

MRC

**MILWAUKIE
REDEVELOPMENT
COMMISSION**

**MEETING
PACKET**

City of Milwaukie, Oregon



The Commission will hold this meeting in-person and through video conference. The public may attend the meeting at City Hall or by joining the Zoom webinar or watching live on the [city’s YouTube channel](#) or Comcast Cable channel 30 in city limits. **For Zoom webinar information** visit <https://www.milwaukieoregon.gov/bc-rc/redevelopment-commission-14>.

To participate in this meeting by phone dial 1-253-215-8782 and enter Webinar ID 837 5111 0754 and Passcode: 107967. To raise hand by phone dial *9.

Written comments may be submitted by email to ocr@milwaukieoregon.gov. The Commission may take limited verbal comments.

Note: times are estimates and are provided to help those attending meetings know when an agenda item will be discussed. Times are subject to change based on Council discussion. **Page #**

Agenda Note: The Commission will be meeting as the City Council before and after this MRC meeting. The start time of this meeting may be impacted by the Council meeting. For information about the Council meeting visit <https://www.milwaukieoregon.gov/citycouncil/city-council-study-session-143>.

- 1. **CALL TO ORDER** (5:35 p.m.)
- 2. **APPROVE MINUTES**
 - A. **June 20, 2023, Commission Meeting.** **2**
- 3. **REGULAR BUSINESS**
 - A. **MRC Community Advisory Committee Appointment – Resolution** (5:40 p.m.) **5**
Staff: Scott Stauffer, City Recorder
- 4. **INFORMATION**
The MRC executive director will provide reports on Commission business as necessary.
- 5. **ADJOURNMENT** (5:45 p.m.)

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

The city is committed to providing equal access to public meetings. To request listening and mobility assistance services contact the Office of the City Recorder at least 48 hours before the meeting by email at ocr@milwaukieoregon.gov or phone at 503-786-7502. To request Spanish language translation services email espanol@milwaukieoregon.gov at least 48 hours before the meeting. Staff will do their best to respond in a timely manner and to accommodate requests. Most Council meetings are broadcast live on the [city’s YouTube channel](#) and Comcast Channel 30 in city limits.

Servicios de Accesibilidad para Reuniones y Aviso de la Ley de Estadounidenses con Discapacidades (ADA)

La ciudad se compromete a proporcionar igualdad de acceso para reuniones públicas. Para solicitar servicios de asistencia auditiva y de movilidad, favor de comunicarse a la Oficina del Registro de la Ciudad con un mínimo de 48 horas antes de la reunión por correo electrónico a ocr@milwaukieoregon.gov o llame al 503-786-7502. Para solicitar servicios de traducción al español, envíe un correo electrónico a 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.



City Hall Council Chambers, 10722 SE Main Street
& Zoom Video Conference (www.milwaukieoregon.gov)

MINUTES

JULY 11, 2023

Present: Commissioners Adam Khosroabadi, Robert Massey, and Lisa Batey

Absent: Commissioners Desi Nicodemus and Rebecca Stavenjord

Staff: Ann Ober, City Manager
Adam Moore, Parks Development Coordinator
Scott Stauffer, City Recorder

Commissioner Batey called the meeting of the Milwaukie Redevelopment Commission (MRC) to order at 5:28 p.m.

1. CALL TO ORDER

2. APPROVE MINUTES

It was moved by **Commissioner Khosroabadi** and seconded by **Commissioner Massey** to approve the minutes of the June 20, 2023, MRC meeting. Motion passed with the following vote: **Commissioners Khosroabadi, Massey, and Batey** voting “aye.” [3:0]

3. REGULAR BUSINESS

A. MRC Community Advisory Committee (MRCCAC) Appointment – Resolution

Stauffer explained the request for the Commission to appoint a new MRCCAC member.

It was moved by **Commissioner Khosroabadi** and seconded by **Commissioner Massey** to approve the resolution making appointments to the MRCCAC. Motion passed with the following vote: **Commissioners Khosroabadi, Massey, and Batey** voting “aye.” [3:0]

Resolution 3-2023:

A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION MAKING AN APPOINTMENT TO THE MRC COMMUNITY ADVISORY COMMITTEE (MRCCAC).

4. INFORMATION

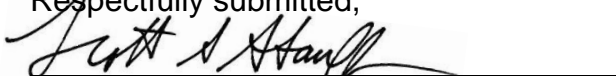
There was no report from the MRC executive director.

5. ADJOURNMENT

It was moved by **Commissioner Khosroabadi** and seconded by **Commissioner Massey** to adjourn the MRC. Motion passed with the following vote: **Commissioners Khosroabadi, Massey, and Batey** voting “aye.” [3:0]

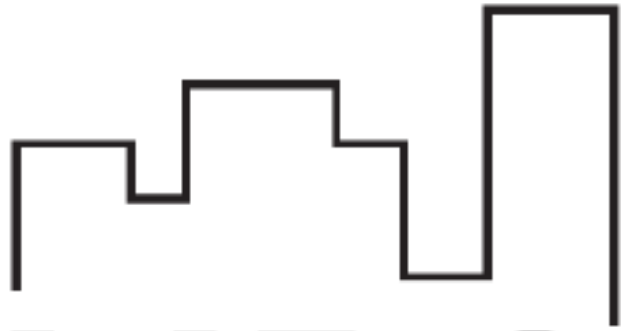
Commissioner Batey adjourned the meeting at 5:31 p.m.

Respectfully submitted,



Scott Stauffer, City Recorder

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MRC

**MILWAUKIE
REDEVELOPMENT
COMMISSION**

Agenda Item 2.

MINUTES



**MINUTES
JUNE 20, 2023**

City Hall Council Chambers, 10722 SE Main Street
& Zoom Video Conference (www.milwaukieoregon.gov)

Present: Commissioners Adam Khosroabadi, Robert Massey, Desi Nicodemus, Rebecca Stavenjord, and Lisa Batey

Staff: Joseph Briglio, Executive Director
Justin Gericke, City Attorney
Nicole Madigan, Deputy City Recorder

Ann Ober, City Manager
Emma Sagor, Assistant City Manager

Commissioner Batey called the meeting of the Milwaukie Redevelopment Commission (MRC) to order at 6:11 p.m.

1. CALL TO ORDER

2. APPROVE MINUTES

It was moved by Commissioner Nicodemus and seconded by Commissioner Khosroabadi to approve the minutes of the March 7, 2023, MRC meeting. Motion passed with the following vote: Commissioners Khosroabadi, Massey, Nicodemus, Stavenjord, and Batey voting “aye.” [5:0]

3. REGULAR BUSINESS

A. MRC Community Advisory Committee (MRCCAC) Appointments – Resolution

Briglio provided an update on plans to increase economic development activity.

It was moved by Commissioner Khosroabadi and seconded by Commissioner Stavenjord to approve the resolution making appointments to the MRCCAC. Motion passed with the following vote: Commissioners Khosroabadi, Massey, Nicodemus, Stavenjord, and Batey voting “aye.” [5:0]

Resolution 2-2023:

A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION MAKING APPOINTMENTS TO THE MRC COMMUNITY ADVISORY COMMITTEE (MRCCAC).

Madigan reported that an additional appointment to the MRCCAC had been left off the resolution and staff would prepare another resolution for the Commission to consider making that appointment soon.

4. INFORMATION

There was no report.

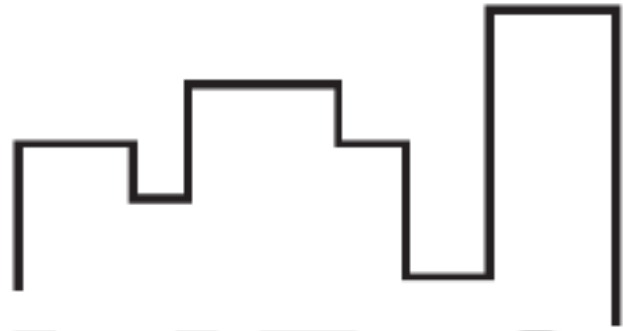
5. ADJOURNMENT

It was moved by Commissioner Khosroabadi and seconded by Commissioner Massey to adjourn the MRC. Motion passed with the following vote: Commissioners Khosroabadi, Massey, Nicodemus, Stavenjord, and Batey voting “aye.” [5:0]

Commissioner Batey adjourned the meeting at 6:15 p.m.

Respectfully submitted,

Scott Stauffer, City Recorder



MRC

**MILWAUKIE
REDEVELOPMENT
COMMISSION**

Agenda Item 3.

REGULAR BUSINESS



STAFF REPORT

**MRC 3. A.
7/11/23**

OCR USE ONLY

To: Redevelopment Commission
Ann Ober, City Manager

Date Written: June 22, 2023

Reviewed: Joseph Briglio, MRC Executive Director, and
Scott Stauffer, City Recorder

From: Nicole Madigan, Deputy City Recorder

Subject: **Community Advisory Committee Reappointment**

ACTION REQUESTED

The Milwaukie Redevelopment Commission (MRC) is asked to consider adopting a resolution to appoint a new member to the MRC Community Advisory Committee (MRCCAC).

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

February to April 2023: the city conducted the second annual city boards and committees (BCs) recruitment process. A total of 36 applications were received.

April to May 2023: all applicants were invited to participate in Spark Hire video interviews and some applicants were asked to participate in follow-up Zoom interviews.

ANALYSIS

The Commission is granted authority to appoint eligible and qualified individuals to the MRCCAC as outlined in the Milwaukie Urban Renewal Plan and the MRC Bylaws. As of July 1, a vacancy exists due to the expiration of position three's term ending and the member not wanting to be reappointed. To fill vacant positions, members of the Commission, and the MRCCAC's executive director conducted interviews from applications received by the city. A resolution has been prepared for the MRC to confirm the appointment of a new committee member.

The MRCCAC's positions are term limited, meaning there is a limit to the number of times that members can be re-appointed. The individual recommended for appointment has not served on the MRCCAC in the last two years and is therefore eligible for reappointment in the future. If appointed, the nominated individual would be serving a "zero" term, meaning the current term would not be counted as a full term and the individual would be eligible to serve two consecutive terms at the end of current term.

BUDGET, CLIMATE, WORKLOAD IMPACTS, & ALTERNATIVES

None.

COORDINATION, CONCURRENCE, OR DISSENT

The office of the city recorder (OCR) worked with the MRC executive director and members of the Commission on this nomination.

STAFF RECOMMENDATION

Staff recommends that the MRC adopt a resolution making the following appointment:

MRCCAC: three-year terms; limit of two consecutive terms.

| Position | Name | Term Start Date | Term End Date |
|-----------------|------------------|------------------------|----------------------|
| 3 | Kaylee Carpenter | 7/11/2023 | 6/30/2026 |

ATTACHMENTS

1. Resolution



RESOLUTION No.

A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION (MRC), MAKING AN APPOINTMENT TO THE MRC COMMUNITY ADVISORY COMMITTEE (MRCCAC).

WHEREAS there is a vacant MRCCAC position as of July 1, 2023, and

WHEREAS the city conducted a second annual boards and committees (BCs) recruitment and interview process which resulted in an interview panel consisting of Commission members, and the MRCCAC’s executive director, nominating the individual named below to fill the MRCCAC position, and

WHEREAS staff recommends the following qualified individual be appointed.

Now, Therefore, be it Resolved by the Milwaukie Redevelopment Commission that the following appointment is made to the Milwaukie Redevelopment Commission Community Advisory Committee:

| Position | Name | Term Start Date | Term End Date |
|-----------------|------------------|------------------------|----------------------|
| 3 | Kaylee Carpenter | 7/11/2023 | 6/30/2026 |

Introduced and adopted by the Commission on **July 11, 2023.**

This resolution is effective immediately.

Lisa M. Batey, Commission Chair

ATTEST:

APPROVED AS TO FORM:

Scott S. Stauffer, City Recorder

Justin D. Gericke, City Attorney