOTAL	675528.00	51037.71	334047.68	341480.32	19213.32	322267.00	49.45
FIRE ADMINISTRATION	150960.63	9977.78	69347.69	81612.94	11915.23	69697.71	45.94
FIRE OPERATIONS	1816163.40	143539.97	921429.41	894733.99	108590.44	786143.55	50.73
FIRE PREVENTION	130000.00	8388.67	51014.88	78985.12	78985.12	0.00	39.24
FACILITY MAINTENANCE	16800.00	60.18	7839.48	8960.52	8394.86	565.66	46.66
FIRE RESCUE SERVICES FUND TOTAL	2113924.03	161966.60	1049631.46	1064292.57	207885.65	856406.92	49.65
31 000	2452405.85	81537.43	725432.52	1726973.33	69007.12	1657966.21	29.58
FACILITY MAINTENANCE	0.00	0.00	57202.37	-57202.37	69165.35	-126367.72	0.00
WATER FUND TOTAL	2452405.85	81537.43	782634.89	1669770.96	138172.47	1531598.49	31.91
32 000	2228891.00	61876.92	797959.77	1430931.23	432606.07	998325.16	35.80
FACILITY MAINTENANCE	0.00	0.00	7647.15	-7647.15	13822.45	-21469.60	0.00
SEWER FUND TOTAL	2228891.00	61876.92	805606.92	1423284.08	446428.52	976855.56	36.14
33 000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FACILITY MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
STORM SEWER FUND TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51 000	883040.00	-4818.08	15963.36	867076.64	0.00	867076.64	1.81
KOLL OMARK ROLL 124	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IMPROVEMENT BOND SINKING FUND TOTAL	883040.00	-4818.08	15963.36	867076.64	0.00	867076.64	1.81
52 000	598717.50	0.00	147856.50	450861.00	0.00	450861.00	24.70
PUBLIC SAFETY DEBT SERVICE FND TOTAL	598717.50	0.00	147856.50	450861.00	0.00	450861.00	24.70
64 000	2442904.00	38279.08	1323822.99	1119081.01	225125.99	893955.02	54.19
FACILITY MAINTENANCE	0.00	350.97	8955.19	-8955.19	1597.13	-10552.32	0.00
CAPITAL PROJECTS FUND TOTAL	2442904.00	38630.05	1332778.18	1110125.82	226723.12	883402.70	54.56
71 000	543442.00	15509.27	123518.79	419923.21	127680.49	292242.72	22.73
FLEET SERVICES FUND TOTAL	543442.00	15509.27	123518.79	419923.21	127680.49	292242.72	22.73
75 000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PHOTOCOPIER SERVICES	14475.00	0.00	0.00	14475.00	0.00	14475.00	0.00
ADMINISTRATIVE SERVICES FUND TOTAL	14475.00	0.00	0.00	14475.00	0.00	14475.00	0.00
83 000	5000.00	0.00	0.00	5000.00	0.00	5000.00	0.00
FORFEITURE TRUST FUND TOTAL	5000.00	0.00	0.00	5000.00	0.00	5000.00	0.00
FINAL TOTAL	22678566.73	1019141.27	9293334.99	13385231.74	1954355.30	11430876.44	

CITY OF MILWAUKIE
CHART OF ACCOUNTS - OBJECT CODES

RESOURCES/REVENUES (R):

FUND BALANCE AVAILABLE (R0):

Fund Balance Available 4001
Working Capital Available 4002

TAX REVENUES (R1):

CURRENT YEAR TAXES 4011
PRIOR YEAR TAXES 4021

Other Tax Revenues 4030

FRANCHISE FEES (R2):

Franchise Fees 4400
Electric 4410
Gas 4420
Telephone 4430
Cable 4440
Garbage 4450

CHARGES FOR SERVICES (R3):

Water User Fees 4240
Water system development charges 4241
Sewer User Fees 4242
Sewer system development charges 4243
Miscellaneous fees & charges 4250
Intragovernmental charges 4260
After School Program 4633
Summer Field Trips 4634

SPECIAL ASSESSMENTS (R4):

Assessment collections - Bonded 4621
Assessment collections - Unbonded 4622

LICENSES AND PERMITS (R5):

Business Licenses 4210
Building Permits 4220
Mechanical Permits 4221
Plan Check Fees 4222
Alarm Permits 4223
Planning Fees 4230
Misc Fees & Charges 4250
Lien Search Fees 4251

INTERGOVERNMENTAL REVENUES (R6):

State Grants 4120
Cigarette Tax 4122
Liquor Tax 4123
State Gas Tax 4124
State Shared Revenues 4125
911 Tax Revenues 4126
Metro Grants 4129
County Grants 4130
Hotel/motel Tax 4131

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County Library Coop	4132
Parks District	4139
FINES AND FORFEITURES (R7):	
Traffic fines	4310
Parking fines	4311
Other court fines	4312
Library fines	4320
Forfeitures	4321
TRANSFERS-IN (R8):	
Transfers from Fund 11 (General Fund)	4911
Transfers from Fund 22 (Gas Tax Fund)	4922
Transfers from Fund 25 (Water SDC Fund)	4925
Transfers from Fund 26 (Sewer SDC Fund)	4926
Transfers from Fund 31 (Water Fund)	4931
Transfers from Fund 32 (Sewer Fund)	4932
Transfers from Fund 83 (Trust Fund)	4983
OTHER FINANCING SOURCES (R9):	
Interest earned - Investments	4510
Interest earned - Other Sources	4511
Rental revenues - Parks	4520
Rental revenues - Senior Center	4521
Rental revenues - Other	4522
Gifts & donations	4610
Recovered expenditures	4620
Proceeds from sale of fixed assets	4623
Cash short or (over)	4625
Other revenues	4630
Bond proceeds	4631
Loan repayment - fleet	4632

CITY OF MILWAUKIE
CHART OF ACCOUNTS - OBJECT CODES

EXPENDITURES/EXPENSES (E):

PERSONNEL SERVICES (01):

Salaries - Unclassified	5110
Salaries - Classified	5120
Salaries - Classified Police	5130
Salaries - Classified Fire	5140
Salaries - Temporary	5150
Overtime - Regular	5210
Educational Incentive	5310
Shift differential	5311
EMT Incentive Pay	5312
Rescue incentive pay	5313
Special incentive	5314
Clothing allowance	5320
Car Allowances	5330
Social security (FICA)	5510
Unemployment	5520
Tri-Met	5525
Workers compensation	5530
PERS Pick-Up (6%)	5605
PERS	5610
Life insurance	5650
Long term disability	5660
Employee assistance	5665
Medical benefits	5670
Dental benefits	5680

MATERIALS & SERVICES (02):

Professional services	6010
Contractual services	6020
Repairs & maintenance - Facilities	6100
Repairs & maintenance - Vehicles	6110
Repairs & maintenance - Operating Equip	6120
Repairs & maintenance - Office Equip	6130
Office supplies & expense	6210
Public Safety supplies & expense	6220
Advertising & publicity	6230
Fees & licenses	6240
Dues & subscriptions	6250
Travel - Food & Lodging	6260
Education & training	6270
Rents & leases	6310
Bad Debt Expense	6312

Utilities:

Telephone	6318
Electricity	6319
Natural gas	6322

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Water & sewer	6325
Other Utilities	6329
Insurance premiums	6330
Bond - Principal Payments	6440
Bond - Interest Payments	6445
Paying Agent Fees & Expenses	6447
CAPITAL OUTLAY (03):	
Land	7110
Buildings & improvements	7120
Motor vehicles	7130
Operating equipment	7140
Office furniture & equip	7150
Library circulation materials	7160
Computer software	7165
Capital Improvement Projects - General	7510
Capital Improvement Projects - Parks	7511
Capital Improvement Projects - Streets	7520
Capital Improvement Projects - Water	7530
Capital Improvements Projects - Sewer	7531
TRANSFERS-OUT (04):	
Transfers to Fund 11 (General Fund)	8111
Transfers to Fund 22 (Street Fund)	8122
Transfers to Fund 27 (Parks Fund)	8127
Transfers to Fund 28 (Library Fund)	8128
Transfers to Fund 29 (Fire Svc Fund)	8129
Transfers to Fund 32 (Sewer Fund)	8132
Transfers to Fund 64 (Capital Projects)	8164
Transfers to Fund 71 (Fleet Service)	8171
RESERVES/LOANS (05):	
Refund of prior year revenues	9199
CONTINGENCY (06):	
Contingencies (Budgetary Account Only)	9510

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46244	1000 FRIENDS OF OREGON	11 511 6210 0000	CITIZENS GUIDE TO LAND USE	12.90	12.90
46192	A & M BOOKS	28 233 7160 0302	COMIC BOOKS	15.00	15.00
46004	A T & T	11 621 6318 3006	LONG DISTANCE SERVICE 12/93	52.33	52.33
46005	ABE'S MAIN ST CLEANERS	11 312 6220 0000 29 420 6120 0200	DRY CLEANING, LAUNDRY CLEANING & LAUNDRY SERVICE	504.75 108.95	613.70
46193	ACE AUTO PARTS, INC.	71 000 6110 0000	WDSH WIPER MOTOR	35.00	35.00
46194	ACKLEY TOOL CO	31 000 6100 0000	RETROFIT KIT, BATTERY BOX	34.00	34.00
46107	ACME TOOL & SPECIALTY CO.	64 000 7510 2015 64 000 7510 2015	PUTTY/CAULK FIRESTOP COMPOSITE SHEET	32.34 149.00	181.34
46108	ACTION ARC WELDING SUPPLY	71 000 6110 0000	FURNISH WELDING SUPPLIES	9.50	9.50
46195	ADVANCED DRAINAGE SYSTEMS	32 000 6100 0000	MISC PIPE	965.22	965.22
46273	AFSCME COUNCIL 75	11 000 2138 0000 22 000 2138 0000 28 000 2138 0000 31 000 2138 0000 32 000 2138 0000 71 000 2138 0000	UNION DUES W/H JAN 94 P/R UNION DUES W/H JAN 94 P/R UNION DUES W/H JAN 94 P/R UNION DUES W/H JAN 94 P/R UNION DUES W/H JAN 94 P/R UNION DUES W/H JAN 94 P/R	504.00 132.00 132.00 147.00 44.00 44.00	1,003.00
46196	AIR FILCO	11 621 6100 0000	1"X30"X120' POLY ROLL AIR	51.20	51.20
46006	ALBERTSON'S	31 000 6100 0000 32 000 6100 0000 11 511 6260 0000 11 611 6260 0000 11 613 6210 0000	SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES	41.98 20.99 93.36 149.44 61.70	367.47
46197	ALMANAC: OREGON POLITICS	28 233 7160 0301	1994 ALMANAC: OREGON POLITICS	25.00	25.00
46007	ALPHAGRAPHICS #286	11 312 6220 0000	ALARM RENEWALS/PERMITS	89.78	89.78
46279	AMERICAN FAMILY LIFE	11 000 2150 0000 22 000 2150 0000 28 000 2150 0000 29 000 2150 0000 31 000 2150 0000 71 000 2150 0000	CANCER INS W/H JAN 94 P/R CANCER INS W/H JAN 94 P/R CANCER INS W/H JAN 94 P/R CANCER INS W/H JAN 94 P/R CANCER INS W/H JAN 94 P/R CANCER INS W/H JAN 94 P/R	195.94 26.70 63.62 141.76 9.00 17.70	454.72
46198	AMERICAN LIBRARY ASSN	28 233 6210 0000	ITEMS LISTED ON ATTACHED FORM	10.63	10.63

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46008	AMERICAN MANAGEMENT ASSN	11 211 6250 0000	DUES 4/1/94 - 3/31/95	160.00	160.00
46199	AMERICAN WATER WORKS ASSN	31 000 6270 0000	TRAINING GUIDE BOOKS	15.00	15.00
46200	AMERIGAS-PORTLAND	29 420 6100 0000	YEARLY TANK RENT	35.00	35.00
46201	APA OREGON VISION PROJECT	11 511 6210 0000	GUIDE TO COMMUNITY VISION	15.00	15.00
46202	ARCHITECTURAL MILLWORK	64 000 7510 2015	ADDITIONAL WOOD HANDRAIL	236.00	236.00
46009	ASPEN PUBLISHERS, INC.	11 111 6250 0000	SUBSCRIPTION RENEWAL	105.00	105.00
46109	AUTOMATED OFFICE SYSTEMS	11 313 6310 0000 11 313 6310 0000	BASE MONTHLY BILL CANON COPIER EXCESS COPIES CHARGE	205.00 67.26	272.26
46010	B S RENTAL CENTER, INC.	22 000 6310 0000	RENT: ENGINE STAND	50.00	50.00
46111	BAKER & TAYLOR BOOKS	28 233 7160 0301	ONE TITLE	14.27	14.27
46112	BAKER & TAYLOR BOOKS	28 233 7160 0000 28 233 7160 0000 28 233 7160 0000	NATIONAL DIRECTORY CONTINUATION SERVICE CONTINUATION SERVICE	-86.35 255.68 28.31	197.64
46204	BAKER & TAYLOR BOOKS	28 233 7160 0301 28 233 7160 0301	37 TITLES ONE TITLE	534.51 13.84	548.35
46205	BAKER & TAYLOR BOOKS	28 233 7160 0000	4 TITLES	69.44	69.44
46110	BAKER & TAYLOR CO	28 233 7160 0000	TITLES AS LISTED ON ORDER FORM	852.16	852.16
46203	BAKER & TAYLOR VIDEO	28 233 7160 0000 28 233 7160 0302	34 TITLES ONE TITLE	408.32 12.17	420.49
46011	BANKAMERICA LEASING	71 000 6310 0000 11 213 6310 0000 11 213 6310 0000 29 411 6310 0000 29 411 6310 0000	STREET SWEEPER ST SWEEPER/COMP EQUIPMENT COMPUTER/MEDICAL EQUIPMENT MEDICAL EQUIPMENT COMPUTER/MEDICAL EQUIPMENT	2,547.32 1,276.33 154.57 1,382.32 185.73	5,546.27
46114	BELLEVUE INN	11 312 6260 0000	LODGING: LARRY KIDD>4/25-27/94	222.30	222.30
46207	BEN-KO-MATIC BRUSH &	71 000 6120 0000	BROOMS, GUTTER BROOMS, SEALS	79.65	79.65
46190	BENJAMIN C KARR	11 000 2004 0000 11 000 2010 0000 11 000 2013 0000 11 000 4310 0000	BAIL REFUND/CITATION #16659A BAIL REFUND/CITATION #16659A BAIL REFUND/CITATION #16659A BAIL REFUND/CITATION #16659A	120.00 -16.00 -8.00 -70.00	26.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46208	BERNAN	28 233 7160 0301	REPLENISH DEPOSIT A/C# 1950	200.00	200.00
46046	BILL LAIRD	*29 420 7140 0200	PHYSICAL TRAINING EQUIPMENT	221.97	221.97
46012	BIO-MED OF OREGON	29 420 6010 0400	MEDICAL WASTE MANAGEMENT	20.45	20.45
46013	BLACKSTONE AUDIO BOOKS	28 233 6210 0000	VIDEO REPLACEMENT TAPE	6.00	6.00
46115	BONNIE EISENMEN	28 233 6210 0000	CASSETTE REPAIRS	25.65	25.65
46209	BOUND TO STAY BOUND BOOKS	28 233 7160 0302 28 233 7160 0302	TITLES AS LISTED ON ATTACHED TITLES AS LISTED ON ATTACHED	291.76 219.56	511.32
46210	BRAKE SYSTEMS INC.	71 000 6110 0000 71 000 6110 0000 71 000 6110 0000	RETURNED DUAL FT VL DUAL FT VL DRAIN 4 FT	-12.00 72.17 8.30	68.47
46116	BRATTAIN INT'L TRUCKS INC	71 000 6110 0000	HANDLE/PIN	18.02	18.02
46188	BRUCE E DORN	11 000 2004 0000 11 000 2010 0000 11 000 2013 0000 11 000 4310 0000	BAIL REFUND/CITATION #11608A BAIL REFUND/CITATION #11608A BAIL REFUND/CITATION #11608A BAIL REFUND/CITATION #11608A	90.00 -16.00 -8.00 -55.00	11.00
46211	C GUNTHER CO., INC.	64 000 7510 2015 64 000 7510 2015	DRY KWIK TURNOUT COAT HANGERS DRY KWIK GLOVE DRY HANGERS	180.05 185.68	365.73
46113	CALVIN O BANKS	*11 613 6270 0000	REIMBURSEMENT: BLDG CODES I	90.00	90.00
46117	CAPITAL ENTERPRISE &	11 612 6120 0000	ROAD TUBE/NAILS	42.20	42.20
46014	CAREERTRACK	32 000 6270 0000	REGISTRATION: JACK PERRY	99.00	99.00
46118	CAREERTRACK	11 511 6270 0000	WORKING WOMEN WORKSHOP	79.00	79.00
46015	CASCADE COMMERCIAL	64 000 7510 2015	INSTALLATION LOCKER COAT RODS	329.05	329.05
46119	CENTRIC ELEVATOR CORP	11 621 6100 0000 11 621 6100 0000 11 621 6100 0000	MONTHLY MAINTENANCE CONTRACT REPAIR ELEVATOR/LIBRARY REPAIR DUMB WAITER/LIBRARY	112.74 44.72 179.73	337.19
46016	CERIDIAN	11 712 6020 0000	PAYROLL PROCESSING FEES	520.52	520.52
46017	CHALLENGE CENTER	11 731 6210 0000	PROCESS UTILITY BILLING	466.89	466.89
46212	CHILDRENS PRESS	28 233 7160 0000 28 233 7160 0000	SET OF 33 FROM SEA TO SHINING SET OF 33 FROM SEA TO SHINING	376.65 18.83	395.48

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46018	CHRISMAN PICTURE	11 111 6210 0000	FRAME PHOTO	76.15	76.15
46213	CHRISTENSON ELECTRIC INC	64 000 7510 2013 64 000 7510 2013 64 000 7510 2013 64 000 7510 2013 64 000 7510 2013	PROVIDE & INSTALL PATCHPANELS WIREMOLD WORK RADIO CABLE INSTALL POWER POLES RADIO CABLE	566.38 404.91 368.65 1,076.23 2,287.88	4,704.05
46120	CITY OF PORTLAND	31 000 6020 0000	WATER 11/26 - 12/28	315.97	315.97
46121	CITY OF PORTLAND	23 000 7510 0000	MATCH/SPRINGWATER CORRIDOR	10,000.00	10,000.00
46019	CITY RUBBER STAMP CO.	11 712 6210 0000	TWO NEW DIE & PADS	43.10	43.10
46020	CLACKAMAS COMMUNICATIONS	11 312 6120 0000 11 312 6120 0000	MAINTENANCE FOR POLICE DEPT MAINTENANCE FOR POLICE DEPT	192.00 82.50	274.50
46021	CLACKAMAS COUNTY FINANCE	22 000 6310 0000 11 314 6020 0000	VAN RENTAL FOR INSPECTOR E9-1-1 ADMIN CHARGES	75.59 361.91	437.50
46122	CLACKAMAS COUNTY FINANCE	11 312 6220 0000 11 314 6020 0000	30-MIN FLARES W/O SPIKES E9-1-1 ADMIN CHARGES	375.46 469.00	844.46
46214	CLACKAMAS COUNTY FINANCE	28 233 6210 0000 11 312 6220 0000 11 312 6220 0000 11 312 6220 0000 11 712 6210 0000 11 712 6210 0000 11 712 6210 0000 11 712 6210 0000 11 731 6210 0000	INTERLIBRARY LOAN REQ FORMS AS FIELD CONTACT REPORTCCP-CMIL37 SPECIAL REPORT CMIL44 NOTICE CCP-MIL59(SEE ATTCHED) WINDOW ENVELOPES #10 NON-WINDOW ENVELOPES #10 3-PART NCR RECEIPTS 2-PART NCR FORM, CCP-CMIL34	447.20 138.23 63.62 141.36 335.10 187.55 209.49 89.32	1,611.87
46215	CLACKAMAS COUNTY FIRE	29 430 6020 0000	SOUTH METRO FIRE MARSHAL	8,388.67	8,388.67
46123	CLYDE/WEST, INC.	71 000 6110 0000	SPRING	21.02	21.02
46189	COLLEEN M HICKEY	11 000 2004 0000 11 000 2010 0000 11 000 2013 0000 11 000 4310 0000	BAIL REFUND/CITATION #16707B BAIL REFUND/CITATION #16707B BAIL REFUND/CITATION #16707B BAIL REFUND/CITATION #16707B	120.00 -25.00 -12.00 -30.00	53.00
46022	COMMERCIAL INFO SYSTEMS	11 312 6010 0000	ACTIVITY FOR 12/93	125.00	125.00
46191	CORI MORRISON	11 000 2004 0000 11 000 4311 0000	BAIL REFUND/CITATION #PT011884 BAIL REFUND/CITATION #PT011884	20.00 -10.00	10.00
46124	CRAWFORD ROLL LITE	64 000 7510 2015	REPAIR OF 2 OVERHEAD DOOR	275.00	275.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46023	CREATIVE T-SHIRTS	11 612 6220 0000	5-CITY LOGO T-SHIRTS	51.25	51.25
46024	CREDIT NORTHWEST CORP.	11 312 6010 0000	SERVICE FOR DECEMBER 1993	4.55	4.55
46125	CRIMINAL JUSTICE TRAINING	11 312 6270 0000 11 312 6270 0000 11 312 6270 0000 11 312 6270 0000 11 312 6270 0000 11 312 6270 0000	COP TALK COP TALK COP TALK COP TALK COP TALK COP TALK	20.00 20.00 20.00 20.00 20.00 20.00	120.00
46216	CRUISE MASTER ENGRAVING	64 000 7510 2015	TURNOUT RACK/LOCKER SIGNS	157.68	157.68
46025	D & H FLAGGING INC.	31 000 6020 0000	FLAGGING FOR WATER	123.20	123.20
46276	D H R CHILD SUPPORT PRGRM	22 000 2147 0000 28 000 2147 0000	PAYMENT W/H JAN 94 P/R PAYMENT W/H JAN 94 P/R	982.46 142.00	1,124.46
46026	DARRIT CONSTRUCTION INC	64 000 7510 2013 64 000 7510 2013 64 000 7510 2015	REPLACE HANGER/ROLL-UP GRILL SIMPLEX LOCK CHANGES REPLACE RAIL & CHAIN/TROLLEY	359.74 909.16 688.00	1,956.90
46217	DARRIT CONSTRUCTION INC	64 000 7510 2013	REPLACE WINDOWS	327.22	327.22
46126	DAY TIMERS, INC.	11 612 6210 0000	2 ANNUAL REFILLS	52.14	52.14
46028	DEMCO EDUCATIONAL CORP	28 233 6210 0000 28 233 6210 0000	ROLL PL22-8420 22"X200' SHIPPING AND HANDLING	42.99 3.43	46.42
46218	DEMCO EDUCATIONAL CORP	28 233 6210 0000 28 233 6210 0000	PREMIUM LTWT CONTINUOUS SHIPPING AND HANDLING	124.95 10.20	135.15
46029	DEPT OF STATE POLICE	11 314 6310 0000	OCT/NOV/DEC 1993 LEDS TERM	822.00	822.00
46176	DIANE TUTCH	11 111 6270 0000 11 312 6270 0000 11 312 6270 0000	REGISTRATION: WORK SHOP REGISTRATION: WRITING WORKSHOP REGISTRATION: WRITING WORKSHOP	5.00 5.00 5.00	15.00
46030	DON THOMAS PETROLEUM	71 000 1502 0000 71 000 1503 0000	2950 GALS UNLEADED GASOLINE 900 GALS DIESEL	2,577.76 419.64	2,997.40
46031	DUN & BRADSTREET	32 000 6270 0000 32 000 6270 0000	REGISTER: SUPERVISE W/SUCCESS REGISTER: MAKING PRESENTATIONS	129.00 155.00	284.00
46032	EBSCO SUBSCRIPTION SVC	28 233 7160 0304	PC COMPUTING SUBSCRIPTION	14.58	14.58
46219	ENGINEERED CONTROL PROD	31 000 6100 0000 31 000 6100 0000	PM KIT/ELBOW TRAP & FILTER KIT	31.10 261.34	292.44

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46033	ENVIRONETICS, INC.	64 000 7510 2015	PRINTER TABLE/EQUIP CART	1,725.66	1,725.66
46034	EVENT SOLUTIONS, INC	71 000 6270 0000	FLEET EQUIPMENT MGMT SCHOOL	165.00	165.00
46220	F D S I	11 721 6020 0000	ENHANCEMENT TO COURT	2,150.00	2,150.00
46035	FINANCIAL CONSULTING	32 000 6010 0000	COST OF SERVICE SEWER RATE	358.88	358.88
46036	FIRE & EMERGENCY	29 411 6250 0000 29 411 6250 0000	SERVICE 01/01 - 01/31 SERVICE 01/01 - 01/31	120.00 288.00	408.00
46221	FIRE & EMERGENCY	29 411 6250 0000 29 411 6250 0000	SERVICE 2/1 - 2/28 SERVICE 2/1 - 2/28	288.00 120.00	408.00
46222	FRANKLIN WATTS	28 233 7160 0000 28 233 7160 0000	TITLES LISTED ON ORDER FORM POSTAGE & HANDLING	177.20 8.86	186.06
46037	GALE RESEARCH INC	28 233 7160 0000	REFERENCE TITLES	113.92	113.92
46038	GENUINE PARTS COMPANY	29 420 6110 0000 29 420 6110 0000	MECHANICAL PARTS & HARDWARE MECHANICAL PARTS & HARDWARE	29.99 39.99	69.98
46224	GREER GRAPHICS	11 511 6020 0000	DESIGN/PRINT MATERIALS FOR CD	528.00	528.00
46089	HELEN TERRY	11 311 6010 0000	ASSESSMENT CENTER/POLICE CHIEF	1,810.54	1,810.54
46225	HENRY HOLT & COMPANY, INC	28 233 7160 0302	TITLES LISTED ON ATTACHED FORM	69.40	69.40
46226	HOOPER DETOXIFICATION CEN	11 312 6020 0000	CIVIL HOLD ADMISSIONS	50.00	50.00
46128	HORTON ELECTRIC	11 621 6100 0000	NEW SERVICE/OUTSIDE EVENTS	1,260.05	1,260.05
46227	HUGHES FIRE EQUIPMENT	29 420 6110 0000	INSTALL NEW POLY TANK	5,915.00	5,915.00
46040	I B M	11 213 6130 0000 11 213 6130 0000 11 213 6130 0000 11 213 6130 0000 11 213 6310 0000 11 213 6310 0000 11 213 6310 0000 11 213 6310 0000 11 213 6310 0000 11 213 6310 0000 11 213 6310 0000 11 213 6310 0000 11 213 6310 0000 11 213 6310 0000 11 213 6310 0000	PAYMENT DUE 01/01/94 PYAMENT DUE 01/01/94 PAYMENT DUE 01/01/94 TECHNICAL SUPPORT SERVICES PAYMENT DUE 01/01/94 PAYMENT DUE 01/01/94 PAYMENT DUE 01/01/94 PAYMENT DUE 01/01/94 PAYMENT DUE 01/01/94 PAYMENT DUE 01/01/94 PAYMENT DUE 01/01/94 PAYMENT DUE 01/01/94 PAYMENT DUE 01/01/94 PAYMENT DUE 01/01/94 PAYMENT DUE 01/01/94	403.00 63.00 345.39 2,015.00 3,105.92 28.44 368.05 402.47 124.74 649.00 68.00 1,243.86	8,816.87
46272	IAFF LOCAL 1159	29 000 2135 0000	UNION DUES W/H JAN 94 P/R	1,273.40	1,273.40

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46228	IBC/DONOGHUE	28 233 7160 0301	DONOGHUE'S MONEYLETTER	99.00	99.00
46098	ICMA	11 000 2124 0000	DEFERRED COMP W/H 1/14/94 P/R	160.00	
		22 000 2124 0000	DEFERRED COMP W/H 1/14/94 P/R	50.00	
		28 000 2124 0000	DEFERRED COMP W/H 1/14/94 P/R	121.50	
		31 000 2124 0000	DEFERRED COMP W/H 1/14/94 P/R	175.00	
		32 000 2124 0000	DEFERRED COMP W/H 1/14/94 P/R	134.00	640.50
46229	ICMA	11 213 6250 0000	SUBSCRIBE: MICROSOFTWARE NEWS	130.00	130.00
46275	ICMA	11 000 2124 0000	DEF COMP W/H+MATCH 1/31 P/R	2,060.00	
		22 000 2124 0000	DEF COMP W/H+MATCH 1/31 P/R	241.00	
		28 000 2124 0000	DEF COMP W/H+MATCH 1/31 P/R	1,221.50	
		29 000 2124 0000	DEF COMP W/H+MATCH 1/31 P/R	266.00	
		31 000 2124 0000	DEF COMP W/H+MATCH 1/31 P/R	50.00	
		32 000 2124 0000	DEF COMP W/H+MATCH 1/31 P/R	50.00	3,888.50
46129	INDOOR BILLBOARD/NW	11 611 6100 0000	SAFETY MATS	50.50	50.50
46041	INTERNATIONAL CONFERENCE	11 613 6210 0000	CABO THREE-PART REFERENCE	89.95	89.95
46133	JAMES M MAYFIELD	64 000 7510 2015	INSTALL LOCKER TRIM PSB DORMS	490.00	490.00
46223	JEANNE GARST	*11 511 6260 0000	MILEAGE	19.60	19.60
46003	JILL R HRDLICKA	11 000 2004 0000	BAIL REFUND/CITATION #15975A	90.00	
		11 000 2010 0000	BAIL REFUND/CITATION #15975A	-16.00	
		11 000 2013 0000	BAIL REFUND/CITATION #15975A	-8.00	
		11 000 4310 0000	BAIL REFUND/CITATION #15975A	-55.00	11.00
46105	KATHERINE HAMMOND	11 000 2004 0000	BAIL REFUND/CITATION #PT011861	20.00	
		11 000 4311 0000	BAIL REFUND/CITATION #PT011861	-10.00	10.00
46086	KELLY SOMERS	*11 611 6210 0000	REIMBURSE/BOOK SHELF	99.86	99.86
46042	KENT LAYDEN	11 111 6020 0000	COUNCIL GOAL SETTING SESSION	600.00	600.00
46230	KENT LAYDEN	11 511 6270 0000	PERSONAL SERVICES CONTRACT	700.00	
		11 511 6270 0000	PERSONAL SERVICES	575.00	
		11 611 6270 0000	PERSONAL SERVICES CONTRACT	700.00	
		11 611 6270 0000	PERSONAL SERVICES	575.00	2,550.00
46044	KING ROAD PHARMACY	29 420 6100 0000	HARDWARE/MISC	75.54	75.54
46131	L N CURTIS & SONS	29 420 6220 0000	EMERGENCY RESPONSE EQUIPMENT	33.25	33.25
46231	LABOR READY	11 621 6100 0000	PAINTING - FIX UP	311.38	311.38

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46277	NANCY ELAINE TOLL	11 000 2147 0000	PAYMENT W/H FROM JAN 94 P/R	900.00	900.00
46238	NATIONAL ARBOR DAY	11 511 6250 0000	NATIONAL ARBOR DAY FOUNDATION	10.00	10.00
46239	NATIONAL BUILDERS HRDWR	64 000 7510 2015	HINGES & SCREWS	338.26	338.26
46058	NATIONAL SEMINARS GROUP	32 000 6270 0000 32 000 6270 0000	REGISTRATION: WORK TEAMS REGISTRATION: WORK TEAMS	98.00 98.00	196.00
46136	NELSON ONE HOUR PHOTO	11 621 6100 0000	DEVELOP PHOTOS PSB	7.46	7.46
46240	NEWMAN SIGN	22 000 6100 0000	NO PARKING SIGNS	95.40	95.40
46137	NORTHSIDE FORD	71 000 6110 0000	FURNISH PARTS	26.35	26.35
46138	NORTHWEST INFORMATION	64 000 7510 2013	TELECOMMUNICATIONS CONSULTING	4,006.93	4,006.93
46059	NORTHWEST NATURAL GAS CO	11 621 6322 3012 28 621 6322 3018 31 621 6322 3042 64 621 6322 3030	NATURAL GAS 11/22 - 12/28 NATURAL GAS 12/01 - 01/04 NATURAL GAS 11/23 - 12/29 NATURAL GAS 11/23 - 12/29	1,170.94 494.37 548.35 876.68	3,090.34
46241	NORTHWEST NATURAL GAS CO	31 000 6100 0000	REPAIR DAMAGED GAS LINE	506.77	506.77
46242	NORTHWEST NATURAL GAS CO	22 621 6322 3036	NATURAL GAS 12/08 - 01/11	61.75	61.75
46060	O D O A CONFERENCE	11 312 6270 0000	REGISTRATION: ODOA CONFERENCE	120.00	120.00
46148	O'SON ORIGINALS	11 231 6230 0000	FEB MILWAUKIE PILOT ISSUES	135.00	135.00
46061	OBLIQUE NORTHWEST, INC.	11 312 6210 0000	YEAR LABEL CRT	17.40	17.40
46062	OFFICE MAX	29 420 7150 0000	3 PIECE DRAFTING SET	189.00	189.00
46139	OFFICER ALIVE!	11 312 6010 0000	4TH QTR DEPT ACTIVITIES	300.00	300.00
46140	OLSON BROS SERVICE INC	11 312 6110 0000	TOW CHEV CAPRICE>40TH/HARVEY	53.50	53.50
46243	OLSON BROS SERVICE INC	11 312 6110 0000	TOW UNIT #5 TO RON TONKIN	45.00	45.00
46141	ONE CALL CONCEPTS	31 000 6020 0000 32 000 6020 0000	UTILITY LOCATE UTILITY LOCATE	34.85 34.85	69.70
46142	OREGON BUILDING OFFICALS	11 613 6250 0000	MEMBERSHIP: TIM CORBETT	25.00	25.00
46143	OREGON CITY PLANNING	11 511 6250 0000	MEMBERSHIP/MAGGIE COLLINS	25.00	25.00
46145	OREGON COUNCIL FOR THE	11 511 6250 0000 11 511 6250 0000	THE FIRST OREGONIANS VOID CHECK	4.95 -4.95	0.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46063	OREGON FIRE EQUIPMENT CO.	29 420 6220 0000	EMERGENCY RESPONSE EQUIPMENT	45.00	45.00
46064	OREGON MUNICIPAL FINANCE	11 731 6250 0000	MEMBERSHIP IN OMFOA	50.00	50.00
46146	OREGON PACIFIC INVESTMENT	64 000 7510 2015	PHONE SYSTEM FOR PUBLIC SAFETY	8,486.19	8,486.19
46245	OREGON TECH TRANSFER CTR	22 000 6250 0000	1994 DUES	190.00	190.00
46144	OREGON-COLUMBIA CHAPTER	22 000 6250 0000	1994 DUES/KELLY SOMERS	50.00	50.00
46065	OREGONIAN DIST #11	11 511 6230 0000	SUBSCRIPTION	40.50	40.50
46066	OREGONIAN PUBLISHING CO	11 511 6230 0000	AD: TRANSPORTATION PLANNER	146.27	146.27
46147	OREGONIAN PUBLISHING CO	11 731 6230 0000 11 731 6230 0000	AD: CPA'S FOR AUDITING AD: WATER METER READING SVC	127.71 83.55	211.26
46246	OREGONIAN PUBLISHING CO	11 711 6230 0000	AD: BUDGET INFORMATION	104.88	104.88
46067	OTAK INC	22 000 7520 2030 22 000 7520 2030 31 000 6020 0000 32 000 6020 0000 32 000 6020 0000	RAILROAD AVENUE AS PER SCOPE OF WORK SURVEY PROFILE DATA ON MULLEN STREET, 21ST AVENUE, CAMPBELL STREET, 32ND AVENUE AND	392.23 433.50 371.57 433.50 433.50	2,064.30
46149	P E R S	11 000 2126 0000 11 000 2129 0000 22 000 2126 0000 28 000 2126 0000 29 000 2126 0000 29 000 2129 0000 31 000 2126 0000 32 000 2126 0000 71 000 2126 0000	PERS CONTRIBUTIONS 1/14/94 P/R PERS CONTRIBUTIONS 1/14/94 P/R PERS CONTRIBUTIONS 1/14/94 P/R PERS CONTRIBUTIONS 1/14/94 P/R PERS CONTRIBUTIONS 1/14/94 P/R PERS CONTRIBUTIONS 1/14/94 P/R PERS CONTRIBUTIONS 1/14/94 P/R PERS CONTRIBUTIONS 1/14/94 P/R PERS CONTRIBUTIONS 1/14/94 P/R	7,411.31 28.00 866.11 1,255.96 3,695.23 17.40 873.39 438.54 343.61	14,929.55
46282	P E R S	11 000 2126 0000 11 000 2129 0000 22 000 2126 0000 28 000 2126 0000 29 000 2126 0000 29 000 2129 0000 31 000 2126 0000 32 000 2126 0000 71 000 2126 0000	PERS CONTRIBUTION JAN 94 P/R PERS CONTRIBUTION JAN 94 P/R PERS CONTRIBUTION JAN 94 P/R PERS CONTRIBUTION JAN 94 P/R PERS CONTRIBUTION JAN 94 P/R PERS CONTRIBUTION JAN 94 P/R PERS CONTRIBUTION JAN 94 P/R PERS CONTRIBUTION JAN 94 P/R PERS CONTRIBUTION JAN 94 P/R	14,001.01 66.88 1,126.06 2,283.11 7,872.57 38.36 880.96 445.46 348.15	27,062.56
46150	PACIFIC AIRGAS, INC.	29 420 6220 0300 29 420 6220 0300	REFILL FIRE EXTINQ REFILL FIRE EXTINQ	42.88 5.36	48.24

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46074	PORTLAND GENERA ..CONTINUED	32 621 6319 3102	ELECTRICITY 11/24 - 12/23	13.75	
		32 621 6319 3108	ELECTRICITY 11/05 - 12/07	167.23	6,950.13
46156	PORTLAND GENERAL ELECTRIC	11 621 6319 3121	ELECTRICITY 12/07 - 1/07	17.70	17.70
46249	PORTLAND GENERAL ELECTRIC	11 621 6319 3003	ST LIGHTS 12/09/93 - 01/11/94	21,320.53	21,320.53
46075	PORTLAND STATE UNIVERSITY	11 111 6270 0000	REGISTRATION: LEADERSHIP TOOLS	35.00	
		11 111 6270 0000	REGISTRATION: LEADERSHIP TOOLS	35.00	
		11 211 6270 0000	REGISTRATION: LEADERSHIP TOOLS	35.00	105.00
46157	PORTLAND STATE UNIVERSITY	11 511 6270 0000	LEADERSHIP/TOOLS OF THE TRADE	35.00	
		11 511 6270 0000	LEADERSHIP/TOOLS OF THE TRADE	35.00	
		11 511 6270 0000	LEADERSHIP/TOOLS OF THE TRADE	35.00	
		11 511 6270 0000	LEADERSHIP/TOOLS OF THE TRADE	35.00	
		11 511 6270 0000	LEADERSHIP/TOOLS OF THE TRADE	35.00	
		11 511 6270 0000	LEADERSHIP/TOOLS OF THE TRADE	35.00	
		11 511 6270 0000	LEADERSHIP/TOOLS OF THE TRADE	35.00	245.00
46250	POWER RENTS	29 420 6100 0000	LIFT TRUCK - CHRISTMAS TREE	705.20	705.20
46251	PRO-GRASS	22 000 6100 0000	40TH & HARVEY SHOP AREA	132.41	
		31 000 6100 0000	#8 WELL SITE LAWN CARE	58.43	
		31 000 6100 0000	#6 WELL SITE WEED CONTROL	44.80	
		31 000 6100 0000	#2 WELL SITE (RADIO ROOM)	31.39	
		31 000 6100 0000	#5 WELL SITE WEED CONTROL	32.40	
		31 000 6100 0000	#4 WELL SITE LAWN CARE	68.23	
		31 000 6100 0000	JCB SITE LAWN CARE	47.33	
		31 000 6100 0000	PLANTER AREA WEED CONTROL AT	35.44	
		32 000 6100 0000	19TH & BLUEBIRD LAWN	65.81	
		32 000 6100 0000	BARK BEDS WEED CONTROL	110.00	626.24
46158	PROFESSIONAL FIRE SYSTEMS	64 000 7510 2015	TAMPER PROOF SPRINKLER HEADS	669.00	669.00
46076	PROFESSIONAL HEALTH CARE	31 000 6020 0000	HEPATITUS B IMMUNIZATION	50.00	
		71 000 6020 0000	HEPATITUS B IMMUNIZATION	50.00	
		11 312 6020 0000	HEPATITUS B IMMUNIZATION	50.00	
		11 312 6020 0000	HEPATITUS B IMMUNIZATION	50.00	
		11 613 6020 0000	HEPATITUS B IMMUNIZATION	50.00	250.00
46252	PROVIDENCE MILW HOSPITAL	29 420 6220 0400	EMS SUPPLIES (ALS DRUGS)	48.00	48.00
46077	R & R UNIFORMS	11 312 6220 0000	UNIFORM ITEMS	7.52	
		11 312 6220 0000	UNIFORM ITEMS	152.00	
		11 312 6220 0000	UNIFORM ITEMS	33.00	
		11 312 6220 0000	UNIFORM ITEMS	100.60	
		11 312 6220 0000	UNIFORM ITEMS	344.10	
		11 312 6220 0000	UNIFORM ITEMS	132.00	
		11 312 6220 0000	UNIFORM ITEMS	615.08	
		11 312 6220 0000	UNIFORM ITEMS	29.90	1,414.20

ACCOUNTS PAYABLE - AP7030
 2/14/94
 CITY OF MILWAUKIE
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AP TRANSACTIONS BY VENDOR/CHECK NUMBER
 FOR PERIOD 01/01/94 THRU 01/31/94

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CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46078	RELIABLE	11 231 6210 0000	RECY'D FILE POCKET 462WJ23054	3.99	
		11 231 6210 0000	HANDLING CHARGE	2.99	
		11 611 6210 0000	KEYBOARD WRISTREST 107RK94300	9.97	
		11 611 6210 0000	RECY'D FILE POCKET 462WJ23053	3.05	20.00
46079	RESOURCE RECYCLING	11 235 6250 0000	SUBSCRIPTION	42.00	42.00
46104	RICHARD H CHUN	11 000 2004 0000	BAIL REFUND/CITATION #16663A	310.00	
		11 000 2010 0000	BAIL REFUND/CITATION #16663A	-16.00	
		11 000 2013 0000	BAIL REFUND/CITATION #16663A	-8.00	
		11 000 4310 0000	BAIL REFUND/CITATION #16663A	-70.00	216.00
46159	RIGHT-OF-WAY ASSOC, INC	22 000 7520 0000	32ND AVE RECONSTRUCT	325.00	325.00
46253	RINGEY'S RADAR	11 312 6120 0000	VINDICATOR VH-1	84.50	84.50
46160	RIVERHOUSE MOTOR INN	11 312 6260 0000	STEVE MOIST/LODGING>2/25-26/94	124.12	124.12
46161	ROBBEN & SONS INC.	29 420 6100 0000	DUPLICATE PAYMENT	- 117.95	
		11 621 6100 0000	DIAGNOSTIC CHARGE/NOZZLE	130.95	13.00
46254	RODDA PAINT CO	11 621 6100 0000	MISC PAINT SUPPLIES	44.28	
		11 621 6100 0000	MISC PAINT SUPPLIES	23.73	68.01
46080	RON TONKIN DODGE	71 000 6110 0000	FURNISH PARTS & EXT WARRANTY	6.87	
		71 000 6110 0000	FURNISH PARTS & EXT WARRANTY	9.83	
		71 000 6110 0000	FURNISH PARTS & EXT WARRANTY	56.06	
		71 000 6110 0000	FURNISH PARTS & EXT WARRANTY	60.72	
		71 000 6110 0000	FURNISH PARTS & EXT WARRANTY	66.93	
		71 000 6110 0000	FURNISH PARTS & EXT WARRANTY	54.68	255.09
46081	S A I F CORPORATION	11 000 2120 0000	4TH QTR WORK COMP PREMIUMS	576.24	
		22 000 2120 0000	4TH QTR WORK COMP PREMIUMS	76.16	
		28 000 2120 0000	4TH QTR WORK COMP PREMIUMS	141.40	
		29 000 2120 0000	4TH QTR WORK COMP PREMIUMS	201.60	
		31 000 2120 0000	4TH QTR WORK COMP PREMIUMS	50.40	
		32 000 2120 0000	4TH QTR WORK COMP PREMIUMS	37.24	
		71 000 2120 0000	4TH QTR WORK COMP PREMIUMS	25.20	
		28 233 5530 0000	4TH QTR WORK COMP PREMIUMS	74.20	
		11 712 5530 0000	4TH QTR WORK COMP PREMIUMS	1,117.00	
		11 712 5530 0000	4TH QTR WORK COMP PREMIUMS	1,108.24	3,407.68
46082	SAFETY-KLEEN CORP	71 000 6210 0000	MACHINE SERVICE	193.67	193.67
46083	SAFEWAY, INC.	11 111 6260 0000	REFRESHMENTS COUNCIL MEETINGS	22.38	
		11 111 6260 0000	REFRESHMENTS COUNCIL MEETINGS	24.63	47.01
46027	SALLY DE LA RIVA	11 721 6020 0000	SPANISH INTERPRETATION	50.00	50.00

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL			
46072	SARAH JOHNSON OR	22 000 6100 0000	PETTY CASH W/E 01/14/94	12.60	309.36			
		11 111 6210 0000	PETTY CASH W/E 01/14/94	29.98				
		28 233 7160 0301	PETTY CASH W/E 01/14/94	12.00				
		11 311 6220 0000	PETTY CASH W/E 01/14/94	21.50				
		11 312 6210 0000	PETTY CASH W/E 01/14/94	106.57				
		11 314 6210 0000	PETTY CASH W/E 01/14/94	23.99				
		29 411 6100 0000	PETTY CASH W/E 01/14/94	1.39				
		29 411 6210 0000	PETTY CASH W/E 01/14/94	6.03				
		29 411 6220 0000	PETTY CASH W/E 01/14/94	9.98				
		29 411 6260 0000	PETTY CASH W/E 01/14/94	18.93				
		29 420 6210 0000	PETTY CASH W/E 01/14/94	17.91				
		11 611 6210 0000	PETTY CASH W/E 01/14/94	15.73				
		11 621 6100 0000	PETTY CASH W/E 01/14/94	6.49				
		11 621 6100 0000	PETTY CASH W/E 01/14/94	15.75				
		11 712 6210 0000	PETTY CASH W/E 01/14/94	10.51				
		46248	SARAH JOHNSON OR	32 000 6260 0000		PETTY CASH W/E 01/28/94	30.87	487.91
				64 000 7510 2015		PETTY CASH W/E 01/28/94	14.68	
11 231 6210 0000	PETTY CASH W/E 01/28/94			32.26				
28 233 6210 0000	PETTY CASH W/E 01/28/94			35.74				
28 233 7160 0302	PETTY CASH W/E 01/28/94			3.95				
28 233 7160 0305	PETTY CASH W/E 01/28/94			33.90				
11 311 6220 0000	PETTY CASH W/E 01/28/94			12.99				
11 311 6260 0000	PETTY CASH W/E 01/28/94			10.00				
11 312 6210 0000	PETTY CASH W/E 01/28/94			60.47				
11 312 6270 0000	PETTY CASH W/E 01/28/94			14.49				
11 314 6210 0000	PETTY CASH W/E 01/28/94			5.67				
29 411 6210 0000	PETTY CASH W/E 01/28/94			23.87				
29 420 6120 0700	PETTY CASH W/E 01/28/94			29.97				
29 420 6210 0000	PETTY CASH W/E 01/28/94			28.48				
29 420 6220 0000	PETTY CASH W/E 01/28/94			42.16				
29 420 6220 0400	PETTY CASH W/E 01/28/94			11.48				
29 420 6220 0700	PETTY CASH W/E 01/28/94			30.92				
29 420 6270 0400	PETTY CASH W/E 01/28/94			28.50				
11 511 6210 0000	PETTY CASH W/E 01/28/94			31.54				
11 611 6210 0000	PETTY CASH W/E 01/28/94	5.97						
46255	SEA-PORT RECORD	28 233 7160 0301	FOR SELECTION OF CD'S	391.94	391.94			
46043	SHANNON KILEY	*11 211 6260 0000	MILEAGE	10.78	10.78			
46256	SHARP FINANCIAL SERVICES	11 611 6310 0000	SHARP 9800 COPIER LEASE	319.20	638.40			
		11 712 6310 0000	SHARP 9800 COPIER LEASE	319.20				
46162	SHIRLEY RICHARDSON	11 511 6020 0000	HEARINGS REPORTER FOR PLANNING	135.00	262.50			
		11 511 6020 0000	HEARINGS REPORTER FOR PLANNING	127.50				
46163	SHURGARD OF MILWAUKIE	11 621 7510 7777	JANUARY STORAGE RENT	208.00	208.00			

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46084	SIMPLEX TIME RECORDER CO	64 000 7510 2015	SUPPLY AND INSTALL (1) AUTO-	495.00	495.00
46085	SMITH'S HOME FURNISHINGS	64 000 7510 2015 64 000 7510 2015	#340061364 MSM END TABLES #330061348 MSM COFFEE TABLE	596.00 149.00	745.00
46164	SMITH'S HOME FURNISHINGS	64 000 7510 2015	TELEVISION STAND: ALTR AVC	162.00	162.00
46165	SONITROL PACIFIC	11 611 6020 0000	JOHNSON CREEK ALARM MONITORING	196.00	196.00
46166	SOUTHERN PACIFIC TRANS	11 622 6310 0000	LEASE PARKING LOT	368.00	368.00
46167	SPACESAVER SPECIALISTS	64 000 7510 2015 64 000 7510 2015 64 000 7510 2015	PROPERTY ROOM SHELVING 911 TAPE STORAGE SHELVING FILE STORAGE SHELVING	6,162.00 376.00 1,755.00	8,293.00
46257	SRI/SHAPIRO	11 511 6010 0117	TECHNICAL ASSISTANCE	115.01	115.01
46087	STANDARD INSURANCE CO	11 000 3999 0000	INSURANCE FROM 12/31/93 P/R	252.60	252.60
46280	STANDARD INSURANCE CO	11 000 2117 0000 11 000 2118 0000 11 000 2118 0000 28 000 2118 0000 29 000 2118 0000 32 000 2118 0000 71 000 2117 0000 71 000 2118 0000 71 000 2118 0000	CLEAR BALANCES FROM 2117>2118 SUPP-LIFE W/H JAN 94 P/R CLEAR BALANCES FROM 2117>2118 SUPP-LIFE W/H JAN 94 P/R SUPP-LIFE W/H JAN 94 P/R SUPP-LIFE W/H JAN 94 P/R SUPP-LIFE W/H JAN 94 P/R CLEAR BALANCES FROM 2117>2118 SUPP-LIFE W/H JAN 94 P/R CLEAR BALANCES FROM 2117>2118	-35.60 141.50 35.60 41.50 50.90 8.80 -3.50 9.90 3.50	252.60
46168	STANLEY SMITH SECURITY,	64 000 7510 2015 64 000 7510 2015 64 000 7510 2015	SECURITY @ PSB W/E 12/18/93 SECURITY @ PSB W/E 12/25/93 SECURITY @ PSB W/E 01/01/94	544.43 329.40 329.40	1,203.23
46258	STANLEY SMITH SECURITY,	64 000 7510 2015 64 000 7510 2015	SERVICE 1/2/94 - 1/8/94 SECURITY SVC/PSB W/E 01/15/94	411.75 420.90	832.65
46259	STATE OF OREGON	11 211 6270 0000	SEMINAR: STATE PURCHASING	75.00	75.00
46169	SUNSET FUEL CO.	11 621 6100 0000	302 GALLONS FURNACE OIL	259.42	259.42
46170	TAB PRODUCTS CO	11 312 6210 0000	FILE FOLDERS	99.95	99.95
46171	TASHMAN ASSOCIATES	11 511 6010 0000 11 511 6010 0000	MILWAUKIE CMAG APP RESEARCH RR PROP ACQUISITION	225.00 1,560.81	1,785.81
46260	TEE'S PLUS	11 312 6230 0000	DARE SWEATSHIRTS	44.00	44.00
46088	TELECOMM	11 312 6310 0000	PAGERS THRU 1/31/94	65.70	65.70

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46172	TELECOMM	11 611 6310 0000	PAGER RENT THRU 1/31/94	63.80	63.80
46039	THE HIGHSMITH CO., INC.	28 233 6210 0000 28 233 6210 0000 28 233 6210 0000	CORRUBOARD COUNTERTOP DISPLAY CORRUBOARD COUNTERTOP DISPLAY SHIPPING AND HANDLING	41.90 62.85 12.67	117.42
46127	THE HIGHSMITH CO., INC.	28 233 6210 0000 28 233 6210 0000	ROLLS SELF-ADHESIVE VINYL ROLLS SELF-ADHESIVE VINYL	104.50 8.08	112.58
46130	THE INNOVATION GROUPS	11 211 6210 0000	LOCAL GOV'T CASE STUDIES	19.95	19.95
46090	THE REVIEW	28 233 7160 0304	SUBSCRIPTION	18.00	18.00
46173	THE REVIEW	11 211 6230 0000 11 731 6230 0000	AD: KIDS CHRISTMAS WISHES-1993 AD: WATER METER READING SVCS	15.00 25.38	40.38
46261	THE REVIEW	11 511 6230 0000 11 711 6230 0000	LEGAL NOTICES FOR COMMUNITY AD: REQUEST FOR AUDIT SERVICES	123.26 39.88	163.14
46091	TRAFFIC SAFETY SUPPLY CO.	22 000 6100 0000	PAVEMENT TAPE FOR 32ND	139.60	139.60
46174	TRANS UNION CORPORATION	11 312 6010 0000	ACTIVITY THRU 12/25/93	12.70	12.70
46175	TRI COUNTY TREE SERVICES	11 621 6100 0000	TREE WORK/CITY PARKING LOT	125.00	125.00
46092	TRI-COUNTY OFFICE MACHINE	28 233 6210 0000	REPAIRED CARBON RIBBON DRIVE	35.00	35.00
46093	TRI-MET	11 511 6210 0000	PLANNING AND DESIGN FOR TRANST	10.00	10.00
46262	U S NATIONAL BANK	51 000 6447 0000 11 712 6240 0000	FEES 11/1/93 - 12/31/93 FEES 11/1/93 - 12/31/93	1,217.92 2,988.00	4,205.92
46100	U S POSTAL SERVICE	11 511 6230 0000	BULK MAILING FOR PEIRCE FORUM	400.00	400.00
46177	U S POSTAL SERVICE	11 731 6210 0000	AREA 2 BILLING-BULK PERMIT	700.00	700.00
46263	U S POSTAL SERVICE	11 511 6230 0000	BULK MAILING FEES	250.00	250.00
46094	U S WEST COMMUNICATIONS	27 000 3999 0000 29 420 6318 3036 11 621 6318 3006 11 621 6318 3006 11 621 6318 3006 11 621 6318 3012 11 621 6318 3012 11 621 6318 3012 11 621 6318 3024 11 621 6318 3024 11 621 6318 3024 11 621 6318 3024	PHONE LINE 12/28 - 1/28 PHONE LINE 12/25 - 1/25 PHONE LINE 12/25 - 1/25 PHONE LINE 12/25 - 1/25 PHONE LINE 12/28 - 1/28 COMMUNICATION LINE 10/25 - 11/ PHONE LINE 12/28 - 1/28 PHONE LINE 12/25 - 1/25 COMMUNICATION LINE 11/28 - 12/ PHONE LINE 12/25 - 1/25 PHONE LINE 12/25 - 1/25 PHONE LINE 12/25 - 1/25	70.88 37.65 34.90 37.65 556.95 31.30 87.53 31.30 719.77 21.85 21.85 17.45	

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46094	U S WEST COMMUN ..CONTINUED	11 621 6318 3024	PHONE LINE 12/25 - 1/25	17.45	
		11 621 6318 3024	PHONE LINE 12/25 - 1/25	34.90	
		11 621 6318 3024	PHONE LINE 12/25 - 1/25	17.45	
		11 621 6318 3024	PHONE LINE 12/25 - 1/25	37.65	
		11 621 6318 3024	PHONE LINE 12/25 - 1/25	37.65	
		11 621 6318 3024	PHONE LINE 12/28 - 1/28	717.55	
		11 621 6318 3030	COMMUNICATION LINE 11/28 - 12/	518.57	
		11 621 6318 3030	PHONE LINE 12/28 - 1/28	557.52	
		11 621 6318 3036	PHONE LINE 12/25 - 1/25	34.90	
		11 621 6318 3036	PHONE LINE 12/25 - 1/25	21.95	
		11 621 6318 3060	PHONE LINE 12/25 - 1/25	17.45	
		11 621 6318 3060	PHONE LINE 12/25 - 1/25	17.45	
		22 621 6318 3012	PHONE LINE 12/25 - 1/25	67.46	
		28 621 6318 3018	COMMUNICATION LINE 11/28 - 12/	74.97	
		28 621 6318 3018	PHONE LINE 12/28 - 1/28	45.99	
		28 621 6318 3018	PHONE LINE 12/28 - 1/28	74.97	
		29 621 6318 3006	PHONE LINE 12/28 - 1/28	52.33	
		29 621 6318 3006	PHONE LINE 12/25 - 1/25	21.85	
		29 621 6318 3036	PHONE LINE 12/28 - 1/28	67.01	
		29 621 6318 3036	PHONE LINE 12/25 - 1/25	21.85	
		29 621 6318 3036	PHONE LINE 12/25 - 1/25	17.45	
		31 621 6318 3012	PHONE LINE 12/25 - 1/25	67.47	
		31 621 6318 3036	PHONE LINE 12/25 - 1/25	21.95	
		31 621 6318 3042	PHONE LINE 12/25 - 1/25	43.90	
		31 621 6318 3060	PHONE LINE 12/25 - 1/25	31.30	
		31 621 6318 3066	COMMUNICATION LINE 10/25 - 11/	52.20	
		31 621 6318 3066	PHONE LINE 12/25 - 1/25	52.20	
		31 621 6318 3078	PHONE LINE 12/25 - 1/25	52.20	
		32 621 6318 3012	PHONE LINE 12/25 - 1/25	67.47	
		32 621 6318 3084	COMMUNICATION LINE 10/25 - 11/	43.85	
		32 621 6318 3084	PHONE LINE 12/25 - 1/25	43.85	
		32 621 6318 3090	COMMUNICATION LINE 10/25 - 11/	43.85	
		32 621 6318 3090	PHONE LINE 12/25 - 1/25	43.85	
		32 621 6318 3096	PHONE LINE 12/25 - 1/25	43.85	
		32 621 6318 3102	PHONE LINE 12/25 - 1/25	43.85	
		32 621 6318 3108	PHONE LINE 12/25 - 1/25	43.85	4,839.09
46178	U S WEST COMMUNICATIONS	11 621 6318 3024	PHONE LINE 12/25 - 1/25	17.45	
		29 621 6318 3036	PHONE LINE 12/25 - 1-25	17.45	
		64 621 6318 3030	PHONE LINE 1/11 - 2/11	46.25	
		64 621 6318 3030	PHONE LINE 1/11 - 2/11	43.44	
		64 621 6318 3030	PHONE LINE 1/11 - 2/11	41.32	165.91
46264	U S WEST COMMUNICATIONS	11 213 6318 3006	PHONE LINE 01/13 - 02/13	43.97	
		29 621 6318 3006	PHONE LINE 1/13 - 2/13	42.73	
		64 621 6318 3030	PHONE LINE 01/17 / 02/17	219.96	306.66
46095	UNISOURCE CORP	29 420 6100 0000	SUPPLIES, PARTS, EQUIPMENT	223.48	223.48

CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46265	UNITED GROCERS INC	29 420 6100 0000	STATION SUPPLIES	38.59	38.59
46266	UNITED PARCEL SERVICE	11 712 6210 0000	SHIPPER # X91-125	22.42	22.42
46179	UNITED PIPE & SUPPLY CO	31 000 6100 0000	3 X 3 HOGG VALVE BOX PUMP	49.95	49.95
46281	UNITED WAY	11 000 2141 0000 29 000 2141 0000	DONATIONS W/H JAN 94 P/R DONATIONS W/H JAN 94 P/R	55.00 7.00	62.00
46267	UNIVERSITY PRODUCTS, INC.	28 233 6210 0000 28 233 6210 0000	FOIL BACK LBLs #387-1225 SHIPPING AND HANDLING	53.50 4.44	57.94
46268	UNIXWORLD'S	11 213 6250 0000	SUBSCRIPTION THRU 12/01/97	14.95	14.95
45506	URBAN LAND INSTITUTE	11 621 6100 0000	VOID CHECK	-37.95	-37.95
46099	USCM/WEST	11 000 2123 0000 28 000 2123 0000 29 000 2123 0000 31 000 2123 0000	DEFERRED COMP W/H 1/14/94 P/R DEFERRED COMP W/H 1/14/94 P/R DEFERRED COMP W/H 1/14/94 P/R DEFERRED COMP W/H 1/14/94 P/R	1,887.15 150.00 1,210.00 92.00	3,339.15
46274	USCM/WEST	11 000 2123 0000 28 000 2123 0000 29 000 2123 0000 31 000 2123 0000 32 000 2123 0000	DEF COMP W/H+MATCH 1/31 P/R DEF COMP W/H+MATCH 1/31 P/R DEF COMP W/H+MATCH 1/31 P/R DEF COMP W/H+MATCH 1/31 P/R DEF COMP W/H+MATCH 1/31 P/R	2,617.65 25.00 2,943.00 92.00 120.00	5,797.65
46180	VALLEY RIVER INN	11 312 6260 0000	LODGING/MACHADO>1/25-26/94	157.68	157.68
46181	W W GRAINGER INC	11 621 6100 0000 11 621 6100 0000	KEY CABINETS ROUTER BITS	128.16 27.51	155.67
46269	W W GRAINGER INC	11 621 6100 0000	SAFETY SIGN	40.52	40.52
46182	WASTE MANAGEMENT	11 621 6100 0000	DROPBOX/LANDFILL CHARGES	351.05	351.05
46183	WASTE MGMT OF OREGON	11 621 7510 7777	PORT-O-LET JANUARY 1994	270.00	270.00
46096	WICHITA FEED & HARDWARE	22 000 6100 0000 31 000 6100 0000 32 000 6100 0000 71 000 6110 0000 29 420 6100 0000 11 621 6100 0000	MISC SUPPLIES MISC HARDWARE & REPAIR PARTS MISC HARDWARE MISC HARDWARE PARTS, EQUIPMENT, HARDWARE MISC HARDWARE ITEMS	101.07 265.49 497.69 8.24 180.11 291.29	1,343.89
46184	WILEY SERVICES INC.	11 621 6100 0000	OPEN DOOR/CITY HALL	35.50	35.50
46097	WOLF SUPPLY COMPANY, INC.	71 000 6110 0000 71 000 6110 0000 71 000 6110 0000	FURNISH CAR & TRUCK PARTS FURNISH CAR & TRUCK PARTS FURNISH CAR & TRUCK PARTS	21.42 103.83 10.17	

ACCOUNTS PAYABLE - AP7030
 2/14/94
 CITY OF MILWAUKIE
 20

AP TRANSACTIONS BY VENDOR/CHECK NUMBER
 FOR PERIOD 01/01/94 THRU 01/31/94

09:51AM 0
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CHK #	VENDOR	ACCOUNT #	DESCRIPTION	AMOUNT	TOTAL
46097	WOLF SUPPLY COM ..CONTINUED	71 000 6110 0000	FURNISH CAR & TRUCK PARTS	24.99	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	26.89	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	119.64	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	14.90	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	5.03	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	26.51	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	59.98	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	7.92	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	2.50	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	4.97	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	17.10	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	2.12	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	11.49	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	9.06	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	9.80	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	90.20	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	20.42	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	119.98	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	19.48	
		71 000 6110 0000	FURNISH CAR & TRUCK PARTS	48.58	776.98
46270	XEROX CORPORATION	28 233 6310 0000	XEROX LEASE	123.56	
		29 411 6310 0000	XEROX LEASE	124.73	248.29
680	TOTAL CHECKS		**** REPORT TOTAL ****		284,792.43