



MRC

**MILWAUKIE
REDEVELOPMENT
COMMISSION**

**MEETING
PACKET**

City of Milwaukie, Oregon



Zoom Video Conference
www.milwaukieoregon.gov

AGENDA SEPTEMBER 1, 2020

Video Meeting: due to the governor’s “Stay Home, Stay Healthy” order, the Commission will hold this meeting through Zoom video meetings. The public is invited to watch live on the [city’s YouTube channel](#), Comcast Cable channel 30 in city limits, or by joining the Zoom webinar (visit <https://www.milwaukieoregon.gov/bc-rc/redevelopment-commission-3> for details).

Written comments may be submitted by email to ocr@milwaukieoregon.gov. The Commission may take limited verbal comments. **To speak during the meeting**, see the Zoom webinar login information and in-person pre-registration instructions online (see meeting page link above).

Note: times are estimates and are provided to help those attending meetings know when an agenda item will be discussed. Times are subject to change based on Council discussion. **Page #**

1. **CALL TO ORDER** (7:00 p.m.)
2. **APPROVE MINUTES** (7:01 p.m.)
 - A. **October 1, 2019, Commission meeting; and** **1**
 - B. **June 16, 2020, Commission Meeting.** **3**
3. **REGULAR BUSINESS**
 - A. **Citizens Advisory Committee (CAC) Formation - Discussion** (7:05 p.m.) **5**
 Staff: Leila Aman, MRC Executive Director
4. **INFORMATION** (7:25 p.m.)
 The MRC executive director will provide reports on Commission business as necessary.
5. **ADJOURNMENT** (7:30 p.m.)

Meeting Accessibility Services and Americans with Disabilities Act (ADA) Notice

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Servicios de Accesibilidad para Reuniones y Aviso de la Ley de Estadounidenses con Discapacidades (ADA)

La ciudad se compromete a proporcionar igualdad de acceso para reuniones públicas. Para solicitar servicios de asistencia auditiva y de movilidad, favor de comunicarse a la Oficina del Registro de la Ciudad con un mínimo de 48 horas antes de la reunión por correo electrónico a ocr@milwaukieoregon.gov o llame al 503-786-7502. Para solicitar servicios de traducción al español, envíe un correo electrónico a espanol@milwaukieoregon.gov al menos 48 horas antes de la reunión. El personal hará todo lo posible para responder de manera oportuna y atender las solicitudes. La mayoría de las reuniones del Consejo de la Ciudad se transmiten en vivo en el [canal de YouTube de la ciudad](#) y el Canal 30 de Comcast dentro de los límites de la ciudad.

Executive Sessions

The City Council may meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660(2); all discussions are confidential; news media representatives may attend but may not disclose any information discussed. Final decisions and actions may not be taken in executive sessions.



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

MINUTES

OCTOBER 1, 2019

Commissioner Mark Gamba called the Milwaukie Redevelopment Commission (MRC) meeting to order at 7:42 p.m.

Present: Commissioners Angel Falconer, Lisa Batey, Wilda Parks, Kathy Hyzy

Staff: Assistant City Manager Kelly Brooks
City Attorney Justin Gericke
City Manager Ann Ober

City Recorder Scott Stauffer
Community Development Director Leila Aman
Development Project Manager Alison Wicks

1. CALL TO ORDER

2. APPROVAL OF MINUTES

It was moved by Commissioner Batey and seconded by Commissioner Falconer to approve the minutes of the June 5, 2018, MRC Meeting. Motion passed with the following vote: Commissioners Falconer, Batey, Parks, Abma, and Gamba voting “aye.” [5:0]

3. REGULAR BUSINESS

A. Community Advisory Committee (CAC) – Discussion

Ms. Aman introduced Ms. Wicks. She provided an overview of the MRC’s work to adopt an urban renewal plan in 2016 and bylaws in 2017. She reported that the urban renewal district had collected over \$270,000 in tax revenue of the end of fiscal year 2019. The group noted that the received income was higher than expected.

Ms. Aman explained how urban renewal plans and debt issuance works. She reported that the city’s urban renewal plan called for the MRC to issue debt and fund projects in fiscal year 2021. She recommended that given the list of urban renewal projects, the MRC should delay funding projects for a year beyond what the plan calls for. She suggested that staff and the MRC develop a five-year action plan that includes the 30-year plan incrementally, like the City of Portland had done in the Lents area. She reported that the MRC bylaws require the creation of a Community Advisory Committee (CAC) and commented that staff would come back to the Commission at a future meeting with a process to establish a CAC and develop a five-year action plan.

Commissioner Parks and **Ms. Aman** confirmed that the action plan would build on the 30-year list of projects. **Ms. Wicks** remarked on her experience working on the Lents urban renewal plan and the benefits of an action plan to build to the long-term goals.

Commissioner Batey asked for confirmation that staff was not proposing that debt be issued in 2022 or 2023 for all urban renewal projects. **Ms. Aman** confirmed that staff was proposing that a conservative approach be taken to issue debt in smaller amounts to fund projects in coordination with local partners to maximize a project’s value. She suggested that more specific financing terms would be known as the MRC got closer to issuing debt.

Commissioner Gamba observed that the United States would likely enter an economic recession soon that would lower construction costs. He suggested that might be a good time to pursue as many construction projects as possible. He asked if burying downtown utility wires underground was on the list of urban renewal projects. **Ms. Aman** confirmed some utility work was on the list. The group discussed the cost-per-block of burying utility wires and how-to best time construction work in the next five years. **Ms. Aman** suggested that the city could look at leveraging Capital Improvement Plan (CIP) projects with urban renewal projects to maximize funding and construction projects downtown.

Commissioner Hyzy asked which projects staff would prioritize. **Ms. Aman** remarked on the value of economic development projects to help existing businesses improve.

Commissioner Gamba and **Ms. Aman** commented on value of using urban renewal funds to bury the utility lines on the block across Main Street from City Hall to leverage the site for future development. The group remarked on whether electrical and utility lines could run together in the same trench.

Commissioner Batey noted that by the time staff brought forward an action plan and process for setting up a CAC, the MRC would have a better sense about the economy and revenue generated by the urban renewal district.

Commissioner Hyzy asked about the purpose of the CAC. **Ms. Aman** explained how the CAC was laid out in the MRC bylaws to represent different community, housing, financial, and service district interests.

Ms. Aman summarized that the Commission consensus was for staff to proceed with developing a five-year action plan and a process for establishing a CAC. She also noted that the Commission agreed with staff's recommendation to delay funding projects for another year.

4. INFORMATION

It was noted that the Commission and staff had no additional information to share.

5. ADJOURNMENT

It was moved by Commissioner Parks and seconded by Commissioner Falconer to adjourn the MRC meeting. Motion passed with the following vote: Commissioners Falconer, Batey, Parks, Abma, and Gamba voting "aye." [5:0]

Commissioner Gamba adjourned the MRC meeting at 8:10 p.m.

Respectfully submitted,

Scott Stauffer, City Recorder



**Milwaukie Redevelopment
Commission**

Zoom Video Conference
www.milwaukieoregon.gov

MINUTES

JUNE 16, 2020

Commission Present in Person: Commissioners Angel Falconer, Lisa Batey, Kathy Hyzy

Commission Present via Video: Commissioners Wilda Parks, Mark Gamba

Staff Present	Assistant City Manager Kelly Brooks	City Manager Ann Ober
by Video:	Assistant Finance Director Keith McClung	City Recorder Scott Stauffer (in-person)
	Associate Planner Brett Kolver	Community Development Director Leila Aman
	Associate Planner Vera Koliass	Finance Director Bonnie Dennis
	City Attorney Justin Gericke	Planning Director Denny Egner

Commissioner Falconer called the meeting to order at 9:54 p.m.

PUBLIC HEARING

2021-2022 Biennial Redevelopment Commission Budget Adoption – Resolution

Call to Order: **Commissioner Falconer** called the hearing to order at 9:54 p.m.

Purpose: **Commissioner Falconer** announced that the purpose of the hearing was to take public comment on the proposed Commission budget.

It was noted that no commissioner wished to declare a conflict of interest.

Staff Presentation: **Ms. Dennis** provided a brief overview of the budget preparation process. She noted that the budget totaled \$2,953,000, which included capital projects and debt service. She reported that the budget met reserve policies and that the Commission Budget Committee had approved the proposed budget.

It was noted that no correspondence on the budget had been received and no audience member wished to address the Commission.

Close Public Hearing: **It was moved by Commissioner Batey and seconded by Commissioner Hyzy to close the public hearing on the 2021-2022 biennial Redevelopment Commission budget. Motion passed with the following vote: Commissioners Falconer, Batey, Parks, Hyzy, and Gamba voting “aye.” [5:0]**

Commissioner Falconer closed the public hearing at 9:57 p.m.

It was moved by Commissioner Parks and seconded by Commissioner Batey to approve the resolution adopting the budget for the biennium commencing July 1, 2020, making appropriations and declaration of tax increment. Motion passed with the following vote: Commissioners Falconer, Batey, Parks, Hyzy, and Gamba voting “aye.” [5:0]

Redevelopment Commission Resolution 1-2020:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, ADOPTING THE BUDGET FOR THE BIENNIUM COMMENCING JULY 1, 2020, MAKING APPROPRIATIONS AND DECLARATION OF TAX INCREMENT.

ADJOURNMENT

It was moved by Commissioner Hyzy and seconded by Commissioner Batey to adjourn the Commission meeting. Motion passed with the following vote: Commissioners Falconer, Batey, Parks, Hyzy, and Gamba voting “aye.” [5:0]

Commissioner Falconer adjourned the meeting at 9:58 p.m.

Respectfully submitted,

Scott Stauffer, City Recorder



STAFF REPORT

**MRC 3. A.
9/1/2020**

OCR USE ONLY

To: Chair and Commissioners
Through: Ann Ober, City Manager
From: Leila Aman, MRC Executive Director
Date: August 20, 2020
Subject: **Urban Renewal Citizen Advisory Committee**

ACTION REQUESTED

The Commission is asked to discuss the recruitment process for the Citizens Advisory Committee (CAC), receive an update on the MRC budget, and provide guidance on the proposed Five-Year Action Plan.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[October 1, 2019](#): the Milwaukee Redevelopment Commission (MRC) received an update on urban renewal projections and held their first strategic discussion about urban renewal programming within the Urban Renewal Area (URA).

ANALYSIS

As a result of the October 2019 Commission discussion, staff was directed to initiate the formation of the CAC and to begin work on the development of a five-year action plan to prioritize and implement projects outlined in the Urban Renewal Plan (URP). To support the URP, the MRC approved a budget in June 2020 that includes \$2 million in debt issuance in fiscal year (FY) 2022. This debt, combined with actual and projected accumulation of Tax Increment Financing (TIF) accumulation, will provide approximately \$3 million in funding for projects at the beginning of the five-year action plan.

Projections from the URP (Attachment 1) assumed a balance of \$871,830 at the end of FY 2020. The fourth quarter financial report for the fiscal year ending June 30, 2020, included an MRC balance of \$511,792, or approximately 59% of what was assumed when the plan was adopted. Staff will coordinate with the finance team to establish a five-year projection for the action plan time frame based on past property tax revenue performance and estimated projections from the currently adopted budget. The intent of the five-year action plan is to focus on projects in the Urban Renewal Plan that can be achieved with existing resources.

The CAC is identified in the URP bylaws (Attachment 2) as an advisory group that will assist the MRC in decision making regarding plan implementation. The CAC needs to be formed before work can begin on the action plan as members will play a key role in its development. Staff would like to proceed with this effort and begin the section process for the CAC.

The bylaws provide specific guidance to the Commission on the appointment of voting members who represent the following categories:

- Property owners or business owners from within the URA
- Residents from within the URA
- Persons with extensive knowledge of finance, accounting, or economics

- Persons with extensive knowledge of real estate, development, or land use planning
- Persons with extensive knowledge of affordable housing development or programs
- Persons with extensive knowledge of public services, utilities, or infrastructure
- A member of the MRC (a City Councilor), who will be the CAC chair
- 2 Ex-officio members that represent special service districts:
 - Clackamas Fire District #1; and
 - North Clackamas Parks and Recreation District (NCPRD)

The bylaws also state that there are to be no more than nine voting members and two non-voting ex-officio members. Members will serve three-year terms, with a maximum of two terms. The Commission needs to appoint one member to serve as chair and appoint up to eight additional voting members. Staff is proposing to use an application and interview process like other processes we have used for major committee selections. Staff will conduct outreach as part of this effort to recruit potential applicants that best represent a broad cross section of our community and interests.

Questions for the MRC to consider:

1. Does the Commission have any additional guidance on the selection process?
2. The Commission is asked to identify one of its members to serve on the CAC as the chair and another member to serve as an alternate.

3. STAFF RECOMMENDATION

Staff recommends that the Commission support the recruitment of a CAC, and direct staff to develop a work plan and timeline for recruitment and for developing an action plan.

ALTERNATIVES

The Commission can recommend that staff delay further CAC discussions until a future time as determined. By the Commission.

ATTACHMENTS

1. Urban Renewal Plan Projected Incremental Assessed Value, Tax Rates and Revenue
2. [MRC Bylaws](#) (link).

Attachment 1

Table 15 – Projected Incremental Assessed Value, Tax Rates, and Tax Increment Revenues

FYE	Assessed Value	Frozen Base	Excess Value	Tax Rate	Gross TIF	Tax Increment Finance Revenue		Cumulative TIF
						Adjustments	Net TIF	
2016	\$138,482,705	\$138,482,705	\$0	16.9409	0	0	0	0
2017	\$142,637,186	\$138,482,705	\$0	16.9105	0	0	0	0
2018	\$146,916,301	\$138,482,705	\$8,433,596	16.8926	142,465	(7,123)	135,342	135,342
2019	\$155,385,396	\$138,482,705	\$16,902,691	16.1044	272,208	(13,610)	258,598	393,940
2020	\$169,220,449	\$138,482,705	\$30,737,744	16.3656	503,042	(25,152)	477,890	871,830
2021	\$206,836,561	\$138,482,705	\$68,353,856	15.9479	1,090,100	(54,505)	1,035,595	1,907,425
2022	\$222,774,280	\$138,482,705	\$84,291,575	15.9479	1,344,274	(67,214)	1,277,060	3,184,485
2023	\$248,254,655	\$138,482,705	\$109,771,950	15.9479	1,750,632	(87,532)	1,663,100	4,847,585
2024	\$266,377,553	\$138,482,705	\$127,894,848	15.9479	2,039,654	(101,983)	1,937,671	6,785,256
2025	\$298,130,760	\$138,482,705	\$159,648,055	15.9479	2,546,051	(127,303)	2,418,748	9,204,004
2026	\$318,399,658	\$138,482,705	\$179,916,953	15.9479	2,869,298	(143,465)	2,725,833	11,929,837
2027	\$332,724,972	\$138,482,705	\$194,242,267	15.9479	3,097,756	(154,888)	2,942,868	14,872,705
2028	\$346,033,970	\$138,482,705	\$207,551,265	15.9479	3,310,007	(165,500)	3,144,507	18,017,212
2029	\$359,875,329	\$138,482,705	\$221,392,624	15.9479	3,530,747	(176,537)	3,354,210	21,371,422
2030	\$374,270,342	\$138,482,705	\$235,787,637	15.9479	3,760,318	(188,016)	3,572,302	24,943,724
2031	\$389,241,155	\$138,482,705	\$250,758,450	15.9479	3,999,071	(199,954)	3,799,117	28,742,841
2032	\$404,810,802	\$138,482,705	\$266,328,097	15.9479	4,247,374	(212,369)	4,035,005	32,777,846
2033	\$421,003,234	\$138,482,705	\$282,520,529	15.9479	4,505,609	(225,280)	4,280,329	37,058,175
2034	\$437,843,363	\$138,482,705	\$299,360,658	15.9479	4,774,174	(238,709)	4,535,465	41,593,640
2035	\$455,357,098	\$138,482,705	\$316,874,393	15.9479	5,053,481	(252,674)	4,800,807	46,394,447
2036	\$473,571,382	\$138,482,705	\$335,088,677	15.9479	5,343,961	(267,198)	5,076,763	51,471,210
2037	\$492,514,238	\$138,482,705	\$354,031,533	15.9479	5,646,059	(282,303)	5,363,756	56,834,966
2038	\$512,214,807	\$138,482,705	\$373,732,102	15.9479	5,960,242	(298,012)	5,662,230	62,497,196
2039	\$532,703,399	\$138,482,705	\$394,220,694	15.9479	6,286,992	(314,350)	5,972,642	68,469,838
2040	\$554,011,536	\$138,482,705	\$415,528,831	15.9479	6,626,812	(331,341)	6,295,471	74,765,309
2041	\$576,171,998	\$138,482,705	\$437,689,293	15.9479	6,980,225	(349,011)	6,631,214	81,396,523
2042	\$599,218,879	\$138,482,705	\$460,736,174	15.9479	7,347,774	(367,389)	6,980,385	88,376,908
2043	\$623,187,634	\$138,482,705	\$484,704,929	15.9479	7,730,026	(386,501)	7,343,525	95,720,433
2044	\$648,115,139	\$138,482,705	\$509,632,434	15.9479	8,127,567	(406,378)	7,721,189	103,441,622
2045	\$674,039,745	\$138,482,705	\$535,557,040	15.9479	8,541,010	(427,051)	8,113,959	111,555,581
2046	\$701,001,335	\$138,482,705	\$562,518,630	15.9479	8,970,991	(448,550)	8,522,441	120,078,022

Source: ECONorthwest