



# CITY OF MILWAUKIE

## AGENDA

May 26, 2022

6:00 pm

## PUBLIC SAFETY ADVISORY COMMITTEE

### HYBRID MEETING

Public Safety Building

3200 SE Harrison St, Milwaukie, OR 97222

OR

Zoom Meeting:

<https://us02web.zoom.us/j/83097393221?pwd=ZXlwNmRCd2tuZzZtMmxh4MWZMZz09>

Meeting ID: 830 9739 3221

Passcode: 231575

For any questions, please contact the staff liaison Jennifer Backhaus at  
[BackhausJ@milwaukieoregon.gov](mailto:BackhausJ@milwaukieoregon.gov).

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|------|--|----------------|
| I.   | CONSENT AGENDA                           | PSAC Members   |
|      | A. Approve Minutes from:                 | All            |
|      | 04/28/2022                               |                |
| II.  | PUBLIC COMMENTS (Limit 3 min per person) | All            |
| III. | REPORTS                                  |                |
|      | A. Clackamas County Fire Report          |                |
|      | B. Milwaukie Police Report               | Captain Graves |
|      | C. NDA Concerns                          | PSAC Members   |
|      | D. Capital Improvement Plan Projects     | Steve Adams    |
| IV.  | ACTION ITEMS                             |                |
|      | A. Native Lands Acknowledgement          | All            |
| V.   | DISCUSSION                               |                |
|      | A. By-Laws                               | All            |
|      | B. Work Plan                             | All            |
|      | C. Interviews Conducted                  | All            |
| VI.  | FUTURE MEETING DATE/AGENDA ITEMS         | All            |
|      | A. Elections                             |                |

B. Annual Update to Council

Next regular meeting June 23rd, 2022

VII. ADJOURN

Attachments:

1. Minutes from: 04/28/2022
2. Native Lands Acknowledgement Language/Purpose
3. Updated By-Laws Draft
4. Work Plan

Attending:

Jennifer Backhaus  
Shimron Tubman  
Jack Tanz  
Steve Adams  
Jay Panagos  
Rob Reynolds  
Elvis Clark  
Christine Giatti  
Robbi Graves  
Ashley Akerberg  
Jacob Sherman-Planning commission  
Lance Lindahl  
Nick Brown-clackamas fire  
Christina  
Aaron Maples

CONSENT AGENDA PSAC Members

A. Approve Minutes from: All 03/24/2022

II. REPORTS

A. Clackamas County Fire Report --Jack Tanz

- Call volume- a bit over 2,000 last year
- Majority of calls are EMS
- May is wildfire prevention zone—Keep branches 10' from other trees
- 30'-100' zone of grass around home is mowed—keep shrubs trim
- Sept 10th from 10-2 for fire Oregon City Health and Safety faire
- Interest in Water wells and water table depths—they go down several hundred feet at least

B. Milwaukie Police Report—Captain Graves

- Detective Tony Cheragino made a traffic stop in 2019—Ralph Gryfith was arrested and has been commenting armed robbery for years
- Bouncing image product-designed to mount on the back of K-9. Contains stabilizing cameras—will be a good safety factor to observe a room before entering
- beginning a more robust drone observation program
- Still in the works for the e-citation system
- Body cameras are in stock but not all technology is in stock and ready to implement
- This Saturday 4/30/22 from 10am-2pm is prescription drug turn in and paper shred and public safety building
- David McVay is Handler of the K-9 police unit—do to case loss, it is required that K-9 is left on lead.
- If handler is making a command to dog best policy is to be still and not attract attention of K-9
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A. NDA Concerns PSAC Members

- Ardenwald-Response from transportation survey-concerning 42nd street project (disabled individual was having trouble getting around the construction signs on the

sidewalks)—once striping is down, the signage will go away

- The speed bumps appear to be higher than the ones on 32nd—recommendation is to put one wheel in the groove while one goes over the bump. Goal is to slow traffic down.

- plan to shore up 29th ave by spring water and Bellfore (supposed to be a greenway)

- would be useful to have stop signs in this area as traffic comes down hill next to 29th

- Lewelling- Folks are curious about schedule for striping on 42nd—Also, curious where exactly Harvey "Court" is relative to Harvey Street improvements.

- Traffic cones have been put up near wake—Final striping will alert people to the traffic control measures.

- Island Station-

- Home-will it be possible to have consistency in the speed cushion? Steve will evaluate

- Linwood— what is schedule for home avenue project?—will Monroe traffic change? will there be a cutoff on the intersection of Monroe—specifically what will be the traffic pattern while that area is closed-will only be partially closed when the Southside of that intersection has a sewer line replacement—No schedule yet although contract is moving forward in May—

- Lake Rd-at Lauris land and lake rd there used to be a flashing light which was taken out by a car—public works is aware of it and working on it.

- Jacob Sherman (planning committee and Ardenwald resident)-hoping to improve safety

- hoping to think about smaller investments that don't need to be part of multi-year, multi-million \$ project—Hoping PSAC will take action by putting a letter together for the city-Has a presentation for where current stop signs and future stop signs, etc.

- If stop signs are used without a warrant for stopping that creates a false sense of security to the cross traffic—some drivers will stop stopping.

#### C. Capital Improvement Plan Projects Steve Adams

- 40th and Monroe will probably will become a 4-way stop before finishing of Monroe apartments.

- Home and Monroe has enough traffic to warrant a 4-way stop as well.

- Sharrows will be used liberally to help advise traffic of other traffic—<https://>

- \*\*\*[bicycling.com/news/a20044419/what-are-sharrows-used-for/](https://bicycling.com/news/a20044419/what-are-sharrows-used-for/)

- Steve is taking over the Home-wood project

- the three way intersection on Harvey, 42nd, and Harvey Crt will get a safety upgrade with crosswalk that will allow people to get safely cross towards the Water tower park-Brandon Butrose is new manager on that project.

- Harvey project was 80% in favor of one sidewalk on south side—north side will be on street parking and some curve extensions.

Time Table: •As staff shifts the timetable

Ardenwald north-60% design in June. Encouraged to attend that NDA

Harvey Street project—hoping to have 30% design this summer -60% design in Fall

42nd-43rd is ahead of schedule—might wrap up in June

SSNP on 25th washington

35th and Edison — at 30% design in April—60% design in September -construction starting next summer

Replacing sewer lines where there has been problems-60% design to occur in fall

### III. ACTION ITEMS

- Jay will email out the leveling traffic survey for each of the NDAs to discuss the priorities of each of the respective NDAs

### IV. DISCUSSION

#### A. Native Lands Acknowledgement All

- “The city of Milwaukie respectfully acknowledge that our community is located on ancestral homeland of the Clackamas people. In 1855, the surviving members of Clackamas signed the Willamette Valley Treaty also known as the Kalapuya etc. Treaty with the federal government in good faith. We acknowledge the that territory covered by the city of Milwaukie is on the ancestral homelands of the Clackamas people. We off our respect and gratitude to the indigenous people of this land.” Added to our meeting discussion of weather or not we want incorporate this into our meeting

#### B. Operating Manual All

#### C. By-Laws All

#### D. Work Plan All

#### V. Public Comments (Limited to 3 min per person) All VI. FUTURE MEETING DATE/ AGENDA ITEMS

Language to be read at the beginning of Milwaukie City Council meetings.

The City of Milwaukie respectfully acknowledges that our community is located on the ancestral homeland of the Clackamas people. In 1855, the surviving members of the Clackamas signed the Willamette Valley Treaty also known as the Kalapuya etc. Treaty with the federal government in good faith. We acknowledge that the territory covered by the City of Milwaukie is on the ancestral homelands of the Clackamas people. We offer our respect and gratitude to the indigenous people of this land.

[personal living statement to be made with each reading]

- **Why read such a statement?** The purpose of this statement is to honor the peoples who lived here before European American settlers arrived in 1847 and to publicly acknowledge how those settlers came to possess this land. The statement is a conscious choice by the city to recognize the history of this land and the Clackamas people, a group within the larger Chinook language region that stretched from the lower Columbia River (Kelso/Longview) to the northern Willamette Valley (Molalla), who cared for the area for thousands of years. And, the statement is meant to connect the city's work today to those first caretakers of what is now called Milwaukie.
  - o **Fun Fact.** As you may know, Milwaukie is a Native American word but not from the Clackamas area. What is today's Milwaukie was settled in the late 1840s by Lot Whitcomb and others who migrated here through Milwaukee, Wisconsin. Whitcomb did in fact borrow the name for this place from the city in Wisconsin. Accordingly, the word comes from the Upper Midwest – New England area where the Potawatomi tribes lived. It generally means a meeting (or council) place beside the water (see more info on the city's name and history here: <https://www.milwaukieoregon.gov/cityrecorder/archives>).
- **Keep it relevant.** If your BC uses it, note that after it's read the idea is that the chair or the committee will take a moment to reflect on how the statement and the Native peoples' experiences are related to the moment – the Tribe was keen that we not let the reading of this statement becoming a perfunctory and stale thing – it should be relevant each time its read.
- **No obligation to use it.** There is no directive that all BCs read a lands acknowledgment statement
- **This wording is set.** You may have heard such statements read by other groups and governments, and you may have heard more flowery or specific language. Per the Tribe, we should not change the wording of this statement. This wording was developed in 2019-2020 by our Council and the Tribe and is specific to Milwaukie and is worded in a way that the Tribe strongly prefers over other versions. Any changes would be contrary to our commitment to the Tribe. So, if your BC uses it, please don't change the words.

MILWAUKIE PUBLIC SAFETY ADVISORY COMMITTEE (PSAC)  
BY-LAWS

Adopted by the Milwaukie City Council under Resolution \_\_\_\_\_ on

~~April 17, 2018~~ TBD

## ARTICLE I: MEMBERS AND VOTING PROCEDURES

Membership of the Committee shall be as established by the Milwaukie Municipal Code and appointed by City Council. There are seven residential neighborhood association representatives and four members-at-large. Members-at-large contribute a broad perspective based on experience, property ownership, business or nonprofit partnerships, or an area of expertise relating to crime prevention, traffic safety, and public safety.

1. The term of office for members shall be from July 1st to June 30th (to allow NDA's to elect officers and representatives at the same meeting). Each term equals two years. Members may be reappointed to the same position by City Council based on the original application (updated if necessary).
2. Members are expected to attend all meetings. Failure to attend at least seventy-five percent (75%) of the regularly scheduled meetings in a 12-month period shall be grounds for a recommendation for removal. An NDA representative shall not be recommended for removal without first notifying and consulting with the NDA which is represented. Any recommendation for removal is presented to City Council which must make the final decision.
3. A quorum consists of six of the eleven members of the committee. If all the officers are unable to attend a meeting, the members present may appoint a temporary presiding chairperson and secretary. If a quorum is not attained fifteen minutes of the scheduled time of call to order, the meeting will be considered advisory. Approval of business and minutes of an advisory meeting shall be discussed and approved by a full quorum at the next regularly scheduled meeting.
4. All eleven members who are present at committee meetings are each allotted one vote on all motions.
5. One member must make a motion and another member must second that motion in order for the Committee to vote. A motion is passed by a majority of the Committee members present. All members who are present at committee meetings may submit or second a motion.



## ARTICLE II: DUTIES OF OFFICERS

The committee shall elect a Chair, Vice Chair, and Secretary.

1. The election of PSAC officers shall take place at the July meeting. The term of office for officers shall be from their election at the July meeting until the corresponding meeting 12 months later. In the event that an officer cannot complete a term, an emergency election shall be held for the completion of the term.
2. The Chairperson shall set the agenda, preside over meetings, appoint sub-committees as needed, and call special meetings or executive sessions as described in Article III.
3. In the event the Chairperson cannot attend a scheduled meeting, another elected officer shall act as the presiding officer, either as appointed by the Chair or by agreement of the members attending.
4. The Presiding Officer shall preserve the order and decorum of the meeting; direct discussion and comment to relevant issues; establish and enforce time limits for discussion and comment as appropriate; encourage citizen input, and ensure that each person is treated with respect.

## ARTICLE III: MEETINGS

Regular meetings shall be held at ~~6:15~~6:00 PM on the fourth Thursday of each month in the Public Safety Building. Meetings shall also be held online and open to virtual attendance by members, guests, and staff. The time, date, and/or location of a particular meeting may be changed by a majority vote of a quorum of the membership at least three weeks prior to the meeting.

1. The public shall be notified of all Committee meetings by the City's general notification procedures.
2. The secretary shall be responsible for taking the minutes for each meeting and forwarding to designated staff responsible for keeping records and attendance.
3. The Chairperson and/or a designated city staff member shall be responsible for sending the agenda and all meeting materials to members and interested members of the public at least six days before the next scheduled meeting.
4. Special Meetings may be called at the request of the Chairperson or a majority of the Committee unless good cause exists for delaying until the next regularly scheduled

meeting. Good cause may include such factors as staff availability, meeting room availability, and budgetary considerations.

5. Executive Sessions may be held consistent with City Council Meeting Provisions, Section 2.04.090 of the City of Milwaukie Code and applicable state law as stated in ORS 192.660.

## ARTICLE IV: OPERATING PROCEDURES

1. An Operating Manual shall be ~~adopted and~~ provided to each member, ~~along with a copy of the most current by-laws and the current year's work plan.~~ The purpose of the Operating Manual is to provide consistency, clarity, and an open record of information needed to conduct the business of PSAC.
2. The Operating Manual shall contain:
  - a. the most current by-laws;
  - b. the current year's work plan;
  - ~~a.c.~~ the purpose and duties of PSAC as determined by the City Council;
  - ~~b.d.~~ details useful for conducting business, including communications with members, sub-committee duties, and any other regularly used procedures;
  - ~~c. names, addresses, email addresses, phone numbers, and terms of office of the committee members, however, personal information shall be kept confidential by committee members unless written permission to share is provided to the chairperson.~~
3. Changes and additions to the manual may be suggested by any member and adopted by majority vote at any regular meeting.
4. The Operating Manual must be consistent with PSAC by-laws, the policies of City Council, and state law where applicable.

## ARTICLE V: COMMUNICATION

PSAC, as a committee appointed by Milwaukie City Council, is subject to Oregon's Public Meetings Law.

1. Meetings: The officers of PSAC, with the assistance of the designated staff liaison, will be responsible for adhering to the Public Meetings Law regarding:
  - a. providing notices of regular and special meetings in a timely manner;

- b. determining if and when public input will be given at a meeting and the process for doing so;
  - c. providing public access to the agenda and minutes of all meetings (except executive sessions);
  - d. proper use of executive sessions;
  - e. access to meetings by the media (media representatives are legally not excluded from executive sessions but may be asked not to reveal what is said).
2. Withholding Certain Information: All verbal and written communication distributed at meetings should be considered public unless confidentiality is requested and an executive session is called. Unless otherwise prohibited by law, identifying information may be withheld from examples given when the purpose of a discussion is to brainstorm solutions or locate resources to deal with a community safety issue and the committee and/or designated staff liaison believe it is necessary in order to:
- a. protect someone's privacy;
  - b. avoid jeopardizing an ongoing investigation;
  - c. comply with a personal safety request by a party involved.

*If such information cannot legally remain confidential, all parties should be notified in advance and given the option to withdraw from discussion or record.*

3. Communication without Email Access: The primary form of communication outside of meetings will be by email. Any member who does not have internet access or email available is responsible for notifying the Chairperson and Secretary so that an alternate way of distributing notices, agendas, minutes, and other documents to that member can be determined.
4. Email Decorum: Emails should be clearly written and expressed in a manner in keeping with expected conduct at PSAC meetings.
5. Email Retention: Email exchanges between members (communicating as members) are considered public records. Emails will be used primarily for notification, clarification, proposing agenda items, meeting suggestions, and reminders. Copies are to be sent to the whole group in order to avoid confusion and simplify compliance with the law. The Chairperson and Secretary will determine how and where to retain copies of emails which qualify for retention under state law.
6. Unsolicited Emails: Emails from outside PSAC to any member and which refer to PSAC related business, actions, or discussion (past, present, or future), shall be acknowledged

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as received by the recipient in a reply to the sender and a copy forwarded immediately to the Chairperson and designated staff liaison who will decide:

- a. whether the email is best handled by an email reply or an invitation to be on the agenda at a meeting;
- b. who should handle the follow-up communication.

This is to ensure compliance with the Public Meetings Law and to continue the practice of including all members. If all members receive a copy of an unsolicited email concerning PSAC, the Chair and designated staff liaison will be responsible for the reply.

7. Forwarding Internal Emails: To avoid misinterpretation and confusion, discussion sorts of emails should not be forwarded outside the PSAC membership without the permission of each writer, and should always include an explanation which puts the email in a proper context. The preferred response is to encourage others to contact the Chair or Secretary for specific information rather than having an individual forwarding emails. Emails containing only meeting reminders, the agenda, and minutes may be forwarded to anyone, anytime.
8. Public Information Requests: Requests from a non-member to view emails which qualify as public records should be directed to the Chair and Secretary.
9. Public Notice: Members are encouraged to add a notice when appropriate to the PSAC emails they send informing the recipients that the email is subject to disclosure. Here is a sample:

*PUBLIC RECORDS LAW DISCLOSURE: This e-mail is a public record of the City of Milwaukie and is subject to public disclosure unless exempt from disclosure under Oregon Public Records law. This email is subject to the State Retention Schedule.*

10. Emergency Communication: An emergency which makes the internet temporarily inaccessible (such as in a power outage) may require the use of the telephone or regular mail. Members should be sure the Secretary has their current phone number and address at all times. Members are also encouraged to be sure their current phone number is on the City of Milwaukie Code Red calling list.
11. Members' Personal Information: The Oregon legislature has determined that the phone number, mailing address and/or residence and other personal privacy information of a public employee is not "public information." It is assumed that volunteers are subject to the same privacy protection. Each member may choose whether their personal information may be provided to the public on the city website or by any other means. PSAC members who are provided with personal information about other members (such

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as for a telephone tree) are expected to keep that information confidential. This information may be updated to comply with revised Oregon laws or other policies, as needed in the future.

## **ARTICLE VI: BY-LAW CHANGES**

1. By-laws need to be reviewed annually at the January or February meeting.
2. By-laws may be amended, repealed or altered by a majority of a quorum of the committee, subject to approval by the City Council. A copy of the proposed changes must be sent to all members before a vote may be taken.

These by-laws approved by PSAC on March 22, 2018.

# Milwaukie Public Safety Advisory Committee

Work Plan  
2020 – 2021

## **Summer 2020 – Fall 2020**

### Alternative Street Design Standards

PSAC will work with the City's Engineering Department regarding the design of alternative standards for greenways and other low-volume, low-speed streets. The city recently updated their Public Works Standards which includes a new low-volume street standard. PSAC will designate volunteer(s) to work with engineering to review this new standard and report back to the committee and NDAs for input.

## **2021- 2022**

### Transportation System Plan Updates

Work with the City's Engineering Department (and other relevant advisory bodies) regarding updates to the Transportation System Plan.

## **Continued/Ongoing**

### Disaster Preparedness

PSAC will work with CERT, Milwaukie Police, Clackamas Fire, and the City Emergency Management Coordinator to determine what the public should expect from these entities and how they can provide support to their community during an emergency. PSAC has a unique position that allows great communication between the City of Milwaukie, the NDAs, and the public. PSAC members will use this position to:

- Increase awareness of emergency protocols and evacuation orders
- Increase awareness of what can be expected of all city services during an emergency
- Provide education about CERT
- Work with the City's Emergency Operations Manager
  - Aid in the development and community awareness of key Emergency and Disaster Planning Resources and Procedures
  - Provide feedback and act as a bridge between the City's EOM and the NDAs
- Encourage each NDA to have their own Disaster Preparedness committee and supplies
- Assist with CERT membership advocacy
- Provide public education on general disaster preparedness that the public can do at home
  - ClackCo Public Alerts Registration (<https://www.clackamas.us/dm/publicalerts>)
  - "2 Weeks Ready"

- What can we learn from the COVID-19 crisis?
- Promote National Preparedness Month (September)
  - Discuss how PSAC can participate
  - Booth at applicable public events and public-speaking opportunities with designated city personnel

#### Milwaukie Police, Clackamas Fire, CERT, MPSF

PSAC recognizes and appreciates the ongoing work of our police force, fire and rescue, as well as the important contributions of the volunteers of Community Emergency Response Team and Milwaukie Public Safety Foundation. PSAC will continue to respond to neighborhood concerns and act as the liaison between Police/Fire and the NDAs. PSAC will work to maintain the strong relationships it has built with these organizations by inviting a member from one of these groups to each meeting and by promoting important events throughout the year and/or designating volunteers to assist as our schedules allow:

- Officer of the Year Dinner - Each year in/around February
- Shred Day/Prescription Drug Drop Off Day - Each year in/around April
- Bike Giveaway - Each year in/around April
- 9K for K9 - Each year in/around July

#### Safe Routes to School

Continue to support efforts of SRTS in community outreach and awareness. Assist with communication to city neighborhoods.

#### Additional Tasks

- SAFE Outreach
- Work with Engineering on community member requests; consider adding time to each meeting to prioritize incoming community traffic control requests.
- Review Requests for Service applications for potential prioritization within the SAFE program
- Review requests for ADA improvements, acting as the Community Planning Advisory Council, for prioritization within the ADA transition plan.
- Maintain open communication and a positive relationship with the Milwaukie Police Department and Clackamas County Fire Department. Schedule some time during an upcoming meeting for an update about the police department (trends, policies, procedures, etc.).
- Support and aid Milwaukie's CAREFree Sundays event to establish communication between the two groups and see what opportunities exist for PSAC to participate.
- Work with Planning to ensure Neighborhood Hubs Project connects with proposed SAFE projects.