

**MRC**

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**MILWAUKIE  
REDEVELOPMENT  
COMMISSION**

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**MEETING  
PACKET**

City of Milwaukie, Oregon



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

**REVISED AGENDA**

**JUNE 4, 2024**

**(Revised May 31, 2024)**

**The Commission will hold this meeting in-person and by video conference.** The public may come to City Hall, join the Zoom webinar, or watch on the [city’s YouTube channel](#) or Comcast Cable channel 30 in city limits. **For Zoom login** visit <https://www.milwaukieoregon.gov/bc-rc/redevelopment-commission-16>.

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

**City Council Regular Session.** Before this meeting the MRC will meet as the City Council. The start time of the Commission meeting may be impacted by the Council meeting. For more information about the Council meeting visit <https://www.milwaukieoregon.gov/citycouncil/city-council-regular-session-373>.

**Note:** start times are estimates and are subject.

**Page #**

- 1. **CALL TO ORDER** (7:45 p.m.)
- 2. **APPROVE MINUTES** (7:45 p.m.)
  - A. **March 19, 2024, Commission Meeting.** **2**
- 3. **REGULAR BUSINESS**
  - A. **Appointments to the MRC Community Advisory Committee (MRCCAC) – Resolution** (7:50 p.m.) **5**  
Staff: Nicole Madigan, Deputy City Recorder
  - B. **2024-2025 MRC Budget Adoption Hearing – Resolution** (7:55 p.m.) **8**  
Staff: Michael Osborne, Finance Director
- 4. **INFORMATION** (8:05 p.m.)  
The MRC executive director will provide reports on Commission business as necessary.
- 5. **ADJOURNMENT** (8:10 p.m.)

**Executive Session.** After the MRC meeting, the Commission will meet as the City Council 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 from disclosure. (second citation added)

**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](mailto:ocr@milwaukieoregon.gov) or phone at 503-786-7502. To request Spanish language translation services email [espanol@milwaukieoregon.gov](mailto: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](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.



City Hall Council Chambers, 10501 SE Main Street  
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## MINUTES

JUNE 4, 2024

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

**Staff:** Joseph Briglio, Executive Director  
Matt Deeds, Assistant Finance Director  
Justin Gericke, City Attorney  
Brent Husher, Library Director

Brandi Leos, Human Resources Director  
Michael Osborne, Finance Director  
Emma Sagor, Acting City Manager  
Scott Stauffer, City Recorder

**Commissioner Batey** called the meeting of the Milwaukie Redevelopment Commission (MRC) to order at 7:38 p.m.

### 1. CALL TO ORDER

### 2. APPROVE MINUTES

It was moved by **Commissioner Massey** and seconded by **Commissioner Abma** to approve the Minutes of the March 19, 2024, MRC Meeting. Motion passed with the following vote: **Commissioners Khosroabadi, Massey, Abma, Stavenjord, and Batey** voting “aye.” [5:0]

### 3. REGULAR BUSINESS

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

**Stauffer** noted the committee recruitment and interview process and that the Commission was asked to appoint the individual named in the resolution to the MRCCAC. **Commissioner Batey** thanked the Commission, staff, board and committee members, and applicants for participating in the interview process and **Stauffer** thanked Deputy City Recorder Nicole Madigan for leading the city through the process.

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

#### MRC Resolution 1-2024:

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

#### B. 2024-2025 MRC Budget Adoption Hearing – Resolution

Call to Order: **Commissioner Batey** called the hearing to order at 7:44 p.m. and announced that the purpose of the hearing was to hear the report, take public comment, and consider adopting the Commission’s budget.

Conflict of Interest: No Commissioner wished to declare a conflict of interest.

Staff Presentation: **Osborne** provided an overview of the MRC biennial budget and projects the MRC could fund. **Mayor Batey** expressed support for the noted projects.

**Councilor Stavenjord** reported that a youth community member had expressed interest in serving on the MRCCAC.

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

Audience Testimony: No audience member wished to comment on the hearing topic.

Close Public Comment: **It was moved by Massey and seconded by Abma to close the public hearing on the MRC biennial budget. Motion passed with the following vote: Commissioners Khosroabadi, Massey, Stavenjord, Abma, and Batey voting “aye.” [5:0]**

**Commissioner Batey** closed the public testimony part of the hearing at 7:47 p.m.

Commission Decision: **It was moved by Khosroabadi and seconded by Commissioner Abma to approve the resolution adopting the budget for the biennium commencing July 1, 2024, making appropriations and declaration of tax increment. Motion passed with the following vote: Commissioners Khosroabadi, Massey, Stavenjord, Abma, and Batey voting “aye.” [5:0]**

**MRC Resolution 2-2024:**

**A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION ADOPTING THE BUDGET FOR THE BIENNIUM COMMENCING JULY 1, 2024, MAKING APPROPRIATIONS AND DECLARATION OF TAX INCREMENT.**

**4. INFORMATION**

**Briglio** reported staff would follow-up with the youth community member interested in serving on the MRCCAC and remarked on the ongoing work to develop a grant program.

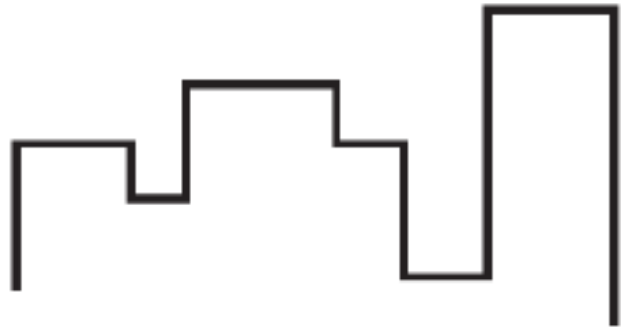
**5. ADJOURNMENT**

**It was moved by Commissioner Stavenjord and seconded by Commissioner Abma 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 7:50 p.m.

Respectfully submitted,

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



**MRC**

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**MILWAUKIE  
REDEVELOPMENT  
COMMISSION**

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**Agenda Item 2.**

**MINUTES**



**MINUTES**

**MARCH 19, 2024**

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

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

**Staff:** Joseph Briglio, MRC Executive Director  
City Attorney Justin Gericke

Assistant City Manager Emma Sagor  
City Recorder Scott Stauffer

**Commissioner Batey** called the meeting of the Milwaukie Redevelopment Commission (MRC) to order at 7:42 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 July 11, 2023, MRC Meeting. Motion passed with the following vote: Commissioners Khosroabadi, Massey, Abma, Stavenjord, and Batey voting “aye.” [5:0]**

**3. REGULAR BUSINESS**

**A. Economic Development Program – Update**

**Briglio** provided an update on the economic development program of the MRC’s Urban Renewal Plan, noting the program’s development and administration through financial help pre-development assistance and storefront improvements. **Mayor Batey, Councilor Abma, and Briglio** remarked on whether Metro still offered funding for storefronts.

**Briglio** continued to note the economic development programs, including funding for tenant improvements, and displacement companion assistance. **Mayor Batey and Briglio** noted small business training workshops the city had offered before. **Council President Massey and Briglio** remarked on differences between pre-development and displacement companion assistance programs.

**Briglio** presented and discussed the core values and preferences of the MRC’s economic development program in implementing assistance programs, and noted ongoing considerations staff are still working out such as offering a way to reimburse businesses that had already made improvements before the programs existed.

**Councilor Stavenjord** thanked staff and the MRC Community Advisory Committee (MRCCAC) for working on economic development strategies and remarked on the values and priorities being implemented through the programs Briglio presented.

**Councilor Khosroabadi** appreciated the programs proposed and asked if the MRC could offer programs specifically to support minority, women, and veteran owned businesses. **Briglio** agreed staff were interested in growing the city’s support for such businesses.

**Councilor Abma** supported the MRC’s economic development work and asked if the programs could support a business retrofitting an office space to a storefront. **Briglio** confirmed the proposed programs could be used to do such storefront updates.

**Council President Massey** supported the proposed programs. **Briglio** and **Massey** remarked on how the MRC and city learn about businesses opening in Milwaukie through a six-month look back tool. They noted there was work to be done to connect with and support businesses.

**Councilor Khosroabadi** remarked on the importance of supporting local businesses to grow the local economy and provide livable wage jobs.

**Councilor Abma** and **Briglio** commented on the MRC’s business outreach efforts.

**Briglio** provided an overview of the implementation steps planned for the economic development programs with many being initiated by fall 2024. **Councilor Stavenjord**, **Mayor Batey**, and **Briglio** noted the six-month look back timeframe and when the MRC would launch the programs.

**Mayor Batey** and **Briglio** discussed how the economic development programs would encourage increased foot traffic in downtown Milwaukie. They also remarked on the overall status of the MRC (urban renewal district) as outlined in the Urban Renewal Plan, noting what projects had been incorporated into city projects and plans.

#### **4. INFORMATION**

There was no additional report.

#### **5. ADJOURNMENT**

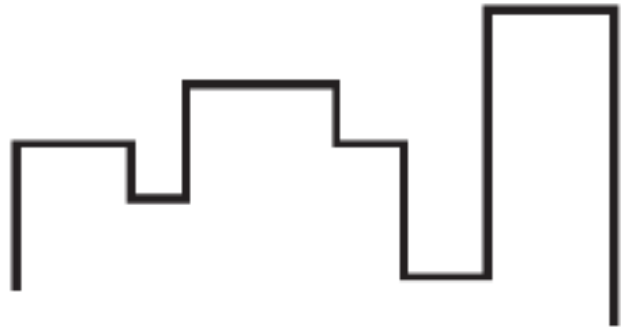
**It was moved by Commissioner Stavenjord and seconded by Commissioner Massey to adjourn the MRC. Motion passed with the following vote: Commissioners Khosroabadi, Massey, Abma, Stavenjord, and Batey voting “aye.” [5:0]**

**Commissioner Batey** adjourned the meeting at 8:22 p.m.

Respectfully submitted,

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Scott Stauffer, City Recorder



**MRC**

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**MILWAUKIE  
REDEVELOPMENT  
COMMISSION**

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**Agenda Item 3.**

**REGULAR BUSINESS**





## STAFF REPORT

**MRC 3. A.  
6/4/24**

**OCR USE ONLY**

**To:** Redevelopment Commission  
Emma Sagor, Acting City Manager

**Date Written:** May 24, 2024

**Reviewed:** Scott Stauffer, City Recorder

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

**Subject:** **Community Advisory Committee Reappointment**

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### ACTION REQUESTED

The Milwaukie Redevelopment Commission (MRC) is asked to adopt a resolution to appoint new and returning members of the MRC Community Advisory Committee (MRCCAC).

### HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

All individuals recommended for initial appointment have been nominated by an interview panel consisting of members of the MRC and the MRCCAC liaison.

Those listed below for reappointment were previously appointed by the MRC to the MRCCAC positions they currently hold. In recent years, it has been the MRC's policy to reappoint MRCCAC members if they are eligible for another term and are interested in continuing to serve.

### ANALYSIS

As outlined in the Milwaukie Urban Renewal Plan and the MRC Bylaws, the Commission has the authority to appoint eligible and qualified individuals to the MRCCAC. As vacancies would exist as of July 1 due to the expiration of the noted MRCCAC member's terms ending, a resolution has been prepared for the MRC to confirm the appointment and reappointment of several committee members. Individuals nominated for reappointment would serve an additional term. Those noted below with an \* have been appointed once before.

### BUDGET IMPACT

A fully functional MRCCAC ensures that the MRC can continue its urban renewal work using funds that are designated for the use of urban renewal.

### CLIMATE IMPACT

Making appointments to the MRCCAC ensures we have robust representation of community voices that will help to shape and meet Milwaukie's climate goals via urban renewal work which touches many aspects of Milwaukie climate work via transportation, redevelopment, streetscape improvements, and parks and open spaces.

### EQUITY IMPACT

Staff strive to make participation with the city's MRCCAC as accessible as possible by holding hybrid meetings and offering applications translated into other languages. The recommended MRCCAC appointments would help the city achieve its goal of providing a diverse spectrum of voices. The nominated individuals bring experience and expertise to each position.

**WORKLOAD IMPACT**

By holding an annual recruitment process, staff can dedicate less time throughout the year to arranging interviews and the MRC and MRCCAC can continue work uninterrupted.

**COORDINATION, CONCURRENCE, OR DISSENT**

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

**STAFF RECOMMENDATION**

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

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

<b>Position</b>	<b>Name</b>	<b>Term Start Date</b>	<b>Term End Date</b>
3	Jason VanAbrams	7/1/2024	6/30/2027
5	Yelena Volznyuk*	7/1/2024	6/30/2027
6	Clifton Hindmarsh	7/1/2024	6/30/2027
7	Emily Sager	7/1/2024	6/30/2027
8	Carmen Meyer*	7/1/2024	6/30/2027

**ATTACHMENTS**

- 1. Resolution



**RESOLUTION No.**

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

**WHEREAS** several MRCCAC position terms will expire on June 4, 2024, and

**WHEREAS** two of the individuals named below currently serve on the MRCCAC and have expressed interest in continuing to serve, and

**WHEREAS** the City of Milwaukie conducted the 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 new individuals named below to fill MRCCAC position, and

**WHEREAS** staff recommends the following qualified individuals be appointed and reappointed.

**Now, Therefore, be it Resolved** by the Milwaukie Redevelopment Commission that the following appointment is made to the MRCCAC:

<b>Position</b>	<b>Name</b>	<b>Term Start Date</b>	<b>Term End Date</b>
3	Jason VanAbrams	7/1/2024	6/30/2027
5	Yelena Volznyuk*	7/1/2024	6/30/2027
6	Clifton Hindmarsh	7/1/2024	6/30/2027
7	Emily Sager	7/1/2024	6/30/2027
8	Carmen Meyer*	7/1/2024	6/30/2027

Introduced and adopted by the Commission on **June 4, 2024.**

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



## STAFF REPORT

**MRC 3. B.  
6/4/24**

**OCR USE ONLY**

To: Chair and Commissioners  
Through: Emma Sagor, Acting City Manager  
          Joesph Briglio, MRC Executive Director  
From: Michael Osborne, Finance Director  
Subject: **Adoption of 2025-2025 Biennial Milwaukie Redevelopment Commission Budget**

Date: May 23, 2024

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### ACTION REQUESTED

The Commission is asked to consider, and adjust, if necessary, a resolution to adopt the budget for the biennium commencing July 1, 2024, which was approved by the Milwaukie Redevelopment Commission (MRC) Budget Committee on May 4.

### HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

April 24, 2024: A notice of the Commission’s Budget Committee meeting to receive the budget message and receive comment from the public on the proposed budget was published in *The Lake Oswego Review* newspaper.

[May 4, 2024](#): A meeting of the MRC Budget Committee was held, the budget was presented, public comment was received, and the committee approved the budget and the division of tax in accordance with the Oregon Constitution and Oregon Revised Statute (ORS) 457.

May 29, 2024: The approved budget and notice of the public hearing on the approved budget was published in *The Lake Oswego Review* newspaper.

### ANALYSIS

The MRC Budget Committee met and approved the 2025-2026 biennial budget on May 4, 2024, and recommended adoption by the Commission. The budget for the 2025-2026 biennium totals \$9,246,000 and continues the declaration of tax increment at the maximum amount of revenue that may be raised by dividing the taxes under section 1C, Article IX or the Oregon Constitution and ORS 457.

A financial summary of the approved budget and a notice of budget hearing before Commission were published in the *Lake Oswego Review* on May 29 according to the requirements of Oregon Local Budget Law (ORS 294.418). The Commission may take action to adopt the MRC budget once the budget hearing has been held and testimony has been heard and considered.

Since the approval of the budget, staff has continued to make minor editorial and grammar edits to enhance the document. There have been no edits or adjustments to the dollars as originally presented to the MRC budget committee.

### BUDGET IMPACT

The resolution adopts the 2025-2026 biennial budget of \$9,246,000 and appropriates \$6,831,000.

**WORKLOAD IMPACTS**

Over the next biennium, staff will continue to prioritize the implementation of the five-year action plan along with forming and administering economic development programs (i.e. storefront improvement and tenant improvement programs) using accrued and available increment funds that are not associated with the bond. The projects will likely require additional staffing and resources, which are currently being explored.

**CLIMATE IMPACTS**

The projects and programs advanced as part of the MRC will be designed to support the cities carbon reduction climate resilience goals.

**EQUITY IMPACTS**

The projects and programs advanced as part of the MRC will be designed to support diversity equity and inclusion, particularly creating opportunities for historically disenfranchised communities.

**COORDINATION, CONCURRENCE, OR DISSENT**

The proposed budget was approved by the Commission's Budget Committee, the Commission's executive director who is also the city's acting assistant city manager, and the acting city manager.

**STAFF RECOMMENDATION**

Staff recommends that the Commission adopt the budget resolution.

**ALTERNATIVES**

If the Commission does not adopt the budget or request tax to be divided, revenue for the Commission would not be raised.

**ATTACHMENTS**

1. Resolution
2. Proposed Budget



**RESOLUTION No.**

**A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION, ADOPTING THE BUDGET FOR THE BIENNIUM COMMENCING JULY 1, 2024, MAKING APPROPRIATIONS AND DECLARATION OF TAX INCREMENT.**

**Be it Resolved** by the Milwaukie Redevelopment Commission that the budget for the biennium commencing July 1, 2024, and ending June 30, 2026, in the total of \$9,246,000 is adopted and is on file at Milwaukie City Hall, 10501 SE Main Street, Milwaukie, Oregon 97222.

**APPROPRIATIONS**

**Be it further Resolved** that the Commission directs that the below-noted amounts for the fiscal year beginning July 1, 2024, and July 1, 2025 (BN 2025-2026), for the purposes shown below are appropriated:

**MRC Urban Renewal Fund**

Program: Urban Renewal activities	\$6,831,000
Unappropriated: Reserve for Future	<u>2,415,000</u>
Total	<u>\$9,246,000</u>

**DECLARATION OF TAX INCREMENT**

**Be it further Resolved** that the Commission certifies to the County Assessors of Clackamas County and Multnomah County that the Milwaukie Urban Renewal Plan Area requests the maximum amount of revenue that may be raised by dividing the taxes under section 1C, Article IX of the Oregon Constitution and ORS 457.

Introduced and adopted by the Commission on **June 4, 2024**.

This resolution is effective immediately.

\_\_\_\_\_  
Lisa M. Batey, Commission Chair

ATTEST:

APPROVED AS TO FORM:

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

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





**MRC**

**Attachment 3. B. 2.  
MILWAUKIE  
REDEVELOPMENT  
COMMISSION**

**City of Milwaukie, Oregon**

**Urban Renewal Authority  
Approved Budget**

**2025-2026 Biennium**







To: Mayor Lisa Batey, Chair  
Members of the Milwaukie Redevelopment Commission  
Members of the Budget Committee  
Community Members of Milwaukie

I am pleased to present you with the proposed biennial budget for fiscal years 2025-2026 for the Milwaukie Redevelopment Commission (MRC). This budget cycle includes the first two years of the recently adopted five-year action plan for the Urban Renewal Area (URA).

## **OVERVIEW**

Urban renewal activities are funded through a mechanism called Tax Increment Financing (TIF), authorized under Oregon Revised Statute 457. When the Milwaukie Urban Renewal Plan was adopted in 2016, the existing tax base for the urban renewal area was frozen – this is referred to as the frozen base. Property value increases and new development within the URA that increases revenue above the frozen base gets allocated to the MRC and can only be spent within the boundaries of the URA. TIF is important as it provides funding for redevelopment projects that enhance areas of livability and ultimately increase the tax base within the district. TIF can be used to provide much needed infrastructure, amenities and investments in new housing and commercial development, as well as improvements to existing buildings within the URA.

Milwaukie’s URA focuses primarily in the downtown and central commercial areas. The frozen base for Milwaukie’s URA is \$135,994,953. It is forecasted to reach maximum indebtedness of \$92,500,000 in 2049. Maximum indebtedness is an estimate of future property tax growth over the period based on detailed assumptions, estimates and projects from the original plan.

## **LOOKING BACK**

By late 2020, sufficient tax increment had accrued to justify development of a five-year investment strategy for the district. Furthermore, multiple city-wide plans like the Community Vision and Action Plan (2017) and Comprehensive Plan (2020) supplied further direction on where investments should be focused. Therefore, the MRC authorized the development of a more focused, near-term investment strategy to ensure that investments align with community needs. In June of 2022, the five-year action plan was formally adopted and covers fiscal years 2023 through 2027.

## **LOOKING FORWARD**

A 2021 financial analysis found that the district is projected to have robust growth, but not as strong as the 2016 forecast. Annual TIF increases are expected to grow rapidly which provided impetus for the MRC to pursue debt and invest up to \$10 million in projects between 2023-2028. In 2023, the city borrowed \$5.05 million via a general obligation bond to begin taking the necessary steps toward addressing many of the projects and improvements called out in five-year

action plan. Over the next biennium, staff will continue to prioritize the implementation of the five-year action plan, especially for projects funded through the general obligation bond. The second priority tier will be forming and administering economic development programs (i.e. storefront improvement and tenant improvement programs) using accrued and available increment funds that are not associated with the bond. This means that over the next two years, we will see the vision behind the URA begin to come to fruition.

## **CONCLUSION**

The MRC is managed by city staff and conforms to the same financial policies as the city. The city is committed to responsible fiscal management through financial integrity, prudent stewardship of public assets, planning, accountability and transparency. These fiscal policies enable the city to achieve and maintain a long-term stable and positive financial condition and are the basic framework for overall financial management, day-to-day and long-range fiscal planning, and decision-making. The financial policies can be found within the city's biennial budget.

Respectfully presented this 27th day of April 2024,

A handwritten signature in black ink, appearing to read 'J. Briglio', written in a cursive style.

Joseph Briglio  
Executive Director

# MILWAUKIE REDEVELOPMENT COMMISSION FUND

## URBAN RENEWAL AUTHORITY

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### DEPARTMENT DESCRIPTION AND CORE SERVICES

The Milwaukie Redevelopment Commission (MRC) is the urban renewal agency for the City of Milwaukie. The MRC was established in 1987 through adoption of Ordinance 1623. In 2015, the Milwaukie City Council directed staff to prepare an urban renewal plan – that plan was adopted in August 2016 and established the boundary of the zone, a maximum indebtedness of \$92,500,000, and an estimated 29-year implementation timeframe.

### ACCOMPLISHMENTS

- Adopted a 5-year action plan for FY 2023-2027
- Worked with the MRC Community Advisory Committee to develop competitive grant framework for the urban renewal area economic development programs (i.e., storefront improvement, tenant improvement, etc.)
- Issued debt through a general obligation bond of \$5,052,000 to begin implementing capital improvement projects outlined in the 5-year action plan.

### PRIORITIES



Seek best practices and expertise from other public agencies and establish agreements with implementation partners



Utilize increment funds to implement economic development-related programs



Complete, and/or financially obligate, the bonded capital improvement projects that are called out in the five-year action plan



# FINANCIAL SUMMARY – MILWAUKIE REDEVELOPMENT COMMISSION FUND

(Amounts in Thousands: \$100 = \$100,000)

	HISTORICAL		BN 2023-2024 CURRENT OUTLOOK				BN 2025-2026			
	Actual FY 2021	Actual FY 2022	Amended Budget	Actual FY 2023	Estimated FY 2024	Estimated BN Total	Proposed Total	Approved FY 2025	Approved FY 2026	Approved Total
<b>RESOURCES</b>										
<b>BEGINNING FUND BALANCE</b>	513	990	2,339	1,491	6,665	1,491	7,483	7,483	5,134	7,483
Property Taxes	470	504	1,753	590	745	1,335	1,753	790	963	1,753
Interest Income	7	4	10	154	78	232	10	5	5	10
Miscellaneous	-	1	-	1	-	1	-	-	-	-
Proceeds from Issuance of Debt	-	-	6,500	5,052	-	5,052	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>\$ 990</b>	<b>\$ 1,499</b>	<b>\$ 10,602</b>	<b>\$ 7,288</b>	<b>\$ 7,488</b>	<b>\$ 8,111</b>	<b>\$ 9,246</b>	<b>\$ 8,278</b>	<b>\$ 6,102</b>	<b>\$ 9,246</b>
<b>REQUIREMENTS</b>										
<b>PERSONNEL SERVICES</b>										
Salaries	-	-	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>MATERIALS &amp; SERVICES</b>										
Professional & Technical Services	-	8	100	25	5	30	600	300	300	600
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>-</b>	<b>8</b>	<b>100</b>	<b>25</b>	<b>5</b>	<b>30</b>	<b>600</b>	<b>300</b>	<b>300</b>	<b>600</b>
Capital Outlay	-	-	5,332	206	-	206	5,182	2,482	2,700	5,182
Debt Service	-	-	1,044	357	-	357	674	337	337	674
Transfer to Other Funds	-	-	70	35	-	-	50	25	25	50
Contingency	-	-	42	-	-	-	-	-	160	160
<b>TOTAL PROGRAM REQUIREMENTS</b>	<b>-</b>	<b>8</b>	<b>6,588</b>	<b>623</b>	<b>5</b>	<b>593</b>	<b>6,506</b>	<b>3,144</b>	<b>3,522</b>	<b>6,666</b>
Unappropriated Ending Fund Balance	990	1,491	4,014	6,665	7,483	7,518	2,740	5,134	2,580	2,580
<b>TOTAL REQUIREMENTS</b>	<b>\$ 990</b>	<b>\$ 1,499</b>	<b>\$ 10,602</b>	<b>\$ 7,288</b>	<b>\$ 7,488</b>	<b>\$ 8,111</b>	<b>\$ 9,246</b>	<b>\$ 8,278</b>	<b>\$ 6,102</b>	<b>\$ 9,246</b>

	Actual FY 2021	Actual FY 2022	Amended Budget	Actual FY 2023	Estimated FY 2024	Estimated BN Total	Proposed Total	Approved FY 2025	Approved FY 2026	Approved Total
<b>POLICY REQUIREMENTS</b>										
Contingency & Ending Fund Balance Above	990	1,491	4,056	6,665	7,483	7,518	2,740	5,134	2,740	2,740
Policy Requirement (50%)	-	-	90	30	-	20	320	160	160	320
<b>AMOUNT OVER (UNDER) POLICY REQUIREMENT</b>	<b>\$ 990</b>	<b>\$ 1,491</b>	<b>\$ 3,966</b>	<b>\$ 6,635</b>	<b>\$ 7,483</b>	<b>\$ 7,498</b>	<b>\$ 2,420</b>	<b>\$ 4,974</b>	<b>\$ 2,580</b>	<b>\$ 2,420</b>

# FIVE-YEAR FORECAST

## MILWAUKIE REDEVELOPMENT DISTRICT / URBAN RENEWAL AUTHORITY SUMMARY

(Amounts in Thousands; \$ 100 = \$ 100,000)

	FY 2021	FY 2022	FY 2023	Current Fiscal Year Estimated FY 2024	Current Budget		FY 2027	FY 2028	FY 2029	ASSUMPTIONS
					+1 FY 2025	+2 FY 2026				
<b>RESOURCES</b>										
<b>BEGINNING FUND BALANCE</b>	\$ 513	\$ 990	\$ 1,491	\$ 6,665	\$ 7,483	\$ 5,134	\$ 7,483	\$ 6,788	\$ 6,081	
<b>REVENUES</b>										
Property Taxes	470	504	590	745	790	963	1,146	1,341	1,546	Projected Analysis
Interest Income	7	4	154	78	5	5	5	5	5	3%
Proceeds from Issuance of Debt	-	-	5,052	-	-	-	-	-	-	
<b>TOTAL REVENUES</b>	<b>477</b>	<b>508</b>	<b>5,796</b>	<b>823</b>	<b>795</b>	<b>968</b>	<b>1,151</b>	<b>1,346</b>	<b>1,551</b>	
<b>TOTAL RESOURCES</b>	<b>\$ 990</b>	<b>\$ 1,498</b>	<b>\$ 7,287</b>	<b>\$ 7,488</b>	<b>\$ 8,278</b>	<b>\$ 6,102</b>	<b>\$ 8,634</b>	<b>\$ 8,134</b>	<b>\$ 7,633</b>	
<b>REQUIREMENTS</b>										
<b>EXPENDITURES</b>										
Materials & Services	-	8	25	5	300	300	309	318	328	3%
Capital Outlay	-	-	206	-	2,482	2,700	1,000	1,000	1,000	Capital Improvement Plan
Debt Service	-	-	357	-	337	337	337	522	522	Estimated
Transfers to Other Funds	-	-	-	-	25	25	46	54	62	4% Administration Fee of TIF
Contingency	-	8	623	-	-	-	155	159	164	50% Contingency of M & S plus transfers
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>16</b>	<b>1,211</b>	<b>5</b>	<b>3,144</b>	<b>3,362</b>	<b>1,846</b>	<b>2,053</b>	<b>2,076</b>	
<b>FUND BALANCE</b>										
Policy Requirement (50%)	-	-	30	-	160	160	320	160	160	
<b>Over (Under) P Policy</b>	<b>990</b>	<b>1,482</b>	<b>6,046</b>	<b>7,483</b>	<b>4,974</b>	<b>2,580</b>	<b>6,468</b>	<b>5,921</b>	<b>5,397</b>	
<b>TOTAL ENDING FUND BALANCE</b>	<b>990</b>	<b>1,482</b>	<b>6,076</b>	<b>7,483</b>	<b>5,134</b>	<b>2,740</b>	<b>6,788</b>	<b>6,081</b>	<b>5,557</b>	
<b>TOTAL REQUIREMENTS</b>	<b>\$ 990</b>	<b>\$ 1,498</b>	<b>\$ 7,287</b>	<b>\$ 7,488</b>	<b>\$ 8,278</b>	<b>\$ 6,102</b>	<b>\$ 8,634</b>	<b>\$ 8,134</b>	<b>\$ 7,633</b>	



**FORM UR-1**

**NOTICE OF BUDGET HEARING**

A public meeting of the Milwaukie Redevelopment Commission will be held on June 4, 2024 at 7:45 pm at Milwaukie City Hall, Milwaukie, Oregon. The purpose of this meeting is to discuss the biennium budget for fiscal years 2025 and 2026 as approved by the Milwaukie Redevelopment Commission Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained online at [www.milwaukieoregon.gov/bc-rc](http://www.milwaukieoregon.gov/bc-rc). This budget is for a biennial budget period and was prepared on a basis of accounting that is the same as used the preceding year.

The public is invited to watch live on the city's YouTube channel, Comcast Cable channel 30 in city limits, visiting City Hall or by joining the Zoom webinar. For more details, visit the meeting link at: <https://www.milwaukieoregon.gov/citycouncil/city-council-regular-session-373>

Public Comments: written comments may be submitted by email to [ocr@milwaukieoregon.gov](mailto:ocr@milwaukieoregon.gov). Council will take verbal comments. To speak during the meeting, see the Zoom webinar login information and in-person pre-registration instructions online (see meeting page link above).

Contact: Michael Osborne, Finance Director

Telephone: 503-786-7555

Email: [osbornem@milwaukieoregon.gov](mailto:osbornem@milwaukieoregon.gov)

<b>FINANCIAL SUMMARY - RESOURCES</b>			
<b>TOTAL OF ALL FUNDS</b>	Actual Amount FY 2021-2022	Adopted Budget FY Year 2023-2024	Approved Budget FY 2025-2026
Beginning Fund Balance/Net Working Capital	513,000	1,620,000	7,483,000
All Other Resources Except Division of Tax & Special Levy	12,000	10,000	10,000
Revenue from Division of Tax	974,000	1,753,000	1,753,000
Revenue from Special Levy		6,500,000	0
<b>Total Resources</b>	<b>1,499,000</b>	<b>9,883,000</b>	<b>9,246,000</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION</b>			
Materials and Services	0	100,000	600,000
Capital Outlay	0	5,332,000	5,182,000
Debt Service	0	1,044,000	674,000
Interfund Transfers	0	70,000	50,000
Contingencies	0	42,000	325,000
Reserve for future	0	3,295,000	2,415,000
<b>Total Requirements</b>	<b>0</b>	<b>9,883,000</b>	<b>9,246,000</b>

<b>FINANCIAL SUMMARY-REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *</b>			
<b>Milwaukie Redevelopment Commission</b>			
FTE for that unit or program			
Urban Renewal	0	6,588,000	6,831,000
Non-Departmental / Non-Program		3,295,000	2,415,000
<b>Total Requirements</b>	<b>0</b>	<b>9,883,000</b>	<b>9,246,000</b>
<b>Total FTE</b>	<b>0</b>	<b>0</b>	<b>0</b>

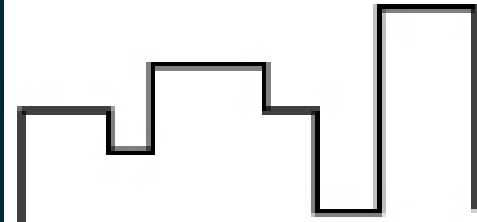
<b>STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *</b>
Urban renewal uses tax increment financing (TIF) to fund these projects.

<b>STATEMENT OF INDEBTEDNESS</b>		
LONG TERM DEBT	Estimated Debt Outstanding July 1	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$4,637,398	\$0
Other Borrowings	\$0	\$0
<b>Total</b>		

\* If more space is needed to complete any section of this form, insert lines (rows) on this sheet or add sheets. You may delete unused lines.



**MRC 3. B. 6/4/24  
Presentation**



**MILWAUKIE**

REDEVELOPMENT COMMISSION

MRC Committee

Proposed Budget BN 2025 - 2026



# 25-26 MRC BIENNIUM BUDGET SUMMARY

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- Proposed Total Budget \$9,246,000
- Property Tax Revenue \$1,753,000

## Expenses:

- Capital Budget \$5,182,000
- Debt Service \$674,000
- Professional Service Contracts \$600,000



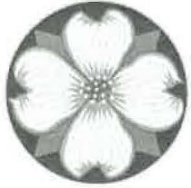
# MILWAUKIE REDEVELOPMENT COMMISSION

## BN 2025-2026 Priorities

- Launch economic development programs
- Support art and events injections that help revitalize
- Deliver capital improvements:
  - Downtown street enhancements
  - Monroe Greenway
  - McLoughlin intersection
  - Downtown/Milwaukie Bay parking solutions
  - Transit stop improvements
  - Dogwood Park, Trolley Trail
- Support advancement of Kellogg Dam removal project

Better leverage URA dollars and CIP





# PUBLIC HEARING ATTENDANCE SIGN-UP SHEET

*If you wish to have appeal standing and/or to be on the mailing list for Council information from tonight's hearing, please sign-in below.*

**6/4/2024**

**MRC 2025-2026 Redevelopment Commission**

**3. B. Budget Adoption – Resolution**

**Land Use File No. (none)**

NAME	ADDRESS	PHONE	EMAIL