

FRIDAY MEMO

January 19, 2007

1. What a week! One result of the weather was cancellation of the January 16, 2007 Council meeting. That meeting has been rescheduled for January 30, 2007. **Note that it will begin at 5:30 P.M.** The reception for Gary Firestone, who is leaving for Newport after serving as the City's main City Attorney, will follow the meeting. All are invited to attend.
2. Carla Bantz, a member of the Records and Information Management Department for the past 8 years, has decided to make a change to the City's Police Department Records Division. She will certainly be missed at City Hall, but we're glad she's staying within the organization. The recruitment for City Hall receptionist closed earlier this week, and about 160 people applied, which is a new record. The oral board is scheduled for January 31.
3. The January 17th meeting of the Citizens Advisory Council (CAC) for CCSD#1, which was cancelled because of the weather, has been rescheduled to Wednesday, January 24th, beginning at 6:30 PM at the Sunnybrook Service Center, WES conference rooms 435/436. A revised meeting packet with additional materials will be distributed. The Clackamas County Board of Commissioners' study session to discuss the role of the CAC has been rescheduled to Tuesday, January 23rd at 1:30 PM in the Commissioners' conference room at the Public Service Center, 2051 Kaen Road, Oregon City.
4. Waste Management's Milwaukie customers are typically serviced on Tuesdays. Due to the snow, Waste Management was forced to pull all their trucks off the street Tuesday. They sent automatic voice messages to all their customers stating that no collection would happen on Tuesday but that SATURDAY (Jan 20) would be their collection day instead.

LEDDING LIBRARY STATISTICS

| | 2006 | 2005 | 2004 | 2003 | 2002 | 2001 | 2000 |
|-------------------------|---------------|---------------|---------------|--------------|---------------|---------------|---------------|
| Adult | 27960 | 26997 | 26362 | 24103 | 25,302 | 23,476 | 20,794 |
| Juvenile | 13772 | 13533 | 15155 | 12684 | 13,516 | 10,586 | 9,844 |
| TOTALS | 41,732 | 40,530 | 41,517 | 36787 | 38,818 | 34,062 | 30,638 |
| Number days open | 29 | 28.5 | 30 | 30 | 30 | 30 | 30 |
| Hours open per wk | 52 | 52 | 52 | 48.5 | 58 | 51 | 51 |

| Library Revenues | Current month | % change from prv. yr | New Library Users Added | Current month | % change from prv. yr |
|-------------------------|----------------------|------------------------------|--------------------------------|----------------------|------------------------------|
| Fines & Fees: | \$3,220.82 | 6% | Milw.residents | 60 | -36% |
| Copy Machine: | \$134.87 | 11% | Unincorp. residents. | 26 | -10% |
| Total: | \$3,355.69 | 6% | Mult Co. residents. | 14 | -46% |

| Reference Questions | Current month | % change from prv. yr | Volunteers | Current month | change from prv. yr |
|----------------------------|----------------------|------------------------------|-------------------|----------------------|----------------------------|
| Research | 912 | | 3% Number | 45 | -10% |
| Directional | 1,111 | | 4% Hours worked | 372 | 13% |

Interlibrary Loan

| Loaned: | Current month | % change from prv. yr | Borrowed: | Current month | % change from prv. yr |
|----------------|----------------------|------------------------------|------------------|----------------------|------------------------------|
| In state | 10 | -23% | In state | 15 | 25% |
| Network | 8,230 | 13% | Network | 7,568 | 9% |
| Out of state | 0 | ---- | Out of state | 8 | -65% |
| Total | 8,240 | 13% | Total | 7,591 | 9% |

| Items circulated to: | Current month | % change from prv. yr | Adult Programs | Current month |
|-----------------------------|----------------------|------------------------------|-----------------------|----------------------|
| Milwaukie residents | 17,372 | 5% | Number | 2 |
| Unincorp. res. | 15,132 | -.11% | # of people attend. | 64 |
| Mult. Co. res | 6,747 | 10% | | |

Circulation of specific collections

| | Adult | %ch | Juv | % ch | Adult | % ch | Adult | % ch | | |
|--------------|--------------|------------|------------|-------------|---------------|-------------|--------------|-----------------|-------|------|
| Nonfiction | 3,798 | 6% | | | Large Print | 347 | 40% | DVD's. | 7,853 | 13% |
| Fiction | 1,937 | 8% | | | Westerns | 44 | -12% | CDROM/Soft. | 183 | -16% |
| Mystery | 534 | -5% | | | Short Stories | 20 | -5% | Audio on CD | 660 | 41% |
| Science Fic. | 327 | 30% | | | Talk. Books | 602 | -24% | Spanish Lang. | 171 | 60% |
| Young Ad. | 786 | -3% | | | Compact discs | 3,524 | 12% | Russian Lang. | 9 | -31% |
| Paperbacks | 1,012 | -9% | | | Biography | 153 | 16% | Cultural Passes | 46 | 15% |
| Magazines | 799 | 4% | | | Equipment | 0 | ---- | | | |
| Videos | 3,347 | -14% | | | New fiction | 1,456 | -61% | | | |
| Vert. File | 45 | 4400% | | | New nonfic. | 409 | 3% | | | |

| | Adult | Juvenile | Total |
|---------------------|--------------|-----------------|--------------|
| Print Items added | 190 | 139 | 329 |
| Items deleted | -807 | -194 | -1001 |
| Audio Items added | 72 | 39 | 111 |
| Items deleted | -57 | -8 | -65 |
| Video Items added | 78 | 58 | 136 |
| Items deleted | -62 | -103 | -165 |
| Research Queries | 915 | 106 | 1021 |
| Directional Queries | 1115 | 285 | 1400 |
| Programs | 2 | 19 | 21 |
| Number attending | 64 | 423 | 487 |

HIGHWAY, LOCAL ROAD, AND STREET SAFETY FOR NON-ENGINEERS

**Free Presentation offered in
Milwaukie, Oregon
February 28, 2007**



Taught by:
Mojie Takallou, Ph.D., P.E.
Department of Civil Engineering
University of Portland

Sponsored by:
Oregon Department of Transportation
Transportation Safety Division
and
U.S. Department of Transportation
National Highway Traffic Safety Administration
With cooperation of
City of Milwaukie Engineering Division

Workshop Description:

This workshop is designed for interested persons throughout Oregon related to traffic and highway safety.

Who Should Attend and Why:

The workshop will be of value to elected officials, city councilors, traffic safety committee members, county commissioners, county road supervisors, street superintendents and concerned citizens. The workshop introduces latest developments in the field and is an opportunity for all concerned to exchange up-to-date information. Common road and street hazards are reviewed along with practical ways to improve road and street safety.

SCHEDULE & LOCATION

Wednesday, February 28, 2007

Public Safety Building
3200 SE Harrison
Milwaukie, OR 97222

- | | |
|---------|--|
| 6:30 PM | Introduction to highway safety, local roads and street safety for Non-engineers |
| 7:00 | Safety planning activities |
| 7:15 | Proper use of traffic control devices, traffic calming and best roadway safety practices |
| 8:00 | Traffic impact analysis |
| 8:30 | Adjourn |

Enrollment Form:

Workshop enrollment is limited. Please reserve your place now. You can register directly through:

Jamie Strohecker
University of Portland
School of Engineering
5000 N. Willamette Blvd.
Portland, OR 97203
Ph: (503) 943-7292
Fax: (503) 943-7316
Email: stroheck@up.edu

Or contact:
Ms. Brenda Schleining
City of Milwaukie Engineering Division
Ph: (503) 786-7602
Email: schleiningB@ci.milwaukie.or.us

Special thanks to Ms. Brenda Schleining of the Engineering Division for the City of Milwaukie for all the local arrangements.

Information on Dr. Takallou:

Dr. Takallou received a B.S. degree from California State University at Fresno, and M.S. and Ph.D. degrees in Civil Engineering with a major emphasis on transportation and traffic engineering from Oregon State University. He has extensive background in traffic engineering, highway safety, and highway design.

For the past 20 years, Dr. Takallou presented over 500 Highways, Roads and Street Safety workshops with over 10,000 participants throughout Oregon.

Furthermore, Dr. Takallou has demonstrated expertise in the subject matter, high standards, and dedication: to the subject, to his audiences, for improving Oregon roads and streets as safe as possible for the traveling public.

A Weekly Update on What's Developing in the City of Milwaukie

for the week of January 19, 2006

| DEPT | TOPIC | LAST UPDATE | INFORMATION | NEW UPDATE | INFORMATION |
|-----------------------------|---|-------------|---|------------|--|
| Community Development | Texaco Site / Milwaukie Town Center Project | 12/22/06 | Staff has received several inquiries on the RFP and expects more developers to register (i.e. purchase the RFP) next week. To date two developers have purchased the RFP package. | | |
| Community Development | Milwaukie Light Rail Transit Planning | 12/22/06 | Project staff plans to conduct a community wide workshop in February (on two separate dates) to begin public involvement process with Milwaukie stakeholders | | |
| Community Development | Downtown Bus Operations | 12/22/06 | TriMet to return to Council to continue the work session discussion on downtown bus operations | | |
| Community Development | STIP/MTIP Funding Requests | 12/22/06 | The 17 th Ave. "connector" bike/ped project is one of 32 finalists statewide for state Transportation Enhancement grants. | 1/17/07 | Kellogg Creek restoration will be included on regional federal appropriations request. |
| Community Development | Street Maintenance Program Development | 12/22/06 | Council passed three ordinances enacting the program on 12/19. Second reading of the ordinances scheduled for January 2 nd . | 1/17/07 | Street maintenance fee and PGE Privilege Tax were approved by a second reading. Discussion of a local gas tax was continued to April 2007. |
| Community Development | Sellwood Bridge Planning | 12/22/06 | The next Community Task Force meeting is scheduled for January 16, 2007 at the Sellwood Baptist Church (1104 SE Spokane Street) from 5:30 to 8:30 pm. | 1/17/07 | A Community Task Force Meeting is scheduled for January 22, 2007 at the Sellwood Baptist Church (1104 SE Spokane Street) from 5:30 to 8:30 pm. |
| Community Development | Business Outreach, Support, and Recruitment | 12/8/2006 | Baggallini of Portland purchased a warehouse on Milport Road and is making plans to occupy early in 2007. Business outreach meeting with Electrodyne. | 1/17/07 | |
| Community Development Admin | Records Project | 11/3/06 | The next steps in this process are to evaluate what current storage is available for each department; create departmental retention and destruction plans; and map a process for preparing files for records storing for each department. | | |

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| Building | Southgate Park and Ride | 12/14/06 | Theater buildings are being demolished. City's decision to permit construction of the park and ride was upheld at the State Land Use Board of Appeals on 12/12. | | |
| Building | North Main | 12/15/06 | Buildings A, C, D & F have received Temporary Certificates of Occupancy | | |
| Building | Safeway | 11/17/06 | The roof is on and interior framing has begun. | | |
| Building | Oak Street Square | 11/17/06 | Interior finish work has begun on the Walgreens store. Quiznos Subs is submitting a Tenant Improvement Permit Application for one of the spaces in Building 1. | | |
| Building | Ukrainian Bible Church | 1/3/07 | Permit is ready to be issued | | |
| Engineering (Sewer) | Sanitary Sewer Connection Compliance Program | 1/3/07 | A list of homeowners who hadn't returned letter of Intent to connect was sent to Code Compliance. The 4 owners will be mailed a fine for violating the City's Muni-Code. This fine will be lifted with the completed Letter of Intent prior to their court date. | | |
| Engineering (Sewer) | Minthorn Loop Sewer and Storm Replacement | 1/3/07 | Plan Set is being redrawn and designed and will go out for bid to construct early March. | | |
| Engineering (Sewer) | Lakeside Apartments Sewer Main Replacement | 1/3/07 | Due to the redesign of the Minthorn Loop Project this design will commence in the latter part of January. | | |
| Engineering | PW Standards Project | 1/3/07 | Multi-Departmental Review Completed. Final Draft will be compiled by 1/16/07 and ready for Marcia's Proof Reading and final editing. | | |
| Engineering | JCB-Area Sewer LID | 1/3/07 | Gary is scheduling a meeting with Ted Kyle at WES to discuss alternative options for sewerage the JCB area. | | |
| Engineering (Streets) | 42 nd /King intersection | 1/3/07 | Put \$60,000 line item in draft budget for this project. | | |
| Engineering (Streets) | 42 nd Ave Sidewalks | 1/3/07 | Gave punch list to contractor. He will call back with schedule on the remaining work. | | |
| Engineering (Streets) | 21 st /Harrison Intersection | 12/8/06 | Meeting with Library Board in early January to discuss options | | |
| Engineering | Well 8 | 12/8/06 | Staff preparing RFP for design-build contract | | |

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|------------------------------|--|----------|--|---------|---|
| | Construction | | | | |
| Engineering | N. Main Streetscape | 12/8/06 | Project complete. Medallion should be installed Feb 2007. | | |
| Engineering (Streets) | Lake Rd Multimodal project | 1/3/07 | Started the PE selection phase for engineering design work. Waiting for draft IGA with ODOT for legal review and council approval. | | |
| Engineering (Streets) | Island Station Traffic Calming | 1/3/07 | Put \$60,000 line item in draft budget for this project. Working with Island Station NDA for traffic calming throughout neighborhood. | | |
| Engineering (Streets) | MTIP Downtown Streetscape Project | 1/3/07 | MTIP Grant Project that will cost about \$500,000. Grant is for \$450,000 with 10.27% City match from gas tax \$. | | |
| Engineering (Streets) | 37th and Oak St RR Crossing Improvements | 1/3/07 | Sent amendment to IGA to CH for Mike's signature. Working on ODOT rail permit approval. | | |
| Planning/Engineering | Harmony Road Environmental Assessment | 12/7/06 | The County has decided to delay the Harmony Road EA project. The Sunnybrook Extension study will proceed in early 2007. | | |
| Planning | Transportation System Plan (TSP) | 12/20/06 | The first Advisory Committee meeting has been scheduled for 1/24/07. The City is accepting volunteer applications for those wishing to serve on this committee. Please check the TSP section of the City website for more information. | 1/17/07 | The City is planning a Working Groups Kickoff Meeting for the last Saturday of February the 24th. This will be a joint meeting, at which folks interested in working on the Bicycle, Pedestrian, Parking, Freight, Street Design, and Traffic/Auto Circulation issues can meet together. Time and location is TBD. Please check the TSP section of the City website for more information on the working groups. |
| Planning | Planning Commission | 1/4/07 | At the next meeting on 1/9, the Planning Commission will discuss current and proposed practices for addressing illegally created lots. | 1/17/07 | The 1/9 meeting was cancelled due to staff illness. The next meeting is on 1/23, and the Commission will conduct a public hearing on a request from Dancevolve, a dance studio located in the Industrial Way area, to be designated as a Community Service Use. The discussion of how to handle illegal lots will be deferred until February. |
| Planning | Applications for Staff –Level Review | 1/4/07 | Staff is currently reviewing: <ul style="list-style-type: none"> • A request for a Director's Determination regarding an Accessory Dwelling Unit on SE Sellwood St. | 1/17/07 | Staff is currently reviewing: <ul style="list-style-type: none"> • Final occupancy permit request for Gramor's Oak Street Square development. • A request for a Director's |

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|--------------------------|---|----------|--|-----------|---|
| | | | <ul style="list-style-type: none"> Final occupancy request for North Main Village. | | Determination regarding Accessory Dwelling Units on Olson St. Staff has approved a Minor Land Partition application to create two lots on Main Street in downtown. |
| Planning | Applications for City Council Review | 1/4/07 | The LUBA decision to affirm the City's approval of the TriMet Southgate Park & Ride. Was not appealed to the Court of Appeals. | | |
| Planning | Applications for Planning Commission Review (Type III) | 12/13/06 | A public hearing for application CSU-06-06, to permit DancEvolve as a Community Service Use in the International Way area, has been scheduled for 1/23/07. | 1/17/07 | <ul style="list-style-type: none"> The City has received an application to annex a property into the City. The property is on the southern edge of the Island Station neighborhood. An applicant who received approval of a subdivision project in 2004 has requested that the Commission grant him an extension to the time limits for his permit. |
| Facilities | Library | 12/21/06 | We have torn out some shelves in the back area, by the employee entrance. The walls have been painted in that area also. | | |
| Facilities | City Hall HVAC | 12/21/06 | We are currently working on a problem with the Heating system in the upstairs of City Hall. There are several areas that are not heating, as they should. | | |
| Facilities | Library Pond House | 1/04/07 | The City has taken possession of the property referred to as the Cash Spot.. | | |
| Fleet | New Police Motorcycles | 10/19/06 | Motorcycles are in service. | | |
| Fleet | New Staff Car | 1/4/07 | The committee needs to meet and replan how to go about deciding on a vehicle. The dealers are reluctant to allow us to bring the vehicles to JCB to look at. | | |
| Fleet | New Patrol car | 1/4/07 | Still at Auto Additions getting setup | | |
| Fleet | Fleet Shop | 1/4/07 | Clackamas Fire District purchased new staff vehicles. Fleet is removing lights and equipment from old vehicles and installing the equipment on the new vehicles. | | |
| Fleet | Surplus Sweeper | 12/21/06 | Returned by Happy Valley. Need to find a buyer. | | |
| Street Department | | 1/4/07 | Given the Holiday's, it's been awhile since we have reported on our tasks. | 1/18/2007 | Well we made it through another spanking from Mom Nature and as usual operations performed |



City and Public Interest Meetings Week of January 22-28

| <u>Date</u> | <u>Group</u> | <u>Time</u> | <u>Location</u> | <u>Contact</u> |
|----------------------------|-------------------------------------|-------------------------|------------------------------------|--------------------------------|
| <u>Monday 22</u> | Library Board | 6:30 p.m. | Ledding Library Fiction Room | Joe Sandfort 503-786-7584 |
| <u>Tuesday 23</u> | Budget Review Committee | 5:30 p.m. | City Hall Conference Room | Stewart Taylor 503-786-7522 |
| | Planning Commission | 6:30 p.m. | City Hall Council Chambers | Katie Mangle 503-786-7652 |
| <u>Wednesday 24</u> | TSP Advisory Committee | 4:00 p.m.- 6:00 p.m. | Masonic Lodge 10636 SE Main St. | Beth Ragel 503-786-7568 |
| <u>Thursday 25</u> | Public Safety Advisory Committee | 6:00 p.m. | PS – Community Meeting Room | Chief Kanzler 503-786-7405 |

Disclaimer: The contact person or their designee provides the meeting information on this calendar. If you need more detailed information about a meeting on this calendar, please contact them at the number listed.