



Work Session

WS

Milwaukie City Council

COUNCIL WORK SESSION

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

AGENDA

JANUARY 16, 2024

Council will hold this meeting in-person and through video conference. The public may attend the meeting by coming to City Hall or joining the Zoom webinar, or watch the meeting on the [city's YouTube channel](#) or Comcast Cable channel 30 in city limits. For Zoom login visit <https://www.milwaukieoregon.gov/citycouncil/city-council-work-session-341>.

To participate in this meeting by phone dial 1-253-215-8782 and enter Webinar ID 829 4863 6541 and Passcode: 642219. To raise hand by phone dial *9.

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

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

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| 1. Annual Board and Committee Recruitment Process – Discussion (4:00 p.m.) | 11 |
| Staff: Scott Stauffer, City Recorder, and
Nicole Madigan, Deputy City Recorder | |
| 2. Summer Events – Discussion (4:15 p.m.) | 18 |
| Staff: Emma Sagor, Assistant City Manager, and
Dan Harris, Events & Emergency Management Coordinator | |
| 3. Quarterly Capital Improvement Plan (CIP) Projects – Update (4:30 p.m.) | 20 |
| Staff: Jennifer Garbely, City Engineer, and
Jeff Tolentino, Assistant City Engineer | |
| 4. Adjourn (5:30 p.m.) | |

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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 WORK SESSION

Zoom Video Conference (www.milwaukieoregon.gov)

MINUTES

JANUARY 16, 2024

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

Staff Present:	Jennifer Garbely, City Engineer Justin Gericke, City Attorney Dan Harris, Events & Emergency Management Coordinator Nicole Madigan, Deputy City Recorder	Ann Ober, City Manager Emma Sagor, Assistant City Manager Scott Stauffer, City Recorder Jeff Tolentino, Assistant City Engineer
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Mayor Batey called the meeting to order at 4:01 p.m.

1. Annual Board and Committee Recruitment Process – Discussion

Stauffer explained how city staff were preparing to launch the 2024 annual board and committee (BC) recruitment process. **Madigan** noted that staff were still working to engage youth members to apply to the vacant positions on the Arts Committee, Library Board, and the Park and Recreation Board (PARB). **Stauffer** and **Ober** added notes on the Milwaukie High School (MHS) Outstanding Student Achievement Award.

Stauffer asked if Council had any feedback on the recruitment schedule. **Councilor Stavenjord**, **Stauffer**, and **Mayor Batey** discussed the recruitment schedule and interview process for youth members, and it was decided to move forward with youth member interviews in February and that Batey and Stavenjord would be on the interview panel. **Batey**, **Stauffer**, and **Madigan** discussed vacant BC positions and members that are eligible for reappointment.

Stauffer asked if generic questions should be included with BC specific questions in the BC interviews. Council came to a consensus that a change should be made to the first application question and began workshopping the first question for BC interviews. **Stauffer** noted staff would follow up with Council on application and interview questions.

2. Summer Events – Discussion

Sagor explained that staff were evaluating the city's calendar of events while developing the proposed budget for the next biennium and that staff had heard community interest in seeing more city support for neighborhood multicultural events and bringing back an annual Milwaukie Daze type event. **Sagor** noted that due to budget constraints and the cost of producing a biannual Carefree Sunday, staff were considering replacing Carefree Sunday with a summer event that could be put on annually for less cost.

Harris presented ideas of what a summer event might look like, when and where it might be held, and how using this event to replace Carefree Sunday would free up funds to provide support to community led events around the city. **Harris** addressed foreseen risks as well as the opportunities that could arise from hosting this type of summer event.

Sagor asked Council how they would like staff to proceed in planning for city events.

Mayor Batey asked why staff were not concerned about the possibility of heat affecting a summer, Milwaukie Daze type event. **Harris** and **Sagor** addressed concerns about bad weather during events and concluded that the more manageable cost of an annual event made it more favorable to honor a late July date.

The group discussed finding ways to incorporate bike transit to a summer event, interest in how a summer event may use community partners and extra funds to support east Milwaukie multicultural events, whether replacing Carefree Sunday had been presented to the community, how staff could host a new event summer of 2024 and how staff had concluded what the cost would be, and where the summer event would be held.

Mayor Batey shared background information on Milwaukie Daze, ideas for revamping Carefree Sunday that would incorporate community desire for supporting multicultural community events and expressed concern about hosting another event in downtown and heat affecting a summer event. **Sagor** noted that staff were looking at the concern of replacing an eastside event with a downtown event but noted that the funding left from hosting a cheaper annual event could be used to support eastside events. **Councilor Khosroabadi** echoed Sagor's point about using available funds on the eastside.

Mayor Batey expressed concern about the lack of community engagement around losing Carefree Sunday and was against doing away with it. **Councilor Khosroabadi** suggested staff move forward with Carefree Sunday for 2024 and engage with the community on how to move forward starting next year. **Councilor Stavenjord** asked if staff could do outreach before the February 6 meeting. Staff agreed to perform community outreach and return February 6 during the regular session.

3. Quarterly Capital Improvement Plan (CIP) Projects – Update

Garbely introduced new Assistant City Engineer, Jeff Tolentino. **Tolentino** and **Garbely** provided an update on the status of CIP projects including Meek Street North, street maintenance for 2024, Monroe Greenway, Washington Area Improvements, Harvey Street Improvements, Ardenwald North Improvements, Waverly Heights Sewer Reconfiguration Project and Waverly South and 26th Avenue Improvements, Americans with Disabilities Act (ADA) Ramp Improvements, Downtown Sidewalks and Storm Improvements, King Road Improvements, and Kellogg Creek Restoration Project.

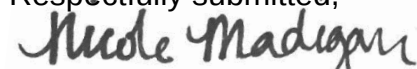
Tolentino and **Garbely** discussed an upcoming project at Logus Road and 40th Avenue and 42nd Avenue Improvements, noting that additional funding will be needed to rebuild the 42nd and Harrison Street intersection. **Garbely** presented proposed improvements for Stanley Avenue and noted that staff would be looking for feedback on which projects to prioritize based on funding. **Garbely** listed the areas staff would be focusing on in the next CIP for water services that needed repairs, improvements, and new infrastructure.

Councilor Stavenjord, **Garbely**, and **Ober** discussed consulting with community partners that were assisting with the Safe Routes to School (SRTS) projects about the possible issues that might arise for the proposed Stanley Improvements Project. **Mayor Batey** asked if the city was still on track to receive the SRTS funding and **Garbely** noted that if the funding came through the city would prioritize the project, but the grant may not be received in time to tie the project to the work Clackamas County is doing on Linwood Avenue. **Mayor Batey** and **Tolentino** discussed detention ponds in connection with Meek Street North project.

4. Adjourn

Mayor Batey adjourned the meeting at 5:49 p.m.

Respectfully submitted,



Nicole Madigan, Deputy City Recorder

- 16:32:50 From Councilor Rebecca Stavenjord to Hosts and panelists : How about “Tell us about yourself, what interests or life experiences have led you to serving on a city board or committee?”
- 16:51:27 From Councilor Rebecca Stavenjord to Hosts and panelists :
https://www.milwaukieoregon.gov/sites/default/files/fileattachments/geographic_information_systems_gis/page/46431/bikemap2017.pdf Do we have an updated map of bike routes? Or have there been significant changes?



CITY OF MILWAUKIE

Memorandum

To: City Council
From: Joseph Briglio, Community Development Director
CC: Ann Ober, City Manager
Date: January 16, 2024
Re: Community Development Department Monthly Update

Community Development, Economic Development, & Housing	Planning	Building	Engineering
▪ City Hall ▪ Economic Development ▪ Affordable Housing	▪ Comprehensive Plan Implementation ▪ Planning Commission ▪ Design and Landmarks Committee ▪ Land Use/ Development Review	▪ December Review	▪ CIP ▪ Traffic/Parking Projects ▪ Right-of-Way Permits ▪ PIP ▪ Document Administration

COMMUNITY DEVELOPMENT/ECONOMIC DEVELOPMENT/HOUSING

City Hall Projects

Historic City Hall

- City staff and representatives from Henry Point Development have executed the disposition and development agreement (DDA). The DDA serves as the roadmap for preparing city hall for its next intended use and ensuring that conditions such as maintaining the historic façade, among others, are compulsory with the property transfer.
- Staff and Henry Point Development have agreed on an MOU that will help ensure that the city and the new ownership continue to partner in events, improvements, and other complementary operations.
- Henry Point Development received land use approval from the Planning Commission on June 27 for minor modifications to the site.
- In November, Henry Point provided official notice to the city that they had completed their due diligence items and would like to proceed with the sale and transfer of the building. Staff and Henry Point will continue to work through final details with an anticipated closing date of no later than February 16th, 2024. The developer has already submitted plans to the building division, so that they can begin improvements soon after closing.

New City Hall

- Staff are currently working with the contractor on the addition of a mini-split system for the server room on the second floor. This was not part of the original scope and was recently added by the public works department to take advantage of the contractor before their contract expires.

Economic Development

- *Downtown:* Staff worked closely with the owner of Spoke and Word, an independent bookstore, to find a location on Main Street. They are officially open. Mama's and Hapa's Zero Waste Shop in the Axletree building is also newer to downtown and open. The planning division received a pre-application for a food cart pod at the old Peakes Funeral home next to new city hall. The applicant has stated that this is exploratory at the moment and that nothing is finalized.
- *Milwaukie Marketplace:* Tenant improvements continue to occur inside the New Seasons space. They are targeting March 2024 for a community based soft opening and April 2024 for its grand opening. The building division issued permits for Ace Hardware, which will be occupying the old Tuesday Morning space. Planet Fitness and Luna's Ice Cream are currently open.
- *Milwaukie Station:* In order to address new state wastewater requirements for food cart pods, staff worked on improving the site with sewer and grease interceptor traps. Without these upgrades, the food carts would no longer be allowed to operate at Milwaukie Station. The project is complete and operates well. Eleven of the twelve cart spaces are occupied, and the manager is working on heating options for customers during the winter months.
- *Enterprise Zone:* Staff have met with two businesses relocating to Milwaukie's north innovation area and taking advantage of the North Clackamas Enterprise Zone tax incentives. The two businesses are Swagelock and Overland Van Project. The Overland Van Project was recently approved for the incentive. Additionally, City and County staff recently met with Alpine Foods who are interested in applying in order to help offset their current expansion costs. These are still ongoing.
- *Urban Renewal Area Economic Development Programs:* Staff recently contracted with regional economic development consultant and expert, John Southgate, to help create the criteria associated with the 5-Year Action Plan's Predevelopment Assistance, Tenant Improvement, and Small Business Assistance programs. The MRCCAC convened in November to discuss the draft criteria and provide feedback on the emerging programs. Staff and Mr. Southgate are working with the initial MRCCAC feedback and planning to meet with them again in January.

Affordable Housing

- *Sparrow Site:* The city purchased the parcel ("main property") at the northeast corner of SE Sparrow Street and the Trolley Trail from TriMet for the purpose of land banking to support affordable housing several years ago. More recently, staff received a Metro Brownfields grant to support due diligence for the acquisition of 12302 SE 26th Avenue ("auxiliary property") from TriMet in order to help rectify access constraints to the main property. The city closed on the 12302 SE 26th Ave ("auxiliary") property and is considering next steps.

- *Coho Point*: The Developer presented an update to the city council during its February 21 work session and requested a 12-month extension of the Disposition and Development Agreement (DDA) due diligence period because of extenuating circumstances involving supply chain and subcontractor timing issues related to the COVID-19 pandemic. The due diligence period was officially extended to March 31, 2024. City Staff recently signed off on the Developer's conditional letter of map revision (CLOMR) submittal to FEMA so that they can begin the approval process for building within the flood plain. Staff were notified on May 10, 2023, that Black Rock had submitted the CLOMR to FEMA. The review process typically takes several months, and FEMA (September) requested additional information from the applicant. The applicant has 90-days to address FEMA's comments and resubmit.
- *Construction Excise Tax (CET) Program*: The CET Program was established by the city council in 2017 and codified within chapter 3.60 (Affordable Housing Construction Excise Tax) of the municipal code. The CET levy's a one percent tax on any development over \$100,000 in construction value. In example, a property owner who is building an addition that has an assessed construction value of \$100,000 would have to pay \$1,000 in CET to the city. As development continues throughout the city, the CET fund increases in proportionality.

The city released its inaugural competitive bid process for CET funds through a formal Request for Proposals (RFP). This resulted in Hillside Park Phase I being awarded \$1.7M (requested \$2M) and the Milwaukie Courtyard Housing Project (Now called Milwaukie Shortstack) with \$300K (requested \$600K).

On March 7, 2023, the city council authorized the city manager to execute the necessary grant agreements in the amounts listed above. The grants agreements for both projects have been signed and executed, and initial funding disbursements have occurred. Staff will now work with the applicants to ensure that their projects meet the conditions for funding.

PLANNING

Comprehensive Plan Implementation

- Following a series of public workshops and an online survey, planning and community development staff are moving forward with proposed code amendments and an economic development toolkit for the Neighborhood Hubs project.

Staff held a work session with the City Council on December 19 to discuss the project status and next steps. Staff is meeting with the Planning Commission in a work session on January 23 to provide an update and discuss a draft set of proposed code amendments in advance of public hearings later in the spring.

Transportation Systems Plan (TSP)

- The TSP kicked off with the first Technical and Advisory Committee meetings in October. The next meetings are scheduled for January and February. The first community wide meeting is scheduled for March 21.

Planning Commission

- ZA-2022-005: A Type V code amendment application related to Climate Friendly Equitable Communities rulemaking. The Planning Commission held a public hearing on February 14th and voted 6-0 to recommend approval of the code amendments. The City Council discussed the amendments during the regular session on March 7th. These code amendments were put on hold until the rulemaking process was complete in the fall of 2023. Staff will be taking an updated code package to the Planning Commission in February and then to City Council.
- ZA-2023-004: A Type V code amendment application to update the bicycle parking quantity and development standards for new and redevelopment projects. The Planning Commission held a work session on the proposed amendments on July 25th. These code amendments were put on hold until the rulemaking process was complete in the fall of 2023. Staff will be bringing these amendments to the Planning Commission and City Council at the same time as the Climate Friendly Equitable Communities code package above.
- NCU-2023-001: A Type III application to alter a nonconforming use for the Johnson Creek Mini-Storage facility at 5803 SE Johnson Creek Blvd. The proposal is to convert two of the 45 existing storage units into an office and three smaller storage units, bringing the manager's office onto site from its current location on the adjacent site to the east. The Planning Commission held a public hearing on January 9, 2024 and approved the application.

Land Use/Development Review

- R-2023-004: A Type II application for replat, to adjust the boundary between the underlying lots that comprise the property (which also includes 30 ft of vacated public right-of-way from the 44th Avenue alignment). The application includes a Type II variance for the minimum lot width of Parcel 1. The application was approved on December 18 and became final when the appeal period ended uneventfully on January 2, 2024.

- P-2024-001: A Type II application for a parking modification for a 41-unit cottage cluster development at 9815-9833 SE 17th Ave. The request is to allow a parking ratio of 1.5 parking spaces per unit (rather than the maximum of 1 space per unit). The application is in completeness review.

¹ Only land use applications requiring public notice are listed.

BUILDING

Permit data for	December	FY to Date:
New single-family houses:	0	10
New ADU's	0	2
New Solar	4	42
Res. additions/alterations	2	28
Commercial new	0	2
Commercial Alterations	2	43
Demo's	0	2
Total Number of Permits issued:		716
(includes fire, electrical, mechanical, plumbing, and other structural)		
Total Number of Inspections:		1187
Total Number of active permits:		950

ENGINEERING

Capital Improvement Projects (CIP):

CIP 2018-A13 Washington Street Area Improvements

Summary: This project combines elements of the SAFE, SSMP, Water, Stormwater, and Wastewater programs. SAFE improvements include upgrading and adding ADA compliant facilities along 27th Ave, Washington St, and Edison St. Street Surface Maintenance Program improvements are planned for Washington Street, 27th Avenue, and Edison Street. The Spring Creek culvert under Washington Street at 27th Avenue will be removed, and a new structure added. The water system along Washington Street will be upsized from a 6" mainline to an 8" mainline. The stormwater system along Washington Street will be upsized from 18" to 24" storm lines. The project is being designed by AKS Engineering and Forestry.

Update: Notice to Proceed to Landis and Landis should be issued soon.

CIP 2016-Y11 Meek Street Storm Improvements

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

Update: A project authorization for the construction contract with Tapani Inc. was approved by the Council on July 18 and the contract was executed on Sept. 14, 2023. Construction commenced in early November of 2023 and is progressing as expected.

CIP 2020-A12 SAFE & SSMP FY 2021 Improvements (Home Ave & Wood Ave)

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

Project is mostly completed; a few items remain that needed to be done during warm weather.

Update: Staff are working on closing out the Project. Final payment has been submitted to finance. The contractor has been largely unresponsive for the past 3+ months.

CIP 2022-W56 Harvey Street Improvements

Summary: The project includes water improvements and stormwater improvements on Harvey Street from 32nd Avenue to the east end, on 42nd Avenue from Harvey Street to Johnson Creek Boulevard, 33rd Avenue north of Harvey Street, 36th Avenue north of Harvey Street, Sherry Street west of 36th Avenue, 41st Street north of Wake Court, and Wake Court. Sanitary sewer work will be done on 40th Avenue between Harvey Street to Drake Street. The project also includes the installation of an ADA compliant sidewalk on Harvey Street from 32nd Avenue to 42nd Avenue and 42nd Avenue from Harvey Street to Howe Street. Roadway paving will be done throughout the project area.

Update: Century West Engineering was contracted for the design in July 2023. The project is currently at 30% design. An Open-House is scheduled for January 24th with invitations going out soon.

CIP 2021-W61 Ardenwald North Improvements

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

Update: Work is progressing on 100% design. Staff anticipates bidding the project this winter.

CIP 2022-A15 King Road Improvements

Summary: King Road (43rd Avenue to city limits near Linwood Avenue) SAFE/SSMP Improvements will replace existing sidewalk and bike lane with a multi-use path, improve stormwater system, replace water pipe, and reconstruct roadway surface.

Update: Additional storm improvement scope was added to the project. Existing condition investigations are currently being conducted.

Milwaukie Bay Park

Update: The County Commission has pulled funding for the project, which has consequently placed it on hold.

Waverly Heights Sewer Reconfiguration

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

Update: Authorization for the design contract with Stantec was approved by the Council on August 1, 2023. An engineering services agreement was executed with Stantec on Sept. 19, and the design effort was kicked off in early October of 2023. A flow monitoring program was initiated in October, and will continue through the wet season, concurrent with design. A public engagement plan was prepared in Fall of 2023, and a first set of informational material was mailed out to neighbors in the area in November, along with permit of entry forms. Stantec commenced with early site investigations in December of 2023 and will continue with 30 percent design through winter of 2024.

Monroe Street Greenway

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

Update:

East Monroe Greenway (37th to Linwood): Staff have come to an agreement with ODOT and contracted CONSOR for the design. A Kick-off meeting is scheduled for January 5th.

Monroe Street & 37th Avenue (34th to 37th): This segment is complete. It was constructed as part of the private development of the Seven Acres Apartments.

Central Monroe Greenway (29th to 34th): The city is working with ODOT to prepare an IGA that will transfer \$1.55 M in STIP funding to the city to manage this segment of the Monroe Street Greenway. City staff plan to prepare a direct appointment contract with 3J Consulting to have the railroad crossings designed and approved by the railroad.

Monroe Street & Highway-224 Intersection: This project has now been combined with a larger project which will mill and overlay Highway-224 from Rusk Road to 17th Avenue. The city will design and replace the underlying water main by Fiscal Year 2025 and ODOT will proceed to construction in the Fiscal Year 2026. An Open-House is being planned for February 29th for all of the Monroe Greenway, ODOT's Highway-224 project, and the City's TSP.

West Monroe Greenway (Milwaukie Bay Park to 29th Avenue): This segment is currently unfunded and will not proceed until funding is assigned.

Kellogg Creek Restoration and Community Enhancement Project

Summary: Project to remove the Kellogg Creek dam, replace the McLoughlin Blvd. bridge, improve fish passage, and restore the wetland and riparian area. City of Milwaukie staff are part of the project Leadership Team, Core Technical Team, and the Technical Advisory Committee. The Leadership Team and Core Technical Team both meet monthly. In addition to city staff, these groups include staff from North Clackamas Watershed Council (NCWC), Oregon Department of Transportation (ODOT), and American Rivers. The Technical Advisory Committee (TAC) for the Kellogg Creek Restoration & Community Enhancement Project involves all collaborative partners that include the Confederated Tribes of the Warm Springs Indian Reservation of Oregon, the Confederated Tribes of Grand Ronde, Clackamas Water Environment Services, Metro, North Clackamas Parks and Recreation District, Oregon Department of Environmental Quality, Oregon Department of Fish and Wildlife, Oregon Division of State Lands, the Native Fish Society, and the Natural Resources Office of Governor.

Update: Project scoping by ODOT is continuing and on schedule to post the design Request for Proposal (RFP) in January.

Traffic / Parking Projects, Issues

None.

Right-Of-Way (ROW) Permits (includes tree, use, construction, encroachment)

Downtown Trees and Sidewalks

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

Private Development – Public Improvement Projects (PIPS)

Seven Acres Apartments (formerly Monroe Apartments) – 234 units

Update: We anticipate completion of all ROW improvements in summer 2023; Contractor is working on installing the main driveway on 37th Ave. (opposite from Washington Street) and ADA ramps on both sides of 37th Ave. at Washington Street. The developer has received a TCO for four buildings.

Henley Place (Kellogg Bowl redevelopment)- 175 units

Update: A Right-of-Way permit has been issued; construction of improvements is underway. Walnut Addition Subdivision – 9 lot subdivision at Roswell St. & 33rd Ave.

Update: Most of the street work has been completed; construction is in the project correction phase.

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

Update: Most of the street work has been completed; construction is in the project correction phase.

Shah & Tripp Estates – 8-lot subdivision at Harrison Street and Home Ave.

Update: Design plans are under review.

Jackson / 52nd – 5-unit development.

Update: Design plans are under review. Staff and developer have agreed on a development agreement to have the developer pave Jackson Street from Home to 52nd Ave. and be reimbursed for areas outside of their responsibility. Pre-construction meeting has concluded. Construction is anticipated to start this summer.

Document Administration

Master Plans

Summary: WSC is preparing the Stormwater System Plan.

COUNCIL STAFF REPORT

To: Mayor and City Council
Ann Ober, City Manager

Reviewed: Nicole Madigan, Deputy City Recorder

From: Scott Stauffer, City Recorder

Subject: **Annual Boards and Committees Recruitment 2024 Preview**

Date Written: Dec. 20, 2023

ACTION REQUESTED

Council is asked to provide feedback on the annual board and committee (BCs) recruitment plan.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[March 21, 2023](#): Council received an overview of the city's BCs and annual recruitment process.

ANALYSIS

The city has 11 standing committees that play a critical advisory role to Council. BCs are created by Council, and most are referenced in the Milwaukie Municipal Code (MMC). Authority to appoint BC members is granted to the mayor, with Council consent, by [Section 26 of the City Charter](#).

Committee appointments are based on a June 30 expiration of two, three, or four-year terms, or when a position is vacated. Upon the completion of a term, if the individual is eligible, they may be reappointed by Council to serve additional terms, however all BC positions are term limited.

The table below shows all 11 BCs, the number of non-Council member positions, the number of currently vacant positions, and the number of positions with terms expiring on June 30, 2024. The totals at the bottom of the table may not reflect the actual number of positions to be filled in June. Before the interview process in April and May, staff will confirm how many current BC members, who have terms ending in June, would like to be reappointed.

Board or Committee	# of Members	# Vacant (to be filled)	# Expiring in '24 (to be filled)
Arts Committee	9	0	4
Audit Committee	4	0	2
Budget Committee	5	0	1
Citizens Utility Advisory Board (CUAB)	5	0	1
Equity Steering Committee (ESC)	9	0	4
Ledding Library Board	7	0	3
Milwaukie Redevelopment Commission Community Advisory Committee (MRCCAC)	8	1	6
Park and Recreation Board (PARB)	7	0	1
Planning Commission	7	0	2
Public Safety Advisory Committee (PSAC)	11	1*	10
Tree Board	7	0	2
TOTALS	83	2	36

*The vacant PSAC position is for the Historic Milwaukie Neighborhood District Association (NDA).

Since 2022 the city has conducted an annual BC member recruitment and interview process. The first recruitment process resulted in 60 applications and 28 applicants being appointed to fill BC vacancies and/or placed on alternate lists to fill future vacancies; in 2023 the city received 36 applications resulting in 11 appointments.

Each year staff assess the recruitment process and evaluate what did and did not work. For 2024, the primary change based on experiences in 2022 and 2023 is to forgo the Spark Hire interview process. Aside from Spark Hire reportedly being difficult for applicants and interviewers, the city no longer subscribes to the Spark Hire software. Removal of the Spark Hire round in many ways simplifies the process with most interviews to be held via Zoom at the end of April and early May.

Staff proposes a three-month recruitment period and a two-round interview process to take place in April and May. A citywide advertising campaign will include social media posts, Pilot newsletter articles, and a postcard. As in previous interview processes, the panels will consist of two Council members (usually the mayor and another Council member), the BC chair, and the BC staff liaison. The 2022 and 2023 annual recruitments included all five members of Council on overlapping interview panels. Council may, however, decide to identify a smaller number of Council members to sit on the interview panels. All Council members will vote on the appointments that result from the interview process.

➔ **Staff welcomes Council feedback on how many Council members should sit on the interview panels.**

Below is the 2024 recruitment and interview schedule drafted by staff.

Month	Actions
February- March	• Applications Accepted as of February 1. • Advertise: postcard, Pilot, social media, NDAs, BCs spread the word.
April-June	• Applications Due April 1. • April 2-5 Applications organized by staff. • April 8-12 Applications are shared with Council, BC chairs, and liaisons. • April 15-26 Interviews are scheduled. • April 29-May 1 Interviews Round One (Zoom) ○ April 29 (Monday PM) up to 3 hours ○ April 30 (Tuesday PM) up to 3 hours ○ May 1 (Wednesday PM) up to 3 hours • May 2-10 Interview notes are submitted, 2nd round interviews scheduled. • May 13-15 Interviews Round Two (in-person, if needed) ○ May 13 (Monday PM) up to 3 hours ○ May 15 (Wednesday PM) up to 3 hours • May 28 Deadline to confirm list of BC nominees and alternates. • June 4 Council Appointments made (Including Reappointments)
July – January	• Applications Not Accepted. • Vacancies filled by identified alternates. • Applications only accepted for BCs with no alternates or to fill new BCs.

➔ **Staff welcomes Council feedback on the schedule outlined above, especially the dates noted for interviews.**

Historically questions for the Zoom round of interviews have been based on BC-specific questions used previously, but staff welcomes Council feedback on whether questions should be added that all applicants are asked to answer. For Council consideration, English and Spanish language copies of the BC Application form are attached. These forms are available online at <https://www.milwaukieoregon.gov/bc>. Applicants can also complete online applications at <https://onboard.milwaukieoregon.gov/application/>.

➔ Staff welcomes Council feedback on whether interview questions should be entirely BC specific or if general questions should be asked of all BC applicants.

CLIMATE, BUDGET, AND WORKLOAD IMPACTS

None.

COORDINATION, CONCURRENCE, OR DISSENT

OCR staff work with BC liaisons and chairs and Council on the issues listed in this report.

STAFF RECOMMENDATION

Staff recommends Council provide feedback and direction on the questions posted above.

ALTERNATIVES

Not applicable.

ATTACHMENTS

1. BC Application Forms



CITY OF MILWAUKIE

Boards and Committees Application

Office of the City Recorder
 10722 SE Main Street
 Phone: 503-786-7515 Fax: 503-786-7540
ocr@milwaukieoregon.gov

To apply for a board or committee please complete this form and return it to the Office of the City Recorder (OCR). Please note:

- You may attach a resume, but it is not required.
- Once submitted to the city this form becomes a public record.
- We will keep your application on file for one year.
- If you need assistance completing this form, contact us.

Name:

Phone:

Date:

Address:

Email:

Tell us about yourself, how have your life experiences led you to serving on a city board or committee?

Tell us about your qualifications and skill set as they relate to the board/committee(s) you are interested in?

How would you, as a board or committee member, support the city's commitment to equity, inclusion, and justice?

Which board(s) or committee(s) you are interested in:

- | | |
|---|--|
| ☐ Arts Committee | ☐ Milwaukie Redevelopment Commission |
| ☐ Audit Committee | ☐ Community Advisory Committee (MRCCAC) |
| ☐ Budget Committee | ☐ Park and Recreation Board (PARB) |
| ☐ Citizens Utility Advisory Board (CUAB) | ☐ Planning Commission |
| ☐ Design and Landmarks Committee (DLC) | ☐ Public Safety Advisory Committee (PSAC) |
| ☐ Equity Steering Committee (ESC) | ☐ Tree Board |
| ☐ Ledding Library Board | ☐ Other: _____ |

Which board or committee is your top choice? _____

For information about each of the city's boards and committees visit <https://www.milwaukieoregon.gov/bc>.



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- Once submitted to the city this form becomes a public record.
- We will keep your application on file for one year.
- If you need assistance completing this form, contact us.

For the following questions, *are you...*

☐ Serving on a **city board or committee**? If so, which one? _____

☐ Living with someone who is currently serving on a **city board or committee**?

If so, which one? _____

How did you hear about the city's boards and committees?

☐ Facebook/Twitter/Instagram

☐ City Website

☐ Friend/Neighbor

☐ Newspaper/Pilot

☐ Employer

☐ Other (please list): _____

Demographic Questionnaire: These questions are optional. The city is interested in ensuring that historically underserved communities are represented on boards and committees. Sharing your demographic information can help us achieve this goal. For the following questions, *are you...*

☐ A **resident** of Milwaukie? If so, for how long? _____

☐ A **homeowner**? ☐ A **renter**?

☐ A **business owner** in Milwaukie? If so, which one and for how long? _____

☐ **Employed** by a business in Milwaukie? If so, where and for how long? _____

☐ A **student**? If so, which school do you attend? _____

☐ **Fluent in a language** other than English? If so, which one? _____

What is your race and ethnicity? _____

What is your gender identity? _____

What is your age? _____

I understand that this application will be kept for up to 12 months: ☐



Oficina del registrador de la ciudad
10722 SE Main Street
Teléfono: 503-786-7515 Fax: 503-786-7540
ocr@milwaukieoregon.gov

Para aplicar para un consejo o comité, por favor complete este formato y devuélvalo a la oficina del registrador de la ciudad (OCR, por sus siglas en inglés). Tome en cuenta que:

- Puede adjuntar un currículum, pero no es necesario.
- Una vez que la envíe a la ciudad, este formato se convierte en un registro público.
- Mantendremos su solicitud en el archivo durante un año.
- Si necesita ayuda para completar este formato, comuníquese con nosotros.

Nombre:

Teléfono:

Fecha:

Dirección:

Correo electrónico:

Cuéntenos sobre usted, ¿de qué forma sus experiencias de vida lo llevaron a servir en un consejo de la ciudad o comité?

Cuéntenos acerca de sus cualificaciones y habilidades relacionadas con los consejos/comités en los que se interesa.

¿Cómo apoyaría el compromiso de la ciudad con la equidad, inclusión y justicia como integrante de un consejo o comité?

Cuál consejo(s) o comité(s) le interesa:

- | | |
|--|---|
| ☐ Comité de artes | ☐ Comisión de renovación de Milwaukie Comité asesor comunitario (MRCCAC, Community Advisory Committee) |
| ☐ Comité de auditoría | |
| ☐ Comité de presupuesto | ☐ Consejo de parques y recreación (PARB, Park and Recreation Board) |
| ☐ Consejo asesor de servicios a los ciudadanos (CUAB, Citizens Utility Advisory Board) | ☐ Comisión de planeación |
| ☐ Comité de diseño y referencias (DLC, Design and Landmarks Committee) | ☐ Comité asesor de seguridad pública (PSAC, Public Safety Advisory Committee) |
| ☐ Comité de redirección de la equidad (ESC, Equity Steering Committee) | ☐ Tablero de árbol |
| ☐ Consejo de la biblioteca Ledding | ☐ Otro: _____ |

¿Qué consejo o comité es su elección principal? _____

Para información acerca de cada uno de los consejos o comités de la ciudad, visite:

<https://www.milwaukieoregon.gov/bc>.



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- Mantendremos su solicitud en el archivo durante un año.
- Si necesita ayuda para completar este formato, comuníquese con nosotros.

Para las siguientes preguntas, *usted...*

☐ ¿Atiende a un consejo o comité de la ciudad? Si es así, ¿a cuál? _____

☐ ¿Vive con alguien que esté actualmente sirviendo en un **ayuntamiento o comité**?

Si es así, ¿a cuál? _____

¿Cómo se enteró de los consejos o comités de la ciudad?

- ☐ Facebook/Twitter/Instagram ☐ Sitio web de la ciudad ☐ Amigo/Vecino
☐ Periódico/Piloto ☐ Empleador ☐ Otro (por favor lista): _____

Cuestionario demográfico: Estas preguntas son opcionales. A la ciudad le interesa garantizar que las comunidades históricamente poco atendidas se representen en los consejos o comités. Compartir su información demográfica nos puede ayudar a cumplir con este objetivo. Para las siguientes preguntas, *usted...*

☐ ¿Es **residente** de Milwaukie? Si es así, ¿desde hace cuánto tiempo? _____

☐ ¿Es **dueño de su casa**? ☐ ¿Es **una persona que renta**?

☐ ¿Un **dueño de negocio** en Milwaukie? Si es así, ¿cuál y desde hace cuánto? _____

☐ ¿**Empleado** por algún negocio en Milwaukie? Si es así, ¿en dónde y desde hace cuánto? _____

☐ ¿Un(a) **estudiante**? Si es así, ¿a qué escuela asistió? _____

☐ ¿**Habla con fluidez** otro idioma que no sea inglés? Si es así, ¿a cuál? _____

¿Cuál es su raza y etnia? _____

¿Cuál es su identidad de género? _____

¿Qué edad tiene? _____

Comprendo que esta aplicación se conservará durante al menos 12 meses: ☐



**WS 1. 1/16/24
Presentation**

Annual Board & Committee Recruitment Preview

January 16, 2024

Annual BC Recruitment

- 11 BCs
- 38 positions to (re)fill
- Timeline:
 - February 1st applications open
 - April 1st applications close
 - April 8th Council receives applications
 - April 29th to May 1st first round interviews
 - May 13th to May 15th second round interviews (if necessary)
 - June 4th Council makes appointments



Annual BC Recruitment

- Council Questions!
 - How does the proposed schedule look?
 - Should interview questions be entirely BC-specific, or should there be general questions asked all applicants?



Questions?

Scott Stauffer, City Recorder

stauffers@milwaukieoregon.gov

Nicole Madigan, Deputy City Recorder

madigann@milwaukieoregon.gov



COUNCIL STAFF REPORT

To: Mayor and City Council
Ann Ober, City Manager

Date Written: Jan. 4, 2024

Reviewed: Dan Harris, Events and Emergency Management Coordinator

From: Emma Sagor, Assistant City Manager

Subject: **Summer Events**

ACTION REQUESTED

Council is asked to consider proposals for summer events organized by the city manager's office to inform budget development and planning efforts.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[October 17, 2023](#): Council received a presentation from Keen Independent Research on [the diversity, equity, and inclusion assessment](#), which included recommendations around involving community members in planning more multicultural events in the city and investing in telling Milwaukie's story.

[April 18, 2023](#): Council discussed the future of Carefree Sunday, ultimately determining that budget constraints precluded an annual event and opting instead to move to a biennial schedule.

ANALYSIS

The Strategic Engagement Team (SET) within the city manager's office is responsible for planning and putting on the city's signature events each year. For the past several years, this has included Umbrella Parade, Winter Solstice, and Carefree Sunday, and Arbor Day and Earth Day (which are led by the natural resources team in public works).

As staff prepare the proposed budget for the fiscal year (FY) 2025 and FY 2026 biennium, different proposals are under consideration for the annual events calendar. Given the "hold the line" budget direction staff have been provided due to resource constraints, and the rising cost of event production, there is no scope to increase or augment events unless one of the existing events is removed from the calendar. The city's most expensive event is Carefree Sunday, which costs approximately \$43,000 to produce due to the logistical and staffing support required. In 2023, because of this expense, the city made the decision to only hold Carefree Sunday every other year.

Meanwhile, through several channels over the last year (including the Keen Independent Research equity assessment, Equity Steering Committee (ESC) discussions, city staff strategic planning conversations, and community surveys), staff have received recommendations that the city should consider bringing back Milwaukie Daze, a summer festival previously put on by volunteers that was held annually from 1973 to 2013, and that the city support more multicultural and equity-focused events throughout the year. The city does not have the budget or resource capacity to add this additional event programming unless these events replace Carefree Sunday.

Staff have put together two proposals for Council’s consideration: (1) continuing with Carefree Sunday once in the next biennium, or (2) replacing it with a reimagined, annual Milwaukie Daze event along with increased funding for neighborhood and multicultural events.

BUDGET IMPACT

The city manager’s office is developing a “hold the line” budget in response to revenue forecasts provided to the Budget Committee. This means the overall materials and services budget for the office is not expected to increase. The direction given by Council at this work session will influence how the existing events budget within the city manager’s office is allocated in the proposed budget.

WORKLOAD IMPACT

There will be no changes to the city manager’s office full-time employee (FTE) count. The direction provided by Council will inform staff on how to allocate workload among SET members to deliver events within the proposed budget.

CLIMATE IMPACT

None.

COORDINATION, CONCURRENCE, OR DISSENT

None.

STAFF RECOMMENDATION

Staff recommends that Council provide direction on event programming SET should move forward with in 2024 and over the next biennium.

ALTERNATIVES

None.

ATTACHMENTS

None.

Milwaukie Events Discussion

WS 2. Presentation
January 16, 2024



Why are we here?

- Developing **proposed budget** for next biennium
- **Weighing up priorities** for the city's annual event program
- Recent discourse has highlighted calls for **bringing back Milwaukie Daze** and **supporting more multi-cultural celebrations** throughout the year
- **"Hold the Line" budget** means we have to make choices



Why reimagine Milwaukie Daze?

- Desire to create a signature summer event
- Consistent calls to “bring it back”
 - Community surveys
 - Keen Equity Study
 - Staff strategic plan
- Chance to strategically allocate city resources to maximize benefit

Event Goals

- Embrace and celebrate Milwaukie's diverse identity—**past, present and future**
- Activate **public right-of-way and parks space** for community building and place making
- Develop a **signature summer event** that draws people to Milwaukie and supports vitality





Logistics and Parameters

- Targeting July 26-28
- 1.5 days (Friday eve – Saturday; Sunday Farmer's Market + potential breakfast if a partner wants to sponsor)
- Held Downtown/on waterfront
- Main Street closure
- Activities:
 - Saturday night light show (incorporating geodesic cherry?)*
 - "Goose race" on the water (BYOG?)*
 - Music/entertainment (featuring multicultural acts)*
 - Culinary corridor*
 - Vendors
 - Cherry pie baking contest*
 - Touch-a-Truck in City Hall lot
 - Lawn games and activities in the park
 - Parasol Parade
 - Optional bike/walk route highlighting parks
- Budget:
 - \$10,000 in city's events budget
 - \$5,000 fundraising goal (*activities could be ideal candidates for sponsorship)

Analysis

OPPORTUNITIES

- Harness community energy. Potential partners:
 - Arts Committee
 - NDAs
 - Equity Steering Committee
 - New business alliance?
 - Made in Milwaukie
- Reimagine a beloved classic to embrace Milwaukie's diverse and evolving identity
- Demonstrate what can be done to activate park and street space
- Support revitalization and urban renewal
- Enable funding of a smaller-scale, community led and multicultural events by replacing more expensive CAREFREE Sunday
- Strong fundraising potential (though important all core elements be budgeted for)

RISKS

- "It's not what it used to be"
- Parking, transit and street closure challenges
- Summer conflicts
 - Volunteer dinner
 - Porchfest (opportunity to combine?)
 - NCPRD concerts and movie nights
- Limited time to plan
- Potential construction conflicts downtown
- Requires significant staffing and volunteer corps

Questions for discussion

- As we develop the budget for the city's events program, would Council rather see:

Continue current program:

- City signature events:
 - Earth Day (April)
 - CareFree Sunday (late summer, biannual)
 - Arbor Day (October)
 - Umbrella Parade (December)
 - Solstice (December)
- Limited funding available for community-led multicultural celebrations:
 - \$500 for Pride
 - \$500 for Juneteenth
 - \$500 for additional sponsorship

Updated program proposal:

- City signature events:
 - Earth Day (April)
 - Milwaukie Daze (July)
 - Arbor Day (October)
 - Umbrella Parade (December)
 - Solstice (December)
- Increased funding available for community-led multicultural celebrations:
 - Increased funding for Pride and Juneteenth
 - Anticipate additional financial and staff support available for other community-led events

***Other considerations/notes:*

- City will pursue fundraising, but can't rely on this to support core event costs
- There are opportunities to activate right-of-way and celebrate active transportation through other events (park openings, Milwaukie Daze), but a true "open streets"-style event requires significant budget

COUNCIL STAFF REPORT

To: Mayor and City Council
Ann Ober, City Manager

Reviewed: Jennifer Garbely, City Engineer

From: Jeffrey Tolentino, Assistant City Engineer

Subject: **Engineering Projects Update**

Date Written: Jan. 4, 2024

ACTION REQUESTED

This presentation is for informational purposes. No action is requested.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

Staff provides Council with an update on capital projects usually quarterly.

ANALYSIS

The engineering department is working on the design and/or bidding of several projects that are primarily or partially funded through the Street Surface Maintenance Program (SSMP), Safe Access for Everyone (SAFE), and city utility funds. These projects include:

- **42nd Avenue, King Road, and Harrison Street Intersections**

This project will evaluate design alternatives for two intersections on 42nd Avenue, one at King Road and a second at Harrison Street. The project includes a traffic study in the 42nd Avenue vicinity, and evaluation of intersection configurations, including traffic signals and roundabouts. Results of the evaluation will be used to develop portions of the upcoming Logus Road, 40th Avenue, and 42nd Avenue project. A temporary design to improve safety at the King Road intersection is also included in the project. The city contracted with Burgess & Niple (B&N) through a direct appointment process in 2023 to provide the traffic study and alternatives evaluation. The temporary design at King Road has been completed and was installed by public works in the fall of 2023. B&N has completed a draft memorandum covering the findings of the traffic study and alternatives analysis, which is currently under review with the city. Pending review of the memo, the project is anticipated to be completed in February 2024. Assistant City Engineer Jeff Tolentino is the project manager for this project.

- **Meek Street Pipe Installation, North Phase**

This project will construct a new detention pond and install approximately 4,000 linear feet of stormwater pipeline along the Union Pacific Railroad (UPRR) line between Harrison Street and the Roswell Detention Pond. The design was provided by AKS Engineering and Forestry and was completed in late spring of 2023. Tapani, Inc. was selected through a competitive bid process early this summer to construct the project. Initial construction efforts commenced in November 2023, including mobilization, delivery of materials, coordination with UPRR, and construction survey. The city sent project information to select residents adjacent to the project as well as the Ardenwald/Johnson Creek Neighborhood District Association (NDA). City staff will

continue to engage impacted residents throughout construction. The project is expected to reach substantial completion by November 2024. Assistant City Engineer Jeff Tolentino is the project manager for this project.

- **2023 SSMP Improvements (City Wide Grind and Inlay)**

The project started construction work on September 18, 2023, and completed all work on September 27, 2023. The project scope of work includes the grind and inlay for the following streets: 40th Avenue, 41st Avenue, 43rd Avenue, 44th Avenue, 58th Avenue, Jackson Street, Harrison Street, and Llewellyn Street. Associate Engineer Hector Gomez-Barrios is the city project manager.

- **Monroe Street Greenway**

Staff are working with the Oregon Department of Transportation (ODOT) to move forward with this project. ODOT has contracted with design firm CONSOR for design work funded by Metro for the greenway between 37th Avenue and Linwood Avenue. The design effort was kicked off on January 5, 2024. Additionally, staff has requested that ODOT transfer approximately \$1.55 million to the city from ODOT's budgeted improvements at the Monroe Street and Highway 224 intersection. These state funds should cover the construction of improvements needed on the greenway between 29th Avenue and 34th Avenue. Lastly, in anticipation of beginning design of the greenway from 29th Avenue to 34th Avenue, staff are drafting a direct appoint contract with 3J Consulting to design the railroad crossings. An open house to discuss the Monroe Greenway, ODOT's Highway 224 project, and the city's Transportation System Plan (TSP) update is planned for February 29th. Civil Engineer Brandon Boutros is the city project manager.

- **Washington Street Area Improvements**

The project includes sidewalk improvements, street pavement improvements, repair to the existing stormwater, sanitary sewer, and water systems, and replacement of the Spring Creek Culvert under Washington Street. The project went out for a best value qualification-based bid and will be awarded to Landis and Landis Construction. The contractor is preparing for construction with anticipating starting January 2024 or early February. Civil Engineer/Landscape Architect Tessie Prentice is the city project manager.

- **Harvey Street Improvements**

This project includes the update and repair of existing sanitary, storm, and water systems. It also includes installing Americans with Disabilities Act (ADA) compliant sidewalk on Harvey Street from 32nd Avenue to 42nd Avenue and on 42nd Avenue to Howe Street. Due to additional water work needed in five years, the street will only be resurfaced, not reconstructed. Design has been contracted to Century West Engineering Corporation. Design is at 30% and an open house is scheduled for January 31st. Civil Engineer Brandon Boutros is the city project manager.

- **Ardenwald North Improvements**

The project includes sidewalk improvements, street pavement improvements, and repair to the existing stormwater, sanitary sewer, and water systems west of 32nd Avenue along Van Water Street, Roswell Street, 28th Avenue, 29th Avenue, 30th Avenue, and 31st Avenue. The Ardenwald North Improvements 90% design was reviewed by public works and engineering staff. Next steps include finalizing documents to go out to bid.

Civil Engineer/Landscape Architect Tessie Prentice is the city project manager and designer.

- **Waverly Heights Sewer Reconfiguration**

This project will rehabilitate a deteriorated wastewater collection system in the Waverly Heights area of Milwaukie. The collection system facilities are primarily located on private, residential property, with limited information on existing maintenance easements. The design phase of the project will develop rehabilitation strategies for the collection system, with a focus on minimizing impacts to residents, (i.e. using cured-in-place-pipe, pipe bursting, or other low impact rehabilitation methods). A request for qualifications (RFQ) for design was advertised early this summer and Stantec Consulting Services was selected as the preferred consultant. Design efforts commenced in fall 2023, including early-stage public engagement, document review and initial site reconnaissance. Construction is anticipated to occur in summer 2025. Assistant City Engineer Jeff Tolentino is the project manager for this project.

- **26th Avenue Improvements**

The project is under design. The project scope of work includes sidewalk improvements and street pavement improvements by doing a 2-inch grind and inlay for the length of 26th Avenue. Associate Engineer Hector Gomez-Barrios is the city project manager.

- **ADA Ramp Improvements**

The grant funding from the county for this project has been extended to June 2024. After going through a public bid process, MJ Hughes Construction has been named the contractor for this project. The scope of work was decreased to be within budget. Work includes renovating 14 ramps to be ADA complaint and sidewalk work in front of the city's public works building on Johnson Creek Boulevard (JCB). Associate Engineer Hector Gomez-Barrios is the city project manager.

- **Main Street Sidewalk and Storm**

This project is currently being designed by AKS. Public works staff viewed and submitted comments to the 90% construction plan sheet. The scope of work includes stormwater improvements and sidewalk improvements. This project is designed with stormwater infiltration in mind by using porous concrete and soil cells. Procurement is anticipated for spring 2024, and construction is anticipated for summer 2024. Associate Engineer Hector Gomez-Barrios is the city project manager.

- **King Road Improvements**

This project will replace existing sidewalk and bike lane with a multi-use path, improve stormwater system, replace water pipes, and reconstruct roadway surface. The project is currently under design by Kittelson and Associates and is anticipated to continue through April of 2024 construction is anticipated to being in summer of 2024. Civil Engineer/ Landscape Architect Tessie Prentice is the city project manager.

- **Kellogg Creek Restoration and Community Enhancement Project**

This project is a multi-agency project to remove the Kellogg Creek dam, replace the McLoughlin Boulevard bridge, improve fish passage, and restore the wetland and riparian area. Project scoping by ODOT is being completed and is on schedule to post the design request for proposal (RFP) by the end of 2024. Civil Engineer/ Landscape Architect Tessie Prentice is the city project manager.

- **Water Project Engineering Services**

Due to aging infrastructure at city water treatment plants, pump stations, reservoirs, and well sites, staff are looking to hire consultants to design and help construct repair work. Council approved awards to Water System Consulting and RH2 in December 2023. City Engineer Jennifer Garbely is the city project manager.

- **Up and Coming Projects**

- Logus Road, 40th Avenue, and 42nd Avenue. Staff are preparing the project scope.
- Wavery South. Staff have begun initial work preparing the project scope.
- 2024 SSMP improvements (citywide grind and inlay).
- 2024 crack and slurry seal.

BUDGET IMPACTS

The projects outlined above are included in existing city budgets.

CLIMATE IMPACTS

Staff maintain pavement across the city in accordance with the goals outlined, and the funds collected by the SSMP. The materials and equipment used in the construction of infrastructure contain embedded carbon and generate greenhouse gas emissions. To the extent possible, staff work with contractors to use more sustainable materials and methods such as warm mix asphalt and concrete with a percentage of the cement replaced by fly ash or ground slag. For streets that need to be fully rebuilt, full-depth reclamation will be used instead of complete removal and replacement. This change will save a significant amount of energy otherwise expended by trucking material to and from construction sites, with the added benefit of reducing landfill disposal and the amount of rock required for a project. Through improved regular maintenance of streets, the lifespan of streets will be extended, which will reduce the need for larger and resource intense repair projects that have greater climate impacts.

While some trees must be removed to provide the required area to construct a project, the goal is to always install more trees than are removed. When feasible, stormwater projects will now start to include the more natural, low-impact development facilities. These are smaller facilities throughout a project that allow better retention, cleansing, and infiltration of stormwater runoff. Where feasible on sidewalk and pathway projects, more pervious asphalt and concrete surfaces will be installed to reduce stormwater runoff. With Capital Improvement Plan (CIP) projects, language in the specifications that limit idling time of construction vehicles will be included.

WORKLOAD IMPACTS

To help ensure these projects remain on schedule, Jeff Tolentino was promoted to assistant city engineer and staff are working to back fill vacant positions.

COORDINATION, CONCURRENCE, OR DISSENT

Engineering staff coordinated with public works, community development, finance, and the city manager's office on these projects through our capital projects chartering process to ensure interdepartmental coordination.

STAFF RECOMMENDATION

This report is informational only.

ALTERNATIVES

Not applicable.

ATTACHMENTS

None.



CIP Project Updates

January 16, 2024

Jen Garbely, City Engineer

Jeff Tolentino, Assistant City Engineer



Meek North Phase



Stormwater pipeline easements and pond property acquisition are in place



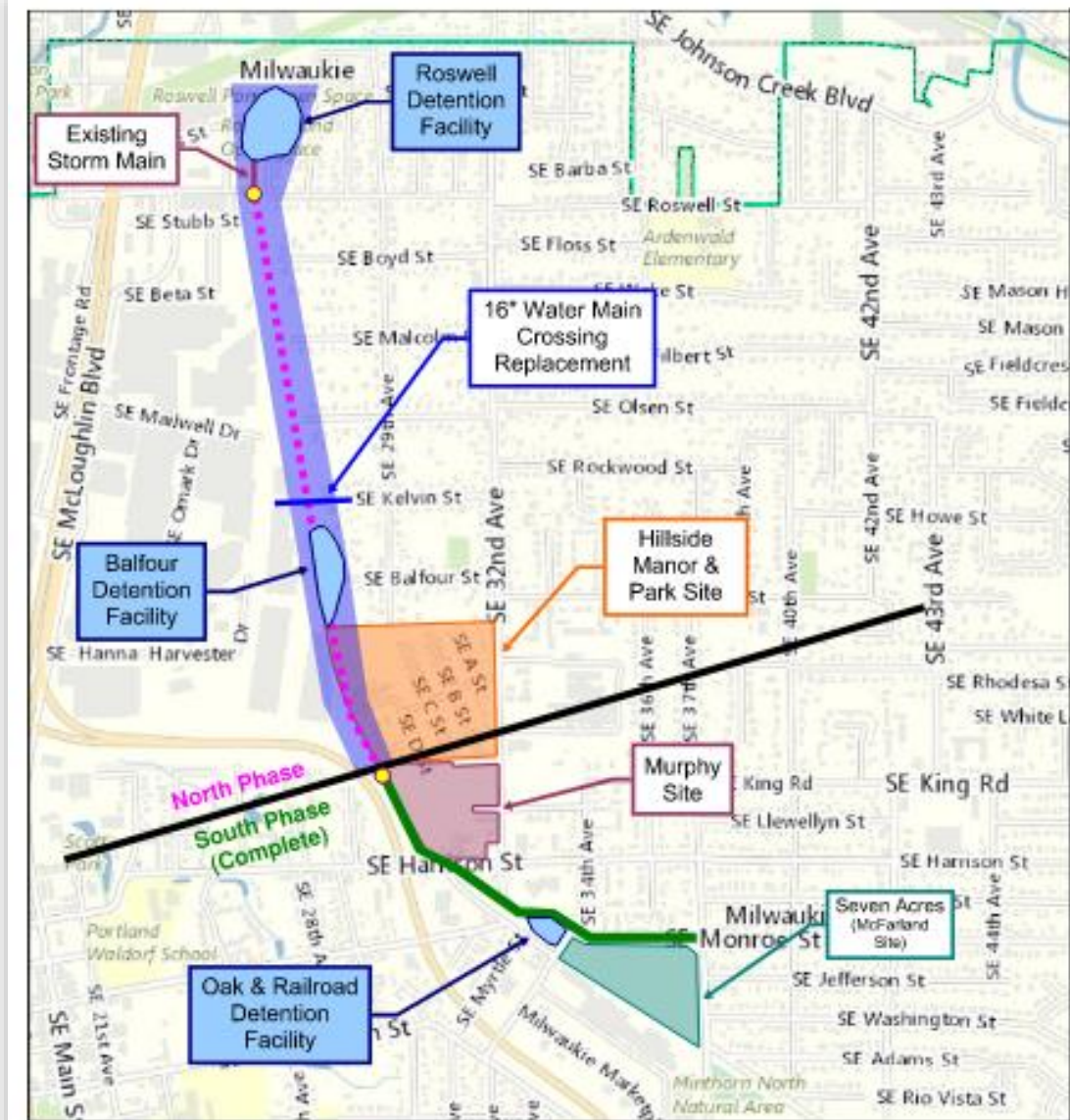
Contractor is onboard Tapani with an executed contract



Construction started late fall 2023



Residents and NDA notified



1/11/2019, 10:14:07 AM

Milwaukie City Limits

Easement Area

Seven Acres (McFarland Site)

Hillside Manor & Park Site

Murphy Site

Existing Storm Main

New Storm Main

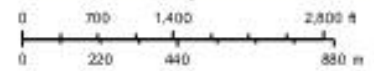
Completed Storm Main

Manhole

Storm Detention Facility

Water Main Crossing Replacement

1:15,800



City of Milwaukie Oregon
Data Resource Center/Map

2024 Street Maintenance

Project Goals:

- Grind and Inlay
- Crack Seal / Slurry Seal

Status:

- Design kicked off in Fall 2023

Anticipated Schedule:

- Currently in Design
- Construction in June 2024



**Central Monroe Greenway: transitions from intersection;
\$1.55 M thru IGA with ODOT, plus City UR and city
transportation funds - 2025/26**

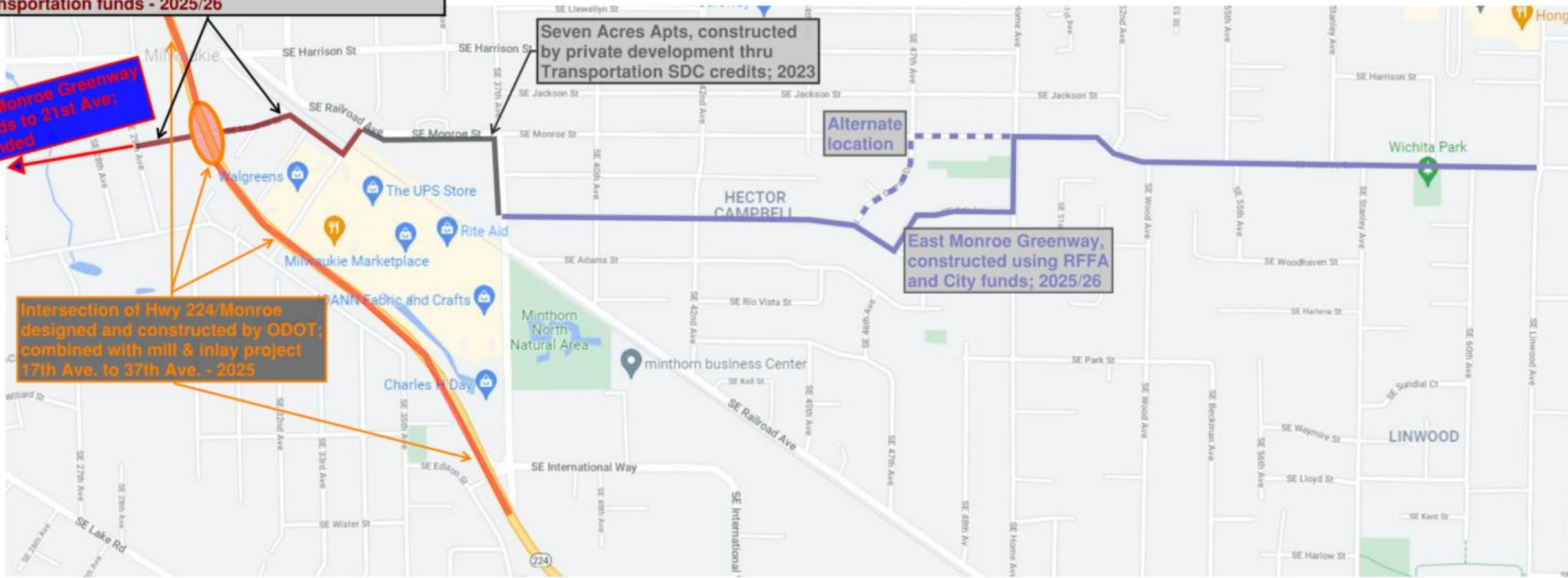
**Seven Acres Apts, constructed
by private development thru
Transportation SDC credits; 2023**

**Alternate
location**

**East Monroe Greenway,
constructed using RFFA
and City funds; 2025/26**

**Intersection of Hwy 224/Monroe
designed and constructed by ODOT;
combined with mill & inlay project
17th Ave. to 37th Ave. - 2025**

**West Monroe Greenway
extends to 21st Ave;
unfunded**



Monroe Greenway

East Monroe Greenway – Selected Consor as the design consultant & Kick off meeting was Jan 5, 2024

Central Monroe Greenway – IGA is in ODOT hands, working on a contract for a rail order, water pipeline being replaced under HWY 224 Fall 2024

West Monroe Greenway – currently unfunded

Washington Area Improvements

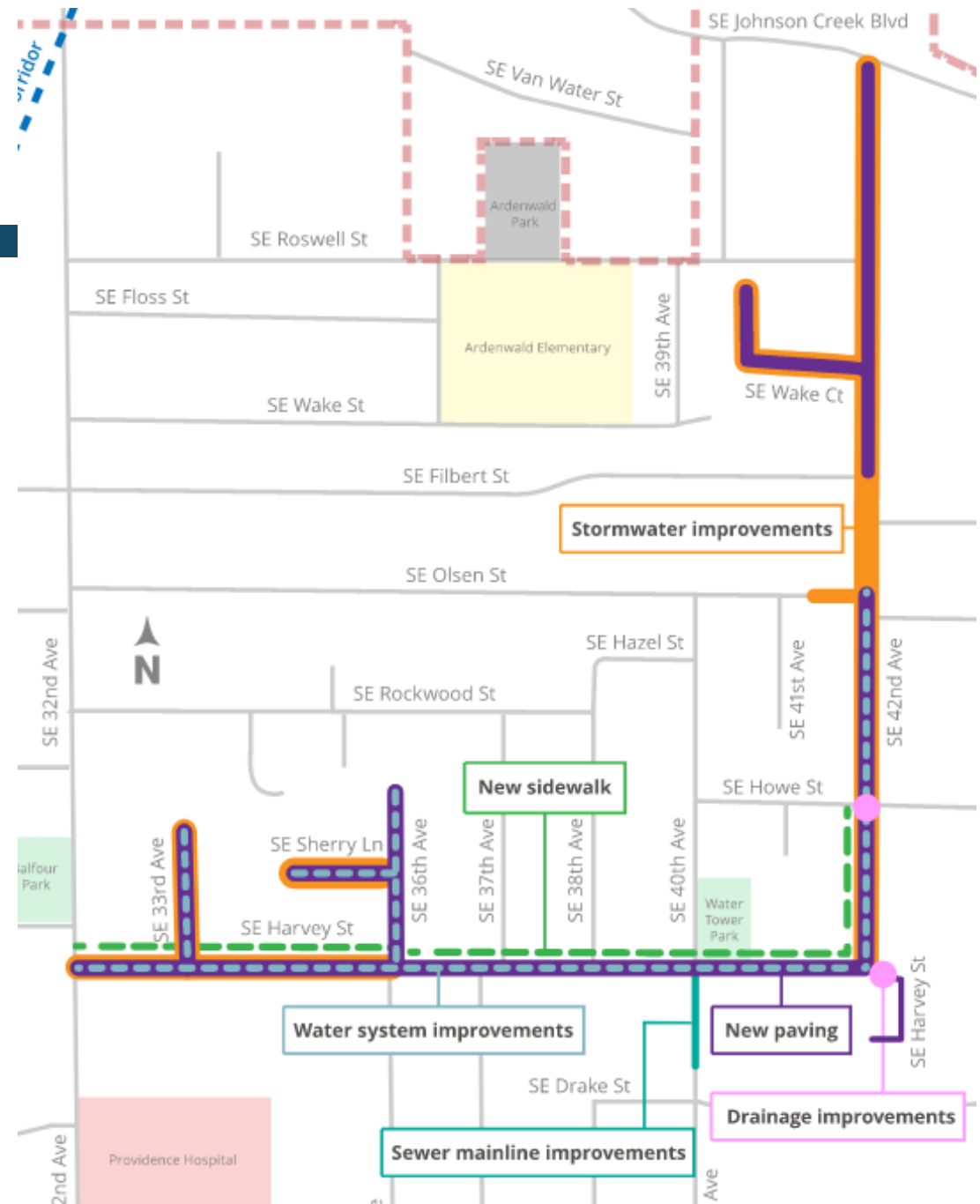


Best Value Process selected
Landis and Landis Construction

Construction to start in January or
February 2024

Harvey Street Improvements

- Staff reviewed 30% design and working towards a 60% design
- Open house Jan 31, 2024
- Construction to start in FY 2025

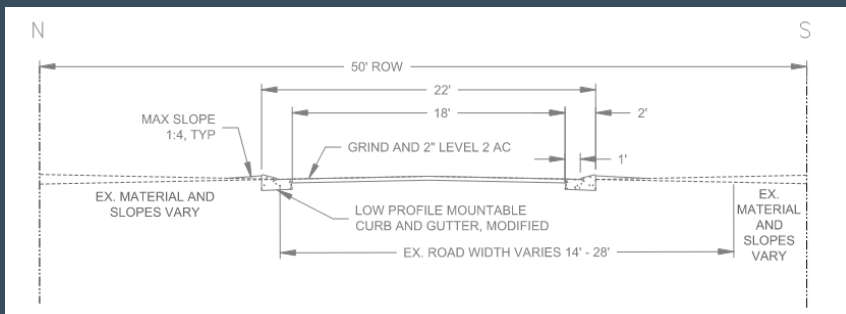
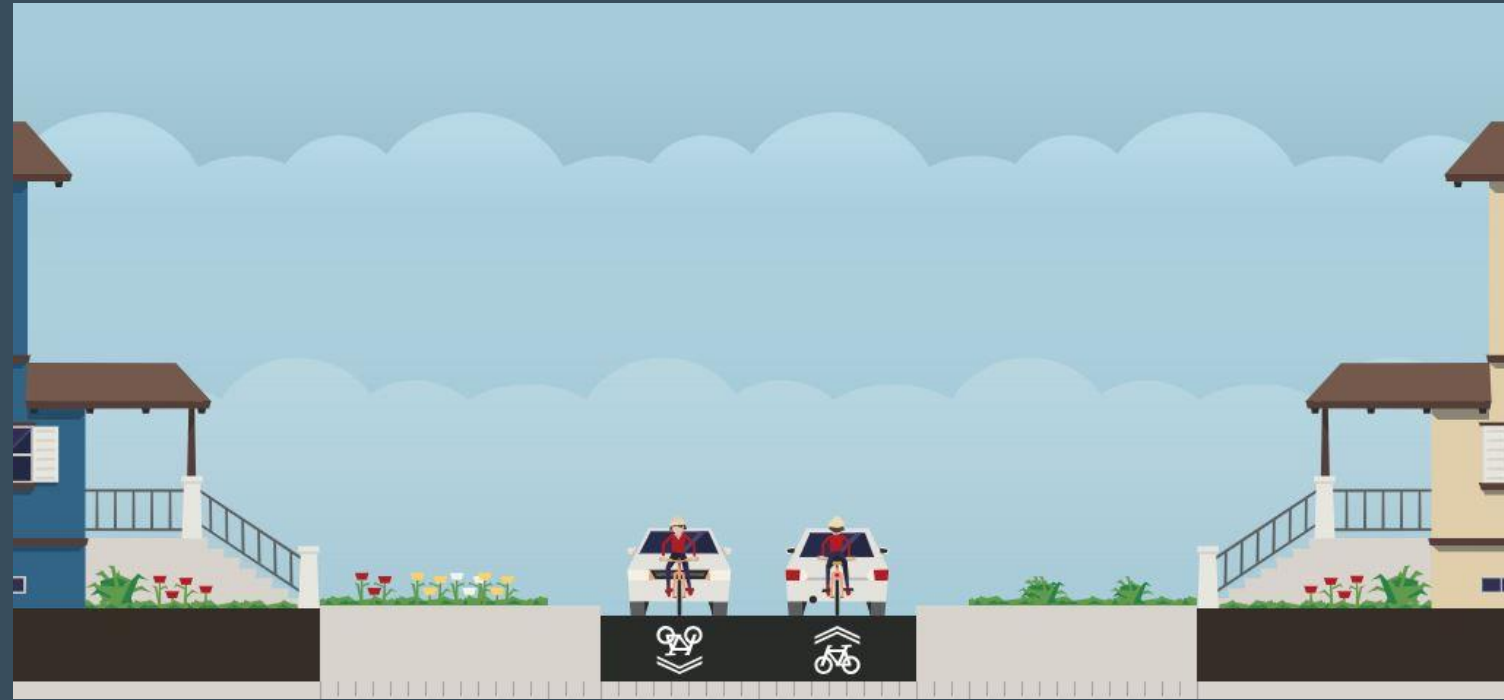


Ardenwald North Improvements

Includes roadway and sidewalk improvements, and improvements to storm, sanitary and water.

Preparing bid documents

Shared roadway concept



Waverly Heights Sewer Reconfiguration Project

Project Goals:

- Repair collection system deficiencies
- Reduce impact to residents

Status:

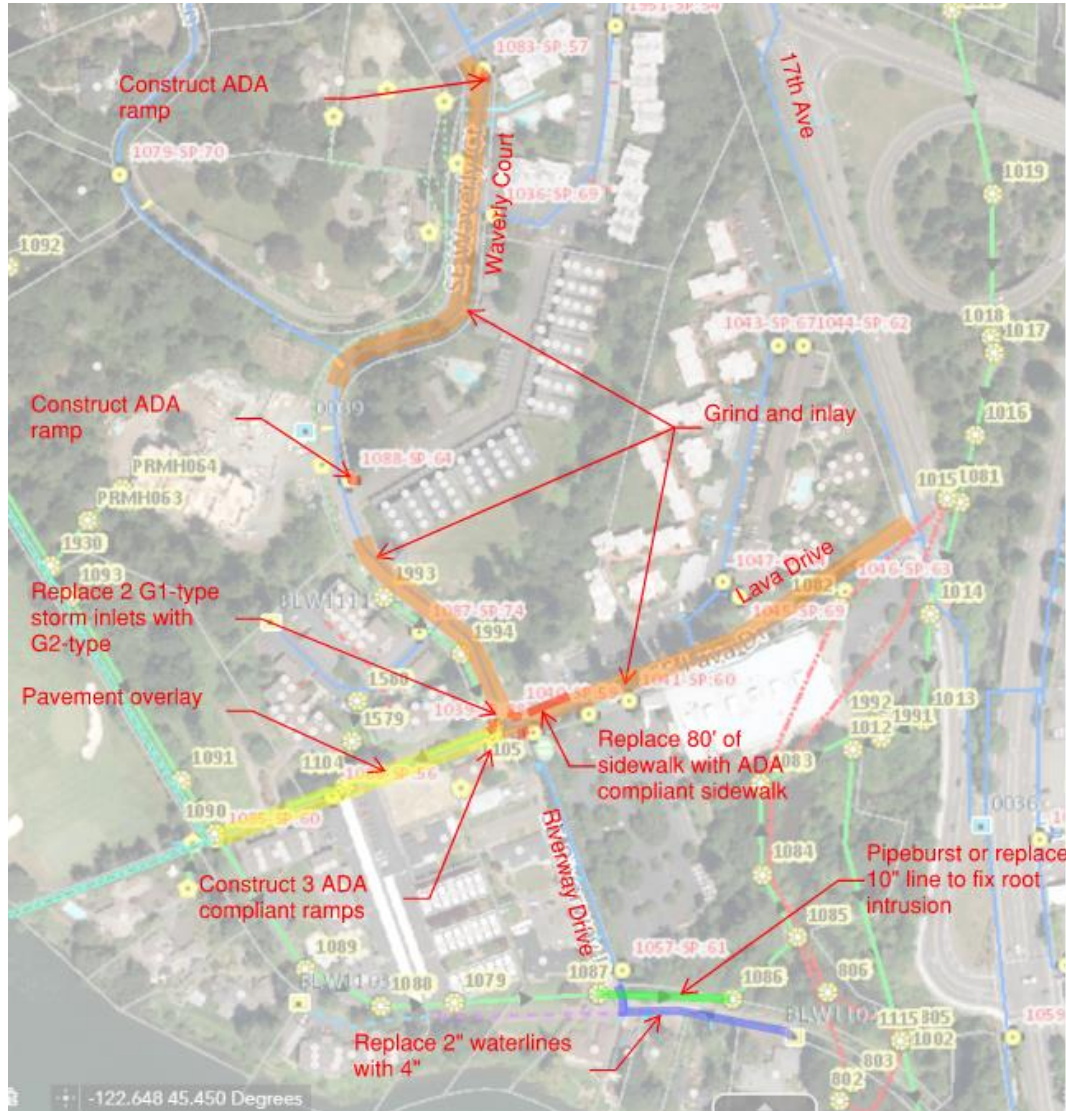
- Design kicked off in Fall 2023
- Informational material mailed to residents

Anticipated Schedule:

- Design: Oct 2023 – Oct 2024
- Procurement: Nov 2024 – Jan 2025
- Construction: Feb 2025 – Jun 2025



Waverly South & 26th Avenue Improvements



Project Goals:

- Waverly South
 - Repave Lave Drive and Waverly Court
 - Upgrade ramps to ADA compliance
 - Pipeburst deteriorated sewer line
 - Upside 2" waterline
- 26th Ave
 - Repave 26th Avenue from Lake Road to end
 - Add new sidewalk

Status:

- Kicking off In-House Design

Anticipated Schedule:

- Design: Jan 2024 – April 2024
- Procurement: May 2024 – June 2024
- Construction: August 2024 – Sept 2024

ADA Ramp Improvements

Project Goals:

- Install 14 ADA compliant ramps throughout Milwaukie
- Upgrade sidewalks in front of Johnson Creek Building

Status:

- Contractor (MJ Huges) selected in Fall of 2023
- Construction to begin in Winter of 2024



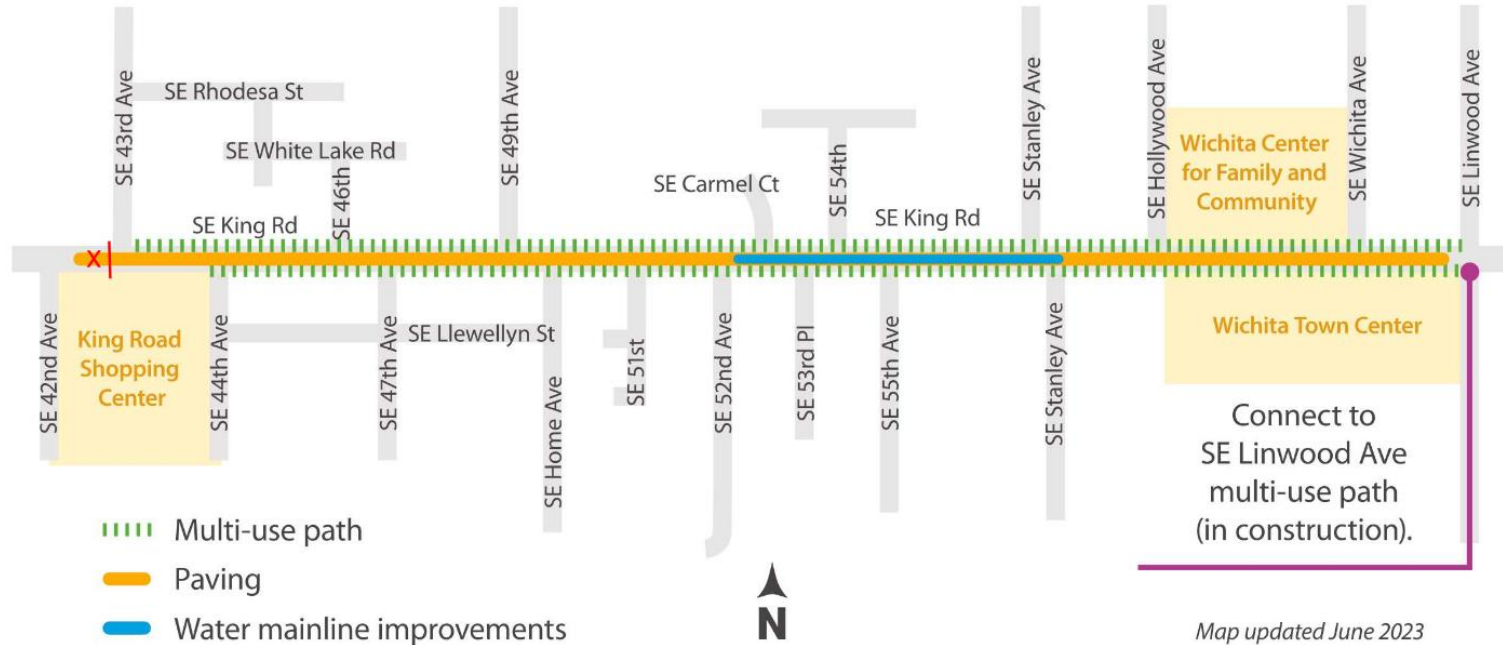
Downtown Sidewalk and Storm

Scope

- Improve sidewalks on Main between Monroe and Jefferson.
- Extend storm lines between McLoughlin and Main at Monroe and Jefferson



King Road Improvements



Status

- Survey complete
- Design in progress
- Open House held in November 2023



Kellogg Creek Restoration

Project Goals:

- Remove the Kellogg Creek dam
- Replace the McLoughlin Blvd. bridge
- Improve fish passage
- Restore the wetland and riparian area

Status:

- RFQ to go out in late January or Early February





Logus Road, 40th & 42nd Avenue Improvements

Project Goals:

Logus: Repave, add sidewalk

40th: Repave, upgrade ADA ramps

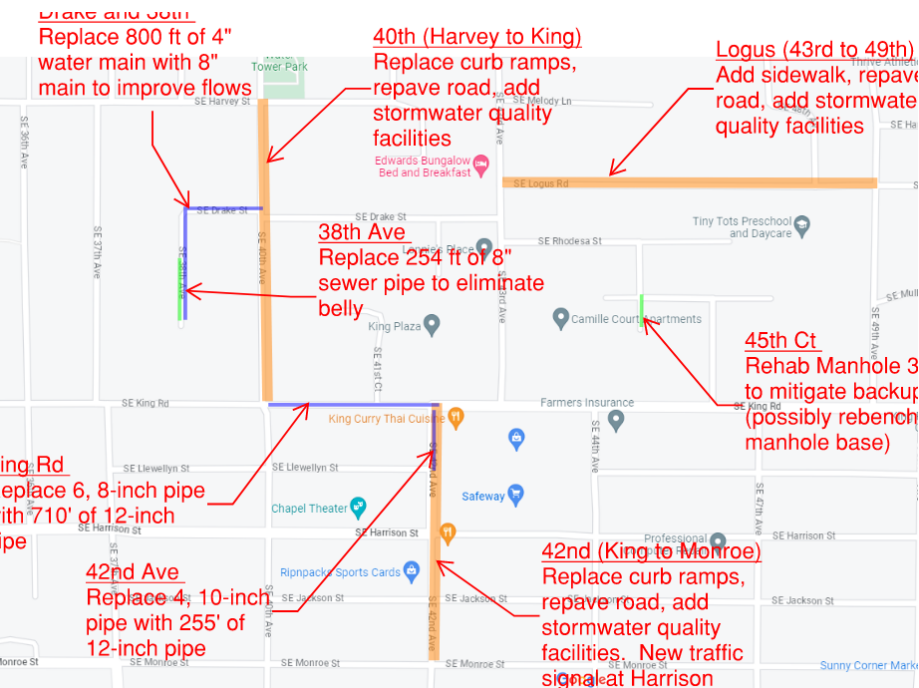
42nd: Repave, upgrade ADA ramps

Drake/38th : Water/Sewer improvements

King: Water improvements

Status:

Includes results from intersection analysis project
RFQ for project design anticipated for Spring 2024



Stanley Improvements

- Funding
 - URA County
 - Safe Routes to School Grant
- Project
 - Sidewalk one side from King to Johnson Creek
- Timeline
 - Project to design and complete construction within the next 3 years



Water Engineering Services



Questions

