



COUNCIL WORK SESSION

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

MINUTES

APRIL 1, 2025

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

Staff Present: Joseph Briglio, Assistant City Manager	Peter Passarelli, Public Works Director
Justin Gericke, City Attorney	Emma Sagor, City Manager
Brent Husher, Library Director	Scott Stauffer, City Recorder
Patrick McLeod, Building Official	Ciara Williams, Economic Development Coordinator

Mayor Batey called the meeting to order at 4:09 p.m.

1. Council Goal Update: Economic Development – Report

Mayor Batey noted that the meeting would take a recess early in the meeting.

Sagor explained that one work session a month would dedicate 90 minutes to Council goal progress, acknowledged the thoughtful discussions from the retreat that shaped the goals and noted that Briglio would introduce the draft action plan template. **Sagor** emphasized that the goal update process was meant to enhance transparency and accountability.

Briglio introduced the city's new Economic Development Coordinator, Ciara Williams, and explained the purpose of the draft action plan for Council's 2025–2027 goal on economic development.

Councilor Stavenjord emphasized that economic development should be understood holistically, extending beyond business development to encompass equity, livability, and shared responsibility across all city goals. **Mayor Batey** added that the goal also extended to projects like Milwaukie Bay Park (MBP). **Briglio** reviewed the "why" behind the goal as presented in the Economic Development Draft Plan.

Mayor Batey recessed the meeting at 4:16 p.m. and reconvened at 4:29 p.m.

Briglio reviewed key outcomes identified at the Council retreat that were included in the draft plan, such as revitalizing Main Street, investing in industrial areas, enhancing neighborhood hubs, and improving business partnerships. Council agreed to add language about the completion of MBP to the "What do we want to accomplish by 2027" points.

Briglio reviewed the performance metrics to track success, and the group discussed changes and additions around business meetings attended or convened, commercial vacancy rates, separating business types when reporting on business registrations, and commercial square footage and price per square foot.

Councilor Stavenjord added that available equity demographics should be integrated into the metrics, and the group discussed foot traffic access to commercial areas within a quarter mile, how tracking occurs, and the potential of utilizing the Pokémon Go phone gaming application (app) to enhance foot traffic tourism.

Briglio had Council review the implementation partners as presented on the draft plan. The North Clackamas School District’s (NCSD’s) Sabin-Schellenberg Center and the Milwaukie Redevelopment Commission Community Advisory Committee (MRCCAC) were added to the list. The group discussed the frequency of engaging with partners.

Briglio and Sagor presented the action roadmap through 2027. The group discussed the importance of launching business engagement tables, aligning engagement efforts with business license code, and updates in coordination with the urban renewal area (URA) five-year action plan. The importance of closing the feedback loop with businesses by demonstrating how tax revenue supports them was emphasized. Council acknowledged that the business license program is currently revenue-focused but supported the goal of evolving the program to include meaningful business support.

Council also expressed interest in tracking committee assignments and Council partnerships as part of quarterly updates and affirmed shared ownership of the goal, regardless of who is listed as lead. The quarterly structure was praised for creating clarity and accountability for both Council’s role and public understanding.

Sagor explained that the plan was intended to be a living document with quarterly updates published on the city website following each quarterly meeting with Council.

Mayor Batey shared that transit access to International Way is being explored with TriMet and several employers in the area. Council supported continuing this outreach.

Williams provided a personal introduction, sharing background and early reflections on the city’s role in economic development.

2. Building Department Update – Report

Briglio introduced the topic and McLeod. **McLeod** reviewed the building department structure, and presented the team’s workload, and evolution over the past decade. **McLeod** highlighted staffing changes, increased reliance on third-party inspection services, and the shift from small residential projects to larger commercial and multifamily developments.

McLeod reviewed the financial and operational strain of processing middle housing projects, especially cottage clusters, which require significant staff time but generate a loss of revenue compared to townhomes and commercial projects, which are more financially sustainable. The group discussed the challenges and potential legislative fixes to better support local jurisdictions with middle housing strains.

The group discussed the benefits of townhomes versus cottage clusters and where staff see cottage clusters as not a maintainable build model for developers.

McLeod also discussed inspection requirements, limited time turn around mandates for reviews, and staffing shortages, noting the difficulty of hiring certified inspectors. **Briglio** and **Sagor** commented on the building teams workload efficiency. **McLeod** reviewed the number of permits and inspections since 2017 and outlined recent improvements, including internal process changes to reduce redundant inspections and ease administrative burden.

The group discussed the number of inspections and permits conducted by city staff and who conducts the inspections.

McLeod reviewed the building department's financials, showing a strong surplus which was may need to be justified during the state's upcoming program reauthorization process. The group discussed ongoing recruitment challenges.

3. Adjourn

Mayor Batey adjourned the meeting at 6:10 p.m.

Respectfully submitted,

Handwritten signature of Nicole Madigan in black ink.

Nicole Madigan, Deputy City Recorder

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