



COUNCIL WORK SESSION

City Hall Council Chambers, 10501 SE Main Street
& Zoom Video Conference (www.milwaukieoregon.gov)

MINUTES

MARCH 4, 2025

Council Present: Councilors Adam Khosroabadi, Robert Massey, Rebecca Stavenjord, and Council President Will Anderson, and Mayor Lisa Batey

Staff Present: Joseph Briglio, Assistant City Manager
Katie Gavares, Climate & Natural Resources Manager
Justin Gericke, City Attorney
Gabriela Gutierrez Santoyo, Equity & Inclusion Coordinator

Brent Husher, Library Director
Emma Sagor, City Manager
Scott Stauffer, City Recorder

Mayor Batey called the meeting to order at 4:03 p.m.

1. Climate and Equity Programs – Update

Gavares and **Santoyo Gutierrez** introduced themselves and stated they would present part two of the city's climate and equity program updates. **Santoyo Gutierrez** opened with gratitude for Council's commitment to equity and climate work, by acknowledging the broader social context of harmful policy changes across the country and by reading a portion of Council's equity-centered statement from the March pilot.

Gavares provided updates on three climate initiatives prioritized by Council for community impact: urban forestry, home energy upgrades, and general climate engagement. **Gavares** described efforts to build trust and internal capacity within the Urban Forestry program and to equitably reach 40% canopy coverage by 2040. Strategies were outlined, including an equity implementation plan, a data update to the Branch Out Milwaukie map, and a timeline for a three phased targeted outreach plan.

Gavares described collaboration efforts with Community Energy Project to provide free home energy scores (HES) and implement upgrades for 20 low-income homes, prioritizing those without heat or adequate insulation. **Gavares** explained plans for launching a quarterly climate and natural resources newsletter for the community and co-creating two new Equity Steering Committee (ESC) climate focused sub committees.

Gavares presented the proposal for the formation of a climate action committee (CAC) to support implementation of the revised Climate Action Plan (CAP). **Gavares** explained that a CAC would advise on climate-related projects and policies, and track greenhouse gas emissions data by prioritizing transportation and building emissions to contribute to the 2026 CAP update.

Council expressed strong support for forming a CAC, noting it could increase accountability and ensure alignment between policy and climate goals. Several Councilors recommended a smaller membership size for manageability and advised careful coordination with existing committees. Capacity concerns were raised and there was encouragement for staff to ensure they had proper support for the workload to be sustainable. Council agreed that youth involvement would be valuable and commented on the CAC's focus on community outreach.

The group discussed how updated mapping could guide tree planting and de-paving strategies and highlighted the need for outreach tools to increase public awareness.

They discussed partnerships with community groups like Depave and watershed councils, and how the newsletter would be distributed.

Council expressed enthusiasm for the HES program and asked questions about eligibility. The group discussed outreach for the program, interest and in a rental HES program and programs that are offered through other agencies.

The group discussed the difference between the ESC climate subcommittees and CAC.

Santoyo Gutierrez shared updates on the city's Equity Plan and ESC work. Projects included a naming policy subcommittee in partnership with the city's Park and Recreation Board (PARB), equity metrics for the Milwaukie Community Vision, and collaboration with the Milwaukie Police Department (MPD) on equity-informed data transparency and training.

Santoyo Gutierrez presented the developed equity and climate assessment tool, explaining that it was created to integrate equity and climate considerations into project planning and delivery. The tool was designed for internal staff and consultants to guide community engagement, infrastructure projects, and program implementation.

Councilor Stavenjord offered feedback on digital accessibility, encouraging consideration of how to bridge access gaps in technology and emphasized the importance of inclusive formats for forms and communications, noting that many community members rely solely on smartphones for internet access. **Stavenjord** encouraged prioritizing equity reviews for specific law enforcement policies, noting that review timelines are often inconsistent and emphasized the value of applying an equity lens during policy evaluation. **Santoyo Gutierrez** responded that a policy review had occurred in 2021 in collaboration with MPD, prior to the formal establishment of the ESC and that the city did not currently have a consistent schedule for reviewing its policies.

The group discussed the request for proposals (RFP) process for selecting equity training providers, noting the benefits of streamlining access to a broader pool of consultants and reducing administrative burden and the tool's potential to operationalize city values. Council raised concerns about the assessment tool's length, complexity, and the possibility it could become a box-checking exercise. The group developed ideas to group questions by theme, using broader umbrella prompts with supporting bullet points, and simplifying its use, and emphasized the importance of clear accountability for the tool's use.

2. Construction Excise Tax (CET) Overview – Discussion

Briglio provided a brief overview of the affordable housing funds generated through the city's construction excise tax (CET), reminding Council of the CET's revenue structure, the statutory flexibility for using affordable housing funds and noted how much was currently available. **Briglio** stated that it was previously recommended that the available funds be allocated toward the Sparrow Site to help offset development-related costs, and that while the amount of available affordable housing CET funds would not fully cover necessary access infrastructure upgrades, staff believed it could meaningfully support permitting, design, and other predevelopment expenses. **Mayor Batey** and **Briglio** noted that additional funding would not be required for the affordable units at the Coho Point at Kellogg Creek development, as those costs were already accounted for within the project's financing.

Briglio proposed additional uses for the available funds for Council discussion, including a revolving loan program to support first-time homebuyers, funding for land banking strategies like acquisition of scattered sites, and a potential backfill program to offset system development charges (SDCs) and permitting costs for affordable housing developers. It was noted that all options aligned with the city's adopted Housing Production Strategy (HPS).

The group discussed state-funded revolving loan programs, down payment assistance, and low- to no-interest loan options used in other jurisdictions. They also explored how the city could partner with third-party lenders to reduce administrative burdens. Additional discussion focused on the scattered sites project, how CET funds and affordable housing programs could support those properties, and the potential for matching funds and coordination with state-level programs.


Council reached consensus to allocate the available CET funding to support the Sparrow site and to begin drafting a framework for a future revolving loan program.

Staff confirmed that a preliminary RFP for the Sparrow Site would follow final site replating and could be released in late spring.

3. Adjourn

Mayor Batey adjourned the meeting at 6:00 p.m.

Respectfully submitted,



Nicole Madigan, Deputy City Recorder

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