



**AGENDA  
GOOD NEIGHBOR COMMITTEE**

Tuesday, October 14, 2014  
5:30 – 7:00 p.m.

Kellogg Wastewater Plant Administration Building  
11525 SE McLoughlin Blvd.

- 5:30 – 5:40      Welcome/Introductions/Approval of minutes from September 9, 2014 meeting
- 5:40 - 5:55      **Follow up from previous meeting**
- Status of Brown and Caldwell odor study follow-up - Milwaukie posted a Request for Quotes went to CH2MHill, review schedule.
- 5:55 – 6:40      **Planting Plan - review plans, schedule**
- Cost info
  - Schedule
  - Next steps
- 6:40 – 6:45      **Review Kellogg GNC Funding Spreadsheet** (Charles Bird)
- Updated with EDU info
- 6:45 – 6:55      **Public participation** (time permitting)
- 6:55 – 7:00      **Committee Communications** (Dion Shepard)
- Dewatering project (in CIP?)
  - Schedule date for next meeting (Vet's Day – propose Wed 11/19)
  - Moving forward/Items for next meeting
- 7:00              **Adjourn**

Continuing Project list (for tracking purposes):

<u>Name</u>	<u>Status</u>
1. Riverfront Park	Construction underway
2. Planting screen	Design in process
3. Property acquisition	Discussed at June 12, 2013 meeting – back burner, Look for grant opportunity
4. Replace lighting along path	In process as part of master plan
5. Odor study	Moving forward with project ranking

**GOOD NEIGHBOR COMMITTEE MEETING MINUTES**  
**September 9, 2014 at 5:30 pm**  
**Kellogg Creek Treatment Plant, Administration Building**  
**11525 SE McLoughlin Blvd.**

**DRAFT**

**Members Present:**

Dion Shepard, Chair  
Karin Powers, Vice Chair  
Councilor Mark Gamba  
Sarah Baden  
Neil Hankerson  
Charles Bird (by phone)

**Members Absent:**

Gary Klein

**Staff Present:**

Ronelle Sears, City of Milwaukie  
Greg Geist, WES

**Guests:**

Joanne Bird, IS resident

**MEETING NOTES**

**Minutes** from the August 12th meeting were not approved. Make noted changes to minutes and approve at next meeting.

**Follow-up from previous meeting:**

Status of B&C study:

- County had an existing contract w/ B&C but adding this work would be over budget. Milwaukie agreed to take over contract. RFP went out and closes on the 16<sup>th</sup>.

**PLACE Studio – review plans, schedule:**

Planting Plan:

- Requested cost estimate with plan and did not receive. Status of the tree removal permit is unknown, permit has been submitted. Soil analysis was not completed.
- Voted on #3 \$1,800 up front for design Karin motion Mark second. Dion will follow up with Gail on WES council approval.
- New process when spending funding; get City council approval, City write and send a letter to WES for approval.
- Need to be clearer on who is doing what in the future. Questions came up; who will be the project manager on the tree planting project? Greg suggested Gail from WES. Who will be doing the maintenance on the trees? Greg offered to bring in his facilities division

rep to discuss at the next meeting. Greg will also get maintenance cost from previous years to compare.

Requested change to project list:

- The odor study will be moved up to priority #1 and the Riverfront Park will be moved to #3. All agreed to keep #4 on the list.

### **Review Kellogg GNC Funding Spreadsheet**

- Committee will have Casey Camors review the Bond numbers on the GNF record of contributions. Committee will need to go to City Council to update the members on the program and process ask for an additional \$120k. Dion to work with Gary on City Council schedule and report.
- Question came up; how much is being spent for capitol repairs at the plant now? Greg will distribute current project list to the group. Estimated 20 million being spent next 5 years.

**Adjourned at 7:30pm**

### **Action Items**

- Submit By-laws to City Council for adoption
- Discuss communication for tree removal, build on open house
- Dion will follow up with Gail on WES council approval (\$1,800 up front for planting design)
- City to write and send a letter to WES for approval (new process when spending funding)
- Project Manager on tree planting project? Greg suggested Gail from WES. Who will be doing the maintenance on the trees? Greg offered to bring in his facilities division rep to discuss at the next meeting. Greg will also get maintenance cost from previous years to compare.
- GNC Funding - have Casey Camors review the Bond numbers on the GNF record of contributions. Committee will need to go to City Council to update the members on the program and process ask for an additional \$120k. Dion to work with Gary on City Council schedule and report.
- Greg will distribute current capital repair project list to the group

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Dion Shepard, Chair

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Gary Parkin, City Liaison

**GOOD NEIGHBOR COMMITTEE MEETING MINUTES**  
**August 12, 2014 at 5:30 pm**  
**Kellogg Creek Treatment Plant, Administration Building**  
**11525 SE McLoughlin Blvd.**

**Members Present:**

Dion Shepard, Chair  
Councilor Mark Gamba  
Neil Hankerson  
Sarah Baden  
Charles Bird

**Members Absent:**

Karin Power, Vice Chair  
Gary Klein

**Staff Present:**

Gail Shalom, WES  
Gary Parkin, City of Milwaukie

**Guests:**

Joanne Bird, IS resident  
Milo Denham, IS resident  
Charlie Brucker, PLACE

**MEETING NOTES**

**Minutes** from the July 8th meeting were approved.

**Follow-up from previous meeting:**

Gary providing EDU info from Casey to Charles Bird  
Dion provided open house results

**PLACE Studio – review plans, schedule**

Charlie provided a plan showing tree proposed for removal (dated 8/4/14). The plan shows 92 trees for removal in stages, 23 (outside of fence line) which need mitigation per Milwaukie code. Pictures of many of the trees were included.

Charlie asked the committee to consider how much to spend on the initial phase of the planting plan. After some discussion, the committee voted unanimously to spend all the available money in the GNC fund, an amount determined to be \$270,000~~\$240,000~~.

The first phase consists of:

- clearing and grubbing – an activity not suited for volunteers

- plant trees
- purchase shrubs for volunteer planting
- install fabric fencing material
- First priority - area along 99E (NCPRD has responsibility for strip along curb) and south area adjacent to treatment plant
- Second priority – area along river bank
- Third priority – area to the east of treatment plant
- Trees first (around plant) and then shrubs

Issues to consider:

- planting 6'-8' conifers
- plant a temporary hedge of arborvitae until big trees grow in about 10 years
- communicate tree cutting (cut just prior to planting – in October)
- Irrigation – drip for 3-5 years, gator bag need to be refilled every 3 days
- large shrub area

The committee voted to approve the PLACE memo (2&3).

The committee voted to approve the By-Laws with minor changes that Charles will make.

**Adjourned at 7:30pm**

### **Action Items**

~~-Submit By-laws to City Council for adoption~~

- Discuss communication for tree removal, build on open house

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Dion Shepard, Chair

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Gary Parkin, City Liaison