Regular Session

RS

Milwaukie City Council

MILWAUKIE CITY COUNCIL
REGULAR SESSION

City Hall Council Chambers
10722 SE Main Street
www.milwaukieoregon.gov

REVISED AGENDA
JANUARY 5, 2016
(Revised December 30, 2015)

2,213th Meeting

1. CALL TO ORDER **Page #**

Pledge of Allegiance.

2. PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS, AND AWARDS

None Scheduled.

3. CONSENT AGENDA

These items are considered routine, and therefore, will not be allotted discussion time on the agenda; these items may be passed by the Council in one blanket motion; any Councilor may remove an item from the "Consent" agenda for discussion by requesting such action prior to consideration of that part of the agenda.

A. City Council Meeting Minutes **2**
1. **November 3, 2015, Regular Session;**
2. **November 17, 2015, Work Session;**
3. **November 17, 2015, Regular Session;**
4. **November 19, 2015, Study Session; and**
5. **December 1, 2015, Work Session.**

B. Establish City Council Meeting Dates for 2016 - Resolution **32**

C. Designate Papers of Record for 2016 – Resolution **34**

D. OLCC Application – Clover Block, LLC – 11050 SE Washington Street – New Outlet **36**

E. Award 17th Avenue Waterline (Phase II) Contract – Resolution **37**
(Staff Report and Attachments added December 30, 2015)

F. Board, Commission, and Committee (BCC) Appointments – Resolutions **38**
1. **Appointing Chip Addabbo to the Design and Landmark Committee;**
2. **Appointing Scott Jones to the Design and Landmark Committee;**
3. **Appointing Edward Simmons to the Citizens Utility Advisory Board;**
4. **Appointing DeLon Lewis to the Citizens Utility Advisory Board;**
5. **Appointing John Henry Burns to the Kellogg Good Neighbor Committee; and**
6. **Appointing Chris Haberman to the Arts Committee.**

4. AUDIENCE PARTICIPATION

The presiding officer will call for citizen statements regarding City business. Pursuant to Milwaukie Municipal Code (MMC) Section 2.04.140, only issues that are "not on the agenda" may be raised. In addition, issues that await a Council decision and for which the record is closed may not be discussed. Persons wishing to address the Council shall first complete a comment card and submit it to the City Recorder. Pursuant to MMC Section 2.04.360, "all remarks shall be directed to the whole Council, and the presiding officer may limit comments or refuse recognition if the remarks become irrelevant, repetitious, personal, impertinent, or slanderous." The presiding officer may limit the time permitted for presentations and may request that a spokesperson be selected for a group of persons wishing to speak.

5. PUBLIC HEARING

Public Comment will be allowed on items under this part of the agenda following a brief staff report presenting the item and action requested. The presiding officer may limit testimony.

None Scheduled.

6. OTHER BUSINESS

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

A. Local and Regional Committee Assignments and BCC Selection Committee Administrative Changes **47**
Staff: Mitch Nieman, Assistant to the City Manager
(Staff Report and Attachments added December 30, 2015)

B. 2015 Volunteer of the Year Award **60**
Staff: Mitch Nieman, Assistant to the City Manager
(Staff Report added December 30, 2015)

C. Council Reports

7. INFORMATION

8. ADJOURNMENT

Public Notice

Executive Sessions: The Milwaukie City Council may meet in Executive Session immediately following adjournment pursuant to ORS 192.660(2). All Executive Session discussions are confidential and those present may disclose nothing; representatives of the news media may attend as provided by ORS 192.660(3) but must not disclose any information discussed. Executive Sessions may not be held for the purpose of taking final actions or making final decisions and they are closed to the public.

The Council requests that mobile devices be set on silent or turned off during the meeting.

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Regular Session Agenda Item No.	3

Consent Agenda

MINUTES
MILWAUKIE CITY COUNCIL
www.milwaukieoregon.gov

REGULAR SESSION
NOVEMBER 3, 2015
City Hall Council Chambers

Mayor Gamba called the 2,209th meeting of the City Council to order at 6:12 p.m.

Council Present:	Council President Lisa Batey and Councilors Scott Churchill, and Wilda Parks
Excused:	Councilor Karin Power
Staff Present:	City Manager Bill Monahan, City Attorney Dan Olsen, City Recorder Pat DuVal, Assistant to the City Manager Mitch Nieman, Planning Director Denny Egner, Associate Planner Vera Kolias, Associate Planner Brett Kelver, and Building Official Samantha Vandagriff

CALL TO ORDER

Pledge of Allegiance.

PROCLAMATIONS, COMMENDATION, SPECIAL REPORTS AND AWARDS

None scheduled.

CONSENT AGENDA

It was moved by Councilor Parks and seconded by Council President Batey to approve the consent agenda as presented.

A. City Council Meeting Minutes:

1. September 1, 2015, Regular Session;
2. September 15, 2015, Work Session; and
3. September 15, 2015, Regular Session.

B. Resolution 100-2015: A Resolution of the City Council of the City of Milwaukie, Oregon, authorizing the execution of an Intergovernmental Agreement (IGA) with Clackamas County and Metro to prepare the North Milwaukie Industrial Area (NMIA) Plan.

Motion passed with the following vote: Councilors Churchill, Batey, and Parks and Mayor Gamba voting "aye." [4:0]

AUDIENCE PARTICIPATION

Mayor Gamba reviewed the Audience Participation procedures.

Mr. Monahan provided follow up to October 20, 2015, Audience Participation comments and questions. Bill Lake spoke for the second time and requested paving for streets in his neighborhood. Council spoke briefly about the scheduling of paving projects and that the streets did not qualify for the Street Surface Maintenance Program (SSMP). Mr. Lake was encouraged to participate in the capital improvement plan (CIP) process. Kathy Lyle announced the Community Emergency Response Team (CERT) fundraising dinner. There was input on labor negotiations, and at a special session today Council signed a three year agreement with the American Federation of State, County, and Municipal Employees (AFSCME) Local 350-5.

Kathy Lyle, Milwaukie business owner, said Milwaukie had many Americans with Disabilities Act (ADA) projects that needed to be addressed in order to care for the community's elderly and disabled.

Mayor Gamba responded that the Public Safety Advisory Committee (PSAC) was working on a compliance plan with the Engineering Department.

PUBLIC HEARING

B. Monroe Street Greenway Neighborhood Concept Plan [this Agenda Item was switched with Item 6. A.]

Mayor Gamba called the public hearing on the Monroe Street Neighborhood Greenway Concept Plan to order at 6:19 p.m.

The purpose of the hearing was to consider public comment on the draft Concept Plan.

Mr. Kelver provided the staff report and distributed three items of correspondence. He commented on the importance of transportation in the community and gave an overview of the Transportation System Plan (TSP). He discussed the pedestrian and bike needs in the City and said that the Greenway was a way to serve riders at all skill levels. Monroe Street was a critical east west connection both locally and regionally. The City of Milwaukie had challenges; it was bisected by two state highways, rail lines, and had an inconsistent transportation grid. The focus of this effort was to determine how to make Monroe Street safer for all users and residents living along that route. The street had a lot of different characteristics starting downtown and going east toward the City limits at Linwood Avenue. Monroe Street had different volumes and speeds as well as challenging crossings. The efforts of this project have been focused on creating a vision of how to make Monroe Street safer as a functioning neighborhood greenway. These concepts were the early steps of the project since the City did not have funds to develop the greenway. He commented on the slide that showed data of existing traffic volumes and speeds and said he believed the data was collected during the summer or fall of 2014.

Mr. Kelver discussed the City's relationship with the Oregon Department of Transportation (ODOT) and the Transportation Growth Management (TGM) grant to conduct studies such as this. The City was able to work with an experienced consultant team that compiled and responded to public comments throughout the process. Another key element was the Project Advisory Committee (PAC) made up of community stakeholders living on or near Monroe Street, local advocacy group Bike Milwaukie, PSAC, and technical advisors from City departments, Clackamas Fire District #1 (CFD#1), and ODOT. The draft Plan represented a consensus of the PAC and identified preferred alternatives for the route. There were a number of community workshops that gave people an opportunity to share their opinions. This Plan was about tradeoffs in order to make the route safer for those using Monroe Street.

Mr. Kelver addressed several questions that he heard throughout the process. Monroe Street would not be shut down to vehicular traffic and would not be one way. The intent was to make Monroe Street available to all modes of transportation. One major question was if the City planned to raise taxes to pay for the project. Mr. Kelver said the City would have to look for outside funds to begin building some of the pieces and would not raise taxes. Why does Monroe Street get improvements when there were so many other needs? He talked about the importance of Monroe Street as an east west connector and discussed various funding sources. People also asked why not have police enforcement to reduce speeds? There was an expense involved as well as other policing needs in the community. The Plan addressed physical improvements that could be made to make Monroe Street safer. There have been comments about cyclists' poor behavior such as not stopping at intersections. At this meeting Mr. Kelver hoped to focus on how to make the greenway route function efficiently and effectively.

Mr. Kelver referred to the table of existing traffic volumes and speeds which were the starting point of this project. There were a couple of points at Oak Street where the

route crossed the railroad lines that had the highest volumes. This area did not present an easy fix on how to lower volumes. The volume that encouraged a safe greenway was 1,500 to 3,000 trips, and the downtown portion of Monroe Street was close to that range. He showed a slide of the proposed section in the Historic Milwaukie area between 21st Avenue and Hwy 224 where there were sidewalks although they were somewhat narrower than desired. There were suggestions to add curb extensions. One of the key features was a diversion at the intersection of Monroe Street at Hwy 224 that limited some of the turning movements. The idea of diverting traffic was one of the most controversial topics of the public discussions. The goal was to make the crossings safer for pedestrians and bikes, and to do that the Plan proposed to narrow the intersection by extending the curbs and eliminating some of the turning movements. He commented on the discussion with the YMCA Day Care located at the southwest corner of Hwy 224 and Monroe Street. Diversion was also being proposed in several other areas, and it was understood that by blocking certain movements some trips would be forced onto other streets. The preliminary traffic analysis concluded in general that trips would be added but would not cause other intersections to fail. If diversion measures were implemented, then the priority of looking at these other intersections might be elevated.

Councilor Churchill understood the current proposed diversion at Hwy 224 did not trigger imminent failure at the intersections of Monroe Street and 28th and 29th Avenues.

Mr. Kelver replied the intersections with Hwy 224 were studied with an understanding that additional trips would go on 28th and 29th Avenues. There was a preliminary traffic impact analysis that compared levels of service and operation in the area with and without implementation of the Monroe Street Neighborhood Greenway Plan. There were statistics in the appendices that addressed this matter. The short section between Hwy 224 and Campbell Street was a low volume area, and several suggestions were made to keep the speeds and volume low and to have curb tight sidewalks. The next section of Monroe Street to Oak Street was more difficult with the quiet zone improvements. When moving forward and getting the engineering details, the City will want to coordinate with ODOT Rail and Union Pacific. The intent was to identify places to cross Oak Street with perhaps an activated flashing signal. The Plan did tentatively suggest there should be some kind of signal, but there were cost issues. There was a suggestion for a roundabout, but there were concerns about the cost of procuring more right of way. The original proposal was to keep the focus on Monroe Street and reduce volumes by installing a diverter at 37th Avenue to limit some of the turning movements. The PAC brought up the feasibility of a multiuse path on the McFarland property to focus bike trips on Washington Street which was already a low volume and low speed street. In this case a reduced diverter would be installed at 42nd Avenue. He pointed out that there was a fairly intact grid network on the eastern section of Monroe although some trips might be diverted to other low volume streets in the area which would be likely relatively insignificant.

Mayor Gamba asked for clarification if the traffic volumes were still at the 7,000 to 8,000 on 37th Avenue where the first diverter was considered.

Mr. Kelver replied one could figure on 3,500 to 5,500 vehicles at 37th Avenue. The alternative identified was to focus bike traffic on Washington Street with signage and a flashing signal at 37th Avenue. He pointed out that there were very few pedestrian facilities on the eastern section of Monroe Street. Overall, there was very little disagreement that there was a need for a safe pedestrian facility with one concept being an 8 foot asphalt pathway on the north side of Monroe Street along with other traffic calming features. There was another controversial diverter proposal at Linwood Avenue to make crossing safer for bikes and pedestrians and reducing some of the cut through trips. It was a challenging area because there was no grid system. He commented on the feasibility of installing a signal or roundabout at Monroe Street and Linwood Avenue. All of the features being shown in the proposed Plan could be accomplished in the

existing right of way which varied from 40 to 45 feet. It would be less intrusive to residents and less costly.

Mr. Kelver closed with some final thoughts about trying to work in the existing right of way, effect on emergency responders, and installation of speed bumps at 52nd Avenue at the S curve. As the City got further into the design, the project would work with Clackamas Fire District #1 (CFD1) to ensure emergency vehicles could navigate any of the elements without a significant loss of response time.

Council President Batey commented on the example of a mountable design at 22nd Avenue and River Road.

Mr. Kelver said in closing this was a concept and a vision with elements shown in various locations. As the project moved forward with more specific engineering details a closer look will be made to ensure the elements fit the locations. Staff suggested based on conversations that Council may adopt the Concept Plan or direct staff to prepare a Resolution that supported the principles of the Plan and consider what the next steps might be that could include additional testing.

Mayor Gamba asked Mr. Kelver to give a brief description of what the engineering process might look like and how much more testing there might be.

Mr. Kelver discussed the diversion aspect and collecting before and after data to more effectively talk with the community. He did not think it would be possible to do a temporary test on Hwy 224 and he felt there was a high comfort level with that diversion. He anticipated there would be more public process to understand the questions and to look at more specific locations for curb extensions and things of that nature.

Councilor Parks noted Monroe Street and several other streets had already been designated as greenways in the TSP adopted in 2007 after extensive public involvement. The goal was to make those streets safer for all modes of transportation. She asked for clarification of street classifications and what that might mean in terms of traffic diversion.

Mr. Kelver said Monroe Street was currently classified as a collector, and Harrison Street, Linwood Avenue, and King Road were examples of arterials that could handle higher traffic volumes. There were certain sections of Monroe Street that did handle a high volume such as the section near the McFarland site. The intent of the neighborhood greenway designation was to lower traffic volumes for safety and to eventually reclassify Monroe to a local street. Clackamas County received a similar grant to look at Monroe Street from Linwood Avenue to the I-205 path. The City started the process about one year earlier, and the County may have additional ideas about the best treatment for that intersection.

Correspondence: Mr. Kelver submitted written correspondence from Zac Perry, Linwood resident and Linwood Neighborhood District Association (NDA) Chair, writing in support of the Plan; Zara Logue, Milwaukie resident writing in support of the Plan; and Dwight Dillon, Milwaukie resident, writing questions related to usage and funding.

Mayor Gamba reviewed the conduct of the hearing.

Public Testimony:

Jason Stark, Monroe Street resident and Milwaukie and Clackamas County Project Advisory Committee (PAC) member. There were many more residential uses to the east that did not exist 40 years ago, so it was important for Milwaukie to look at its streets that were being used for commuting arteries. A greenway was essentially a multimodal street, and one of the main goals was to calm traffic. For the PAC, the second greatest priority was to serve pedestrians. In the Portland area, projects like this were often considered bike centric, and he had worked hard to make the project more heavily weighted toward safe pedestrian access on Monroe Street from Linwood

Avenue to 42nd Avenue. He encouraged people to look at the greenway project from that perspective.

Kathleen Taylor, Home Avenue resident, walked, biked, and drove the route to work, and she was excited have this opportunity to make a safer Monroe Street route between Linwood Avenue and 42nd Avenue. She often took the Washington Street route which involved cutting behind the Milwaukie Marketplace to stay out of traffic.

Matt Menely, 28th Avenue and Lake Road resident, Bike Milwaukie co-organizer, and PAC member. He expressed his appreciation to Mr. Kelver and the hard work of the PAC. This project has been in the TSP since 2007 which was a community driven process. With the lowest volume in some areas and lowest speeds on an east west corridor, Monroe Street was appropriate for a neighborhood greenway treatment. It can more safely connect five of the seven Milwaukie neighborhoods with amenities like retail, transit, and parks. People living on this route may be concerned about impacts on their daily drive. He believed if done correctly the greenway will lower speeds and volumes with the result of Monroe Street being a safer quieter corridor for all. A willingness to accept change with patience would be needed to make this a successful project when built. The City needed to be nimble and be able to adapt and evolve as the project was built if problems arose up in other areas. Mr. Menely supported the project and urged people to read Mr. Perry's comments.

Gale Curtis, Oregon Department of Transportation (ODOT) Senior Planner and grant manager of the Project. She discussed why this project was relevant to the State. Monroe Street offered a unique opportunity in that it was a corridor to make connections and serve the region. Key objectives for the State were to reduce air pollution, reduce crashes, increase opportunities for physical activity, reduce greenhouse gas emissions, and reduce transportation costs for Oregon families. The State was confident in the Hwy 224 data and supported the proposed changes. She reviewed statistics on the Monroe Street and Hwy 224 intersection. ODOT liked the results of the changes and thought the diversion would help the operation of the highway. Coordination will continue with ODOT Rail as the project goes more into design detail. Adoption of the Plan was important to the City in terms of future funding. Ms. Curtis submitted correspondence for the record.

Councilor Churchill asked why ODOT did not support temporary diverters to test their effectiveness. It appeared that the data related to Hwy 224 and not the collector streets. He asked if it was a matter of finances or logistics.

Ms. Curtis replied that ODOT was confident in the analysis and the anticipated outcomes and did not believe testing was necessary. There were some cost concerns but generally testing temporary diverters was not the way ODOT did business.

Councilor Churchill understood it was a cost issue.

Ms. Curtis explained the diversion numbers on Hwy 224 were small and would be small on the local streets. ODOT was concerned about the impacts on the local streets, but that was more at the project level. If the City could find the resources, she would encourage it to test and monitor the impact of the diverters on the local system to would create a higher comfort level with the community. The cost would be high if the testing was done on Hwy 224.

Alex Woolery, 29th Avenue and Monroe Street resident, spoke in support of the diversions. He was a multimodal resident who biked to work and used the MAX and bus. He would make personal sacrifices in his travel habits if diverters were installed to slow traffic in his neighborhood. He was also interested in stormwater management. Berms and bioswales would help capture water and pollutants and keep the Willamette River and groundwater cleaner.

Steve Adams, lived east of the Milwaukie City limits and worked as a Civil Engineer for the City of Wilsonville and spoke in support of the project. He thought the stormwater elements were great and would lead to flow decreases as such projects had in the City

of Portland. Curb extensions and bulb outs will work to slow traffic on Monroe Street and make it a more bike / pedestrian friendly atmosphere. He supported the Plan and understood specifics would need to be worked out. He discussed modeling that was done in the City of Wilsonville and the accuracy of predicting traffic flows.

Carl Larsen, Bicycle Transportation Alliance (BTA), thanked the City Council, PAC members, staff, and those who participated in the open houses for making this project a priority. He lived on a neighborhood greenway one block away from a diverter and provided his observations of the benefits to many residents including seniors crossing the streets to young parents pushing a stroller. He and all of his neighbors have had to take a slightly different route since the diverters were installed. Residents understood that diverters made the street safer for all users and created a real neighborhood street. Clackamas County did a survey last year of residents in the vicinity of Monroe Street. People like it as a quiet neighborhood street but did not like volumes and speeding. Milwaukie people would like their children to be able to walk and bike to school. The diverters were not popular when they were first installed in his neighborhood five years ago, but now people see the benefits of a safer street.

Russ Stoll, Ardenwald resident and representative on the PAC along with his brother Jon Stoll, spoke in support of the proposal. The City and ODOT talked about two modes of transportation, bike and pedestrian. The PAC had discussed limited mobility scooters as well. The general feeling of the PAC was that this project would have to be done in phases, and funding would come from different sources. Additionally, 90% of the first phase should focus on building infrastructure between 42nd Avenue and Linwood Avenue where there was none. Other parts of the Monroe Street Neighborhood Greenway were not as important in the first phase. He felt the PAC was united in the notion that improvements should include a pedestrian path, bulb outs, and speed bumps. PAC members supported diverters at the intersections of Monroe Street and Hwy 224 and Linwood Avenue. He felt diverters at 42nd and 37th Avenues were problematic and could be put on hold until other improvements to the east were installed.

Greg Baartz-Bowman, PAC representative for Historic Milwaukie NDA, noted there were no safe, low volume streets for bikes and pedestrians and particularly those with disabilities. The Monroe Street Neighborhood Greenway was the first step in finding a balance in the City's transportation system. He read an excerpt from the recent Pilot newsletter in which the Hector Campbell NDA commented on the amount of regional traffic using the City's neighborhood streets. It was important to make the neighborhood connections so children can walk and bike safely to school.

Chris Ortolano, Milwaukie resident who lives on SE 40th Avenue, said Milwaukie was growing and modernizing to meet transportation and land use demands to meet an increasing population. The Monroe Street Neighborhood Greenway project was a step toward modernization of our transportation system network. With that comes the responsibility to address the impacts of significant infrastructure changes. As a member of the PAC, he had access to many officials but not the traffic studies and other data that went into developing the design concept. As a member of PSAC, it was his responsibility to express the views of all Committee members. The most consistent question was what were the impacts of the proposed Greenway on the rest of the transportation system network? Data from the preliminary traffic impact analysis requested by PSAC and others was not shared in detail with the PAC. As a result not all of the ideas in the design concept were fully supported by data and warranted further study. He felt there was little appetite in the Hector Campbell NDA to support a diverter at 37th Avenue. Mr. Ortolano had proposed the Washington Street alignment that included a shared use path concept that placed a diverter at 42nd Avenue and eliminated the diverter at 37th Avenue. He felt the 42nd Avenue diverter warranted further study although it might not be the top priority of the PAC. Most PAC members agreed that the highest priority for improving pedestrian and bike safety would be the inclusion of a pedestrian path on one side of Monroe Street east of 42nd Avenue. He

disagreed with the decision to prioritize diverters over the pedestrian path; he was not opposed to additional traffic impact studies based on installing a temporary diverter. He would want a significant data set and a qualitative and quantitative analysis that was open for public review. Adoption of the proposed Plan should also signal a new era in City management and community relations. The transportation network must modernize to meet growing needs and do so in a way that truly informed the community and reduced potential for community conflict and prioritized the needs of residents at most risk.

Analiese Hummel, Monroe Street resident, expressed concerns about the increase of traffic on Monroe Street including large trucks. She supported the Greenway Plan and proposed a one way street from Hwy 224 to downtown which would improve visibility, decrease the amount of traffic, and eliminate parking on the south side of Monroe Street. Washington Street could be one way in the other direction.

Dave Aschenbrenner, Hector Campbell NDA Chair, understood this was a plan, but many people thought it was set in stone. The NDA wanted a safer pedestrian route, preferably the pathway, from 42nd Avenue and into the Linwood NDA. The understanding was that the other improvements would slow traffic for bikes. The NDA had major concerns with the diverters at 42nd and 37th Avenues. If a study was done, how much was that going to cost, what would be involved, and who was going to do it? If traffic was going to be diverted at 42nd Avenue, a lot of other streets, many unimproved, were going to be impacted. There was no grid system at 42nd Avenue that worked. The proposed bike route to Washington Street only happened if the McFarland site owner provided the property. The Hector Campbell NDA voted twice to oppose the diverters and to support the Linwood neighborhood in what it wanted done on its end. He thought diverters should be, although the cheapest solution, the last resort because figures would show reduced traffic, so the rest of the project would not have to be done. He thanked the Hector Campbell PAC representatives, but he was concerned about the traffic volumes from 42nd Avenue and down the hill to Oak Street which would still not meet the volumes for a greenway. He urged the City Council to consider the impacts on the other neighborhood streets and the cost of a diverter study.

Councilor Churchill understood the Hector Campbell NDA did not support the diverters at 37th and 42nd Avenues. He asked if the Neighborhood was willing support a test of the diverters.

Mr. Aschenbrenner said the NDA did not support the idea of diverters in general and did not support the expenditure of funds for testing. He was concerned that the diverters would appear to solve the problem and that the rest of the project would not be done. The three month test period may not gather sufficient data.

Pam Husband, Monroe Street resident near the Linwood Avenue intersection, said as a resident of the neighborhood, she never thought of her trips as cut through trips. The diverters would affect 75% of her trips which she did not consider inconsequential. She was not sure that Stanley Avenue on either side of Monroe could handle the increased traffic and that diverters would address the safety issues at the Linwood Avenue and Monroe Street intersection. She would rather have the City consider speed bumps and revisit the idea of roundabouts or a stoplight at the Linwood Avenue intersection.

Karen Havran, Washington Street resident along the proposed bike corridor, felt there was a lot of opposition to the Plan because in general she did not feel the information put out during the public process was clear. It seemed like it was for the purpose of increasing access for bikes and decreasing access for cars. Local traffic was really being limited, and she did not consider her local trips to be cut through. The diverters would effectively make Monroe a one way street and would divert traffic to other neighborhood streets. Ms. Havran was concerned that the City Council did not get the full number of comments it deserved.

Heather Starr, worked at the YMCA daycare on Monroe Street at Hwy 224. She first asked when the data was collected because 80% of her 126 families came from Hwy

224. The proposed diverters would block access to her center and direct traffic to the smaller streets in the neighborhood. She assumed businesses in downtown Milwaukie would also be impacted. She understood the issue of trucks on Monroe Street, but she felt diverting 126 trips would be a burden on other neighborhood streets.

Sharon Hayes, Ada Lane resident, did not like the idea of diverters, and she was concerned about bringing strangers into a quiet neighborhood. She did not wish to see any changes.

Bill Weiller, was a resident of 28th Avenue near Monroe Street, expressed concern about the diverters at Hwy 224. That would force traffic to either Washington Street or Harrison Street which did not make any sense to him. He thought there needed to be further evaluation of that proposal.

Wyman Young, Ada Lane resident did not see problems between cars, bikes, and pedestrians. He thought speed was the issue and that there should be a pedestrian path.

Kevin Kelly, Monroe Street resident, had lived at that address for 45 years and has yet to see anyone get hit. There was quite a bit of room on the south side for pedestrians. Residents should be able to vote on it since the whole City will be impacted.

Bernie Stoutt, Ada Lane resident, thought the overall impact to the neighborhood was too great. He commented on the Orange Line and the problems inherent with moving large groups of people. He discussed the slopes of Washington and Monroe Streets which were less than the Tilikum Bridge. The McFarland site will direct large groups of people the wrong way, and most people will likely use Washington Street and skip Monroe Street. The impact to the Hector Campbell Neighborhood was out of proportion. The original 2013 proposal was for simple improvements on Monroe Street for about $300,000 which seemed in keeping with the length of the project and the needs of all users. The project has morphed into an $8.5 million monster and impacted lives and travel in the whole Hector Campbell NDA. He urged that temporary diverters not be used on 42nd Avenue and to use a temporary diverter on 37th Avenue for at least a year. Give the project five years after full implementation to evaluate the need; otherwise do not move forward on this project.

Maryann Pratt, 34th Avenue resident near Lake Road, attended GracePointe Church, and she was concerned about the impact of the proposed diverter. Her main concern was that people would cut through the Church parking lot. She was not opposed the greenway generally and supported making the other improvements along Monroe Street but skipping the diverters.

Don Sparks, 44th Avenue and Harrison Street resident, addressed the diverters which were a deal breaker for him. People will adapt. The City has spent a lot of money on this project, and he did not feel it addressed some of the most pressing needs. He commented on the needed improvements at the Kellogg Treatment Plant, the Ledding Library, schools, and high speed rail. One key problem was collector streets like 43rd Avenue between King Road and Howe Street.

Mayor Gamba recessed the Regular Session at 8:40 p.m. and reconvened the Regular Session at 8:50 p.m.

Council President Batey asked if the City Council adopted this Plan, what constraints would there be to address some of these questions in the future.

Mr. Kelver replied there were some unique elements with the greenway processes. On one hand there was a public process and consultants had been engaged to come up with a vision that potential funding sources could consider. It was a concept Plan that helped narrow the focus and acknowledged that there were more details. The Washington Street proposal reflects the PAC discussion that it was worth pursuing.

Mr. Egner added that staff was looking for adoption of the concepts and principles to guide design. The City Council could make some changes or direct staff to make

adjustments or do more work. This was a concept plan, and more will be learned in the design phase. The project will be done in phases based on available funding. Staff was seeking direction on perhaps exploring amendments and drafting a Resolution for Council adoption.

Mr. Kelver noted there was a direction for priority in the Plan and an indication that the Washington Street route should be pursued. Rather than exploring diversion at 37th Avenue some of the first steps would involve getting a multiuse path across the McFarland site.

Mr. Egner commented that he was less concerned about the McFarland site path because he was fairly confident the City could get that right of way when the site developed. The timing was the question. For him it was a matter of looking at ways to reduce trips or to look for pedestrian improvements in the eastern section.

Mayor Gamba suspected a different answer would come out of Clackamas County regarding diverters at Monroe Street and Linwood Avenue, so the City's Plan would need to be flexible and allow for negotiations.

Mr. Egner said this Plan was not being adopted to be part of the TSP which showed a greenway design. This was the first stage of a project, so it was flexible while offering some certainty to the granting agencies.

Councilor Parks asked if there would be a way to look more at roundabouts instead of diverters or should other kinds of things like bioswales happen? She understood this was a concept and was not comprehensive and that there would be opportunities to reprioritize. She agreed with Mayor Gamba that the City would have to work with Clackamas County on the Linwood intersection. She felt things could be done to calm the streets until more comprehensive treatments were done.

Mr. Kelver replied one approach could be to look at what improvements could be made to reduce volume and speed levels before diversion was done. The City would need to continue monitoring to establish some baselines.

Mr. Egner thought there were two choices. One was to try to reduce trips with the lower cost approach of diversion, or the second option was to seek funding for smaller segments based on Council direction. Some smaller elements like signage could be done along the length of the project.

Councilor Parks understood adopting a Resolution still gave the community options for the final Plan.

Mr. Egner added that there would be open houses during the design process, and the City Council will make the decision.

Mr. Kelver said if the Plan were adopted now, staff would take the direction that diversion needed to be done as the most effective tool for lowering volumes. The City Council could also indicate that diversion was the final end, and that it wanted to take smaller steps. The language about diversion could be more conditional.

Council President Batey thought the City Council needed further discussion of where the diverters were being proposed and the alternatives. She agreed the language in the proposed Plan assumed diverters, and she had questions after the public testimony.

Close Public Hearing:

It was moved by Councilor Parks second by Council President Batey to close the public hearing. Motion passed with the following vote: Councilors Churchill, Batey, and Parks and Mayor Gamba voting "aye." [4:0]

Mayor Gamba closed the hearing at 9:08 p.m.

Mayor Gamba said Councilor Power had suggested voting on the issue after she returned because of its significance. He proposed some deliberation in order to give staff direction and to schedule a vote at the December 1, 2015, meeting.

Councilor Churchill agreed it was important to have Councilor Power's participation and to open up the meeting for more testimony if public feedback was needed.

Councilor Churchill lived on Monroe Street at 28th Avenue, and he would like to see traffic calming measures and less traffic volume. He has also seen an accidental diversion at Washington Street and 21st Avenue and what that had done to Monroe and Harrison Streets which was not insignificant. He thought a three to four month testing cycle would be good based on his engineering background; a year might be too long. Mr. Stoll commented on the need to accommodate pedestrians, bikes, motorized wheelchairs, and vehicles on one low volume corridor, and if that were accomplished, Councilor Churchill would consider that a success. He discussed traffic calming strategies on Harrison Street near Ladd's Addition in Portland that were something less than full diversions. He heard citizens testify that they wanted diversions as a last resort, so maybe pedestrian sidewalks should be considered. He suggested either testing or pushing out diversions as long as possible to make sure that the true impacts were understood. Would not support the Concept Plan in its current form and felt that it needed more discussion.

Councilor Parks had facilitated the PAC meetings and heard a lot of diverse opinions. She understood why some of the residents were concerned. The intent of this process was to provide a safer neighborhood for residents which was the Council's basic job. She noted that in addition to oral testimony, that there were also a lot of written comments that expressed concerns both pro and con. She felt testing the diverters was a reasonable idea and that there were still a lot of fine points that needed to be discussed. She was not prepared to vote at this meeting and would like further discussions.

Council President Batey felt there were pieces of the Plan that needed further discussion, but all in all she thought it was a great project. She did not want people to think a diverter was the fix in lieu of doing other things. Phase I included the improvements from 42nd Avenue to Linwood Avenue like the shared pathway and green street improvements. She discussed the feasibility of a semi-diverter on the east side of Monroe Street. She appreciated the testimony of someone who actually lived near a diverter. Rather than tweaking the Plan too much at this time, she thought it would be important to acknowledge that it would be refined as funding became available.

Mayor Gamba agreed there was a lot of vibrant discussion at the PAC and strong opinions about diverters. In the interest of trying to create safe passage for all citizens the street needed to be more quiet. He thought this was a good Plan, and he agreed with Mr. Sparks that people would adapt. Mayor Gamba still had strong concerns about the Linwood Avenue and Monroe Street intersection and was not convinced that diverters would slow the traffic. He would like the full City Council available to deliberate. To apply for grants the City would need an adopted Concept Plan.

Mr. Kelver discussed the City Council expectations for the December 1, 2015, meeting.

Councilor Churchill understood the CH2MHill consultants thought that the diverters were the only thing that would reduce the traffic volume. He had observed trips to the YMCA daycare facility and understood Ms. Starr's concerns. If diverters could be modified in the report and also noted as the last resort, then he would be willing to accept that.

Councilor Parks suggested including in the Resolution that diverters should be tested but acknowledged that they were not the only solution and that there was a phasing of systems.

Mayor Gamba understood the end result was a Resolution but no adopted Plan.

Mr. Egner thought it would serve as the adopting document when the City applied for grants and retained some flexibility.

Mr. Monahan said the Planning Department and City Attorney would draft language that achieved the Council's objective of making this into something of importance and satisfying ODOT as the funder of the grant yet providing some flexibility.

Mayor Gamba asked staff to provide an estimate of the cost of testing diverters on a temporary basis and the timeline to get accurate data on each diversion.

Mr. Kelver noted the traffic impact data was collected relatively early in the process and the information has been available for some time. He would talk with Mr. Ortolano regarding his comments.

The group discussed the pros and cons of testing the diverters at Linwood Avenue and 42nd Avenue.

It was moved by Councilor Parks and seconded by Councilor Churchill to continue the public hearing on the Monroe Street Neighborhood Greenway Concept Plan to a date certain of December 1, 2015. Motion passed with the following vote: Councilors Churchill, Batey, and Parks and Mayor Gamba voting "aye." [4:0]

A. Moving Forward Milwaukie (MFM): Central Milwaukie Plan and Code Amendments, File Nos. CPA-2015-001 and ZA-2015-001 – Ordinance [this Agenda Item was switched with Item 6. B.]

Mayor Gamba said the Council agreed at its October 20, 2015, meeting to continue the hearing to November 3, 2015, to consider adoption of the revised Ordinances. He suggested opening the hearing with Council comments, and then continuing the hearing to a date certain.

Ms. Kolias provided the staff report in which the City Council was requested to approve file numbers CPA-2015-001 and ZA-2015-001 that would amend the Milwaukie Comprehensive Plan, the Zoning Ordinance, the Zoning Map, and the Central Milwaukie Land Use and Transportation Plan as an ancillary document to the Comprehensive Plan. Staff was also seeking adoption of the Ordinance amending Title 20, Public Art. She noted several grammatical edits, but there were no substantive changes to the content. A slight change was proposed to the TSP charts

Mayor Gamba reopened the public testimony portion of the hearing at 9:50 p.m.

Dave Aschenbrenner, Hector Campbell resident, had two questions for clarification. One had to do with pedestrian / bike access and that there was no formal requirement that it had to be a certain way or designed a certain way. The second clarification he sought had to do with building height and setbacks on the McFarland site.

There was no further public testimony.

It was moved by Council President Batey and second by Councilor Parks to close the public testimony portion of the hearing. Motion passed with the following vote: Councilors Churchill, Batey, and Parks and Mayor Gamba voting "aye." [4:0]

Ms. Kolias discussed the setbacks and stepbacks. The base maximum height for buildings in the General Mixed Use (GMU) was three stories with the option for a two story bonus for a total of five stories. Height bonuses would be for residential and a green building similar to the downtown zones. The setbacks specific to the McFarland site were the minimum setback of 15 feet which was the same as the residential setbacks across the street. The stepbacks for any additional stories above the base three stories was 15 feet per story or an effective of 30 to 45 foot stepback depending on the number of stories. As discussed with Council a fifth story would require a Type III height variance.

Mayor Gamba referred to staff report page RS 197 related to height bonuses for green buildings and asked for clarification of certification at any level.

Ms. Kolias replied the language was consistent with the downtown code.

Mayor Gamba referred to staff report page RS 215 and the Flex Space (FS) Overlay development standards 19.404.6(I). He suggested it not be so proscriptive and allow more options for other creative solutions for separating the pedestrian and bike accessways such as hedge or stormwater facility.

Ms. Kolias suggested adding "or some other physical separation."

Mayor Gamba referred to staff report page RS 216, 19.404.8 additional provisions for offsite impacts (d) regarding odors. He suggested somehow qualifying it so a bakery, for example, would not be considered offensive.

Mr. Olsen said one way to address that was to exempt or qualify by specifically saying that certain uses were allowed. He would research other codes to find out how this matter was addressed.

Ms. Kolias said this language was pulled from other sections of the code related to industrial zones. She was not aware of any enforcement action while she has worked for the City of Milwaukie.

Mayor Gamba referred to packet page RS 217 Chapter 19.500 Supplementary Development Regulations and suggested clarification of natural vegetation, open space, and fencing. Was 6 feet a minimum or a maximum?

Ms. Kolias said she would do more research on what was intended and make sure that section did not conflict with other parts of the code.

Mayor Gamba referred to packet page RS 218 and section 19.504.11 Preliminary Circulation Plan. He thought perhaps a comment was appropriate to address public and private rights of way.

Ms. Kolias said she would talk with the Engineering Director about the matter.

Mayor Gamba referred to packet page RS 223 related to rooftop equipment and screening and asked if there was some language that could be included that encouraged roof activation.

Mayor Gamba referred to packet page RS 225 related to underground utilities.

Ms. Kolias replied that she would check on private accessways.

Mayor Gamba referred to packet page RS 227 related to the review process and the applicant's signing a waiver of the 120 day decision requirement. He personally wanted to shorten the process by encouraging more residential and green buildings, so he suggested striking the 120 day decision.

Ms. Kolias replied this language was also incorporated in the downtown code amendments.

The group discussed the review process and did not support striking the 120 day decision language.

It was moved by Councilor Parks second by Councilor Churchill to continue the public hearing to a date certain of December 1, 2015. Motion passed with the following vote: Councilors Churchill, Batey, and Parks and Mayor Gamba voting "aye." [4:0]

OTHER BUSINESS

A. Bancroft Financing System Development Charges (SDCs) for Commercial Properties – Ordinance and Resolution

Ms. Vandagriff provided the staff report. The proposed Ordinance would amend the current code and would allow Bancroft financing for SDCs for commercial properties. This was a method the City could use to help facilitate building in Milwaukie. The

Resolution would set the fee which the Finance Department recommended prime plus 2%. The other Resolution would set forward a specific permit.

Councilor Churchill said he did not think the 2% was adequate for an administrative cost.

Ms. Vandagriff said after some research the Finance Director had made this recommendation, and it could be evaluated when the next fee schedule was adopted. She noted that the payment could be incorporated into the utility bill.

It was moved by Council President Batey and seconded by Councilor Parks to approve the first and second readings by title only and adoption of the Ordinance to amend Code Section 13.28.100 of the Municipal Code to allow Bancrofting of System Development Charges for commercial uses.

Councilor Churchill said he would abstain since the loan amount was so small and because he did not believe 2% would cover staff time. He did not feel he had enough information on the costs.

Motion passed with the following vote: Councilors Batey and Parks and Mayor Gamba voting "aye" and Councilor Churchill abstaining [3:0:1]

Mr. Monahan read the Ordinance one time by title only.

Mayor Gamba announced that the second reading and adoption of the proposed Ordinance was set for November 17, 2015.

Mr. Olsen and **Mr. Monahan** explained that after the second reading at the next meeting, the City Council could act on the two Resolutions.

Michael Lesh, Milwaukie resident, was hoping to open a business with partners and was concerned about business owners' having to pay such huge fees. This will stop this business and those that may follow. He could wait for two more weeks and noted they are already six weeks behind.

Ms. Vandagriff said a building permit could be issued at the direction of the City Council.

It was moved by Mayor Gamba and seconded by Council President Batey to direct the City Building Official to issue the building permits on assurance that Council will vote to move the Bancrofting Resolution forward at the next Regular Session. Motion passed with the following vote: Councilors Churchill, Batey, and Parks and Mayor Gamba voting "aye" and Councilor Churchill abstained. [3:0:1]

Mayor Gamba recessed the Regular Session at 10:28 p.m. and reconvened the Regular Session at 10:38 p.m.

Mr. Olsen said at the next reading the Ordinance could contain an emergency clause to be effective immediately. The Resolutions would also be effective immediately.

B. Bancroft Financing for SDCs at 10560 SE Main Street – Resolution [Moved to November 17, 2015, Regular Session Agenda]

C. Urban Growth Management Agreement (UGMA)

Mr. Nieman reported this was an update on short term and long term objectives to target certain annexation strategies. He discussed a refresh of the current UGMA followed by a discussion of what annexations triggers could be put in place. Happy Valley's UGMA with Clackamas County did not really trigger annexation.

Mr. Olsen said the Happy Valley / Clackamas County UGMA was pretty bare bones. There was a lot of coordination encouraging annexation and making it clear what the City's future area was. There were two ways to require an annexation. One was to

have the property in an island, and the second was the need for a service that was actually provided by the City and not through an agreement with a special district. He discussed zoning in Happy Valley. The first order of business was to refresh the current agreement.

Mr. Monahan thought the first appropriate step was for Milwaukie to have an updated UGMA that was similar to Happy Valley's so the future was clearer to property owners. Step two was to make Milwaukie's intentions known, and step three would be further negotiations with the service providers.

Mr. Nieman hoped to have the matter before the Board of County Commissioners (BCC) before the May election. He discussed road improvements and the condition of roads when transferred.

D. Council Reports

Council President Batey congratulated Councilor Parks on her election. She announced the special Sunday Farmers' Market on November 22 and the Celebrate Milwaukie, Inc. (CMI) Umbrella Parade decorating contest for downtown businesses.

Mayor Gamba announced upcoming events including leaf drops, the Library Survey, Umbrella Parade and City Hall Tree Lighting, and Winter Solstice.

ADJOURNMENT

It was moved by Councilor Parks and seconded by Council President Batey to adjourn the regular session. Motion passed with the following vote: Councilors Churchill, Batey, and Parks and Mayor Gamba voting "aye." [4:0]

Mayor Gamba adjourned the regular session at 10:58 p.m.

Respectfully submitted,

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Pat DuVal, Recorder

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WORK SESSION
NOVEMBER 17, 2015
City Hall Conference Room

Mayor Gamba called the Work Session to order at 5:01 p.m.

Council Present: Council President Batey and Councilors Scott Churchill, Wilda Parks, and Karin Power

Staff Present: City Manager Bill Monahan, City Recorder Pat DuVal, Finance Director Casey Camors, Associate Planner Vera Kolias, Planning Director Denny Egner, and Community Development Director Alma Flores

Council Agenda Forecast Review

Mr. Monahan reviewed upcoming Council agenda items. **Councilor Power** and **Mr. Monahan** discussed adjustments to the schedule.

CenturyLink Franchise Agreement

Ms. Camors gave an overview of the ordinance to create a franchise agreement in compliance with existing current regulations and laws. The 10-year agreement would expire in 2025. Features of the agreement included a 7% franchise fee, the ability to audit, and some adjustments related to abandonment of facilities. The agreement was consistent with other franchise agreements in place. She discussed the method and supporting documentation related to the franchise fee payment.

Councilor Churchill asked for clarity on abandonment. **Ms. Camors** explained that across all franchise agreements, the City sends out a Capital Improvement Plan (CIP) project list every year so that companies know of any activities in advance and how infrastructure might be impacted. This agreement would require written approval by the City if there were plans to remove and abandon infrastructure.

Ms. Camors discussed the annexation process, which was part of what was done for every franchise.

Mr. Monahan said this would be before the City Council on December 1 for action.

Downtown Parklet Program

Ms. Kolias discussed pilot program application elements that could be altered slightly. Staff would like to mimic Portland's program and have an annual permit application, along with different applications for new and renewing parklets. Staff would also like to be more specific and detailed about the maintenance, with a more formal plan for the parklet program. **Ms. Kolias** discussed the desire to include details on public and private parklets and added that Council had seemed to be open to hybrid parklets. She discussed a limitation on the number of parklets downtown, which would be 12, and no more than one parklet per block face. She understood that Council wanted to have a year-round pilot parklet to monitor winter usage.

Ms. Kolias discussed key issues that staff would like to tighten up for the application. She understood from previous discussions that a private parklet ought to be assessed a higher fee than a public parklet. Staff proposed a base fee for discussion. The staff report discussed a building permit, and staff would like to amend language to make parklets part of right-of-way permit. The review process would be the same, but it would not be called a building permit because the Building Official did not have authority within the right-of-way. Fees were dependent on the style of the structure and proportional to

the value. The intent was to recover staff costs in the base fee, plus rent of the right-of-way. **Mr. Egner** provided examples of fees that would be charged.

Ms. Kolias discussed proposed costs for the private or hybrid parklets. One option was a charge per square foot, with staff proposing $1 per square foot, so that rent of two diagonal spaces would be $750 annually. If the parklet were a hybrid, staff proposed a 25% discount. She discussed charges in Portland, which were $105 per linear foot of the curb and a recovery fee that was based on a metered space.

Councilor Churchill suggested building public parklets. **Ms. Kolias** reported that there had been no additional interest from other businesses.

Councilor Power suggested looking at the cost of public parklets. **Councilor Parks** discussed her experience with a public parklet in The Dalles, sponsored by their downtown business association. The group discussed other parklets in the area.

Ms. Kolias addressed the American with Disabilities Act (ADA) accessibility of the deck itself and some of the engineering challenges. She asked if engineering services should be offered to offset the costs to have ADA compliance and the workload of the City's Engineering Department.

Councilor Power suggested letting people know when they applied that there would be a pre-application conference related to ADA accessibility.

Mayor Gamba suggested talking with the Clackamas Fire District related to parked cars.

The group remarked that Jesse Cannelos, owner of Wine:30, had said he would look at alternatives for ADA accessibility for his parklet.

Mayor Gamba did not wish to price Milwaukie of the market. He wanted to encourage more parklets. The group discussed the fees and agreed to give a discount to hybrid parklets. The group liked the term "streatery" and discussed insurance options.

Mayor Gamba suggested starting the program in the spring rather than the winter. **Ms. Kolias** explained that having applications due in January allowed for time to review and to build the parklets in time to be open in April.

There was a consensus in favor of January application model. There was the suggestion that fees be split. There was also a consensus of having public parklets. **Ms. Kolias** would tweak the application and put in final details.

Councilor Power said Mr. Cannelos had asked about a canvas covering during the winter for staff assessments. **Councilor Churchill** would be against it but other Council members were interested in having those covers and evaluating them. Any decision would likely also apply to public parklets.

Ms. Kolias summarized Council's decision on fees: $40 per space per month, with a 25% discount for public / private hybrid parklets.

Mayor Gamba adjourned the Work Session at 5:55 p.m.

Respectfully submitted,

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Amy Aschenbrenner, Administrative Specialist II

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REGULAR SESSION
NOVEMBER 17, 2015
City Hall Council Chambers

Mayor Gamba called the 2,210th meeting of the City Council to order at 6:04 p.m.

Council Present: Council President Lisa Batey and Councilors Scott Churchill, Wilda Parks, and Karin Power

Staff Present: City Manager Bill Monahan, City Attorney Tim Ramis, City Recorder Pat DuVal, Community Development Director Alma Flores, Senior Planner Li Alligood, Building Official Samantha Vandagriff, and Planning Director Denny Egner

CALL TO ORDER

Pledge of Allegiance.

PROCLAMATIONS, COMMENDATION, SPECIAL REPORTS AND AWARDS

A. Milwaukie High School (MHS) Outstanding Student Achievement Award for November 2015 to Tieara Norman

Mr. Pinder introduced Ms. Norman and Council commented on her achievements.

CONSENT AGENDA

It was moved by Council President Batey and seconded by Councilor Parks to approve the Consent Agenda as presented.

A. City Council Meeting Minutes:

1. September 17, 2015, Study Session;
2. September 22, 2015, Special Session, Food Cart Forum;
3. October 6, 2015, Work Session;
4. October 6, 2015, Regular Session;
5. October 18, 2015, Council Retreat;
6. October 20, 2015, Work Session;
7. October 20, 2015, Regular Session; and
8. October 29, 2015, Special Session

B. Resolution 101-2015: A Resolution of the City Council of the City of Milwaukie, Oregon, Extending the Municipal Court Judge Services Contract and Clarifying Payment Terms.

C. Resolution 102-2015: A Resolution of the City Council of the City of Milwaukie, Oregon, Affirming the Appointment of a Ledding Library Board Member to Serve as the City of Milwaukie's Representative on the Clackamas County Library District Advisory Board.

D. Resolution 103-2015: A Resolution of the City Council of the City of Milwaukie, Oregon, Increasing Parking Permit Fees.

E. Approve an Oregon Liquor Control Commission (OLCC) Application for Clackamas Distillery, LLC, 11630 SE 27th Avenue, New Outlet.

Motion passed with the following vote: Councilors Batey, Parks, Power, and Churchill and Mayor Gamba voting "aye." [5:0]

AUDIENCE PARTICIPATION

Mayor Gamba reviewed the Audience Participation procedures, and **Mr. Monahan** noted staff follow-up from the November 3, 2015, Audience Participation.

Rika Warner, Milwaukie resident, discussed ongoing issues related to neighborhood cats and asked the City to address her concerns. **Mr. Monahan** reported that the Milwaukie Municipal Code (MMC) does not address neighborhood cats and noted that he would consult expert resources to identify options.

PUBLIC HEARING

A. Moving Forward Milwaukie (MFM): Neighborhood Main Streets Code Amendments, File #ZA-2015-002 – Ordinance

Mayor Gamba called the Public Hearing on the legislative Zoning Code Amendment, File #ZA-2015-002, initiated by the City to order at 6:22 p.m.

Mayor Gamba explained that the purpose of the hearing was to consider an Ordinance amending MMC Titles 14 Signs and 19 Zoning and the Zoning Map.

Mayor Gamba reviewed the order of business for the hearing. He explained that the Council decision would be the final decision of the City, all testimony and evidence must be directed toward the applicable substantive criteria, failure to address a criterion or raise any issue with sufficient detail precludes an appeal based on that criterion or issue, and any party with standing may appeal the decision of the Council to the State Land Use Board of Appeals (LUBA).

No member of Council declared any potential or actual conflict of interest as defined in Oregon Revised Statues (ORS) § 244. No member of the audience challenged any Council member's ability to participate in the decision.

Ms. Alligood provided an overview of the Neighborhood Main Streets phase of the MFM project and identified the location of the Neighborhood Main Street areas. She summarized previous neighborhood commercial district planning efforts and the Neighborhood Main Streets visioning process. She noted that the proposed MMC amendments include a new Neighborhood Mixed Use Zone (NMUZ) and new approaches to Use Standards.

The group noted existing buildings that exceed the proposed 10,000 square-foot limit for commercial spaces and discussed the Conditional Use Review process.

Ms. Alligood reviewed the newly proposed approaches to the Development and Design Standards and Land Use Reviews, and noted that vehicle sales and adult businesses would continue to be prohibited.

Council President Batey and **Ms. Alligood** noted that the new approaches would render some existing buildings as non-conforming.

Ms. Alligood identified key issues for Council to consider, including cottage cluster housing, building size limits, and height bonuses.

Councilor Churchill and **Ms. Alligood** noted that a cottage cluster would require a lot division into at least 4 parcels under the proposed approach.

Ms. Alligood reviewed the questions for Council to consider regarding cottage cluster housing and size limitations. She noted the impacts of the proposed changes on large commercial buildings, and reported that Dieringer Properties Inc. had requested that the Safeway on King Road be exempted from the proposed size limits and that the maximum building size be tied to site size. She reviewed the questions for Council to consider regarding height bonuses and provided a summary of the concerns raised in public comments about the proposed Neighborhood Main Street approaches.

Mayor Gamba and **Ms. Alligood** noted that existing businesses could change names or owners but could not change from a conforming use under the proposed approaches.

Ms. Alligood summarized public comments regarding parking and noise concerns and reviewed Council's decision-making options.

Council President Batey and **Ms. Alligood** discussed the boundaries of the existing and proposed use zones on 42nd Avenue.

Correspondence:

Ms. Alligood reported that staff had received and forwarded to Council 2 pieces of correspondence since the Council Packet had been published.

Public Testimony:

Mayor Gamba reviewed the rules governing public testimony.

Testimony in Support:

None.

Neutral Testimony:

Karen Olsen, Milwaukie resident, noted an email she sent to Council and thanked staff for their assistance. She expressed concern about the impacts of noise and parking on residential areas and suggested that the City consider neighborhood livability issues.

Mayor Gamba and **Council President** noted that the City was working on a parking permit program that could be used as a tool on neighborhood streets.

Councilor Power asked if the expanded business hours of Liz's Creative Café had created any problems in the neighborhood. **Ms. Olsen** replied that she was not concerned about the Café's expanded hours and expressed concern about the use of the rear parking lot for non-parking activities that create noise.

Testimony in Opposition:

Gene Dieringer, Dieringer Properties Inc., expressed concern about the impacts of the proposed restrictions on re-tenanting and dividing large commercial buildings. He noted the value of a large anchor tenant in a shopping center and suggested that anchor tenants should be grandfathered into the proposed square foot restrictions.

Councilor Churchill and **Mr. Dieringer** discussed the impact of the proposed zoning changes on large commercial properties outside Neighborhood Main Street areas.

Mayor Gamba and **Ms. Alligood** noted that the proposed restrictions had been revised to extend the conditional use period, and **Mr. Dieringer** remarked that an extended conditional use period would not change his opposition to the proposed restrictions.

Mayor Gamba asked for Mr. Dieringer's input on height bonuses. **Mr. Dieringer** discussed why businesses would want taller ground floors and height bonuses, and noted differences between commercial sites on 32nd and 42nd Avenues.

The group discussed how the proposed restrictions could be modified to allow large anchor tenants to remain in place, and **Mr. Dieringer** suggested that Safeway should be grandfathered into the restrictions.

Staff Response:

Ms. Alligood clarified proposed use restrictions on parking lots and possible exemptions for the Safeway site. **Mayor Gamba** asked if a specific use could be exempted, and **Ms. Alligood** and **Mr. Ramis** remarked on the feasibility of drafting an exemption to match the policy decision made by Council.

Councilor Power, **Ms. Alligood**, and **Council President Batey** discussed the possibility of identifying other commercial corridors as Neighborhood Main Streets.

Close Public Hearing: It was moved by Council President Batey and seconded by Councilor Power to close the public testimony portion of the hearing. Motion

passed with the following vote: Councilors Batey, Parks, Power, and Churchill and Mayor Gamba voting "aye." [5:0]

The Council agreed to review each of the key questions in the order presented by staff.

Councilor Parks, **Mayor Gamba**, and **Council President Batey** discussed the unit size and characteristics of cottage cluster housing.

Councilors Churchill and Power expressed doubt about the feasibility and developer interest in building cottage cluster housing in the City.

Mayor Gamba summarized that Council unanimously agreed that cottage cluster housing should be allowed in the NMUZ.

Mayor Gamba and **Councilor Parks** noted the second key question for Council to consider regarding the application of size limits or exemptions on the Safeway site.

Councilor Power noted the need to retain a grocery store in the City and expressed support for the staff suggestion to exempt the Safeway site. **Mr. Ramis** clarified that staff had suggested exempting the Safeway site from the proposed size limit while leaving the other design standards in place.

Council President Batey expressed support for leaving the non-size related design standards in place at the Safeway site and limiting the site to grocery use.

The group noted commercial uses that could fill a Safeway-size site and **Councilor Churchill** commented on how well the Safeway site integrates with the community.

Mayor Gamba summarized that Council was supportive of a solution that would allow a grocery store the size of the current Safeway to continue to exist on King Road.

The group discussed granting a size exemption to non-grocery uses and noted the possibility of a Wal-Mart being built in the City. **Councilor Churchill** suggested that staff prepare size exemption options for Council to consider at a future meeting.

Mayor Gamba reviewed the third key question for Council to consider regarding height bonuses in the NMUZ. He commented that a 4th floor would be possible on 42nd Avenue but not on 32nd Avenue, and **Councilor Parks** concurred with Mayor Gamba's comments that a 4th floor would not be possible on 32nd Avenue.

The group discussed residential and commercial zoning in Central Milwaukie and on 42nd Avenue. **Councilor Churchill** expressed opposition to allowing 4 stories and a height bonus and extra height on the first floor of a 3 story building.

Council President Batey commented that the Safeway site was unlikely to change uses in the near future and suggested that the restrictions be left as proposed.

Councilor Power commented that the Neighborhood Main Street areas were different than other areas in the City and suggested it would be premature to add a height bonus.

Ms. Alligood reported that the existing and proposed allowed heights in commercial areas were the same and she noted residential height allowances.

Councilor Churchill suggested that a height bonus could be sought through a Planning Commission review and agreed with Councilor Power that it was premature to add a height bonus. **Mayor Gamba** and **Ms. Alligood** noted that a height bonus was not an allowable exemption. **Council President Batey** and **Councilor Churchill** suggested an exemption or re-zone could be sought through the Planning Commission.

Councilor Power noted there were new development and redevelopment opportunities that may occur with increased density and discussed the possibility of placing hours of operation restrictions on 32nd Avenue to encourage desired types of businesses. **Council President Batey**, **Mayor Gamba**, and **Councilor Parks** noted that hours of operation restrictions could be placed on new businesses including bars.

Mr. Egner, **Council President Batey**, and **Mayor Gamba** commented on Council's authority when considering OLCC applications.

Mayor Gamba and **Ms. Alligood** discussed the neighborhood-specific tone of paragraph C on Council Packet page RS78. They noted alternate language suggested by staff regarding the application of the proposed zoning in other areas of the City.

It was Council consensus that staff should revise the language in paragraph C on Council Packet page RS78 as noted by Ms. Alligood.

Mayor Gamba and **Council President Batey** discussed the inclusion of brew pubs as a restaurant and bar on Council Packet pages RS85 and RS91.

The group discussed brewpubs in the Neighborhood Main Street areas and the differences between brewpubs and restaurants that serve alcohol. **Ms. Alligood** reported that the City's conditional use definitions match the OLCC definitions and noted possible issues of tying zones to specific OLCC License types.

Mayor Gamba and **Council President Batey** discussed the list of recreational facilities found on Council Packet page RS85.

Mayor Gamba asked if Airbnb should be on the commercial lodging list and **Councilor Power** noted that the Planning Commission had not yet weighed in on Airbnb.

Mayor Gamba noted that commercial parking lots would be allowed in the Neighborhood Main Street areas but had not been allowed in Central Milwaukie.

Council President Batey reported that most of the Neighborhood Main Street areas are not within 1,000 feet of a school and could include medical marijuana outlets.

The group discussed commercial parking structures being built in the Neighborhood Main Street areas and the possibility of a central parking lot being built for all businesses to use. **Councilor Power** and **Council President Batey** noted that they would be okay with parking structures in the Neighborhood Main Street areas.

Mayor Gamba and **Ms. Alligood** commented on clarifying the language dealing with the orientation of entrances for corner developments on Council Packet page RS95.

Councilor Churchill expressed concern about the proposed changes to Development Standards and Land Use Review Procedures described on Council Packet page RS69. He noted his interest in encouraging more public input in the review process, and **Mayor Gamba** explained the purpose of Type II and III reviews.

Councilor Power, **Ms. Alligood**, and **Mayor Gamba** commented on the number of apartment units on 32nd Avenue. They noted that there were currently 25 units per acre and that the proposed NMUZ would limit the number of units per acre to 14.

The group discussed existing residential density and the impact of the proposed density limits on commercial and residential areas. **Councilor Churchill** stated his disagreement with the proposed units per acre limit and expressed concern that 25 and 14 units per acre are too dense for the surrounding neighborhoods.

The group noted the next steps in the public hearing process and agreed to continue the public hearing at the December 15, 2015, Regular Session.

Decision by Council:

It was moved by Council President Batey and seconded by Councilor Parks to continue the Neighborhood Main Streets (File #ZA-2015-002) Public Hearing to a date certain of Tuesday December 15, 2015. Motion passed with the following vote: Councilors Batey, Parks, Power, and Churchill and Mayor Gamba voting "aye." [5:0]

Mayor Gamba recessed the Regular Session at 7:59 p.m. and reconvened the Regular Session at 8:04 p.m.

OTHER BUSINESS

A. Bancroft Financing System Development Charges (SDCs) for Commercial Properties – Ordinance, 2nd Reading and Resolution

Mayor Gamba noted that Council had approved the first reading of the proposed Ordinance at the November 3, 2015, Regular Session.

It was moved by Councilor Power and seconded by Councilor Parks to approve the second reading by title only and adoption of the Ordinance to amend Code Section 13.28.100 of the Municipal Code to allow Bancrofting of System Development Charges for Commercial Users. Motion passed with the following vote: Councilors Batey, Parks, and Power and Mayor Gamba voting "aye", and Councilor Churchill voting 'no'. [4:1]

Mr. Monahan noted the addition of an emergency clause to the Ordinance and read the Ordinance one time by title only.

Ms. DuVal polled the Council: Councilors Batey, Parks, Power and Mayor Gamba voting "aye", and Councilor Churchill voting "no." [4:1]

ORDINANCE No. 2108:

AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, TO AMEND CODE SECTION 13.28.100 OF THE MUNICIPAL CODE TO ALLOW BANCROFTING OF SYSTEM DEVELOPMENT CHARGES FOR COMMERCIAL USERS.

Mayor Gamba noted the proposed Resolution adopting an interest rate for SDC Bancroft financing.

It was moved by Councilor Power and seconded by Councilor Parks to adopt the Resolution adopting an annual interest rate to be utilized for System Development Charge Bancrofting Financing offered by the City. Motion passed with the following vote: Councilors Batey, Parks, and Power and Mayor Gamba voting "aye", and Councilor Churchill voting "no". [4:1]

RESOLUTION No. 104-2015:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, ADOPTING AN ANNUAL INTEREST RATE TO BE UTILIZED FOR SYSTEM DEVELOPMENT CHARGE BANCROFTING FINANCING OFFERED BY THE CITY.

B. Bancroft Financing for SDCs at 10560 SE Main Street – Resolution

Mayor Gamba noted the proposed Resolution to authorize SDC Bancroft Financing for 10560 SE Main Street.

Council President Batey and **Councilor Power** confirmed that Ms. Vandagriff had nothing new to add to the Staff Report before Council considered the Resolution.

It was moved by Councilor Power and seconded by Councilor Parks to authorize the City Manager to execute Bancroft Financing Agreement for System Development Charges on 10560 SE Main St incurred on Permit Number 601-15-000774. Motion passed with the following vote: Councilors Batey, Parks, and Power and Mayor Gamba voting "aye", and Councilor Churchill voting 'no'. [4:1]

RESOLUTION No. 105-2015:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, TO AUTHORIZE THE CITY MANAGER TO EXECUTE BANCROFT FINANCING AGREEMENT FOR SYSTEM DEVELOPMENT CHARGES ON 10560 SE MAIN ST INCURRED ON PERMIT NUMBER 601-15-000774.

C. Management and Confidential Employee Cost of Living Adjustment (COLA) and Christmas Eve Holiday

Mr. Monahan explained that Council had typically made compensation adjustments for management and confidential employees following adoption of a new contract with the American Federation of State, County, and Municipal Employee (AFSCME), and he reviewed Council's options as laid out in the Staff Report.

Mayor Gamba asked about COLAs for management and confidential employees in future years. **Mr. Monahan** suggested that Council would want to consider future COLAs for management and confidential employees after the Milwaukie Police Employees Association (MPEA) contract had been negotiated in 2016.

Councilor Parks and **Mr. Monahan** discussed the possibility of staff providing options for Council to evaluate the compensation of non-represented employees. **Councilor Parks** asked for Council input on asking the Human Resources Director to provide options on evaluating non-represented employee compensation.

The group noted possible resources that could assist the City in evaluating the compensation of non-represented employees.

It was the consensus of the Council that the Human Resources Director should prepare options for evaluating the compensation and classification of non-represented employees at the January 21, 2016, Study Session.

It was moved by Councilor Parks and seconded by Council President Batey to approve a 2.5% management and confidential employee cost of living adjustment (COLA) effective retroactive to the first day of the pay period July 1, 2015, and approve the Christmas Eve holiday recently negotiated with the American Federation of State, County, and Municipal Employees (AFSCME) Local 350-5 for management and confidential employees. Motion passed with the following vote: Councilors Batey, Parks, Power, and Churchill and Mayor Gamba voting "aye." [5:0]

D. Council Reports

The group noted upcoming events including a work party at Spring Park, a special Thanksgiving Sunday Farmers' Market, fundraising events at Ardenwald Elementary School and the Portland Waldorf School, the Umbrella Parade and Christmas Tree Lighting, and the Winter Solstice event at Riverfront Park.

ADJOURNMENT

It was moved by Councilor Power and seconded by Councilor Churchill to adjourn the Regular Session. Motion passed with the following vote: Councilors Batey, Parks, Power, and Churchill and Mayor Gamba voting "aye." [5:0]

Mayor Gamba adjourned the Regular Session at 8:34 p.m.

Respectfully submitted,

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Scott S. Stauffer, Administrative Specialist II

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STUDY SESSION
NOVEMBER 19, 2015
City Hall Conference Room

Mayor Gamba called the Study Session to order at 6:00 p.m.

Council Present: Council President Batey and Councilors Scott Churchill, Wilda Parks, and Karin Power

Staff Present: City Manager Bill Monahan, City Recorder Pat DuVal, Planning Director Denny Egner, Engineering Director Chuck Eaton, and Associate Planner Brett Kelver

19th Avenue and Sparrow Street Neighborhood Greenway

Mr. Egner discussed the scope of the project and background of the Department of Land Conservation and Development (DLCD) grant. He was looking for indication from Council if staff was on the right track and should continue to work out issues.

Glen Bolen a planner at OTAK, introduced himself and architect designer Jackie Davis. He provided a snapshot of where the project was headed and its background. In most cases, he summarized, people liked the streets the way they were. His team was looking at developing new concepts that included keeping the same width and taking advantage of the fact that there were shoulders for emergency vehicles. He discussed the tactile guide strip, made of several possible materials, to provide a guideway. He also discussed previous workshops and the ideas that came out as a result. He discussed greenway examples that included features like chicanes and paint. Signage was important so people knew when they came to a pedestrian area.

Mr. Bolen discussed the current state of 19th Avenue, noting that it was mostly 15 feet wide. His team worked through multiple design options with community members. Design Option 1 included paint sharrows (shared lane markings), signage, and keeping existing gravel parking. Option 2 included the meandering streets to slow traffic, edge treatment, painted intersections of sharrows, signage, and adding pavement. He also discussed stormwater features. Option 3 was fire code compliant with 20 feet of paved street and parking or swales at pinch points.

Mr. Bolen discussed the community workshop for Sparrow Street. Design Option 1 included the existing paving pattern, a separated walking area, signage, and vegetated bulb outs to manage stormwater and slow traffic. Option 2 was more advanced and included chicanes, meandering asphalt, and signage.

Mr. Bolen discussed the workshops that took place and the questionnaire results of which options people liked best. Option 1 and then 2 were most popular for 19th Avenue, while Options 1 and 2 for Sparrow Street were fairly equal.

Mr. Bolen showed cross sections of concepts for low volume streets that could be utilized City-wide. However, he explained that 19th Avenue would be an exception to a design standard. He discussed the features of the 19th Avenue greenway. He then discussed options for the Sparrow Street Greenway design, including the flexible zones and possible raised sidewalk design for stormwater management. He also discussed edge treatment options.

Mr. Eaton discussed the Federal Highway Administration (FHWA) and Department of Justice (DOJ) rules for what needed to be done for the visually impaired and emergency vehicle access.

Mr. Bolen highlighted discussion items for Council. Is a 15 ft. wide two-way street acceptable, when the typical minimum is 20 ft.? Did Council like the idea of having the low volume concept on the books, with the noted exception? What was the level of risk they were willing to take in relation to ADA compliance?

Mr. Egner added on to the discussion items. He explained that currently when someone developed their property improvements were triggered. The City would likely put this on a list of projects and seek funding. He discussed waivers of remonstrance, with several on 19th Avenue and Sparrow Street. The City would likely seek a grant at some point.

Mr. Eaton said the crown of the street meander would not be a problem in paving.

Councilor Power asked if any preferences were sent in to staff. **Mr. Kelver** said no responses were returned to him, but other comments had been passed along. **Mayor Gamba** asked about the percentage of people from the two streets that had been involved. The group noted the estimate of about 50 percent participation.

William Ware, 19th Avenue resident, had concerns with Plan 1 and 2, ADA aspects, and financing. He noted that while his block did not want to make any changes, he would go for Plan 1. He discussed lawsuit possibilities in regards to the sidewalk area. On financing, he felt the whole process had been put on the neighborhood, when there was a need to approximate the distance between two parks that benefited the entire City. People on south side of 19th Avenue may need to do some retaining walls, and the neighborhood should not pay for it. He suggested that Council talk to the legal department about inverse condemnation to get some funding from the City of Portland. Many people visit Elk Rock Island Park, which was owned by Portland.

Jana Tracey, 19th Avenue and Wren Street resident, understood the issues for those with disabilities and the need for some delineation. She noted that with the ADA improvements, people could get to Spring Park but noted the lack of ADA compliance within the park. Second, she asked if the street being repaved would trigger similar improvements Mr. Egner had discussed.

Ms. Tracy said the community had not heard about costs to the City or property owners. Some people may not have the money to pay for the required improvements. She was also concerned about gentrification in the area. She noted it was not atypical for people to walk in the street, even when sidewalks were present. Her concern was livability, ADA compliance, and the cost of improvements including retaining walls.

Councilor Power did not think 19th Avenue was on the list for improvements.

Council President Batey said the new path in Spring Park was made of ADA compliant material, and as a whole, the path was very close to ADA compliance.

Mr. Ware discussed gravel in relation to a textured strip.

Gary Michael, 19th Avenue resident, noted that Council was addressing three different situations. 19th Avenue had unique topography, low traffic volumes, and was almost perfect the way it was. Workshop participants preferred Option 1 for many reasons. His main question had to do with ADA compliance for the visually impaired. He hoped that improved signage at each cross street could satisfy ADA requirements. Sparrow Street was a complicated issue that needed more study and resident involvement. He commended Council for wanting to create a model that could be used in other parts of the City. He asked what triggered ADA compliance and suggested not doing anything that would trigger that. **Mr. Bolen** noted that touching the pavement would trigger the law, and this project was an attempt to identify options for improvements.

Milo Denham and **Pam Denham**, 19th Avenue residents, supported Option 1. Mr. Denham said that he and his wife supported a pedestrian centric shared street, where vehicles were invited to share the space. They noted that Option 1 was a combination of existing designs in the current Transportation System Plan (TSP). They were calling 19th Avenue a shared street, a subset of the skinny street in the current TSP.

Ms. Denham said they wanted to formalize it as a shared street and identify the design options which could be used in other areas. Option 1 was best to minimize liability and having ADA compliance, but she did not like the tactile strip because it appeared to be a sidewalk. She suggested a meandering path down 19th Avenue, with two tactile strips. She understood that being between two parks opened up greater grant opportunities. Sparrow Street was completely different than 19th Avenue, and needed to be figured out on its own.

Mr. Denham did not believe there was a level of risk with the current design. He discussed the two tactile strips related to the crown of the street and ADA compliance. On this street there was no need to slow traffic because it was already slow.

Carolyn Tomei appreciated this endeavor and thanked the team for its work. She commented that Council was hearing that this was an ideal street, so any change was not an improvement. There had been no accidents over the years. She liked Option 1.

Bernie Stoutt, SE Ada Lane, saw many similarities to Miles Place, located off Macadam Avenue. He suggested visiting that site and talking to people about the transition that occurred and the impacts near Willamette Park.

Councilors Power and **Parks** discussed the possibility of creating a standard, with an exception for 19th Avenue. **Mayor Gamba** commented on the unique factors of the area, and how similar concepts may apply in other neighborhoods. Home Avenue residents, for example, also did not want sidewalks but wanted to slow traffic.

Mr. Egner discussed the greenway low volume concept, and he thought it would be difficult to apply to Home Avenue. This model may be appropriate for small cul-de-sacs, but in a practical sense it was overkill in some places.

Council President Batey did not think this project should be about creating alternatives to sidewalks in all areas.

Mr. Eaton discussed Eagle Street, which was a dead-end, and the development improvements that would need to take place according to the current standards. This was a good example of where the greenway approach may be valuable.

Mayor Gamba asked if Council approved Option 1, while also creating a new design standard, could they create a standard that was somewhat flexible and could be modified on a case-by-case basis. **Mr. Egner** clarified that the design standard could be set at 20 feet, with the exception that 19th Avenue could be 15 feet.

Mr. Egner clarified that Option 1 was to leave the street as is and did not include an ADA component. He discussed the ways to reduce the risks of not being ADA compliant. Staff was trying to explore ways to make minimal improvements and still be confident that enough was being done.

The group discussed the tactile strips in relation to pedestrian access and intersections. **Mr. Eaton** said that outside of 19th Avenue, he would not recommend a standard with a street width below 20 feet. He discussed fire code.

Council said the team was going in right direction. **Mr. Egner** said staff would fine tune some of the work and come up with focused ideas for Sparrow Street and contact more residents. **Councilor Power** said as other developments come up, Council would probably want another meeting.

Council President Batey would rather see a path separated by a swale, but in general it was important to talk with other neighborhoods to see where there were options for greenways. **Councilor Power** said Council recognized that it did not make sense everywhere to have sidewalks on both sides of a street; other designs could be created.

Mayor Gamba added that ADA was important, along with stormwater. He liked the concept of making intersections more confusing for drivers to slow traffic.

Mr. Egner wanted to confirm with his team that December 15th was a good date to return to Council with an update. The timeline that staff needed a new standard by was an exception and eligible for Fee In Lieu of Construction (FILOC). **Mr. Eaton** discussed FILOC in relation to the development in the area.

Mayor Gamba recessed the Study Session at 8:05 p.m. and reconvened the Study Session at 8:11 p.m.

Kellogg Pedestrian Bridge and Path Opening Options

Mr. Monahan reported that the ramps to the bridge had been completed on both sides. The bridge had been fenced at the south side because there was no funding for Kronberg Park. The contractor still needed to clean up and restore the site. This gave the City a chance to talk about what to do next. An option would be to put in temporary trail from the bridge to 99E, but then figure out where to go from there. The City was not aware of any ODOT plans. There were no funds to put in an appropriate trail and the City could ask ODOT if there was another outlet. No plan for funding Kronberg Park meant there was time to think about the City's investment. There were still some investments that needed to be made on the north side. He discussed an early conversation about a bond measure. The park was still at least two years out.

Councilor Power said the Kellogg Good Neighbor Committee was interested in development of that area and would be a funding partner.

Council President Batey asked if an interim path needed to be ADA compliant. She wondered if people could make their own path. **Mr. Monahan** said the City was looking at liability with the City Attorney. One option would be signage saying use at your own risk. **Council President Batey** discussed the need for balance, noting that if fewer people used the space, it would be more popular for camping. **Councilor Power** discussed fencing to protect plantings. **Council President Batey** said that most restoration was on the staging area.

Councilor Power liked having Mr. Eaton to continue talking to stakeholders to open the area sooner and how much it might cost the City. **Council President Batey** was concerned about creating an interim path and the City's liability. **Councilor Power** was concerned about youth riding on 99E without helmets. She would like to discourage people from using the 99E bike lane; wayfinding signs would be helpful.

The group discussed grant funding options.

Clackamas Cities Association (CCA) Dinner Hosting

Mr. Monahan explained that the dinner would be on January 28th; Council was provided with a list of potential locations. The group discussed potential speakers and locations.

Mr. Monahan summarized that staff would do a site visit to Pendleton Woolen Mills. **Councilor Parks** discussed a "taste of Milwaukie" idea, highlighting local restaurants.

Councilor Power discussed a unique logo that could be created.

The group discussed highlighting the north industrial area and industrial revitalization.

Mayor Gamba adjourned the Study Session at 9:05 p.m.

Respectfully submitted,

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Amy Aschenbrenner, Administrative Specialist II

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WORK SESSION
DECEMBER 1, 2015
City Hall Council Chambers

Mayor Gamba called the Work Session to order at 4:06 p.m.

Council Present: Council President Batey and Councilors Wilda Parks, and Karin Power

Staff Present: City Manager Bill Monahan, City Recorder Pat DuVal, Assistant to the City Manager Mitch Nieman, Finance Director Casey Camors, Planning Director Denny Egner, and Community Development Director Alma Flores

Urban Renewal Feasibility – Meeting 2

Mr. Egner introduced the topic.

Nick Popenuk provided a memo with recommendations and responses to the Council's questions from the previous session. The analysis looked at three different areas: Downtown, Central Milwaukie, and the North Industrial area. The second part of the analysis had to do with creating a draft urban renewal plan. The third and final part of the process would be if after Council reviewed the draft plan and decided to pursue it, his team would refine it into a final plan that would go to Council for adoption. The timeline was next spring for the draft urban renewal plan, with the potential adoption of a final plan next summer, if Council so directed.

Mr. Popenuk discussed the background of the feasibility analysis. The first recommendation was that the City proceed with a draft urban renewal plan process that included Downtown and Central Milwaukie. He discussed the key ingredients that make an area an ideal candidate for urban renewal. Depending on the type and length of development, Downtown and Central Milwaukie area could potentially generate a Tax Increment Financing (TIF) revenue of $30 - $70 million. Potential projects included street improvements, structured parking, public amenities, and things of that nature.

Mr. Popenuk explained that the second recommendation was for the City to exclude the North Milwaukie Industrial Area (NMIA) from the draft urban renewal area (URA) planning process at this time. The NMIA area was lacking a clear vision. The City was just embarking on a 2 year process to do planning work for the area, and urban renewal would be more effective after that planning / visioning was complete in 2018. He further clarified that in order for urban renewal to be successful, generally it needed public support and a vision with a clear list of projects.

Mr. Popenuk discussed the third recommendation, for the City to combine Downtown and Central Milwaukie into one URA. The goals were similar, had geographic proximity, financial security, and administrative ease. He recommended that the City pursue these areas during the draft plan phase. He discussed three questions for the City Council related to the recommendations.

The group discussed the inclusion of the Milwaukie Marketplace; it was included in the URA. **Mr. Popenuk** added that at this level of analysis, it could be decided to explore 32nd Avenue and / or other areas as well; the boundaries were not set in stone.

Council President Batey was in agreement to the recommendations that Mr. Popenuk provided. She asked how Mr. Popenuk's team balanced creating a list and also being flexible for future Councils, while having a vision the public supports.

Mr. Popenuk said that all urban renewal plans needed goals and objectives. By having the combination of broad categories and specifics listed underneath, future Councils would have the ability to see new opportunities and where they fit into the existing URA goals, objectives, and original intent of the plan.

Council President Batey would like to preserve the flexibility of improving the crosswalks of Hwy 224 at Harrison St, Monroe St, and Washington St. **Mr. Popenuk** discussed the possibility of making boundaries large enough or having cherry stems to include the intersections. **Councilor Power** expressed concerns about the crossings, and noted that including all three as cherry stems made sense.

Mr. Popenuk explained that in certain situations, like areas that did not anticipate redeveloping in near future or property owners that did not want to be a part of the URA, properties could be left out, particularly in single family residence (SFR) areas.

Councilor Power suggested leaving out the SFR areas, while including the intersections. **Councilor Parks** and **Council President Batey** agreed, and were in agreement with all three of Mr. Popenuk's recommendations.

Mayor Gamba was in agreement with two of the recommendations, but undecided about the exclusion of the NMIA area.

Mr. Popenuk wanted to make sure to avoid a situation where people were excited about Downtown and Central Milwaukie, but NMIA was seen as a distraction. **Council President Batey** pointed out that in the light rail alignment process there were vocal owners, and there was a real chance NMIA might be a distraction.

Ms. Flores said there were other resources that could be tapped, including enterprise zones. Staff felt that the NMIA could be left out at this time. **Mayor Gamba** discussed the loan strategy in the City of Eugene. He had some of the same thoughts about NMIA. **Ms. Flores** said Business Oregon had many tools and she would rather tap those and not wait for URA. **Mayor Gamba** was in agreement with all three recommendations.

Mr. Egner discussed the next steps, which included forming an advisory committee. **Mr. Popenuk** explained the organizations to include, including all affected taxing districts, with representatives from the City and community members.

Council President Batey thought the Hector Campbell Neighborhood District Association (NDA) might want to be included, since they had discussed the McFarland site. **Mr. Egner** suggested having a couple of at-large positions. He would like to begin to fill in the blanks to start contacting people. **Mayor Gamba** would like to have time to think about the URA Advisory Committee.

Mr. Popenuk suggested reaching out to the taxing districts and possibly reaching out to Clackamas Community College (CCC) and asking if it wanted to be involved.

Councilor Power said it made sense to include at least two business owners from both Downtown and Central Milwaukie.

Council President Batey thought staff could select business or property owners, whereas the NDAs would probably like to select their own.

Mr. Egner said staff would contact the taxing districts.

Mayor Gamba recessed the Work Session at 4:48 p.m. and reconvened the Work Session at 5:17 p.m.

<u>Planning Commission Update</u>

The Planning Commission (PC) members introduced themselves: **Sine Bone**, Chair, (Lake Road); **Shannah Anderson** (Linwood); **Adam Argo** (Linwood); **Greg Hemer** (Linwood); and **Shane Abma** (Ardenwald). **Shaun Lowcock** and **Scott Barbur** were not present.

Mr. Egner gave background on issues and activities before the Commission.

Ms. Bone said for the most part the PC agreed with the comprehensive list. Other ideas included a parking study with light rail and redevelopment, and housing demolition concerns.

Mr. Hemer suggested that the Design and Landmarks Committee (DLC) might be a good place to look at the historic resource and tear down issues. **Mr. Argo** said the DLC can be of help to staff, and when he was on the DLC there was a need for a historic resources inventory. He suggested a joint session between the DLC and the PC to set a strategy for long term preservation and to identify community assets.

Ms. Anderson said the potential demolition tax with the City of Portland may be able to be used as a starting point. Three exemptions were houses with code violations, catastrophic loss, and if the property was within the flood plain. **Councilor Power** discussed an online map that tracked SFR demolitions in the City of Portland. **Council President Batey** hoped the residential design standards would have some effect.

Mr. Hemer was concerned about the downtown residential area. He asked how to connect with the community on what people enjoyed about the properties.

Mayor Gamba discussed the yin and yang of affordable housing. He suggested looking at cottage clusters, Accessory Dwelling Units (ADUs), and tiny homes, and how to find a way to make them work in the neighborhoods.

Councilor Power discussed the idea of looking at the Portland code and how to make multi-family dwellings in SFR zones. **Mayor Gamba** discussed boarding houses.

Mr. Egner said staff will have conversations with the PC and City Council on how to update the Comprehensive Plan. This included the economic opportunities analysis and a housing needs analysis.

Councilor Power supported the PC work plan including the parking study.

Council President Batey discussed the code maintenance analysis and the idea that an expansion to the house had to share a wall. She suggested that the PC think about some simple way to offer incentives for people to design new houses around mature trees such as reduced System Development Charges (SDCs). In all, she thought work plan looked great.

Councilor Parks supported the well put together program.

Mayor Gamba asked if a residential bonus was allowed in the flex space overlay in the General Mixed Use (GMU) zone. **Mr. Hemer** recalled that bonus heights for residential and green buildings had been allowed, and the PC at the time said to do the same thing as Downtown. The PC did go through the green concept, and if residential was allowed then the residential bonus would be allowed.

City Prosecutor Request for Proposals (RFP) Update

Mr. Monahan reported that a Request for Proposal (RFP) was out for the City Prosecutor, and asked if Council wanted to be involved in the interview panel. The group agreed for staff to do interviews and make a recommendation to City Council.

Mayor Gamba adjourned the Work Session at 5:50 p.m.

Respectfully submitted,

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Amy Aschenbrenner, Administrative Specialist II

MILWAUKIE CITY COUNCIL
AGENDA ITEM SUMMARY

Title: **Establish Council Meeting Dates for 2016**

Prepared By: Scott Stauffer, Administrative Specialist II

Department Approval: Pat DuVal, City Recorder

City Manager Approval: Bill Monahan

Approval Date: December 28, 2015

ISSUES BEFORE COUNCIL

The City Council is asked to designate its regular meeting dates for calendar year 2016.

STAFF RECOMMENDATION

Adopt the proposed resolution designating the first and third Tuesday and third Thursday of each month as the regularly scheduled meeting days and times for City Council meetings, per Section 20 of the Milwaukie City Charter and Chapter 20.04.070 of the Milwaukie Municipal Code (MMC), and in compliance with the Public Meeting Laws of the State of Oregon.

KEY FACTS & INFORMATION SUMMARY

The City Council has established the precedence of designating regular monthly meeting days on an annual basis, through adoption of the first Council Resolution of the calendar year. The proposed Resolution No. 1-2016 establishes the dates and times of the Work, Regular, and Study Session meetings.

The formal business meeting of the City Council is the Regular Session, where ceremonial and formal business items are considered and acted upon when appropriate.

Work Sessions typically precede the formal Regular Session and are less formal meetings where Council may consider a limited number of agenda items.

Historically, the City Council has utilized the less formal Study Session format to consider new topics and issues. These meetings have been scheduled to occur once a month and have been held in the third or fourth weeks of each month.

OTHER ALTERNATIVES CONSIDERED

None.

CITY COUNCIL GOALS

Not applicable.

FISCAL NOTES

None.

ATTACHMENTS

1. Proposed Resolution No. 01-2016

CITY OF MILWAUKIE
"Dogwood City of the West"

Resolution No. 1-2016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, DESIGNATING THE FIRST AND THIRD TUESDAYS AND THE THIRD THURSDAY OF EACH MONTH AS THE REGULARLY SCHEDULED CITY COUNCIL MEETING DATES, ESTABLISHING THE TIMES OF SAID MEETINGS, AND REPEALING RESOLUTION No. 1-2015.

WHEREAS, Section 20 of the Milwaukie City Charter requires the City Council to hold a regular meeting at least twice a month in the City at a time and at a place which it designates; and

WHEREAS, the Municipal Code Chapter 2.04.070 states that the City Council must provide notice of its regularly scheduled meeting times and locations; and

WHEREAS, the City Council adopted Resolution No. 1-2015, which established that Work and Regular Session meetings would be held on the first and third Tuesday of each month.

Now, Therefore, be it Resolved by the City Council of the City of Milwaukie, in the County of Clackamas, in the State of Oregon:

Section 1: The Regular Session City Council meeting will be held on the first and third Tuesday of each month at 6:00 P.M. in the Council Chambers at City Hall, 10722 SE Main Street, or at a designated alternate location as required by the Public Meetings Laws of the State of Oregon.

Section 2: The City Council may schedule Work or Study Sessions, if deemed necessary by the members, and hold them either before or after the Regular Session or on alternative meeting dates. Further, the City Council may cancel any Work Session or Study Session if there are insufficient agenda topics to warrant convening a meeting.

Section 3: The City Recorder is directed to provide notice to the public of all City Council meetings as required by law.

Section 4: Resolution No. 1-2015 adopted January 6, 2015 is repealed.

Section 5: This resolution is effective January 5, 2016.

Mark Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:
Jordan Ramis PC

Pat DuVal, City Recorder

City Attorney

MILWAUKIE CITY COUNCIL
AGENDA ITEM SUMMARY

Agenda Item: **RS 3. C.**
Meeting Date: **Jan. 5, 2016**

Title: **Designate Papers of Record for 2016**

Prepared By: Scott Stauffer, Administrative Specialist II

Department Approval: Pat DuVal, City Recorder

City Manager Approval: Bill Monahan

Approval Date: December 28, 2015

ISSUES BEFORE COUNCIL

The City Council is asked to designate the newspapers of record pursuant to state law.

STAFF RECOMMENDATION

Adopt the proposed resolution designating the papers of record as *The Clackamas Review*, *The Oregonian*, and *The Daily Journal of Commerce*.

KEY FACTS & INFORMATION SUMMARY

To ensure that the citizens of Milwaukie are properly informed of the proceedings of their municipal representatives, and per Oregon Revised Statute (ORS) 192.620, the Public Meetings Law, proper public notice is required for all "deliberations and decisions of the governing bodies". To communicate and give official notice of City Council actions and topics, three newspapers which serve the greater Milwaukie area have been identified. In compliance with ORS 193.010 and 193.020, the three newspapers identified in the proposed Council Resolution No. 2-2016 meet the ORS-prescribed definition as "newspapers of general circulation", and have served as the City's papers of record for many years.

OTHER ALTERNATIVES CONSIDERED

None.

CITY COUNCIL GOALS

Not applicable.

FISCAL NOTES

None.

ATTACHMENTS

1. Proposed Resolution No. 2-2016

CITY OF MILWAUKIE
"Dogwood City of the West"

Resolution No. 2-2016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, DESIGNATING THE *CLACKAMAS REVIEW*, *THE OREGONIAN*, AND *THE DAILY JOURNAL OF COMMERCE* AS THE PAPERS OF RECORD FOR THE CITY OF MILWAUKIE.

WHEREAS, ORS 192.620, Public Meetings Law Policy, requires an "informed public aware of the deliberations and decisions of the governing bodies"; and

WHEREAS, ORS 193.010 defines a newspaper of general circulation, and ORS 193.020 defines a newspaper in which public notices may be published; and

WHEREAS, the *Clackamas Review*, *The Oregonian*, and *The Daily Journal of Commerce* meet the needs of the City and the requirements of State statutes;

Now, Therefore, be it Resolved that the Council of the City of Milwaukie, Oregon, designates the *Clackamas Review*, *The Oregonian*, and *The Daily Journal of Commerce* as the papers of record for the City of Milwaukie.

Introduced and adopted by the City Council on January 5, 2016.

This resolution is effective on January 5, 2016.

Mark Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:
Jordan Ramis PC

Pat DuVal, City Recorder

City Attorney

Milwaukie Police Department

To: Mayor Gamba and Milwaukie City Council

Through: Bill Monahan, City Manager

From: Steve Bartol, Chief of Police

Date: December 17, 2015

Subject: **O.L.C.C. Application – Clover Block LLC – 11050 SE Washington St.**

Action Requested:

It is respectfully requested the Council approve the O.L.C.C. Application To Obtain A Liquor License from Clover Block LLC – 11050 SE Washington Street.

Background:

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

MILWAUKIE CITY COUNCIL
STAFF REPORT

Agenda Item: **RS 3. E.**
Meeting Date: **Jan. 5, 2016**

Added Dec. 30, 2015

To: Mayor and City Council

Through: Bill Monahan, City Manager

Subject: **Contract Approval for 17th Avenue Water System Improvements- Phase II**

From: Charles Eaton, Engineering Director

Date: January 5, 2016

ACTION REQUESTED

Authorize the City Manager to sign a contract for the construction of the 17th Avenue Water System Improvements Phase II project (Hwy 224 and 9515 SE 17th Ave) with Weitman Excavation in the amount of $154,840.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

None

BACKGROUND

The 17th Avenue Multi-use Path is scheduled to be constructed the summer of 2016. The existing waterline in 17th Avenue needs to be relocated prior to the 17th Avenue Multi-Use Path project due to the location of the proposed retaining wall along the frontage of 9515 SE 17th Avenue being in conflict with the existing 12" waterline and the relocation of the traffic signal at Highway 224 which is currently built over the existing 12" waterline.

The 17th Avenue Water System Improvements Phase II project areas are shown on the 17th Avenue Water Relocation Map (Attachment 2) and the project work elements are as described below:

A. Construct nearly 865 lineal feet of 12" ductile iron water main and reconnect 1 water service.

B. Abandon existing 12" water main of varying materials.

C. Install and reconnect water system appurtenances where directed.

A competitive bidding process for the 17th Avenue Water System Improvements Phase II project was completed in accordance with Chapter 30 of the City's Public Contracting Rules. The City received ten bids before the December 16, 2015, 2:00 PM bid opening. The following table is a summary of all bid amounts as well as the engineer's estimate.

	CONTRACTOR	BID AMOUNT
1	Weitman Excavating, LLC	$154,840.00
2	Inland Company	$165,088.00
3	D&T Excavation Inc.	$173,672.61
4	Pacific Excavation, Inc.	$183,799.00

5	Nutter Corporation	$187,530.22
6	Benchmark Contracting	$197,888.00
7	MJ Hughes Construction, Inc.	$217,405.00
8	3 Kings Environmental, Inc.	$219,732.00
9	C & M Excavation	$222,384.00
10	Interlaken, Inc.	$289,915.00
**	*Engineer's Estimate*	*$122,365.00*

Selection of the Contractor was based on the lowest responsive and responsible bid submitted in conformance with the Contract Documents. The lowest responsive bid was submitted by Weitman Excavating, LLC, a construction firm out of Sherwood, Oregon. The firm has been in business since 2003 and has extensive experience in excavation, roadwork and underground utilities amongst general contract such as this contract.

Construction is expected to begin mid-January. The project should last 45 days, with an expected completion date of late February. During construction, the Contractor will maintain local access to properties within the construction limits at all times. One-way traffic with flaggers can be expected on 17th Avenue during construction hours, but restored to two-way traffic on weekends and evenings. Disruptions to traffic will be minimized as much as possible.

There will be interruptions of water service during service connections and water main connections. A communications plan regarding construction notification, water service interruption, and traffic control will be developed and implemented in coordination with the Milwaukie Public Affairs Coordinator.

CONCURRENCE

Engineering staff coordinated with Public Works' Water staff on both the concept and design phases of the project.

FISCAL IMPACTS

This project fits within the 2015/2016 Budgets. The approved Water Fund budget includes the available funds within the Water Capital Fund for currently unallocated due to cost savings on other projects. This project is $77,000 under budget, including a $10,000 contingency.

WORK LOAD IMPACTS

Engineering staff will provide project management throughout the course of the construction, including the following:

- Enforcement of contract provisions
- Interpretation of construction plans and specifications
- Negotiation of changes to contract provisions when necessary
- Acceptance of furnished materials
- Assurance of conformance with Bureau of Labor and Industries requirements
- Management and coordination between the contractor, public, City departments, and regulatory agencies
- Measurement of quantities
- Issuance of payments for work completed

Construction inspection will be provided by "in-house" Engineering staff for the duration of this project. While performing these inspections does limit overall cost of the project, it does

however reduce Engineering staff availability for additional workload. Construction inspection duties include ensuring the work is performed in accordance with City construction specifications by visually inspecting the materials and installation processes during construction operations. Also, inspection duties include documenting the work by providing detailed written reports, photographic evidence, and measurement of quantities on a daily basis. Engineering staff work load to provide project management and inspection duties will require approximately 50% of two engineering staffs' (one civil engineer and one engineering technician) time or 1.0 FTE. This level of effort is typical for this type of project and is included in the Engineering Department work plan.

The Public Works' Water staff will assist construction operations by responding to water system emergencies, performing water system shutdowns, and providing general project support when necessary.

ALTERNATIVES

1. Do not award the project (defer indefinitely)
   - If council wishes not to award the project.
2. Re-bid the project without amendments
   - If council approves of the project need and design, but thinks the project should be re-bid for any reason.
3. Direct the staff to modify the project and re-bid
   - If council does not approve of the project design and/or thinks that rebidding could reduce cost.

All alternatives will delay the 17th Avenue Multi-use Path project

ATTACHMENTS

1. Resolution
2. 17th Avenue Water System Improvements Phase II Map

CITY OF MILWAUKIE
"Dogwood City of the West"

Resolution No.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, APPROVING THE AWARD OF A CONTRACT FOR THE CONSTRUCTION OF 17TH AVENUE (Hwy 224 AND 9515 SE 17th AVENUE) WATER SYSTEM IMPROVEMENTS PHASE II TO WEITMAN EXCAVATION, INC.

WHEREAS, the existing 12" waterline in 17th Avenue at Highway 224 and 9515 SE 17th Avenue is in conflict with the proposed improvements for the 17th Avenue Multi-Use Path Project; and

WHEREAS, these improvements are contained within the 2015-2020 Capital Improvement Plan for construction in 2017; and

WHEREAS, in an attempt to construct these improvements in advance of the 17th Avenue Multi-Use Path which is planned for construction in 2016; and

WHEREAS, the 2015-2016 biannual budget contains enough funding due to the postponement of the McBrod Avenue System Improvements; and

WHEREAS, Weitman Excavation, Inc. was the lowest responsive and responsible bidder; and

Now, Therefore, be it Resolved that the City of Milwaukie authorizes the City Manager to sign a contract for the construction of 17th Avenue Water System Improvements Phase II with Weitman Excavation, Inc. in the amount of $154,840.

Introduced and adopted by the City Council on _____.

This resolution is effective on _____.

_____
Mark Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:
Jordan Ramis PC

_____
Pat DuVal, City Recorder

_____
City Attorney

17th Avenue Water Improvements Phase II

Attachment 2

MILWAUKIE CITY COUNCIL
AGENDA ITEM SUMMARY

Agenda Item: **RS 3. F.**
Meeting Date: **Jan. 5, 2016**

Title: **Appointments to Boards, Commissions, and Committees**

Prepared By: Jason Wachs, Community Programs Coordinator

Department Approval: Mitch Nieman, Assistant to City Manager

City Manager Approval: Bill Monahan, City Manager

Approval Date:

ISSUES BEFORE COUNCIL

Recommendation to appoint two new members to the Design and Landmarks Committee (DLC), two new members to the Citizens Utility Advisory Board (CUAB), one new member to the Arts Committee, and one new member to the Kellogg Good Neighborhood Committee (KGNC).

STAFF RECOMMENDATION

Appoint the following members as a result of interviews conducted by Mayor Mark Gamba, Councilor Lisa Batey, and Li Alligood on December 10, 2015:

- Design and Landmarks Committee (DLC) – Appoint Scott Jones (Position #2) and Chip Addabbo (Position #3) as new members.

Appoint the following members as a result of interviews conducted by Mayor Mark Gamba, Councilor Lisa Batey, and Gary Parkin on December 10, 2015:

- Citizens Utility Advisory Board (CUAB) – Appoint Edward Simmons (Position #4) and DeLon Lewis (Position #2) as new members.
- Kellogg Good Neighbor Committee (KGNC) – Appoint John Henry Burns (Position #5) as new at-large member.

Appoint the following member as a result of an interview conducted by Mayor Mark Gamba, Councilor Lisa Batey, and Mitch Nieman on December 10, 2015:

- Arts Committee – Appoint Chris Haberman (Position #5) as new member.

KEY FACTS & INFORMATION SUMMARY

Refer to staff recommendations.

OTHER ALTERNATIVES CONSIDERED

NA

CITY COUNCIL GOALS

NA

FISCAL NOTES

NA

ATTACHMENTS

Resolutions for appointments.

CITY OF MILWAUKIE
"Dogwood City of the West"

Resolution No.

A resolution of the City Council of the City of Milwaukie, Oregon appointing Chip Addabbo to the Milwaukie Design and Landmarks Committee.

WHEREAS, A vacancy currently exists on the Milwaukie Design and Landmarks Committee; and

WHEREAS, Milwaukie Charter Section 26 provides that, "the mayor, with the consent of the council, shall appoint the various committees provided for under the rules of the council or otherwise and fill all vacancies in committees of the council from that body," and

WHEREAS, Chip Addabbo possesses the necessary qualifications to serve on the Milwaukie Design and Landmarks Committee.

Now, therefore, the City of Milwaukie, Oregon resolves as follows:

SECTION 1: That Chip Addabbo is appointed to the Milwaukie Design and Landmarks Committee position #3.

SECTION 2: That his term of appointment shall commence January 6, 2016 and shall expire on March 31, 2017.

Introduced and adopted by the City Council on **January 5, 2016**.

This resolution is effective immediately**.**

Mark Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:
Jordan Ramis PC

Pat DuVal, City Recorder

City Attorney

CITY OF MILWAUKIE
"Dogwood City of the West"

Resolution No.

A resolution of the City Council of the City of Milwaukie, Oregon appointing Scott Jones to the Milwaukie Design and Landmarks Committee.

WHEREAS, A vacancy currently exists on the Milwaukie Design and Landmarks Committee; and

WHEREAS, Milwaukie Charter Section 26 provides that, "the mayor, with the consent of the council, shall appoint the various committees provided for under the rules of the council or otherwise and fill all vacancies in committees of the council from that body," and

WHEREAS, Scott Jones possesses the necessary qualifications to serve on the Milwaukie Design and Landmarks Committee.

Now, therefore, the City of Milwaukie, Oregon resolves as follows:

SECTION 1: That Scott Jones is appointed to the Milwaukie Design and Landmarks Committee position #2.

SECTION 2: That his term of appointment shall commence January 6, 2016 and shall expire on March 31, 2017.

Introduced and adopted by the City Council on **January 5, 2016**.

This resolution is effective immediately**.**

Mark Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:
Jordan Ramis PC

Pat DuVal, City Recorder

City Attorney

CITY OF MILWAUKIE
"Dogwood City of the West"

Resolution No.

A resolution of the City Council of the City of Milwaukie, Oregon appointing Edward Simmons to the Milwaukie Citizens Utility Advisory Board.

WHEREAS, A vacancy currently exists on the Milwaukie Citizens Utility Advisory Board; and

WHEREAS, Milwaukie Charter Section 26 provides that, "the mayor, with the consent of the council, shall appoint the various committees provided for under the rules of the council or otherwise and fill all vacancies in committees of the council from that body," and

WHEREAS, Edward Simmons possesses the necessary qualifications to serve on the Milwaukie Citizens Utility Advisory Board.

Now, therefore, the City of Milwaukie, Oregon resolves as follows:

SECTION 1: That Edward Simmons is appointed to the Milwaukie Citizens Utility Advisory Board position #4.

SECTION 2: That his term of appointment shall commence January 6, 2016 and shall expire March 31, 2017.

Introduced and adopted by the City Council on **January 5, 2016**.

This resolution is effective immediately**.**

Mark Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:
Jordan Ramis PC

Pat DuVal, City Recorder

City Attorney

CITY OF MILWAUKIE
"Dogwood City of the West"

Resolution No.

A resolution of the City Council of the City of Milwaukie, Oregon appointing DeLon Lewis to the Milwaukie Citizens Utility Advisory Board.

WHEREAS, A vacancy currently exists on the Milwaukie Citizens Utility Advisory Board; and

WHEREAS, Milwaukie Charter Section 26 provides that, "the mayor, with the consent of the council, shall appoint the various committees provided for under the rules of the council or otherwise and fill all vacancies in committees of the council from that body," and

WHEREAS, DeLon Lewis possesses the necessary qualifications to serve on the Milwaukie Citizens Utility Advisory Board.

Now, therefore, the City of Milwaukie, Oregon resolves as follows:

SECTION 1: That DeLon Lewis is appointed to the Milwaukie Citizens Utility Advisory Board position #2.

SECTION 2: That his term of appointment shall commence January 6, 2016 and shall expire March 31, 2017.

Introduced and adopted by the City Council on **January 5, 2016**.

This resolution is effective immediately**.**

Mark Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:
Jordan Ramis PC

Pat DuVal, City Recorder

City Attorney

CITY OF MILWAUKIE
"Dogwood City of the West"

Resolution No.

A resolution of the City Council of the City of Milwaukie, Oregon appointing John Henry Burns to the Kellogg Good Neighbor Committee.

WHEREAS, A vacancy currently exists on the Kellogg Good Neighbor Committee; and

WHEREAS, Milwaukie Charter Section 26 provides that, "the mayor, with the consent of the council, shall appoint the various committees provided for under the rules of the council or otherwise and fill all vacancies in committees of the council from that body," and

WHEREAS, John Henry Burns possesses the necessary qualifications to serve on the Kellogg Good Neighbor Committee.

Now, therefore, the City of Milwaukie, Oregon resolves as follows:

SECTION 1: That John Henry Burns is appointed to the Kellogg Good Neighbor Committee position #5.

SECTION 2: That his term of appointment shall commence January 6, 2016 and shall expire on March 31, 2017.

Introduced and adopted by the City Council on **January 5, 2016**.

This resolution is effective immediately**.**

Mark Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:
Jordan Ramis PC

Pat DuVal, City Recorder

City Attorney

CITY OF MILWAUKIE
"Dogwood City of the West"

Resolution No.

A resolution of the City Council of the City of Milwaukie, Oregon appointing Chris Haberman to the Milwaukie Arts Committee.

WHEREAS, A vacancy currently exists on the Milwaukie Arts Committee; and

WHEREAS, Milwaukie Charter Section 26 provides that, "the mayor, with the consent of the council, shall appoint the various committees provided for under the rules of the council or otherwise and fill all vacancies in committees of the council from that body," and

WHEREAS, Chris Haberman possesses the necessary qualifications to serve on the Milwaukie Arts Committee.

Now, therefore, the City of Milwaukie, Oregon resolves as follows:

SECTION 1: That Chris Haberman is appointed to the Milwaukie Arts Committee position #5.

SECTION 2: That his term of appointment shall commence January 6, 2016 and shall expire March 31, 2016.

Introduced and adopted by the City Council on **January 5, 2016**.

This resolution is effective immediately**.**

Mark Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:
Jordan Ramis PC

Pat DuVal, City Recorder

City Attorney

Regular Session Agenda Item No.	6

Other Business

MILWAUKIE CITY COUNCIL
STAFF REPORT

Agenda Item: **RS 6. A.**
Meeting Date: **Jan. 5, 2016**
Added Dec. 30, 2015

To: Mayor and City Council

Through: Bill Monahan, City Manager

Subject: **Local and Regional Committee Assignments and BCC Selection Committee Administrative Changes**

From: Mitch Nieman, Asst. to City Manager

Date: 12/30/2015

ACTION REQUESTED

Approve or amend proposed 2016 committee assignments, and provide direction on the administrative process for Board, Committee, and Commission (BCC) Selection Committee.

HISTORY OF PRIOR ACTIONS AND DISCUSSION

Committee Assignments: Historically, at the first City Council meeting held in January, Councilmembers review prior year committee assignments and discuss assignments for the upcoming year (refer to attached table). Following discussions, staff prepares an updated committee assignments roster to bring before Council to formally adopt at the second Council meeting in January.

BCC Appointee Committee Administrative Process: Last year, the Mayor, staff liaison, and an available Councilor interviewed all volunteers who were seeking reappointments or new appointments to serve on BCCs. Applicants who were currently serving on a BCC that weren't termed-out and interested in serving an additional term, were given a 10 minute interview. New applicants who have never served on a BCC were given a 20 minute interview.

Last year's BCC Appointee Committee administrative process was handled differently than it had been in previous years. This is because prior to last year the interview panel was comprised of the Mayor, staff liaison, and a predetermined (rotating) Councilmember, who rotated every six months. Further, the time for all interviews was 20 minutes regardless if the applicant was seeking a new appointment or a reappointment.

Historically, City Council has required all applicants to interview regardless if they are applying for reappointment or applying for new appointment. However, there are currently 19 BCC members whose terms are up on March 31, 2016. None of them have reached their term limits, so all 19 are eligible to reapply (refer to attached spreadsheet). This translates into 19 interviews.

Staff recommends that Council eliminate the formality of interviewing existing volunteers who are interested in continuing to serve, who have not reached their term limits, and who are in good standing with their chair and staff liaison.

There are three reasons for this recommendation:

1. To accommodate the schedule of the volunteer. Existing volunteers—in good standing—have indicated that it's inconvenient for them to travel to City Hall during an unknown period of the evening for a 10 minute interview. Further, new appointees, like Chris Haberman, who interviewed in December 2015 to fill a vacated seat in the Arts Committee, might be confused as to why he would need to re-interview two months later to continue to serve after March 30, 2016.

2. There is no pipeline of new applicants competing with existing volunteers to fill positions. The City has a difficult time keeping BCCs filled on a regular basis.

3. Continuity in BCC program work plans. Often it takes volunteers a full term (or half term) to familiarize themselves with their BCC environment and team before they feel empowered, capable, and comfortable. The majority of "Ed Zumwalt Volunteer of the Year Award" recipients have served at least two full terms on any given BCC.

Last, staff recommends that the interview panel be comprised of the Mayor, staff liaison and any City Councilor, and limit all interviews to 20 minutes.

ALTERNATIVES

1. Approve proposed 2016 committee assignments and modify the BCC Selection Committee administrative process to eliminate interviews for existing volunteers in good standing, and establish interview panel as Mayor, staff liaison and any Councilor.

2. Approve proposed 2016 committee assignments and do not modify the BCC Selection Committee administrative process to eliminate interviews for existing volunteers in good standing, and establish the interview panel as Mayor, staff liaison and any Councilor.

3. Amend proposed 2016 committee assignments and modify the BCC Selection Committee administrative process to eliminate interviews for existing volunteers in good standing, and establish the interview panel as Mayor, staff liaison and any Councilor.

4. Amend proposed 2016 committee assignments and do not modify the BCC Selection Committee administrative process to eliminate interviews for existing volunteers in good standing, and establish the interview panel as Mayor, staff liaison and any Councilor.

FISCAL IMPACTS

There is no fiscal impact associated with this action.

ATTACHMENTS

1. January 2016 BCC Review
2. 2016 Proposed Committee Assignments

January 2016 Board, Commission, and Committee Member Review			
Board, Commission, or Committee	**# of Members Whose Terms Are Up on March 31**	**How many are termed out?**	**Notes**
Arts	5	0	
Audit	1	0	
Budget	0	0	1 member's term will be up June 30, 2016. Zero are termed out.
CUAB	3	0	
DLC	2	0	
KGNC	1	0	2 NDA Appointed and 1 Downtown Business (only need to interview downtown business)
Library	3	0	
PARB	2	0	
Planning	2	0	
PSAC	0	0	3 at-large members' terms will be up on June 30, 2016. Zero are termed out. 4 members appointed by NDAs terms will be up on June 30, 2016 as well.
Riverfront	0	0	No term limits.
Total	**19**	**0**	

2016 Local and Regional Committee Assignments

COMMITTEE	FOCUS	GOVERNING AUTHORITY	2015 APPOINTEE	2016 APPOINTEE	STAFF RESOURCES	ELECTED REP REQUIRED?	MEETING SCHEDULE
Metro Joint Policy Advisory Committee on Transportation (JPACT)	Makes recommendations to Metro Council on transportation needs in the region. Recommends transportation priorities and develops transportation plans for the region. Metro Council must adopt recommendations before they become transportation policies.	Section 2.19.090(b) of the Metro Code and Article IV of the JPACT By-Laws establish the JPACT membership. Comprised of 17 members that serve as elected officials or representatives of transportation agencies across the region. Membership includes one city representative and one alternate from Clackamas County. Member and Alternate must be from different cities. Selection of Member and Alternate is by the cities within the county. Term of appointment is two years.	Primary: Paul Savas Clackamas County (represents Clackamas County) Alternate: John Ludlow Clackamas County (represents Clackamas County) Primary: Tim Knapp City of Lake Oswego (represents Clackamas County Cities) Alternate: Lori DeRemer City of Happy Valley (represents Clackamas County Cities)	**Representatives to this committee are appointed from C4.**	Chuck Eaton	Yes	Meetings are held on the second Thursday of the month, from 7:30 a.m. to 9 a.m. in the Metro Council Chambers. Meetings may be attended by the Council representative that serves on C4.
Metro Policy Advisory Committee (MPAC)	Established by the Metro Charter in 1992, MPAC advises the Metro Council on the amendment or adoption of the Regional Framework Plan While MPAC advises the Metro Council on growth management and land use issues at the policy level, the Metro Technical Advisory Committee provides input to MPAC at the technical level.	Section 26 of the Metro Charter establishes MPAC membership. There are 21 voting members, six nonvoting, with one member and an alternate from the largest city in Clackamas County. That member is selected by that jurisdiction. An additional member is selected by the remaining cities within Metro's boundaries in Clackamas County. That member and alternate are selected by those cities.	Primary: Tootie Smith Clackamas County (represents Clackamas County) Alternate: Jim Bernard Clackamas County (represents Clackamas County) Primary: Mark Gamba City of Milwaukie (represents Clackamas County Other Cities) Alternate: Lori DeRemer City of Happy Valley (represents Clackamas County Other Cities) Primary: Betty Dominguez (represents Clackamas County Citizen) Alternate: Ed Gronke (represents Clackamas County Citizen)	**Mark Gamba**	Denny Egner	Yes	Meetings are held on the second and fourth Wednesdays of the month, from 5:00 p.m. to 7:00 p.m. in the Metro Council Chambers. Meetings may be attended by the Council representative that serves on C4.

2016 Local and Regional Committee Assignments

COMMITTEE	FOCUS	GOVERNING AUTHORITY	2015 APPOINTEE	2016 APPOINTEE	STAFF RESOURCES	ELECTED REP REQUIRED?	MEETING SCHEDULE
Metro Technical Advisory Committee (MTAC)	Staff-based committee that provides detailed technical support to the Metro Policy Advisory Committee (MPAC).	Comprised of 35 members who are planners, citizens and business representatives.	Primary: Dan Chandler Clackamas County (represents Clackamas County) Alternate: Martha Fritzie Clackamas County (represents Clackamas County) Primary: Denny Egnar City of Milwaukie (represents Clackamas County Other Cities) Alternate: Michael Walter City of Happy Valley (represents Clackamas County Other Cities) Primary: Jerry Andersen (represents Clackamas County Citizen) Alternate: Susan Nielsen (represents Clackamas County Citizen)	**Representatives to this committee are appointed by MPAC.**	Denny Egner	No	Meetings are held on the first and third Wednesdays of the month, from 10:00 a.m. to 12:00 p.m. in the Metro Council Chambers. Staff attends these meetings.
Transportation Policy Alternatives Committee (TPAC)	Staff-based committee that provides detailed technical support to the Joint Policy Advisory Committee on Transportation (JPACT).	TPAC's 21 members consist of technical staff from the same governments and agencies as JPACT, plus a representative from the Southwest Washington Regional Transportation Council, and six community members appointed by the Metro Council. In addition, the Federal Highway Administration and C-TRAN have each appointed an associate non-voting member to the committee.	Primary: Karen Buehrig Clackamas County (represents Clackamas County) Alternate: Gary Schmidt Clackamas County (represents Clackamas County) Primary: Nancy Kraushaar City of Wilsonville (represents Cities of Clackamas County) Alternate: Amanda Owings City of Lake Oswego (represents Cities of Clackamas County)	**Representatives to this committee are appointed from JPACT.**	Chuck Eaton	No	Meetings are held on the last Friday of the month, from 9:30 a.m. to 12:00 p.m. in the Metro Council Chambers. Staff attends these meetings.

2016 Local and Regional Committee Assignments

COMMITTEE	FOCUS	GOVERNING AUTHORITY	2015 APPOINTEE	2016 APPOINTEE	STAFF RESOURCES	ELECTED REP REQUIRED?	MEETING SCHEDULE
Clackamas County Coordinating Committee (C-4)	C-4 was founded by the County to promote a partnership between the County, its Cities, Special Districts, Hamlets, Villages and Community Planning Organizations (CPOs). C-4 provides Councilors with an opportunity to network and work on building consensus on regional issues.	Voting membership shall consist of one (1) elected representative and an elected alternate appointed by the City Council	Chair: Paul Savas Clackamas County Co-Chair: Brian Hodson City of Canby Primary: Mark Gamba City of Milwaukie Alternate: Wilda Parks City of Milwaukie	**Primary: Mark Gamba** **Alternate: Wilda Parks**	Bill Monahan Mitch Nieman	Yes	Meetings are held on the first Thursday of the month starting at 6:45 p.m. in the Public Services Building of Clackamas County. No meeting in January.
Clackamas County Coordinating Committee (C-4) – Metro Sub-Committee	C-4 members who are within the Metro jurisdiction shall be a subcommittee of C-4 named Metro subcommittee to discuss JPACT and MPAC issues. This subcommittee shall at a minimum be the body which nominates and elects cities' representatives to: JPACT, MPAC, TPAC, MTAC, respectively.	Nominations and elections shall occur in November of each even numbered year in accordance with Metro Charter requirements.	Chair: Paul Savas Clackamas County Co-Chair: Martha Schrader City of Happy Valley Primary: Mark Gamba City of Milwaukie Alternate: Wilda Parks City of Milwaukie	**Primary: Mark Gamba** **Alternate: Wilda Parks**	Bill Monahan Mitch Nieman	Yes	Meetings are held on the third Wednesday of the month from 7:30 a.m. to 9:00 a.m. in the Public Services Building of Clackamas County.
Regional Wastewater Treatment Advisory Committee	The Regional Wastewater Treatment Advisory Committee is a coalition of regional partners that focuses on areas of commonality between the Tri-City Service District and Clackamas County Service District No. 1. The committee explores issues like the potential for capturing benefits of economies of scale through co-investment in future infrastructure projects, developing a unified permit strategy, coordinating regulatory compliance efforts and partnering in efforts to secure grant funding and influencing of legislation that has the potential of impacting both districts.	Formed in February 2010, Committee is represented by elected officials from the cities of Damascus, Gladstone, Happy Valley, Milwaukie, Oregon City, West Linn, the unincorporated areas of Clackamas County Service District No. 1 (CCSD #1), and the Chair of the RiverHealth Advisory Board.	Chair: Paul Savas Clackamas County Primary: Karin Power City of Milwaukie	**Karin Power**	Gary Parkin Bill Monahan Mitch Nieman	Yes	Meetings are held as needed in the County Development Services Bldg.
RiverHealth Advisory Board	The RiverHealth Advisory Board is a citizen advisory board that makes recommendations to the Board of County Commissioners on wastewater and surface water policy, budget and issues affecting District customers.	The Cities of Milwaukie, Damascus and Happy Valley each appoint one member. Does not need to be an elected official however, current membership consists of council representatives of each of the three municipalities.	Chair: Eric Hofeld Clackamas County Primary: Karin Power City of Milwaukie	**Karin Power**	Gary Parkin Bill Monahan Mitch Nieman	No	Meetings are held every other month. Typically, second or third Wednesday. Time varies.

2016 Local and Regional Committee Assignments

COMMITTEE	FOCUS	GOVERNING AUTHORITY	2015 APPOINTEE	2016 APPOINTEE	STAFF RESOURCES	ELECTED REP REQUIRED?	MEETING SCHEDULE
Regional Water Providers Consortium	The Regional Water Providers Consortium serves as a collaborative and coordinating organization to improve the planning and management of municipal water supplies in the greater Portland, Oregon metropolitan region. Primary focus is conservation and planning interties of water systems to address emergency needs.	Formed in 1997, the Consortium serves the Multnomah, Clackamas, and Washington counties and is made up of 21 water providers and the regional government Metro. Together, these entities provide about 95 percent of the Portland metropolitan area's drinking water Members of the Consortium are cities, water districts and a people's utility district throughout the Portland, Oregon metropolitan area. The regional government Metro is also a member. Participation in the Consortium is voluntary and is funded through membership dues.	Executive Committee: Lisa Batey City of Milwaukie Conservation Committee: Gary Parkin City of Milwaukie	**Lisa Batey**	Gary Parkin	No	Meetings are held quarterly. Typically, from 7:00 p.m. to 8:30 p.m. at Metro. Usually in the Metro Chambers.
Kellogg Good Neighbor Committee	The Committee's purpose is to recommend to City Council how "good neighbor funds" should be spent. This fund was established through the Intergovernmental Agreement between the City of Milwaukie and Clackamas County Service District #1 for the provision of wastewater treatment services. This fund is to be used to help mitigate the impact the Kellogg Plant has on the surrounding neighborhoods. CCSD#1 deposits $1.00 per EDU of the City's connections. CCSD#1 will also contribute $1 million as "seed" funding to the good neighbor fund.	The Committee is comprised of seven members with staff from Milwaukie and CCSD#1 providing assistance in ex officio positions: Two members from Island Station and Historic Milwuakie NDAs; One citizen at large; One downtown property owner or business; One City Council Member	City Council: Karin Power Island Station: Bird and Tomei Historic: Vacant and Klein Citizen: Vacant Downtown Bus: Hankerson CCSD Staff: Amy Kyle City Staff: Gary Parkin	**Karin Power**	Gary Parkin	Yes	Meetings are held on the second Tuesday evening of the month at 5:30 p.m. at the Kellogg Treatment Plant.

2016 Local and Regional Committee Assignments

COMMITTEE	FOCUS	GOVERNING AUTHORITY	2015 APPOINTEE	2016 APPOINTEE	STAFF RESOURCES	ELECTED REP REQUIRED?	MEETING SCHEDULE
North Clackamas Urban Watershed Council	The North Clackamas Urban Watersheds Council's purpose is to advocate for the protection and enhancement of the watersheds' fish and wildlife habitat and improve water quality through partnership with public and private entities, habitat restoration projects, community education and outreach, and strategic planning.	The number of Council Representatives may vary between a minimum of four (4) and a maximum of thirty (30). A minimum of one position will be reserved for each of the following watersheds and sub-basin areas; Upper Kellogg, Lower Kellogg, Lower Mt Scott, Dean, Middle Mt Scott/Cedar, Phillips, Upper Mt Scott, Minthorn Spring, Boardman Creek, River Forest, and Rinearson Creek. The term of office for Council Representatives shall be three years.	Primary: Wilda Parks (represents City of Milwaukie) Alternate: Mark Gamba (represents City of Milwaukie) Citizen Advocate: Dion Shepard (non-voting member)	**Primary: Wilda Parks** **Alternate: Mark Gamba** **Citizen Advocate: Vacant** (non-voting member)	Gary Parkin	No	Meetings are held on the third Wednesday of the month from 6:00 p.m. to 8:00 p.m. at Oak Lodge Sanitary District.
North Clackamas Parks and Recreation District Urban Parks Advisory Board (UPAB); Milwaukie Parks and Recreation Board	Purpose is to make recommendations to the District Board of Directors on the design, planning and development of parks and the provision of recreational programs in the district.	Section E(2) of the May 1, 1990 Agreement between Clackamas County and the City provide for the UPAB. City Council appoints the UPAB member. With the exception of the Milwaukie representative, UPAB members are appointed for 3 year terms.	Primary: Wilda Parks Alternate: Lisa Batey	**Primary: Lisa Lashbrook** **Alternate: Lynn Sharp**	Mitch Nieman	No	Meetings are held on the second Wednesday of the month at 4:00 p.m. at North Clackamas Aquatic Park.
Clackamas County Library District Advisory Committee	Purpose is to advise the Clackamas County Library Service District (Board of County Commissioners) to support two county libraries and ten city libraries.	Committee involves 10 members that are typically appointed by respective library board. The advisory committee was created after the 2008 District creation.	Primary: Karol Miller City of Milwaukie	**Recommendations for this Committee come from the Library Board. Currently it is Karol Miller**	Katie Newell	No	Meetings are held as needed.
North Clackamas Chamber of Commerce and Public Policy Team	Purpose is to discuss policy issues in front of the Chamber for position consideration.	Representatives appointed by the Chamber Board.	Primary: Vera Kolias Alternate: Mitch Nieman Councilor: Wilda Parks	**Suggest councilors rotate through, but always have a presence**	Vera Kolias Mitch Nieman	No	Meetings are held on the third Thursday of the month from 12 p.m. to 1:15 p.m. at the Chamber Offices.
North Clackamas Social Needs Roundtable	Purpose is to prevent the spread of homelessness and food insecurity in Clackamas County.	Ad Hoc Committee comprised of school district, county, city, nonprofit, and private sector officials.	Primary: Karin Power Primary: Bill Stewart Clackamas County	**Karin Power**	Mitch Nieman	No	Meetings are held as needed. Typically, two to three times per year at a Milwaukie Church.
Milwaukie Center/Community Advisory Board (C/CAB)	The Milwaukie Center/Community Advisory Board is the primary policy advisor to Milwaukie Center staff and the North Clackamas Parks District Advisory Board.	Positions are applied for by individuals and appointed by C/CAB and County Board of Commissioners	Primary: Lisa Ferguson City of Milwaukie	**Primary: Lisa Ferguson**	Mitch Nieman	No	Meetings are held on the second Friday of every month at 9:30 a.m. at the Milwaukie Center.

2016 Local and Regional Committee Assignments

COMMITTEE	FOCUS	GOVERNING AUTHORITY	2015 APPOINTEE	2016 APPOINTEE	STAFF RESOURCES	ELECTED REP REQUIRED?	MEETING SCHEDULE
Oregon Passenger Rail Leadership Council	Governor Kitzhaber created a Leadership Council of primarily elected officials from the Willamette Valley to advise the Governor and the Oregon Transportation Commission on a preferred alignment for inter-city passenger rail improvements that will become a foundation for the future to make Oregon more competitive in finding funding for future projects to our freight and passenger rail service in Oregon.	Positions are appointed by the Governor. Makes recommendation to ODOT regarding a plan for higher speed passenger rail.	n/a	**n/a**	Bill Monahan Mitch Nieman	Yes	Meetings are held as needed. ***Last meeting was held on December 17, 2013.***
Portland-Milwaukie Light Rail (PMLR) Steering Committee	Created by Metro Council to make final decisions for the light rail project.	Comprised of a seven-member stake holder group. There are no by-laws and Committee shall dissolve upon project completion.	Primary: Mark Gamba Staff Rep: Bill Monahan	**n/a**	Bill Monahan Stacy Bluhm	Yes	Meetings are held as needed for major decision points.
Clackamas County Fire District #1 District Board Subcommittee	Purpose is to discuss collaborative opportunities, long-term facility needs, emergency preparedness, impacts of compression, and other challenges facing communities being served.	Subcommittee consists of two Fire Board members and two Council Members appointed by respective jurisdiction.	City Member: Scott Churchill City Member: Lisa Batey	**Primary: Scott Churchill** **Alternate: Lisa Batey**	Bill Monahan Mitch Nieman	Yes	Meetings are held as needed.
Metro Mayor Forum	Created to balance MPAC advisory initiatives.	Membership limited to 20 locals mayors of the Portland Metro Region.	Primary: Wilda Parks	**Mark Gamba**	Bill Monahan Mitch Nieman	Yes	Meetings are held monthly on Wednesdays during lunchtime.
Greater Portland Inc.	Greater Portland Inc (GPI) is a regional partnership (seven counties and two states) helping companies expand and locate to the Portland-Vancouver area.	City of Milwaukie is a member of the Small City Consortium, which includes public entities that investment less than $25,000.	Primary: Lisa Batey	**Mark Gamba**	Alma Flores Denny Egner Mitch Nieman	No	Lunch meetings are held monthly. Date and location vary. Usually held after Metro Mayor Forum
Milwaukie Rotary	Purpose is to promote and support community philanthropy and volunteerism.	The Rotary Club of Milwaukie is one of over 34,000 Rotary clubs worldwide.	Group membership comprised of three members from the City: Wilda Parks Mitch Nieman Mark Gamba	Group membership comprised of two members from the City: **Wilda Parks** **Mitch Nieman**	Wilda Parks Mitch Nieman	No	Meets every Tuesday at Odd Fellows Hall from noon to 1:15 p.m. ***Council member is asked to attend once a month.***

2016 Local and Regional Committee Assignments

COMMITTEE	FOCUS	GOVERNING AUTHORITY	2015 APPOINTEE	2016 APPOINTEE	STAFF RESOURCES	ELECTED REP REQUIRED?	MEETING SCHEDULE
Oregon Mayors Association (OMA), Portland Metro Region Team	Purpose is to create a forum for discussing a wide variety of issues, and, most importantly, a unified voice in Salem. Established in 1972, the Oregon Mayors Association is a voluntary association of persons who hold the office of mayor. OMA is recognized as an affiliate organization in cooperation with the League of Oregon Cities. Over two-thirds of Oregon mayors are active members of OMA.	The leadership of the OMA is vested in a Board of ten directors which include a President, President-elect, Secretary-Treasurer, Immediate Past President and six members at-large. The Immediate Past President and the Secretary-Treasurer serve as ex-officio-Directors. The Secretary-Treasurer position is a nonvoting position held by the Executive Director of the League of Oregon Cities Board members are elected at the annual meeting of the OMA, held at the League of Oregon Cities' Annual Conference. The OMA constitution requires that consideration be given to geographic and size diversity on the Board.	Member: Wilda Parks	**Mark Gamba**	Bill Monahan Mitch Nieman	Yes	Meetings are held as needed either by way of teleconference or at League of Oregon Cities' Meetings.
Clackamas Cities Association	12 cities in Clackamas County get together for dinner and speaker events to share ideas and to network.	City of Tualatin provides general coordination for cities.	Council: Wilda Parks Council: Mark Gamba Council: Scott Churchill Council: Lisa Batey Council: Karin Power	**Council: Wilda Parks** **Council: Mark Gamba** **Council: Scott Churchill** **Council: Lisa Batey** **Council: Karin Power**	Bill Monahan Pat Duval	No	Dinners are held monthly. City hosted on February 2014. Typically, meetings are held on the third Thursday of the month.
Local Contract Review Board	Purpose is to review and adopt public contracting rules and findings as to amendments of professional services contracts.	Established via Resolution by Council.	Council: Wilda Parks Council: Mark Gamba Council: Scott Churchill Council: Lisa Batey Council: Karin Power	**Council: Wilda Parks** **Council: Mark Gamba** **Council: Scott Churchill** **Council: Lisa Batey** **Council: Karin Power**	Bill Monahan Kelli Tucker	Yes	Meetings are held as needed.
Budget Committee	The Budget Committee is established in accordance with the provisions of ORS 294.336 to review the annual city budget document as prepared by the city budget officer and to recommend an approved budget to the City Council for adoption.	The Committee includes five City Councilors plus an equal number of City residents who are registered voters. The Council appoints the citizen members for four year terms. The Budget Committee meets as directed by City Council. Typically, the budget preparation meetings are held in the early spring, with additional meetings scheduled as needed and to review revenue and expenditure reports.	Council: Wilda Parks Council: Mark Gamba Council: Scott Churchill Council: Lisa Batey Council: Karin Power	**Council: Wilda Parks** **Council: Mark Gamba** **Council: Scott Churchill** **Council: Lisa Batey** **Council: Karin Power**	Casey Camors	Yes	Meetings are held quarterly in conjunction with City Council Work Sessions.

2016 Local and Regional Committee Assignments

COMMITTEE	FOCUS	GOVERNING AUTHORITY	2015 APPOINTEE	2016 APPOINTEE	STAFF RESOURCES	ELECTED REP REQUIRED?	MEETING SCHEDULE
Hospital Facility Authority	Allow public and private nonprofit health care facilities to pay for capital improvements through tax-exempt bonds.	City Council voted 3-2 on Tuesday, April 15, 2014 to create a hospital facility authority.	Council: Wilda Parks Council: Mark Gamba Council: Scott Churchill Council: Lisa Batey Council: Karin Power	**Council: Wilda Parks** **Council: Mark Gamba** **Council: Scott Churchill** **Council: Lisa Batey** **Council: Karin Power**	Bill Monahan Casey Camors	Yes	Meetings are held as needed.
Safe Energy Leadership Alliance	Coalition raising awareness of the safety risks of coal and oil trains and their economic, cultural, environmental, and health impacts.	SELA is a coalition of more than 110 local, state, and tribal leaders from across the Pacific Northwest, Montana, and Canada working together to seek full assessment and disclosure of the economic, cultural, environmental, health impacts, and safety risks of coal and oil trains.	Council: Wilda Parks Council: Mark Gamba Council: Scott Churchill Council: Lisa Batey Council: Karin Power	**Council: Wilda Parks** **Council: Mark Gamba** **Council: Scott Churchill** **Council: Lisa Batey** **Council: Karin Power**	Bill Monahan	Yes	Meetings are held as needed.
Events Committee	Partner with residents, neighborhoods and businesses to support and promote cultural tourism and quality of life events in the City of Milwaukie.	Not a formal committee created by Council via Resolution.	Karin Power	**Karin Power**	Mitch Nieman Jason Wachs	No	Meetings are held as needed.
Economic Development Committee	Facilitate and support business attraction, retention and expansion in the City of Milwaukie.	Not a formal committee created by Council via Resolution.	Lisa Batey	**Lisa Batey**	Alma Flores Denny Egner Vera Kolias	No	Meetings are held as needed.
Audit Committee	The City of Milwaukie recently created an Audit Committee of the Milwaukie City Council to ensure that audits of the City's financial statements are completed annually in accordance with Oregon state law, to share oversight responsibility of the City's independent auditors with management, and to assist City management in the review and selection of the City's independent auditor (Res. No. 56-2012).	The Audit Committee is to consist of one member of the City Council and one member of the City Budget Committee each appointed by the Council for two-year staggered terms and two citizen members with an interest in City government financial operations, with preference first given to a Certified Public Accountant residing within City limits and second to a Certified Public Accountant with City affiliation, also for a two year term.	Primary: Scott Churchill	**Scott Churchill**	Casey Camors	Yes	Meetings are held at least twice annually
Urban Renewal Committee	Facilitate and support urban renewal efforts in targeted areas of the City of Milwaukie	City Council	n/a	**Lisa Batey**	Denny Egner	No	TBD

2016 Local and Regional Committee Assignments

COMMITTEE	FOCUS	GOVERNING AUTHORITY	2015 APPOINTEE	2016 APPOINTEE	STAFF RESOURCES	ELECTED REP REQUIRED?	MEETING SCHEDULE
Library Expansion Task Force	Purpose is to gauge Milwaukie citizens' Library service use and general ideas regarding potential expansion.	Established via Resolution 35-2011. Comprised of the following members: Two citizens at large Two NDA reps Two Library Board Members One Councilor One local business person One Library Foundation Member One Planning Commissioner One Budget Committee Member	Primary: **Karin Power**	**Karin Power**	Katie Newell	Yes	Meetings are held as needed.
Vietnam Wall Commemorative Committee	This is an ad hoc committee that has been assembled for the purpose of bringing the moving Vietnam Wall to the City of Milwaukie during July 23 – 26 and to coordinate with the American Legion and Celebrate Milwaukie, Inc.	Not a formal committee created by Council via Resolution.	Primary: Scott Churchill Alternate: Karin Power	**Primary: Scott Churchill** **Alternate: Karin Power**	Bill Monahan Scott Stauffer	No	Meetings are held as needed.
Boards, Committees, and Commissions (BCC) Appointee Committee	Purpose is to interview citizens who have applied to serve on citywide Boards, Committees, and Commissions.	Comprised of the Mayor, rotating Councilor, and Staff Liaison. Councilor rotates every six months.	Mayor: Wilda Parks Councilor: Rotating	Mayor: Wilda Parks Councilor: Rotating	Mitch Nieman Jason Wachs	Yes	Interviews are held as needed.
Kellogg for Coho	The project will remove the Kellogg Dam, address contaminated sediments, re-establish fish passage, and restore riparian habitat for endangered salmon and native wildlife.	Not a formal committee created by Council via Resolution	Councilor: Mark Gamba	**Mark Gamba**	Mitch Nieman	No	Meetings are held as needed.
North Clackamas School District Bond Committee	The Citizen Oversight Committee oversees implementation of bond projects in North Clackamas Schools, including construction of new schools and renovations and additions to existing schools.	Appointed by the School Board, this 12-member committee is composed of citizens from all three high school attendance areas, who represent parents, youth sports organizations, business professionals, neighborhood associations, and community leaders.	Councilor: Mark Gamba	**Mark Gamba**	Mitch Nieman Jason Wachs	No	Meetings are held as needed.

2016 Local and Regional Committee Assignments

COMMITTEE	FOCUS	GOVERNING AUTHORITY	2015 APPOINTEE	2016 APPOINTEE	STAFF RESOURCES	ELECTED REP REQUIRED?	MEETING SCHEDULE
Willamette Falls Locks Working Group	The Mission of the Willamette Falls Locks Working Group is to lead efforts with the United States Army Corps of Engineers to repair and reopen the Locks to full operational status to river travel	Clackamas County Committee comprised of elected officials from Milwaukie, Happy Valley, Gladstone, Oregon City, West Linn, Lake Oswego, and Clackamas County	Karin Power	**Karin Power**	Mitch Nieman	Yes	Meetings are held on the second Wednesday of the month from 2:00 p.m. to 3:00 p.m. at the County Development Services Building.
North Clackamas Schools Citizens Oversight Committee	The Citizen Oversight Committee oversees implementation of bond projects in North Clackamas Schools, including construction of new schools and renovations and additions to existing schools.	Appointed by the School Board, this 12-member committee is composed of citizens from all three high school attendance areas, who represent parents, youth sports organizations, business professionals, neighborhood associations, and community leaders.	Mark Gamba	**Mark Gamba**	Mitch Nieman	No	The committee meets quarterly for briefings about ongoing projects, and meetings are open to the public.
Clackamas Community College Bond Projects Citizen Oversight Committee	The committee will provide oversight to the implementation of ballot measure 3-447, approved by voters in November.	The committee is comprised of more than 30 people from the community, who represent each of the seven zones in the college district, as well as staff and students. The group will meet quarterly to ensure the bond projects reflect the community's input and needs.	Karin Power	**Karin Power**	Mitch Nieman	No	The committee meets quarterly for briefings about ongoing projects, and meetings are open to the public.
Clackamas County Business Alliance	The Alliance has direct and ongoing contact with local, regional, state and federal policy makers on issues of importance to Clackamas County business. Our relationships with key decision-makers and their staff allows for positive and constructive dialogue on business issues.	Public/private membership	Wilda Parks	**Wilda Parks**	Alma Flores	No	The committee meets on the second Wednesdays of the month from 7:30am to 9:00am at Jordan Ramis, 2 Centerpointe Dr., 5th Floor, Lake Oswego, OR 97035
Clackamas County Economic Development Commission (EDC)	Advise and make recommendations to the Board of County Commissioners (BCC) on matters pertaining to the support and growth of a balanced, sustainable economy within the county and cities within the County.	The voting membership of the EDC shall consist of a maximum of twenty-five (25) voting members ("Members"), appointed by the BCC. A majority of the EDC Members shall be from the private sector. The EDC will actively solicit nominations from businesses in Clackamas County's cities.	Wilda Parks	**Wilda Parks**	Alma Flores	No	Development Services Building 150 Beavercreek Rd. Oregon City, OR 97045

MILWAUKIE CITY COUNCIL
STAFF REPORT

Agenda Item: **RS 6. B.**
Meeting Date: **Jan. 5, 2016**
Added Dec. 30, 2015

To: Mayor and City Council

Through: Bill Monahan, City Manager

Subject: **2015 Volunteer of the Year Award**

From: Mitch Nieman, Asst. to City Manager

Date: 12/30/2015

ACTION REQUESTED

Provide direction on administrative process and nomination criteria for the 2016 "Ed Zumwalt, Volunteer of the Year Award."

HISTORY OF PRIOR ACTIONS AND DISCUSSION

Since 2012, Council has formally recognized an exclusive volunteer in the community on an annual basis. Past recipients were:

- 2012 – Ed Zumwalt
- 2013 – Dion Shepard
- 2014 – Alicia Hamilton

Council discussed two changes at its retreat in October 2015:

- Open up the nomination process in the new year (January) versus in the fall of the same year (October). This is so volunteers get recognition of their work for a full calendar year instead of for a 10 month period.

- Allow staff to nominate volunteers. This is because staff works closely with volunteers—all year long—and they observe situations when volunteers go above and beyond what they're expected to do.

Nomination criteria has differed over the years. Therefore, staff recommends that Council adopt the following criteria for people to use to help distinguish their nominee:

- Name of Nominee*

- Description of the Nominee's service to the Milwaukie Community

- Of the nominee's service to the Milwaukie Community, specifically, what service was provided during 2015

- Of the nominee's service to the Milwaukie Community, what service was provided to the City of Milwaukie as 1) either a member of a board, commission, committee, task force, or other body, or 2) through participation in a city sponsored activity

- Why do you believe that the nominee's service to the Milwaukie Community has been so significant that they should be recognized with the award

- Name (submitter)*
- Address (submitter)
- Telephone (submitter)
- E-mail (submitter)*
- If a non-resident, what Milwaukie non-profit or business do you represent (submitter)

**required to be complete for nomination to be counted*

Nominations may be submitted online or through e-mail. If a member of the community phones or writes in a nomination, then staff will enter it in the online system provided the nomination includes required criteria.

Nominations will begin on January 8, 2016 and end on February 8, 2016. This timeframe gives Council until March 1 to deliberate nominees and to decide on a winner. Following Council's decision, the winner will be formally recognized at the first Council meeting in April, and again at an anticipated volunteer recognition event in April 2016.

ALTERNATIVES

1. Approve staff's recommended administrative process and nomination criteria

2. Decline staff's recommended administrative process and nomination criteria and provide a different process and set of criteria

FISCAL IMPACTS
There is no fiscal impact associated with this action.

ATTACHMENTS
N/A