

**Study Session**

**SS**

**Milwaukie City Council**

## COUNCIL STUDY SESSION

City Hall Community Room, 10501 SE Main Street  
& Zoom Video Conference ([www.milwaukieoregon.gov](https://www.milwaukieoregon.gov))

## AGENDA

MARCH 11, 2025

**Council will hold this meeting in-person and by video conference.** The public may come to City Hall or join the Zoom webinar. This meeting will not be aired live, it will be recorded and broadcast later.

For Zoom login visit <https://www.milwaukieoregon.gov/citycouncil/city-council-study-session-1>.

Written comments may be delivered to City Hall or emailed to [ocr@milwaukieoregon.gov](mailto:ocr@milwaukieoregon.gov).

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

**Page #**

### 1. BOARD AND COMMITTEE ANNUAL REPORTS

- |   |           |
|---|-----------|
| <b>A. Arts Committee (5:15 p.m.)</b>  | <b>1</b>  |
| Presenters: Staff Liaison, Jordan Imlah, Communication Program Manager, and Arts Committee Members                    |           |
| <b>B. Equity Steering Committee (ESC) (5:45 p.m.)</b>   | <b>3</b>  |
| Presenters: Staff Liaison, Gabriela Santoyo Gutierrez, Equity & Inclusion Coordinator, and ESC Members                |           |
| <b>C. Library Board (6:15 p.m.)</b>   | <b>6</b>  |
| Presenters: Staff Liaison, Brent Husher, Library Director, and Library Board Members                                  |           |
| <b>D. Park and Recreation Board (PARB) (6:45 p.m.)</b>  | <b>9</b>  |
| Presenters: Staff Liaison, Adam Moore, Parks Development Coordinator, and PARB Members                                |           |
| <b>E. Public Safety Advisory Committee (PSAC) (7:15 p.m.)</b>   | <b>10</b> |
| Presenters: Staff Liaisons, Ben Green, Engineering Tech II, Jeff Tolentino, Assistant City Engineer, and PSAC Members |           |
| <b>F. Tree Board (7:45 p.m.)</b>  | <b>20</b> |
| Presenters: Staff Liaison, Katie Gavares, Climate and Natural Resources Manager, and Tree Board Members               |           |

### 2. COUNCIL REPORTS

### 3. Adjourn (8:00 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](mailto:ocr@milwaukieoregon.gov) o llame al 503-786-7502. Para solicitar servicios de traducción al español, envíe un correo electrónico a [espanol@milwaukieoregon.gov](mailto: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.

## COUNCIL STAFF REPORT

**To:** Mayor and City Council  
Emma Sagor, city manager

**Reviewed:** Jason Wachs, community engagement coordinator

**From:** Jordan T. Imlah, communication program manager

**Subject:** **Arts Committee Annual Update**

**Date Written:** Feb. 27, 2025

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### ACTION REQUESTED

City Council is asked to receive an annual update from the Milwaukie Arts Committee.

### HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

Arts Committee members met with City Council to provide an annual update on [Aug. 18, 2020](#), [Sep. 7, 2021](#), [Sep. 6, 2022](#) and [Sep. 5, 2023](#).

### ANALYSIS

In spring 2008, the Arts Committee was created and initial appointments were made by City Council. The committee was established to connect artists with resources, help businesses/organizations curate local art, and identify projects and events in the city where art can or should be emphasized. The committee also serves as the fiduciary agent of the city's public art fund. The purpose of this update is to share the committee's priorities, review recent accomplishments, and discuss upcoming activities.

In 2024, the Arts Committee focused on producing Porchfest and Bing in the New Year. They also helped the city procure the dogwood art installation in the lobby of city hall, and select the artist for the sculpture planned for Scott Park.

In 2025, the Arts Committee will continue to produce Porchfest and Bing in the New Year. They are also working to create a mural on the health center at Milwaukie High School, as well as several businesses who have recently reached out about creating murals on their properties as well.

### BUDGET IMPACT

In 2024, the Arts Committee provided \$5,000 to Henry Point Development to help fund a mural planned for the archway feature on the front of the historic city hall building. This was made in conjunction with a \$5,000 grant from urban renewal funds. The Arts Committee has also committed \$8,000 to purchase Sphere of Spheres by Tyler FuQua, which was featured in the sculpture garden from 2022-2024.

### CLIMATE IMPACT

None.

### EQUITY IMPACT

Through the Arts Committee's work for Bing in the New Year, they established a meaningful relationship with the Oregon Chinese Coalition. Due to the committee's commitment to celebrating Ah Bing's legacy in a meaningful way, many community members of Chinese descent

from a wide age range donated their time, talents and funds to help bring the event to life. They were involved during the planning stages, as well as the event itself, and plan to participate in 2025.

**WORKLOAD IMPACT**

Staff time is required to assist the Arts Committee in achieving its goals. Volunteer time is required to accomplish committee goals and to promote and coordinate citywide arts-related events.

**COORDINATION, CONCURRENCE, OR DISSENT**

None.

**STAFF RECOMMENDATION**

Staff recommend City Council receive this report and provide feedback about the committee's work.

**ALTERNATIVES**

None.

**ATTACHMENTS**

None.

*Milwaukee*  
*Arts Committee*

**ANNUAL  
UPDATE**



## *Goals for 2025-26*

- Cultivate opportunities for the community to engage with and create art
- Establish Milwaukie's identity as a regional center for arts and culture
- Establish diverse funding streams for citywide arts projects and programs



A large, horizontal, pink brushstroke graphic with a textured, hand-painted appearance. It has irregular, feathered edges and a slightly wavy shape, serving as a background for the text.

# *Recent Work*

# *Porchfest 2024*

- Last 3 Fridays in July 2024
- More than 125 performances on porches, driveways, lawns and storefronts across the city
- Performances were held in every Neighborhood District Association
- Included music, comedy and more!



# *Trashion Show*

- Collaboration with the Milwaukie Environmental Stewards for the Sustainability Fair
- Outfits had to be made from recycled, upcycled or repurposed materials
- Included a “Trashion Walk” and prizes for both youth and adults





# *Sculpture Garden*

## **Selected 3 new sculptures**

- Stump with Crow – Ben Dye
- Silver – Rick True
- Eos – Jenny Ellsworth





# *Public Art Projects*

- Part of the Percent for Public Art Ordinance
- Kinetic dogwood blossom sculpture at city hall
- Flower pod for Scott Park





*Henry Point*



# *Bing in the New Year*

- Second year, estimated attendance more than 2,000 community members
- Partnership with the Oregon Chinese Coalition
- Sponsored by 16 local businesses and community groups



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# *Current Work*

# *Library Art Shows*

- Art rails donated by the Friends of the Ledding Library
- Kicked-off by 3 Arts Committee members
- Rotating shows featuring local artists begin next month





# *Public Mural*

YOUTH MEMBER-LED PROJECT

A large, horizontal, pink brushstroke graphic with a textured, hand-painted appearance. It has irregular, feathered edges and a slightly curved shape, serving as a background for the text.

# *Upcoming Projects*

# *Upcoming Projects*

- Porchfest 2025
- Bing in the New Year
- Community murals and art projects
- Sphere of Spheres





*Questions?*

# *Thank You*

Jordan Imlah  
503.786.7503  
[imlahj@milwaukieoregon.gov](mailto:imlahj@milwaukieoregon.gov)



CITY OF MILWAUKIE



## COUNCIL STAFF REPORT

**To:** Mayor and City Council  
Emma Sagor, City Manager

**Date Written:** Feb. 27, 2025

**Reviewed:** Katie Gavares, Climate & Natural Resources Manager

**From:** Gabriela Santoyo Gutierrez, Equity & Inclusion Coordinator

**Subject:** **Equity Steering Committee (ESC) Annual Update**

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### ACTION REQUESTED

Council is asked to receive an update on the Equity Steering Committee's work and provide direction if needed.

### HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[July 14, 2020](#): Council discussed a proposed resolution in support of diversity, equity, and inclusion (DEI) and the Black, Indigenous, and People of Color (BIPOC) community crafted by Mayor Mark Gamba and Councilor Kathy Hyzy.

[August 18, 2020](#): Council approved a resolution changing its goals to include one focused on equity, inclusion, and justice.

[November 16, 2021](#): Council made its first set of appointments to the Equity Steering Committee (ESC).

[October 4, 2022](#): Council received an update on its equity, inclusion, and justice goal, including an overview of the city's contract with Keen Independent Research (Keen) to conduct a comprehensive inclusion and belonging study to assess how the city incorporates equity in its service to the public and as an employer.

[October 17, 2023](#): Council received the final report and recommendations from Keen. City staff also presented the ESC's main priorities in response to Keen's assessment.

[December 12, 2023](#): Council received the adopted Resolution 60-2023 supporting a multi-year equity plan for the city. On the same night, staff gave a climate action goal overview, highlighting work to date and priority projects.

[August 24, 2024](#): Council received an update on progress made within Track 2 of the City's equity plan. This included developing effective and meaningful metrics to evaluate equitable outcomes in our community.

### ANALYSIS

The ESC is made up of diverse community members supporting the equity and inclusion coordinator to help reduce inequities in city services. They lend their subject matter expertise and advise city staff on major projects such as the Transportation System Plan (TSP), Neighborhood Hubs, parks development and governance, the Climate Action Plan, and continued efforts by the Milwaukie Police Department (MPD) to operationalize equitable policies. Advancing priorities identified by the ESC is for the core focus of track 2 of Milwaukie's Equity Plan.

In 2024, committee goals focused on communications and storytelling by meeting with appropriate staff and providing feedback for process improvements for city's communication, engagement, and events programming. This included hosting a joint meeting with Council to review the first draft for equity performance metrics and data analytics for the Milwaukie Community Vision. Then in partnership with the city's events and emergency management coordinator, we successfully launched and review bi-annually the [Milwaukie Community Event Funds \(MCEF\)](#). MCEF funds are available for members of the community to put on events that celebrate the diversity of the city. This first round was awarded to Spoke & Word's Author Series and Vida 33 Latin Bistro's Dia de los Muertos celebration.

The ESC held their annual committee retreat in September, which focused on relationship building and belonging in Milwaukie.

At the [January 2025 meeting](#), the ESC identified two main priorities to focus their work in 2025:

1. Digital Accessibility
  - a. ESC will help review the city's rebuilt website (launching in May), considering user friendliness, accessibility, and ease of identifying information.
  - b. ESC also wants to play a bigger role in enhancing the city's presence on social media and using these platforms to showcase the diversity of Milwaukie.
2. Engagement Pathways
  - a. ESC will help identify potential community partners and support relationship building.
  - b. ESC will help develop outreach materials that tell the story of the city's commitment to equity, including potentially one-pagers, videos, swag, etc.
  - c. ESC will continue to vet and select MCEF applications to fund.

The ESC is still determining deliverables for both priorities.

At their February meeting, the ESC completed their review and discussion of starting performance metrics for the Milwaukie Community Vision. Staff will work with the ESC and Council to schedule a joint meeting in 2025 to review progress on this metrics work and discuss the next steps. During that same meeting, the climate and natural resources manager presented ongoing climate and equity initiatives and proposed two subcommittees to advise that work. This includes the urban forestry community engagement framework and building decarbonization policy analysis.

Additionally, the ESC and Park and Recreation Board (PARB) agreed to form a temporary subcommittee to review the city's policy and procedure for naming facilities. The subcommittee is comprised of three members of PARB and three members of the ESC. The first meeting, which took place on February 19, focused on introductions, sharing background and context behind Milwaukie's naming initiative, and charting the work ahead. The subcommittee plans to complete their work by mid-summer 2025.

## **BUDGET IMPACT**

In partnership with the events and emergency management coordinator, ESC members make grant decisions on who gets awarded for our MCEF. The total budget is \$8,000 annually. This money has already been allocated from the events budget.

**CLIMATE IMPACT**

Milwaukie's Vision for 2040 is a community that is "entirely equitable, delightfully livable, and completely sustainable." The ESC recognizes that climate and equity work overlap, and some ESC members with environmental expertise have indicated interest in engaging in specific climate and natural resources initiatives.

They are also leading future practices in shaping how city parks and other facilities are named and advocating for environmental habitat connections.

**EQUITY IMPACT**

Staff strive to make participation with the city's BCs as accessible as possible including holding hybrid meetings. We recognize the importance of empowering community members as boards and committees (BC's) are crucial for community engagement and transparency. One of the main goals of the city's BC recruitment process is to ensure that the community have a consistent opportunity to participate in the city's work, and the ESC champions reducing barriers and building belonging for underserved communities.

**WORKLOAD IMPACT**

Not applicable.

**COORDINATION, CONCURRENCE, OR DISSENT**

Not applicable.

**STAFF RECOMMENDATION**

Not applicable.

**ALTERNATIVES**

Not applicable.

**ATTACHMENTS**

None.

# Boards and Committee Updates: Equity Steering Committee (ESC)

**Gabriela Santoyo Gutierrez** (she/her)  
Equity & Inclusion Coordinator

March 11, 2025



# ESC 2024

## Committee goals focused on communications and storytelling

- Met with staff and provide feedback for city's communication, engagement, and events programming.
- In July, held a joint meeting with Council to review the first draft for equity performance metrics and data analytics for the Milwaukie Community Vision.
- Review bi-annually the Milwaukie Community Event Funds (MCEF).
  - Spoke & Word's Author Series and Vida 33 Latin Bistro's Dia de los Muertos celebration.



# Track 2: ESC Update

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## ESC identified two main priorities to focus their work in 2025:

- **Digital Accessibility**
  - ESC will help review the city's rebuilt website (launching in May), and support city's presence on social media
- **Engagement Pathways**
  - ESC will help identify community partners and relationship building
  - ESC will help develop outreach materials
  - ESC will continue to select MCEF applications to fund.
- **Subcommittees**
  - Milwaukie's naming policy
  - Urban Forestry Implementation plan
  - Decarbonization policy



CITY OF MILWAUKIE

Questions?  
Thank you!

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**Gabriela Santoyo Gutierrez**  
Equity & Inclusion Coordinator  
[SantoyoG@mileaukieoregon.gov](mailto:SantoyoG@mileaukieoregon.gov) | 503.786.7564



## COUNCIL STAFF REPORT

**To:** Mayor and City Council  
Emma Sagor, City Manager

**Reviewed:** Jana Hoffman, Library Manager, and Kelly Lamm, Library Manager

**From:** Karla Branson, Board Chair, and Brent Husher, Library Director

**Subject:** **Library Annual Report FY 2024**

**Date Written:** Feb 08, 2025

### ACTION REQUESTED

Council is asked to review and discuss the Library Board's annual report for 2023-2024.

### HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

The Library Board's duties, under the general direction of Council, include, among other things, reviewing and commenting on rules and policies for the operation of the library, the acceptance or rejection of donations of real or personal property of funds donated to the library, and on sites for public library buildings or for location of library facilities. The board also works to obtain adequate financial support for the library, although the board has no responsibility for the budget or for any financial transactions. The board assists the library in being responsive to current and future community needs.

The board reports are presented to Council on an annual basis, reporting on the previous fiscal year. In previous years this report occurred in the fall, a few months after the end of the preceding fiscal year. The board presented its most recent report on [November 7, 2023](#), highlighting activities of FY 2023.

### Strategic Plan

On April 8, 2024, the board met in an extended work session to discuss and prioritize areas for a [new strategic plan for the library through 2027](#). In May 2024, the full library team discussed the preliminary work of the board. This feedback was incorporated into a final version of plan, which the board formally adopted on [June 10, 2024](#). Council discussed the new strategic plan at its work session on [June 18, 2024](#).

This new plan focuses on three areas:

- Improving library services at the point of need
- Improving organization health and sustainability
- Integrating Milwaukie Momentum into library planning

### Library Board Highlights

- Current board members include Karla Branson (Chair), Ann Heiliger (Vice Chair), Maryruth Storer (Secretary), Shawne Smith, Bea Perkins, Krystina Thomas, Jo Tabacek
- Former board members include Deepak Kadetotad and Joel McLemore
- Reviewed meeting rooms policy
  - changes for space descriptions/minimum use requirements
  - allow exceptions for de minimis sales for authors/artists

- Reduced daily overdue fines for adult books from \$.25/day to \$.10 (max \$3 to \$1) to bring into alignment with children's books and other libraries in Clackamas County
- Approved Library Strategic Plan 2024- 2027
- Vetted library hours adjustments

### Teen Advisory Board

In addition to the Library Board, an informal group of students in grades 6 through 12 known as the Teen Advisory Board (TAB), a formal body created through the city's boards and commissions process, has been meeting since 2022. TAB fosters a sense of belonging and community at the library. Members provide input for library programs and collections while developing leadership skills and volunteer hours.

### Library Operations & Programming Highlights

In fall of 2023 the library hosted its first Annual Author Series, which brought in six authors over two months to engage our community in a variety of conversations.

During the Scott Park renovations, library summer programming moved offsite. Performers entertained and enriched audiences of 100-200 people and, thanks to a partnership with North Clackamas School District, lunches were made available to kids.

<b>Library Statistics</b>	<b>23-24</b>	<b>22-23</b>	<b>21-22</b>	<b>19-20</b>	<b>18-19</b>
• Circulation:	625,491	619,636	570,967	397,577	512,487
• New Accounts:	3834	3967	3398	2535	1552
• Total Accounts:	20804	18765	17058	18,756	18964
• Visitor Count:	218,949	192,823	149,899	113855	158027
• Volunteers:	779	780	585	756	937
• Volunteer Hours:	5836	5882	4346	3621	6135
• Programs:	422	393	183	379	624
• Program Attendance:	21539	15,193	9364	12,743	13,992

### Library Budget 23-24

#### Income

District Funds	\$2,100,538
City Contribution	\$ 877,395
Fines & Replacement Costs	\$ 21,287
Copies & Prints	\$ 4,978
Grants	\$ 6,654
<b>Total</b>	<b>\$3,010,852</b>

#### Expense

Personnel	\$2,029,954
Materials, Services, Programs	\$ 224,967
Other City Support	\$ 877,395
<b>Total</b>	<b>\$3,132,317</b>

Additional financial support towards library collections, programming, and equipment is provided by the Friends of the Ledding Library (FOLL), a separate 501c3 non-profit organization. FOLL volunteers accept and sell donated items at their Sunday book sales aligned with Sunday Market days, host quarterly book sales, host an annual plant sale, and sell donated books and new merchandise in their book shop in the library's lobby. The funds they raise go directly back into supporting the library.

Between January and December 2023, FOLL designated \$41,000 for the Library. This financial support funded a variety of initiatives including the following:

- Cultural Pass Program
- Summer Reading Prizes for children, teens, and adults
- Children’s Performers and Programs
- Spanish Language Storytimes
- Annual Music License for the City and Library (BMI)
- Movie License (so films can legally be shown in Library programs)
- Books for the Lucky Day Program
- Fall Authors Series
- Art rail system in community room

### **Helping Milwaukians Most in Need**

During the summer of 2024, the library’s community room served as an extended hours cooling center during very hot weather.

The library has continued to see an increased number of users in crisis and those experiencing homelessness. Additionally, staff are facing more severe behavioral challenges while working at public service desks. Our approach is to respect everyone in our spaces, expand our partnerships to bring in others to supplement our expertise, connect those in need with services where we can, and balance the needs of all library users.

In terms of connecting folks to resources, and supplementing our expertise, we’ve worked closely with the Milwaukee Police Department’s (MPD’s) behavior health specialist, Glen Suchanek, Don Holdon with LoveOne and other social service partners to help. Library staff spend a lot of time getting to know folks, then directly connecting those in need with service providers.

### **BUDGET IMPACT**

The Library Board advises on policies that can have a budgetary impact, such as fine policies, and strategic plan actions such as future procurement and deployment of book lockers and implementation of a fine free policy. The Library Board also helps interface with two groups that fundraise on behalf of the library—the Ledding Library Foundation, which is focused on raising funds for long term needs, and Friends of the Ledding Library, which is focused on supporting library operations.

### **CLIMATE IMPACT**

None

### **EQUITY IMPACT**

None

### **WORKLOAD IMPACT**

None

### **COORDINATION, CONCURRENCE, OR DISSENT**

None

**COUNCIL STAFF REPORT**

**To:** Mayor and City Council  
Emma Sagor, City Manager

**Reviewed:** Peter Passarelli, Public Works Director

**From:** Adam Moore, Parks Development Coordinator

**Subject:** **Parks and Recreation Board (PARB) Annual Update**

**Date Written:** Sept. 20, 2023

**ACTION REQUESTED**

Informational and discussion only.

**HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

[November 17, 2020:](#) The PARB provided its annual update to Council.

[December 7, 2021:](#) The PARB provided its annual update to Council.

[October 4, 2022:](#) The PARB provided its annual update to Council.

[September 20, 2023:](#) The PARB provided its annual update to Council.

**ANALYSIS**

PARB is an appointed advisory board to the Council that advises Council on parks and recreation issues in the city. Staff will present and discuss PARB's work and advocacy in 2024 and key upcoming projects in 2025. Primary PARB projects in 2024 include discussions and input on the current park development projects, advocacy for Milwaukie Bay Park, creation of sub-committees on Bee City USA, the Furnberg Legacy Shelter Project, and a policy review of the City's Naming Policy.

**BUDGET, WORKLOAD, EQUITY, & CLIMATE IMPACTS**

Not applicable.

**COORDINATION, CONCURRENCE, OR DISSENT**

Not applicable.

**STAFF RECOMMENDATION**

Not applicable.

**ALTERNATIVES**

None.

**ATTACHMENTS**

None.



# Parks and Recreation Board (PARB)

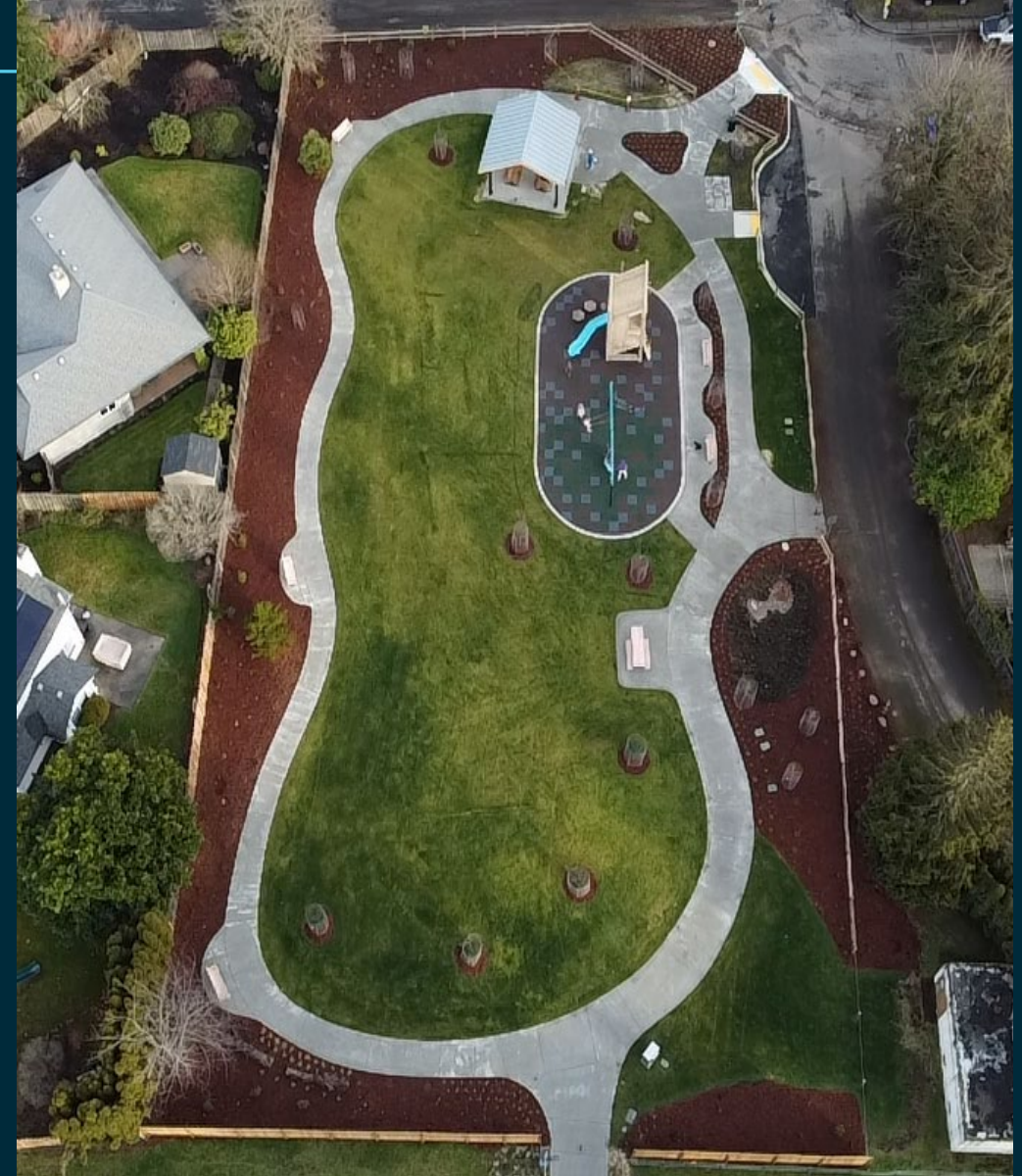
Council Update: March 11, 2025

Adam Moore, Parks Development Coordinator  
[MooreA@milwaukieoregon.gov](mailto:MooreA@milwaukieoregon.gov)

# PARB Members

## Current Members:

- Ali Feuerstein (Chair, DAC rep)
- Heather Baskerville (Vice-Chair)
- Virginia Pai
- Gary Klein
- Max Panneck
- Laura Jenks (Secretary)
- Avree Hayes
- Stella Stastny
- Council Rep: Robert Massey



# 2025 - Accomplishments

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- Community Engagement & Design Feedback for **THREE NEW PARKS!**
- Continued Advocacy for **Milwaukie Bay Park**
- **Bee City USA** in Partnership with City's Natural Resources Team, Milwaukie Rotary, Milwaukie Parks Foundation, Xerces
- Advocacy and Support Linwood NDA for Due Diligence on Potential **Furnberg Park Shelter & Legacy Project**
- **Naming Policy Review** in Partnership with the Equity Steering Committee (ESC)
- Artist Selection for **Scott Park Sculpture** in Partnership with the Arts Committee

# 2025-26 – Membership Changes

## New PARB members!

- Laura Jenks
- Avree Hayes
- Stella Stastny

## Departing Members

- Gary Klein
- Max Panneck
- Ali Feuerstein
- Martín Alvarez



# 2025-26 – PARB Goals

1. **Advocate** for the completion of Milwaukie Bay Park
2. Increase **inclusion** of historically marginalized communities & participation in **community involvement**
3. Increase community **awareness** of resources & benefits
4. Advocate for **equitable play** opportunities in parks
5. Learn more about **sustainable** landscaping, practices, & programs
6. Revisit goals in PARB meetings & **ensure actions match the goals**



# Council Parks & Green Space Goal

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**Goal Statement:** *Deliver Milwaukie Bay Park and expand equitable access to greenspace, including the future restored Kellogg Creek Natural Area.*

- Advising on the implementation of the City's **Greenspace Strategy**.
- Engaging in community outreach and advocacy for parks initiatives.
- Supporting the evaluation of greenspace connectivity and future park needs.
- Providing recommendations on prioritization of park improvements.
- Strengthening partnerships with stakeholders

**What additional opportunities exist for PARB with this new goal and beyond?**



# Thank you!

**PARB Monthly Meeting:**  
**4<sup>th</sup> Wednesday of every month**  
**5:30pm – 7:00pm**

*Check City Calendar for holiday adjustments*

**Want to join?**

[onboard.milwaukieoregon.gov](https://onboard.milwaukieoregon.gov)

**Parks facility concern?**

<https://ncprd.com/contact-us>

**Park Development Questions?**

Adam Moore

[parkprojects@milwaukieoregon.gov](mailto:parkprojects@milwaukieoregon.gov)

503.786.7624

**Next PARB meeting:**  
**March 26 at 5:30pm**

**COUNCIL STAFF REPORT**

**To:** Mayor and City Council  
Emma Sagor, City Manager

**Date Written:** December 31, 2024

**Reviewed:** Jeff Tolentino, Assistant City Engineer

**From:** Jeff Tolentino, Assistant City Engineer, Ben Green Engineering Technician II,  
Shimron Tubman, Public Safety Advisory Committee Chair

**Subject: Public Safety Advisory Committee Annual Update**

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**ACTION REQUESTED**

This is an opportunity for the Public Safety Advisory Committee (PSAC) to present the upcoming year's work plan and committee bylaws to Council for approval.

**HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

[April 17, 2018](#): Council adopted a resolution accepting the PSAC bylaws.

[May 7, 2019](#): The PSAC held a joint meeting with Council to discuss changes to the upcoming year's work plan, which included disaster preparedness coordination as an ongoing task.

[September 7, 2021](#): The PSAC held a joint meeting with Council to discuss updates to the upcoming year's work plan, which included a continued focus on disaster preparedness coordination as an ongoing task.

[October 18, 2022](#): The PSAC held a joint meeting with Council to discuss updates to the upcoming year's work plan, which included continuing focus on disaster preparedness, and the transportation system plan (TSP).

[September 5, 2023](#): The PSAC held a joint meeting with Council to discuss updates to the upcoming year's work plan, which included continuing focus on disaster preparedness, and the transportation system plan (TSP).

**ANALYSIS**

Minor adjustments were made to the committee over the past year, with the primary changes including the addition of the Spot Program and the removal of the Fire Department and Capital Improvement Project reports to provide the committee with more time to address high-priority agenda items. These reports are instead being included in the agenda packet ahead of committee meetings.

The Spot Program is a new initiative by the city to allow residents and stakeholders to report and suggest small-scale safety-related improvement projects for PSAC consideration. Projects paid for through the Spot Program thus far include thermo plastic and greenway sign improvements to 29<sup>th</sup> Ave. Currently the committee is reviewing proposals for speed cushions and solar powered crosswalk signs.

**BUDGET IMPACT**

The PSAC helps vet and select projects to advance through the Spot Program, which programs budget allocated in the city's Capital Improvement Plan (CIP) budget. For this biennium, \$350,000 have been allocated to the Spot Program. At this time there is no plan for more funding in the future.

Additional information on the Spot Program can be found on the City's website. <https://www.milwaukieoregon.gov/engineering/safe/spot>

**CLIMATE IMPACT**

PSAC helps advocate for and identify opportunities for improving transportation safety, particularly for people who bike, walk or roll to get around. Ensuring safe active transportation infrastructure supports our climate goals as transportation is the largest source of carbon emissions in the city. More people need to be safe and comfortable choosing non-fossil fuel powered vehicle options to get around if we are going to meet the city's climate goals.

**EQUITY IMPACT**

The implementation of the Spot Program will require a focus on equity to ensure that decisions are fair and inclusive.

**WORKLOAD IMPACT**

The implementation of the Spot Program will require the allocation of staff time. Additionally, if approved, the new bylaws will allow the committee to vote to extend meetings when additional time is deemed necessary, with the determination made by the committee chair.

**COORDINATION, CONCURRENCE, OR DISSENT**

None

**STAFF RECOMMENDATION**

Approve draft work plan and draft by-laws

**ALTERNATIVES**

Council could request that PSAC make additions and/or changes to the work plan and/or by-laws prior to submitting to Council for adoption.

**ATTACHMENTS**

1. Draft Work Plan
2. Draft Bylaws with edits

## **Milwaukie Public Safety Advisory Committee**

Work Plan  
2025 - 2026

### **2025 – 2026**

#### Regular Business

The committee is dedicated to addressing safety related concerns raised by the Neighborhood District Associations (NDAs) and the public to the best of its ability. This may involve collaboration with City Departments such as Engineering and Police or exploring alternative approaches, including submitting Spot Program proposals or recommending outreach to NDAs.

Reports on City construction projects, prepared by engineering staff, and updates from Clackamas Fire will be distributed in advance for committee members to review. However, the Police Report will continue to be delivered in-person by a representative of the Milwaukie Police Department. Additionally, the agenda may occasionally include staff reports from other departments or updates from the City Manager to provide a broader perspective on city operations and initiatives.

The committee also receives quarterly updates from the City's Emergency Management Coordinator as well as semi regular updates by CERT.

NDA representatives are expected to relay key information from these meetings to their respective Neighborhood District Associations to ensure effective communication and community engagement.

#### Transportation System Plan Updates

The Public Safety Advisory Committee (PSAC) will continue to be involved in updating the transportation System Plan (TSP) through the two members nominated to be representatives serving as liaisons between our committee and the TSP Advisory Committee – these participants participate in both meetings and coordinate feedback between committees.

#### Spot Program

The Spot Program recently launched and provides funding for small public safety-related improvements in the city. \$350,000 has been authorized for the Spot Program, and no current plan for future funding as been established at this time.

Proposals for Spot Program funds may be submitted by community members for new safety related improvements, like crosswalks, signage, or pedestrian ramps. Proposals are reviewed for merit by the Public Safety Advisory Committee (PSAC). If PSAC agrees with the proposal, they will assign a PSAC representative (typically a representative from the local Neighborhood District Association) to sponsor the proposal on behalf of the proposer. The PSAC

representative will then work with the proposer, and the Engineering Department to make any refinements to the proposal. Refinements may include minimizing costs related to materials, property or right-of-way acquisition, engineering analysis or design, long term maintenance, or other considerations. Engineering department staff will coordinate reviews by relevant city departments, including, but not limited to, Public Works, Police and Natural Resources. If all the relevant departments support the refined proposal, engineering staff will allocate funds and coordinate the implementation of the proposal.

### Safe Routes to School

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

### Additional Tasks

- Yearly bylaws review and update



## Milwaukie Public Safety Advisory Committee (PSAC)

[www.milwaukieoregon.gov/bc-psac](http://www.milwaukieoregon.gov/bc-psac)

## BYLAWS

Adopted xx/xx/xxxx

By Resolution yyyy

### ARTICLE I – NAME

The name of this board/committee is the Public Safety Advisory Committee (PSAC).

### ARTICLE II – PURPOSE & AUTHORITY

**A. Purpose.** The Public Safety Advisory Committee is established for the purpose of advising and making recommendations to the City Council and city departments regarding public safety needs in the City and its Urban Growth Boundary. The Committee shall be responsible for, but not limited to, the following activities:

1. Review and make recommendations on community livability concerns related to public safety issues and neighborhood livability in Milwaukie and within its urban growth Boundary.
2. Review and make recommendations for the city and other community organizations to mitigate the negative influence of crime and traffic impacts on the community.
3. Promote public education and awareness of the effects of traffic impacts and mobility issues in the community.
4. Review and make recommendations on city infrastructure needs related to streets, sidewalks, trails, and multimodal paths, traffic control devices, ADA and various transportation and transit related matters that affect pedestrian, cyclist, and driver safety.
5. Collaborate with local, County, regional and State government agencies to develop strategies to mitigate negative community livability concerns by focusing partnership agency resources to reduce or eliminate specific problem areas, or concerns.
6. Such other activities as Council may assign. (Ord. 2115 § 1, 2016; Ord 1906 § 2, 2002; Ord. 1869 § 3, 2000; Ord 1797 § 3, 1996)

**B. Authority.** The Committee is authorized by Milwaukie Municipal Code (MMC) Chapter 2.24 Public Safety Advisory Committee.

### ARTICLE III – MEMBERSHIP

**1. Membership.** The Committee shall consist of one voting member representing each of the City's neighborhood associations plus (4) at-large members. It is desirable that Committee members have an interest in solving community public safety problems through active involvement with city departments that are responsible for addressing public safety issues. Generally, the Engineering Director will act as the liaison between the Committee and city staff, however other departments such as the police department may occasionally assist or coordinate when appropriate. The term of office for members shall be from July 1st to June 30th (to allow NDA's to elect offices and representatives at the same meeting). Each term equals two years. Members may be reappointed to the same position by City Council based on the original application (updated if necessary). As outlined in the MMC, the mayor appoints

Board/Committee members with the consent of the City Council. At-large members will be appointed to the Public Safety Advisory Committee by the City Council. Neighborhood district association members shall be appointed by the Council after nomination by the neighborhood association that person will represent. The recommendation shall be reflected in the neighborhood district association minutes and provided to the City. The Council shall have discretion whether to appoint any person nominated by a neighborhood district association. As outlined in MMC 2.10.040 and in the city's Code of Conduct for Board and Committee Members, Board/Committee members serve at the pleasure of the City Council.

2. **Term of Office.** At-large committee member terms are for a period of 2 years. Up to two (2) additional two (2) year terms, for a total of four (4) additional years past the member's original appointment, may be approved by the City Council. Neighborhood representatives will be appointed for two (2) year terms with no limit on the number of terms.
3. **Vacancies.** If a Board/Committee member resigns or otherwise vacates their position, the City Council will fill the vacancy in the same manner as the original appointment. Member resignations should be submitted in writing to the chair and staff liaison.
4. **Code of Conduct.** To ensure the city's boards and committees operate in an efficient, consistent, and orderly manner, and that board/committee members comply with Oregon's public meetings and records laws, the City Council adopted a Code of Conduct for Board and Committee Members. Board/committee members are expected to review, sign, understand, and abide by the Code of Conduct.

#### ARTICLE IV – MEETINGS

- A. **Open Meetings.** All Board/Committee meetings are public meetings as set forth by Oregon's Public Meetings Laws, Oregon Revised Statute (ORS) Chapter 192.
- B. **Meeting Conduct.** Board/Committee meetings will be conducted efficiently and transparently as outlined in these bylaws, the MMC, relevant state and federal laws, and by the city's Code of Conduct for Board and Committee Members. Where these bylaws or other city guides do not provide direction, the most recent edition of Robert's Rules of Order will be followed.
- C. **Regular Schedule.** The Board/Committee will hold regular meetings as determined by the MMC, the City Council, or the chair and staff liaison. The board/committee's regular schedule will be to meet on the fourth Thursday of each month at 6:00 p.m. at the Public Safety Building and on Zoom with the exception of November and December to be replaced with one meeting on the second Thursday of December. The time, date, and/or location of a particular meeting may be changed by a majority vote of a quorum of the membership at least three weeks prior to the meeting.
  1. **Special Meetings.** Special meetings may be called at the request of the chair or a majority of the board/committee. If a special meeting is called, the chair and staff liaison will set a date and time taking into consideration such factors as the availability of the board/committee members and staff, and a meeting location.
  2. **Closed Sessions.** The board/committee may meet in closed, or executive, session as allowed by ORS 192.660(2) and consistent with MMC 2.04.090 when requested by the City Council to do so.

**Commented [BG1]:** Approved 1.23.2025 (Committee meetings around the Holiday season)

**Attendance & Absences.** ~~Board/Committee members are expected to attend all meetings, events, and activities of the board/committee. As outlined in the MMC and Code of Conduct, if a member fails to attend 75% of the meetings in a year, the member may be removed from the board/committee through the process outlined in the Code of Conduct unless otherwise excused by the chair. Members are expected to attend all BC meetings; however, the~~

community understands that conflicts may prevent a member from attending up to 25% of the meetings a year. For these purposes, "year" refers to the twelve-month period beginning from the start date of the member's BC term. For instance, many terms start on April 1 while others begin July 1.

**D.**

1. **Absences.** If a board/committee member is unable to attend a meeting, it is the member's responsibility to inform the chair and staff liaison before the meeting.

**E. Quorum & Related Matters.** For the purposes of conducting board/committee business, including holding official meetings, a majority, or quorum, is more than half of the voting membership of the Committee, as then constituted.

1. **Lack of Quorum.** If there is no quorum of board/committee members within 15 minutes following the scheduled start time of a meeting, the meeting is cancelled. If the chair or staff liaison knows that a quorum will not be present at the meeting, they will notify the board/committee members before the meeting about the cancellation.
2. **Rescheduling Agenda Items.** If a meeting is canceled due to a lack of a quorum, all agenda items that were scheduled for the cancelled meeting will automatically be placed on the next regularly scheduled meeting agenda unless the chair or staff liaison determines that a special meeting is needed to address the items. The staff liaison will ensure that the required public meeting notices will be posted for the next meeting.

**F. Meeting Procedures.** At the beginning of each meeting, the Committee shall start with a mission statement and Native Lands Acknowledgment Statement.

1. The mission is as follows "The Public Safety Advisory Committee is established for the purpose of advising and making recommendations to the City Council and city departments regarding public safety needs in the City and its Urban Growth Boundary".
2. The Native Land Acknowledgment statement must be consistent with the officially approved statement by council.

**G. Agenda Order.** The chair and the staff liaison will coordinate and arrange the meeting items as necessary to achieve an orderly and efficient meeting. In general, the order of business will be as follows:

1. Call to Order
2. Mission Statement and Land Acknowledgment Statement
3. Approval of Minutes
4. Public Comments (3-5 minutes each or as approved by the committee)
5. Reports from Clackamas Fire District #1, Police Department, City of Milwaukie Staff and Committee members.
6. Action Items Discussion (e.g. Spot Program, CERT, TSP, etc.)
7. Discussion Action Items
8. Adjournment

**H. Adjournment Time.** Committee meetings will end no later than 7:30:00 PM, unless, by majority vote of the members present the adjournment time is extended.

**I. Voting.** All Board/Committee members who are present at a meeting, including the chair and officers, are allotted one vote each on all motions. One member must make a motion and another member must second that motion in order for the Committee to vote. The concurrence of a majority of the whole committee present shall be required to determine any matter before the committee. In the case of a tie vote, the matter fails. When a vote is taken all members

**Commented [BG2]:** Approved 1.23.2025 (Swap out language to match code of conduct)

**Commented [BG3]:** Passed 1.23.2025. Swap language to match CoM Code of Conduct for Committees

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**Commented [BG4]:** Approved 10.24.2024 (Remove Fire Report. It will be included in the agenda ahead of time)

**Commented [BG5]:** Approved 1.23.2025 (Move Action items after discussion)

**Commented [BG6]:** Approved 1.23.2025 (Meetings will go until 8PM)

must vote unless a member abstains from voting and cites the reason for abstaining for the record. The board/committee secretary or staff liaison will call the roll, altering the order of members called. The chair will vote last.

**J. Motions & Related Matters.** Any Board/Committee member may make a motion. A motion needs a second to be considered, otherwise it fails.

**1. Reconsideration of Actions Taken.** A board/committee member who voted with the majority may move for a reconsideration of an action at the same meeting only. The second of a motion may be a member of the minority. Once a matter has been reconsidered, no motion for further reconsideration may be made without unanimous consent of the Board/Committee.

**K. Minutes & Related Matters.** The written and approved meeting minutes are the official record of the meeting.

**A. Preparing the Minutes.** The board/committee secretary or city staff will be present at each meeting and will provide written minutes. Written minutes should not be a verbatim transcript but should give a true reflection of the matters discussed at the meeting and the views of the participants. The written minutes must include at least the following information:

1. The date, time, location of the meeting;
2. Names of the Board/Committee members present;
3. All motions and proposals;
4. The results of all votes;
5. The substance of any discussion on any matters; and,
6. A reference to any document discussed at the meeting.

**B. Posting & Approval.** The staff liaison will make the draft written meeting minutes available to the public within a reasonable time after the meeting. The Board/Committee will review and vote upon the minutes at its next meeting after the minutes have been written. Approved minutes will be posted on the city's website and retained permanently as required by Oregon Administrative Rule (OAR) 166-200-0235(5)(a).

## ARTICLE V – OFFICERS & ASSIGNED DUTIES

**A. Officers.** The officers of the Board/Committee will consist of a chair, vice chair, and secretary.

**1. Election of Officers.** Members will elect the officers annually during the first meeting in April/July. Any member may nominate another member as an officer. Officers may be re-elected. If an officer is unable to complete their term, the board/committee will hold a special election to fill the vacant officer position.

**B. Duties of the Chair.** The chair will preside and preserve the order of Board/Committee meetings, review agendas and confer on business with the staff liaison and sign all documents memorializing board/committee actions. The chair will set reasonable time limits for community comments and testimony. ~~In the event the Chairperson cannot attend a scheduled meeting, another elected officer shall act as the presiding officer, either as appointed by the Chair or by agreement of the members attending.~~

**C. Duties of the Vice Chair.** If the chair is absent or otherwise disqualified from serving, the vice chair will perform all duties and be subject to all the responsibilities of the chair. If both the chair and vice chair are absent from a meeting, the remaining members present will elect an acting chair for that meeting.

Commented [BG7]: Approved 9.26.2024

**D. Duties of Board/Committee Members.** The role of a board/committee member is to participate in the Board/Committee's work and activities as assigned by the City Council by attending meetings and events and participating in discussions and decisions. As outlined in the city's Code of Conduct, board/committee members must behave in an appropriate manner when performing their duties as board/committee members in-person and in written or digital communications.

- 1. Meeting Preparation.** Board/committee members must prepare for participation at a meeting by fully reviewing the staff report and any materials provided by city staff.
- 2. Site Visits.** Before board/committee meetings, members are encouraged to visit sites that are subjects for committee actions. If a board/committee member visits a site, the member will report on the record any information gained from the site visit that is not consistent with the information included in the staff report.
- 3. Compensation.** Board/committee members will receive no compensation for their service. However, the city may reimburse a member for an authorized expense.
- 4. Conflicts of Interest.** In accordance with ORS 244.120, a member of the Board/Committee may not participate in any board/committee proceeding in which any of the following persons or businesses have a direct or substantial financial interest:
  - i. The board/committee member or the spouse, brother, sister, child, parent, father-in-law, or mother-in-law of the board/committee member;
  - ii. Any business in which the board/committee member is then serving or has served within the previous two years; or
  - iii. Any business with which the board/committee member is negotiating for or has an arrangement or understanding concerning prospective partnership or employment.
  - iv. A member must disclose any actual or potential interest at the meeting of the board/committee where the action is being taken.

**E. Duties of City Staff.** The city will assign a staff liaison to the Board/Committee and, as appropriate and available, will assign administrative staff to support the board/committee. Staff liaisons will act as the Board/Committee's primary point of contact for board/committee members, city staff, and the general public. Staff will ensure that the board/committee's meetings are held in accordance with state public meeting laws and will support the board/committee's activities.

- 1. Orientation of New Members.** When new board/committee members are appointed, the staff liaison and chair will provide an orientation to the new members as necessary. In addition, city staff may provide other training opportunities to board/committee members.
- 2. Board/Committee Manual.** For the efficient documentation of the board/committee's operations, city staff may compile and maintain a board/committee manual.

#### **ARTICLE VI – GOALS & AMENDMENTS**

- A. Goals.** The committee will annually establish project and outcome goals that align with the goals of the City Council and the city. The committee will establish an annual workplan to document its progress towards achieving its goals.
- B. Amending the Bylaws.** The board/committee will review its bylaws annually or as necessary and will prepare and propose appropriate bylaw amendments to the City Council. The City Council retains all authority to amend these bylaws as outlined in MMC 2.10.050.
- C. Annual Review.** The board/committee will meet annually with the City Council to review the board/committee's goals, workplan, and any proposed bylaw amendments.

#### **ARTICLE VII – BY-LAW CHANGES**

1. By-laws need to be reviewed annually at the January or February meeting.

By-laws may be amended, repealed or altered by a majority of a quorum of the committee, subject to approval by the City Council. A copy of the proposed changes must be sent to all members before a vote may be taken.

**ARTICLE VIII – OPERATING PROCEDURES.** An Operating Manual Shall be adopted and provided to each member, along with a copy of the most current by-laws and the current year's work plan. The purpose of the Operating Manual is to provide consistency, clarity, and an open record of information needed to conduct business of PSAC.

1. The Operating Manual shall contain:
  - a. the purpose and duties of PSAC as determined by City Council;
  - b. details useful for conducting business, including communications with members, sub-committee duties, and any other regularly used procedures.
  - c. names, addresses, email addresses, phone numbers, and term of office of the committee members, however, personal information shall be kept confidential by committee members unless written permission to share is provided to the chairperson.
2. Changes and additions to the manual may be suggested by any member and adopted by majority vote at any regular meeting.
3. The Operating Manual must be consistent with PSAC by-laws, the policies of City Council, and state where applicable.

**COUNCIL STAFF REPORT**

**To:** Mayor and City Council  
Emma Sagor, City Manager

**Reviewed:** Peter Passarelli, Public Works Director, and  
Gabriela Santoyo Gutierrez, Equity & Inclusion Coordinator

**From:** Katie Gavares, Climate & Natural Resources Manager, and  
Kathleen Brennan Hunter, Tree Board Chair

**Subject:** **Tree Board Annual Update**

**Date Written:** Feb. 27, 2025

**ACTION REQUESTED**

Council is asked to receive an update on the Tree Board's work and provide direction if needed.

**HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

[October 6, 2020](#): An update was provided to Council on Tree Board and urban forest activities during 2020, including the public tree code development. The board requested and received concurrence on its 2020 workplan.

[October 5, 2021](#): The last update provided an overview of board, urban forest activities during 2020, and private tree code development. The board requested and received concurrence on its 2022 workplan.

[October 4, 2022](#): Council received an informational update on Tree Board's 2022 work and upcoming workplan.

[October 3, 2023](#): Council received an informational update on Tree Board's 2023 work and upcoming workplan.

[November 19, 2024](#): Staff updated Council on proposed tree code revisions that would improve clarity of code language, streamline implementation, and assist in enforcement of the adopted code.

[January 21, 2025](#): Council adopted the Tree Code amendments.

**ANALYSIS**

This is an opportunity for Council to receive an update on the work and goals of Milwaukie's Tree Board, an advisory board for the city focused on tree and urban forest topics. The board chair and staff liaison will present and discuss the work the board has accomplished in 2024 along with the board's 2025 work plan. Recent projects include coordination with staff on revisions to the adopted tree code, online permitting improvements, community engagement events, and continued implementation of the city's Urban Forest Management Plan (UFMP).

In 2025, the board will focus on developing a community outreach and engagement program, developing an equity implementation plan for the urban forestry program, and identifying strategies to help Milwaukie reach 40% canopy coverage by 2040. Additional information on upcoming initiatives can be found in the attached Tree Board 2025 Roadmap.

**BUDGET IMPACT**

Staff received a \$100,000 planning grant from Oregon Department of Forestry to support the UFMP outreach.

**CLIMATE IMPACT**

The city's Climate Action Plan (CAP) includes a goal of 40% tree canopy cover by 2040 to further the ecosystem and climate benefits and resiliency that trees provide the community. The Tree Board plays an essential role in the city's efforts to plant, protect, and promote trees in Milwaukie, and to achieve the canopy and natural resource goals outlined in the CAP and the UFMP. Continuation of the board's work is critical as the city works to increase the urban forest and relies on board member's technical and professional experience.

**EQUITY IMPACT**

Milwaukie's Vision for 2040 is a community that is "entirely equitable, delightfully livable, and completely sustainable." While protecting and fostering a flourishing tree canopy is vital to sustainability and livability, urban forest management is also intrinsically connected to equity. Trees have been found to play a role in the physical and mental well-being of those around them, most notably in better birth outcomes and their ability to clean the air we breathe. Currently, some parts of the city have more abundant tree canopy than others. Tree Board's upcoming priorities promote an equitable distribution of trees across the community and access to the benefits of our urban forest.

**WORKLOAD IMPACT**

Not applicable.

**COORDINATION, CONCURRENCE, OR DISSENT**

Not applicable.

**STAFF RECOMMENDATION**

Not applicable.

**ALTERNATIVES**

Not applicable.

**ATTACHMENTS**

1. Tree Board 2025 Roadmap

## Tree Board 2025 Roadmap

This table represents the roadmap and deliverables the Tree Board expects to undertake throughout 2025 to advance priorities. This is a living document that will be updated with new information throughout the year.

### Tree Board and Urban Forest Staff Shared Priorities

- Urban Forest Outreach & Engagement Framework
- UFMP Equity Plan
- Sustainable programs, policies, and funding to implement UFMP and equity plan
  - Strategies for improved tree preservation to meet 40% canopy goal
  - Evaluate success of existing Tree Code and fee schedule
  - Explore commercial tree code
  - Identify locations and incentives for additional plantings
- EAB management strategies
- New consolidated Milwaukie Tree List

Timing	Actions/Deliverables
January 2025	<b>Priority Setting</b> Topics <ul style="list-style-type: none"> <li>• Federal and regional urban forestry trends and priorities</li> <li>• 2025 priority setting</li> </ul> Guests: <ul style="list-style-type: none"> <li>• Dr. Vivek Shandas</li> </ul> Deliverables: <ul style="list-style-type: none"> <li>• Identify staff and tree board shared priorities for 2025</li> </ul>
February 2025	<b>Roadmap for 2025 Priorities</b> Topics <ul style="list-style-type: none"> <li>• Tree Board 2025 Roadmap and deliverables</li> <li>• ODF Urban and Community Forestry Grant Overview</li> </ul> Deliverables: <ul style="list-style-type: none"> <li>• Identify deliverables and additional information needed for each 2025 Priority.</li> </ul>
March 2025	<b>Milwaukie Tree List</b> Topics <ul style="list-style-type: none"> <li>• Milwaukie Tree List</li> </ul> Guests <ul style="list-style-type: none"> <li>• Brett Kelter, Senior Planner, City of Milwaukie</li> </ul> Deliverables:

	<ul style="list-style-type: none"> <li>• Provide feedback on species for Milwaukie's consolidated native, non-native but naturalized, and nuisance list.</li> </ul>
April 2025	<b>Urban Forestry Outreach and Engagement</b> Topics <ul style="list-style-type: none"> <li>• Ongoing outreach and education framework</li> <li>• Summer engagement plan</li> </ul> Guests: <ul style="list-style-type: none"> <li>• Consultant for summer engagement</li> </ul> Deliverables: <ul style="list-style-type: none"> <li>• Identify desired outcomes and metrics of success for summer engagement and ongoing outreach.</li> </ul>
May 2025	<b>Analysis of Milwaukie's tree canopy</b> Topics <ul style="list-style-type: none"> <li>• Identifying the challenges and threats to Milwaukie's tree canopy</li> </ul> Guests: <ul style="list-style-type: none"> <li>• Shonene Scott, Spatial Analyst, The Nature Conservancy presenting Connecting Canopies Urban Forest Policy Matrix and Regional Tree Canopy Map</li> </ul> Deliverables <ul style="list-style-type: none"> <li>• Identify potential strategies for staff and Tree Board members to research further.</li> </ul>
June 2025	<b>Strategies to reach 40% tree canopy</b> Topics <ul style="list-style-type: none"> <li>• Strategies for tree canopy growth and preservation</li> <li>• Branch Out Milwaukie map 2.0</li> </ul> Deliverables <ul style="list-style-type: none"> <li>• Prioritize strategies for tree canopy growth and preservation</li> </ul>
July 2024	<b>Strategies to reach 40% tree canopy (cont.)</b> Topics <ul style="list-style-type: none"> <li>• Evaluate alignment between Tree Code and proposed tree canopy strategies</li> </ul> Deliverables <ul style="list-style-type: none"> <li>• Identify any changes needed to Tree Code to support the tree canopy strategies.</li> </ul>
August 2025	<i>SUMMER BREAK</i>
September 2024	<b>UFMP Equity Implementation Plan</b> Topics

	<ul style="list-style-type: none"> <li>• Explore other cities Urban Forest Equity Implementation Plans <ul style="list-style-type: none"> <li>○ Los Angeles: Urban Forest Equity Neighborhood Strategy</li> <li>○ Portland's Equitable Tree Canopy Program</li> </ul> </li> </ul> <p>Deliverables</p> <ul style="list-style-type: none"> <li>• Brainstorm desired outline for Milwaukie's equity implementation plan.</li> </ul>
October 2025	<p><b>Takeaways from Summer Engagement</b></p> <p>Topics</p> <ul style="list-style-type: none"> <li>• Analyze feedback from summer engagement</li> <li>• Milwaukie's UF Equity Implementation Plan</li> </ul> <p>Deliverables:</p> <ul style="list-style-type: none"> <li>• Brainstorm programs and policies to meet the community priorities and needs.</li> </ul>
November 2025	<p><b>UFMP Equity Implementation Plan (cont.)</b></p> <p>Topics</p> <ul style="list-style-type: none"> <li>• TBD</li> </ul> <p>Deliverables:</p> <ul style="list-style-type: none"> <li>• TBD</li> </ul>
December 2025	<i>WINTER BREAK</i>

**Unscheduled Topics:**

- North Clackamas coordination on EAB management strategies
  - *Waiting to hear back from NCPRD on timing of the new task force.*



# CITY OF MILWAUKIE

## Tree Board Update

City Council Study Session  
March 11, 2025

**Katie Gavares**

Climate and Natural Resources Manager

**Courtney Wilson**

Urban Forester

**Kathleen Brennan-Hunter**

Tree Board Chair

SS 1. F. 3/11/25 Presentation



A photograph of people participating in a tree-planting activity in a forest. In the foreground, a person wearing a plaid shirt and khaki pants is using a shovel to dig a hole in the soil. Another person's leg and a shovel are visible on the left. A young evergreen tree is on the right. A semi-transparent circular overlay on the left contains the title and list of members.

# Tree Board Members

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- Kathleen Brennan-Hunter: Chair
- Ley Garnett: Secretary
- Jon Brown
- Cameron McKone
- Alexis Barton
- Olivia Padilla

# 2024 Overview

- Tree City USA Designation 2024
  - 9th Year
- Tree City USA Growth Award
  - 6th Year
- New Online Permitting System - 2024
  - [Milwaukie.govbuilt.com](https://milwaukie.govbuilt.com)
  - Online permitting
  - Report a tree concern
- Tree Code Amendments – 2024
  - Improvements to code clarity, intention, and enforcement





## Highlights 2024 Tree City USA

### Tree City USA

- 2016 Per Capita Spending - \$2.79
- 2017 Per Capita Spending - \$2.82
- 2018 Per Capita Spending - \$6.28
- 2019 Per Capita Spending - \$10.42
- 2020 Per Capita Spending - \$14.57
- 2021 Per Capita Spending - \$26.86
- 2022 Per Capita Spending - \$24.73
- 2023 Per Capita Spending - \$29.52
- 2024 Per Capita Spending - \$29.03
- **Community population:** 21,594
  - **Tree Planting and Initial Care:** \$76,100
  - **Tree Maintenance:** \$22,126
  - **Management:** \$483,454
  - **Volunteer hours** 897
- **Total community forestry expenditure:** \$517,666 includes volunteer time
- **Trees Planted – 141**
  - Includes PW Plantings, Partner Plantings, and Arbor Day



# Tree City USA Growth Award

Recognize higher levels of tree care by participating Tree City USA communities.

- Continuing Education
- Private Tree Protection Ordinance
- Restoration Work
- Public Tree Care Guide
- Tree Event

# Ongoing Projects

- Right-of-way replantings
- Further optimize GovBuilt permitting system
- Update urban forest outreach materials
- Update/develop Milwaukie tree lists
  - Street tree list
  - Invasive tree list



# Arbor Day 2024

## Saturday, Oct 26

Events from 9am to 1pm  
at Water Tower Park

Friends of Trees

City Celebrations

*Ceremonial tree planting –  
Sunrise Redbud*

*Tree giveaway*

*125 trees planted*

*+150 community volunteers*



# 2025 Priorities



- Urban Forest Outreach & Engagement Framework
- Urban Forestry Equity Plan
- Sustainable programs, policies, and funding to implement UFMP and equity plan
  - Strategies for improved tree preservation to meet 40% canopy goal
  - Evaluate success of existing Tree Code and fee schedule
  - Explore commercial tree code
  - Identify locations and incentives for additional plantings
- Emerald ash borer management strategies
- New consolidated Milwaukie Tree List

# Tree Board Update

# Thank you!

Questions?

**Katie Gavares**

Climate & Natural Resources Manager  
GavaresK@milwaukieoregon.gov

**Courtney Wilson**

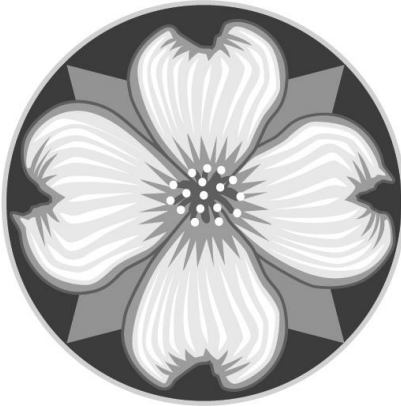
Urban Forester  
WilsonC@milwaukieoregon.gov

Have tree questions or want to learn more  
about Milwaukie's urban forest?

**503-786-7655**

**urbanforest@milwaukieoregon.gov**  
**milwaukieoregon.gov/trees**





**SS Agenda Item**

**2**

**Council Reports**

**From:** [Lisa Batey](#)  
**To:** [City Council](#); [Laura Weigel](#)  
**Subject:** FW: Walk Bike Clackamas Plan - Notice of Public Hearings to Adopt  
**Date:** Monday, March 10, 2025 12:36:23 PM  
**Attachments:** [1.ZDO292 CPO & Interested Parties Notice 03 06 25.pdf](#)

---

Scott/Nicole. Please add this email and the attached document to the record for tomorrow's Study Session.

All: Attached is the schedule for public hearings on the Walk Bike Clackamas Plan, part of the County's TSP. The link to the plan documents is in the email below. This may be something of interest to the TSP Advisory Committee, too.

**Lisa M. Batey, Mayor (she/her)**  
City of Milwaukie  
E-mail: [bateyl@milwaukieoregon.gov](mailto:bateyl@milwaukieoregon.gov)  
Message line: 503-786-7512

---

**From:** Stead, Jessica <[JStead@ncprd.com](mailto:JStead@ncprd.com)>  
**Sent:** Thursday, March 6, 2025 4:47 PM  
**To:** NCP - Ali Feuerstein <[feuerstein89@gmail.com](mailto:feuerstein89@gmail.com)>; BCS - Anatta Blackmarr <[Anatta.blackmarr@icloud.com](mailto:Anatta.blackmarr@icloud.com)>; BCS - markport <[markport@hotmail.com](mailto:markport@hotmail.com)>; Cortinas, Dominic <[DCortinas@ncprd.com](mailto:DCortinas@ncprd.com)>; Daniel Diehl <[ddiehl@lacrossefootwear.com](mailto:ddiehl@lacrossefootwear.com)>; Wild, Everett <[EWild@clackamas.us](mailto:EWild@clackamas.us)>; BCS - Grover Bornefeld <[citizengjb@gmail.com](mailto:citizengjb@gmail.com)>; BCS - jwbpx <[jwbpx@hotmail.com](mailto:jwbpx@hotmail.com)>; Joshua Fisher <[mrjoshuafisher@gmail.com](mailto:mrjoshuafisher@gmail.com)>; Lisa Batey <[BateyL@milwaukieoregon.gov](mailto:BateyL@milwaukieoregon.gov)>; NCP - Jeanette DeCastro <[decastro.jeanette@gmail.com](mailto:decastro.jeanette@gmail.com)>; Reome, Erin <[EReome@ncprd.com](mailto:EReome@ncprd.com)>; Savas, Paul <[PSavas@clackamas.us](mailto:PSavas@clackamas.us)>; Selley, Kia <[KSelley@ncprd.com](mailto:KSelley@ncprd.com)>; Sheila Shaw <[mathmom227@comcast.net](mailto:mathmom227@comcast.net)>; Stead, Jessica <[JStead@ncprd.com](mailto:JStead@ncprd.com)>  
**Subject:** Walk Bike Clackamas Plan - Notice of Public Hearings to Adopt

**This Message originated outside your organization.**

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DAC members,

For those who haven't received this already, we wanted to alert the group to the upcoming public hearings for the Walk Bike Clackamas Plan. If you are unable to attend a hearing, there is also an opportunity to submit written testimony. This plan will be an important step in improving walking and bicycling in our district, and the County as a whole. To learn more about the project and review the draft plan, you can visit the following site: [www.clackamas.us/planning/zdo292](http://www.clackamas.us/planning/zdo292) (site should be available by the end of the day).

Thank you,  
Jessica

**Jessica Stead, Executive Assistant**  
North Clackamas Parks and Recreation District

3811 SE Concord Rd. Milwaukie, Oregon 97267  
Work Hours: Mon-Thu, 7 a.m.-5:30 p.m.  
[www.ncprd.com](http://www.ncprd.com)

Follow NCPRD: [Facebook](#), [Instagram](#), [Nextdoor](#)



**NORTH CLACKAMAS**  
PARKS & RECREATION DISTRICT



## Notice of Land Use Public Hearings

for Community Planning Organizations, Hamlets, and Other Interested Parties

**Subject:** Ordinance ZDO-292, Comprehensive Plan Amendments to Adopt the *Walk Bike Clackamas (WBC) Plan*, an update to the county's Pedestrian Master Plan and Bicycle Master Plan

**Notice Date:** March 6, 2025

**Contact:** Scott Hoelscher, Senior Planner  
150 Beavercreek Road, Oregon City, OR 97045  
Phone: 503-742-4533  
Email: [scotthoe@clackamas.us](mailto:scotthoe@clackamas.us)

The *Walk Bike Clackamas (WBC) Plan* is the first full update to the County's Pedestrian Master Plan and Bicycle Master Plan since they were first adopted in 1996. WBC is a two-and-a-half year long planning project resulting in the county's first combined bicycle and pedestrian plan. The project goal is to provide a comprehensive, long-term vision for improving walking and biking opportunities in Clackamas County for transportation and recreation. WBC provides guidance on capital investment priorities and policy to create a balanced, connected and safe transportation system. WBC will serve as the bicycle and pedestrian modes of the TSP. Key project elements include:

- **Priority Projects:** WBC includes 236 key projects: 96.7 miles of new sidewalk; 322.3 miles of new bikeways and 106.8 of new multiuse trails. Projects are organized within five planning areas. Within each area there are three tiers of priorities: Tier 1 are the highest priority projects; Tier 2 are medium priority and Tier 3 are low priority. The plan also includes key spot improvement projects such as crosswalks and bicycle signals.
- **Shared Streets:** Shared Streets are potentially high-use streets for people walking and bicycling in Clackamas County with speeds reduced to 20 mph to enhance public health and safety. Reducing motor vehicle speeds is one of the best ways to increase safety. Shared Street would apply only to local streets that provide important connections within and between neighborhoods, shopping areas, and parks, among other destinations. They would be part of the ped bike network along with bike lanes, sidewalks and trails.
- **Supportive Programs:** While infrastructure improvements are an important part of making walking and biking safer, supportive programs help build awareness surrounding safety and rights and responsibilities of everyone using the transportation system. The County already has some programming (Safe Routes to School, for example) that support walking and bicycling, but seven new programs could help address community desires and complement other investments. The seven potential WBC programs are categorized into event, campaign and mode shift groupings. The seven programs included in the draft plan are: Open Streets, School Zone Safety, Bicycle Friendly Driver, No Parking in Bike Lane, Micromobility, Bicycle and Pedestrian County and Street Painting Program.

**Ordinance ZDO-292** includes proposed amendments that would adopt the *WBC Plan* into the county's Comprehensive Plan. Planning Commission and Board of County Commissioners (BCC) have scheduled hearings to receive testimony from the public and other interested parties on these proposed amendments. Because the amendments may affect your community or area of interest, we are giving you and your organization advance notice of the opportunity to review and comment on them before or at the public hearings.

The full text of the *Walk Bike Clackamas Plan* and the proposed amendments are available online at [www.clackamas.us/planning/zdo292](http://www.clackamas.us/planning/zdo292) or by contacting Scott Hoelscher directly at the number or email listed above.

Additional background information about the *Walk Bike Clackamas Plan*, including technical memos and summaries of public engagement can be found on the project webpage: [www.clackamas.us/engineering/bikewalk](http://www.clackamas.us/engineering/bikewalk)

## Public Hearings and Testimony

Interested parties are welcome to provide testimony in advance of or at the hearings listed below. Planning Commission public hearings are held virtually using the Zoom platform. Board of County Commissioners public hearings are held both virtually using the Zoom platform and in person. One week before the hearing dates, a Zoom link to the public hearing and details on how to observe and testify will be posted at the hearing web address.

### **Public Hearing Dates and Times:**

Planning Commission: **Monday, April 14, 2025**, hearing will begin no earlier than 6:30 p.m.  
[www.clackamas.us/planning/planning-commission](http://www.clackamas.us/planning/planning-commission)

Board of County Commissioners: **Tuesday, May 13, 2025**, hearing will begin no earlier than 11:00 a.m.

Public Services Building, 4<sup>th</sup> Floor Board Hearing Room, 2051 Kaen Rd, Oregon City, OR 97045  
[www.clackamas.us/meetings/bcc/landuse](http://www.clackamas.us/meetings/bcc/landuse)

**Written testimony** may be submitted before the hearings to Scott Hoelscher at [scotthoe@clackamas.us](mailto:scotthoe@clackamas.us) or 150 Beavercreek Road, Oregon City, OR 97045.

- Written testimony received by 4 p.m., Thursday, April 3, 2025, will be included in the information packet provided to the Planning Commission one week before its scheduled hearing; written testimony received after that time and before 8 a.m., Monday, April 14, 2025, will be emailed to the Planning Commission before the hearing.
- Written testimony received by 4 p.m., Thursday, May 1, 2025, will be included in the information packet provided to the Board of County Commissioners (BCC) one week before its scheduled hearing; written testimony received after that time and before 4 p.m., Monday, May 12, 2025, will be emailed to the BCC before the hearing.

Interested parties who want to present **verbal testimony** at either hearing will be asked to sign up and/or indicate their interest in testifying at the beginning of the hearing.

## Proposed Amendments

**Ordinance ZDO-292** proposes amendments to adopt the *Walk Bike Clackamas Plan* by doing the following.

1. **Appendix A of Comprehensive Plan:** Adopts *Walk Bike Clackamas Plan* by reference in Appendix A of the Comprehensive Plan.
2. **Appendix B of Comprehensive Plan:** Adopts *Walk Bike Clackamas Plan* appendices A through T into Appendix B of the Comprehensive Plan. The *WBC Plan* appendices include existing conditions data, background information and other analyses used to develop the plan.
3. **Comprehensive Plan: Chapter 5:** Amends the Active Transportation policies in Chapter 5: Transportation System Plan (TSP) to ensure consistency between the TSP and *Walk Bike Clackamas Plan*.

## Additional Information and Staff Report

**For Walk Bike Clackamas Plan documents and information:**

[www.clackamas.us/engineering/bikewalk](http://www.clackamas.us/engineering/bikewalk)

**For additional information about ZDO-292 and its public hearings (and for a copy of the staff report available Monday, April 7, 2025):**

[www.clackamas.us/planning/zdo292](http://www.clackamas.us/planning/zdo292)

or

Scott Hoelscher, 503-742-4533, [scotthoe@clackamas.us](mailto:scotthoe@clackamas.us)

*Clackamas County is committed to providing meaningful access and will make reasonable accommodations, modifications, or provide translation, interpretation or other services upon request. Please contact us at 503-742-4545 or email [DRenhard@clackamas.us](mailto:DRenhard@clackamas.us).*

503-742-4545: ¿Traducción e interpretación? |Требуется ли вам устный или письменный перевод? | 翻译或口译 ? | Cần Biên dịch hoặc Phiên dịch? | 번역 또는 통역?

**From:** [Lisa Batey](#)  
**To:** [City Council](#); [Peter Passarelli](#)  
**Subject:** FW: Meeting Notice: DAC Meeting – March 12, 2025  
**Date:** Monday, March 10, 2025 1:43:48 PM  
**Attachments:** [2025\\_0312\\_DAC\\_Agenda\\_Packet.pdf](#)

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Scott/Nicole: Please put the email below and the attached packet in the Council packet for tomorrow's Study Session.

All: The packet for Wednesday's DAC meeting is attached, and includes Powerpoint slides on the NCPRD System Plan effort. You can find more detailed background on that effort at [www.ncprdsystem.com](http://www.ncprdsystem.com) – and a lengthy report on feedback from the summer 2024 survey here:

[2022 Report of Results](#)

If any of this prompts questions or comments on your part that you would like me to bring to Wednesday's DAC meeting, please be prepared to raise that during Council Reports tomorrow night.

Thanks,  
Lisa

---

**From:** Stead, Jessica <JStead@ncprd.com>  
**Sent:** Wednesday, March 5, 2025 5:38 PM  
**To:** NCP - Ali Feuerstein <feuerstein89@gmail.com>; BCS - Anatta Blackmarr <Anatta.blackmarr@icloud.com>; BCS - markport <markport@hotmail.com>; Cortinas, Dominic <DCortinas@ncprd.com>; Daniel Diehl <ddiehl@lacrossefootwear.com>; Wild, Everett <EWild@clackamas.us>; BCS - Grover Bornefeld <citizengjb@gmail.com>; BCS - jwbpx <jwbpx@hotmail.com>; Joshua Fisher <mrjoshuafisher@gmail.com>; Lisa Batey <BateyL@milwaukieoregon.gov>; NCP - Jeanette DeCastro <decastro.jeanette@gmail.com>; Reome, Erin <EReome@ncprd.com>; Savas, Paul <PSavas@clackamas.us>; Selley, Kia <KSelley@ncprd.com>; Sheila Shaw <mathmom227@comcast.net>; Stead, Jessica <JStead@ncprd.com>  
**Subject:** Meeting Notice: DAC Meeting – March 12, 2025

**This Message originated outside your organization.**

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**Message from Chair DeCastro:**

**Hello District Advisory Committee members! Please review the complete packet prior to the DAC meeting next week. Our agenda includes a presentation about the System Plan. As a reminder, if you have a question about information in the packet that might have a lengthy answer - consider emailing the question ahead of the meeting.**

**I wanted to highlight that committee recruitment is coming up. As Chair, I am looking for volunteers to provide us with extra recruitment help during April-May-June. If you have not helped with recruitment implementation in the past then I am especially tapping you on the**

**shoulder!**

Please find attached the agenda packet for the DAC meeting scheduled for March 12, 2025. To conserve paper, all materials will be distributed digitally. You'll note that for our March agenda we will be reviewing new material from the System Plan consultant. This material is in your packet and available on the System Plan website ([ncprdsystemplan.com](http://ncprdsystemplan.com)) for review prior to the meeting.

We strongly encourage all DAC members to attend in person. If you require remote participation via Zoom, please inform me in advance so I can ensure you are set up as a panelist, avoiding any delays in joining the meeting.

Thank you,

Jessica

**Jessica Stead, Executive Assistant**

North Clackamas Parks and Recreation District  
3811 SE Concord Rd. Milwaukie, Oregon 97267  
Work Hours: Mon-Thu, 7 a.m.-5:30 p.m.

[www.ncprd.com](http://www.ncprd.com)

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**NORTH CLACKAMAS**  
PARKS & RECREATION DISTRICT



# **NORTH CLACKAMAS**

## **PARKS & RECREATION DISTRICT**

### **DISTRICT ADVISORY COMMITTEE**

#### **MEETING AGENDA**

**Date:** March 12, 2025

**Time:** 5:30-7:00 p.m.

**Location:** North Clackamas Aquatic Park, 7300 SE Harmony Road  
Or attend virtually by registering for this meeting:

[https://clackamascounty.zoom.us/webinar/register/WN\\_DK6z-AsxTPG4v4C9ELWgyg](https://clackamascounty.zoom.us/webinar/register/WN_DK6z-AsxTPG4v4C9ELWgyg)

---

- I. **Call to Order** – Jeanette DeCastro, DAC Chair
- II. **Action Items** (5:30 p.m. 5 min)
  - a. Approval of DAC Meeting Summary from February 12, 2025
- III. **Discussion Agenda** (5:35 p.m. 60 min)
  - a. DAC Facilitator Recap (Camille Trummer, Interplay – 10 min)
  - b. System Plan Phase 3 and 4 Update (Design Workshop – 50 min)
- IV. **DAC Member Reports** (6:35 p.m. 15 min) Sub-area-specific reports from DAC members and Budget Committee Liaison report i.e. upcoming event dates, questions/feedback received. Limit each 1-2 minutes.
  - a. Report from Chair DeCastro
  - b. Implementation Team
- V. **District Monthly Report** (6:50 p.m. 5 min)
- VI. **Public Comment** (6:55 p.m. 5 min) Chair will call for statements from community members regarding issues relating to NCPRD. Comments shall be respectful and courteous to all. Limit each 3 minutes.

#### **Future Dates**

- May Agenda Submission by Wednesday, April 16, 5 p.m.
- Next DAC Meeting: Wednesday, May 14, 2025



## MEETING MINUTES

North Clackamas Parks and Recreation District

District Advisory Committee

Wednesday, February 12, 2025

5:30 – 7:00 p.m.

Location: North Clackamas Aquatic Park and Virtually (via Zoom)

---

**DAC Members Present:** Grover Bornefeld (Subarea 1), Mark Elliott, Anatta Blackmarr (Subarea 2), Jeanette DeCastro, Sheila Shaw (Subarea 3), Joshua Fisher, Daniel Diehl (Subarea 4), Lisa Batey, Ali Feuerstein (Subarea 5), Joel Bergman (Milwaukie Community Center Advisory Board)

**Members Absent:** None

**Staff, Officials, and Guest Speakers Present:** Paul Savas (Clackamas County Commissioner), Kia Selley (NCPRD Director), Erin Reome (NCPRD Planning & Development Director), Kallie Guentner (NCPRD Financial Services Supervisor, Camille Trummer (Interplay)

A recording of this meeting is available on the NCPRD website at <https://ncprd.com/public-meetings/meeting-minutes>

---

I. **Call to Order** - DAC meeting was called to order by DAC Vice-Chair, Mark Elliott. A quorum was present.

II. **Action Items**

- a. Approval of DAC Meeting Summary
  - i. The summary from the DAC meeting held on January 8, 2025, was approved as presented.

III. **Discussion Agenda**

- a. Refine Group Agreements and Protocols (Camille Trummer, Interplay)
  - i. Camille provided an overview of the group agreements that were drafted by the DAC members during the January DAC meeting. A copy of the drafted group agreements was included in the February agenda packet. The group agreements included a list of challenges, agreements in response to the challenges, and resources/tools.
  - ii. Camille recommended that if an item comes up that requires a larger discussion, it should be tabled and submitted to the Chair/Vice-Chair to be added to a future agenda to allow enough time to discuss and to prepare information as needed.
  - iii. Camille recommended a feedback form for DAC members and/or public to submit questions/feedback to NCPRD staff. This could also be a tool used to submit requests to have topics appear on a future agenda.
- b. Fiscal Year 2025-26 Requested Budget Update (Kallie Guentner and Kia Selley)
  - i. The Fiscal Year 2025-26 Budget Update covered the following:
    - 1. Budget Structure
    - 2. NCPRD Budget FY 24-25: \$61.5 million
    - 3. FY 24-25 Projections – Revenues
    - 4. FY 24-25 Projections - Expenses

5. Budget Strategies – FY 25-26: Opportunities to increase revenues and opportunities to decrease expenses.
6. Key Challenges
7. Public Budget Calendar

#### IV. DAC Member Reports

- a. Sheila Shaw (Subarea 3) – Sheila requested feedback from DAC members to share with the NCPRD Budget Committee before the next Budget Committee Meeting scheduled for February 19.
- b. Lisa Batey (Subarea 5) – Saturday, March 8 will be the grand opening for the City of Milwaukie's three new parks.
- c. Daniel Diehl (Subarea 4) – Errol Heights Park (which is not an NCPRD park, but is just outside NCPRD boundaries near subarea 4) is hosting a cleanup event on Saturday. RSVP through the Johnson Creek Watershed Council.
- d. Ali Feuerstein (Subarea 5) – The City of Milwaukie is now Bee City affiliate. This means there are initiatives in Milwaukie to create more pollinator pathways. Encouraged other subareas to participate as well.
- e. Anatta Blackmarr (Subarea 2) – Stringfield Family Park has a Pollinator event every year. Requested a brief refresh on pesticides used in NCPRD parks. Residents have been requesting benches at Rivervilla Park. At the Concord Property, recommended installing a bench in a specific spot for viewing the sunset. Retiring at the end of June, subarea 2 will have a vacancy to fill. New Century Players would like to be considered for events at both community centers.
- f. Grover Bornefeld (Subarea 1) – Subarea 1, 2 or 3 will all have vacancies in June. Hosting a Mason Bee Cocoon cleaning party at his house this weekend.
- g. Joel Bergman (Milwaukie Community Center Advisory Board) – Bee City USA for Milwaukie is outstanding. Encouraged everyone to get involved.
- h. Mark Elliott (Subarea 2) – Turned in a report for damage that was done at Risley Park and the issue with fixed the same day.
- i. Josh Fisher (Subarea 4) – Gave a shout out to subarea 1 near Alma Myra Park. His daughter lost a stuffed animal there and the neighbors around the park were very supportive in finding her toy.
- j. Jeanette DeCastro (Subarea 3) – No update today, but the next CPO meeting will be April 7 on Zoom.

#### V. District Monthly Report

- a. **Justice Property Acquisition** – There was a parcel for sale adjacent to the Justice Property located at 13849 SE 122<sup>nd</sup> Avenue. Unfortunately, that property has been purchased by a private developer. NCPRD staff pursued acquisition of this parcel before it was available for purchase on the open market, but NCPRD's offer was not accepted. A private developer now owns the property and it is currently under design for redevelopment.
- b. **System Plan Flyer** – The consultant team has updated the NCPRDSystemPlan.com webpage with the recently completed assessment work, the final survey report and a new engagement tool to collect community feedback on priority areas and enhancement projects. The online engagement tool will remain live through the end of this month (February). The consultant team will be in person at the next DAC meeting on March 12 to present the latest plan concepts.
- c. **Concord Property** – Construction continues at the Concord Property and is still on track for a grand reopening this fall, likely in October. Finishes and materials for the community center interior are being selected.
- d. **Lunar New Year Celebration** – NCPRD hosted this annual event in late January with over 550 attendees at the Milwaukie Community Center.
- e. **Spring Programming** – Registration is now open.
- f. **Design and Dinner Social Event** – NCPRD hosted its first Design and Dinner Social event with over 120 attendees. Participants learned about districtwide initiatives and projects, and had the opportunity to provide input on recreation programming for both the Milwaukie Community Center and future Concord Community Center.

- g. **Updated Fees** – The Board approved updated fees effective July 1, 2025. NCPRD hasn't had fees approved since 2022. This is based on a Board approved policy last fall to allow for a fee increase of up to 3% each year to align with the CPI. If the CPI is less than 3%, then the fee increase would be less than 3%, but fees would never go above 3% unless we intentionally asked the Board for approval of those specific fees, which we did ask for approval of increases over 3%. NCPRD will publish those new fees this spring for summer programming.
- h. **Quarterly Board of Directors Meeting** – February 26, 2025 at the Aquatic Park. We will welcome two new board members: Chair Roberts and Director Fireside.
- i. **Staff Recognition Letter** – NCPRD received a recognition letter from a resident who highlighted the extraordinary staff at the Aquatic Park.

VI. **Public Comment**

- a. Lynn Cutsforth – Recommends not prioritizing the development of Justice Property Park.



# NCPRD System Plan Update

## Presentation to District Advisory Committee

Wednesday, March 12, 2025

DESIGNWORKSHOP

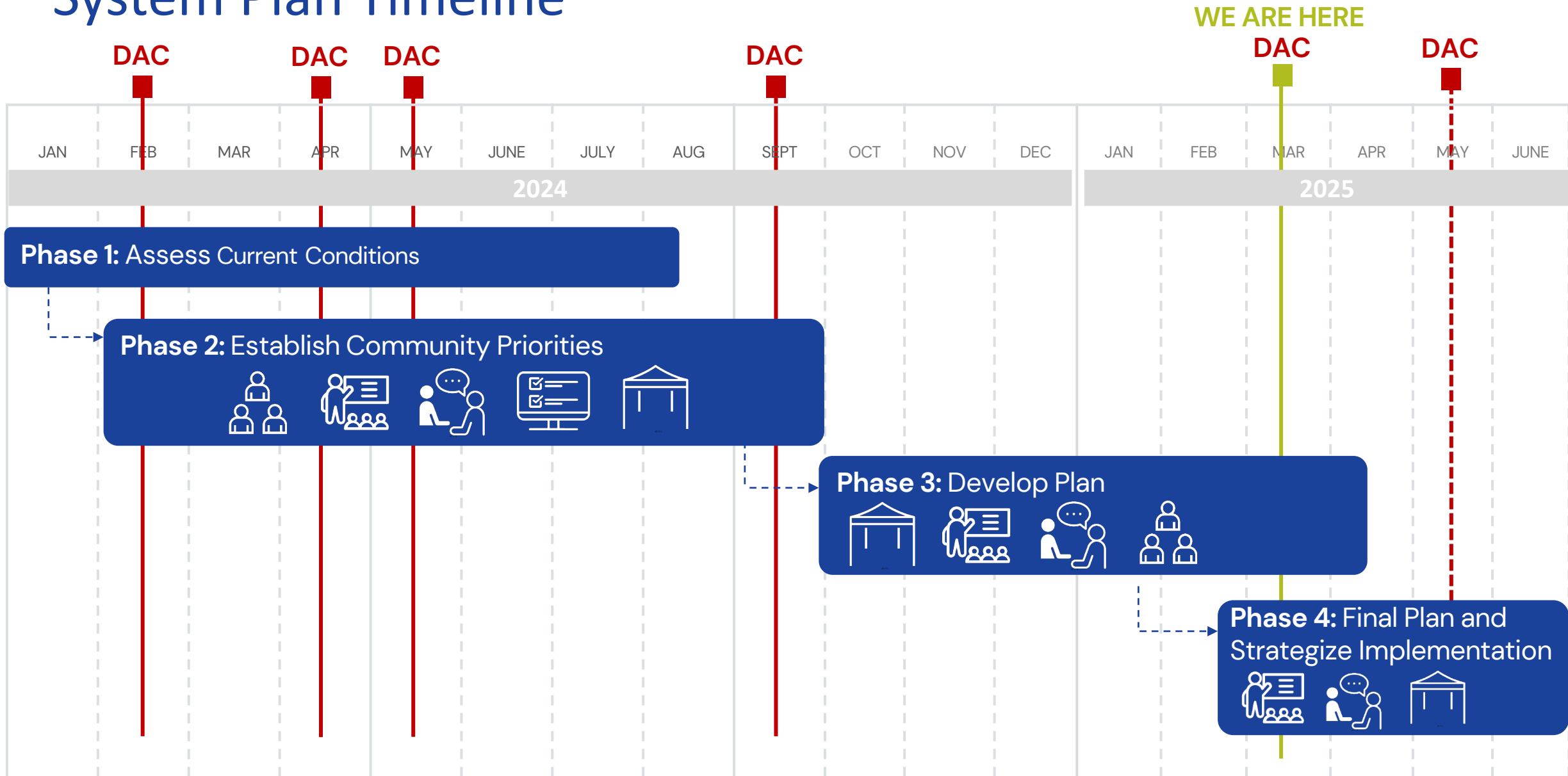


# Agenda

- What We Heard and What We Learned in 2024
- Vision and Goals
- Vision Plan Diagram
- Prioritization Criteria
- Next Steps



# System Plan Timeline



What We Heard | Community and Stakeholder Engagement  
What We Learned | Systemwide Assessments

Vision & Goals

Vision Plan Diagram  
• Priority Areas  
• Enhancement Opportunities

Strategies  
Action Items



# What We Heard and What We Learned in 2024



# What We Heard | Community and Stakeholder Engagement



**282** Random Sample Survey

**2,262** Open Participation Survey



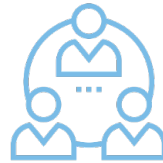
**40,901** Postcards mailed  
(district-wide)



**54,900** Emails sent

**26,636+** Emails opened

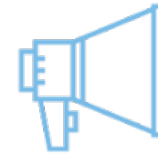
**1,266+** Clicks to survey



**22** Presentations to  
community organizations

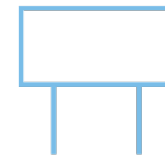
**20** Tabling events

**8** Focus groups



**67,638** Social reach

**1,276** Social clicks to survey



**800** Door hangers distributed

**65** Yard signs and a-frame inserts

**2** Park floor decals



# What We Learned | Systemwide Assessments

## NCPRD POPULATION KEY DEMOGRAPHICS



## Community Profile

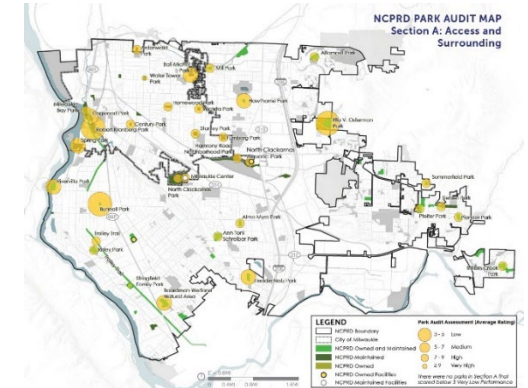
	North Clackamas Parks and Recreation District (NCPRD), OR	Bend Park and Recreation District, OR	Waukegan Park District, IL	Willamalane Park and Recreation District, OR
Total Operating Spending	\$11,658,719	\$33,623,971	\$13,850,069	\$23,110,393
Operating Spending per Capita	\$109	\$310	\$156	\$321

## Benchmarking

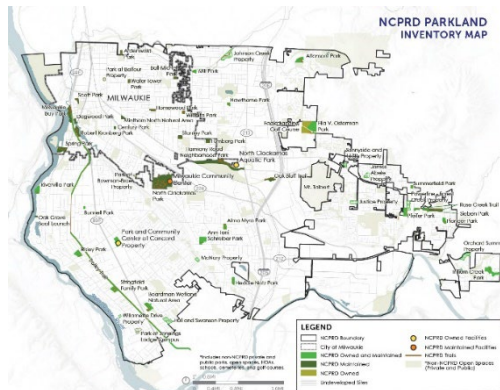
## Program Summary

- In some areas such as **Summer Camps**, NCPRD's rates are **comparable** to its peers. However, the **lack of facilities and resources** does not allow NCPRD to offer more higher-costs programs.
- Compared to its peers, NCPRD is **very generous** with **admission costs** to the Aquatic Center. The other peers' aquatic center is also part of a larger fitness facility, so the offering of **membership** enables members to use and **enjoy multiple facilities and classes**.
  - Many fitness **classes** are **offered for free** with membership.
- The peers tend to only charge **20%** more for non-residents vs **25%** at NCPRD.
  - A **larger selection** of programs helps bring in revenues.

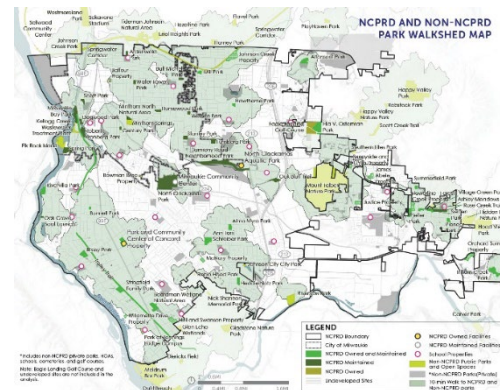
## Operations & Maintenance & Recreation Analyses



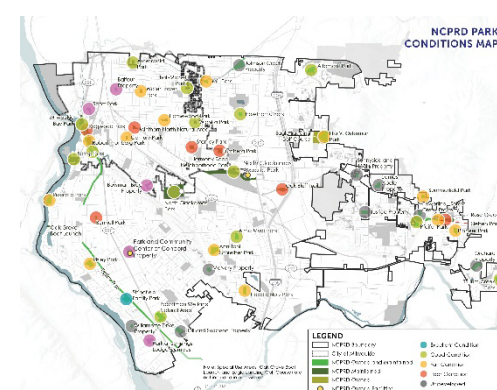
## Community Navigator Park Perception Audit



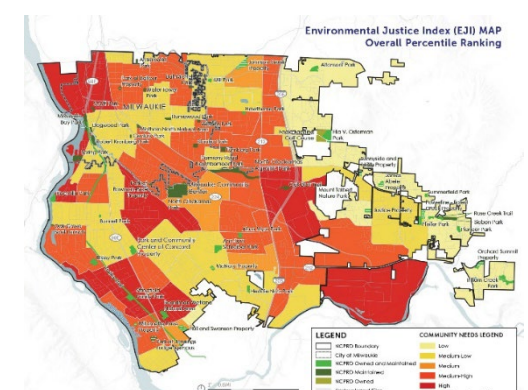
## Parkland Inventory and Deficiencies



## Park Access Level of Service



## Condition & Quality Assessment



## Environmental Justice Index Mapping

What We Heard | Community and Stakeholder Engagement  
What We Learned | Systemwide Assessments

Vision & Goals

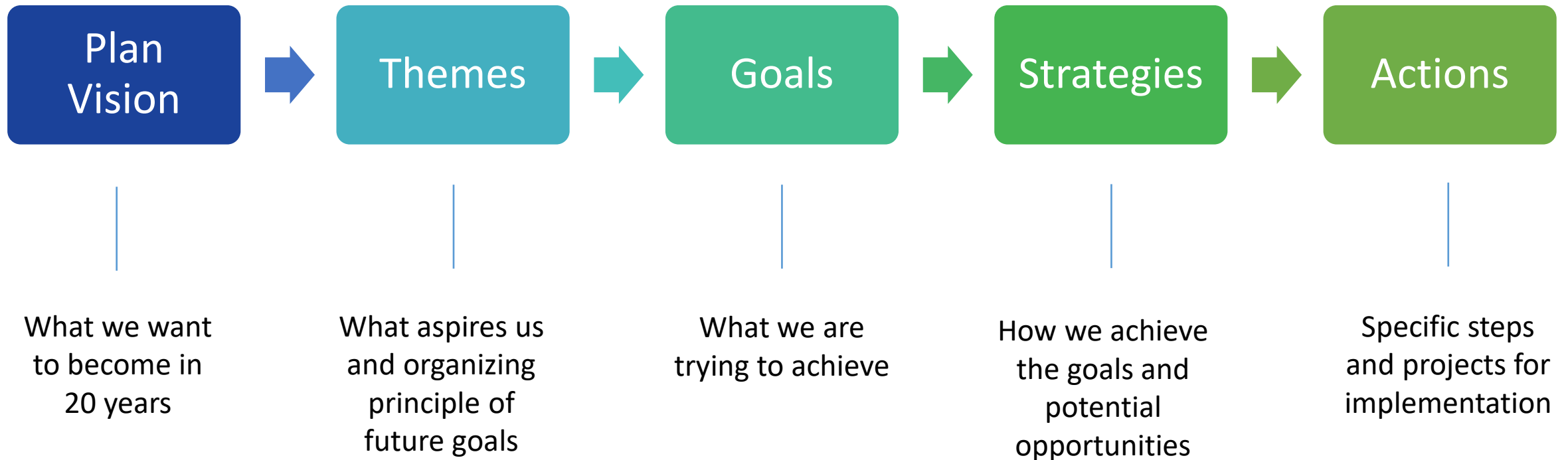
Vision Plan Diagram  
• Priority Areas  
• Enhancement Opportunities

Strategies  
Action Items



# Vision and Goals

# Plan Organization



# Proposed Mission and Vision

**2015 District Mission:** *To enrich community vitality and promote healthy living through parks and recreation.*

**District Mission:** To enrich community vitality and promote healthy living through connections to nature and play.

**2015 Plan Vision:** *Enhancing and connecting your community by providing exceptional parks and recreation opportunities for all.*

**Plan Vision:** Enhancing community with exceptional parks, natural areas, and recreation opportunities that welcome all.



# Proposed Themes



CARE FOR AND  
INVEST IN PARKS  
AND RECREATION



CONNECT TO  
NATURE



PLAY FOR ALL



ENRICH OUR  
COMMUNITY

# THEME 1: CARE FOR AND INVEST IN PARKS AND RECREATION

*Aspiration: Care for our existing system while providing a strong foundation for future opportunities.*

**GOAL 1:** Prioritize investments and improvements in areas of high community need.

**GOAL 2:** Strengthen partnerships and interdepartmental collaboration.

**GOAL 3:** Care for what we have now while also looking toward expanding offerings and access over the next decade.

**GOAL 4:** Ensure quality and longevity of the park and recreation system through long-term fiscal sustainability of the District.



# Strategies Highlights – Partnerships

**GOAL 2:** Strengthen partnerships and interdepartmental collaboration.

## DRAFT STRATEGY SUMMARIES

1. Work with the existing Foundation at the Milwaukie Community Center to expand roles and responsibilities.
2. Align with a non-profit community-formed organization such as a park conservancy.
3. Strengthen relationships with the school districts.

## DRAFT DETAILED STRATEGY EXAMPLE:

Align with a non-profit community-formed organization such as a park conservancy.

The park conservancy will act as an advocate for the District. It can grow and take on more responsibilities over time.



# Strategies Highlights - Funding

**GOAL 4:** Ensure quality and longevity of the park and recreation system through long-term fiscal sustainability of the District.

## DRAFT STRATEGY SUMMARIES

1. Pursue increased NCPRD funding sources.
2. Diversify external funding sources.
3. Expand revenue generating activities in park spaces.

## DRAFT DETAILED STRATEGY EXAMPLE:

Pursue increased NCPRD funding sources including a property tax increase.

**76%** of the respondents expressed that they are very likely or somewhat likely to support additional funding and spending for parks and recreation improvements in the future.

## SURVEY HIGHLIGHT



# THEME 2: CONNECT TO NATURE

*Aspiration: Connect to nature, embracing and protecting natural resources and mitigating climate change impacts.*

**GOAL 1:** Increase community access to the outdoors, nature, and water.

**GOAL 2:** Create a districtwide network of trails to enhance movement, connectivity and enjoyment in the natural environment.

**GOAL 3:** Connect people to natural places and their restorative benefits.

**GOAL 4:** Foster a sense of curiosity and stewardship for nature through enhanced signage, access, and learning opportunities in the District.

**GOAL 5:** Enhance community resilience through climate adapted landscapes, facilities, and program offerings.



# Strategies Highlights – Trails

**GOAL 2:** Create a districtwide network of trails to enhance movement, connectivity and enjoyment in the natural environment.

## DRAFT STRATEGY SUMMARIES

1. Connect people to destinations through a trail network.
2. Prioritize trails and paths that are close to home.
3. Formalize design and maintenance standards based on industry best practices.

## DRAFT DETAILED STRATEGY EXAMPLE:

Connect people to parks, facilities, and recreational destinations through a safe, accessible, easily navigable, and well-connected trail network.

Top 3 Parks and Facilities People Want to See Offered in the future

1. **Trails for walking, biking, and rolling (60%)**
2. Natural areas and conserved open space (55%)
3. Spray water play/splash pads (29%)

**SURVEY  
HIGHLIGHT**



# THEME 3: PLAY FOR ALL

*Aspiration: Promote health and lifelong learning by providing parks, natural areas, facilities, and recreational opportunities for all ages and abilities.*

**GOAL 1:** Provide recreation programs and places to play that meet the needs of a broad range of ages, abilities, and backgrounds.

**GOAL 2:** Reduce gaps in parks access and programming using the variety of tools and resources in our community.

**GOAL 3:** Offer affordable recreation programs and facilities to encourage participation and reduce financial barriers.

**GOAL 4:** Provide ongoing communications to meet community needs and proactively follow national trends.



# Strategies Highlights – Recreation and Programming

**GOAL 2:** Reduce gaps in parks access and programming using the variety of tools and resources in our community.

## DRAFT STRATEGY SUMMARIES

1. Offer programs for age groups that are often overlooked.
2. Partner with local sports leagues to offer additional organized adult sports programs.
3. Support a dynamic programming evaluation process for all program offerings.

## DRAFT DETAILED STRATEGY EXAMPLE:

Offer programs for age groups that are often overlooked, such as teens, younger adults, professionals, and family programs.

Comparing to other benchmarking districts, NCPRD is lacking:

- Teens programs
- Younger adults programs
- Professional programs
- Family programs

**Benchmarking  
Finding**



# THEME 4: ENRICH OUR COMMUNITY

***Aspiration:** Strengthen connections through events, activities, recreation programming, and communication that celebrate the diversity of identities in our community.*

**GOAL 1:** Celebrate and honor cultures, languages, storytelling, art, and history of distinct communities in North Clackamas.

**GOAL 2:** Create community togetherness and foster welcoming environments through recreational and cultural offerings in parks, facilities, and programs.

**GOAL 3:** Craft programs and partnerships that support the health of residents through recreation programs and events.

**GOAL 4:** Adapt recreation, activities, and events to meet the current and future recreation needs of the community.



# Strategies Highlights – Universal Design and Accessibility

**GOAL 3:** Craft programs and partnerships that support the health of residents through recreation programs and events.

## DRAFT STRATEGY SUMMARIES

1. Develop partnerships to offer targeted programs.
2. Expand engagement of young people and older adults.
3. Support a culture of volunteerism.

## DRAFT DETAILED STRATEGY EXAMPLE:

Develop partnerships with community organizations, healthcare providers, and disability advocacy groups to facilitate the development of targeted programs and initiatives tailored to the needs of specific demographic segments.

Desire to have more spaces and programs that are accessible to people of all abilities, including mental and physical abilities.

**Focus Group  
Discussion  
Takeaway**



What We Heard | Community and Stakeholder Engagement  
What We Learned | Systemwide Assessments

Vision & Goals

Vision Plan Diagram  
• Priority Areas  
• Enhancement Opportunities

Strategies  
Action Items



# Vision Plan Diagram

Priority Areas  
Enhancement Opportunities



# Priority Areas

## ASSESSMENTS TO IDENTIFY GAPS IN SERVICE AREAS

### PARK ACCESS GAPS

Areas outside of NCPRD's 10-minute Park Walkshed Analysis.

### ENVIRONMENTAL JUSTICE PRIORITY ZONES

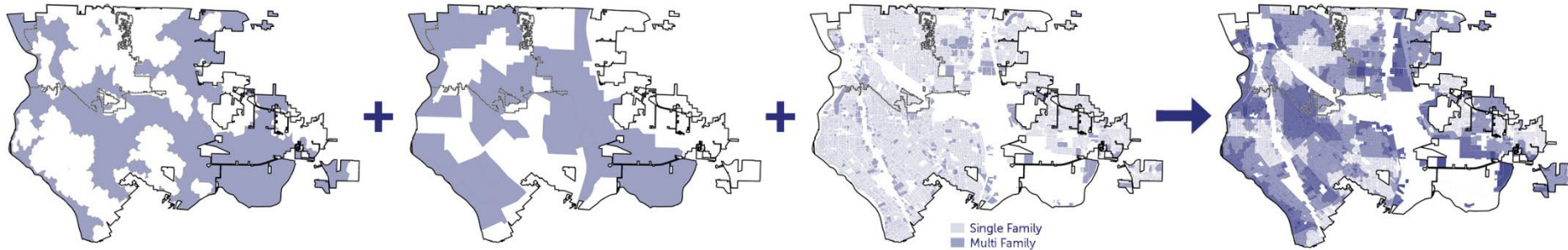
Areas with high and medium combined social, environmental, and health impacts identified through the CDC's Environmental Justice Index (EJI) Analysis.

### RESIDENTIAL DENSITY

Single and multi family residential parcels indicating areas of residential density.

### HIGH NEEDS AREAS OVERLAY

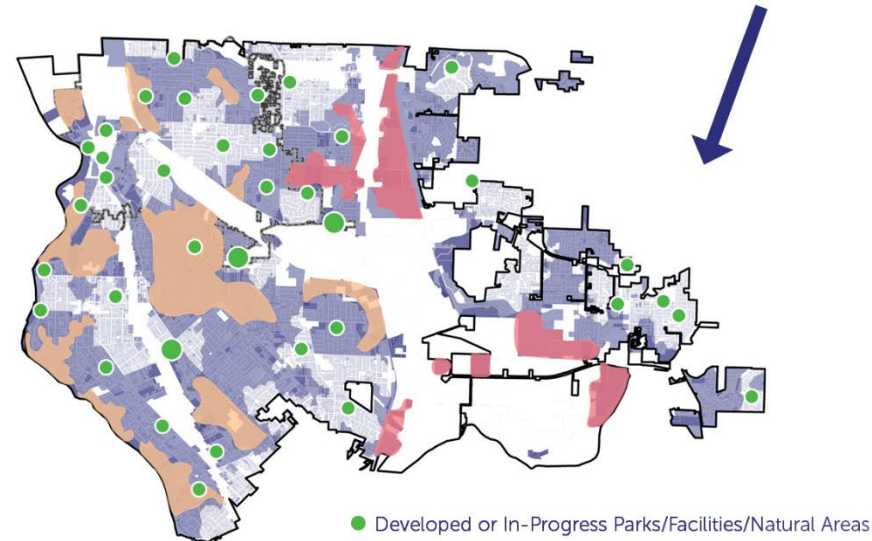
Overlay of the park access gaps, high and medium environmental justice priority zones and areas of residential density.



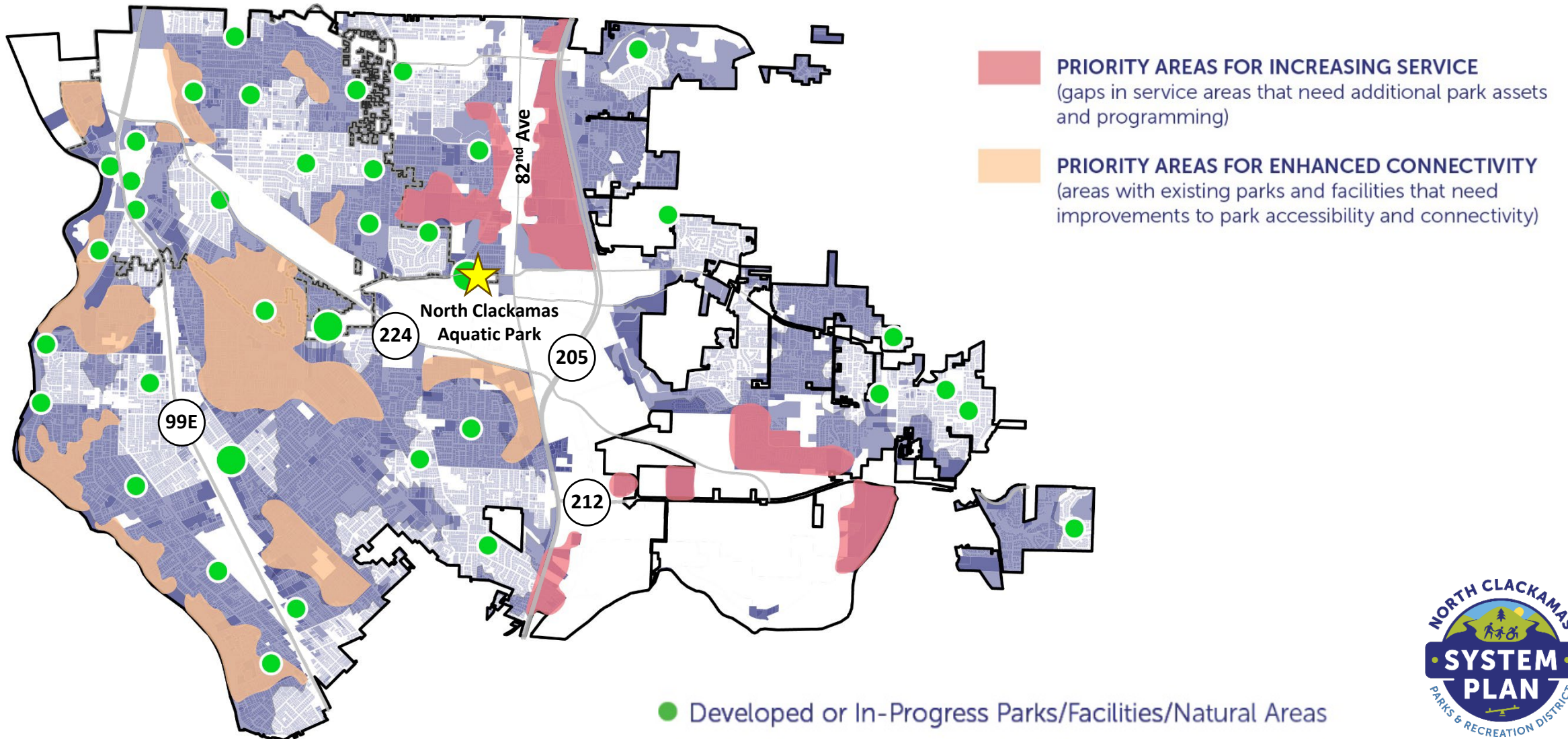
## IDENTIFIED PRIORITY AREAS

**PRIORITY AREAS FOR INCREASING SERVICE**  
(gaps in service areas that need additional park assets and programming)

**PRIORITY AREAS FOR ENHANCED CONNECTIVITY**  
(areas with existing parks and facilities that need improvements to park accessibility and connectivity)



# Priority Areas



# Engagement – Map Input Opportunity

## Online Engagement Tool (Social Pinpoint)

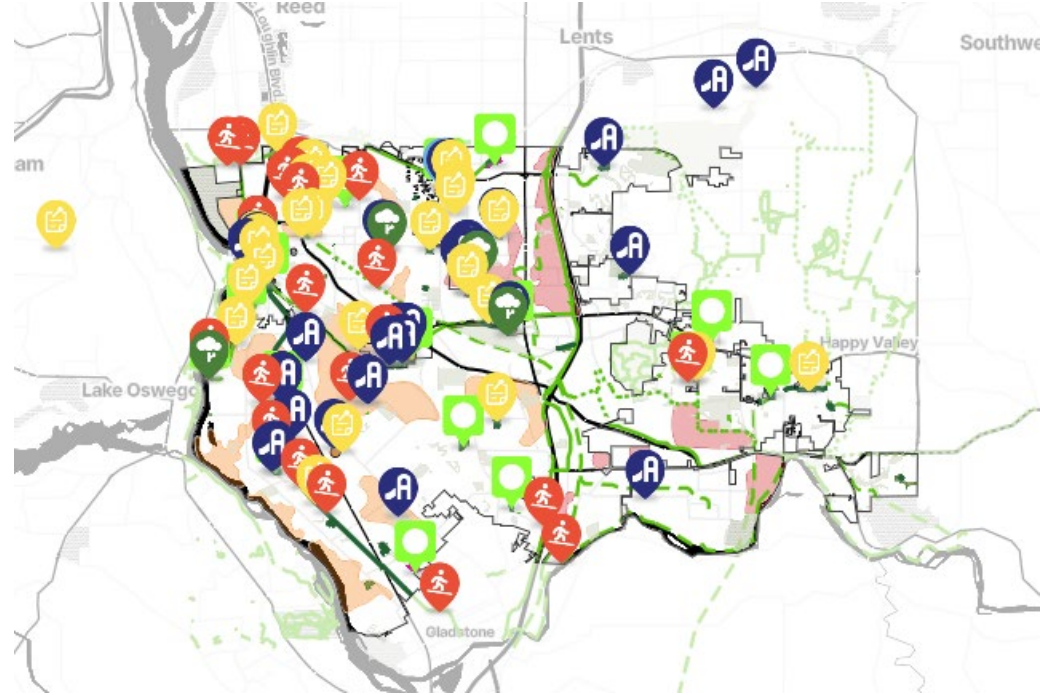
### Advertisements

- Email Blasts
- Pop-up Events
- Social Media Posts

**Duration:** Open from January 24 to February 28, 2025.

### Vision Plan Diagram Mapping Exercise

- Review and comment on the identified enhancement opportunities
- Add your own enhancement opportunities



Social Pinpoint mapping exercise was closed on February 28. Results are currently being summarized, which will inform the Final Vision Plan Diagram.



Total of **164** contributions



Total of **306** Votes

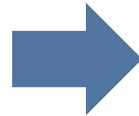
# Enhancements Opportunities

## COMMUNITY INPUT

- Community-wide Statistical Survey
- Pop-up Events
- Focus Group Meetings
- Community Navigator Park Audit
- Social Pinpoint (On-going)

## TECHNICAL ASSESSMENTS

- NCPRD Staff Meetings and Workshops
- Recreation Trends
- Prior Document Review
- Condition and Quality Assessment
- Operations and Maintenance Assessment
- Recreation and Programming Assessment



## IDENTIFIED ENHANCEMENT OPPORTUNITIES



**Enhanced  
Play and Recreation**



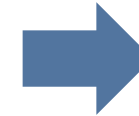
**Enhanced  
Access to Nature**



**Enhance Access to Water  
for Active Recreation**



**Trail Improvement  
Opportunities**



## PRIORITIZATION ACTION ITEMS CAPITAL IMPROVEMENT PROJECTS



# Enhancements Opportunities

**Enhancement Opportunities:** These are opportunities to improve our existing parks and facilities based on community feedback received April – August 2024 and findings from various systemwide assessments. What we heard people would most like to see over the next 20 years.



**Enhanced Play and Recreation:** play areas, play structures, community gathering areas, sports fields, event spaces etc.



**Enhanced Access to Nature:** natural areas, habitats, wildlife viewing, walking/biking/rolling in nature, environmental education etc.



**Enhance Access to Water for Active Recreation:** river and creek access, walking/biking/rolling along river and creeks, water-based activities, water play etc.



**Trail Improvement Opportunities:** additional trail development, connections to regional trails, enhanced trail safety, etc.



[illegible]

- ## LEGEND
- |   |  |   |                        |
|---|--|---|------------------------|
|    | Parks  |    | NCPRD Trolley Trail    |
|   | Undeveloped Sites                              |  | NCPRD Existing Trails  |
|  | Non-NCPRD Open Spaces<br>(Private and Public)* |  | NCPRD Proposed Trails  |
|  | NCPRD Owned Facilities                         |  | Non-NCPRD Major Trails |
|  | NCPRD Maintained Facilities                    |  | NCPRD Boundary         |
|   |  |  | City of Milwaukee      |
- \*Includes non-NCPRD private and public parks, open spaces, HOAs, schools, cemeteries, and golf courses.



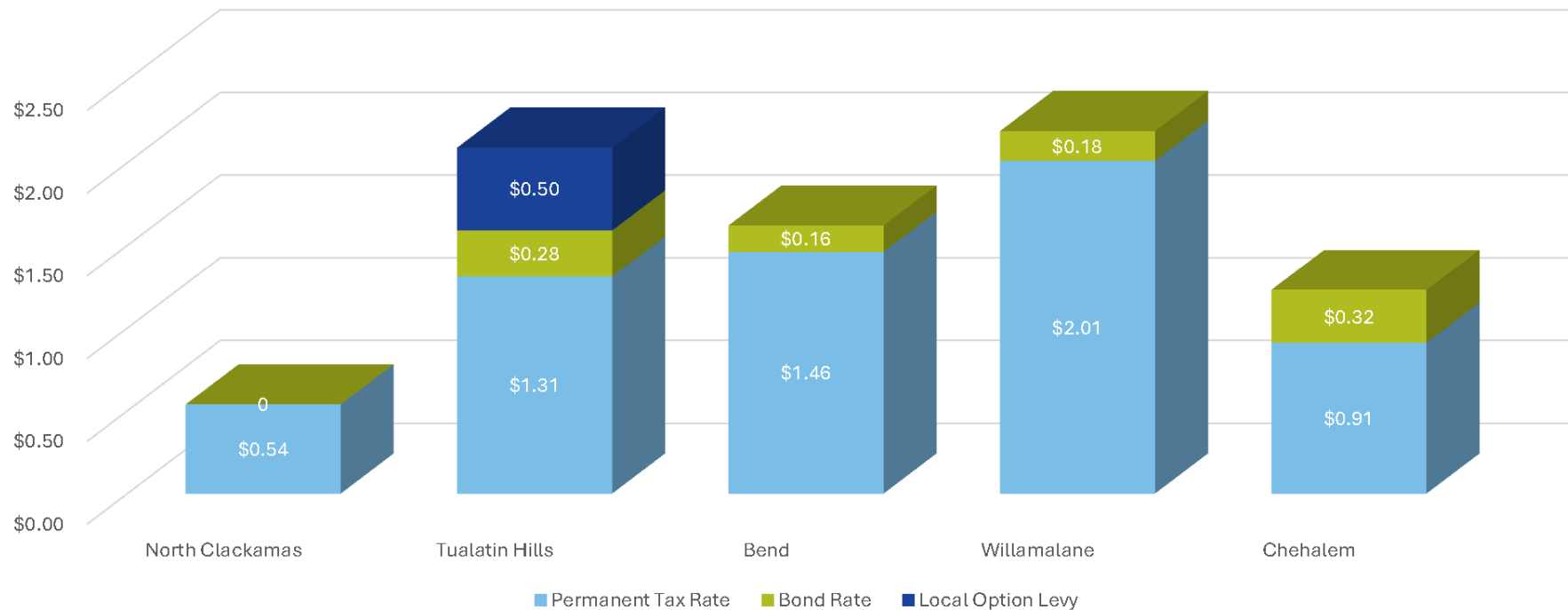
# Prioritization Criteria

Strategies  
Action Items

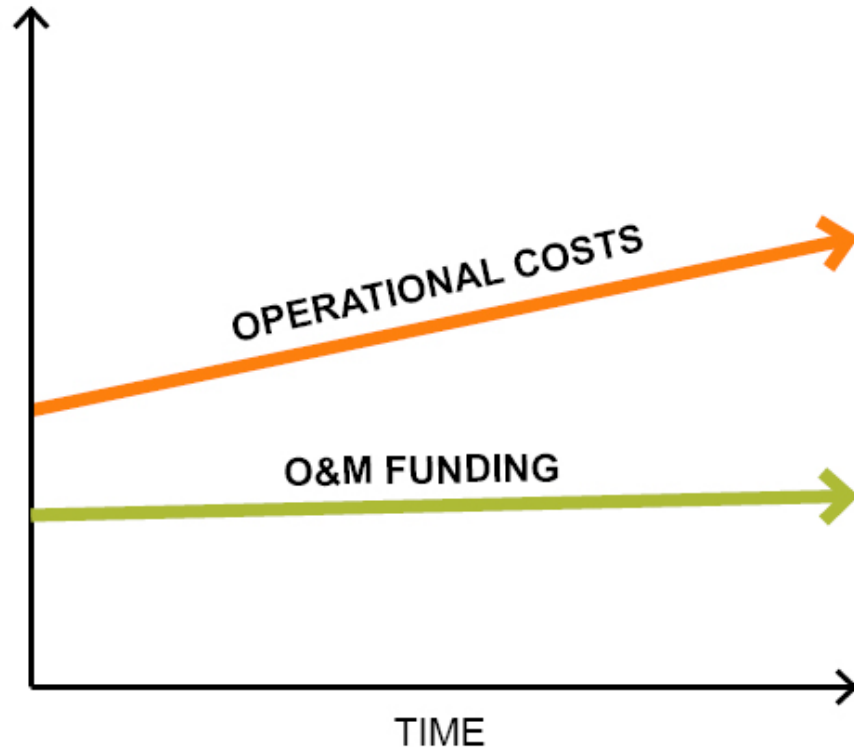


# FY 25-26 Budget Update – Key Challenges

- Revenues have not kept pace with inflation: permanent tax rate of \$0.54 /\$1,000.
- Planned \$50M Capital Bond Measure never presented to voters to fund new parks and facilities which increases reliance on System Development Charge (SDC) funds.
- SDC fees for new development are insufficient with inflation.



# NCPRD FUNDING NEEDS



Primary Funding Source: General Fund funds operations and maintenance, programming, and services.

- Fixed permanent tax rate isn't keeping pace with inflation.
- Rising operational costs.
- System Development Charges (SDCs) are a separate funding source that can only be used for new development/amenities.

# Next Steps

- Late Spring: Staff to evaluate and prioritize action items, timeline, and funding
- Early Summer: Public review and DAC review of the draft plan
- Late Summer: Final plan and adoption



Thank you!



DESIGNWORKSHOP



# NORTH CLACKAMAS

## PARKS & RECREATION DISTRICT

### NCPRD MONTHLY DIVISION REPORT

Prepared for the NCPRD District Advisory Committee (DAC)

Reporting Period: February, 2025

DAC Meeting Date: March 12, 2025

#### ADMINISTRATION

#### FINANCE

- **March 2025:** The fiscal year 2025-26 proposed budget will be reviewed by the County Administrator.
- **Recruitment:** Efforts are currently underway to fill the vacant Accountant 2 position.

#### Looking Ahead

- **May 2025:** The fiscal year 2025-26 Proposed Budget will be distributed, and the annual Budget Committee Meeting will occur.
- **June 2025:** The fiscal year 2025-26 NCPRD Adopted Budget will be submitted to the NCPRD Board of Directors for approval.

#### MARKETING & COMMUNICATIONS

- **Website Refresh:** With the design finalized, the website development is underway, including copywriting, identifying digital assets, and building out pages.
- **System Plan Promotion:** Coordinated with the Planning and Development Team to increase awareness and engagement around the System Plan Project and the Design Dinner Social. The team developed promotional materials for distribution to community partners and groups, and leveraged targeted digital communications, including email blasts and social media.
- **Discovery Guide:** NCPRD is bringing back its full Discovery Guide, the first since before the pandemic, to provide a comprehensive view of program offerings and services. The Guide will be prominently featured online, with a limited batch of printed copies available at facilities. Production is underway, and the guide will be released in March, prior to summer registration opening.

## PLANNING & DEVELOPMENT

### PLANNING & DEVELOPMENT PROJECTS

- **Park at Jennings Lodge Campus:** The County's Design Review is complete. Staff and the consultant team are reviewing the conditions for approval and working on the final design and engineering (construction documents). Staff are also preparing three grant applications that will help fund construction, with construction anticipated in spring 2026. A public process will be conducted to select a name for the new park prior to the park opening.
- **Park at Concord Property:** Work has commenced on the outdoor, two-stall restroom and park shelter and the first layer of asphalt has been installed in the main parking lot. Project completion is estimated in fall 2025. A web camera provides a view of site construction that is refreshed every few minutes. You can access the camera as well as construction updates for the park and community center using this link: [new.express.adobe.com/webpage/IG5Adw6CT4y1Vs](https://new.express.adobe.com/webpage/IG5Adw6CT4y1Vs).

- **Playground at Concord Property:** Utilities have been installed under the playground area and site work has begun. One of the large sculptural climbing pieces arrived, along with a wide concrete slide. A crane lifted the climber, in the shape of a barn owl, from a flatbed truck and placed it on the top of the highest mound on the playground. One of the many ways to get down from the mound is to slide down the concrete slide. This slide is "triple-wide" and includes a transfer platform as well as an accessible grab bar for wheelchair access at the top of the slide. The extra width allows a child to wait at the bottom while their caregiver brings their mobility device back to them, while other children still have room to use the slide. Rough grading of the water play feature is complete.



- **Community Center at Concord Property:** A significant portion of the limited budget available in this phase is needed for updates that maintain the integrity of the building, as well as the basic systems required to open the building to the public. The roof Replacement of the roof and HVAC (heating, ventilation, and air conditioning) system are nearly complete. The new elevator has been installed and is undergoing final inspections from the County. Additional site work will prevent water damage to the building by routing storm water to the new storm water facility near the parking lot. Selection of furniture, fixtures and material finishes is underway for the rooms that will be open to the public. Only a portion of the building will be accessible to the public due to limited funding in this first phase of renovations. The building is expected to open to the community in fall 2025.
- **System Plan:** Draft Vision and Goals statements have been developed for the project, along with preliminary priority areas in the district for increased service, improved access,

and opportunities for enhancements to existing parks and facilities. This work has been directly informed by the community feedback and assessments completed during the early phases of the project. Draft materials are available for review on the System Plan website ([ncprdsystemplan.com](http://ncprdsystemplan.com)) and were featured at both NCPRD's Lunar New Year Festival and Design and Dinner Social events, as well as through an online engagement tool that was sent out for community input during the month of February. Staff are currently working with the consultant team to develop Strategies, Actions, and a list of sequenced capital improvement projects.

- **Trails Network Plan:** ODOT has issued an intent to award notice to the consultant teams and preliminary contract negotiations are now underway. The project is on track for project kick-off in summer/fall 2025.

#### **PARTNER PROJECT SUPPORT (non-NCPRD projects)**

- **Kellogg Creek Confluence Restoration and Community Enhancement Project (impoundment sediment sampling):** The Kellogg Creek Restoration and Community Enhancement Project will reestablish fish passage into the Kellogg-Mt. Scott watershed, restore lower Kellogg Creek habitat and its floodplain through the City of Milwaukie, improve long-term community resiliency and access to nature, and modernize vulnerable multi-modal transportation infrastructure. This project is a collaborative effort led by North Clackamas Watershed Council, City of Milwaukie, Oregon Department of Transportation, and American Rivers. In mid-December, Metro Council approved \$10M in funding for the project from Metro's Large Scale Community Visions Program.
- **Beebe Island Side Channel Reconnection Project:** A Clackamas River Basin Council (CRBC) led project. The project proposes to improve side channel connections at the inlet, as well as off-channel alcove habitat. CRBC has developed a final design concept and will be advancing the design to ready for obtaining the necessary permits.
- **Johnson Creek Confluence Restoration:** A Johnson Creek Watershed Council led project. This project will construct large wood complexes in the lowest reach of Johnson Creek, including the confluence with the Willamette River. The proposed undertaking will be utilizing the existing boat ramp at Milwaukie Bay Park to offload logs into the project area; however, this undertaking will not adversely affect NCPRD. Exact construction dates are to be determined.
- **Boardman Sewer Line Replacement at Trolley Trail:** An Oak Lodge Water Services District led project. This project will replace a section of wastewater main near Boardman Avenue and Hwy 99E in spring 2025. There will be flaggers, resulting in delays to trail users of no more than 20 minutes. A proposed trail re-routing will also be available during construction. An easement between OLWSD and NCPRD was executed in November to allow this construction project
- **Construction of Aquifer Storage Recovery (ASR) Building at Sieben Park:** A Sunrise Water Authority (SWA) led project. The ASR building is approximately 200 sf and will be constructed along the eastern boundary of NCPRD's Sieben Park. SWA is working on re-submitting their non-conforming land use application. Once land use is obtained, they will begin progressing designs for construction.

- **3-Creeks Protected Area Floodplain Enhancement Project:** A Water Environment Services (WES) led project. This project will enhance floodplain, improve water quality, improve fish and wildlife habitat, and provide opportunities for pedestrian access and environmental education on the site, where feasible.

#### CAPITAL IMPROVEMENT PROJECTS FY 24-25

Item	Current Activity	Next Steps	Timeframe
System Plan	Integrating community feedback on vision, goals, and plan concepts. Development of strategies, actions, and project sequencing.	Consultant develops the draft plan for public review.	Spring 2025
Trails Network Plan	Contract negotiations	ODOT contract approval	Summer 2025
Park at Jennings Lodge Campus	Finalize design based on County Design Review; staff applications for grants to help fund construction	Construction drawings; refinement of cost estimate	Summer 2025
Park at Concord Property	Advise on construction activities and cost control	Advise on construction activities and cost control	Summer 2025
Playground at Concord Property	Advise on construction activities and cost control	Advise on construction activities and cost control	Spring 2025
Community Center at Concord Property	Advise on construction activities and cost control	Advise on construction activities and cost control	Summer 2025
Park at Justice Property	On hold	-	-
SDC Methodology	On hold	-	-
Milwaukie Bay Park	On hold	-	-

## PROGRAMS & COMMUNITY CENTERS

### AQUATICS

- **Auto-Fill Repair:** NCPRD's new maintenance contractor replaced the auto-fill in the wave pool (see picture).
- **Snow Day/Make-up Lessons:** Swim lessons were extended to March 4 as a make-up day due to an inclement weather cancellation.
- **Spring Registration:** A successful spring registration for swim lessons with 760 participants.

#### Looking Ahead

- **April 2025:** Registration is open for the spring lifeguard course. Classes beginning the first week of April.



### OLDER ADULT SERVICES

- **Shelf-Stable Meals:** Prior to the snow event of Feb. 13-14, the Milwaukie Community Center's Meals on Wheels clients had received two shelf-stable meals in preparation for inclement weather. This enabled the drivers and staff to remain safely at home while the clients had food for the snow days.
- **March for Meals:** This critical Nutrition Program Fundraiser, operated by the MCC foundation, raises funds that go directly into the Nutrition Program's operating budget. It begins at the end of February and runs through the middle of April.



#### Looking Ahead

- **Apr. 5, 2025 (9 a.m.):** MCC Annual Volunteer Appreciation Brunch, Milwaukie Community Center

## RECREATION AND SPORTS

- **New Intro to Fermenting Class Series:** The new "Intro to Fermenting" three-class series was a hit, attracting 40 participants eager to learn the art of fermentation. The first class focused on making sauerkraut, one of the most beloved fermented vegetables. The second session dove into the world of kombucha, where participants learned how to brew their own tangy, probiotic-rich tea at home. The third class explored winter vegetables, turning hearty root vegetables like beets, carrots, kohlrabi, winter radishes, and parsnips into vibrant, nutrient-packed fermented treats perfect for the colder months.



- **Summer Event Sponsorships:** Recreation is dedicated to hosting engaging and accessible community events. NCPRD is currently seeking sponsorships for upcoming events: Concert in the Park, Movies in the Park, and Fiesta Latina en el Parque. Sponsorship opportunities offer businesses valuable community exposure and recognition while helping build connections between local businesses and residents.
- **Teen Night:** On Friday, Mar. 7, teens (grades 6-12) gathered for our fifth teen night event this fiscal year. The free event allowed teens to explore four different cultures – Asia, Africa, Europe, and Latin America – through rotating activities such as playing Lotería, playing the traditional Chinese game Pitch-Pot, enjoying African drumming rhythms, and creating Scandinavian folk art paintings. On average, 27 teens attend each teen night.
- **Winter Dance and Cheer Stars:** The first performance was held on Tuesday, February 18. Families thoroughly enjoyed the show, which concluded with spectators being invited to join in on the fun while dancing to the Hokey Pokey and Baby Shark. The program's final performance is on Saturday, Mar. 15.
- **Pre-Kindergarten Basketball:** The last session was Wednesday, February 19. Seventeen out of 25 families completed surveys; all 17 were satisfied or better. Many commented on how much they enjoyed learning from our two staff instructors.
- **Hoopers Basketball:** The winter storm impacted the program, causing a multi-day cancellation that affected both practices and games. Staff have worked to reschedule the missed game day throughout the remaining season, which will conclude on Sunday, Mar. 16.
- **Shooting Stars Basketball:** This program is for persons with additional needs and has 42 athletes participating this season. The season will conclude in mid-March with an end-of-season celebration.

### Looking Ahead

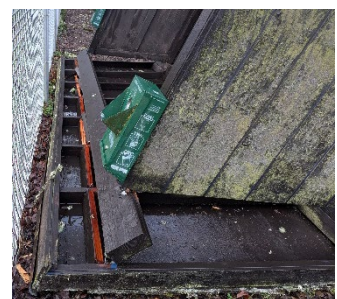
- **Mar. 22, 2025:** Oregon Ballet Theatre 2 (all ages), Milwaukie Community Center, 5-6 p.m., \$5 suggested donation for 18+.
- **Mar. 31, 2025:** North Clackamas Park four ball fields open for play.

- **June 21, 2025:** Pollination Celebration, Stringfield Family Park, 1-3 p.m., Free

## PARKS & FACILITY MAINTENANCE

### PARKS, TRAILS & NATURAL AREAS

- **Hawthorne Park Swing Replacement:** The wooden swing set at Hawthorne Park has been replaced with a new, upgraded steel swing structure due to the instability and safety concerns of the previous set.
- **Concord Property HVAC Walkthrough:** The NCPRD building maintenance staff participated in a walkthrough of the new HVAC (heating, ventilation, and air conditioning) system, where they were provided with an opportunity to ask questions and receive instruction on the system's setup and operation.
- **New Maintenance Request System:** NCPRD has implemented a new maintenance request system, which has enabled us to strategically prioritize our workload and track requests more efficiently. In the first 30 days of use, a total of 49 staff requests were submitted.
- **CPR and First Aid Training:** All building maintenance and park maintenance staff have successfully completed CPR and First Aid training.
- **Dog Run Shelter:** The dog run shelter at North Clackamas Park was damaged during the windstorm that impacted the area on Feb. 24. We are currently developing a plan for its replacement.



### CAPITAL IMPROVEMENT PROJECTS

- **Aquatic Park Stairs Repair:** The Request for Quotes (RFQ) has been submitted to the purchasing department and is currently in the queue. It has not yet been assigned to a purchasing agent.

### Looking Ahead

- **Mar. 1, 2025 (8 a.m. – noon):** A Watershed-Wide Volunteer Event will be held at Luther Road, focused on creating and planting live willow stakes.
- **Mar. 29, 2025 (10 a.m. – 12:30 p.m.):** The Mulch Madness stewardship event at Alma Myra Park will involve mulching around the rings of the Douglas fir trees within the park.