

**Regular Session**

**RS**

**Milwaukie City Council**

**COUNCIL REGULAR SESSION**

City Hall Council Chambers, 10501 SE Main Street  
 & Zoom Video Conference ([www.milwaukieoregon.gov](http://www.milwaukieoregon.gov))

**REVISED AGENDA**

**FEBRUARY 6, 2024**

(Revised February 2, 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-regular-session-365>.

**To participate in this meeting by phone** dial 1-253-215-8782 and enter Webinar ID 895 1701 8421 and Passcode: 657661. To raise hand by phone dial \*9.

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

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

**Page #**

1. **CALL TO ORDER** (6:00 p.m.)
  - A. **Pledge of Allegiance**
  - B. **Native Lands Acknowledgment**
  
2. **ANNOUNCEMENTS** (6:01 p.m.) **2**
  
3. **PROCLAMATIONS AND AWARDS**
  - A. **None Scheduled.**
  
4. **SPECIAL REPORTS**
  - A. **None Scheduled.**
  
5. **COMMUNITY COMMENTS** (6:05 p.m.)
 

To speak to Council, please submit a comment card to staff. Comments must be limited to city business topics that are not on the agenda. A topic may not be discussed if the topic record has been closed. All remarks should be directed to the whole Council. The presiding officer may refuse to recognize speakers, limit the time permitted for comments, and ask groups to select a spokesperson. **Comments may also be submitted in writing before the meeting, by mail, e-mail (to [ocr@milwaukieoregon.gov](mailto:ocr@milwaukieoregon.gov)), or in person to city staff.**
  
6. **CONSENT AGENDA** (6:10 p.m.)
 

Consent items are not discussed during the meeting; they are approved in one motion and any Council member may remove an item for separate consideration.

  - A. **Approval of Council Meeting Minutes of:** **8**
    1. **December 12, 2023, special session,**
    2. **December 19, 2023, work session,**
    3. **December 19, 2023, regular session,**
    4. **January 2, 2024, work session, and**
    5. **January 2, 2024, regular session.**
  - B. **Authorization of a Contract for Park Construction Projects – Resolution** **22**
  - C. **Authorization of a Contact for Seismic Retrofit Improvements at the Public Safety Building (PSB) – Resolution** **26**

- 7. BUSINESS ITEMS**
- A. Summer Events Update – Discussion (continued)** (6:15 p.m.) **31**  
 Staff: Emma Sagor, Assistant City Manager, and  
 Dan Harris, Events & Emergency Management Coordinator
- 8. PUBLIC HEARINGS**
- A. Business Registration Code Amendments – Ordinance** (6:45 p.m.) **71**  
 Staff: Emma Sagor, Assistant City Manager
- 9. COUNCIL REPORTS**
- A. First Fish Herons Agreement – Update** (7:00 p.m.)  
 Staff: Scott Stauffer, City Recorder
- B. Clackamas Cities Association Dinner – Discussion (cont.)** (7:05 p.m.) **92**  
 Staff: Scott Stauffer, City Recorder
- C. Council Dinners – Discussion** (7:15 p.m.)  
 Staff: Ann Ober, City Manager, and  
 Scott Stauffer, City Recorder
- D. Interim Council Interview Questions – Discussion (cont.)** (7:25 p.m.)  
 Staff: Scott Stauffer, City Recorder
- E. Legislative and Regional Issues – Discussion** (7:35 p.m.)  
 Staff: Scott Stauffer, City Recorder
- 10. ADJOURNMENT** (7:45 p.m.)

**Executive Session.** After the regular session Council will meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed, and (f) to consider information or records that are exempt by law from public inspection. (Second citation added to the agenda.)

**Meeting Accessibility Services and Americans with Disabilities Act (ADA) Notice**

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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 REGULAR SESSION

City Hall Council Chambers, 10501 SE Main Street  
& Zoom Video Conference ([www.milwaukieoregon.gov](http://www.milwaukieoregon.gov))

2396<sup>th</sup> Meeting

## MINUTES

FEBRUARY 6, 2024

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

**Staff Present:** Justin Gericke, City Attorney  
Dan Harris, Events & Emergency Management  
Coordinator  
Nicole Madigan, Deputy City Recorder

Ann Ober, City Manager  
Peter Passarelli, Public Works Director  
Emma Sagor, Assistant City Manager  
Scott Stauffer, City Recorder

**Mayor Batey** called the meeting to order at 6:00 p.m.

### 1. CALL TO ORDER

**A. Pledge of Allegiance.**

**B. Native Lands Acknowledgment.**

### 2. ANNOUNCEMENTS

**Mayor Batey** announced upcoming activities including the city's 2023 volunteer of the year award, Lunar New Year events, a hearing and development screening event for children, a community conversation event on housing, an open house on engineering and transportation projects, and park clean-up events.

**Councilor Stavenjord** noted opportunities to celebrate Black History Month and the availability of at-home medication disposal kits at city facilities.

**Council President Massey** thanked the Friends of the Ledding Library (FOLL) for their continuous efforts to raise critical funds for the library.

### 3. PROCLAMATIONS AND AWARDS

**A. None Scheduled.**

### 4. SPECIAL REPORTS

**A. None Scheduled.**

### 5. COMMUNITY COMMENTS

**Mayor Batey** reviewed the public comment procedures. **Ober** reported that in follow-up to January 16 comments about the 29<sup>th</sup> Avenue Greenway there would be a staff report on the topic during the March 5 regular session.

Milwaukie residents **Elvis Clark**, **Sam Grunseth**, and **Beatrice MacLeod**, and Public Safety Advisory Committee (PSAC) Chair **Jay Panagos**, asked Council to direct staff to install stop signs on 29<sup>th</sup> Avenue and noted safety concerns for bicyclists and pedestrians.

**Jacob Sherman**, Planning Commission Chair, remarked on the neighborhood organizing activities in support of developing the 29<sup>th</sup> Avenue Greenway and encouraged Council to place stop signs on 29<sup>th</sup> Avenue using Safe Access for Everyone (SAFE) program funds.

**6. CONSENT AGENDA**

**Mayor Batey** removed item 6. A. 1. for separate consideration.

**It was moved by Councilor Khosroabadi and seconded by Council President Massey to approve the Consent Agenda except for item 6. A. 1.**

**A. City Council Meeting Minutes:**

- 1. ~~December 12, 2023, special session~~, (removed from the consent agenda)
- 2. December 19, 2023, work session,
- 3. December 19, 2023, regular session,
- 4. January 2, 2024, work session, and
- 5. January 2, 2024, regular session.

**B. Resolution 5-2024: A resolution of the City Council of the City of Milwaukie, Oregon, authorizing a contract with Paul Brothers, Inc. for the Scott, Bowman-Brae, and Balfour park projects.**

**C. Resolution 6-2024: A resolution of the City Council of the City of Milwaukie, Oregon, authorizing a public improvement contract with 2KG Contractors, Inc. to provide construction services for the Public Safety Building (PSB) seismic retrofit project.**

**Motion passed with the following vote: Councilors Khosroabadi, Massey, and Stavenjord and Mayor Batey voting “aye.” [4:0]**

**6. A. 1. Approval of the December 12, 2024, City Council special session minutes.**

**Mayor Batey** noted that in response to Council request the December 12 minutes had been revised and a redline copy of the updated minutes had been provided to Council.

**It was moved by Councilor Stavenjord and seconded by Councilor Khosroabadi to approve the City Council December 12, 2023, special session minutes as revised.**

**Motion passed with the following vote: Councilors Khosroabadi, Massey, and Stavenjord and Mayor Batey voting “aye.” [4:0]**

**7. BUSINESS ITEMS**

**A. Summer Events Update – Discussion (continued)**

**Sagor** noted previous discussions about summer events, distributed updated community engagement survey results on summer events, and summarized staff’s proposal to replace the Carefree Sunday Carefree Sunday event with an annual summer event.

**Harris** reviewed the survey responses and findings, reporting that survey respondents supported smaller, active transportation, all age friendly, annual events held across the city, and respondents supported moving to an annual summer festival.

**Sagor** remarked on the opportunity to partner with community partners like Celebrate Milwaukie, Inc. (CMI) on a summer festival and other events and the financial benefits of budgeting for annual activities. Seasonal weather and logistical risks of holding annual summer events were noted as well as staff workload capacity considerations.

**Councilor Khosroabadi, Sagor, and Harris** commented on the possibility of adding a downtown parade to an annual summer festival.

**Councilor Stavenjord and Mark Stehn**, CMI Board, discussed CMI’s willingness to partner with the city on summer events and the historical meaning and use of “Milwaukie Festival Daze.” **Stehn** suggested CMI wanted to partner with the city on summer festivals.

**Councilor Stavenjord, Sagor, and Harris** remarked on the status of funding available for events in the current and upcoming biennial budgets, noting which events would receive city funds and how contracted event work was billed. They discussed the proposed financial support for community events, noting the role of neighborhood district associations (NDAs) in supporting community events, and how the survey results would inform Council and staff in running events.

**Council President Massey** expressed appreciation for Carefree Sunday and support for changing to a new summer festival and asked for more details about a summer event.

**Mayor Batey** observed that the survey results suggested it was time to move away from Carefree Sunday and remarked on whether moving to an annual summer event was the right thing to do without further discussion. **Batey** proposed that the city enhance support for existing events in 2024, including First Friday and community events, and continue the conversation on moving to an annual summer event. **Council President Massey and Mayor Batey** noted that Mayor Batey was advocating for not continuing Carefree Sunday.

**Councilor Khosroabadi** supported bringing back a summer festival and replacing Carefree Sunday, noted concerns about the heat of summer, and suggested the city bring back a parade. **Sagor and Khosroabadi** commented on whether staff could pull off a summer event in 2024 and how the city could expand support for existing events.

**Councilor Stavenjord** commented on biennial budgeting and the increasing costs of putting on events and expressed support for using city event funds to support existing community events in fiscal year (FY) 2025 while continuing to discuss a larger annual event beginning in FY 2026. **Stavenjord** proposed additional outreach to gauge support for community events.

**Sagor** summarized that Council supported not doing Carefree Sunday and pivoting to supporting community events in FY25 and working toward an annual event starting in FY26. **Councilor Khosroabadi and Sagor** remarked on how the Arts Committee plans for and puts on events through NDA and city grant funding.

**Council President Massey and Councilor Stavenjord** remarked on the direction Council was giving to end Carefree Sunday and Council's recognition that it would not micromanage staff event planning. **Sagor** commented on staff's intentions to support events in the current year. **Councilors Stavenjord and Massey, and Mayor Batey** agreed to not micromanage staff's events work.

## **8. PUBLIC HEARING**

### **A. Business Registration Code Amendments – Ordinance**

Call to Order: **Mayor Batey** called the public hearing on the proposed business registration code amendments, to order at 7:22 p.m.

Purpose: **Mayor Batey** announced that the purpose of the hearing was to hear the staff report and take public comment on the proposed code amendments.

Conflict of Interest: No Council member declared a conflict of interest.

Staff Presentation: **Sagor** provided an overview of the year-long conversation about whether vendors at certain community events would be required to register with the city and pay a business registration fee. Based on feedback from community stakeholder groups, staff, and Council the proposed ordinance would exempt businesses that operate at city-permitted events and block parties.

Correspondence: No correspondence on the hearing topic had been received.

Audience Testimony: No audience member wished to address Council.

Council Questions to Staff: **Councilor Khosroabadi** thanked **Ober** for waiving the business registration fee for vendors impacted by the issue in 2023.

Close Public Comment: **It was moved by Councilor Khosroabadi and seconded by Councilor Stavenjord to close the public testimony part of the business registration code amendments hearing. Motion passed with the following vote: Councilors Stavenjord, Khosroabadi, Massey, and Mayor Batey voting “aye.” [4:0]**

**Mayor Batey** closed the public comment part of the hearing at 7:30 p.m.

Council Decision: **It was moved by Councilor Stavenjord and seconded by Council President Massey for the first and second readings by title only and adoption of the ordinance, amending Municipal Code 5.08.110 Exclusions to exempt vendors at city-permitted events and block parties from needing to obtain a business license. Motion passed with the following vote: Councilors Khosroabadi, Massey, and Stavenjord and Mayor Batey voting “aye.” [4:0]**

**Ober** read the ordinance two times by title only.

**Stauffer** polled the Council with **Councilors Khosroabadi, Massey, and Stavenjord and Mayor Batey voting “aye.” [4:0]**

**Ordinance 2239:**

**AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, AMENDING MUNICIPAL CODE 5.08.110 EXCLUSIONS TO EXEMPT VENDORS AT CITY-PERMITTED EVENTS AND BLOCK PARTIES FROM NEEDING TO OBTAIN A BUSINESS LICENSE.**

**9. COUNCIL REPORTS**

**A. First Fish Herons Agreement – Update**

**Stauffer** provided an overview of the proposal made by the Confederated Tribes of the Grand Ronde (CTGR) to seasonally place First Fish Heron artworks in Milwaukie Bay Park. An intergovernmental agreement (IGA) was being worked on and staff had anticipated having a draft for Council to consider approving soon. **Ober** noted that the North Clackamas Parks and Recreation District (NCPRD) had also reviewed the draft IGA.

**Mayor Batey, Ober, and Stauffer** noted that the location of the artworks in the park had been factored into the park’s Phase III design plan.

**B. Clackamas Cities Association (CCA) Dinner – Discussion (continued)**

**Mayor Batey and Ober** reported that the Clackamas County Sheriff Office’s 23-hour stabilization center in the North Milwaukie Innovation Area (NMIA) would not work as a location for this year’s CCA dinner.

**Stauffer** provided a brief overview of what CCA dinners are and asked for Council feedback on where to host the dinner in June 2024. The group remarked on rental costs and layouts of private venues and the average attendance of CCA dinners.

**Ober** suggested the dinner topic could be houselessness, social support services, and displacement issues. The group noted a tour of the new city hall could be part of dinner.

### C. Council Dinners – Discussion

**Mayor Batey** remarked that in the past Council had eaten together between work and regular sessions and proposed that Council look at bringing that practice back. **Ober** asked that Council meals be ordered from restaurants on Main Street and noted that warm food would be left out toward the end of work sessions might get cold. **Stauffer** noted the improved dining facilities at new city hall.

The group noted the restaurants available on Main Street. **Councilor Stavenjord** expressed concern about using public money for Council dinners and supported giving Council time to be together. **Mayor Batey** and **Ober** proposed that staff order pizza once a month for Council to see how dining together works out.

It was Council consensus to have pizza ordered once a month for Council meals.

### D. Interim Council Interview Questions – Discussion (continued)

**Stauffer** reviewed the process to fill vacant Council position 3, which included interviews on February 13, and presented questions Council had expressed interest in asking the applicants. **Ober** noted how much time Council would have to interview each applicant.

The group reviewed and edited the proposed interview questions and Council came to consensus on four questions.

### E. Legislative and Regional Issues – Discussion

**Stauffer** provided an update on legislation the city had been tracking during the 2024 session of the state legislature. The group discussed bills addressing Measure 110 drug re-illegalization, housing, recreational immunity, behavioral health, transportation, and emergency services response times.

**Ober** and **Councilors Khosroabadi and Stavenjord** remarked on a pod village for houseless community members run by Do Good Multnomah that would be opened in unincorporated Clackamas County, just outside Milwaukie city limits. There was Council consensus to invite Do Good Multnomah to provide an update on the village to Council.

### Council Reports

**Councilor Stavenjord** reported on a community meeting with behavioral health specialists and groups and US Representative Lori Chavez-Deremer.

**Council President Massey** reported on North Clackamas Watershed Council (NCWC) activities, including the development of a strategic plan and budget, and the Kellogg Dam removal project. **Ober** noted that the staff person assigned to the dam removal project would change.

**Councilor Stavenjord** provided updates on recent meetings and work of the city's Transportation System Plan Advisory Committee (TSPAC), Milwaukie Redevelopment Commission Community Advisory Committee (MRCCAC), and the Clackamas County Coordinating Committee (C4). **Mayor Batey** and **Councilor Stavenjord** remarked on transit service updates TriMet was looking at adding around Milwaukie.



**10. ADJOURNMENT**

**Mayor Batey** announced that Council would meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

**It was moved by Council President Massey and seconded by Councilor Stavenjord to adjourn the Regular Session. Motion passed with the following vote: Councilors Khosroabadi, Massey, and Stavenjord and Mayor Batey voting “aye.” [4:0]**

**Mayor Batey** adjourned the meeting at 8:30 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Scott Stauffer, City Recorder



**RS Agenda Item**

**2**

# **Announcements**



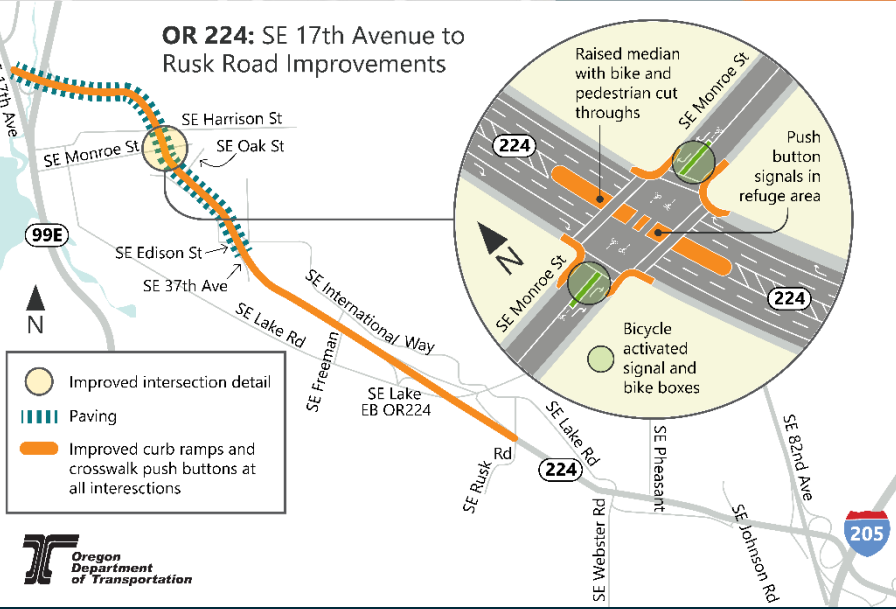
# Mayor's Announcements – February 6, 2024

- **2023 Volunteer of the Year – Nominations Accepted Until Feb. 14**
  - Nominations can be submitted at [engage.milwaukieoregon.gov](https://engage.milwaukieoregon.gov).
- **Lunar New Year: Lion Dance Performance – Sun., Feb. 11 (3 PM)**
  - Ledding Library, 10660 SE 21<sup>st</sup> Ave.
- **Hearing and Developmental Screenings – Mon., Feb. 12 (10 AM – 12 PM)**
  - Any child ages 0-5 is eligible for a free hearing and development screening.
  - Ledding Library, 10660 SE 21<sup>st</sup> Ave.
- **Lunar New Year Celebration – Sun., Feb. 18 (12 – 2:30 PM)**
  - Activities, crafts, music, and dance
  - Suggested donation of \$5 for attendees 18+.
  - Milwaukie Community Center, 5440 SE Kellogg Creek Dr.
- **Community Conversation: Housing & Belonging w/Paul Susi – Wed., Feb. 21 (6 PM)**
  - Explore common assumptions and perspectives about the experience of houselessness/homelessness and seek to answer the question, “How do we decide who “belongs” in our community?”
  - Ledding Library, 10660 SE 21<sup>st</sup> Ave.
- **Save the date! Multi-Project Open House – Thu., Feb. 29 (5:30 – 7:30 PM)**
  - Drop in any-time to learn more and ask questions about the following projects:
    - ODOT's OR 224: SE 17<sup>th</sup> Ave. to SE Rusk Rd. Improvements
    - Milwaukie's Monroe Street Greenway
    - Milwaukie's Transportation System Plan: 2023-25 Update
    - Milwaukie's Kellogg Creek Restoration and Community Enhancement Project
  - City Hall, (3<sup>rd</sup> Floor Council Chambers), 10501 SE Main St.
- **LEARN MORE AT [WWW.MILWAUKIEOREGON.GOV](https://WWW.MILWAUKIEOREGON.GOV) OR CALL 503-786-7555**

**FREE**

## HEARING & DEVELOPMENTAL SCREENINGS

For children 0-5





**RS Agenda Item**

**5**

**Community Comments**

**From:** [Nick Hess](#)  
**To:** [OCR](#)  
**Subject:** 29th AVE Greenway Safety Concerns  
**Date:** Sunday, January 28, 2024 8:18:24 AM

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**This Message originated outside your organization.**

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Dear Milwaukie City Council,

I am writing to request stop signs on the following cross streets which intersect the 29th ave Greenway. This is due to unsafe conditions existing when cycling, running, and walking.

- 1) Stop signs on Malcolm Street for East/West traffic at 29th.
- 2) Stop signs on Olsen Street for East/West traffic at 29th
- 3) Stop signs on Boyd Street for East/West traffic at 29th
- 4) Stop signs on Kelvin Street for East/West traffic at 29th

Vehicles traveling East/West on Olsen, Malcolm, Kelvin, and Boyd Streets create dangerous intersections for those traveling in all directions at 29th. All of these intersections are unprotected, aside from a yield sign at Boyd. We have experienced several dangerous near-collisions at these intersections over the past years. Without stop signs, at these intersections, it causes great uncertainty and confusion on who has the right of way when approaching at the same time as a vehicle traveling perpendicular to your direction.

The stop signs installed on Roswell Street at 29th have been a huge success in slowing down the traffic in the neighborhood and bringing confidence to those traveling on 29th. That particular crossing feels very safe now. Thank you! We would like to see this replicated at the several additional intersections on SE 29th to increase pedestrian and bicycle safety, slow traffic, and reduce potential collisions.

My family and I regularly use the 29th ave greenway for recreation and commuting by foot and bike to access the Springwater Corridor and beyond. However, close calls and dangerous interactions while doing so make me think twice when choosing between putting my kids on the bike or taking the car.

Please consider immediate action to improve safety for all users on the 29th ave greenway.

Thank you,  
Nick Hess

Dear Mayor Batey, Council President Massey, Councilors Stavenjord and Khosroabadi; and City Manager Ober  
*Community Comment for Regular Session, City Council meeting, February 6, 2024*

Re: 29<sup>th</sup> Greenway signage request: City Council should direct city staff to address the 29<sup>th</sup> Greenway concerns with all due speed.

*From: Elvis Clark, Ardenwald – Johnson Creek Neighborhood, member of PSAC*

**I first direct your attention to the following excerpts (in quotes) from the City’s May 7, 2022 Budget Committee meeting which approved among the entirety of the current 2-year City budget the SAFE Spot program funding (\$180k) [with captions that I provide here in]:**

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### **BUDGET COMMITTEE MINUTES Video Meeting**

[www.milwaukieoregon.gov](http://www.milwaukieoregon.gov) May 7, 2022

Chair Schockner called the Budget Committee meeting to order at 9:46 a.m. Present: Lisa Batey, Mark Gamba, Kathy Hyzy, Caili Nance, Desi Nicodemus, Michael Osborne, Leslie Schockner, Jon Stoll.

**“Jacob Sherman, citizen, requested funding be allocated for the neighborhood pedestrian and traffic safety program. Consider the small, quicker projects to repair the streets.”**

[Sherman’s comment is with particular focus on the 29<sup>th</sup> Greenway.]

[Kelly Brooks, then Assistant City Manager, and then Mayor Gamba respond:]

**“Brooks responded SAFE program came after the transportation plan. There is \$180,000 allocated for spot improvements. Difficulty completing smaller projects since the department is currently understaffed. Need people and time to do the projects well.”**

**“Gamba recognizes the staffing issues and the pandemic; the original SAFE program’s intention was to repair the smaller issues quickly.”**

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Now let me say that I am encouraged to hear that the City Council is supposedly taking up the matter of safety signage for the 29<sup>th</sup> Greenway in its March deliberations.

I am also grateful for Councilor Stavenjord meeting with Jacob Sherman and Luke Johnson and walking the 29<sup>th</sup> Greenway with them. Also, Facebook dialogue with Councilor Khosroabadi.

I am grateful City Manager Ann Ober for engaging with Luke Johnson and me regarding the need for stop signs and other signage to prevent a serious crash between vehicles and bicyclists/pedestrians on the 29<sup>th</sup> Greenway in Ardenwald (Friday, January 26<sup>th</sup>, City Manager Open Door meeting).

Ann told Luke and me at this Open-Door meeting that the “ball had been dropped” on the SAFE Spot [signage] program after Kelly Brooks, assistant City Manager, left for a job with the Governor’s Office about a year ago now.

**I believe (1) given the May 7, 2022, Budget Committee meeting and video,**

**(2) given that the PSAC Spot program process of creating a list of Spot [signage] projects through the Public Safety Advisory Committee would likely extend past the current Budget period ending this June 2024,**

**(3) given the background statement of then Mayor Gamba about the original intent of completing the Spot projects early in the SAFE schedule,**

**(4) and given that the “Ball was dropped” on the SAFE Spot program:**

**The City Council should intervene quickly and direct City Staff to consult with Jacob Sherman (who you all know as Planning Commissioner), Luke Johnson who with his daughter on bicycle are most recently involved in a near serious crash with an SUV at the Intersection of 29<sup>th</sup> Avenue and Malcolm, and with Ardenwald-Johnson Creek Neighborhood to:**

***ADD traffic calming signage to the 29<sup>th</sup> Greenway with focus on the cross-street traffic intersecting the greenway – doing this WITH all due speed.***

Sincerely,  
Elvis Clark  
Ardenwald-Johnson Creek Neighborhood

**From:** [david](#)  
**To:** [OCR](#)  
**Subject:** Re: Stop Signs On 29th Ave.  
**Date:** Sunday, February 4, 2024 8:32:45 AM

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**This Message originated outside your organization.**

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Hello Mayor Batey and City Councilors,

My name is David Silverman. I am a resident of 29th Ave. in Ardenwald.

Having moved to this neighborhood three years ago, we were drawn to the allure of living on a designated "neighborhood greenway." Our decision to purchase a house here was primarily influenced by the promise of a safe and peaceful environment conducive to recreational activities, such as our routine recumbent bike rides and getting to know pedestrians while I'm out front gardening.

I am writing to express my growing concern regarding the escalating traffic situation on 29th Ave., between Van Water and Balfour. The downhill traffic from 32nd Ave. tends to move at an alarming speed, with a disconcerting number of vehicles failing to adhere to the speed limit or even slowing down at intersections. This has resulted in numerous close calls and near-miss accidents, including two incidents where I myself narrowly avoided collisions.

In addition to our own safety, I am deeply worried about the well-being of the families residing in close proximity. In a mere two-block radius, we have twelve children under the age of ten and seven preteens and teenagers who frequently engage in outdoor activities in front of their homes. Games like street hockey, tennis, bike riding, and kick the can are commonplace, making the potential for accidents involving children and cars alarmingly high.

To address this pressing issue, I am urgently requesting the installation of stop signs at the cross streets along 29th Ave.

Last year some white lines had been painted on the street corners at some of the intersections and that really helped slow and stop cars at the corners for a few days, but then they were painted over, which was really confusing.

I suggest and support stop signs at the cross streets along 29th Ave. It's not a matter of if an accident will happen, it's a matter of when it will occur.

I kindly request that this letter be included in the community comments for the upcoming Feb 6th meeting and that the contents of this email be shared with the City Council. The safety of Ardenwald residents, particularly our children, is at stake, and proactive measures need to be taken to prevent an inevitable accident.



Thank you for your attention to this matter, and I appreciate your efforts in ensuring the well-being of our community.

Sincerely,

David Silverman

**From:** [Ronelle Coburn](#)  
**To:** [OCR](#)  
**Subject:** Council Meeting Testimony for Feb 5, 2024  
**Date:** Sunday, February 4, 2024 8:59:59 AM

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**This Message originated outside your organization.**

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Dear Council:

I am writing in strong support of installing East/West cross-traffic stops along the SE 29th Greenway in Ardenwald between SE Balfour and SE Sherrett.

The East-bound traffic coming from SE 32nd, where it is downhill to 29th, is particularly dangerous.

My understanding is the point of our Greenways is to encourage bicycling and walking via safe and unimpeded routes. Currently, bicycles and pedestrians must slow down or stop to check for cross traffic that may be headed for the intersections, at every single one, which runs counter to the goal of the Greenway.

And it seems to me that the 29th Greenway is the most utilized of all the Greenways due to its connection and proximity to the Springwater Corridor. It certainly is very well-used by residents of the entire neighborhood who make it a regular part of their walking path (many with their children and/or dogs) who express delight over being able to walk right down the street itself (rather than being stuck on too-narrow sidewalks as in much of the rest of the neighborhood).

Thank you for your consideration.

Ronelle Coburn  
Ardenwald Resident  
SE 29th Avenue

**From:** [Amanda Cartwright](#)  
**To:** [OCR](#)  
**Subject:** Stop Signs 29th and Balfour  
**Date:** Monday, February 5, 2024 9:22:46 AM

---

This Message originated outside your organization.

Hi there,

I'm writing to request for stop signs to be installed at 29th and Balfour. We live at 2930 se Balfour and have 3 small children. Though we teach our kids street awareness, I am hoping for extra safety and support from our city council to make this junction less of a speeding thoroughfare by adding stop signs. Cars take that corner really fast. I know some in our close community have been (almost) hit by cars! Thanks for your attention to this matter.

I ask for my requests to be included in community comments for Tuesday's meeting and that my email be shared with all of city council.

Best,

Amanda Cartwright and Dotan Bar (children 5, 2, 2)

Sent from my iPhone

## Scott Stauffer

---

**From:** Adrienne Schaefer Borrego <adrienne.schaefer@gmail.com>  
**Sent:** Monday, February 5, 2024 12:13 PM  
**To:** OCR  
**Subject:** Greenway on 29th

**This Message originated outside your organization.**

---

Milwaukie City Council,

My family lives on the corner of SE 28th Ave and Roswell. We frequently bike with our two young children and go on walks with our dogs. We moved to Milwaukie for all the wonderful things it has to offer, but road safety has been an issue that deeply concerns us. Since our section of the Ardenwald neighborhood doesn't have sidewalks, its essential for us to be able to safely share the road with drivers. But this hasn't felt safe while out on our walks and rides.

We understand that SE 29th is meant to be a neighborhood greenway. However, due to the speed of cars and the lack of traffic control signage we do not feel safe to bike or walk on this street. **We strongly urge Council to install stop signs at 29th and Van Water to prevent collisions and to help pedestrians and cyclists feel safe along this corridor.**

Please share this message at Tuesday's meeting this week.

Thank you,

--

Adrienne Schaefer-Borrego  
Milwaukie Resident

## Scott Stauffer

---

**From:** Jamie June <jamiejune@gmail.com>  
**Sent:** Monday, February 5, 2024 2:30 PM  
**To:** OCR  
**Subject:** making the SE 29th Greenway safer to use

---

**This Message originated outside your organization.**

---

This email is for public comment at the 2/6/24 and 3/5/24 City Council Meetings. Please be sure it is added to the rest of public comments on the SE 29th Greenway discussion and shared with Council members. - Thanks!

Dear Milwaukie City Council Members,

I am a resident and homeowner on Malcolm Street, a few houses away from the corner of the neighborhood greenway on SE 29th. Our family has lived here for nearly 15 years, and we appreciate the bike-ability of our wonderful neighborhood. It was one of the reasons we moved here. We use the SE 29th greenway daily, both as pedestrians and cyclists.

When SE 29th was designated as a greenway, we cheered! One thing we are not cheering about is our continued concern about the safety of the greenway for bicyclists and pedestrians. What does it mean to have a designated greenway if it is not safe to be used?

Vehicles travelling at high speeds heading east/west on streets crossing the greenway create dangerous intersections for those travelling north/south on SE 29th. Residents, visitors and delivery vehicles frequently speed through the intersections at 29th without even slowing down. All of the intersections along this section of the greenway are unprotected, aside from a yield sign on 29th at Boyd and stop signs on Roswell. We have personally experienced several dangerous near-collisions at these intersections over the past decade. It's just a matter of time before someone is seriously injured.

About 10 years ago, we were relieved to see the newly installed stop signs on Roswell Street at 29th. They were, and continue to be, a huge success in slowing down vehicle traffic in the neighborhood, making that section of the greenway safer to use. In 2015 and 2018, I submitted traffic control request forms to the City of Milwaukie to replicate this success at additional intersections on the greenway (Boyd, Malcolm and Olsen Streets). While bicycle and pedestrian traffic on the greenway has grown, there has been no changes to address these safety issues.

Thanks to the City's signage and sharrows that encourage cyclists to stay off 32nd, SE 29th has become a popular bicycle thoroughfare. I hope you will consider taking the next steps to implementing changes to make it a safer greenway for all!

Sincerely,  
Jamie June

Dear Milwaukie City Council,

By now I am sure you have become aware of the rising energy in the Ardenwald neighborhood for adding stop signs and sharrows to improve safety on the 29<sup>th</sup> Ave Neighborhood Greenway. This street among many others has been designated as a neighborhood greenway since the 2007 Milwaukie TSP. Progress on these Greenways has however been all but non-existent, save for 9 years of planning around the Monroe Greenway. Unlike the unique case of Monroe with it's varied jurisdiction/location issues, 29<sup>th</sup> Ave and other identified greenways do not require nearly as significant capital improvements to become effective and start making a difference in Milwaukie's stated Climate goal and emergency declaration. Let us not forget that one of the big selling points of Greenways is supposed to be that they are quick and cheap ways to start making active transportation safe and viable.

The need to set priorities amongst large capital projects is certainly reasonable. The City of Milwaukie is not overflowing with money and has used some great strategy to save costs by combining projects when logical to avoid redundancies and is working hard to make use of bonded dollars to afford necessary large capital projects. However, while focusing on this I believe we are overlooking opportunities to make quick inexpensive changes that make large impacts. Of course, long term the Monroe Greenway is likely to be a more critical corridor than 29<sup>th</sup>. So on the surface, prioritizing it makes sense, yet here we are 10 years in to planning with all but nothing on the ground yet for either project. In one days work we could install stop signs on 29<sup>th</sup>. We could add cone bulb outs and concrete planter-diverters on 40<sup>th</sup>, Harvey, Stanley, and even much of Monroe East to make those effective greenways immediately. Will they be beautiful and polished? Absolutely not, but they will be functioning greenways and making an impact on our Climate and Equity goals immediately rather than gathering dust in the unfunded section of 2-3 successive TSPs.

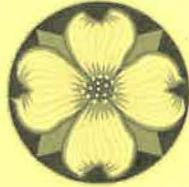
Community members have done the math using official PBOT figures to determine costs for installing stop signs crossing the 29<sup>th</sup> Ave greenway and came to a rough estimate of \$25k. Upon last checking, the SAFE program's Spot Improvement allocation has over the years grown to near \$350k. Quick low cost improvements like this are a great candidate for these Spot Improvement dollars.

The focus is on 29<sup>th</sup> Ave right now, but this same approach that works here can and should be applied all over town to quickly and cheaply start moving the needle on walking/biking safety. I believe we should empower the city to move much quicker with these Spot Improvement dollars to get moving on our designated Neighborhood Greenways as well as improving safety in areas where funds for complete sidewalks will not be available any time soon.

This is not intended to be an argument against working on larger capital projects that require thorough planning and design, but a request to not overlook the small, cheap, and scrappy changes for the large polished ones.

Many Thanks,

Camden Mckone



**CITY OF MILWAUKIE  
CITY COUNCIL**

10722 SE Main Street  
P) 503-786-7502  
F) 503-653-2444  
ocr@milwaukieoregon.gov

# Speaker Card

The City of Milwaukie encourages all citizens to express their views to their city leaders in a **respectful** and **appropriate** manner. If you wish to speak before the City Council, fill out this card and hand it to the City Recorder. Note that this Speaker Card, once submitted to the City Recorder, becomes part of the public record.

**Name:** Elvis Clark

**Organization:** \_\_\_\_\_

**Address:** 3536 se Sherry Ln, Milw.

**Phone:** 503 654 8895

**Email:** EClarkMilwOr@yahoo.com

**Meeting Date:** 2/6/24

**Topic:** 29th Greenway signage

**Agenda Item You Wish to Speak to:**

**You are Speaking...**

**#5 Community Comments**

**Note:** Council generally does not respond to comments during this meeting. The city manager will respond to comments at the next regular session.

**in Support**

**in Opposition**

**#7 Other Business, Topic:** \_\_\_\_\_

**from a Neutral Position**

**#8 Public Hearing, Topic:** \_\_\_\_\_

**to ask a Question**

**Comments:**



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**Name:** Jay Panagos

**Address:**

**Organization:**

**Phone:**

**Email:**

**Meeting Date:** 2.6.24

**Topic:** 22<sup>nd</sup> St Safety

**Agenda Item You Wish to Speak to:**

**#5 Community Comments**

**Note:** Council generally does not respond to comments during this meeting. The city manager will respond to comments at the next regular session.

**#7 Other Business, Topic:** \_\_\_\_\_

**#8 Public Hearing, Topic:** \_\_\_\_\_

**You are Speaking...**

**in Support**

**in Opposition**

**from a Neutral Position**

**to ask a Question**

**Comments:**





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**Name:** Sam Grunseth **Address:** 9391 Se 29th ave

**Organization:** \_\_\_\_\_ **Phone:** 503 930 3910  
**Email:** sgrunseth@gmail.com

**Meeting Date:** 1/6/2023 **Topic:** 29th ave intersection

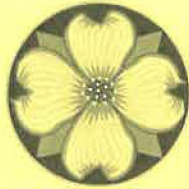
**Agenda Item You Wish to Speak to:**

- #5 Community Comments**  
**Note:** Council generally does not respond to comments during this meeting. The city manager will respond to comments at the next regular session.
- #7 Other Business, Topic:** \_\_\_\_\_
- #8 Public Hearing, Topic:** \_\_\_\_\_

**You are Speaking...**

- in Support
- in Opposition
- from a Neutral Position
- to ask a Question

**Comments:**



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**Name:** Beatrice Macleod

**Address:**

**Organization:**

**Phone:**

**Email:**

**Meeting Date:** 2/6<sup>m</sup>/24 **Topic:** 29<sup>m</sup> Ave

**Agenda Item You Wish to Speak to:**

**You are Speaking...**

**#5 Community Comments**

**in Support**

**Note:** Council generally does not respond to comments during this meeting. The city manager will respond to comments at the next regular session.

**in Opposition**

**#7 Other Business, Topic:** \_\_\_\_\_

**from a Neutral Position**

**#8 Public Hearing, Topic:** \_\_\_\_\_

**to ask a Question**

**Comments:**

~~Feb 21<sup>st</sup>~~ ~~homeless / As~~



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**Name:** JACOB SHERMAN

**Address:** 3023 SE Olsen St., Milwaukie

**Organization:** \_\_\_\_\_

**Phone:** 971-570-7667

**Email:** jdbsherman@gmail.com

**Meeting Date:** 2/6/24

**Topic:** 29<sup>th</sup> Ave Greenway

**Agenda Item You Wish to Speak to:**

**#5 Community Comments**

**Note:** Council generally does not respond to comments during this meeting. The city manager will respond to comments at the next regular session.

**#7 Other Business, Topic:** \_\_\_\_\_

**#8 Public Hearing, Topic:** \_\_\_\_\_

**You are Speaking...**

in Support

in Opposition

from a Neutral Position

to ask a Question

**Comments:** \_\_\_\_\_





# Transportation System Plan

FIGURE 6-8a

## BICYCLE MASTER PLAN

October 2018

**NO STOP SIGN** **STOP SIGN AT CROSSING**

**LEGEND**

<b>Existing Bicycle Facilities</b>	<b>Proposed Improvements</b>
— Shared Lane	○ Bicycle Intersection Safety Improvement
- - - Bicycle Lane	■ Bicycle Lanes
••• Kellogg Creek Trail	▭ Neighborhood Greenway
••• Springwater Trail	▭ Central Milwaukee 2015 TSP Amendments
••• Trolley Trail	
🏫 Schools	🚂 Railroad
🛣 Major Roads	🗺 County Line
🛣 Streets	💧 Water
	🌳 Parks
	🏠 City Limits
	🚊 Light Rail Station
	🚊 Light Rail Transit

### PROPOSED PROJECTS

- Improve Intersection to Increase Bicycle Safety**
- (A) Adams St/21st Ave/Railroad Crossing
  - (B) Johnson Creek Blvd/Springwater Trail
  - (C) Johnson Creek Blvd/Linwood Ave
  - (D) Linwood Ave/King Rd
  - (E) Linwood Ave/Monroe St
  - (F) Linwood Ave/Harmony Rd
  - (G) Washington St/Oak St/Hwy 224
  - (H) International Way/Lake Rd
  - (I) Linwood Ave/King Rd
  - (J) McLaughlin and 22nd
  - (K) McLaughlin/Ochoco/Milport

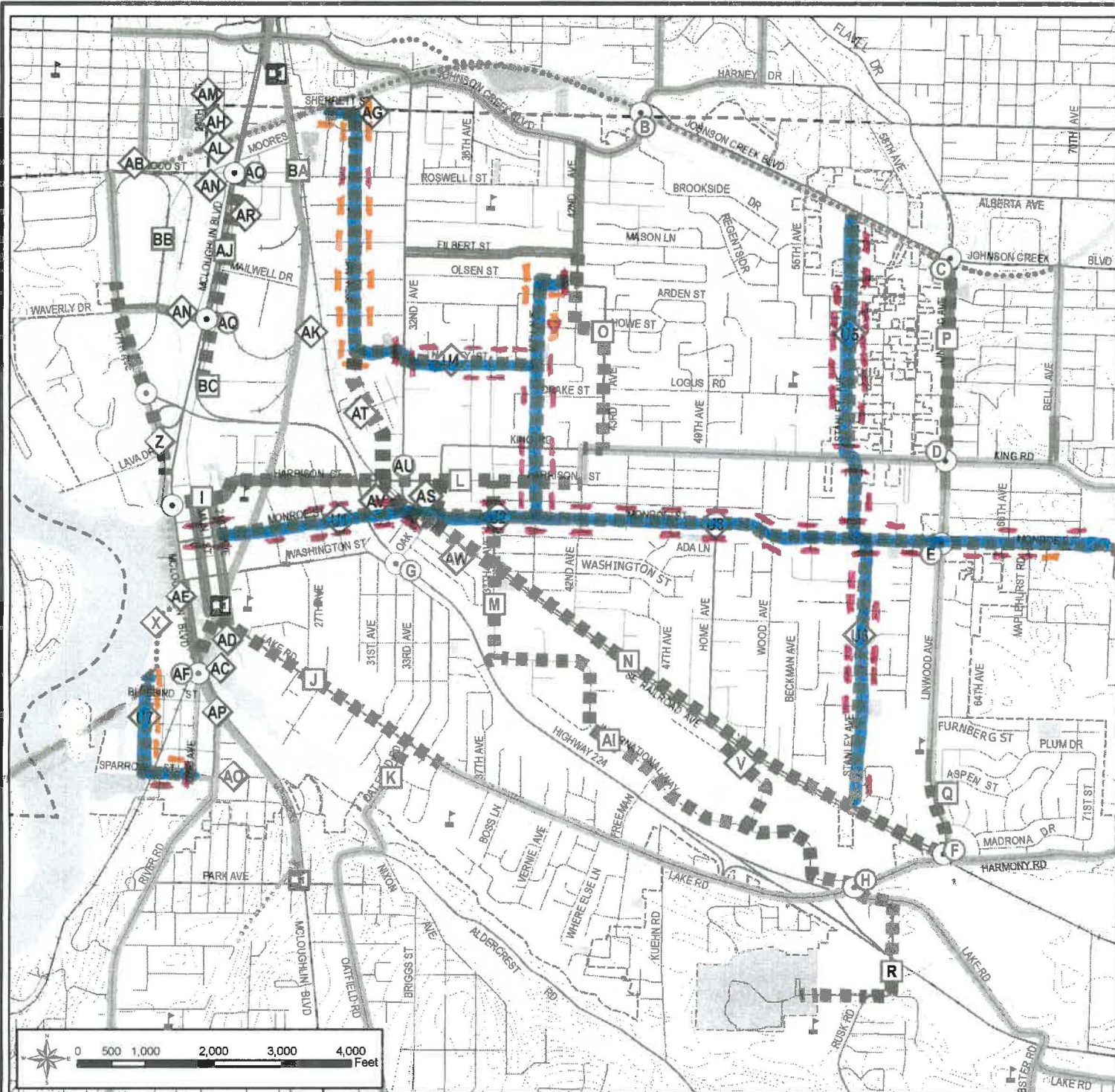
**Provide Improved Bicycle Facilities Where not Currently Present**

☐ See Table 6-2 for project descriptions B-R, AI, AJ, and BA-BC

- Enhance Existing Bicycle Connection**
- (L) Install Neighborhood Greenway treatments at various locations
  - (M) Construct bicycle overpass from Railroad Ave to International Way
  - (N) Improve Springwater Trail paving
  - (O) Improve Kellogg Creek Trail
  - (P) Install Trolley Trail signage
  - (Q) Fill in gaps in existing bike network with bike lanes or multiuse path.
  - (R) Improve intersection safety on 17th Ave at HWY 224 and at 99E.
  - (AB) Complete Springwater Trail along Ochoco St
  - (AC) Construct Kronberg Park Trail
  - (AD) Construct bike-ped overpass over Kellogg Creek
  - (AE) Construct pedestrian underpass under HWY 99E at Kellogg Creek
  - (AG) Pave connection to Springwater Trail at 29th Ave and Sherrett
  - (AH) Improve connection from Springwater Corridor to Pendleton Site
  - (AK) Establish bike-ped connection over railroad tracks and LRT
  - (AL) Construct stairs to connect Springwater Corridor to McLaughlin Blvd
  - (AM) Construct bike-ped bridge over Johnson Creek along Clatsop St at 23rd Ave to connect to LRT station
  - (AN) Improve bike-ped connection to neighborhoods west of station
  - (AO) Establish bike-ped path on Sparrow to connect River Rd to Trolley Trail
  - (AP) Establish bike-ped connection over McLaughlin at River Rd
  - (AR) Establish bike-ped connection to McLaughlin at Stubb St

**Provide Improved Bicycle Facilities in Central Milwaukee**

☐ See Table 6-2 for project descriptions AS, AT, AU, AV, and AW





**RS Agenda Item**

**6**

# **Consent Agenda**

**COUNCIL SPECIAL SESSION**

City Hall Council Chambers, 10501 SE Main Street  
& Zoom Video Conference ([www.milwaukieoregon.gov](http://www.milwaukieoregon.gov))

**MINUTES****DECEMBER 12, 2023**

**Council Present:** Councilors Adam Khosroabadi, Robert Massey, Rebecca Stavenjord, and Council President Desi Nicodemus, and Mayor Lisa Batey

**Staff Present:** Tony Lairson, Utility Technician II  
Nicole Madigan, Deputy City Recorder  
Ann Ober, City Manager  
Peter Passarelli, Public Works Director  
Gabriela Santoyo Gutierrez, Equity and Inclusion Coordinator  
Natalie Rogers, Climate and Natural Resources Manager  
Emma Sagor, Assistant City Manager

**Mayor Batey** called the meeting to order at 5:25 p.m.

**1. Council Goal Update: Climate – Report**

**Rogers** provided an update on projects related to the Climate Action Plan (CAP), which included reviewing the climate goals and the greenhouse gas (GHG) inventory, and the progress of developing Milwaukie’s municipal green tariff. The group discussed what participation in the tariff would look like and how developed the program was.

**Rogers** explained that staff were working with local jurisdictions and the Oregon Department of Energy (ODOE) to develop building performance standards to align with the building energy score program. **Mayor Batey** and **Rogers** discussed the inclusion of commercial industrial buildings in the program. **Councilor Khosroabadi** asked if there were plans to provide grants for buildings to make changes to meet standards, **Rogers** was unsure but would research.

**Rogers** explained how Energy Trust of Oregon’s strategic energy management (SEM) program worked and **Rogers** and **Passarelli** explained how Milwaukie was participating in the program.

**Rogers** and **Passarelli** shared how the city was converting its vehicle fleet to electric and hybrid and adding charging infrastructure for city and public use. The group discussed how often chargers were used, funding options for businesses and multifamily housing units to add chargers and how level 3 chargers could be added in east Milwaukie. **Rogers** and **Passarelli** explained Portland General Electric’s (PGE’s) program that added chargers around the city on utility poles for public use. **Councilor Massey, Rogers,** and **Passarelli** discussed one of the chargers that had not been working, how to locate the chargers, and how payments are made.

**Passarelli** explained that the city was working with a consultant to update the Stormwater System Plan to reflect climate change projections for increased precipitation and intensity. **Rogers** advised that staff was reviewing the tree code and that staff would return with more information in the spring. The group discussed measuring and protecting and increasing the city’s tree canopy.

**2. Council Goal Update: Equity – Report & Resolution**

**Sagor** provided background on the steps that had been taken since Council’s equity goal was adopted and **Santoyo Gutierrez** and **Sagor** explained that three tracks had

been developed for the Equity Plan based on the results of the Keen Independent Research study, and feedback from the Equity Steering Committee (ESC) and Council. The group discussed supporting staff during department conversations. **Liz Start**, member of the ESC and chair of the Linwood Neighborhood District Association (NDA) expressed support for the plan and noted that the ESC had taken time in reviewing and providing feedback on the plan. **Sagor** and **Ober** explained that the plan developed was not meant to disregard equity work happening in other areas of the city's work, but to direct staff's attention to a multi-year city wide plan and that equity work was still occurring in daily tasks such as hiring practices.

**Santoyo Gutierrez** shared strategies and measures for tracking progress while following the plan. **Sagor** explained next steps and asked for Council feedback. The group discussed how to best engage and share the plan with the community, the need for conversations with community members about diversity, how to have NDAs reflect the diversity of the community, ensure that more inclusive language is being used in conversations and documentation, and use the city events calendar to amplify existing community cultural events. The group discussed using strategies and measures to evaluate city processes.

**It was moved by Council President Nicodemus and seconded by Councilor Khosroabadi to approve the resolution supporting a multi-year equity work plan to measurably improve equity outcomes and address key priorities. Motion passed with the following vote: Councilors Khosroabadi, Massey, Nicodemus, and Stavenjord and Mayor Batey voting "aye." [5:0]**

**Resolution 60-2023:**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, SUPPORTING A MULTI-YEAR EQUITY WORK PLAN TO MEASURABLY IMPROVE EQUITY OUTCOMES AND ADDRESS KEY PRIORITIES.**

**Council Reports**

~~The group discussed a recent impromptu meeting that occurred with Governor Tina Kotek, members of Council, and city staff. **Mayor Batey** and **Ober** outlined topics that were discussed during a recent impromptu meeting that occurred with Governor Tina Kotek, three members of Council, and city staff. **Mayor Batey** and **Councilors Stavenjord** and **Khosroabadi** expressed concerns regarding all members of Council not being notified of the meeting in advance.~~

**Councilor Stavenjord** noted when the next Clackamas County Coordinating Committee (C4) meetings would occur and the topics that would be discussed.

**3. Adjourn**

**It was moved by Council President Nicodemus and seconded by Councilor Massey to adjourn the Regular Session. Motion passed with the following vote: Councilors Stavenjord, Khosroabadi, Massey, Nicodemus, and Mayor Batey voting "aye." [5:0]**

**Mayor Batey** adjourned the meeting at 7:42 p.m.

Respectfully submitted,



---

Nicole Madigan, Deputy City Recorder



developed for the Equity Plan based on the results of the Keen Independence study, and feedback from the Equity Steering Committee (ESC) and Council discussed supporting staff during department conversations. **Liz Start**, member of the ESC and chair of the Linwood Neighborhood District Association (NDA) expressed support for the plan and noted that the ESC had taken time in reviewing and providing feedback on the plan. **Sagor** and **Ober** explained that the plan developed was not meant to disregard equity work happening in other areas of the city’s work, but to direct staff’s attention to a multi-year city wide plan and that equity work was still occurring in daily tasks such as hiring practices.

**Santoyo Gutierrez** shared strategies and measures for tracking progress while following the plan. **Sagor** explained next steps and asked for Council feedback. The group discussed how to best engage and share the plan with the community, the need for conversations with community members about diversity, how to have NDAs reflect the diversity of the community, ensure that more inclusive language is being used in conversations and documentation, and use the city events calendar to amplify existing community cultural events. The group discussed using strategies and measures to evaluate city processes.

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**Resolution 60-2023:**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, SUPPORTING A MULTI-YEAR EQUITY WORK PLAN TO MEASURABLY IMPROVE EQUITY OUTCOMES AND ADDRESS KEY PRIORITIES.**

**Council Reports**

**Mayor Batey** and **Ober** outlined topics that were discussed during a recent impromptu and informal meeting that occurred with Governor Tina Kotek, three members of Council, and city staff. Topics that were discussed included:

- Governor Koteks’ \$500,000,000 package for the 2024 session for more affordable housing support, shelters, and rent stabilization.
- Housing being built in Milwaukie, including the number of apartments being built, the Hillside Park redevelopment project, single family infill and middle housing developments.
- Milwaukie’s 23-hour stabilization center.
- The need for more childcare resources and after-school care.
- The Kellogg Dam.
- Education issues.
- Anti displacement regarding urban renewal.

No deliberations took place, and no decisions were made during the meeting.

**Mayor Batey** and **Councilors Stavenjord** and **Khosroabadi** expressed concerns regarding all members of Council not being notified of the meeting in advance.

## COUNCIL WORK SESSION

City Hall Council Chambers, 10501 SE Main Street  
& Zoom Video Conference ([www.milwaukieoregon.gov](http://www.milwaukieoregon.gov))

## MINUTES

DECEMBER 19, 2023

**Council Present:** Councilors Adam Khosroabadi, Robert Massey, Rebecca Stavenjord, and Council President Desi Nicodemus, and Mayor Lisa Batey

**Staff Present:** Joseph Briglio, Community Development Director  
Adam Heroux, Associate Planner  
Jordan Imlah, Communications Program Manager  
Vera Kolias, Senior Planner  
Nicole Madigan, Deputy City Recorder  
Emma Sagor, Assistant City Manager  
Scott Stauffer, City Recorder

**Council President Nicodemus** called the meeting to order at 4:05 p.m.

### 1. Maintaining Public Art – Discussion

Councilor Khosroabadi arrived at 4:06 p.m.

**Imlah** and **Sagor** explained that the city needed to adopt a policy for maintaining city owned art that names who is responsible to complete the maintenance and where funds would be allocated from.

**Councilor Massey** asked how maintenance had been handled to date. **Imlah** provided examples of how staff had worked in reactive ways to address issues that had arisen.

**Councilor Stavenjord** and **Imlah** discussed the city's Art in Public Places program. **Stavenjord** suggested the city develop relationships with community partners such as the Regional Arts and Culture Council (RACC) and Clackamas Arts Alliance.

**Councilor Khosroabadi** asked what the proposed budget would be for ongoing maintenance. **Imlah** advised that an assessment would need to be completed and provided examples of maintenance expenses from other local jurisdictions.

**Mayor Batey** understood the need to establish a policy for outdoor art, expressed concern about taking funds from the Arts Committee, and liked Councilor Stavenjord's partnership ideas. **Imlah** noted that maintenance funds for indoor art would likely be used for a professional art cleaner. **Stavenjord** suggested staff work with Milwaukie Academy of the Arts (MAA) students to conduct an inventory of the city's art.

**Sagor** and **Councilor Stavenjord** laid out next steps.

**Mayor Batey** asked if maintenance conversations had occurred with the Arts Committee. **Imlah** confirmed that conversations had occurred and shared concerns the committee had raised. **Sagor** added that in the future the Arts Committee could update bylaws to add a seat specifically for an arts preservation and maintenance expert.

### 2. Neighborhood Hubs – Discussion

**Kolias** and **Heroux** provided an update on the Neighborhood Hubs project by explaining that staff had been working on and were wrapping up phase II of the project. They explained how staff had engaged with the community both in person and online to identify concerns and obstacles around development of a hub, and how community engagement assisted staff to identify which hubs would be prioritized.

**Councilor Stavenjord** asked if staff had connected with Roswell Market, **Heroux** and **Kolias** explained that staff were unable to make a connection but planned to try different approaches during the next phase.

**Kolias** shared the community engagement results and explained how it formed the code changes that corresponded with the focused hubs.

**Kolias** explained the next steps to implement the discoveries made during phase II, including the proposed code changes, plans to coordinate with the Transportation System Plan (TSP), and developing an economic development toolkit. **Kolias** shared plans for Phase III.

**Councilor Massey** expressed concern that zoning changes alone wouldn't implement the desired changes and suggested the project should focus on less than six hubs to start a pilot program to try and ensure success.

**Mayor Batey** requested clarification on where the proposed changes would occur and did not see the potential development for some of the hubs selected and believed that community expectations needed to be managed. **Batey** and **Kolias** commented on the mixed-use development plans on 32<sup>nd</sup> Avenue for the Hillside project.

**Councilor Khosroabadi** expressed concerns regarding the number of hubs and suggested it be narrowed down to two that prioritize and promote existing home businesses. **Heroux** commented on the challenges that surround changing code to support home based businesses.

**Councilor Stavenjord** encouraged staff to move forward with the six hubs that had been selected and explained how starting with more could help develop a menu of options for all hubs. **Stavenjord** and **Kolias** discussed developing an analytical profile for the hubs.

**Council President Nicodemus** shared the Council majority's sentiment and asked if anyone had expressed opposition during the engagement process. **Heroux** and **Kolias** explained that community members supported the proposed changes and provided examples of ideas submitted by community members including the desire for a small business alliance.

**Mayor Batey** expressed general support for the proposed code changes that would affect Milwaukie Chapel and Milwaukie Floral. The group discussed the Planning Commission's proposed changes for upzoning King Road.

**Briglio** thanked Council for their input and requested that Council identify which two neighborhood hubs should be prioritized.

### **3. Adjourn**

**Council President Nicodemus** adjourned the meeting at 5:37 p.m.

Respectfully submitted,

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Nicole Madigan, Deputy City Recorder

**COUNCIL REGULAR SESSION**

City Hall Council Chambers, 10501 SE Main Street  
& Zoom Video Conference ([www.milwaukieoregon.gov](http://www.milwaukieoregon.gov))

**MINUTES**

DECEMBER 19, 2023

**Council Present:** Councilors Adam Khosroabadi, Robert Massey, Rebecca Stavenjord, and  
Council President Desi Nicodemus, and Mayor Lisa Batey

**Staff Present:** Emma Sagor, Assistant City Manager

Scott Stauffer, City Recorder

**Council President Nicodemus** called the meeting to order at 6:00 p.m. and noted that Mayor Batey was participating in the meeting via Zoom video conference.

**1. CALL TO ORDER**

**A. Pledge of Allegiance.**

**B. Native Lands Acknowledgment.**

Councilor Stavenjord left the meeting at 6:04 p.m. and returned at 6:06 p.m.

**2. ANNOUNCEMENTS**

**Council President Nicodemus** announced upcoming activities, including nominations for the city's volunteer of the year award, the inaugural Bing in the New Year event, the Friends of the Ledding Library membership drive, and a city manager open door session.

**3. PROCLAMATIONS AND AWARDS**

**A. None Scheduled.**

**4. SPECIAL REPORTS**

**A. None Scheduled.**

**5. COMMUNITY COMMENTS**

**Council President Nicodemus** reviewed the public comment procedures and **Sagor** reported that there was no follow-up report from the December 5 community comments.

**Elvis Clark**, Milwaukie resident, remarked on increasing utility rates and encouraged Council to rescind the natural gas ban resolution Council had adopted in 2022.

**6. CONSENT AGENDA**

**Stauffer** reported that Mayor Batey had proposed two wording changes to the November 14 special session minutes. Council had no questions or objections to the changes.

**It was moved by Mayor Batey and seconded by Councilor Massey to approve the Consent Agenda with the revisions noted by the city recorder.**

**A. City Council Meeting Minutes:**

**1. November 14, 2023, special session.**

**B. Resolution 61-2023: A resolution of the City Council of the City of Milwaukie, Oregon, acting as the Local Contract Review Board, approving the award of contracts for water project engineering services.**

**C. Resolution 62-2023: A resolution of the City Council of the City of Milwaukie, Oregon, acting as the Local Contract Review Board, approving the award of a**

contract for construction of Americans with Disabilities Act (ADA) sidewalks and ramps improvements (CIP-2023-A16) to MJ Hughes Construction.

- D. Resolution 63-2023: A resolution of the City Council of the City of Milwaukie, Oregon, acting as the Local Contract Review Board, approving the award of a contract for as-needed building inspection and plan review services.
- E. Approval of an Oregon Liquor and Cannabis Commission (OLCC) application for New Seasons Market, 10830 SE Oak Street – New Outlet.

Motion passed with the following vote: Councilors Khosroabadi, Massey, Nicodemus, and Stavenjord and Mayor Batey voting “aye.” [5:0]

## **7. BUSINESS ITEMS**

### **A. City Staff Strategic Plan Update – Reports**

**Sagor** provided an overview of the staff strategic planning process, explaining why staff had worked on a plan, how the plan builds on the Milwaukie Community Vision, and how the plan was meant to support staff and the city’s budget process. The staff vision statement, mission, and values were reviewed, and plan implementation was discussed. The group remarked on how Council’s goals were reflected in the staff strategic plan and the amount of work it took to develop the strategic plan in a very tight timeframe.

## **8. PUBLIC HEARING**

### **A. None Scheduled.**

## **9. COUNCIL REPORTS**

**Councilor Stavenjord** reported on Clackamas County Coordinating Committee (C4) metro subcommittee discussions on urban growth boundary changes and housing work.

**Mayor Batey** remarked on the North Clackamas Parks and Recreation District’s (NCPRD’s) announcement that it would terminate leases with the North Clackamas School District (NCSD) at the Wichita Community Center in Milwaukie and a charter school facility in unincorporated Clackamas County. Council commented on possible future uses of the Wichita Center site.

## **10. ADJOURNMENT**

**It was moved by Councilor Massey and seconded by Councilor Khosroabadi to adjourn the Regular Session. Motion passed with the following vote: Councilors Khosroabadi, Massey, Nicodemus, and Stavenjord and Mayor Batey voting “aye.” [5:0]**

**Mayor Batey** adjourned the meeting at 6:49 p.m.

Respectfully submitted,

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Scott Stauffer, City Recorder

## COUNCIL WORK SESSION

City Hall Council Chambers, 10501 SE Main Street  
& Zoom Video Conference ([www.milwaukieoregon.gov](http://www.milwaukieoregon.gov))

## MINUTES

JANUARY 2, 2024

**Council Present:** Councilors Adam Khosroabadi, Robert Massey, Rebecca Stavenjord, and Council President Desi Nicodemus, and Mayor Lisa Batey

**Staff Present:** Joseph Briglio, Community Development Director  
Justin Gericke, City Attorney  
Ann Ober, City Manager  
Emma Sagor, Assistant City Manager  
Scott Stauffer, City Recorder

**Mayor Batey** called the meeting to order at 4:04 p.m. and thanked the Arts Committee and chair for the Bing in the New Year event.

### 1. Milwaukie Bay Park Parking – Discussion

**Briglio** acknowledged ongoing frustrations regarding the parking at Milwaukie Bay Park. It was noted that Councilor Khosroabadi arrived at 4:07 p.m.

**Briglio** and **Ober** provided background from 2013 to current on how the parking at the Milwaukie Bay Park came to be and highlighted the constraints the city faced before changes could be made due to an agreement with the Oregon State Marine Board. The group discussed installation of paid parking and how the current agreement with the Marine Board supports providing parking for primarily those with motorized boats.

**Ober** noted that North Clackamas Parks and Recreation District (NCPRD) managed all aspects of Milwaukie Bay Park and that the city had not initiated a conversation with NCPRD regarding any potential changes to the parking. **Ober** reminded the group that when considering changes to keep in mind the park is a regional amenity. **Briglio, Mayor Batey, and Ober** commented on an idea presented via an email correspondence on enacting a seasonal shared use approach for a portion of the boat trailer spots.

**Mayor Batey** recounted how the park area had been set up prior to 2013 and how the changes to the park came about.

**Ober** reviewed the changes that Council could consider adopting. The group discussed enforcement of the parking rules at Milwaukie Bay Park and how to resolve the burden on kayakers who utilize the bay.

**Ober** summarized how staff would follow up.

**Mayor Batey** posed a question about disabled public parking in front of city hall. **Ober** and **Briglio** noted changes that were coming including the removal of spaces for the addition of a crosswalk and updated parking signage around a few city parking lots.

### 2. Council Committee Assignments 2024 – Discussion

The group reviewed the current Council committee assignments and discussed appointments for 2024.

### **3. Clackamas Cities Association (CCA) Dinner 2024 – Discussion**

**Stauffer** explained the premise of the CCA dinners and noted Milwaukie’s history in hosting previous dinners. **Stauffer** explained that Milwaukie had been signed up to host in May of 2024, but due to extenuating circumstances, was considering moving it out to early June. **Stauffer** commented on the cost of hosting the dinner. Council consensus was to host the CCA on June 13. The group touched on ideas for topics.

### **1. Milwaukie Bay Park Parking – Discussion (continued)**

**Ober** shared information regarding the extension of the Milwaukie Bay Park agreement with the OSMB in 2020 but noted that more information needed to be obtained.

### **4. Adjourn**

**Mayor Batey** adjourned the meeting at 5:28 p.m.

Respectfully submitted,

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Nicole Madigan, Deputy City Recorder



**COUNCIL REGULAR SESSION**

City Hall Council Chambers, 10501 SE Main Street  
& Zoom Video Conference ([www.milwaukieoregon.gov](http://www.milwaukieoregon.gov))

**MINUTES**

JANUARY 2, 2024

**Council Present:** Councilors Adam Khosroabadi, Robert Massey, Rebecca Stavenjord, and Council President Desi Nicodemus, and Mayor Lisa Batey

**Staff Present:** Joseph Briglio, Community Development Director  
Justin Gericke, City Attorney  
Ann Ober, City Manager  
Peter Passarelli, Public Works Director

Natalie Rogers, Climate & Natural Resources Manager  
Emma Sagor, Assistant City Manager  
Scott Stauffer, City Recorder

**Mayor Batey** called the meeting to order at 5:59 p.m.

**1. CALL TO ORDER**

**A. Pledge of Allegiance.**

**B. Native Lands Acknowledgment.**

**2. ANNOUNCEMENTS**

**Mayor Batey** announced upcoming activities, including the city's volunteer of the year award, a Christmas tree habitat recycling program, Martin Luther King Jr. Day facility closures, and a city manager's open-door session.

**3. PROCLAMATIONS AND AWARDS**

**A. None Scheduled.**

**4. SPECIAL REPORTS****A. Natural Gas Policy and Rates – Report**

**Bob Jenks**, Oregon Citizens Utility Board (CUB), remarked on CUB's work and the challenges of implementing decarbonization policies and encouraged Council to continue to adopt natural gas regulations. **Carra Sahler**, Green Energy Institute at Lewis and Clark College, provided an overview of the authority of cities to regulate energy utilities and carbon emissions through public right-of-way (ROW) and building codes. **Jenks** and **Sahler** noted recent court rulings related to natural gas regulations, how cities are impacted by natural gas use and climate change.

**Councilor Stavenjord**, **Sahler**, and **Jenks** discussed differences between city and county authority to regulate public health issues and how local governments can lead on issues that county and state governments struggle to address.

**Councilor Khosroabadi** remarked on how cities could lead on climate change issues and expressed concern about recent utility rate increases. **Jenks** commented on electricity rate increases and how Portland General Electric (PGE) determines its rates. **Sahler** observed that it didn't make sense to require rate payers to pay carbon taxes on natural gas and electricity utilities. **Khosroabadi**, **Jenks**, and **Sahler** noted programs that assisted low-income households to pay utility bills.

**Councilor Massey** and **Sahler** noted what cities in Oregon are working on adopting a decarbonization ordinance and what risks might come with being the first city to adopt a new regulation policy.

**Council President Nicodemus** expressed concern about rate increases for low-income households. **Sahler** suggested it would help for Council to let PGE know about its concerns about the rate increases and noted low-income utility assistance programs the Oregon Department of Energy (ODOE) was working to implement. **Mayor Batey, Sahler,** and **Jenks** noted when ODOE's assistance programs might be implemented.

**Mayor Batey** and **Jenks** noted that the Oregon Public Utility Commission (PUC) had acted in the last year to reduce the subsidies for utility companies. They noted what arguments NW Natural Gas had made in response to the PUC's actions. **Sahler** suggested Council work through the CUB and Green Energy Institute to express its positions on natural gas regulation policies.

## **5. COMMUNITY COMMENTS**

**Mayor Batey** reviewed the public comment procedures and **Ober** reported that there was no follow-up report from the December 19 community comments.

**Greer Ryan**, Milwaukie resident, **Ann Pernicke**, Portland resident, **Dylan Plummer**, Sierra Club, and **Danny Noonan**, Breach Collective, noted safety concerns related to the use of natural gas and encouraged Council to continue to adopt electrification policies.

## **6. CONSENT AGENDA**

It was moved by **Councilor Khosroabadi** and seconded by **Council President Nicodemus** to approve the Consent Agenda as presented.

### **A. City Council Meeting Minutes:**

- 1. December 5, 2023, work session, and**
- 2. December 5, 2023, regular session.**

**B. Resolution 1-2024: A resolution of the City Council of the City of Milwaukie, Oregon, establishing the 2024 City Council meeting schedule.**

**C. Resolution 2-2024: A resolution of the City Council of the City of Milwaukie, Oregon, designating the 2024 papers of record.**

**D. Resolution 3-2024: A resolution of the City Council of the City of Milwaukie, Oregon, authorizing a public improvement contract with T Bailey Inc. to provide construction services for the Stanley Reservoir Improvement Project.**

**Motion passed with the following vote: Councilors Khosroabadi, Massey, Nicodemus, and Stavenjord and Mayor Batey voting "aye." [5:0]**

## **7. BUSINESS ITEMS**

### **A. Lewelling Safe Routes to Schools (SRTS) Grant – Update**

**Garbely** introduced Nick d'Alonzo and Stephan Lashbrook, Milwaukie residents.

**d'Alonzo** provided an update on the Lewelling neighborhood's work to prepare a SRTS grant for the city, noting the possibility of receiving more funding from the state than had previously been applied for and application guidelines that should favor the city's application, and asked Council to sign a letter in support of the application.

The group reviewed the grant application and review process timeline, noting the role of the neighborhood in supporting city staff in applying for and implementing the SRTS projects. They also noted what projects additional funding could pay for if received.

There was a consensus among Council to sign the SRTS grant application letter.

**Mayor Batey** announced that Council would proceed to agenda item 8. A.

## **8. PUBLIC HEARING**

### **A. Repeal of the Downtown and Riverfront Public Area Requirements (DRPAR) – Ordinance**

Call to Order: **Mayor Batey** called the public hearing on the proposed repeal of the DRPAR, to order at 7:24 p.m.

Purpose: **Mayor Batey** announced that the purpose of the hearing was to hear the staff report and take public comment on the proposed repeal of the DRPAR.

Conflict of Interest: No Council member declared a conflict of interest.

Staff Presentation: **Garbely** explained that because the policy intentions of the DPRAR had been adopted elsewhere in city policies and regulations, the DRPAR was obsolete and should be repealed.

Correspondence: No correspondence on the hearing topic had been received.

Audience Testimony: No audience member wished to address Council.

Council Questions to Staff: Council had no questions for staff.

Close Public Comment: **It was moved by Council President Nicodemus and seconded by Councilor Massey to close the public testimony part of the DRPAR repeal hearing. Motion passed with the following vote: Councilors Stavenjord, Khosroabadi, Massey, Nicodemus, and Mayor Batey voting “aye.” [5:0]**

**Mayor Batey** closed the public comment part of the hearing at 7:26 p.m.

Council Decision: **It was moved by Council President Nicodemus and seconded by Councilor Massey for the first and second readings by title only and adoption of the ordinance, repealing the Downtown and Riverfront Public Area Requirements. Motion passed with the following vote: Councilors Khosroabadi, Massey, Nicodemus, and Stavenjord and Mayor Batey voting “aye.” [5:0]**

**Ober** read the ordinance two times by title only.

**Stauffer** polled the Council with Councilors Khosroabadi, Massey, Nicodemus, and Stavenjord and Mayor Batey voting “aye.” [5:0]

**Ordinance 2238:**

**AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, REPEALING THE DOWNTOWN AND RIVERFRONT PUBLIC AREA REQUIREMENTS.**

## **7. BUSINESS ITEMS (continued)**

### **B. Community Survey Briefing – Report**

**Sagor** introduced Miranda Everitt, FM3 Research, and provided an overview of the city's periodic community survey.

**Everitt** explained the methodology used to conduct the survey and reported on the surveys' results. The survey found that the city enjoyed a high approval rating from residents and that crime/safety, homelessness, affordable housing, and roads were top concerns. The group reviewed responses to survey questions that covered utility costs, services, parks, events, neighborhoods, the library, and city communications.

**Councilor Stavenjard, Everitt, and Sagor** noted why the question about accessibility to downtown had been removed from this year's survey and remarked on the survey findings about the cost of housing for lower-income residents, noting which income and ethnicity demographics found Milwaukie more affordable.

**Councilor Khosroabadi** remarked on what the survey reported in terms of housing affordability for low-income and Black, Indigenous, and People of Color (BIPOC). **Khosroabadi** and **Everitt** commented on why fewer community members were engaging with the city as reported in the survey.

**Councilor Massey and Everitt** discussed how the city could gauge residents' intensity of interest for the top issues of concern that had been reported. **Massey, Everitt, and Sagor** noted the impact and possible benefits of changing survey questions over time and how Milwaukie's survey responses compared to other cities.

**Mayor Batey and Everitt** remarked on why crime/safety had increased as a concern of residents, noting the impact of regional issues on resident perspectives. They commented on how the survey results filtered out respondents who report a lack of knowledge about any given topic, what the results said about resident perspectives on downtown parking, and the difference in responses from east Milwaukie and west Milwaukie residents regarding the library question.

**Councilor Khosroabadi** agreed that the increase in crime/safety as a top issue was concerning. **Khosroabadi** and **Everitt** remarked on what the survey showed in terms of resident concerns about the cost of living in Milwaukie. **Sagor** and **Everitt** noted what different demographic groups thought about housing costs.

**Mayor Batey** observed that the survey results showing resident support for a parks levy was encouraging.

## **9. COUNCIL REPORTS**

### **A. Legislative and Regional Issues – Discussion**

**Stauffer** noted that the 2024 state legislative session would be short and asked for Council feedback on which bills and issues to track during the session.

**Mayor Batey** noted there would be fewer issues to track given the short session and noted the League of Oregon Cities (LOC) interest in supporting changes to Measure 110. **Batey** also noted possible legislation in follow-up to housing bills considered in the 2023 session and **Briglio** noted that a 2023 bill allowing commercial zoned properties to be used for residential housing had gone into effect. **Batey, Briglio, and Ober** noted there was interest in using commercial properties in Milwaukie for residential uses.

### **Council Reports**

**Mayor Batey** commented on the decision of the North Clackamas Parks and Recreation District (NCPRD) Board to terminate leases at the district-owned Wichita Center in Milwaukie and a charter school in unincorporated Clackamas County. **Batey** believed the district board's action was contrary to what they had agreed to do when the properties

had been acquired from the North Clackamas School District (NCSD). **Batey** also noted that two leaders of the NCPRD District Advisory Committee (DAC) had resigned.

### **Resignation of Council President Nicodemus**

**Council President Nicodemus** announced his resignation from Council effective immediately, citing a lack of time to work full time and serve on Council.

Council and staff thanked Council President Nicodemus for serving Milwaukie.

### **10. ADJOURNMENT**

**It was moved by Councilor Massey and seconded by Council President Nicodemus to adjourn the regular session. Motion passed with the following vote: Councilors Khosroabadi, Massey, Nicodemus, and Stavenjord and Mayor Batey voting “aye.” [5:0]**

**Mayor Batey** adjourned the meeting at 8:37 p.m.

Respectfully submitted,

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Scott Stauffer, City Recorder

**COUNCIL STAFF REPORT**

**To:** Mayor and City Council  
Ann Ober, City Manager

**Date Written:** Jan. 18, 2024

**Reviewed:** Jon Hennington (as to form), Administrative Specialist II

**From:** Peter Passarelli, Public Works Director, and  
Adam Moore, Parks Development Coordinator

**Subject: Neighborhood Park Project Construction Services Contract**

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**ACTION REQUESTED**

Council is asked to authorize a public improvement contract with Paul Brothers, Inc. in the amount up to \$1,919,155 for providing construction services for the Balfour, Bowman-Brae, and Scott park projects.

**HISTORY OF PRIOR ACTIONS AND DISCUSSIONS****Park Development Project**

[September 14, 2021](#): The park development project was presented by staff and discussed by Council during a study session.

[January 4, 2022](#): An update on the status of the park development project was presented by staff and discussed by Council during a study session.

[January 18](#): Council adopted a resolution authorizing a grant agreement with the State of Oregon Department of Administrative Services (DAS).

[February 1](#): Council adopted a resolution authorizing a contract for park design and development services with GreenWorks, P.C.

[June 7](#): An update on the status of the park development project was presented by staff and discussed by Council during a study session.

[September 20](#): An update on the status of the park development project was presented by staff and discussed by Council during a study session.

[November 1](#): An update on the status of the park development project was presented by staff and discussed by Council during a study session.

[December 6](#): Council approved the concept plans for Scott Park, Bowman-Brae Park, and Balfour Park by resolution.

[July 11, 2023](#): An update on the status of the park development project was presented by staff and discussed by Council during a study session.

[August 8](#): Balfour Park & Bowman-Brae Park public hearings.

[October 3](#): An update on the status of the park development project was presented by staff and discussed by Council during a regular session.

## ANALYSIS

A formal procurement process was held between November 15, 2023, and January 9, 2024, to solicit construction bids for Scott, Balfour, and Bowman-Brae parks. The basis for award of the contract was the lowest combined base price for all three parks. Two qualified bids were submitted with base prices ranging between \$1,719,247 and \$2,313,657. After a review of both bids, Paul Brothers, Inc. was found to be the lowest priced qualified bid and an Intent to Award was issued on January 10, 2024.

<b>Bidder</b>	<b>Base Bid</b>
Paul Brothers, Inc	\$1,719,247
GT Landscape Solutions, Inc	\$2,313,657

The basis of award for the construction contract was the base construction design without design alternatives, however, several optional alternatives were also bid out. Given the project's construction budget, the price of the winning bid, and the price of the alternatives, staff recommend including all the additive alternatives with the base bid. The inclusion of the additive alternatives brings the contract value to \$1,827,767. Staff suggests including a 5% contingency, which would authorize a total contract value of \$1,919,155 for the project. This contingency will be used to cover unforeseen changes. The table below shows these values.

<b>Neighborhood Park Development Project Costs</b>	
Base Bid	\$ 1,719,247
Additive Alternates	\$ 108,520
5% Contingency on Bid	\$ 91,388
<b>Combined Construction Costs</b>	<b>\$ 1,919,155</b>

Paul Brothers will provide all materials and construction services except for the playground equipment. The playground equipment and installation will be provided on a separate contract with Northwest Playgrounds, Inc. in coordination with Paul Brothers. The construction contract of \$1,919,155 combined with the previously authorized \$427,399.95 playground contract is within the project construction budget and the full designs shared with the public in October 2023 are expected to be constructed. Staff will work with the project consulting team during construction to look at options for any remaining budget on the project.

Staff will provide a project update to Council at the March 5 work session. A community construction kick-off event is tentatively scheduled for Balfour Park in early March. Details for the event are pending. A construction calendar has yet to be determined, however, the proposed contract has a required substantial completion date of October 11. Grant deadlines require all work to be completed by December 31.

## **BUDGET IMPACTS**

Total funding available for the project is just over \$3,324,000 consisting of primarily of grants and donations. Grants funds include \$2,250,000 from the federal American Recovery Plan Act (ARPA) distributed through the Oregon state legislature, \$350,000 from the Metro Nature in Neighborhoods program, \$317,000 from the Metro Local Share program, and \$300,000 for Scott Park from the Oregon State Parks' Local Government Grant Program. The Ardenwald-Johnson Creek Neighborhood District Association (NDA) provided a \$22,603 donation for the construction of Balfour Park playground. The city is contributing \$60,000 from the general fund and \$25,000 from the Safe Access for Everyone (SAFE) program. The total construction budget including playgrounds is approximately \$2.6 million for all three parks combined.

## **WORKLOAD IMPACTS**

Construction will be overseen by the parks development coordinator and public works director. City staff will coordinate construction with staff from other city departments and from the North Clackamas Parks and Recreation District (NCPRD), the city's current parks provider. GreenWorks, P.C. has been retained to assist with construction management services.

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

City staff will coordinate construction with staff from NCPRD. Monthly project updates will continue to be held at the city's regularly scheduled Parks and Recreation Board (PARB) meetings. Updates will be provided to Council and through the city's project website.

## **STAFF RECOMMENDATION**

Staff recommends that Council authorize the city manager to sign a personal services agreement with Paul Brothers, Inc. for park construction services at Balfour, Bowmen-Brae, and Scott parks in the amount up to, but not to exceed, \$1,919,155.

## **ALTERNATIVES**

Council could decide to:

1. Not award a contract for the project (defer indefinitely), which would result in the three park projects being removed from the Capital Improvement Plan (CIP) list,
2. Reject the additive alternates, or
3. Reject all proposals and direct staff to amend the request for proposals and re-advertise for submission of new proposals.

## **ATTACHMENTS**

1. Resolution





**COUNCIL RESOLUTION No.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, AUTHORIZING A CONTRACT WITH PAUL BROTHERS, INC. FOR THE SCOTT, BOWMAN-BRAE, AND BALFOUR PARK PROJECTS.**

**WHEREAS** the final designs for Scott, Bowman-Brae, and Balfour parks were completed in October 2023 and a competitive formal procurement process held from November 15, 2023, to January 9, 2024, and

**WHEREAS** Paul Brothers, Inc. was found to be the lowest responsible bidder, and

**WHEREAS** the bid price is within the project’s established grant-funded construction budget, and

**WHEREAS** the City Council has prioritized the development of Milwaukie’s undeveloped parks, and

**WHEREAS** the city has conducted an extensive public involvement process with the community to develop the 2022 Concept Plans for Scott Park, Balfour Park, and Bowman-Brae Park, and

**WHEREAS** the conceptual plans provide a clear vision for future improvements and amenities to the park sites, and

**WHEREAS** the city will ensure, directly or through its park provider, adequate funding for on-going operations and maintenance of these parks and recreation facilities.

**Now, Therefore, be it Resolved** by the City Council of the City of Milwaukie, Oregon, that the city manager is authorized to approve a professional services contract with Paul Brothers, Inc. to provide construction services for Balfour Park, Bowman-Brae Park, and Scott Park.

Introduced and adopted by the City Council on **February 6, 2024**

This resolution is effective immediately.

ATTEST:

\_\_\_\_\_  
Lisa M. Batey, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Scott S. Stauffer, City Recorder

\_\_\_\_\_  
Justin D. Gericke, City Attorney

**COUNCIL STAFF REPORT**

To: Mayor and City Council  
Ann Ober, City Manager

Date Written: Jan. 23, 2024

Reviewed: Jon Hennington (as to form), Administrative Specialist

From: Peter Passarelli, Public Works Director

Subject: **Milwaukie Public Safety Building Seismic Retrofit Project**

**ACTION REQUESTED**

Council is asked to authorize the city manager to approve a public improvement contract with 2KG Contractors, Inc. in the amount of \$720,000 (base bid) for seismic retrofit of the Milwaukie Public Safety Building (PSB).

**HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

[September 6, 2022](#): Council adopted Resolution 63-2022, authorizing the city manager to sign the State of Oregon Seismic Rehabilitation Grant Program (SRGP) grant agreement in the amount of \$1,233,817 for seismic upgrades to the PSB.

[December 6, 2022](#): Council authorized the city manager to sign an engineering services contract with Peterson Structural Engineers (PSE) in the amount of \$229,511 to provide professional services for seismic retrofits at the PSB.

**ANALYSIS**

The PSB, located at 3200 Harrison Avenue in Milwaukie, is a 26,000 square foot building housing the Milwaukie Police Department (MPD), Milwaukie Code Enforcement, Milwaukie Information Technology (IT) Department and Clackamas County Fire District No. 1 (CFD1) Station 2. The building was constructed in 1992-1993, prior to updated seismic building codes.

The city conducted a seismic evaluation of the building and based on the results of that evaluation, applied for and was awarded grant funding through the SRGP in June 2022.

PSE provided design services for the project and will provide construction management services.

Specific project work includes the following:

- Seismic retrofit of select Concrete Masonry Unit (CMU) walls using a fiber-reinforced polymer (FRP) system.
- Seismic retrofit of select CMU wall-to-2nd floor connections using an (FRP) system.
- Seismic retrofit of select CMU wall-to-roof connections using structural steel framing and post-installed anchors.

- Seismic retrofit of existing equipment, furnishings, decorative features, and other tall elements susceptible to overturning during a seismic event by providing adequate restraint to the existing walls and/or floors.
- Seismic retrofit of mechanical and electrical elements susceptible to overturning during a seismic event by providing external restraint to the existing walls and/or floors.
- Seismic retrofit of four (4) wall-mounted transformers in the Apparatus Bay by providing lateral bracing.
- Seismic retrofit of a radiant heat system in the Apparatus Bay by providing lateral bracing.
- Seismic retrofit of mechanical, electrical, and plumbing equipment exceeding 75 pounds located in-line with ducts or pipes by providing independent lateral bracing.
- Seismic retrofit of unbraced gas pipes by providing lateral sway bracing.
- Replace rooftop bearing pipe supports to include pipe clamps.
- Seismic retrofit of existing suspended acoustical tile ceilings by providing conforming perimeter closure angles at minimum 50% of the enclosing walls.
- Replace six (6) existing overhead doors with drift-compatible systems.
- Seismic retrofit of a 32-foot-long region of exterior CMU screening wall located near the existing generator by providing out-of-plane wall bracing.
- Restoration of removed roofing, walls, ceiling, and finishes to match existing.

On January 10, 2024, the city solicited and received the following bids from 2KG Contractors, Inc., Creative Contracting, First Cascade Corporation and Woodburn Construction:

	<b>Base Bid</b>	<b>Additive</b>	<b>Total</b>
<b>2KG Contractors, Inc.</b>	<b>\$720,000</b>	<b>N/A</b>	<b>\$720,000</b>
Creative Contracting	\$777,000	N/A	\$777,000
First Cascade Corporation	\$728,777	N/A	\$728,777
Woodburn Construction	\$873,061	N/A	\$873,061

### **Contractor Responsiveness and Experience**

Staff reviewed the low bid received from 2KG Contractors, Inc. for items required for a complete bid package, evaluated bid pricing, and reviewed 2KG’s qualifications, experience, and construction contracting history.

The low bid from 2KG Contractors, Inc. was deemed by staff to be responsive and responsible. The reference projects, experience, and qualifications establish that 2KG Contractors, Inc. can implement retrofits to the building structure and mechanical, electrical, plumbing, elevator, and architectural upgrades.

Below is the summary of 2KG Contractors, Inc.'s stated experience and qualifications:

- A. 2KG Contractors, Inc. is a licensed and bonded company in the State of Oregon.
- B. 2KG Contractors, Inc. has extensive construction experience with seismic retrofits to existing structures designated as Risk Category II or greater in Seismic Design Category D or greater.

### **Bid Pricing**

No math errors were discovered on 2KG Contractors' bid form, and the total bid amount stated in both figures and words were found to be correct and consistent.

### **Schedule**

To maintain the 24-hour-a-day, 7-day-a-week operations of PSB, the project will require periodic relocation of staff and equipment as work progresses. All work is expected to be complete by November 30, 2024.

### **BUDGET IMPACTS**

The planned budget for this project is \$733,037 and is partially funded by state grant dollars received by the city through the SRGP. The base bid from 2KG Contractors, Inc. was \$720,000, which was below the budgeted amount. This project is expected to not increase operating expenditure.

### **WORKLOAD IMPACTS**

PSE will provide construction engineering services for the construction phase of the project. City staff will supplement inspection needs of the project as necessary. City staff will be responsible for temporarily moving furnishings and other materials during the project.

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

Not applicable.

### **STAFF RECOMMENDATION**

Staff recommends that the Council authorize the city manager to approve a public improvement contract with 2KG Contractors, Inc. in the amount of \$720,000 (base bid) for seismic retrofit of the Milwaukie Public Safety Building.

### **ALTERNATIVES**

1. Award the project as presented in the amount of \$720,000.
2. Reject the bid and direct staff to revise and rebid the project.

### **ATTACHMENTS**

1. Resolution

**COUNCIL RESOLUTION No.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, AUTHORIZING A PUBLIC IMPROVEMENT CONTRACT WITH 2KG CONTRACTORS, INC. TO PROVIDE CONSTRUCTION SERVICES FOR THE PUBLIC SAFETY BUILDING (PSB) SEISMIC RETROFIT PROJECT.**

**WHEREAS** the city's 26,000 square foot Public Safety Building (PSB) is a critical component of the city's public safety and emergency response infrastructure; and

**WHEREAS** the PSB was constructed prior to updated seismic building codes; and

**WHEREAS** the city conducted a seismic evaluation of the building and based on the results of that evaluation, was awarded grant funding for a seismic retrofit from the State of Oregon Seismic Rehabilitation Grant Program (SRGP); and

**WHEREAS** public works staff solicited and received bids on January 10, 2024, for the PSB Seismic Retrofit project; and

**WHEREAS** 2KG Contractors, Inc. was deemed to be responsive and qualified.

**Now, Therefore, be it Resolved** by the City Council of the City of Milwaukie, Oregon, that the city manager is authorized to approve a public improvement contract with 2KG Contractors, Inc. in the amount of \$720,000 to provide construction services for the PSB Seismic Retrofit project.

Introduced and adopted by the City Council on **February 6, 2024**.

This resolution is effective immediately.

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Lisa M. Batey, Mayor

ATTEST:

APPROVED AS TO FORM:

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Scott S. Stauffer, City Recorder

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Justin D. Gericke, City Attorney



**RS Agenda Item**

**7**

**Business Items**

**COUNCIL STAFF REPORT**

**To:** Mayor and City Council  
Ann Ober, City Manager

**Reviewed:** Dan Harris, Events & Emergency Management Coordinator

**From:** Emma Sagor, Assistant City Manager

**Subject:** **Summer Events**

**Date Written:** Jan. 25, 2024

**ACTION REQUESTED**

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

**HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

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

[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 Milwaukee's story.

[January 16, 2024](#): As part of budget development, staff members presented a proposal to Council to reform the summer events schedule. The proposal included replacing a single biennial Carefree Sunday with an annual summer festival and increased funding for community-led equity events. Council requested additional public engagement before deciding.

**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, as well as Arbor Day and Earth Day (these events are led by the natural resources team in public works).

As we prepare the proposed budget for the fiscal year (FY) 2025 and FY 2026 biennium, staff are considering different proposals for the annual events calendar. Given the "hold the line" budget direction staff have been provided due to resource constraints, as well as the rising costs of event production, there is no scope to add new events unless we replace one of the existing events in the calendar. The most expensive event we put on is Carefree Sunday, which costs approximately \$43,000 to produce due to the logistical and staffing support required to close several streets. In 2023, because of this expense, the city made the decision to only hold Carefree Sunday every other year.

Staff shared two proposals for Council's consideration at their January 16, 2024, work session: continuing with Carefree Sunday once in the next biennium, or replacing it with a reimagined, annual summer festival along with increased funding for neighborhood and multicultural

events. At that discussion, Council requested staff conduct additional public outreach about the options and return at the February 6, 2024, Council meeting for further discussion and to receive direction.

## **Background**

At the January 16, 2024, work session, staff shared they have heard several recommendations that the city consider bringing back “Milwaukie Daze” (a summer festival previously put on by volunteers annually between 1973 and 2013). Additionally, staff shared that they have received requests and heard calls through public engagement efforts for the city to support more multicultural and equity-focused events throughout the year. The city does not have the budget or capacity to pursue these requests with the current calendar of events it produces.

Following the Council discussion, Mayor Batey requested staff provide further information about the public input they have received related to Milwaukie Daze and a desire to support more multicultural events. Please see below for this additional background:

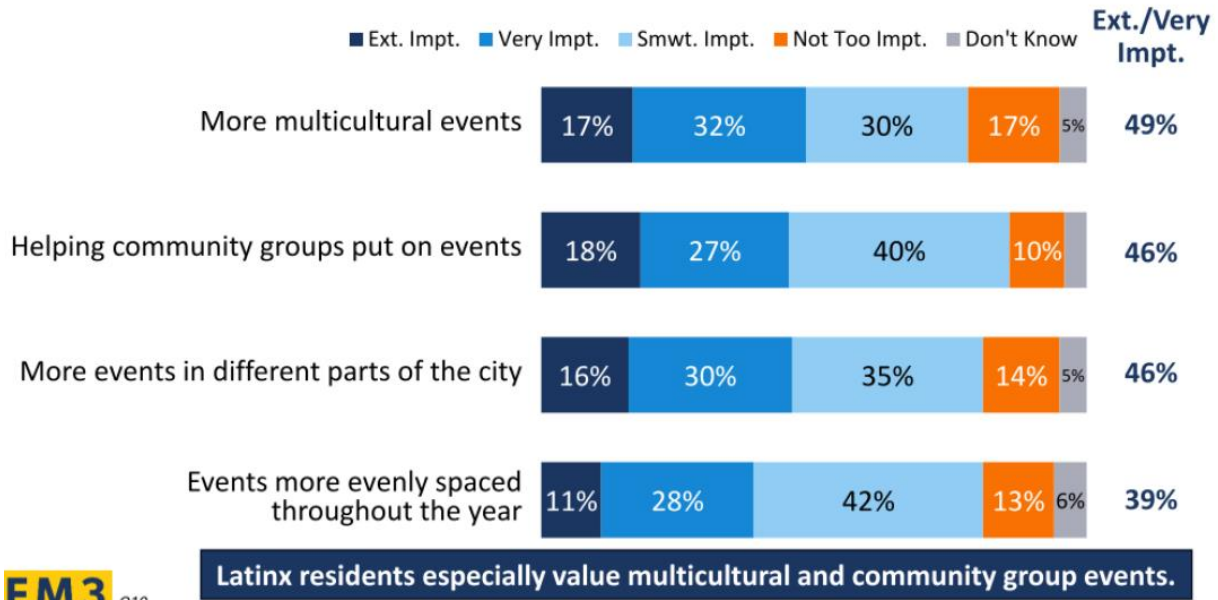
***Keen Independent Research Diversity, Equity, and Inclusion Assessment:*** As part of its comprehensive assessment conducted in 2022 and 2023, Keen Independent conducted a virtual workshop to solicit feedback from the public. The workshop was advertised via the *Milwaukie Pilot*, Facebook, and Engage Milwaukie website. The virtual workshop closed on May 5, 2023, receiving 190 responses. In Keen Independent’s final report, they noted “Several participants specifically mentioned Milwaukie Daze as an inclusive community event they enjoyed.” (Summary Report, Page 14). In Appendix I, which included more specifics on the public workshop, Keen Independent included the following information:

- “Multiple respondents indicated they were interested in the city resurrecting Milwaukie Daze, though it was a privately run event.” (Appendix I, Page 14)
- Quote from recent (<5 years) Latina Milwaukie resident: *“This city would work towards promoting equity, diversity, and inclusion by... celebrating cultural diversity through events.”* (Appendix I, Page 10)
- Quote from recent (<5 years) Black female Milwaukie resident: *“Again, just have a diverse makeup of your council and community members and volunteers putting on and promoting events. Advertise for people of all makeups to join and that the more diverse the group is, the more diverse the events and initiatives. Promote that it can be part time. Don’t just have events for specific races.”* (Appendix I, Page 12)
- Quote from recent (<5 years) Black male Milwaukie resident: *“Hold cultural events during Black History Month, Hispanic heritage month, etc.”* (Appendix I, Page 16)
- Quote from longtime (11+ years) female Milwaukie resident: *“Ensure that cultural events of all different types are on the calendar. Ensure that people who represent that culture are part of the planning of each of these events ensure that funding for the various events is equitably dispersed across the diverse types.”* (Appendix I, Page 16)

**2023 Community Survey:** In November 2023, FM3 conducted a statistically valid survey of Milwaukie residents. The survey included a question about priorities for the city’s events program. Close to half of all respondents said holding more multicultural events, helping community groups put on events, and having more events in different parts of the city was very or extremely important.



As the City plans for future events, there are a number of goals they could prioritize. Please tell me whether you think that each one is extremely important, very important, somewhat important, or not too important.



**Equity Steering Committee (ESC) and Neighborhood District Association (NDA) Leadership Meeting conversations:** Staff have engaged in discussion with city volunteers about events in several spaces over the past year. The ESC has prioritized communication and storytelling as one of their focus areas for 2024, and specifically requested to weigh in on events. While no formal recommendations have been adopted yet, in discussions to date, ESC members have expressed a desire for the city to provide more financial and staff support to community groups interested in holding multicultural or equity-focused events. Similarly, at the NDA Leadership Meeting in November 2023, neighborhood representatives discussed the pros and cons of NDAs being the primary way community members and organizations can seek grant funding to put on events around the city. While many discussed enjoying being able to support neighborhood programming, many also felt this was an inefficient and inequitable process for groups with less experience fundraising and those interested in putting on multicultural celebrations.

**Staff Strategic Plan feedback:** Between May 2023 and February 2024, the city manager’s office has been leading an effort to develop a three-year operational strategic plan for Team Milwaukie. One of the emerging four priorities from this effort is Revitalizing Milwaukie. Bringing back Milwaukie Daze or reimagining a summer festival that activates downtown, and the waterfront came up in five separate departmental workshops.

**Other community group feedback:** After the Engage Milwaukie survey was launched, representatives from Celebrate Milwaukie, Inc. (CMI), reached out to the city expressing their interest in supporting the return of Milwaukie Daze and noting they have the rights to the event name. City staff will be meeting with CMI board members on Friday, February 2, to discuss potential collaboration opportunities.

**Public engagement since January 16**

Following council direction, at the January 16, 2024, work session, staff members created an Engage Milwaukie web page and survey. The survey was published on January 22, and has received 149 responses as of January 31, 2024. Due to publication deadlines, this report

references survey results through February 1. The survey will remain open until 11:59 p.m. on February 2. Updated results will be provided to Council at the February 6 meeting. It should be noted that 149 responses are a robust number for the relatively brief time elapsed since the survey was published.

The survey was publicized through *Engage Milwaukie's* internal contact list, the city's Facebook page, a presentation made to the ESC, and other standard methods of information sharing.

The first three questions asked about Carefree Sunday. About half of respondents (49.7%) had attended Carefree Sunday in the past, while 42.3% had not. Almost all the remainder (6.7%) were unsure whether they had attended or not. Two respondents (1.3%) provided additional context, but both ultimately had attended or tried to attend.

Of those who did not attend Carefree Sunday, 34.9% said they were not interested in the event and 28.6% did not know about it. Three respondents (4.8%) did not attend due to weather. Just under a third (31.7%) of respondents indicated another reason for not attending, with most of the "Other" responses being scheduling conflicts.

The open streets elements (58.1%) and activation of parks (20.3%) were the features of Carefree Sunday past attendees reported enjoying most. Approximately 15% of past attendees reported enjoying the vendors the most.

The next two questions asked about a potential new summer festival. Respondents ranked live entertainment, food vendors, and activities in Milwaukie Bay Park as the features they'd most like to see at a reimagined "Milwaukie Daze" festival if the city moves that direction.

The survey included an open response question, "What else do you want the city to consider as it prepares its events budget and plan for the next two years?" In total, 102 responses were received. Themes included the following:

- Many indicated a preference for more frequent, smaller events over bi-annual, larger events, though some noted the value of events that engage the whole city.
- Many expressed interest in increased support for inclusive, diverse, and multicultural events.
- Several offered recommendations of specific community events respondents think the city should consider supporting (e.g., Juneteenth, Milwaukie Environmental Stewards Group Sustainability Fair, First Friday).
- Several shared ideas of things they'd like to see at a future summer festival, including fireworks, activities for all ages, local and diverse food options, a beer garden, increased lighting on Main Street, carnival attractions, fix it fairs, parades, running races.
- Several shared positive reflections on Porchfest, Bing in the New Year, and the Sustainability Fair.
- Some shared hopes that if Milwaukie Daze returns it will highlight and support downtown businesses.
- A few noted wanting to see more programming east of 224.
- A few gave recommendations for how to promote active transportation at all city events, not just Carefree Sunday.
- A few shared comments about the disruption Carefree Sunday causes to neighborhoods.
- A few offered feedback about how to improve existing events, including better sound systems, shaded spaces in the summer months, and greater use of recyclable materials.
- A few asked questions about the future of Milwaukie Bay Park.

- A few said the city should not put on events it can't sustain.
- A few shared they wished there were more public engagement opportunities than just this survey.
- A few shared ideas for how other funding sources could be used to put on Carefree Sunday.

The final question asked respondents which proposal they would most like to see the city move forward with given its budget limitations. The majority (79.9%) said they would most like to see the city “replace Carefree Sunday with a reimagined ‘Milwaukie Daze’ summer festival and increased funding for multicultural and neighborhood events.” Just over one in 10 (11.4%) said they don't have a preference, and 8.7% said they would prefer the city stay the course and continue putting on a bi-annual Carefree Sunday event.

A majority (73.6%) of respondents identified as women, and 20.9% identified as men. 3.4% identified as transgender or nonbinary and 2% that their gender was not represented in the listed options. 85.6% of respondents identified as white, 5% identified as Hispanic/Latinx, 3.8% identified as Asian or Asian American, 2.5% identified as Native American, 0.6% identified as Black, and 0.6% identified as Native Hawaiian or Pacific Islander. Most respondents (72%) indicated that they own or rent a home in Milwaukie. Among the NDAs, 20.9% reside or work in Ardenwald-Johnson Creek, 16.3% in Lake Road, 14.2% in Lewelling, 10.9% in Hector Campbell and Historic Milwaukie respectively, 9.3% in unincorporated Clackamas County, 3.1% in Island Station and 3.1% in the City of Portland.

A full *Engage Milwaukie* data report (through January 31, 2024) is attached to this staff report.

### **BUDGET IMPACT**

The city manager's office is developing a “hold the line” budget, per direction provided by leadership. This means the overall materials and services budget for the office is not expected to increase. The direction given by Council regarding this work 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 full-time equivalent (FTE) within the city manager's office. The direction provided by Council will inform staff on how to allocate workload among SET to deliver on the proposed budget.

### **CLIMATE IMPACT**

None.

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

None.

### **STAFF RECOMMENDATION**

Staff recommend Council receive the presentation and provide direction on what proposal they would like to see SET move forward with as it prepares its budget and plans for summer 2024 events.

### **ALTERNATIVES**

Council could direct staff to explore reallocating the budget from Carefree Sunday into multiple additional smaller events throughout the year or summer season. Staff have considered this

proposal and feel a combination of a right-sized summer festival plus additional funding for community-led multicultural celebrations is the best way to maximize resources, adequately plan and staff events in 2024, be responsive to community feedback, and ensure multicultural programming is led by community members who identify with those cultures.

#### **ATTACHMENTS**

1. *Engage Milwaukie* survey data report (through January 31, 2024)



# Summer Events Survey

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## SURVEY RESPONSE REPORT

12 November 2020 - 31 January 2024

### PROJECT NAME:

Summer Events in Milwaukie



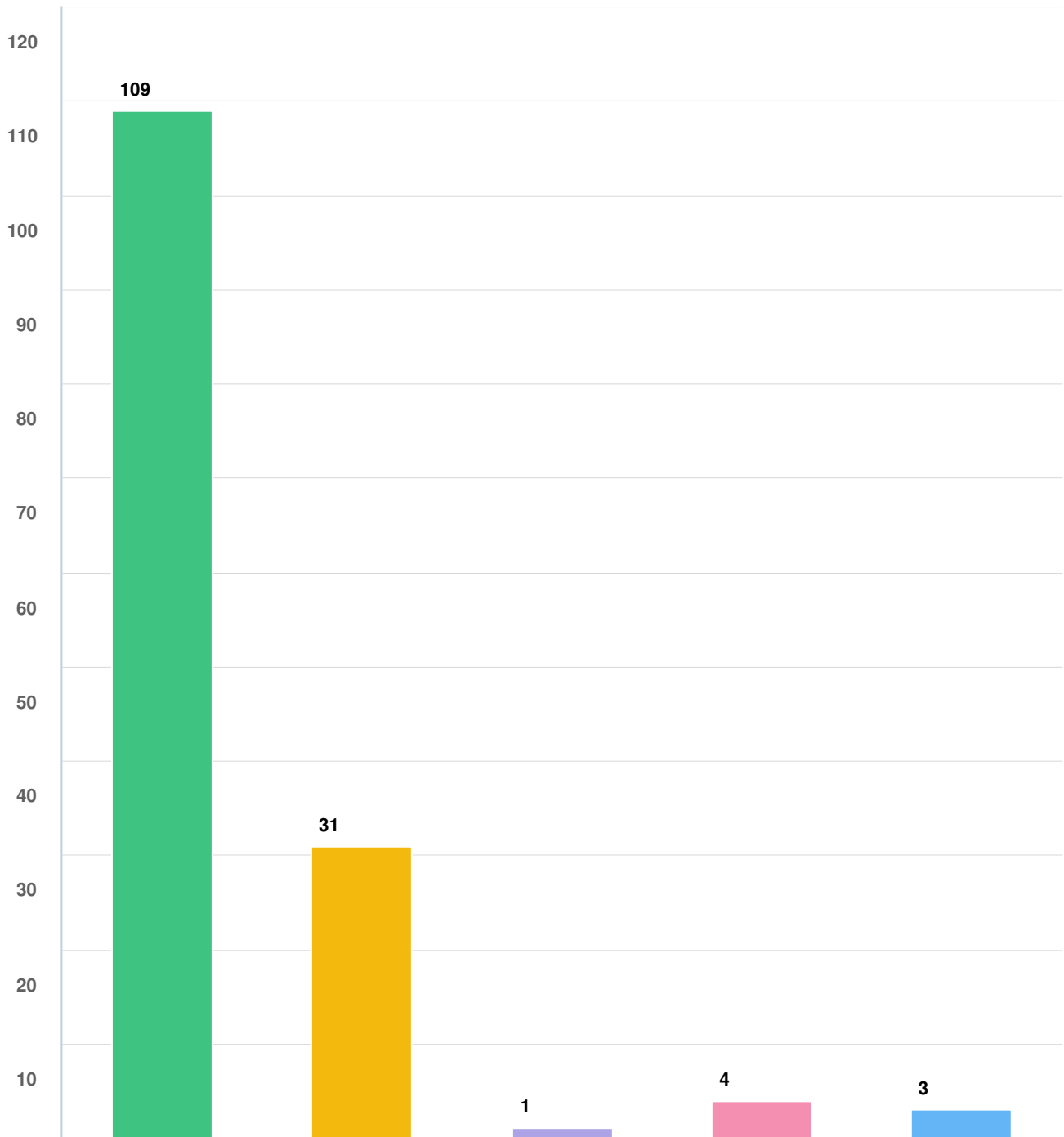
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# REGISTRATION QUESTIONS

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**Q2 | How do you identify your gender? (Select all that apply) / ¿Cómo identifica su género (seleccione todos los que correspondan)**



**Question options**

- Woman / Mujer    ● Man / Hombre    ● Transgender / Transgénero
- Non-binary, genderqueer, or third gender / No binario, género queer o tercer género
- A gender not listed above. Check box and please describe below. / Un género no indicado arriba. Marque la casilla y describa abajo.

*Optional question (146 response(s), 3 skipped)  
Question type: Checkbox Question*



**Q3 | A gender not listed above. Please describe. / Un género no indicado arriba. Describa.**

Screen Name Redacted                      None  
11/12/2020 05:50 PM

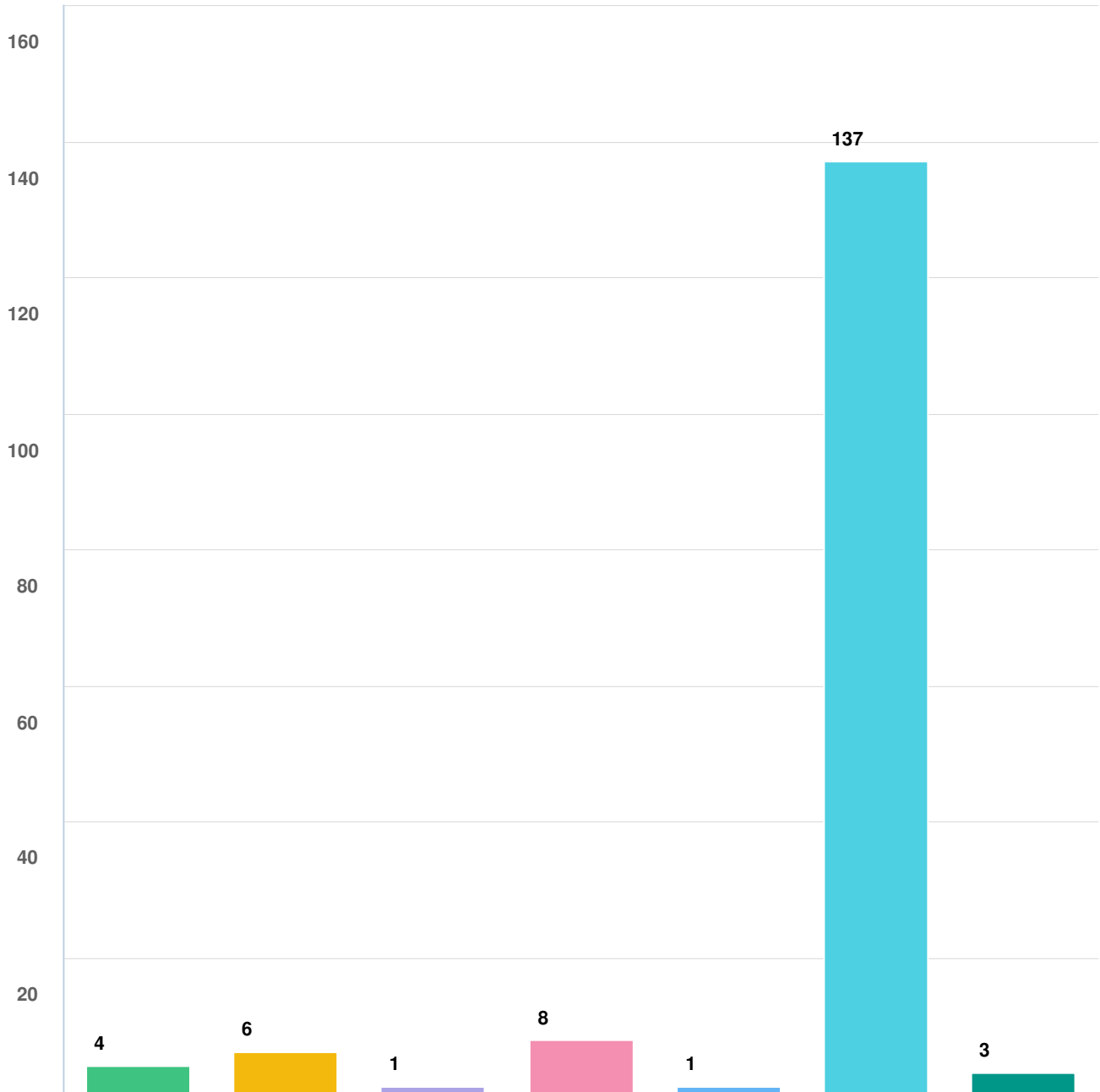
Screen Name Redacted                      It depends on the time of day  
11/12/2020 05:52 PM

Screen Name Redacted                      as yet undefined  
6/11/2021 09:46 PM

**Mandatory Question** (3 response(s))

**Question type:** Single Line Question

**Q4** Within these broad categories, where would you place your racial or ethnic identity? (Select all that apply) / Dentro de estas amplias categorías, ¿dónde situaría su identificación racial o étnica? (Seleccione todos lo que correspondan)



**Question options**

- Native American, American Indian or Alaska Native / Nativo americano, indio americano o nativo de Alaska
- Asian or Asian American / Asiático o asiático americano
- Black or African American / Negro o afroamericano
- Hispanic or Latino/a/x / Hispano o Latino/a/x
- Native Hawaiian or other Pacific Islander / Nativo de Hawái o de otras islas del Pacífico
- White / Blanco
- A race or ethnicity not included above. Please check box and specify below. / Una raza o etnia no incluida anteriormente. Marque la casilla y especifíquela a continuación.

Optional question (146 response(s), 3 skipped)  
 Question type: Checkbox Question

**Q5 | A race or ethnicity not include above. Please specify. / Una raza o etnia no incluida anteriormente. Especificuela.**

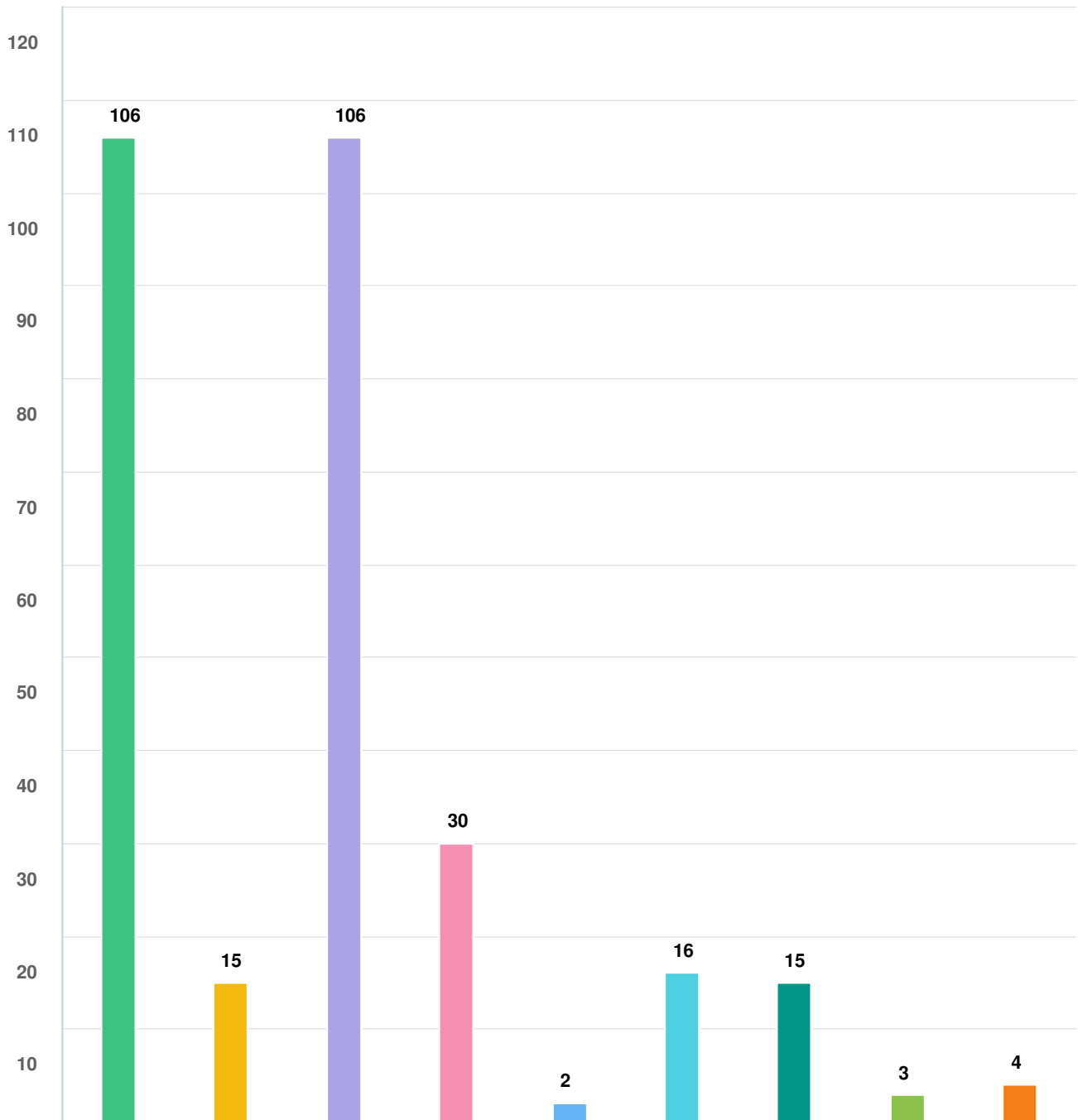
Screen Name Redacted                      None  
11/12/2020 05:50 PM

Screen Name Redacted                      ComplexDNA  
11/12/2020 05:52 PM

**Optional question** (2 response(s), 147 skipped)

**Question type:** Single Line Question

**Q6 | What is your connection to Milwaukie? (Select all that apply) / ¿Cuál es su relación con Milwaukie? (Seleccione todos lo que correspondan)**



**Question options**

- Live - Vive    ● Rent a home / Alquila una casa    ● Own a home / Dueño de una casa    ● Work / Trabaja
- Study / Estudia    ● Own a business / Dueño de un negocio
- Religious or cultural activities / Actividades religiosas o culturales    ● Visitor / Visitante
- Other. Check box and describe below. / Otro. Marque la casilla y descríbala a continuación.

Mandatory Question (148 response(s))  
 Question type: Checkbox Question

**Q7 | Other connections not listed above. Please describe. / Otras conexiones no indicadas arriba. Describa.**

Screen Name Redacted  
12/02/2020 08:17 PM

Managing Director of New Century Players, Milwaie's community theatre

Screen Name Redacted  
11/10/2023 02:41 PM

live just 3 blocks north of the Milwaukie border, ride my bike to Milwaukie a lot

Screen Name Redacted  
1/25/2024 10:02 AM

Equity member

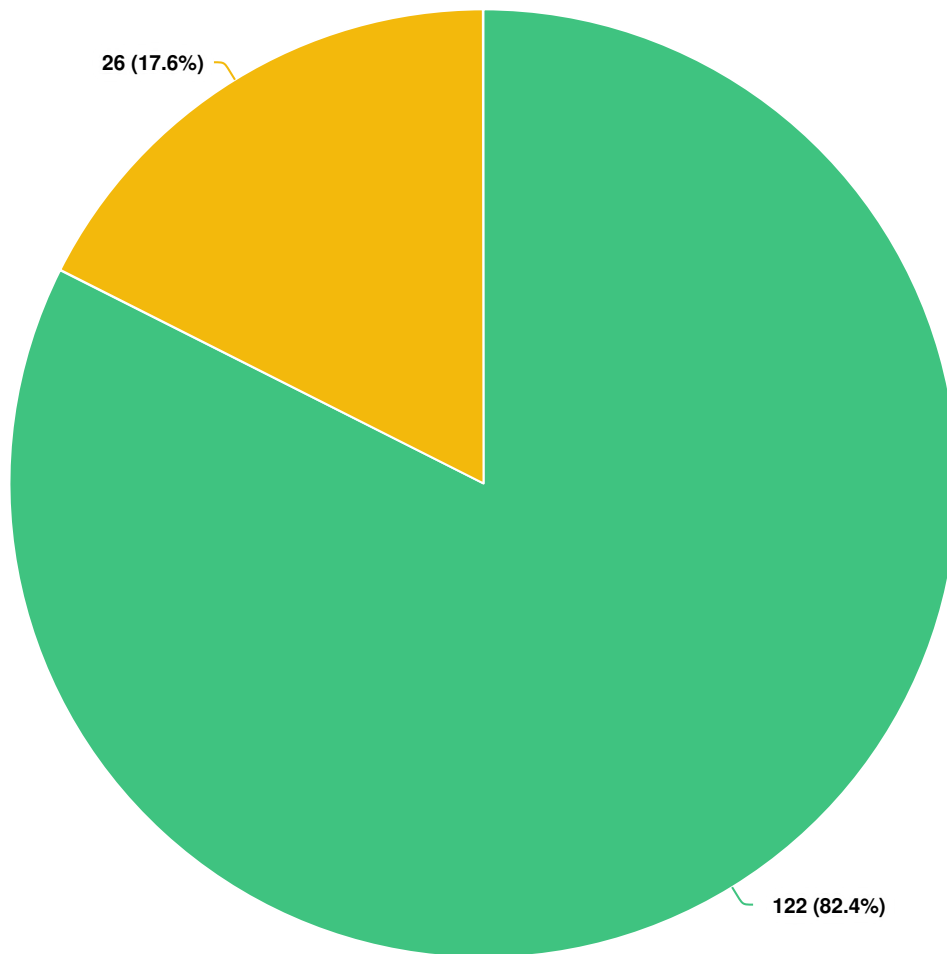
Screen Name Redacted  
1/30/2024 12:04 PM

I live in Oak Grove, which is unincorporated. Milwaukie is our closest city. My kids go to school in Milwaukie. Shop, eat, recreate, library in Milwaukie.

**Optional question** (4 response(s), 145 skipped)

**Question type:** Single Line Question

**Q8** In an effort to improve our outreach strategies, would you be willing to tell us more about yourself by answering four additional questions? This information will help us better understand who we are reaching and how we can make sure our outreach i...

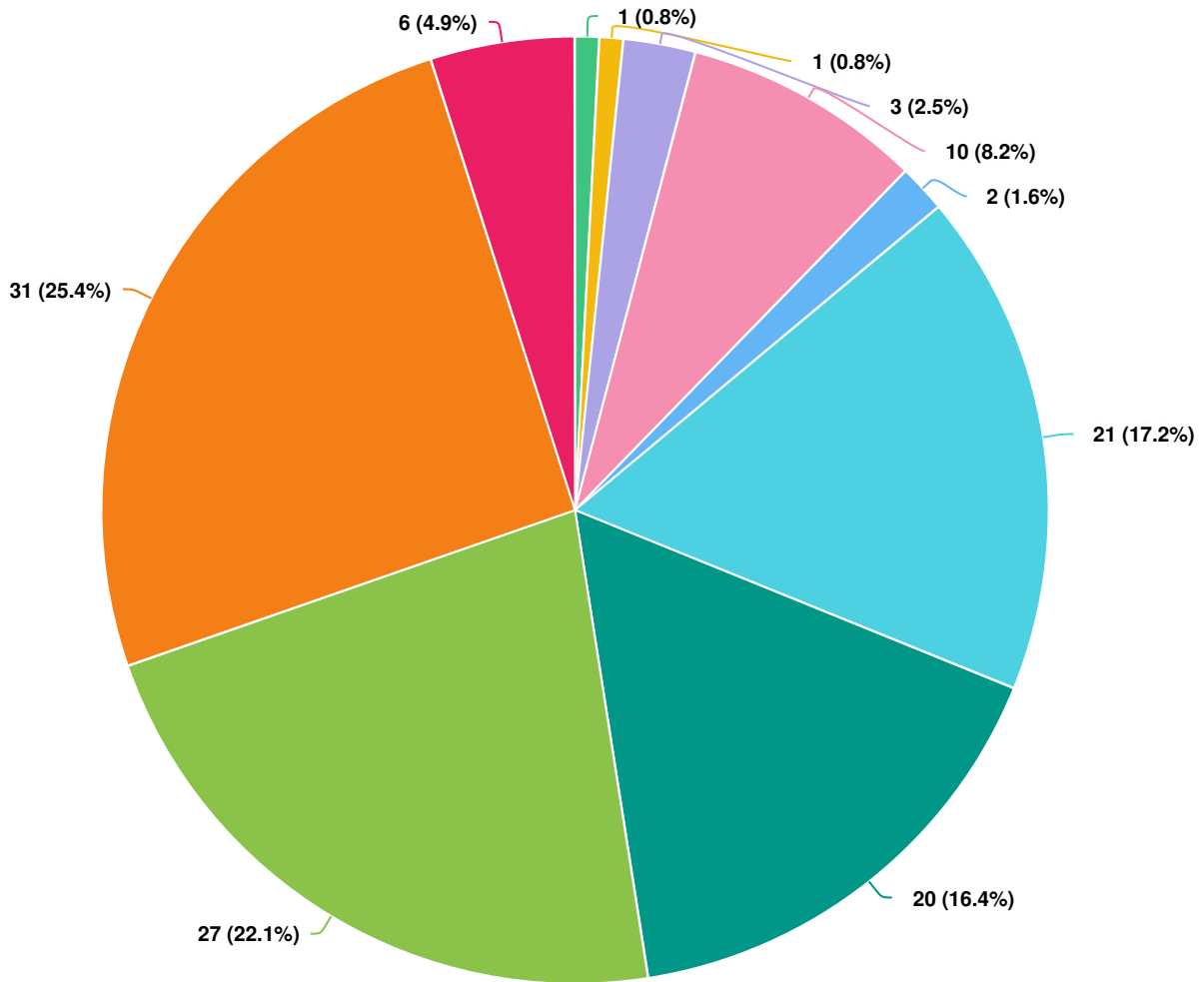


**Question options**

- Yes / Sí
- No / No

Optional question (148 response(s), 1 skipped)  
Question type: Radio Button Question

**Q9** Which of the following best represents the annual income of your household before taxes? (Select one) / ¿Cuál de las siguientes opciones representa mejor los ingresos anuales de su hogar antes de impuestos? (Seleccione una)

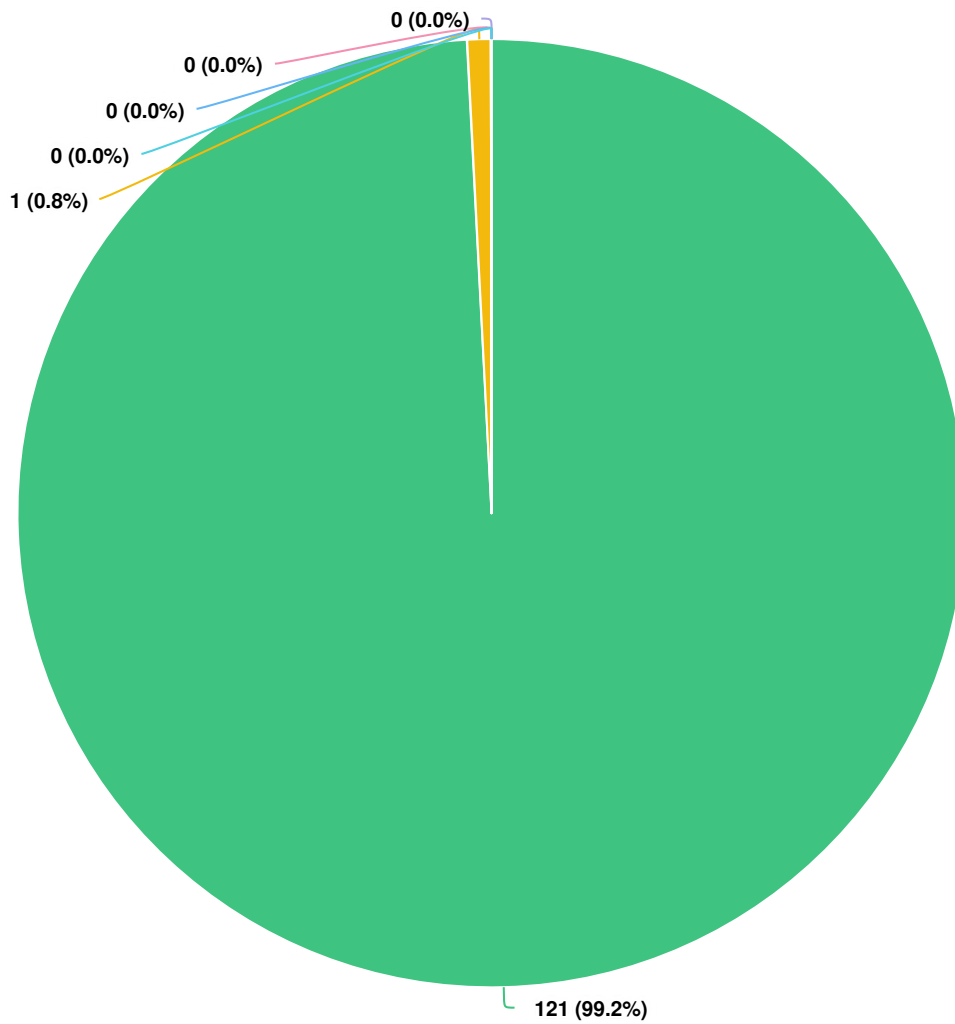


**Question options**

- Less than \$10,000 / Menos de \$10,000
- \$10,000 to \$19,999 / \$10,000 a \$19,999
- \$20,000 to \$29,999 / \$20,000 a \$29,999
- \$30,000 to \$39,999 / \$30,000 a \$39,999
- \$40,000 to \$49,999 / \$40,000 a \$49,999
- \$50,000 to \$74,999 / \$50,000 a \$74,999
- \$75,000 to \$99,999 / \$75,000 a \$99,999
- \$100,000 to \$149,999 / \$100,000 a \$149,999
- \$150,000 or more / \$150,000 o más
- Don't know / No sé

Mandatory Question (122 response(s))  
Question type: Radio Button Question

**Q10 | What language or dialect is used most in your home? (Select one) / ¿Qué idioma o dialecto se utiliza más en su casa? (Seleccione uno)**



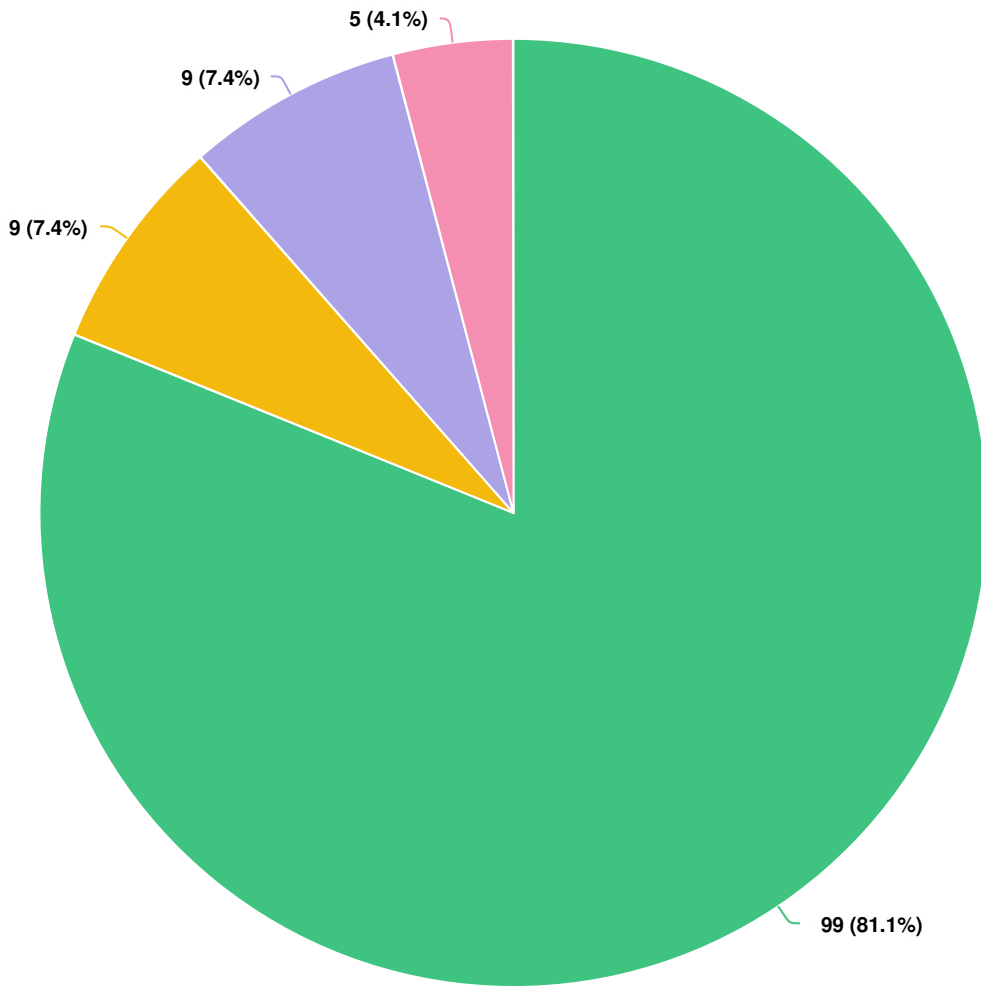
**Question options**

- English / Inglés
- Russian / Ruso
- American Sign Language / Lenguaje de signos americano
- Spanish / Español
- Vietnamese / Vietnamita
- A language or dialect not listed above. Choose and describe below. / Un idioma o dialecto no indicado arriba. Escoja y describa abajo.

*Optional question (122 response(s), 27 skipped)*  
 Question type: Radio Button Question



**Q12 | How do you describe your sexual orientation? (Select one) / ¿Cómo describe su orientación sexual? (Seleccione una)**



**Question options**

- Heterosexual or straight / Heterosexual
- Gay or lesbian / Gay o lesbiana
- Bisexual / Bisexual
- A sexuality not listed above. Choose and describe below. / Una sexualidad no indicada arriba. Escoja y describa abajo.

Mandatory Question (122 response(s))  
Question type: Radio Button Question

**Q13 | A sexuality not listed above. Please describe. / Una sexualidad no indicada arriba.  
Describe.**

Screen Name Redacted                      Asexual  
11/12/2020 05:52 PM

Screen Name Redacted                      Queer  
11/27/2020 07:06 AM

Screen Name Redacted                      Asexual  
5/05/2021 09:22 AM

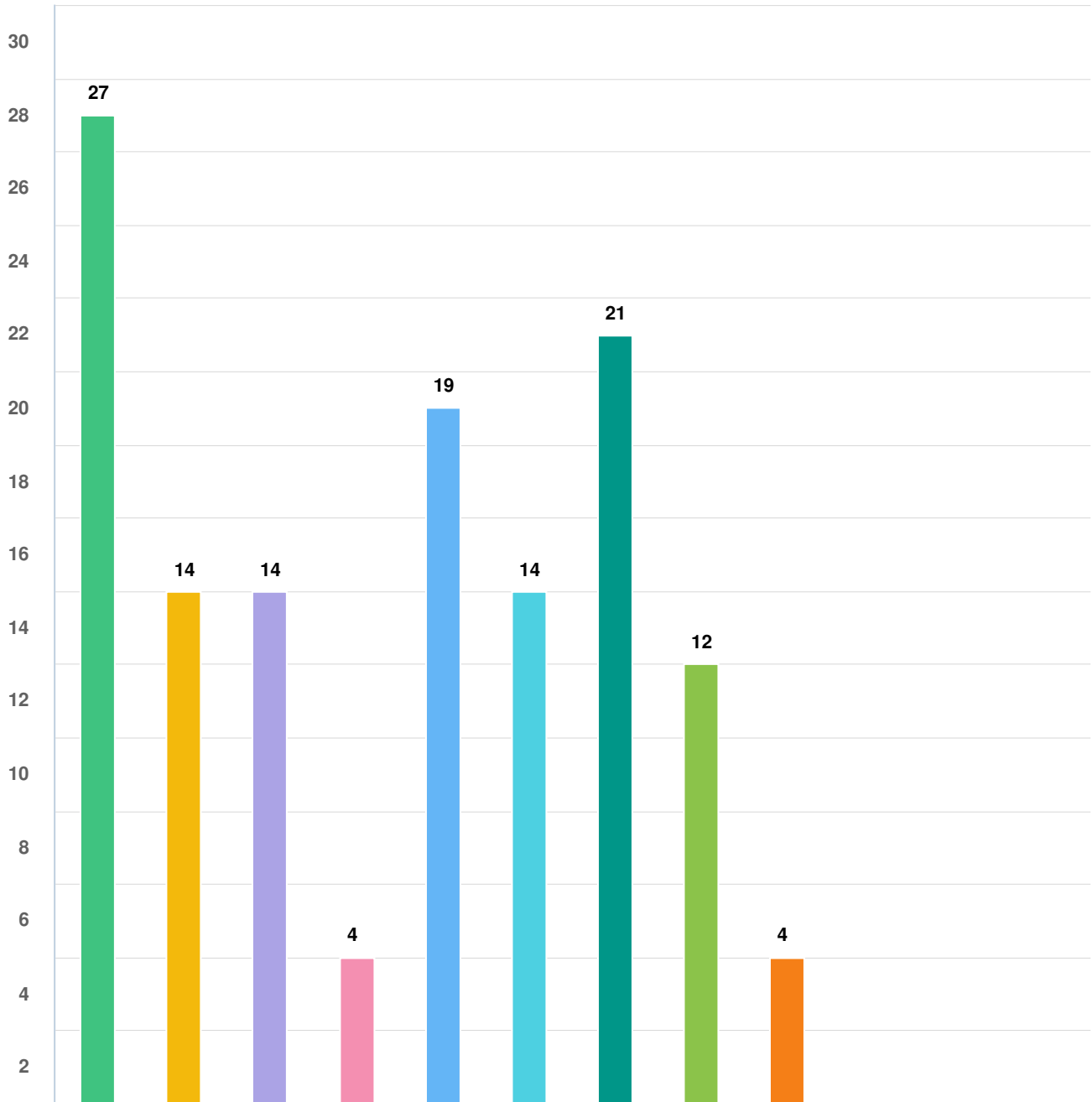
Screen Name Redacted                      asexual  
6/11/2021 09:46 PM

Screen Name Redacted                      Asexual  
1/31/2024 09:17 AM

**Mandatory Question** (5 response(s))

**Question type:** Single Line Question

**Q14 | What is your neighborhood and/or where is your business/organization? (Select all that apply) / ¿Cuál es su barrio y/o dónde está su negocio/organización? (Seleccione todos los que correspondan)**



**Question options**

- Ardenwald-Johnson Creek    ● Hector Campbell    ● Historic Milwaukie    ● Island Station    ● Lewelling
- Linwood    ● Lake Road    ● Unincorporated Clackamas County / Condado de Clackamas no incorporado
- City of Portland / Ciudad de Portland    ● Milwaukie Business Industrial Area / Zona industrial de negocios de Milwaukie
- North Milwaukie Industrial Area / Zona industrial del norte de Milwaukie
- Other neighborhood. Please choose and describe below. / Otro barrio. Escoja y descríballo abajo.

Mandatory Question (122 response(s))

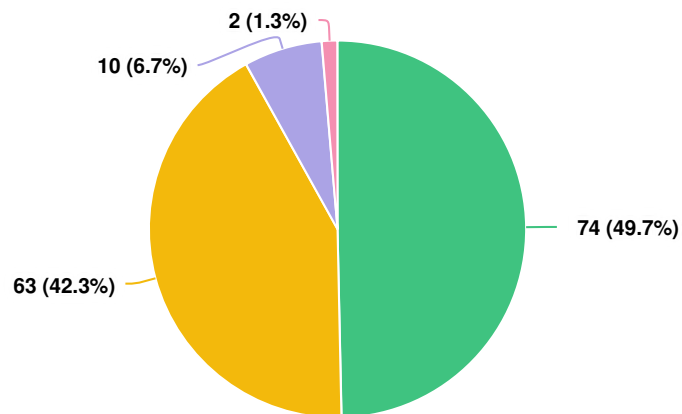
Question type: Checkbox Question

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# SURVEY QUESTIONS

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**Q1** Have you participated in a Carefree Sunday event before?

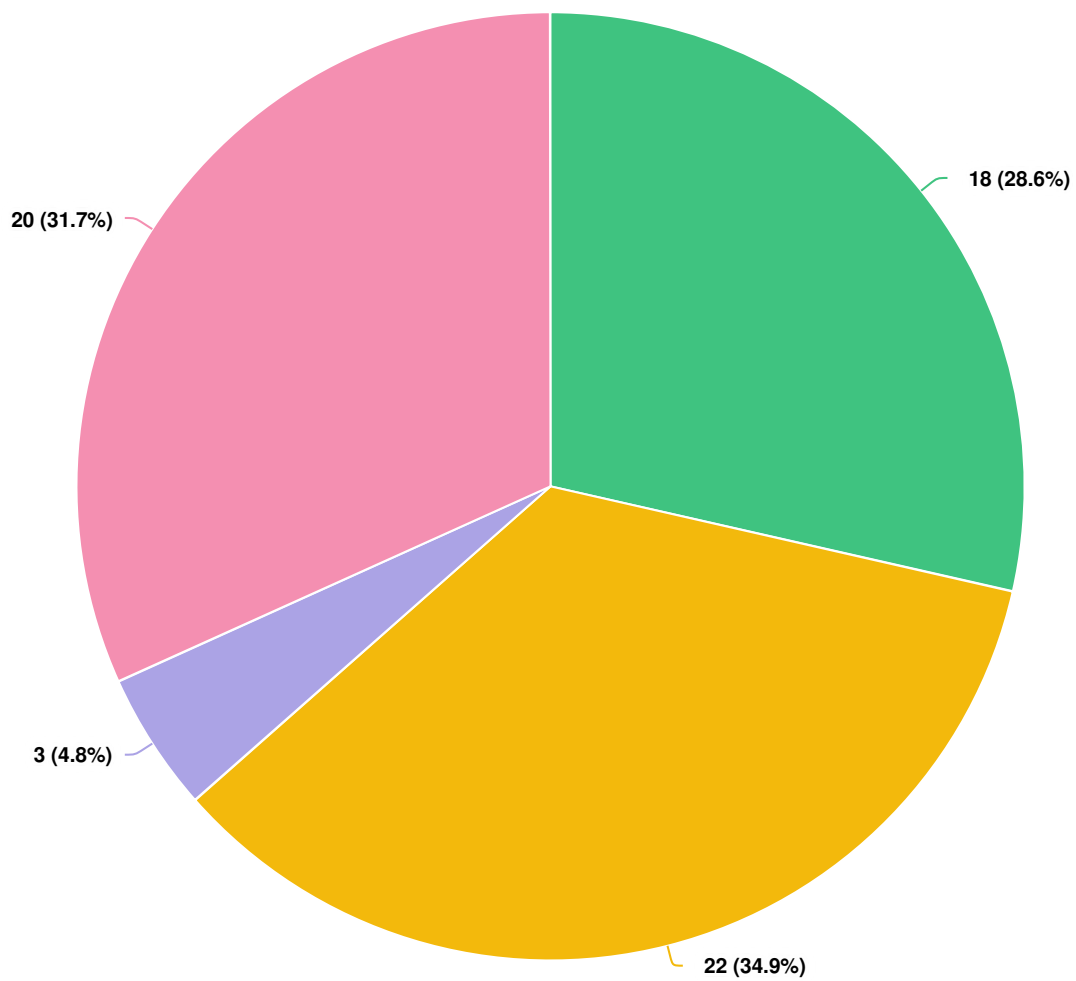


**Question options**

● Yes ● No ● Not sure ● Other (please specify)

Optional question (149 response(s), 0 skipped)  
Question type: Radio Button Question

**Q2** | If you haven't been to a Carefree Sunday event before, why not?

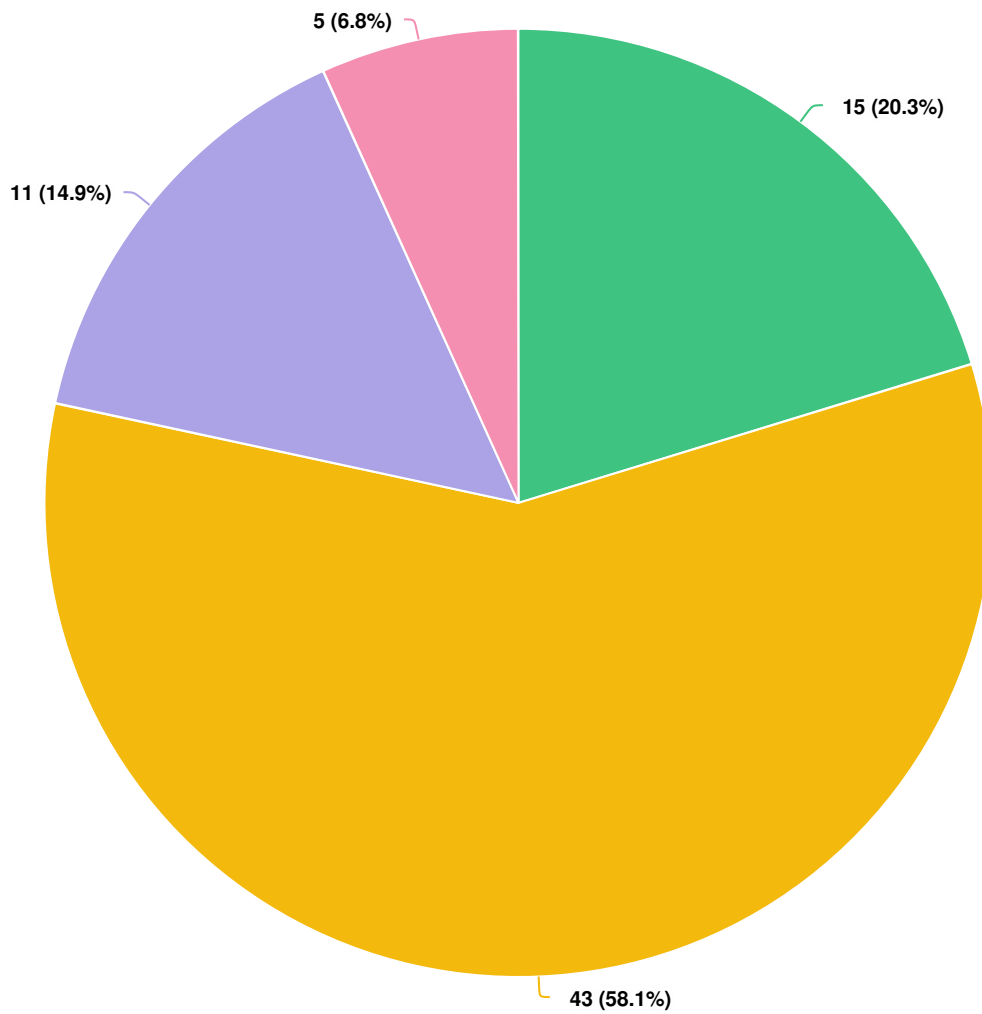


**Question options**

- Didn't know about it
- Wasn't interested
- Weather conditions
- Other (please specify)

Optional question (63 response(s), 86 skipped)  
Question type: Radio Button Question

**Q3** What element of the Carefree Sunday event did you enjoy the most? (Choose one)



**Question options**

- Programming in parks
- Biking, walking, or rolling on closed streets with no car traffic
- Vendors providing or selling goods
- Other (please specify)

Optional question (74 response(s), 75 skipped)  
Question type: Radio Button Question

**Q4 | We have several ideas for what a reimagined “Milwaukie Daze” summer festival could look like. If the city does proceed with this event, what elements would you most like to see? Please rank these ideas from most important (1) to least important (9).**

OPTIONS	AVG. RANK
Music and other live entertainment	2.95
Food vendors	3.76
Lawn games and activities in Milwaukie Bay Park	4.38
Crafts and goods vendors	4.63
Walking/bicycling routes around the city highlighting neighborhood greenways	4.75
Rubber “goose” race on the water	5.81
Parasol Parade (summer version of the winter Umbrella Parade)	5.91
Cherry pie bake-off	5.99
Touch-a-truck event	6.83

*Mandatory Question (149 response(s))  
Question type: Ranking Question*

**Q5 | What else do you want the city to consider as it prepares its events budget and plan for the next two years?**

Screen Name Redacted  
1/22/2024 02:14 PM

Juneteenth celebration

Screen Name Redacted  
1/22/2024 02:14 PM

As a former NDA vice president, I believe we are spending too much on Carefree Sunday for the low level of use we are getting. I agree that an alternative idea is a wonderful idea and I support that fully.

Screen Name Redacted  
1/22/2024 02:16 PM

What happened to Milwaukie Bay Park?? So much planning and community involvement went into reinventing it.



Screen Name Redacted

1/22/2024 02:18 PM

I love Carfree Sunday but if it's that big of a budget hit, I definitely see value in spreading the budget around. If the weather is miserable, and it's the only big event, then we miss out. Having smaller scale park events may be just as fun .. those car-free streets though! So nice!

Screen Name Redacted

1/22/2024 02:21 PM

Could we bring back the Milwaukie parade for independence day?

Screen Name Redacted

1/22/2024 02:24 PM

One large closed street event is very cute, but maybe bolstering neighborhood meetups? I'd love to do crafts at the Milwaukie Cafe or do a jump rope a thon at the community center

Screen Name Redacted

1/22/2024 02:24 PM

Don't roll out big events that become successful like CarFree Sunday without being able to sustain it. :(

Screen Name Redacted

1/22/2024 02:26 PM

Inclusivity and diversity

Screen Name Redacted

1/22/2024 02:27 PM

loved the Bing Cherry Drop. Would love to see that expanded next year, more food vendors, better set up to see performers. More money to Juneteenth and Pride events. Milwaukie Daze should focus on highlighting and supporting the downtown Milwaukie Shopping and small businesses. oh and Love love love Porch Fest!

Screen Name Redacted

1/22/2024 02:28 PM

Climate change. Supporting safe streets for human use above car use. Normalizing car-free living. Also, if Carefree Sunday is so expensive, why not just do one?

Screen Name Redacted

1/22/2024 02:28 PM

I love promoting Milwaukie as a bike/pedestrian friendly city, and that's something the Arts Committee tries to do with Porchfest. If the city replaces Carefree Sunday, maybe we can promote those bike/walk elements a little harder around Porchfest in July. Close a few streets for block parties? Print suggested biking maps for music goers? Work with Pedalpalooza to have some Porchfest-themed rides? I'm not sure what that could look like. It would be fun to bring back a summer celebration (though I don't love the name "Milwaukie Daze," it sounds like a cannabis fest and would be a great name for a dispensary.) Love all the ideas proposed for a summer event. We could have a goose waddle 5K! I would be remiss if I didn't add a pitch for a little bit of funding for Bing in the New Year! I know the city

already does plenty in December but folks really loved the first time event. I'm an advocate of changing the NDA funding model so that neighborhoods or city committees can apply for project funding. More community events might come from that pot of money if it's earmarked for specific purposes rather than stacking up in NDA bank accounts.

Screen Name Redacted

1/22/2024 02:33 PM

I really love when downtown Milwaukie is activated. It would be great to highlight other areas of town, but not like Carfree Sunday. It was tough with kids if we got too far from our car.. We witnessed neighbors cursing and yelling at volunteers for the closed streets. The downtown area feels like the place to build the essence of Milwaukie.

Screen Name Redacted

1/22/2024 02:43 PM

Porchfest! Beer garden events at parks! Adult movies in the parks! Music!

Screen Name Redacted

1/22/2024 02:51 PM

I enjoy having more options for smaller-scale events - they are more accessible (less likely to be crowded) and if you miss one event, there are other options throughout the season. Carefree Sunday is unique and wonderful, but also much more disruptive to neighborhoods.

Screen Name Redacted

1/22/2024 02:52 PM

Upgrading the sound system - at the Cherry Drop and the Tree Lighting this year, we could not hear anything at all. Also live music is great but it needs to be turned down when other announcements are coming.

Screen Name Redacted

1/22/2024 02:54 PM

The New Year's celebration was great! It would be wonderful to expand on that.

Screen Name Redacted

1/22/2024 02:55 PM

Carefree Sunday is the best event we have! It engages the whole city and has been wonderful for all. We also really enjoyed Juneteenth and hope that happens again this year.

Screen Name Redacted

1/22/2024 02:55 PM

scaling less events but for a larger crowd/more activities

Screen Name Redacted

1/22/2024 03:01 PM

Support for the Sustainability Fair if it includes information on Recovery and Resilience for Emergency Preparedness

Screen Name Redacted

There are a lot of young families (with kids under 5) and the best

1/22/2024 03:06 PM

events have been a great mix of all-ages things.

Screen Name Redacted

Fireworks on the river

1/22/2024 03:09 PM

Screen Name Redacted

In addition to Milwaukie Daze event, the founder Ed Zumwalt organized the First Friday Milwaukie Events promoting art, music, & local Milwaukie businesses. As there currently is not a downtown business association, perhaps the city should invest in local events & small business. Such as First Friday Milwaukie and LOCAL food carts and vendors rather than funding outside vendors. First Friday Milwaukie & would THRIVE with city funding to bring in LIVE music and "Milwaukie Daze" activities on the waterfront AND the area by the post office.

1/22/2024 03:14 PM

Screen Name Redacted

Promote the new parks and the improvements to existing parks and playgrounds. Good nature attractions near downtown could make the farmers market a bigger destination.

1/22/2024 03:16 PM

Screen Name Redacted

A Milwaukie beer fest would be cool.

1/22/2024 03:30 PM

Screen Name Redacted

Providing funding to the cherry drop and light up downtown more during winter days. Lights on main like bend.

1/22/2024 03:40 PM

Screen Name Redacted

Have events in more neighborhoods and include NDAS in planning/volunteering.

1/22/2024 03:45 PM

Screen Name Redacted

The paint by numbers a couple of years ago was lots of fun.

1/22/2024 04:01 PM

Screen Name Redacted

Family friendly events.

1/22/2024 04:03 PM

Screen Name Redacted

"Bing in the New Year" was a wonderful event in 2023. It would be great to see that become annual.

1/22/2024 04:05 PM

Screen Name Redacted

I like the idea of a Pride event

1/22/2024 04:08 PM



Screen Name Redacted

1/22/2024 04:56 PM

Keep it local.

Screen Name Redacted

1/22/2024 05:01 PM

It's unfortunate that public input for this decision is only on Engage Milwaukie. In doing so, I believe we are leaving out community members who aren't comfortable, familiar or inclined to engage in this way. Generally, I would rather have a summer event that is an annual one.

Screen Name Redacted

1/22/2024 05:28 PM

Would be cool to have a carnival like back in the 80's/90's

Screen Name Redacted

1/22/2024 05:39 PM

Can we go with option 2 but also fund CAREfree Sunday with dollars from the SAFE budget? \$43k is a lot out of the events budget but a drop in the bucket from SAFE funds. This event contributes to the same goals as the SAFE program by building a bike culture in Milwaukie. I don't really care about Milwaukie Daze but I do love the increased funding to Pride/Juneteenth and other multicultural events. Would love something for Hispanic Heritage month as we make up the largest minority population in town.

Screen Name Redacted

1/22/2024 05:40 PM

An event that the greatest number of people can participate in is a good place to spend money. I love Carefree Sunday, but the cost per participant might not make sense compared to a fair-type event like Milwaukie Daze. And neighborhood events can help improve our community.

Screen Name Redacted

1/22/2024 05:45 PM

Consider more low-budget events such as the "fix it" fair we've had in the past where residents can bring broken appliances, electronics, etc to the fair and experts in the community will fix them for free or a small fee. Also, environmentally friendly & sustainable events such as tree plantings and trash pick up, and dog friendly events.

Screen Name Redacted

1/22/2024 05:48 PM

Prioritizing shade at summer events, especially in Milwaukie Bay Park. Also, Carefree Sunday is fun but I feel like it most benefits bicyclists (which, I'm not one).

Screen Name Redacted

1/22/2024 06:10 PM

I love work highlighting the greenways around town, but street closures have a very high overhead, both in terms of dollars and in terms of staff time to organize (or pay someone to organize)--this is a big part of why Carefree Sunday is so expensive. If there's something more grassroots, like connecting with Pedalpalooza for some fun,

Milwaukie-specific rides, or Parkrun for walking/running, I'm all for it. Is there a way to offer some staff support for community members to take the lead on organizing such events, like staff currently support things like Pride and Juneteenth? Climate change has made summer events pretty challenging. I feel like smaller events where it's possible to take advantage of shade and cooler times of day are the safer way to go. It would be great to get the shade sails for the plaza up and running to further activate that space. Broadly speaking, I feel like it would be really helpful to get clear about the priority outcomes for events. Is it building community among residents? Is it raising Milwaukie's profile and increasing foot traffic to small businesses? Is it educating residents and the public about some feature of Milwaukie, like greenways or newly developed parks? These aren't mutually exclusive, but criteria for ranking what's most important will help guide the events budget and staff focus. Juneteenth and Pride have both been very positive ways to build community and enhance the sense of safety for community members who could really use it. I would really love to have that continue. We know that some NDAs would love to expand their concert in the park offerings, which are so very popular, and that seems like a great addition to funding. Porchfest might benefit from a little help too? Dunno, but again, back to the criteria--what does Council want to achieve with its events investment? Choose accordingly.

Screen Name Redacted

1/22/2024 06:21 PM

Please have more programming east of 224! It's where most of the city is! I understand and support programming downtown, but it seems like everything east of 224 is left up to ndas to plan.

Screen Name Redacted

1/22/2024 06:53 PM

Keep the activities that have been successful

Screen Name Redacted

1/22/2024 06:55 PM

I think a community walk/run event associated with celebration would be nice.

Screen Name Redacted

1/22/2024 07:25 PM

I really enjoyed the New Years Eve celebration and all the events put on by the Arts Committee

Screen Name Redacted

1/22/2024 07:27 PM

Really like the porch fests

Screen Name Redacted

1/22/2024 07:30 PM

Ensure events are wheelchair accessible! We would love to see more events of all kinds to rekindle our community after covid



Screen Name Redacted  
1/22/2024 07:43 PM  
Support the food trucks and downtown restaurants as much as possible. I would love to see the city support the neighborhood events even more than they already do.

Screen Name Redacted  
1/22/2024 07:55 PM  
include and highlight veterans of military

Screen Name Redacted  
1/22/2024 08:37 PM  
Multicultural events are great, but when it's obviously forced like this they wind up being unauthentic, trite and don't really support other cultures. It's more of a feel good for white progressives sort of thing, speaking as a white progressive. I'd do the Milwaukie Daze - actually more inclusive than carfree Sunday and do some neighborhood stuff but only the multicultural stuff if it is truly a party by POC, like a Mexican group doing something they would normally do for themselves but getting some funding to expand it. Not some forced thing by the white city workers scrambling to find some Mexicans that will help put on some "Hispanic educational days" thing so Milwaukie can say, "oh look out multicultural we are and supportive of POC!!!!"

Screen Name Redacted  
1/22/2024 09:27 PM  
Shade/water for any summer events in Milwaukie bay park.

Screen Name Redacted  
1/22/2024 10:20 PM  
Milwaukie Daze along the lines of the Oregon City first city celebration...along with a Brew/Cider Fest with 1970s Rock - n - Roll

Screen Name Redacted  
1/22/2024 11:04 PM  
I would love to have the Milwaukie Daze parade come back!

Screen Name Redacted  
1/22/2024 11:50 PM  
Presentations from city council on ways to get involved, volunteer, job openings, leadership academy, small businesses application.

Screen Name Redacted  
1/23/2024 05:46 AM  
Beer Garden

Screen Name Redacted  
1/23/2024 06:13 AM  
Music Event in the Plaza

Screen Name Redacted  
1/23/2024 08:06 AM  
I think Carefree Sunday is a great event, but I think it targets a certain group of people. There are many Milwaukie residents that don't bike and will not walk around to the different neighborhoods. Another event in downtown will help local businesses and remind locals that our town has a "downtown atmosphere" that is worth visiting. I think

to engrain this into the minds of locals will benefit the city in the future when big construction projects start that will deter people from wanting to go downtown (Coho point, dam removal, new city hall). We have a waterfront city and we need to get people more excited about that.

Screen Name Redacted

1/23/2024 08:08 AM

Parking near events like summer daze especially for handicapped there's hardly any options and it's been a barrier to attending. Maybe a shuttle from the big lot on 224 or designate all the nearby parking for disabled.

Screen Name Redacted

1/23/2024 09:39 AM

First Friday's

Screen Name Redacted

1/23/2024 10:59 AM

Maybe summer park activities for families during the day. Most of the park events (like movies/concerts) happen too late for families with younger kids. Maybe help support the library to do more story time/events during the day in the summer. Maybe summer camps for Milwaukie kids.

Screen Name Redacted

1/23/2024 11:12 AM

Pride Festival

Screen Name Redacted

1/23/2024 12:19 PM

DEI

Screen Name Redacted

1/23/2024 12:23 PM

Build a walking bridge over Hwy 99 to Milwaukie Bay Park

Screen Name Redacted

1/23/2024 12:38 PM

It would be great to see a few small rides or fun activities for kids and everyone like there used to be at Milwaukie Daze. Could be something like making a craft or a petting zoo. Touch a truck event sounds dumb. I think Carefree Sunday is mostly centered around bikes and makes it difficult for the rest of us to get around the neighborhood, so I've just found it annoying, personally.

Screen Name Redacted

1/23/2024 01:14 PM

Use sponsors and grants to help fund.

Screen Name Redacted

1/23/2024 01:41 PM

I think a central event in one place draws more folks than a spread out event like Carefree sunday.

Screen Name Redacted

1/23/2024 01:51 PM

Please do bring back Milwaukie Festival Daze! We have such good memories of going to that. Why not include a carnival like we had in the past. Also, be sure to include local schools, especially high schools. There needs to be more connection between the high schools and the community.

Screen Name Redacted

1/23/2024 04:02 PM

Help to promote BIPOC and LGBTQ events and celebrations.

Screen Name Redacted

1/23/2024 04:28 PM

Kid friendly and family friendly events. Make sure Porch Fest is funded! Don't just leave it to the arts committee!

Screen Name Redacted

1/23/2024 05:11 PM

Shade!! We love the summer events but often don't go or can't stay because there just isn't enough shade and baking in that summer sun is too miserable. Also, I vote for a regular Juneteenth celebration!

Screen Name Redacted

1/24/2024 11:34 AM

Partner with businesses to sponsor a specific portion of the event.

Screen Name Redacted

1/24/2024 01:43 PM

Increase vendors, activities at the New Years Cherry Drop

Screen Name Redacted

1/24/2024 02:24 PM

locating events in different neighbourhoods in order to make them accessible to more people

Screen Name Redacted

1/25/2024 06:51 AM

A running race! The Milwaukie/Gladstone/Clackamas area is under served by running races. The scope of Carefree Sunday could also be lessened to just a loop in downtown Milwaukie to highlight the business core there. As further multi-use paths and greenways are finished, Carefree Sundays in future years could highlight a different route to bring attention to the newly completed projects.

Screen Name Redacted

1/25/2024 10:11 AM

I would challenge them to think outside the box rather than to just settle on things because of old way of doing things. Progress/change can be more inclusive and provide MORE people with an enjoyable experience.

Screen Name Redacted

1/25/2024 11:40 AM

neighborhood floats for a parade would be awesome. Looping in the local churches and vendors to volunteer will help keep costs down.



Screen Name Redacted

1/25/2024 08:49 PM

The City does so much around downtown and, yet, unfortunately, downtown really isn't an active or exciting place. Let's get more events out into other parts of the city, particularly since crossing Hwy. 224 on foot or bike isn't a very "welcoming" experience.

Screen Name Redacted

1/25/2024 08:57 PM

I moved to Milwaukie in 2006 and the Milwaukie Daze event was the highlight of the year for my family for many years until it was discontinued. We particularly enjoyed the fireworks, and hope you will consider adding that back to the event.

Screen Name Redacted

1/27/2024 12:48 PM

Perhaps the environmental impacts of events. This isn't suggested to dissuade; rather, I think an earnest consideration and full transparency would provide attendees (and non-attendees) that the city considers these concerns. I mean, I know that is the case - but getting more people to understand can be crucial in other efforts.

Screen Name Redacted

1/27/2024 10:27 PM

My heart is with the Milwaukie Sustainability Fair, which will be September 7th this year, so would be a summer "finale" event. City support would be amazing!! And on the sustainability note, it would be great to review in the events budget to set an intention not to buy plastic junk giveaways for the kiddos. All of that stuff is just junk. Kids take it and it becomes trash within minutes. Direct those dollars toward providing event provisions like sunscreen, wet wipes, tampons, outhouse rental, renting reusable serveware, ensuring free food is available for low-income kids... On a separate note - has there ever been a soapbox derby type race on the bike path hill at Milwaukie Bay park?

Screen Name Redacted

1/28/2024 06:44 AM

Please consider adding the Sustainability Fair as a city event in the summer! This will be one of the most important ways for people to connect and learn about living more sustainably in a time when that information is crucial! You may use some of the milwaukie daze funds to support this event.

Screen Name Redacted

1/28/2024 02:22 PM

The Sustainability Fair was really fun last year -- could it be incorporated in a summer festival? Sustainability is such a huge part of Milwaukie's personality!

Screen Name Redacted

1/28/2024 05:54 PM

Keep the Sustainability Fair

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Screen Name Redacted 1/28/2024 08:18 PM	More events like the sustainability fair! and more reasons to gather for live music.
Screen Name Redacted 1/29/2024 10:33 AM	Please put some money towards Bing in the New Year!
Screen Name Redacted 1/29/2024 08:39 PM	getting people to ride bikes and walk. NOT drive.
Screen Name Redacted 1/29/2024 08:45 PM	I as a Native American, really dislike the “push down my throat” of Juneteenth and Pride. Please stop this racism and push all inclusive events instead. My Japanese American neighbors and my Latino neighbors would appreciate it as well. Please stop celebrating the flavor of the month and instead, celebrate all man kind. Absolutely hate and will not participate in dividing mankind. Really reconsidering where I spend my money and trust donation dollars.
Screen Name Redacted 1/30/2024 06:07 AM	More events with environmental standards and practices - no more one time throw away food ware and more reusable food ware- even bring your food silverware from home or wash and reuse their dishes safely.
Screen Name Redacted 1/30/2024 06:38 AM	Keeping open spaces
Screen Name Redacted 1/30/2024 07:15 AM	Outreach to existing community organizations for involvement
Screen Name Redacted 1/30/2024 07:21 AM	Sustainability fair
Screen Name Redacted 1/30/2024 08:05 AM	I have volunteered with the Sustainability Fair for two years and find it an important as well as educational day! There are activities for everyone, focusing on local opportunities to make your lifestyle sustainable.
Screen Name Redacted 1/30/2024 08:26 AM	As a kid growing up in Milwaukie Milwaukie Daze was always something to look forward to. So many happy memories.
Screen Name Redacted 1/30/2024 08:35 AM	Sustainability Fair is most important mission!! Should be combined into every fair to ensure green mandates are modeled and

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practiced!!! Safe walkable streets during festivals, true waste management systems where only green packaging is celebrated, promoted & mandated! Pack-in, pack-policies are required. Healthy practices like bikes and scooters, wide paths welcoming leashed pets, waterfront features with walking corridors to town. Promote small businesses features. Introduce a Plain Air component for artist residents. Environmental committee is cherished because WE MUST GET THESE BIG POLLUTERS OUTTA HERE!!! THEY ARE KILLING US WITH THEIR POWDER COAT FUMES & LATHERING US IN THEIR PLASTIC BIN COATINGS FROM McClure industries!!!

Screen Name Redacted

1/30/2024 09:15 AM

It is probably easier to get volunteers to help cross McLoughlin from downtown to Milwaukie Bay Park, then getting volunteers at all of the crossings involved with CareFree Sunday.

Screen Name Redacted

1/30/2024 09:47 AM

Environmentally focused

Screen Name Redacted

1/30/2024 10:25 AM

Alternative funding arrangements like business sponsors, donations of goods and volunteer time, grant funding, collaboration with community groups, etc.

Screen Name Redacted

1/30/2024 12:17 PM

I would like the City to support the annual Milwaukie Sustainability Fair. 2024 will be the 3rd year of the festival. The fair provides many important resources to the Milwaukie and Clackamas communities, as well as supporting sustainable businesses, artists, musicians and vendors. This could replace the Carefree Sunday event as a more appropriate and less costly environmentally aware event. Climate change and our beautiful environment in Milwaukie are very important to the livelihood and well-being of the whole community. The City's fiscal support, even if minimal, would show the City's commitment to sustainability and addressing current issues facing our communities. The event is more than entertainment-focused - education, grassroots community building, partnerships, celebrating nonprofit organizations, and reducing waste are big components. (If I had to vote to choose Sustainability Fair vs. Milwaukie Daze, the fair feels more important and timely than another entertainment-focused event focused on historical models of July 4th celebrations that traditionally left out marginalized communities. Let's look forward, not backward!)

Screen Name Redacted

1/30/2024 05:25 PM

The fireworks were so nice. If we could get quiet fireworks, I'd really like that brought back. The summer parade was fun too.

Screen Name Redacted

1/31/2024 08:55 AM

I love CAReFree Sunday but love the idea of bringing our community together in one place. Milwaukie Daze feels very wholesome. Excepts why does it have to be spelled "daze"? It sounds like a hazy, pot-smoking festival - not that it wouldn't raise some money for the city - ha. This combined with other funding other cultural events sounds like a thoughtful rework of the city's event budget. For ranking what is important, I would rank most of those things the same since they would go into making the charm of the event. I do like the idea of making it accessible for bikes/walking/etc. but that answer feels like you are trying to squeeze in a bit of CAReFree - I recommend sticking to the event and letting folks figure that out.

Screen Name Redacted

1/31/2024 09:22 AM

More food options with consideration for food restrictions, we loved "Bing in the new year" but there were no vegan/dairy free/kosher options for food.

Screen Name Redacted

1/31/2024 10:31 AM

The grounds at Portland Waldorf School in downtown Milwaukie for use, and include The Ledding Library property.

Screen Name Redacted

1/31/2024 10:37 AM

I think Milwaukie Daze was always a way to bring everyone in the city together. Maybe consider a parade like we use to do in the past.

Screen Name Redacted

1/31/2024 04:01 PM

I feel that supporting The Sustainability Fair should be a priority. It's an opportunity for Milwaukie to work toward it's sustainability goals and Model the importance of taking care of our city, state, country and planet. It's an opportunity to engage the community in a fun and educational way while working towards these goals.

Screen Name Redacted

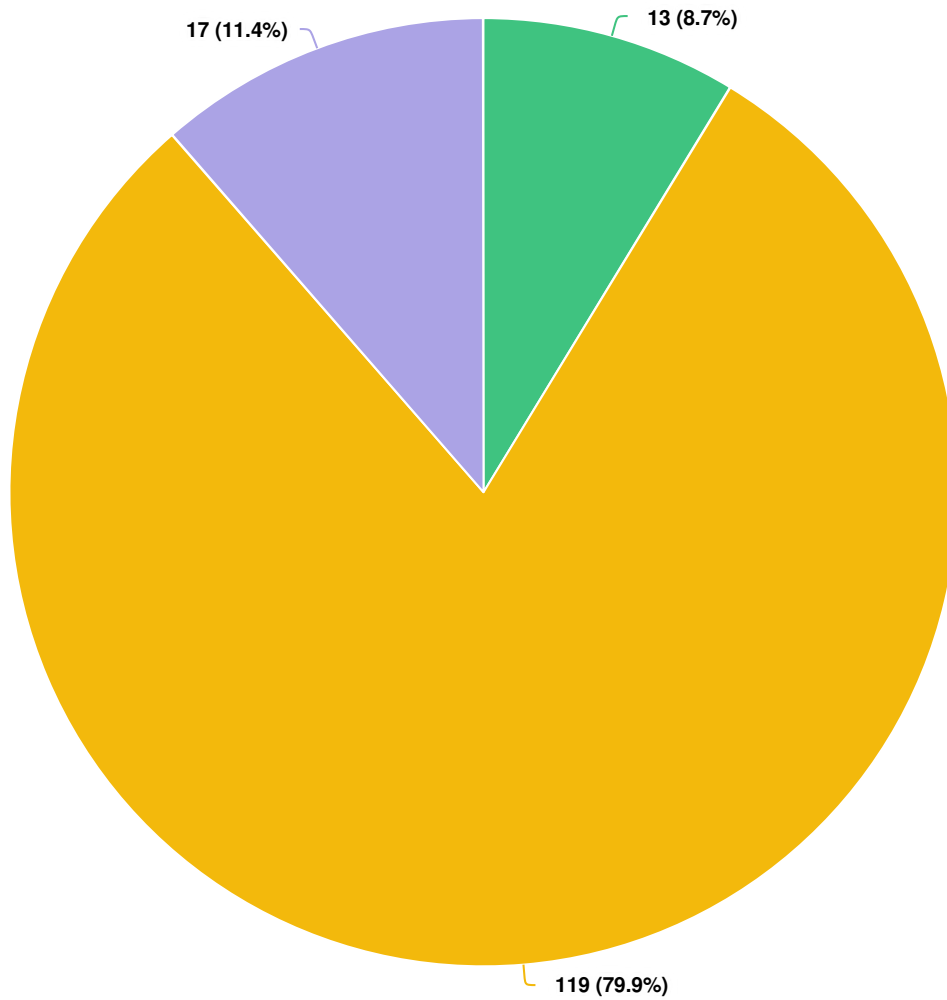
1/31/2024 06:14 PM

I would like the city to consider the Sustainability fair as one of their summer events. This event is important to showcasing environmentally friendly business practices and connecting the milwaukie community with positive advancements in the movement to address climate change.

**Optional question** (102 response(s), 47 skipped)

**Question type:** Essay Question

**Q6** Which proposal would you most like to see the city move forward with given its budget limitations? (Choose one)



**Question options**

- Stay the course and continue putting on a bi-annual Carefree Sunday event
- Replace Carefree Sunday with a reimagined "Milwaukie Daze" summer festival and increased funding for multicultural and neighborhood events
- I don't have a preference

Mandatory Question (149 response(s))  
Question type: Radio Button Question

# Milwaukie Events Discussion - Continued

**RS 7. A. 2/6/24  
Presentation**

Emma Sagor – [sagore@milwaukieoregon.gov](mailto:sagore@milwaukieoregon.gov)

Dan Harris – [harrisd@milwaukieoregon.gov](mailto:harrisd@milwaukieoregon.gov)

February 6, 2024



# Why are we here?

- On January 16, Strategic Engagement Team (SET) staff members asked Council for direction on summer events.
- SET considering two proposals given resource constraints:
  - Continue with current slate of signature events
  - Replace Carefree Sunday with a summer festival and increased funding for multicultural events
- Council requested additional public engagement before deciding.



# What Outreach Has Been Accomplished?

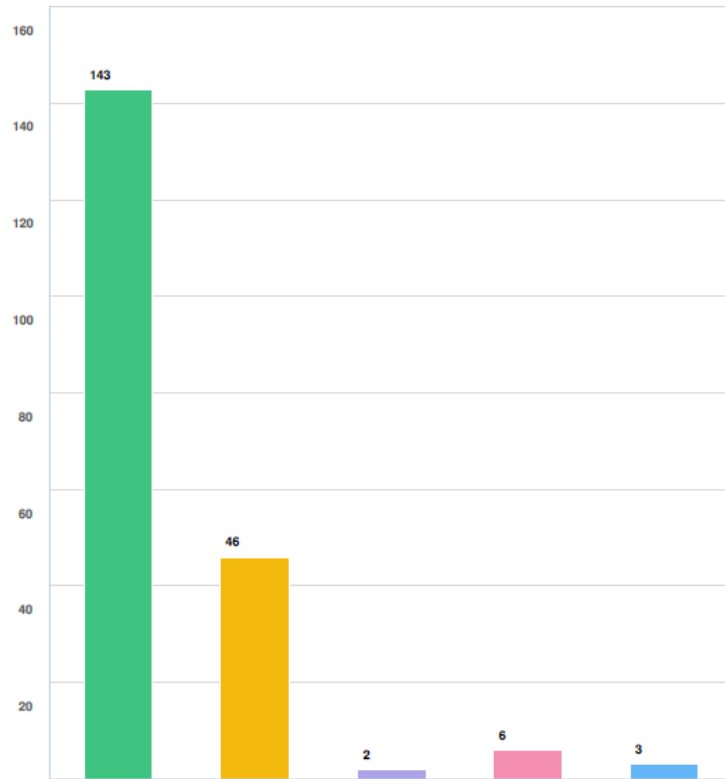
- *Engage Milwaukie Survey*  
Posted January 22 – February 5
  - Advertised by weekly NDA email, city webpage, social media, Arts Committee and Equity Steering Committee
- Meeting with Celebrate Milwaukie, Inc. Representatives on February 2



# Survey Analysis - Key Demographics

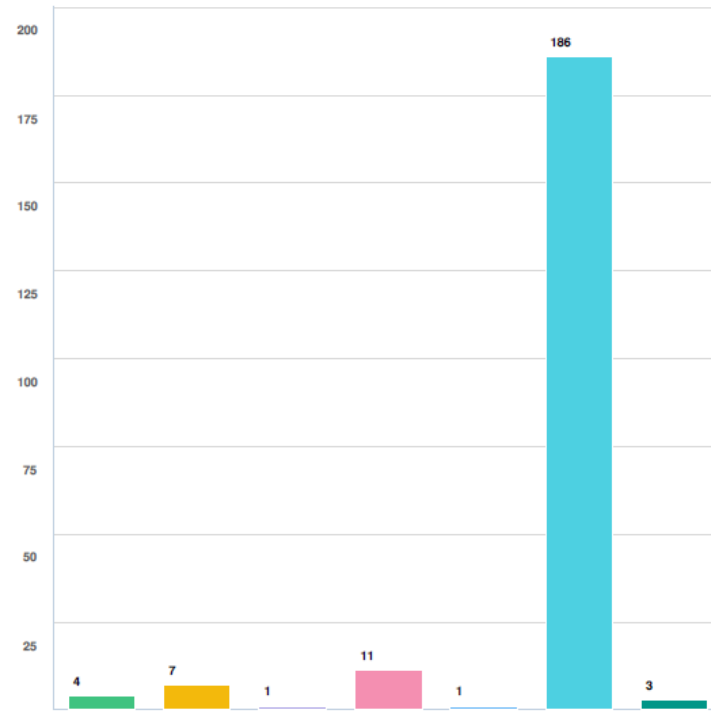
205 Total Respondents

**Q2** How do you identify your gender? (Select all that apply) / ¿Cómo identifica su género (seleccione todos los que correspondan)



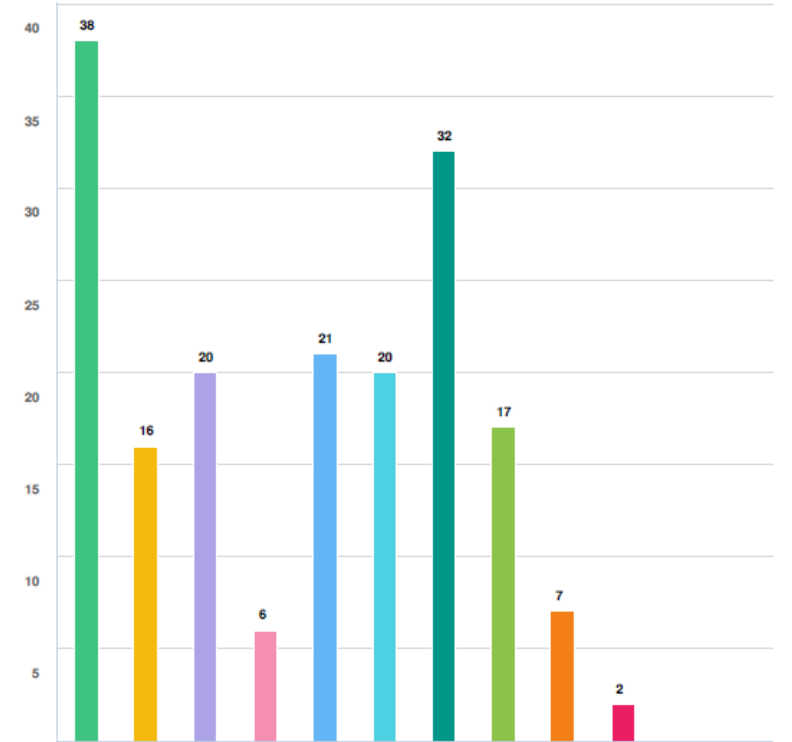
**Question options**  
 ● Woman / Mujer ● Man / Hombre ● Transgender / Transgénero  
 ● Non-binary, genderqueer, or third gender / No binario, género queer o tercer género  
 ● A gender not listed above. Check box and please describe below. / Un género no indicado arriba. Marque la casilla y describa abajo.

**Q4** Within these broad categories, where would you place your racial or ethnic identity? (Select all that apply) / Dentro de estas amplias categorías, ¿dónde situaría su identificación racial o étnica? (Seleccione todos lo que correspondan)



**Question options**  
 ● Native American, American Indian or Alaska Native / Nativo americano, indio americano o nativo de Alaska  
 ● Asian or Asian American / Asiático o asiático americano ● Black or African American / Negro o afroamericano  
 ● Hispanic or Latino/a/x / Hispano o Latino/a/x  
 ● Native Hawaiian or other Pacific Islander / Nativo de Hawái o de otras islas del Pacífico ● White / Blanco  
 ● A race or ethnicity not included above. Please check box and specify below. / Una raza o etnia no incluida anteriormente. Marque la casilla y especifique la continuación.

**Q14** What is your neighborhood and/or where is your business/organization? (Select all that apply) / ¿Cuál es su barrio y/o dónde está su negocio/organización? (Seleccione todos los que correspondan)

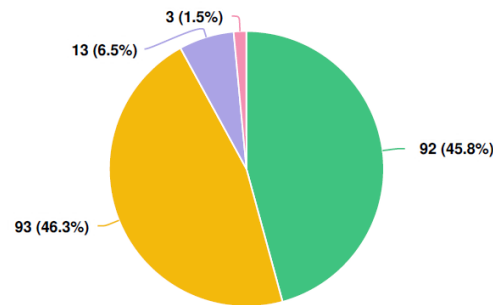


**Question options**  
 ● Ardenwald-Johnson Creek ● Hector Campbell ● Historic Milwaukie ● Island Station ● Lewelling  
 ● Linwood ● Lake Road ● Unincorporated Clackamas County / Condado de Clackamas no incorporado  
 ● City of Portland / Ciudad de Portland  
 ● Other neighborhood. Please choose and describe below. / Otro barrio. Escoja y describalo abajo.  
 ● Milwaukie Business Industrial Area / Zona industrial de negocios de Milwaukie  
 ● North Milwaukie Industrial Area / Zona industrial del norte de Milwaukie

# Survey Analysis - Findings

- Roughly an even number of respondents had and hadn't been to carefree sunday (92:93)
- Respondents who did not attend previously cited lack of interest, lack of knowledge, and "other" (mostly vacation plans) as reasons for not attending.
- Most respondents who had attended liked open streets

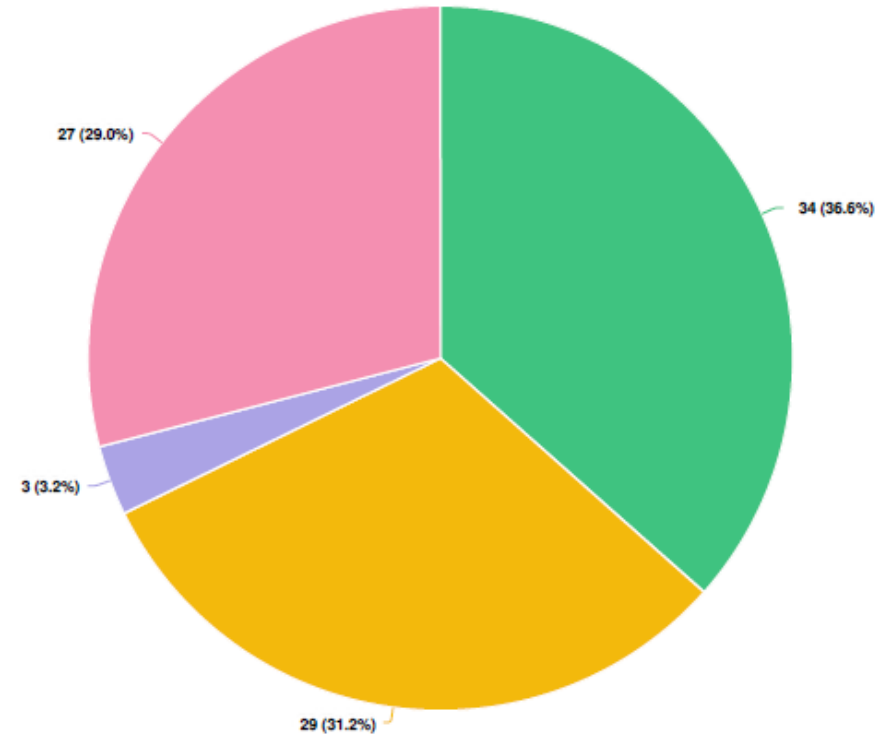
Q1 Have you participated in a Carefree Sunday event before?



Question options

Yes No Not sure Other (please specify)

Q2 If you haven't been to a Carefree Sunday event before, why not?



Question options

Didn't know about it Wasn't interested Weather conditions Other (please specify)

# Survey Analysis - Findings

Q5 What else do you want the city to consider as it prepares its events budget and plan for the next two years?

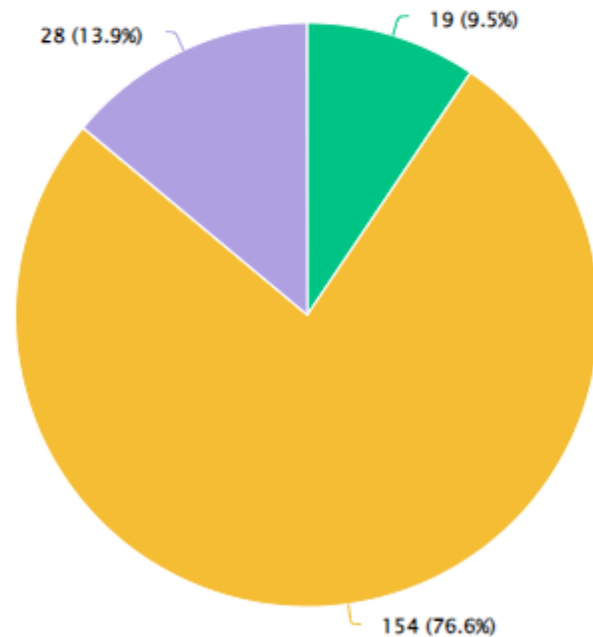


Common Themes:

- Preference for more frequent, smaller events over biennial, larger event
- Desire for more multicultural events
- Specific shout outs to Juneteenth, Sustainability Fair, First Friday, Bing in the New Year, Porchfest
- Desire to see events around the city: supporting downtown core, east of 224, etc.
- Support for promoting active transportation at all events
- Interest in activities for all ages
- General events feedback and improvement ideas (Main Street decoration, sound system improvements, etc.)

# Survey Analysis - Findings

Q6 Which proposal would you most like to see the city move forward with given its budget limitations? (Choose one)



## Question options

(Click items to hide)

- Stay the course and continue putting on a bi-annual Carefree Sunday event
- Replace Carefree Sunday with a reimagined "Milwaukie Daze" summer festival and increased funding for multicultural and neighborhood events
- I don't have a preference

## Summer festival priorities (in ranked order):

1. Music and live entertainment
2. Food vendors
3. Activities in Milwaukie Bay Park
4. Crafts and goods vendors
5. Suggested walking/biking routes
6. Rubber "goose" race
7. Parasol Parade
8. Cherry Pie Bake-Off
9. Touch-a-Truck Event

# Analysis

## OPPORTUNITIES

- Harness community energy. Potential partners:
  - Arts Committee
  - Equity Steering Committee
  - NDAs
  - New business alliance?
  - Celebrate Milwaukie, Inc.
  - Service organizations
- 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 smaller-scale, community led multicultural events
- 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
- Compressed planning schedule
- 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)
  - Summer Festival (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
    - SET will work with ESC to develop criteria

## *\*\*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 all city events, but a true "open streets"-style event requires significant budget

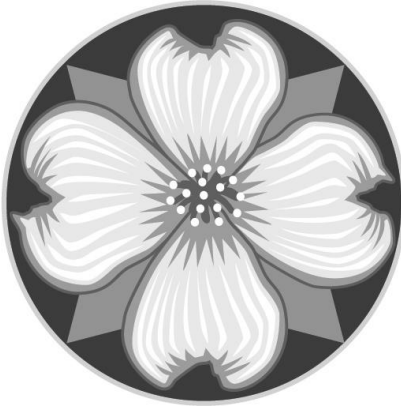
# Milwaukie Events Discussion - Continued

Emma Sagor – [sagore@milwaukieoregon.gov](mailto:sagore@milwaukieoregon.gov)

Dan Harris – [harrisd@milwaukieoregon.gov](mailto:harrisd@milwaukieoregon.gov)

February 6, 2024





**RS Agenda Item**

**8**

**Public Hearings**



**COUNCIL STAFF REPORT**

**To:** Mayor and City Council  
Ann Ober, City Manager

**Date Written:** Jan. 5, 2024

**From:** Emma Sagor, Assistant City Manager

**Subject:** **Event Vendor and Business Registration Code Change**

**ACTION REQUESTED**

Council is asked to vote on an ordinance amending Milwaukie Municipal Code (MMC) 5.08.110 to exempt vendors operating at only city-permitted events or block parties from having to obtain a business license, and directing changes to the city's temporary event and block party permitting applications to require applicants to declare if they will have vendors operating at their events and to provide a list of those vendors with contact information to the city.

**HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

On June 21, 2005, Council adopted Ordinance 1951, amending MMC 5.08.030 to clarify the city's business tax.

On November 18, 2008, Council adopted Ordinance 1989, which amended MMC 5.08, Business Taxes Generally.

[July 18, 2023](#): Council received an update regarding a waiver to business license fees in place for vendors at First Friday Milwaukie and the Milwaukie Farmers Market and provided direction for staff to consider process or code amendments needed to align with city policy and values.

[November 14](#): Council received an update and a proposal for exempting vendors at city permitted events and block parties from business license requirements, as well as updates to the temporary event and block party permitting processes. Council directed staff to draft ordinance language making these changes.

This staff report was initially provided in the packet for the January 16, 2024, Council meeting. The hearing was postponed due to inclement weather.

**ANALYSIS**

This topic arose in May 2023 upon reviewing and approving the temporary event permit application for First Friday Milwaukie. Regarding an inquiry from the event organizers about whether vendors operating at First Friday would need to register with the city, staff consulted MMC Chapter 5.08. As stated in 5.08.030, "No person shall maintain, operate, engage in, conduct, or carry on any business within the City without first having paid the business tax as established by this chapter." "Business" is defined in 5.08.020 as "an enterprise, establishment, store, shop, activity, profession, management companies, or undertaking of any nature conducted directly or indirectly for private profit or benefit. Peddlers and solicitors are specifically included in this definition."

The annual registration fee for businesses operating in Milwaukie in fiscal year (FY) 2024 is \$175.00 plus \$10 for each full-time employee (FTE) according to [Milwaukie's 2023 and 2024 Fee Schedule](#). If a business is registering after July 1 in a calendar year, the fee is reduced to \$88.00.

Businesses operating for two weeks or less in a year can register as a temporary business for \$30.00.

MMC 5.08.010 states that “*business taxes imposed by this chapter are for revenue purposes only.*” From a practical standpoint, the city also relies on businesses completing the registration process, so the city has a list of all entities conducting business within Milwaukie, particularly to support communications in the event of an emergency.

When this question came up around vendors at First Friday events, staff considered whether they might be exempt under MMC 5.08.110, which excludes garage sales, yard sales, and other similar activities from paying the business tax. After consulting with the city attorney, however, it was determined vendors at events like these that take place multiple times at the same location within the same calendar year are not exempt from the code as currently written.

The city manager agreed to waive all registration fees for these two events for the 2023 season given that permits had been issued for both events. The city also asked that all vendors still register with the city, and an update was made to the online registration form on June 23, 2023, allowing vendors to identify as First Friday or Farmers Market affiliated to receive the waiver.

On July 18, Council directed staff to convene a meeting with potentially impacted stakeholders to review and discuss:

- Current code and fee requirements.
- Findings from research into other cities and markets.
- Barriers to complying with current code.
- Ideas for potential code or fee amendments.

Staff met with representatives from First Friday Milwaukie, Celebrate Milwaukie, Inc. (CMI, the organizers of the Farmers Market), and the North Clackamas Chamber of Commerce on August 29, 2023.

The group agreed that the best path forward is to explore changes to the MMC and city’s temporary event permit process to exempt vendors at city permitted events from having to obtain a business license. Staff considered whether a fee should be associated with events that have vendors when they apply for a permit, and concluded this is not necessary at this time.

Staff have prepared an ordinance that does the following:

- Amends MMC 5.08.110 EXCLUSIONS to include situation “*K. Vendors operating at an event authorized by either a city-issued temporary event permit or a neighborhood block party permit.*”
- Update the Temporary Event Permit Application and Block Party Permit Application to require applicants to declare if they will have vendors operating at their events and to provide a list of those vendors with contact information to the city.

## **BUDGET IMPACT**

The city estimates this exemption will impact approximately 100 vendors between the Farmers Market and First Friday. Currently Milwaukie’s annual business registration fee is \$175. Staff estimates the additional revenue to be roughly \$17,500 at current rates. However, because these events have received a waiver from the city manager excluding them from paying these fees for several years, the city is currently not receiving this revenue. Therefore, we do not expect any monetary impact on the city from making this code change.

## **WORKLOAD IMPACT**

To date, this effort has involved staff from the city manager's and city attorney's offices, the finance department, and code enforcement. Excluding these vendors from business licensing requirements will reduce workload related to business registration processing and code enforcement.

## **CLIMATE IMPACT**

None.

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

Staff reviewed publicly available business registration information for 11 other cities in the area (including Lake Oswego, Oregon City, Happy Valley, West Linn, Tualatin, Tigard, Gladstone, Gresham, Canby, Beaverton, and Hillsboro) to see how their code language and fee rates compare to Milwaukie's. All reviewed cities have code language like Milwaukie's current code requiring entities engaged in business to register with the city. Fee rates, cost basis, and tiers range, and some have temporary fees more geared towards events.

Staff also reached out to 12 cities that host regular farmers markets (including Beaverton, Lake Oswego, Hillsboro, Salem, Oregon City, West Linn, Hood River, Cannon Beach, Gresham, Tigard, Vancouver (Washington), and Portland) to understand if they require vendors to register and if these requirements are enforced. Of those staff heard back from, one exempts vendors of city-sponsored events, one requires the farmers market itself to have a license (but not individual vendors), and some have exemptions based on the number of days a vendor operates. Across the region, it appeared enforcement of business licenses at events like this is very rare.

## **STAFF RECOMMENDATION**

Staff recommend Council adopt the ordinance.

## **ALTERNATIVES**

Council could direct staff to leave the code as is. If this occurs, the city manager could consider further waivers based on the authority outlined in the consolidated fee schedule, or the city could require payment and registration of vendors at these events in future seasons.

## **ATTACHMENTS**

1. Ordinance

**COUNCIL ORDINANCE No.**

**AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, AMENDING MUNICIPAL CODE 5.08.110 EXCLUSIONS TO EXEMPT VENDORS AT CITY-PERMITTED EVENTS AND BLOCK PARTIES FROM NEEDING TO OBTAIN A BUSINESS LICENSE.**

WHEREAS the city encourages community groups to host events and block parties on city property to build community, attract people to Milwaukie, and support placemaking; and

WHEREAS vendors selling goods and services at these events have been required to obtain a city business license, but this requirement has been waived under the city manager’s authority in recent years; and

WHEREAS the city’s Temporary Event Permit Application and Block Party Application processes can serve as mechanisms to ensure the city has contact information for vendors operating at events and that city requirements are upheld without the need for vendors to obtain a business license from the city; and

WHEREAS stakeholders, including representatives of Milwaukie’s Farmers Market and First Friday Milwaukie, have worked with staff and City Council to explore changes to the event permitting process that meet the city’s needs while reducing burdens for event organizers and vendors.

**Now, Therefore, the City of Milwaukie does ordain as follows:**

Section 1. Milwaukie Municipal Code (MMC) Chapter 5.08.110 EXCLUSIONS is amended as shown in Exhibit A to include the following: “K. Vendors operating at an event authorized by either a city-issued temporary event permit or a neighborhood block party permit.”

Section 2. The city’s Temporary Event Permit Application and Block Party Permit Applications are updated as shown in Exhibits B and C to require applicants to declare if they will have vendors operating at their events and to provide the city a list of those vendors with vendor contact information.

Read the first time on \_\_\_\_\_ and moved to second reading by \_\_\_\_\_ vote of the City Council.

Read the second time and adopted by the City Council on \_\_\_\_\_.

Signed by the Mayor on \_\_\_\_\_.

\_\_\_\_\_  
Lisa M. Batey, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
Scott S. Stauffer, City Recorder

\_\_\_\_\_  
Justin D. Gericke, City Attorney

## **5.08.110 EXCLUSIONS**

The following situations are specifically excluded from the requirement of paying a business tax:

- A. Wholesalers selling or delivering goods to merchants of the City for the purpose of resale. This exclusion pertains only: (1) if the wholesaler does not maintain a place of business within the City and also does not engage in retail trade within the City, and (2) the wholesaler is not a utility service provider or operator as defined in Chapter 21.04;
- B. Nonprofit organizations;
- C. Persons engaged in delivery of goods or services from points outside the City, providing sales contacts and actual sales take place outside the City;
- D. Newspaper carriers;
- E. Representatives of public utilities;
- F. Garage sales, yard sales, and other similar activities. Such exclusion shall not apply, however, if either of the following conditions is met:
  - 1. More than two (2) such sales take place within any one calendar year at the same location,
  - 2. The sale has a duration of more than seventy-two (72) consecutive hours;
- G. The sale of personal assets such as a personal automobile, residence, appliance, or other articles. Such exclusion shall not apply when such sales are conducted on a regular and continuing basis. That will be assumed to be the case if an individual or family sells its personal residence more than twice or personal automobile more than four (4) times in any given calendar year. Other items shall be determined by the Finance Director on the basis of reasonableness on a case-by-case basis;
- H. Licensed real estate salespeople or associate real estate brokers who engage in professional real estate activity only as an agent of a real estate broker or real estate organization;
- I. Licensed insurers, insurance producers, or their representatives in accordance with ORS 731.841;
- J. Construction contractors or landscape contractors when their principal place of business is outside of the City and they have proof that they have obtained a business license from the Metropolitan Service District.
- K. Vendors operating at an event authorized by either a city-issued temporary event permit or a neighborhood block party permit.



# Temporary Event Permit Application

- The City of Milwaukie appreciates your interest in organizing an event in the city. Submitting and following the conditions of this application puts you in touch with resources and ensures the event is approvable, safe, and is considerate of your neighbors.
- **The review period can be from 30 to 90 days, depending on the size and nature of the event.** Events are scheduled on a first come, first served basis. You are encouraged to submit your application as early as possible to ensure that enough time is available to review your application. Your application may be denied if it is determined that not enough time is available to thoroughly review your request and work through issues and concerns.
- A Temporary Event Permit, if issued, authorizes the applicant to conduct the temporary event that is described herein paying close attention to any conditions of approval that are attached.
- The city will review your request and determine if there is a need to attach any fees for services rendered including staff time, police services, etc.
- **Refer questions about this process to:** Dan Harris, Events Coordinator, 10501 SE Main St., Milwaukie, OR 97222 / [events@milwaukieoregon.gov](mailto:events@milwaukieoregon.gov) / 503-786-7519
- **Submit this completed application by email to [events@milwaukieoregon.gov](mailto:events@milwaukieoregon.gov) or by mail/in person to 10501 SE Main St, Milwaukie, OR 97222.**

I. Applicant Information	
Applicant Name	
Contact Person (if different from applicant)	
Applicant Organization	
Mailing Address	
Applicant Phone	
Cell During Event (If different than applicant phone)	
Applicant Email	

II. Event Information	
Event Name	
Event Description/Purpose	

Date(s) of Event	
Start Time & End Time	
Setup Start and End Times	
Cleanup Start and End Times	
Is this a recurring event?	
If this is a recurring event, on what day(s) does the event recur?	
Estimated Daily Attendance	
Does the event involve the use of a park?	
If so, which park is involved?	
<p><b>Please note:</b> Most of Milwaukie's parks are managed and maintained by the North Clackamas Parks &amp; Recreation District (NCPRD). You can reserve space at North Clackamas Park, the Milwaukie Center. All other NCPRD parks are available on a first-come, first served basis. If your event is requesting the use of a park, please visit NCPRD's Web site at <a href="http://www.ncprd.com">www.ncprd.com</a> or call 503-742-8013 to learn more about what is available. NCPRD also has a <a href="#">Special Use Permit Application</a> that may or may not be required.</p>	

<b>III. Site Layout, Traffic Control, and Parking</b>	
Will this event require the closure of a public street?	
Will the event require the use of sidewalks or other public rights-of-way?	
<p>Public right-of-way refers to a type of easement that reserves land for public use. For example, the area between the sidewalk and the road.</p>	

ADD FIELD IN SECTION II: Will vendors be present at the event selling goods and/or services?

Please note: If vendors will be operating at your event, the city requires a list of all vendors with contact phone number and email address (if available) be provided to the city's Events Coordinator at [events@milwaukieoregon.gov](mailto:events@milwaukieoregon.gov) at least 24 hours prior to the event start, or at a schedule agreed to with the applicant at the time of permit issuance. The city requires vendor contact information to support communications in the case of an emergency, and to understand who is doing business within the City of Milwaukie.

All applicants must attach a site layout plan to this application, and may be required to submit a traffic control plan. The components required will vary by event.

**Site Layout Plans** include, at a minimum, the location of tents, stages, portable restrooms, fencing, food booths, alcoholic and non-alcoholic beverage booths, aid and first aid stations, trash and recycling receptacles, parking, and any other components of the event. and any other components of the event.

**Traffic Control Plans** include, at a minimum, the location of any barricades, directional signs, certified flaggers, course marshals, emergency access routes, Traffic control devices such as barricades may be rented or purchased from local companies. Please search the internet for “flagging companies and/orbarricades Portland Oregon” or look in the telephone yellow pages under the heading “Flagging or Barricades.”

Have you attached a site layout plan?	
If necessary, have you attached a traffic control plan?	
Will this event require police resources?	
Do you intend to use a city owned parking lot?	
If so, which one?	
Do you intend to close any on-street parking spaces?	
If so, how many and which spaces? (Please include these closures on your site plan).	
How will you block off the spaces?	
Is a county or state-owned road affected by your event?	
If so, you must contact the Clackamas County Department of Transportation at 503-650-3452 and/or the Oregon Department of Transportation at 503-653-3086	



<b>IV. Further Considerations</b>	
Will food be served or prepared at your event?	
If so, the food provider must obtain a Food Handler's License from Clackamas County by calling 503-742-5300 or by visiting <a href="http://www.clackamas.us/publichealth/foodhandler.html">www.clackamas.us/publichealth/foodhandler.html</a>	
Will alcoholic beverages be available at your event?	
If so, you or the alcoholic beverage provider must obtain an Oregon Liquor Control Commission (OLCC) permit by calling 503-872-5000 or by visiting <a href="http://www.oregon.gov/olcc">www.oregon.gov/olcc</a> .	
Will recreational cannabis (marijuana) be available at your event?	
Recreational cannabis consumption is not allowed in a public place. A public place includes liquor licensed locations. Applicant is responsible for determining if a non-liquor license location is considered a public place. If your event intends to include cannabis in any way please contact OLCC's Recreational Marijuana Program at 503-872-5000 or visit <a href="http://www.oregon.gov/olcc/marijuana">www.oregon.gov/olcc/marijuana</a> .	
Will there be any live or amplified music at the event?	
If so, please complete the Noise Control Variance form attached to this application.	
Will additional electrical wiring be installed for your event?	
Will your event require restroom facilities?	
The city recommends following the minimum guidelines for restrooms as shown in the table below	

Recommended Number of Restrooms

	1 hr	2 hrs	3 hrs	4 hrs	5hrs	6hrs	7hrs	8hrs	9hrs	10 hrs
50 people	1	1	1	1	2	2	2	2	2	2
100 people	2	2	2	2	3	3	3	3	4	4
250 people	3	3	3	4	4	4	5	5	6	6
500 people	4	4	5	5	6	6	7	7	8	8
1000 people	6	7	8	8	9	9	10	10	11	12
2000 people	9	12	15	16	17	17	18	18	19	19
3000 people	12	18	22	24	25	26	27	28	29	30
4000 people	16	24	29	32	34	35	37	38	39	40

Have you arranged security for your event?	
If so, who will be providing security? Please include name/company name and contact information.	
What are your plans for emergency medical services?	
The city recommends at least one trained emergency services provider (Minimum Certification – Emergency Medical Technician 1) be present on-site throughout the temporary event.	
What are your plans for trash minimization and removal?	

<b>V. Applicant Obligations</b>
Applicant is responsible for obtaining all additional permits, licenses, and insurance certificates required upon the issuance of this Temporary Event Permit. Please review these obligations and then sign and date at the bottom.
<p><b>CLEAN UP:</b> Applicant agrees to promptly clean up all paper or debris caused by applicant’s use of the area and understands that if such clean up is not promptly undertaken the city reserves the right to do the cleaning itself and to charge the applicant for the actual time and expense incurred. The city reserves the right to deny future Temporary Event Permit requests should applicant not fulfill all conditions of this permit application.</p> <p><b>INSURANCE:</b> Applicant agrees to provide a policy of liability insurance. This insurance shall provide coverage for not less than \$1,000,000 for personal injury to each person, \$1,000,000 for each occurrence involving property damage; or a single limit policy of not less than \$2,000,000 covering all claims per occurrence. The limits of the insurance shall be subject to statutory changes as to maximum limits of liability imposed on municipalities of the State of Oregon.</p> <p>(Continued on next page)</p>

Add to section V:

**VENDOR LIST:** If vendors are present at the event selling goods and/or services, applicant agrees to provide a list of these vendors to the City's Events Coordinator at [events@milwaukieoregon.gov](mailto:events@milwaukieoregon.gov) at least 24 hours prior to the event start, or at a schedule agreed to with the applicant at the time of permit issuance. The city requires vendor contact information to support communications in the case of an emergency, and to understand who is doing business within the City of Milwaukie.

This insurance shall be without prejudice to coverage otherwise existing and shall name as additional insured the City of Milwaukie and its officers, agents, and employees. The sponsor agrees to maintain continuous coverage for the duration of the permit.

**CITY CODES/PERMITS:** Applicant agrees to obtain all city permits and licenses that may be required, and shall comply with all other city laws and other conditions that the City Manager determines necessary, including NCPRD park and facility rules or regulations. The Noise Control Variance form that is attached must be completed to fulfill this obligation. The Police Department will determine if such a variance is necessary after reviewing the variance application.

**CONDUCT/NUISANCES:** Applicant understands that if the outdoor activity is conducted in such a way as to create a nuisance for any business or resident of the area, future permits may be denied for that reason alone. Applicant will be notified as soon as practical that the activity engaged in created a nuisance and may ask for a review of such determination.

I have read all information contained within the City of Milwaukie's Temporary Event Permit Application Packet and agree to abide by the terms and conditions contained herein.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please review and sign the Indemnification Agreement on the following page, then, if loud sounds (including amplified music) are expected to be generated by the event, please complete the top section Noise Control Variance form, attached.

Once completed, please return this form, including the indemnification agreement, proof of insurance, Noise Control Variance (if necessary), and any relevant plans (site, traffic control, etc.) to [events@milwaukieoregon.gov](mailto:events@milwaukieoregon.gov). You may instead turn in a paper copy of the application in person or by mail to 10501 SE Main St., Milwaukie, OR 97222.

**VI. Indemnification Agreement for Temporary Event Permit**

Applicant acknowledges and agrees as follows:

In consideration of the city's approval of this application for a temporary event permit, applicant accepts responsibility for the event and agrees to indemnify, defend and hold harmless the City of Milwaukie, and if necessary NCPRD, its officials, employees, agents, volunteers, and assigns from and against any and all claims, suits, liabilities and expenses (including but not limited to, damages, attorney fees, and costs) that may be asserted against the City of Milwaukie arising out of or in any way related to the temporary event for which permission is sought.

Applicant acknowledges that applicant has carefully read the foregoing and understands its contents. Applicant warrants that applicant is authorized to sign this document and does so freely and without reservation.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Noise Control Variance**

If your event includes live or amplified entertainment or is expected to generate noise you may be asked to obtain a noise variance. The Milwaukie Police Department will review the entire application and determine if a Noise Variance is required. If a variance is not necessary it will be noted on this application and reported to the event applicant. If a variance is necessary it will be noted on this application and reported to the event applicant along with an explanation of why it was or was not approved.

**Variance Information**

Reason for the variance: \_\_\_\_\_  
\_\_\_\_\_

The time and duration of the emitted sound: \_\_\_\_\_

**For Police Use Only**

The physical characteristics of the emitted sound:

The geography, zone and population density of the affected area:

Residential    Commercial    Industrial    Noise-sensitive

Population density:    Light    Medium    Heavy

Is the public health and safety endangered by the noise:    Yes    No

Does the sound source predate the receiver:    Yes    No

Does the compliance with the standard(s) from which the variance is sought produce hardship without equal or greater benefit to the public:    Yes    No

Is a Noise Variance Required for this Event:    Yes    No

(Note: If a Variance is required please complete the rest of the application, if not please sign on the next page where it reads "Authorized by" and return with other department recommendations.)

If a Noise Variance is required, is it granted: Yes    No    Yes, but with conditions to follow

Please provide a brief description of why this application was approved or denied and if it is approved with conditions please list the conditions below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Neighborhood Block Party Permit Application

Please complete this permit application to apply for a neighborhood block party. Submitting this information and following the conditions within the application can provide the applicant with resources and help ensure the event is safe, considerate of neighbors and receive approval.

Applications are reviewed on a first-come, first-served basis. Applicants are encouraged to submit applications as early as possible to ensure enough time is available for review. Applications may be denied if it is determined that not enough time is available to thoroughly review the request, and/or work through issues and concerns.

The permit, if issued, authorizes the applicant to barricade a specified portion of the named residential street using city-approved barricades to prevent access to through-traffic so that nearby residents living within the enclosed area to gather for a block party.

At least 30 days prior to the event, submit the completed application by email, mail or in-person. All applications submitted for review less than seven days prior to the event will be denied.

- **Email:** [events@milwaukieoregon.gov](mailto:events@milwaukieoregon.gov)
- **Mail:**  
City of Milwaukie – Block Party Application  
10501 SE Main St.  
Milwaukie, OR 97222
- **In person:** City Hall, 10501 SE Main St. Submit completed materials to the front counter.

Please refer questions to Dan Harris, events coordinator, at [events@milwaukieoregon.gov](mailto:events@milwaukieoregon.gov) or 503.786.7519

**I. Applicant Information**

Name: \_\_\_\_\_  
 Neighborhood (if known): \_\_\_\_\_  
 Mailing address: \_\_\_\_\_  
 \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Primary phone: \_\_\_\_\_ Alt. phone: \_\_\_\_\_  
 Contact during event: \_\_\_\_\_  
 Email: \_\_\_\_\_

**II. Event Information**

Start date: \_\_\_\_\_ End date: \_\_\_\_\_  
 Start time: \_\_\_\_\_ End time: \_\_\_\_\_

**Note:** Block parties may not begin prior to 10 a.m. and must end by 10 p.m.

Set-up start time: \_\_\_\_\_ Set-up end time: \_\_\_\_\_  
 Take-down start time: \_\_\_\_\_ Take-down end time: \_\_\_\_\_

Is this a recurring event?  Yes  No

If yes, please describe frequency and include specific event dates:

Estimated attendance: \_\_\_\_\_

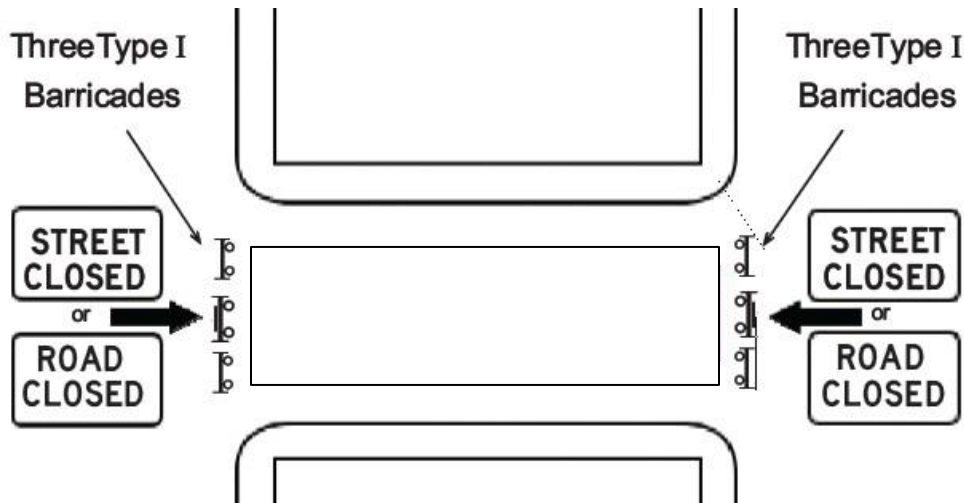
Please list the name(s) of the streets to be closed. Include additional closures on a separate sheet, if needed.

Street Closure Information				
Name of Street		Name of Street		Name of Street
	Between		And	
	Between		And	
	Between		And	
	Between		And	

**ADD QUESTION:** Will vendors be present at the event selling goods and/or services?  
 Please note: If vendors will be operating at your event, the city requires a list of all vendors with contact phone number and email address (if available) be provided to the city's Events Coordinator at [events@milwaukieoregon.gov](mailto:events@milwaukieoregon.gov) at least 24 hours prior to the event start, or at a schedule agreed to with the applicant at the time of permit issuance. The city requires vendor contact information to support communications in the case of an emergency, and to understand who is doing business within the City of Milwaukie

### III. Requirements and Conditions

1. Applicant must barricade the closed portion of the street as described below. In general, the traffic control devices needed to close one typical block are found below, however, some street closures may require more traffic control devices.
  - i. 6 – Type I Barricades
    - i. Barricades must be equipped with flashing yellow lights at dusk or anytime there is diminishing visibility
  - ii. 2 – Reflective Street Closed or Road Closed signs with one sign fastened to the center barricade.
    - i. Signs must be at least 30 in. x 24 in.
    - ii. Signs must be reflective



2. Traffic control devices such as barricades may be rented or purchased from local companies. A list of companies located in the Portland Metro Area that rent traffic control devices, can be found on the [Milwaukie Block Party Permit](#) webpage.
3. Block parties must be held on the same street as the applicant's address. Contact the residents along the closed portion of the street at least one week in advance. The city doesn't require written consent from the nearby residents, but out of common courtesy they should be contacted and have an opportunity to express any concerns. This may be done in-person, using flyers, and/or phone calls. There is an invitation posted on the city website available for download, if needed.
4. Block parties may only be held between the hours of 10 a.m. and 10 p.m. All applicants must complete the noise control variance form included in this



application. The police department will determine if it is necessary or not and, if needed, whether it is approved, approved with conditions or denied.

5. Applicant is required to block off the street portion specified during the hours specified herein. All barricades shall be removed by 10 p.m. or the stated time end time on the permit, whichever comes first, and the street shall be reopened to resume normal use.
6. Access must be granted to authorized emergency personnel and vehicles, as well as residents within the closure. To do so, a 15-foot wide emergency lane shall be maintained at all times.
7. Applicant and participants must comply with all city ordinances governing noise, alcohol and fireworks. This permit does not authorize any person to consume or serve, or for a permittee to allow the consumption or service, of alcohol or marijuana upon any street, sidewalk or other public right of way. Please keep alcohol and marijuana on private property.
8. Applicant is responsible for clean-up and removal of all trash and litter from streets, sidewalks and public ways. Failure to properly clean-up could jeopardize future permit privileges.
9. Applicant is required to have approved permit onsite during the event and present it upon request to any police officer prior to and/or during the event.
10. Applicant must obtain special event insurance. The insurance must provide coverage for not less than \$1 million in personal injury for each person, and \$1 million per occurrence involving property damage, or a single limit policy covering all claims of not less than \$2 million per occurrence. To provide evidence of the required insurance coverage, the applicant shall furnish a certificate of liability insurance to the city. No permit shall be issued until the required certificate has been received and approved by the city. The certificate will specify and document all provisions within this section. Certificates should read "Insurance certificate pertaining to block party permit for (name of streets)." The City of Milwaukie, its officers, directors, agents and employees shall be added as additional insureds.

There are four options for obtaining insurance:

- i. Milwaukie's seven Neighborhood District Associations (NDA) each have insurance for one block party annually and can provide insurance for up to three additional block parties on a first-come, first-served basis. Applications submitted less than one month prior to the block party date

**CITY OF MILWAUKIE**

ADD ITEM 11: If vendors are present at the event selling goods and/or services, applicant agrees to provide a list of these vendors to the City's Events Coordinator at events@milwaukieoregon.gov at least 24 hours prior to the event start, or at a schedule agreed to with the applicant at the time of permit issuance. The city requires vendor contact information to support communications in the case of an emergency, and to understand who is doing business within the City of Milwaukie.

may not be eligible for insurance certificate assistance from an NDA. The insurance is meant for block parties with no more than 100 people in attendance.

- ii. To partner with an NDA:
  - i. Attend one of the monthly NDA meetings to inform them of your interest in holding a block party. The chair or their designee must either sign below or submit an email to verify your attendance at the meeting.
    - a. Some of the NDAs don't hold regular meetings during the summer months (June, July, August). The chair of an NDA can sign off on a block party without attendance at a meeting, but this is not the preferred method.
  - ii. NDA meeting information and contact information for the chair is available at [www.milwaukieoregon.gov](http://www.milwaukieoregon.gov). Click on "Neighborhoods" in the upper right corner, then select "Meetings and Contact Information."
- iii. Other options to obtain insurance:
  - i. Many homeowner insurance policies offer coverage for an event.
  - ii. A special rider may be purchased to cover the closure.
  - iii. Many insurance agencies put together a special event policy.

**Optional NDA Partnership and Verification of Insurance Requirement**

I attended the following NDA monthly meeting to ask for partnership in order to host my block party, including the provisional insurance:

- |                                                  |                                    |
|--------------------------------------------------|------------------------------------|
| <input type="checkbox"/> Ardenwald Johnson Creek | <input type="checkbox"/> Lake Road |
| <input type="checkbox"/> Historic Milwaukie      | <input type="checkbox"/> Lewelling |
| <input type="checkbox"/> Hector Campbell         | <input type="checkbox"/> Linwood   |
| <input type="checkbox"/> Island Station          |                                    |

**DATE OF MEETING ATTENDED** \_\_\_\_\_

By signing below, the NDA chair, or their designee, has verified that the applicant is partnering with the NDA for the block party, including the provision of insurance, pending approval of this application by the City of Milwaukie.

NDA Chair (or designee): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**IV. Noise Control Variance**

If the event includes live or amplified entertainment, or is expected to generate noise, the applicant will be asked to obtain a noise variance. The Milwaukie Police Department will review the entire application and report to the applicant with an explanation of why it was approved, denied or approved with conditions.

**Variance Information**

Reason and proposed use for the variance:

Requested start time: \_\_\_\_\_ Requested end time: \_\_\_\_\_

Contact information of person responsible for amplification at event:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Police Use Only**

The physical characteristics of the emitted sound:

The geography, zone and population density of the affected area:

\_\_\_\_ Commercial      \_\_\_\_ Industrial      \_\_\_\_ Noise-sensitive      \_\_\_\_ Residential

Population Density:      \_\_\_\_ Light      \_\_\_\_ Medium      \_\_\_\_ Heavy

Is public health and safety endangered by the noise? \_\_\_\_Yes      \_\_\_\_ No

Does the sound source predate the receiver? \_\_\_\_Yes      \_\_\_\_ No

Does the compliance with the standard(s) from which the variance is sought produce hardship without equal or greater benefit to the public? \_\_\_\_Yes      \_\_\_\_ No

Is a Noise Variance required for this event or sale? \_\_\_\_Yes      \_\_\_\_ No

If a Noise Variance is required, is it granted?

\_\_\_\_ Yes      \_\_\_\_ Yes, with conditions      \_\_\_\_ No

Provide a brief description of why this noise variance application was approved or denied. If approved with conditions, please list the conditions below:

Noise variance authorized by: \_\_\_\_\_

**V. Indemnification Agreement for Temporary Community Event**

**Note:** All applicants must sign the Indemnification Agreement.

Grantee acknowledges and agrees as follows:

In consideration of the city’s approval of this application for a block party permit, applicant accepts responsibility for the event or sale, and agrees to indemnify, defend and hold harmless the City of Milwaukie, and, if necessary, North Clackamas Parks and Recreation District, its officials, employees, agents, volunteers, and assigns from and against any and all claims, suits, liabilities and expenses (including, but not limited to, damages, attorney fees and costs) that may be asserted against the City of Milwaukie arising out of, or in any way related to, the temporary event for which permission is sought.

Applicant acknowledges they have carefully read the foregoing and understand its contents. Applicant warrants that they are authorized to sign this document and does so freely and without reservation.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**VIII. Applicant Signature**

I have read all information contained within the City of Milwaukie’s block party permit application packet and agree to abide by the terms and conditions contained herein.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Event Vendor and Business Registration Code Amendment

February 6, 2024



# BACKGROUND

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- Topic first arose in May 2023 with First Friday temporary event permit application
- Milwaukie Municipal Code (MMC) Chapter 5.08.030 states:  
*“No person shall maintain, operate, engage in, conduct, or carry on any business within the City without first having paid the business tax as established by this chapter.”*
- Event vendors are not exempt from this requirement under current code

## BACKGROUND, CTD

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- Code states “*business taxes imposed by this chapter are for revenue purposes only.*”
- In practice, registration is also important for city to understand who is conducting business in Milwaukie and for emergency communications
- City manager agreed to waive all registration fees for First Friday and Milwaukie Farmers Market; asked vendors still register with the city in 2024 while process is reviewed
- July 18, 2023: Council directs staff to convene meeting with potentially impacted stakeholders and discuss paths forward

# STAKEHOLDER COORDINATION

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- Reached out to 12 cities to understand regional landscape
  - Code requirements vary
  - Enforcement is rare
- Met with representatives of First Friday Milwaukie, Celebrate Milwaukie Inc., and the North Clackamas Chamber of Commerce on November 29, 2023



# ORDINANCE CONTENTS

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- Amends MMC 5.08.110 EXCLUSIONS to include situation “K. Vendors operating at an event authorized by either a city-issued temporary event permit or a neighborhood block party permit.”
- Updates the Temporary Event Permit Application and Block Party Permit Application to require applicants to declare if they will have vendors operating at their events and to provide a list of those vendors with contact information to the city



**QUESTIONS OR  
COMMENTS?**





**RS Agenda Item**

**9**

## **Council Reports**

**COUNCIL STAFF REPORT**

**To:** Mayor and City Council  
Ann Ober, City Manager

**Reviewed:** Nicole Madigan, Deputy City Recorder

**From:** Scott Stauffer, City Recorder

**Subject:** **Clackamas Cities Association (CCA) Dinner 2024 Planning**

**Date Written:** Jan. 22, 2024

**ACTION REQUESTED**

Council is asked to provide feedback on the location and presentation content of the CCA dinner to be hosted by Milwaukie in June 2024.

**HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

The CCA is a loose affiliation of the cities in Clackamas County. The primary function of the CCA is a monthly dinner for local government leaders featuring different presentations. Each city hosts a dinner about once every two years.

Council agreed on [January 2, 2024](#), that the city would host a CCA dinner in June.

**ANALYSIS**

In the last ten years, Milwaukie has probably hosted the most CCA dinners, with former Councils seeing it as an opportunity to bring local leaders together and showcase Milwaukie. The city has hosted the event at local restaurants and the Milwaukie Masonic Lodge, and has featured state economists, state legislators, city staff, and walking tours of downtown Milwaukie.

Most CCA dinners follow a similar pattern, as demonstrated by the following schedule for the dinner Milwaukie hosted in 2019.

- 5:30 p.m. Happy Hour, no-host bar at the Masonic Lodge.
- 6:15 p.m. Dinner served.
- 6:45 p.m. Presentation on development projects.
- 0:00 p.m. Dessert(?)
- 7:15 p.m. Walking tour begins.
- 8:30 p.m. Walking tour ends.

As noted in January, Milwaukie was scheduled to host the CCA dinner in May 2024. However, due to scheduling conflicts the City of Molalla will host the dinner the first week of May and since no city was scheduled to host it in June, Council agreed to move Milwaukie's dinner to June. As suggested during the last Council conversation, the dinner will likely be held on June 13.

**2024 Location & Presentation**

At the January 2 discussion, Council discussed the possibility of hosting the CCA dinner at the Clackamas County Sheriff's Office (CCSO) 23-Hour Stabilization Center, located in the North Milwaukie Innovation Area (NMIA). Staff has contacted Adam Brown with the CCSO about the possibility of holding the dinner at the center.

For the 2024 CCA dinner in Milwaukie, staff would like Council input on where the dinner should be hosted and what the presentation topics should be.

**BUDGET IMPACT**

Historically, a CCA dinner costs the city about \$3,000, with about half of that amount returned to the city through a fee charged to attendees from other cities. Expenses for the 2024 CCA dinner were included in the adopted 2023-2024 biennial budget.

**CLIMATE & WORKLOAD IMPACT**

None.

**COORDINATION, CONCURRENCE, OR DISSENT**

The OCR has worked with the city manager's office on this event.

**STAFF RECOMMENDATION**

Not applicable.

**ALTERNATIVES**

Not applicable.

**ATTACHMENTS**

None.

**RS 9 B. 2/6/24  
Presentation**

# Clackamas Cities Association Dinner

February 6, 2024



# CCA: Details

- Somewhat monthly dinner of local elected officials.
- Milwaukie will host next June 13, 2024.





# CCA: Questions

- Where should the dinner be held?
- What topics should be presented?



# Questions?

Scott Stauffer, City Recorder  
[stauffers@milwaukieoregon.gov](mailto:stauffers@milwaukieoregon.gov)



**RS 9. D. 2/6/24  
Presentation**

# **Interim Council Member Interview Questions - Update**

February 6, 2024



# Interim Interview Questions

- Interviews will be held February 13, starting by 6:15 p.m.
- 8 applications received.



# Interim Interview Questions

Questions accepted by multiple Council members:

1. What do you think are the three most important concerns facing Milwaukie?
2. Knowing Milwaukie has a limited tax base and budget, are there specific areas where you would reduce or increase funding?
3. What are your thoughts related to the City of Milwaukie's relationship with surrounding jurisdictions?



# Interim Interview Questions

Questions with multiple versions proposed:

4. What do you feel has been accomplished by the SAFE program? Do you think continuing the SAFE program is important to the community? Why or why not? Should Milwaukie maintain, increase, or reduce the SAFE program?



# Interim Interview Questions

Questions with multiple versions proposed:

5. The City Council's work is guided by our 2040 Community Vision, which states that "In 2040, Milwaukie is a flourishing city that is entirely equitable, delightfully livable, and completely sustainable." Our current City Council goals, Climate Action, Equity, Inclusion, and Justice, and Improving Milwaukie's Parks System and Services, seek to fulfill this vision. What work do you feel is most important for the city to accomplish in these goals to fulfill this vision?



# Interim Interview Questions

Questions with multiple versions proposed:

6. What do you hope to learn while serving in this position? How do you see yourself contributing to the work of this Council? What would you do during the first six months in our community?





# Questions?

Scott Stauffer, City Recorder  
[stauffers@milwaukieoregon.gov](mailto:stauffers@milwaukieoregon.gov)



Applicant: \_\_\_\_\_

Council Member Taking Notes: \_\_\_\_\_

1. What do you think are the three most important concerns facing Milwaukie?
  
2. Knowing Milwaukie has a limited tax base and budget, are there specific areas where you would reduce or increase funding?
  
3. What are your thoughts related to the City of Milwaukie's relationship with surrounding jurisdictions (cities, districts, the county, etc.)?
  
4. What do you feel has been accomplished by the SAFE program? Should Milwaukie maintain, increase, or reduce the SAFE program?

**RS 9. E. 2/6/24  
Presentation**

# **Legislative & Regional Issues**

February 6, 2024



# Key Dates

- ~~2/5 – Session Begins~~
- 2/7 – Revenue Forecast
- 3/10 – Constitutional Sine Die

<https://www.oregonlegislature.gov/calendar>



# Issues/Legislation

- **Measure 110 Coalition (Mayor Batey)**
  - SB 1555 creates crime of using controlled substance in public (hearing 2/7)
  - SB 1588 increases penalty for possession of controlled substance (in committee)
  - HB 4062 creates crime of using controlled substance in public (in committee)
- **HB 4063** requires Metro counties to plan for housing need in urban unincorporated areas (in committee)
- **(2023) HB3414 Land Use Regulation Adjustments**
- **Councilor Stavenjord's List**
- **Election Law Changes... which one(s)?**



# Resources

- OLIS: [Oregon Legislative Information System](#)
- LOC: [CM3 – LOC Bill Summary](#)  
(Username/password: [loc@orcities.org](mailto:loc@orcities.org))
- Thorn Run Partners  
(Metro Mayors Consortium)



# Questions?

Scott Stauffer, City Recorder  
[stauffers@milwaukieoregon.gov](mailto:stauffers@milwaukieoregon.gov)

