



Work Session

WS

Milwaukie City Council

COUNCIL WORK SESSION

City Hall Council Chambers, 10722 SE Main Street
& Zoom Video Conference (www.milwaukieoregon.gov)

AGENDA

JUNE 21, 2022

Council will hold this meeting in-person and through video conference. The public may attend the meeting by coming to City Hall or joining the Zoom webinar, or watch the meeting on the [city's YouTube channel](#) or Comcast Cable channel 30 in city limits. For Zoom login visit <https://www.milwaukieoregon.gov/citycouncil/city-council-work-session-302>.

To participate in this meeting by phone dial 1-253-215-8782 and enter Webinar ID 847 1299 8920 and Passcode: 331507. To raise hand by phone dial *9.

Written comments may be delivered to City Hall or emailed to ocr@milwaukieoregon.gov. Council may take limited verbal comments.

Note: agenda item times are estimates and are subject to change.

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| 1. Main Street Trees and Sidewalks – Discussion (4:00 p.m.) | 7 |
| Staff: Steve Adams, City Engineer | |
| 2. OR224/Monroe Street Intersection – Discussion (4:30 p.m.) | 13 |
| Staff: Steve Adams, City Engineer | |
| 3. New City Hall Council Chambers – Discussion (5:00 p.m.) | 17 |
| Staff: Kelly Brooks, Assistant City Manager | |
| 4. Adjourn (5:30 p.m.) | |

Executive Session

After the work session Council will meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

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 OF MILWAUKIE

Memorandum

To: City Council

From: Jennifer Garbely, Assistant City Engineer

Through: Kelly Brooks, Assistant City Manager

Date: 6/16/ 2022

Re: Engineering Dept. Projects – City Council Update for June 21, 2022

CAPITAL IMPROVEMENT PROJECTS:

Washington Street Area Improvements

Summary: This project combines elements of the SAFE, SSMP, Water, Stormwater, and Wastewater programs. SAFE improvements include upgrading and adding ADA compliant facilities along 27th Ave, Washington St, and Edison St. Street Surface Maintenance Program improvements are planned for Washington Street, 27th Avenue, and Edison Street. The Spring Creek culvert under Washington Street at 27th Avenue will be removed and a new structure added. The water system along Washington Street will be upsized from a 6" mainline to an 8" mainline. The stormwater system along Washington Street will be upsized from to 24" storm lines. The project is being designed by AKS Engineering and Forestry.

Update:

Storm and sanitary mainline design work is progressing. AKS sent an alternatives analysis technical memorandum for the culvert replacement on Washington Street and will be sending a pavement design memorandum soon with several options presented for consideration. The 30% design plans showed locations for replacing sections of non-compliant sidewalk and adding sidewalk where none currently exists. AKS conducted an additional sidewalk survey and identified numerous segments with minor defects that could be replaced as a bid alternative. AKS is working with Tri-Met to consolidate and potentially relocate bus stops within the project boundary.

42nd Avenue & 43rd Avenue SAFE Improvements

Summary: The combined 42nd and 43rd Avenues SAFE project will install measures to increase safety for bikes and pedestrians. Some utility work is included in the scope.

- 42nd SAFE: Reconstruct portions of the sidewalk and many sidewalk ramps for ADA accessibility. Install curb islands and other improvements to slow vehicle speeds and

increase pedestrian and bicyclist safety. Water system improvements include transferring existing services from the 4" main to the existing 12" main. Sewer pipe replacement between Fieldcrest Avenue and Olsen Street.

- 43rd SAFE: Install a combination of sidewalks and shared bike/pedestrian paths along 43rd Avenue from King Road to Howe Street. Install sidewalks and shared bike/travel lane markings along Howe Street from 43rd Avenue to 42nd Avenue. Replace a problematic sanitary sewer line along 43rd Avenue from Rockwood Street to Covell Street. Ongoing discussions with an adjacent property owner will likely necessitate transitioning from a multiuse path to sidewalk and sharrows immediately south of SE Rhodes St on the west side.

Update: Paving and concrete work is almost complete. Next steps are landscaping, signage, striping and then clean up. It is almost time to plan a celebration. Contractor to be finished this July.

Lake Road Improvements

Summary: The Lake Road Improvements Project includes full depth reconstruction of the roadway from 23rd Avenue to Guilford Drive. The road will also be widened to accommodate the existing lane configuration and provide bike lanes in each direction for the full length. This project will install pervious pavement, stormwater planters, traffic signal upgrades at Lake Road and Oatfield Drive, and school zone flasher upgrades. Twelve curb ramps will be upgraded as part of this project.

Update: Contractor is working on punch list and clean up. Project to be completed by the end of June.

Linwood Avenue SAFE Improvements

Summary: Shared bike/ped path on both sides of Linwood Avenue from just north of Harmony Road to Monroe Street. Permanent improvements will be made to the temporary diverter at the Monroe/Linwood intersection.

Update: Project is complete.

Meek Street Storm Improvements

Summary: Project was identified in the 2014 Stormwater Master Plan to reduce flooding within this water basin. The project was split into a South Phase and a North Phase due to complications in working with UPRR.

Update: Currently drafted up agreements to purchase the property and easements with the railroad. The next step will be working with planning on a partition which we anticipate taking four to six months.

SAFE & SSMP FY 2021 Improvements (Home Ave & Wood Ave)

Summary: Project includes the Home Avenue SAFE and SSMP improvements and the Wood Avenue SSMP improvements.

- Home Avenue: Construct sidewalk on the west side of Home Avenue from King Road to Railroad Avenue. Full road reconstruction and installation of four inches of pavement from King Road to Railroad Avenue. Replace sewer pipe to improve lift station capacity on Harrison Street from 47th Avenue to Home Avenue, and on Home Avenue from Harrison Street to Monroe Street)
- Wood Avenue: Full road reconstruction and installation of four inches of pavement from Railroad Avenue to Park Street.

Update: Kerr Contractors started work in May 2022; presently they're focused on replacing the sanitary sewer line in Home and Harrison. Soon they will start work in prepping Wood Ave. for FDR and repaving. On Home Ave., PGE has relocated the power poles; other work includes tree removal in prepping for the sidewalk location.

Harvey Street Improvements

Summary: Project includes water service improvements on Harvey Street from 32nd Avenue to 42nd Avenue, on 42nd Avenue from Howe Street to Harvey Street, as well as 33rd Avenue and 36th Avenue. The project also includes sidewalk construction and roadway paving on Harvey Street from 32nd Avenue to 42nd Avenue.

Harvey Street: The project is being reassigned due to a staff departure.

FY 2021 Wastewater Improvements

Summary: Project includes replacement of old or high maintenance sanitary sewer mainline at 3 locations: Kent Street, 37th Avenue, Washington Street.

Update: Project is under design an approaching 60%. The design draft will soon move to Public Works for review.

Ardenwald North Improvements

Summary: Project includes street repair on Van Water Street and Roswell Street with a shared street design for bicycles, pedestrians, and vehicles. Stormwater catch basins in the project boundary will be upgraded, the water system will be upsized on 29th Avenue, 30th Avenue, and 31st Avenue, and there will be wastewater improvements on 28th Avenue, 29th Avenue, and 31st Avenue to address multiple bellies and root intrusion to reduce debris buildup.

Update: Due to the low traffic volumes in the project area, a design alternative is under review to use an overlay with geotextile mat instead of a full road reconstruction. A project Open House is planned for June 22nd.

King Road Improvements

Summary: King Road (42nd Avenue to city limits near Linwood Avenue) SAFE/SSMP Improvements will replace existing sidewalk and bike lane with a multi-use path, improve stormwater system, and reconstruct roadway surface.

Update: **No update.** Project charter is under review. Project is scheduled for engineering in FY 2023-2024.

Milwaukie Bay Park

Summary: Provided grant support letters for two state grants. Worked with NCPRD to contract for the dock to be removed and repaired.

Update: City Council and City Manager are negotiating with NCPRD on construction IGA. NCPRD has been working on getting the 50% design plan set ready and preparing for public meetings.

Wavery Heights Sewer Reconfiguration

Summary: Waverly Heights Wastewater project was identified in the 2010 Wastewater System Master Plan. The project may replace approximately 2,500 feet of existing clay and concrete pipe.

Update: Project is scheduled for FY 2023.

Monroe Street Greenway

Summary: The Monroe Street Greenway will create a nearly four-mile, continuous, low-stress bikeway from downtown Milwaukie to the I-205 Multi-Use path. Once complete, it will serve as the spine of Milwaukie's active transportation network connecting users to the Max Orange Line, Max Green Line, Trolley Trail, 17th Avenue Bike Path, I-205 path, neighborhoods, schools, and parks. Funding grants through ODOT and Metro will allow the city to complete the 2.2 miles of our section of the Monroe Greenway from the Trolley Trail to Linwood Ave in the next five years.

Update: IGA for delivery of segments D and E scheduled for council consideration on 6/21. A STIP / MTIP amendment to move \$1.5M in safety leverage funds to the city has also been completed. The City and ODOT will now execute a second IGA regarding the terms associated with the state funds prior to transfer.

The intersection updates at Monroe and 224 are scheduled to be constructed in 2024. Staff has attended three ODOT meeting working on the redesign of this intersection. The city is working to align our improvements to A / B/ & hopefully C (depending on railroad) to the same timeline, however we cannot hire a design consultant until ODOT is further along in their design of the intersection.

Kellogg Creek Dam Removal

Summary: Project to remove the Kellogg Creek dam, replace the bridge, and improve fish passage.

Update: Inter-Fluve is the consultant for the Kellogg Restoration & Community Enhancement Project. The city is part of the Technical Advisory Committee (TAC) for the development of a concept design for the project. Members of the TAC met at the Kellogg Dam on May 26th to meet other members of the TAC, get an overview of the site and issues, and to review the TAC process and Inter-Fluve's scope of work.

TRAFFIC / PARKING PROJECTS, ISSUES

RIGHT-OF-WAY (ROW) PERMITS (includes tree, use, construction, encroachment)

Downtown Trees and Sidewalks

Summary: A downtown business owner applied for a permit to remove 5 trees at 10909 SE Main Street. Peter and Steve met with the applicant to propose retaining the trees by allowing for larger tree wells and raising the sidewalk to allow more space for roots under them. The city has offered to demolish and reinstall the curb; but the property owner will be responsible for replacement of the sidewalk and all future maintenance of sidewalks. Owner expressed concerns that any changes with sidewalk elevation may allow storm runoff to shed towards the front doors of the businesses.

Update: Staff has a contract with AKS; working on what type of design works best now and in the future with both the trees and sidewalks & curbs. Meeting with Council on June 21.

PRIVATE DEVELOPMENT – PUBLIC IMPROVEMENT PROJECTS (PIPS)

Monroe Apartments - 234 units

Update: Guardian Real Estate Services (same developer of Axeltree) has taken over the project. On-site construction commenced in December and is proceeding at a good rate. A Right-of-Way permit has been issued for the required street improvements; we anticipate street improvements to begin in late spring or summer, 2022, and be completed in the fall. Due to the community interest, we have seen on this project, we have chosen to set up a project construction web page on our website.

Railroad Estates Subdivision – 6 lot subdivision at Railroad Ave. & 56th Ave.

Update: The pre-construction meeting for this project was held on June 2nd. Construction is on hold, no new date has been provided.

Walnut Addition Subdivision – 9 lot subdivision at Roswell St. & 33rd Ave.

Update: While the subdivision was platted some 40 years ago, it was never fully constructed. Contractor has completed all underground pipe work, and has graded and placed base rock in the new street. Installation of curb/gutter and asphalt is expected in summer 2022.

Elk Rock Estates – 5 lot subdivision at 19th Ave & Sparrow St.

Update: A pre-construction meeting was held on June 15.

Construction plans have been approved. Waiting on developer to request a pre-construction meeting and for a performance bond and insurance certificate to be submitted.

32nd & Olsen – 4-story, 18-unit mixed use building

Update: Property has been listed for sale; no change in design plans or permitting since last Council update.

Birnam Oaks Apartments (formerly Waverly Woods) - 130 units (all phases)

Update: A Right-of-Way permit has been issued for construction work along property fronting on Waverly Court. Contractor has installed water and sanitary connections to city lines. Street grind and inlay, sidewalk and driveway construction expected in summer 2022

Henley Place (Kellogg Bowl redevelopment)- 175 units

Update: A Right-of-Way permit has been issued; demolition has been completed; construction of improvements is underway.

DOCUMENT ADMINISTRATION

Master Plans

Summary: Water and Wastewater System Master Plans are under contract and are being managed by Peter Passarelli.

Update: Review draft chapters in the water and wastewater master plans. Transportation Systems Plan (TSP): the city was recently awarded a Transportation and Growth Management (TGM) grant through ODOT to help fund updating and revising our TSP.

DEQ Stormwater Report

Summary: The Department of Environmental Quality (DEQ) requires an annual update report documenting how the City of Milwaukie is meeting the MS4 DEQ Permit requirements. This report is submitted annually by Public Works.

Update: Engineering is tracking CIP and PIP stormwater work to be included in the annual report.

COUNCIL STAFF REPORT

To: Mayor and City Council
Ann Ober, City Manager

Date Written: June 10, 2022

Reviewed: Peter Passarelli, Public Works Director

From: Steve Adams, City Engineer

Subject: **Main Street Trees and Sidewalks (CIP-2021-T58)**

ACTION REQUESTED

Council is asked to provide direction on how the city will approach the issue of existing damaged sidewalks caused by trees in downtown Milwaukee.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

Around 2012, the owner of the building at 10909 / 10921 / 10933 Main Street was required, by city staff, to replace buckled, uneven sidewalk adjacent to their building fronting Main Street, at a personal cost of several thousand dollars. Damage to the sidewalk had been caused by five street trees planted here in the 1990's timeframe.

In February 2020, the owner approached city staff on their own initiative as tree roots had again caused the sidewalk to buckle and the owner was concerned with the safety of pedestrians with having a trip hazard in front of their property. The owner was not in favor of continually being required to replace a sidewalk being damaged by city street trees. There are several other areas downtown where trees have impacted sidewalks due to a combination of improper tree selection, small planting spaces and the lack of root barriers.

In winter/spring 2020 staff began what has become a lengthy process of determining what are the options here and what is the best plan for the long-term health of urban street trees, the condition of the sidewalk, and the aesthetic appearance of downtown Milwaukee.

On February 17, 2022, the city signed a contract with AKS Engineering and Forestry (AKS) to design a solution for this section of sidewalk and trees on the west side of Main Street, between Monroe Avenue and Jackson Avenue.

On May 18, 2022, staff met with the city's Tree Board at their monthly meeting and presented this current proposal, which the board approved.

On May 27, 2022, staff met with Debbie Liptan, Val Hubbard, and Michele Bertaux-Zabaglio with the Historic Milwaukee Neighborhood District Association (NDA) in downtown Milwaukee and presented this proposal, which they approved. All three NDA representatives also provided support for removing all five trees at this time and not doing a staged removal and replanting.

ANALYSIS

The street trees in question are healthy red maples, which were a fairly common street tree to be planted in the 1990's. Since then, red maples have fallen out of favor as urban street trees due to

their shallow root system and tendency to damage adjacent sidewalks and curbs. In addition, these trees were planted in relatively small sidewalk planters, and no root barriers were installed.

City staff are proposing to replace these street trees (initially starting with trees #1 and #4), redesign the tree planters to be a newer style urban soil cell, and install pervious concrete for the sidewalk. Studies have shown that typical urban trees have an average lifespan of around 35 years; this is often due to an environment hostile to tree health. Urban soil cells provide a better environment for both short-term and long-term tree health and encourage young trees to grow rapidly. The additional benefit is the special soil medium used is like soil placed in water quality planters and will provide a cleansing effect for rainwater filtering through it. Installing pervious concrete sidewalks will add a significant amount of rainfall to the tree planter areas; infiltrated water not absorbed by the trees will work its way to a storm drainage system, before flowing out to the Willamette River. Staff is also considering installing a flexible porous material in the tree wells to provide a walkable surface and eliminate mulch from spreading out onto the sidewalk.

BUDGET IMPACT

The current design contract with AKS is in the amount of \$37,235. In the approved fiscal year (FY) 2023 budget, the city has provided \$300,000 in funding for construction of this project.

WORKLOAD IMPACTS

Project design is being managed by the city engineer and public works director. Project construction and inspection will be managed by city engineering staff.

CLIMATE IMPACT

For design of this project, there is little to no climate impact. With construction of the project, construction activity has a significant impact on the environment due to emissions from heavy equipment that may affect natural resource systems.

STAFF RECOMMENDATION

Staff recommends Council approves the proposed design concept and removing trees #1 and #4 with this project.

ALTERNATIVES

Council could choose to:

1. Direct staff to not remove any trees with this project and rebuild the damaged sidewalk, knowing that tree roots will again damage the sidewalk within the next 10 years or so.
2. Direct staff to remove all five trees now with this project, thereby allowing the project to be completed and not need to possibly return within the next 10 years to remove the other three trees and rebuild the adjacent sidewalk again at that time.
3. Direct staff to work with the consultant to come up with an alternate design plan.

ATTACHMENTS

1. Proposed Plan
2. Urban Tree Examples

Proposal for staged tree removal; 1st and 4th trees now, other trees here (and elsewhere) in the future. Install an urban soil cell around all new trees to be planted.

construct new curb 1.5-ft further out

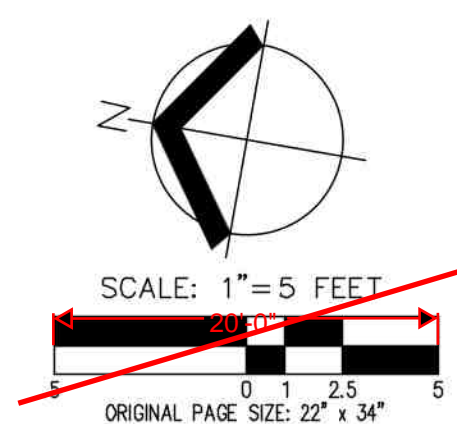
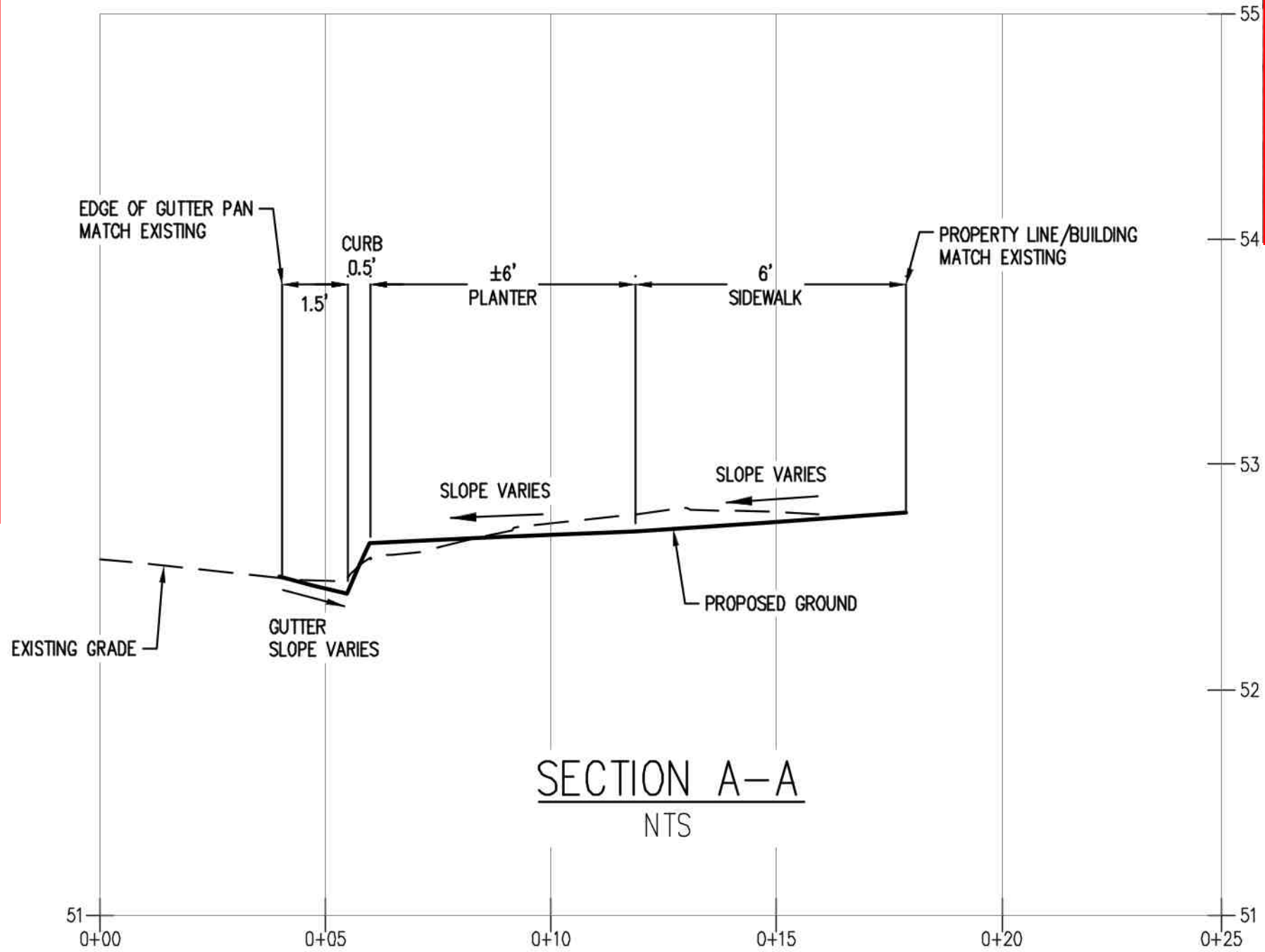
these five stalls would be for compact cars only

Install pervious concrete

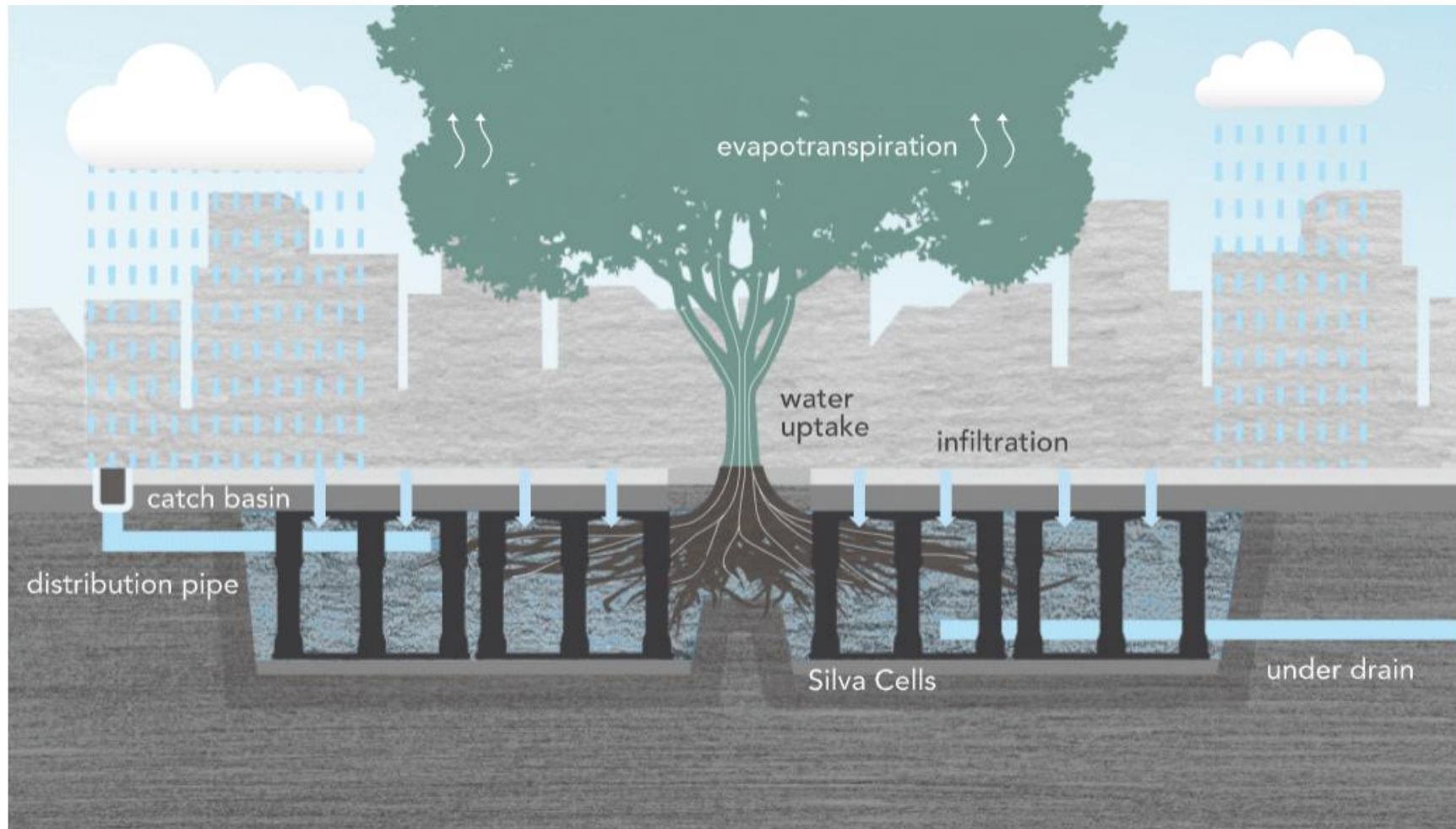
with the curb moved east 1.5 feet, we should be able to add another 1.5 feet of sidewalk by the two new trees, and then continue this when the other three trees are replaced

Tree #4 proposed to be removed and replaced

Tree #1 proposed to be removed and replaced



Examples: **Silva Cells**



The soil contained in the Silva Cell serves two important functions: growing large trees and treating stormwater onsite.

Examples: **Green Blue Urban**



Option to install permeable surface in the tree wells:

Porous Pave



**PERMEABLE TREE SURROUNDS WITH
POROUS PAVE**

Flexi-Pave



Scott Stauffer

From: Michele Bertaux-Zabaglio <michele.bert.zab@gmail.com>
Sent: Friday, June 17, 2022 2:54 PM
To: OCR; Steve Adams
Cc: Val Hubbard; Debbie Liptan; Michele Bertaux
Subject: Main Street Tree Removal

Follow Up Flag: Follow up
Flag Status: Completed

This Message originated outside your organization.

To Milwaukie City Council:

Steve Adams met with three of us from the Historic Milwaukie NDA Leadership at the end of May to show us the current problems with trees and sidewalks on Main Street; he also shared the proposed solutions and the reasoning behind them.

Those of us present - myself, Val Hubbard and Debbie Liptan - are all in favor of going forward now with a complete replacement of the five problem trees and replacing the materials in the sidewalks and tree-wells as indicated in the plan.

The main takeaways on our part are the following benefits:

- ***Public safety** - the proposal provides a thorough and long-lasting fix for sidewalk safety, including for those in wheelchairs or mobility-impaired in some way.
- ***New trees** are smaller to begin with, but do **have canopies and retain greenery** - see recent replacement trees on Main and on Harrison. The new trees are the right trees for the location and **will last a long time without causing sidewalk damage**.
- *New sidewalk and tree-base materials allow for water to pass through, **relieving water runoff problems**.
- *Additionally, the materials clean metals and toxins from the water, **improving the water safety and quality**.
- ***Funding is available** (almost all?) to do a complete job now.

We also shared the proposal and our support in the June NDA meeting and offered time for discussion. There were no objections to our offering this statement of support.

Thank you to Steve Adams and others involved in planning this forward-looking solution for the trees and the sidewalks!

Regards,

Michele Bertaux, Treasurer

Val Hubbard, Vice Chair

Debbie Liptan, Secretary

Historic Milwaukie NDA

COUNCIL STAFF REPORT

To: Mayor and City Council
Ann Ober, City Manager

Date Written: June 10, 2022

Reviewed: Kelly Brooks, Assistant City Manager

From: Steve Adams, City Engineer

Subject: **Monroe Street Greenway / Highway 224 Intersection**

ACTION REQUESTED

Council is asked to provide direction on the proposed new intersection of Monroe Street and Oregon Highway (Hwy) 224, specifically on the west side configuration.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

In June 2015, Council approved the Monroe Street Neighborhood Greenway Concept Plan.

In January 2022, the Oregon Department of Transportation (ODOT) began design work on the Monroe Street and Hwy 224 intersection.

ANALYSIS

Within the June 2015 Monroe Street Neighborhood Greenway Concept Plan is a design for the intersection at Monroe Street at Hwy 224 that is meant to reduce traffic flow to only a Monroe east-bound right-out movement. West bound traffic on Monroe Street from Hwy 224 would be reduced to allow only pedestrians and bicycles.

On the southwest corner of this intersection, the existing business is a child daycare center. Current staff with the city are not familiar with how much public outreach was previously done with the owners/management of this daycare center. In addition, staff recognizes that Council members have changed in the six years since this concept plan was approved.

Staff recognizes that a right-in movement for traffic from southbound Hwy 224 to westbound Monroe Street would be beneficial to parents picking up their children and to the business itself. Without this right-in traffic movement, drivers may be forced to choose a cut-through route of Harrison Street to 29th Avenue to Monroe Street.

BUDGET IMPACT

None. This is an ODOT funded project, both design and construction.

WORKLOAD IMPACTS

Project coordination with ODOT is being managed by the city engineer.

CLIMATE IMPACT

For design of this project, there is little to no climate impact. With construction of the project, construction activity has a significant impact on the environment due to emissions from heavy equipment that may affect natural resource systems.

STAFF RECOMMENDATION

Staff recommends Council approve changes to the Monroe Street Neighborhood Greenway Concept Plan to allow both right-in and right-out traffic movement on Monroe Street on the west side of Hwy 224.

ALTERNATIVES

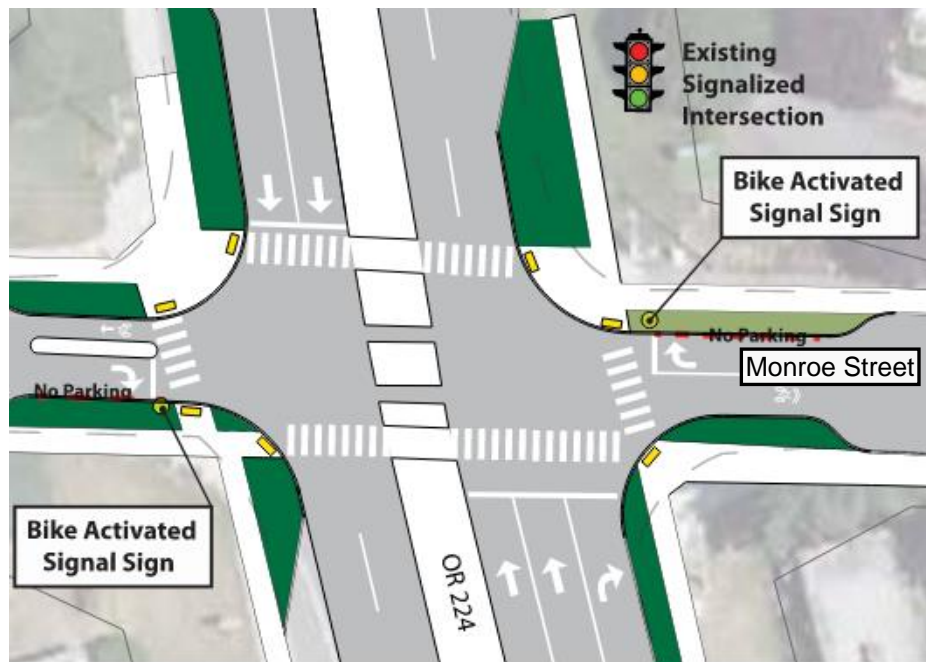
Council could choose to:

1. Direct staff to maintain the west side Monroe Street right-out only traffic movement, as original shown in the Monroe Street Neighborhood Greenway Concept Plan.

ATTACHMENTS

1. Monroe at Hwy 224, final concept plan.
2. Monroe at Hwy 224, April 2022 traffic counts.

Monroe Street @ Highway 224 intersection, from the final Monroe Street Neighborhood Greenway Concept Plan, June 2015



Legend

- Proposed Sidewalk
- Proposed Pervious Asphalt Walk
- Proposed Pervious Pavement
- Existing Landscape
- New Landscape Strip
- Potential BioRetention Area
- Curbed Chicane
- Shared Path
- Bike Sharrow
- Existing Fire Hydrant
- ADA Ramp
- Activated Signal Sign
- New No Parking
- Existing No Parking
- New Parking
- Concrete Curb
- Existing Edge of Pavement

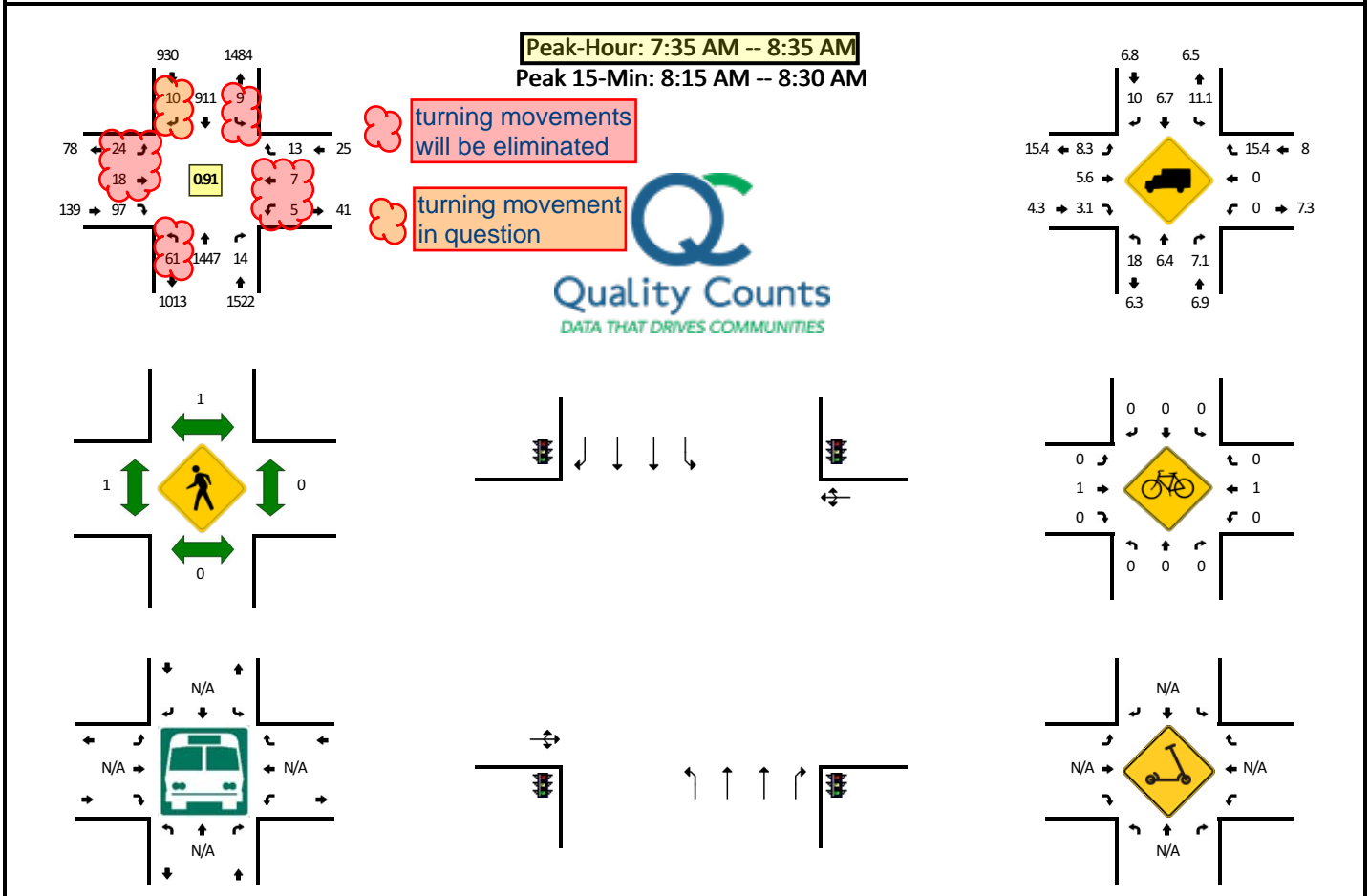


Type of peak hour being reported: Intersection Peak

Method for determining peak hour: Total Entering Volume

LOCATION: Milwaukie Expy -- SE Monroe St
CITY/STATE: Milwaukie, OR

QC JOB #: 15765917
DATE: Tue, Apr 5 2022



5-Min Count Period Beginning At	Milwaukie Expy (Northbound)				Milwaukie Expy (Southbound)				SE Monroe St (Eastbound)				SE Monroe St (Westbound)				Total	Hourly Totals
	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U		
7:00 AM	1	89	1	0	1	46	0	0	1	1	1	0	1	0	1	0	143	
7:05 AM	1	137	0	0	0	56	0	0	1	1	4	0	0	0	0	0	200	
7:10 AM	1	89	0	0	1	56	0	0	0	0	3	0	0	0	0	0	150	
7:15 AM	3	118	1	0	1	71	0	0	0	0	1	0	0	0	0	0	195	
7:20 AM	3	108	0	0	0	59	2	0	1	0	4	0	0	0	0	0	177	
7:25 AM	5	152	1	0	0	61	1	0	1	0	1	0	0	1	3	0	226	
7:30 AM	2	96	1	0	0	55	2	0	2	3	6	0	1	0	0	0	168	
7:35 AM	3	149	0	0	0	71	2	0	0	1	3	0	0	2	1	0	232	
7:40 AM	7	126	2	0	2	63	2	0	0	0	4	0	0	1	1	0	208	
7:45 AM	1	115	0	0	0	89	0	0	4	1	5	0	0	0	1	0	216	
7:50 AM	3	96	0	0	1	74	0	0	0	2	4	0	0	0	1	0	181	
7:55 AM	0	129	3	0	0	88	1	0	2	1	6	0	0	0	1	0	231	2327
8:00 AM	4	109	0	0	1	65	0	0	1	2	15	0	0	0	1	0	198	2382
8:05 AM	2	114	2	0	0	77	1	0	3	1	14	0	0	1	1	0	216	2398
8:10 AM	10	139	1	0	1	55	0	0	1	2	11	0	1	1	1	0	223	2471
8:15 AM	7	144	1	0	0	94	2	0	4	3	17	0	0	1	1	0	274	2550
8:20 AM	12	102	0	0	2	71	2	0	6	3	11	0	0	0	2	0	211	2584
8:25 AM	9	114	4	0	0	97	0	0	0	1	5	0	2	1	2	0	235	2593
8:30 AM	3	110	1	0	2	67	0	0	3	1	2	0	2	0	0	0	191	2616
8:35 AM	2	130	1	0	0	83	1	0	0	1	2	0	0	1	2	0	223	2607
8:40 AM	3	78	0	0	1	51	0	0	4	2	4	0	0	0	2	0	145	2544
8:45 AM	4	113	1	0	0	96	0	0	2	1	1	0	0	1	1	0	220	2548
8:50 AM	1	70	1	0	1	59	1	0	1	2	2	0	1	2	2	0	143	2510
8:55 AM	1	116	1	0	1	66	1	0	0	0	2	0	1	0	1	0	190	2469
Peak 15-Min Flowrates	Northbound				Southbound				Eastbound				Westbound				Total	
	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U		
All Vehicles	112	1440	20	0	8	1048	16	0	40	28	132	0	8	8	20	0	2880	
Heavy Trucks	32	84	4		0	72	0		0	4	0		0	0	4		200	
Buses																		
Pedestrians		0				0				0				0			0	
Bicycles	0	0	0		0	0	0		0	0	0		0	0	0		0	
Scooters																		

Comments:

COUNCIL STAFF REPORT

To: Mayor and City Council

Reviewed: Scott Stauffer, City Recorder
Mandy Byrd, Development Project Manager

From: Kelly Brooks, Assistant City Manager

Subject: **New City Hall Update**

Date Written: June 10, 2022

ACTION REQUESTED

Council is asked to receive an update on the new city hall, located at 10501 SE Main Street.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[June 4, 2019](#): Council directed staff to explore funding options for the acquisition of 10501 SE Main Street, hire a real estate broker to negotiate the purchase, and initiate appraisals on city owned properties (the Pond House and Bertman House) to help fund the potential acquisition.

[June 18, 2019](#): Council authorized staff to move investigate the building acquisition and develop a financing strategy for a potential purchase.

[July 16, 2019](#): Council approved [Resolution 49-2019](#) authorizing the city manager to negotiate terms for the possible acquisition of 10501 SE Main Street for use as a new city hall.

[August 27, 2019](#): Council approved [Resolution 57-2019](#) authorizing a purchase and sale agreement (PSA) for the acquisition of 10501 SE Main Street to use as a new city hall.

[December 17, 2019](#): Council authorized [Resolution 75-2019](#) authorizing the city manager to waive general conditions and Council waiver approval and delegation of authority to the city manager to finalize lease negotiations, waive the leaseback condition and execute a lease with the seller to remove all contingences from the PSA for the acquisition of 10501 SE Main Street for use as a new city hall.

[February 18, 2020](#): Council supported placing council chambers and public facing operations on the third floor. Council also asked staff to include an improved entrance and stairs in the new design of the building.

[January 4, 2022](#): Council met with staff to confirm basic elements of the project including placement of council chambers and a public facing front counter on the third floor.

[March 15, 2022](#): Council met with staff to receive updated schedule and project management information.

ACTIONS TAKEN SINCE LAST UPDATE

- A project charter detailing the scope, schedule, budget, and project management plan was adopted by the project steering team.
- Staff contracted with Bainbridge Design to provide tenant improvements and relocation services for the project.

- All employees who are part of departments that will relocate to the new city hall building in 2023 were given opportunities to tour the facility and fill out a detailed survey.
- All impacted managers met with Bainbridge in eight programming meetings to provide information including the space and equipment needs of their teams.

SCHEDULE OF UPCOMING ACTIONS

- Design: Fiscal Year (FY) 2022/2023
- Construction: FY 2023/2024
- Target Completion Date: September 1, 2023

BACKGROUND

In April 2019, the city was presented with the opportunity to purchase 10501 SE Main Street. Staff explored the opportunity in response to the city's documented need for additional workspace and need to consolidate public facing operations to best serve the public. Staff also explored several funding strategies and engaged a broker to assess the viability of the site.

Per guidance from Council the design will place council chambers and public facing operations on the third floor. The majority of staff workspace, offices and conference rooms will be on second floor. Council also approved making improvements to the stairwell.

The city's current lease with the building's previous owner, Advantis Credit Union, runs through December 2022.

ANALYSIS

For aspects of design that require input from multiple departments, the project team formed a series of stakeholder workgroups. The workgroups will meet as needed throughout the design phase on the following topics:

- Art. 1% of project funding must be applied to public art. An art selection committee will be formed like process used for the new Ledding Library building.
- Consolidated Front Counter Design and Operations.
- Council / Municipal Court Chambers.
- Public Spaces / Accessibility: community room, wayfinding, and inclusive design.
- Parking: vehicle and bicycle.

The city recorder is leading the stakeholder engagement process on the design for Council chambers. Meeting the needs of Council as part of the design of chambers is essential. Therefore, on June 21, staff will provide an update on the design of chambers and ask for Council's input on several topics to inform schematic design.

BUDGET IMPACTS

The city hall fund includes \$1,975,000 for design and construction of this project.

WORKLOAD IMPACTS

The city manager, city attorney, administrative services director, community development director and public works director, will be working together to facilitate tenant improvements.

COORDINATION, CONCURRENCE, OR DISSENT

City staff from departments that will relocate to the new city hall building have been consulted.

ATTACHMENTS

None.

A stylized graphic of a flower with light-colored petals and a dark center, set against a green and brown background, all within a circular frame.

WS 3. 6/21/22

Presentation

New City Hall Council Chambers

June 21, 2022

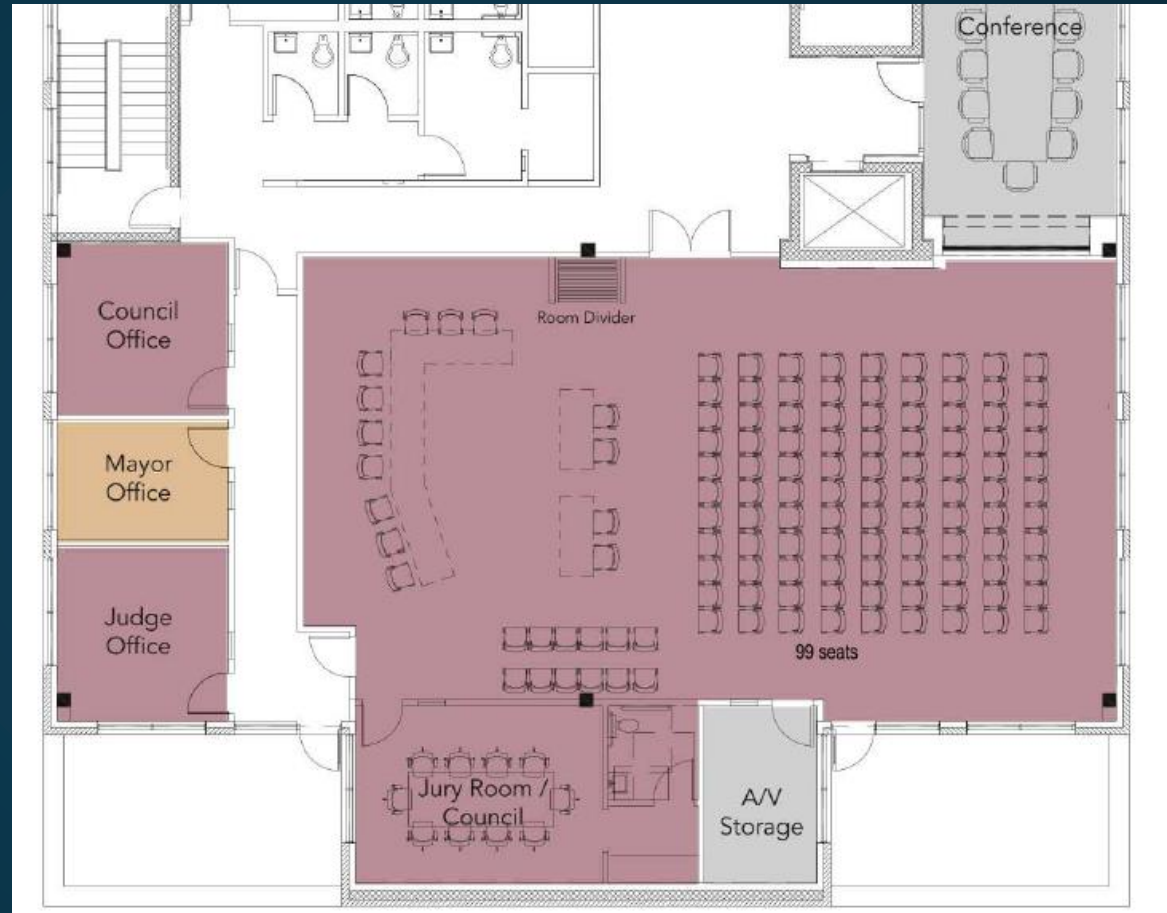
Work Session

Kelly Brooks, Assistant City Manager

Scott Stauffer, City Recorder

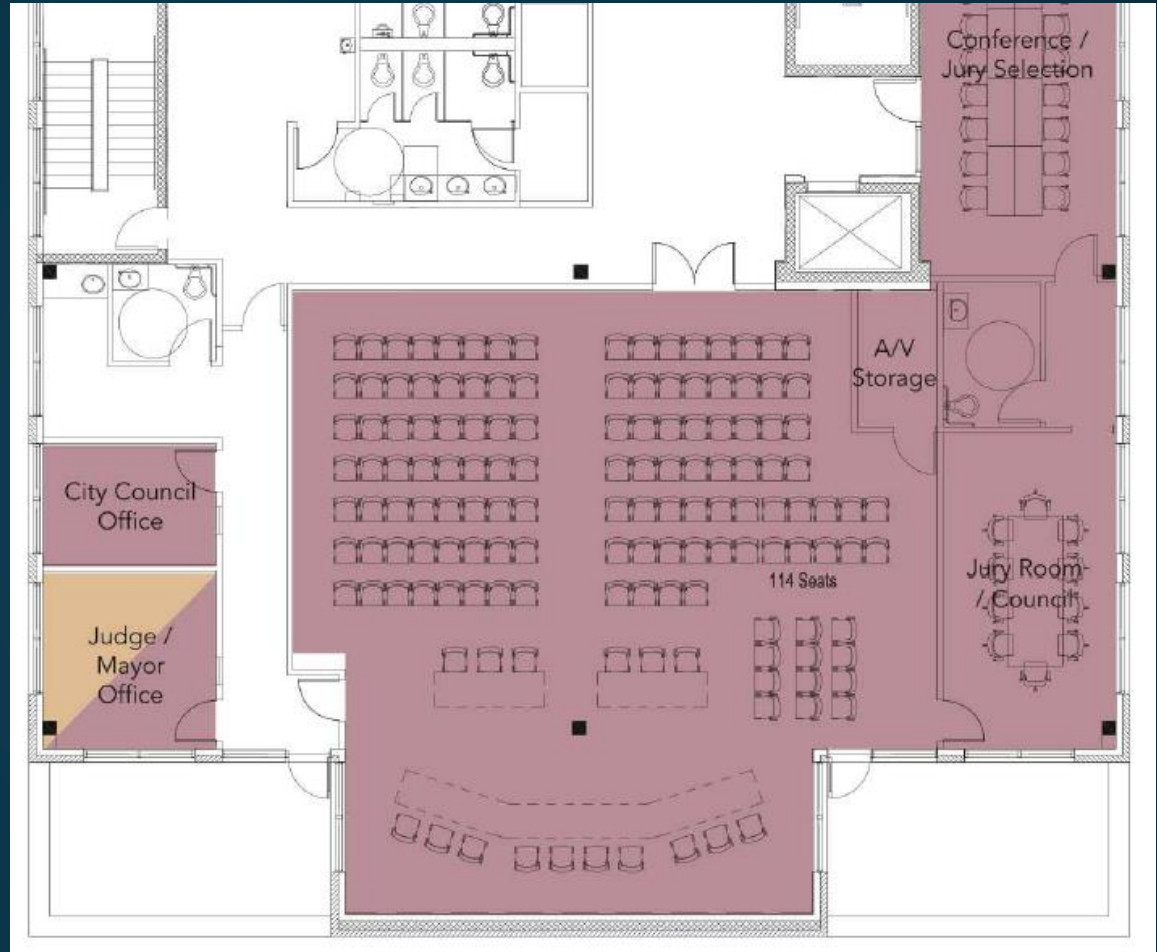
New Chambers

- Floor Plans, Revised (Option 1)

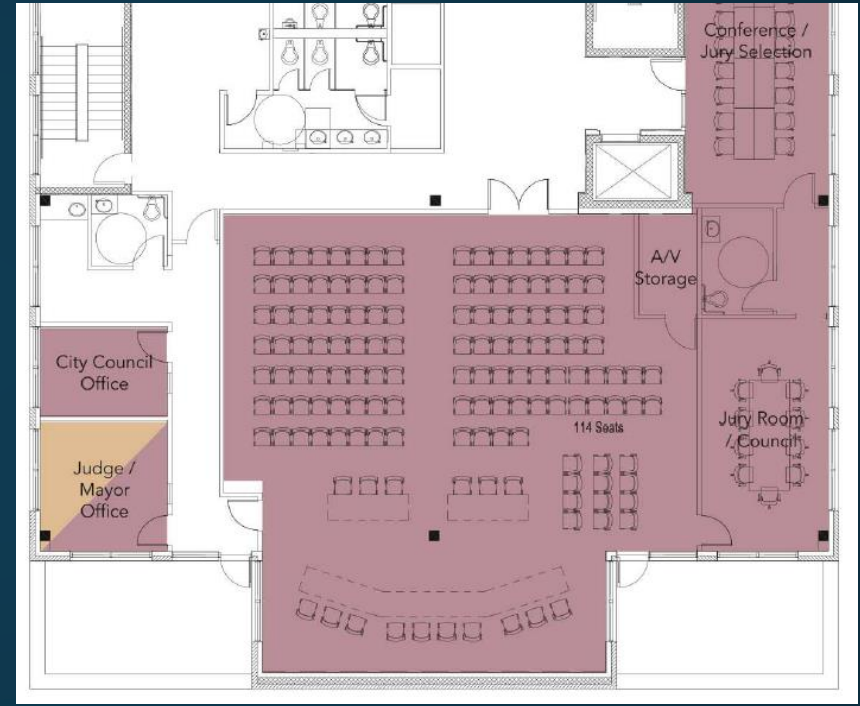


New Chambers

- Floor Plans, Revised (Option 2)



New Chambers: Options 1 & 2



New Chambers

- Questions?

Kelly Brooks, Assistant City Manager

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