

Regular Session

RS

Milwaukie City Council

COUNCIL REGULAR SESSION

AGENDA

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

JANUARY 6, 2026

Council 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 find the meeting event on the city calendar at www.milwaukieoregon.gov.
 Written comments may be delivered to City Hall or emailed to ocr@milwaukieoregon.gov.

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

Page #

- 1. **CALL TO ORDER** (6:30 p.m.)
 - A. **Pledge of Allegiance**
 - B. **Native Lands Acknowledgment**
- 2. **ANNOUNCEMENTS** (6:31 p.m.) 1
- 3. **PROCLAMATIONS AND AWARDS**
 - A. **None Scheduled.**
- 4. **SPECIAL REPORTS**
 - A. **None Scheduled.**
- 5. **COMMUNITY COMMENTS** (6:35 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 at 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), or in person to city staff.**
- 6. **CONSENT AGENDA** (6:40 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:** 7
 - 1. **November 4, 2025, work session,**
 - 2. **November 4, 2025, regular session,**
 - 3. **November 13, 2025, special session,**
 - 4. **November 18, 2025, work session, and**
 - 5. **November 18, 2025, regular session.**
 - B. **Establishment of the 2026 Council Meeting Schedule – Resolution** 28
 - C. **Designation of the 2026 Papers of Record – Resolution** 31
 - D. **Appointment to the Public Safety Advisory Committee – Resolution** 34
 - E. **Approval of a Contract for On Call Survey Services – Resolution** 37
 - F. **Approval of an Oregon Liquor and Cannabis Commission Application** 40
 for 1847 Food Park, 1915 SE Scott Street – Retail

- 7. **BUSINESS ITEMS**
 - A. **Naming and Memorial Policies Adoption – Resolution** (6:45 p.m.) **42**
Staff: Adam Moore, Parks & Greenspace Development Manager, and
Gabrial Santoyo Guittierez, Equity & Inclusion Coordinator
- 8. **PUBLIC HEARINGS**
 - A. **None Scheduled.**
- 9. **COUNCIL REPORTS** (7:15 p.m.) **68**
- 10. **ADJOURNMENT** (7:30 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.

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)

2440th Meeting

MINUTES

JANUARY 6, 2026

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

Staff Present: Joseph Briglio, Acting City Manager Adam Moore, Parks & Greenspace Development Manager
Justin Gericke, City Attorney Gabriela Santoyo Gutierrez, Equity & Inclusion Coordinator
Brent Husher, Library Director Scott Stauffer, City Recorder

Mayor Batey called the meeting to order at 6:33 p.m.

1. CALL TO ORDER

A. Pledge of Allegiance.

B. Native Lands Acknowledgment.

2. ANNOUNCEMENTS

Mayor Batey announced upcoming activities, including a work part at the Minthorn Springs Natural Area, the North Clackamas Watersheds Council (NCWC) Christmas Tree collection event, a panel discussion on housing and homelessness at the Ledding Library, and the 2025 volunteer of the year nomination process.

Mayor Batey read a home-themed haiku poem.

3. PROCLAMATIONS AND AWARDS

A. None Scheduled.

4. SPECIAL REPORTS

A. None Scheduled.

5. COMMUNITY COMMENTS

Mayor Batey reviewed the comment procedures. **Briglio** reported there was no follow-up from the December 16 comments and remarked on correspondence received since the last meeting that addressed electric vehicle (EV) charging stations in downtown Milwaukie and the impact of state housing policy on the city's policies.

Chris Scott, Milwaukie resident, expressed frustration with the city's decision to pass the credit card usage fee on to utility customers and asked why the city had made that decision. **Mayor Batey** remarked on the expense of rising credit card fees and noted that the acting city manager would provide additional information at the next meeting.

Lisa McCally-Sprague, Milwaukie resident, commented on current and coming housing projects in the Linwood Neighborhood and hoped the city could continue to work on providing commercial hubs in that area.

6. CONSENT AGENDA

It was moved by Councilor Khosroabadi and seconded by Councilor Stavenjord to approve the Consent Agenda as presented.

A. City Council Meeting Minutes:

1. November 4, 2025, work session,
2. November 4, 2025, regular session,
3. November 13, 2025, special session,
4. November 18, work session, and
5. November 18, regular session.

B. Resolution 1-2026: A resolution of the City Council of the City of Milwaukie, Oregon, establishing the 2026 City Council meeting schedule.

C. Resolution 2-2026: A resolution of the City Council of the City of Milwaukie, Oregon, designating the 2026 papers of record.

D. Resolution 3-2026: A resolution of the City Council of the City of Milwaukie, Oregon, removing and appointing members of the Public Safety Advisory Committee (PSAC).

E. Resolution 4-2026: A resolution of the City Council of the City of Milwaukie, Oregon, authorizing a contract with Pace, Inc. and Emerio Design, LLC for on-call surveying services (RFPQ-2025-046).

F. Approval of an Oregon Liquor and Cannabis Commission (OLCC) Application for 1847 Food Park, 1915 SE Scott Street – Retail

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

7. BUSINESS ITEMS

A. Naming and Memorial Policies Adoption – Resolution

Santoyo-Gutierrez and **Moore** reviewed the process to draft a naming policy, explaining that the proposed policy was based on policies in place in other jurisdictions and feedback from the city’s Equity Steering Committee (ESC), community groups, and city partners. They noted key elements of the proposed policy, including the process for proposed facility or asset names to be proposed, reviewed, and considered by Council.

Mayor Batey, **Moore**, and **Santoyo-Gutierrez** confirmed that a name proposed as part of a financial donation to the city would go through the naming review process. They discussed the community engagement work done to solicit feedback on the proposed naming policy, including online surveys and meetings with representatives of the Confederated Tribes of the Grand Ronde (CTGR), community groups, and the North Clackamas Parks and Recreation District (NCPRD).

Santoyo-Gutierrez and **Moore** presented and discussed the results of an online community survey on the proposed naming policy, review process sub-committee, naming streets, and honoring outstanding individuals. They asked for Council feedback on the proposed policy. **Council President Anderson**, **Councilor Stavenjord**, and **Mayor Batey** expressed support for the policy.

Mayor Batey worried that the policy may limit the number of large donations and **Santoyo-Gutierrez** observed that the policy could be revised in the future. **Councilor Khosroabadi** suggested the policy could encourage more donations.

It was moved by **Councilor Stavenjord** and seconded by **Councilor Khosroabadi** to approve the resolution adopting policy and procedures for naming assets and facilities. Motion passed with the following vote: **Councilors Anderson, Khosroabadi, Massey, and Stavenjord** and **Mayor Batey** voting “aye.” [5:0]

Resolution 5-2026:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, ADOPTING POLICY AND PROCEDURES FOR NAMING ASSETS AND FACILITIES.

Moore reviewed next steps to form a Naming Subcommittee. **Mayor Batey** and **Moore** remarked on possible park renaming proposals that may come up soon.

8. PUBLIC HEARING

A. None Scheduled.

9. COUNCIL REPORTS

Council remarked on the arrival of City Manager Emma Sagor’s newest child.

Councilor Khosroabadi commented on recent Clackamas County Community Action Board (CAB) meetings and projects and discussed a property development project on Stanley Avenue involving the removal of a large tree. **Khosroabadi** proposed an amendment to the city’s tree code that would further protect large trees from being taken down for housing development. **Briglio** remarked on the tension between housing projects and tree protections and **Mayor Batey** noted what Council had done to protect trees and the upcoming package of amendments to the tree code.

Mayor Batey reported on proposed cuts to TriMet’s service lines in Milwaukie. **Councilor Khosroabadi** and **Council President Anderson** noted plans to attend TriMet’s upcoming open house on the proposed cuts and how the city might encourage residents to use public transit services.

Mayor Batey proposed bringing back monthly Council pizza nights at meetings. The group discussed Council meals, and it was Council consensus for staff to provide pizza at one meeting a month.

Mayor Batey reported on recent work around Metro’s proposed Supportive Housing Services (SHS) funding.

Stauffer noted Council was scheduled to visit the Clackamas Service Center (CSC) on January 13. The group discussed plans to share rides to CSC from city hall and noted that after the site visit, Council would meet in executive session at city hall.

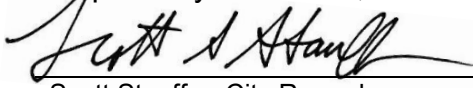
10. ADJOURNMENT

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

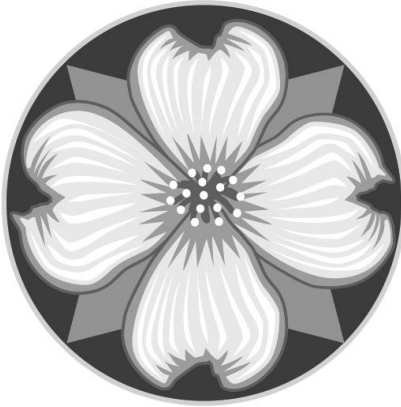
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Mayor Batey adjourned the meeting at 7:37 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Scott Stauffer", written over a horizontal line.

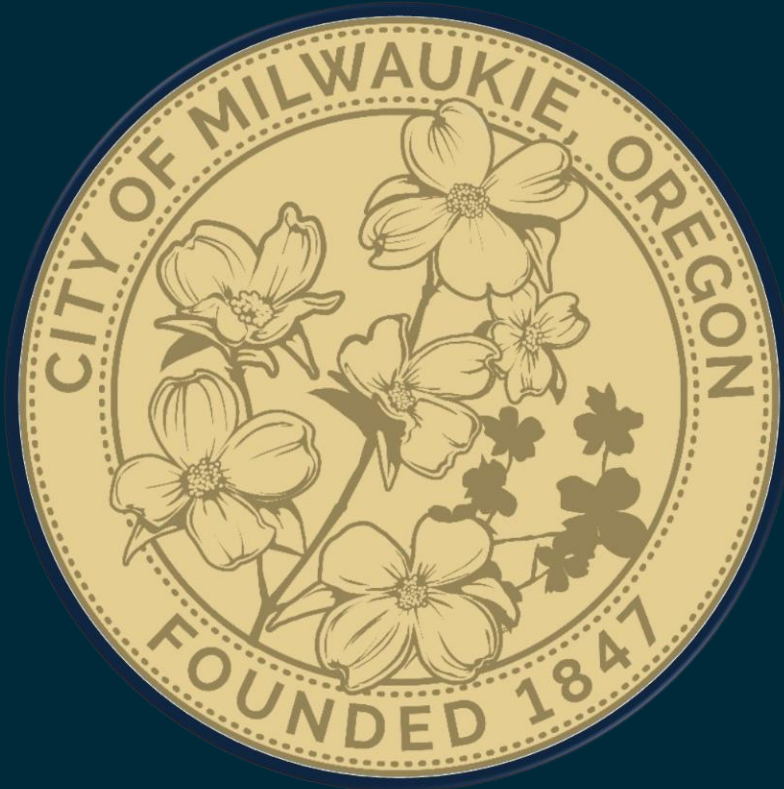
Scott Stauffer, City Recorder



RS Agenda Item

2

Announcements



REGULAR SESSION

January 6, 2026

6:30 p.m.

Translation Services Available

Spanish translation services are available upon request. The public is asked to request translation and other meeting accessibility services at least 48 hours before the meeting. For more information, contact the City Recorder at (503) 786-7502.

Servicios de traducción en español esta disponible cuando sea solicitado. Se pide al público que solicite servicios de traducción y otros servicios de accesibilidad por lo menos Cuarenta y Ocho horas antes de la reunion. Para obtener más información, llama a el secretario de la ciudad a (Cinco-Cero-Tres) Siete-Ocho-Seis, Siete-Cinco-Cero-Dos.

Translation services are also available in other languages.

Pledge of Allegiance



WEDNESDAY, JAN 21 · 6 PM – 7:15 PM

Ledding Library, 10660 SE 21st Ave.

Home for All: A Panel Discussion on Housing and Homelessness – An examination of local services and solutions for those most in need.

SUNDAY, JAN 25 · 12 PM – 1 PM

Ledding Library, 10660 SE 21st Ave.

Puzzle Swap – Join the 3rd annual event!

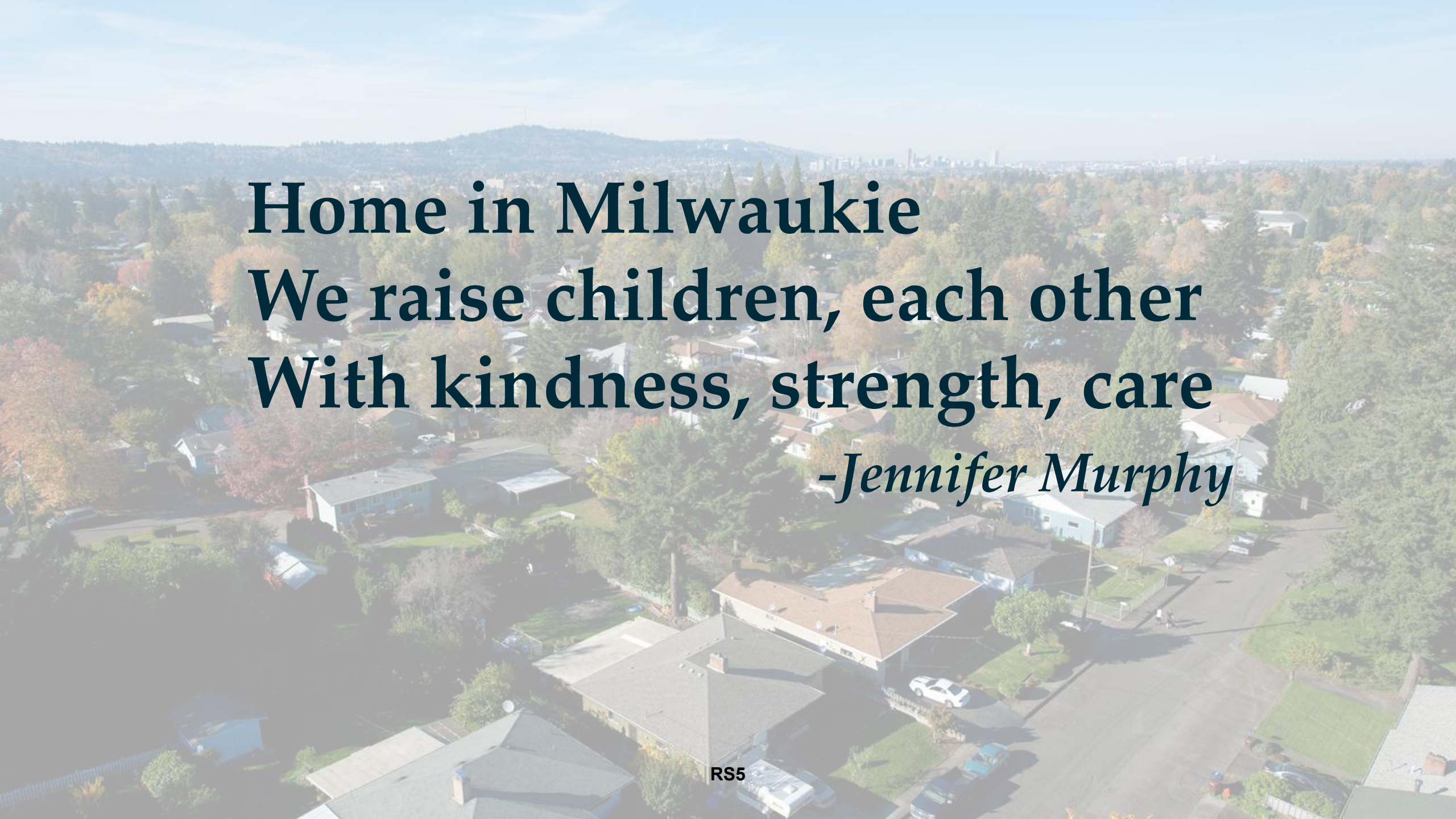
WEDNESDAY, FEB. 11 · DEADLINE

engage.milwaukieoregon.gov

2025 Volunteer of the Year – Nominate a community member who has gone above and beyond in 2025!

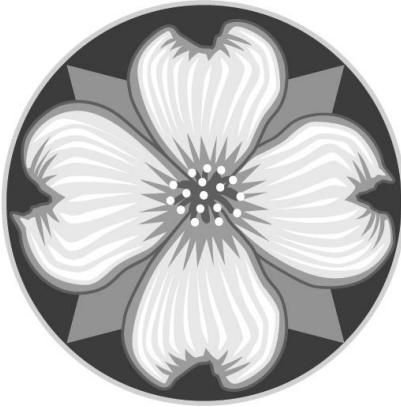
More information at milwaukieoregon.gov or call 503.786.7555





Home in Milwaukie
We raise children, each other
With kindness, strength, care

-Jennifer Murphy



RS Agenda Item

5

Community Comments

From: [OCR](#)
To: [City Council](#); [Peter Passarelli](#); [Katie Gavares](#)
Subject: FW: Request for EV Charging Idle Fee Pilot in Downtown Milwaukie
Date: Friday, January 2, 2026 1:03:41 PM

**RS 5. 1/6/26
Correspondence**

INFORMATIONAL – DO NOT REPLY ALL.

Please see the correspondence below – this will be included in the 1/6 RS record.

SCOTT STAUFFER, MMC

Administrative Services Director
& City Recorder (he • him • his)

City of Milwaukie
p: 503.786.7502

[Oregon Association of Municipal Recorders](#)

OAMR President

[Oregon Public Records Advisory Council](#)

PRAC Vice Chair

From: Christopher Holmquist <holmquistchristopher30@gmail.com>
Sent: Thursday, January 1, 2026 2:15 PM
To: OCR <OCR@milwaukieoregon.gov>
Cc: Milwaukie Planning <Planning@milwaukieoregon.gov>
Subject: Request for EV Charging Idle Fee Pilot in Downtown Milwaukie

This Message originated outside your organization.

Dear Mayor and Councilors,

My name is Christopher Holmquist, and I am a local resident living near the Catholic church nearby. I have been an electric car driver for over 200,000 miles and am a member of the Oregon Electric Vehicle Association. As a Downtown Milwaukie resident and electric vehicle driver, I am writing to request that the City establish an idle-fee policy for the public Level 2 JuiceBox charger and Tesla destination charger in the Main Street Farmer's Market lot. Recent usage patterns show many drivers staying plugged in well beyond the posted two-hour limit, even after charging is complete. This behavior reduces access for other EV drivers and limits the value of these public investments. If you regularly observe the parking habits in this area, you will see what I mean. I have spoken with Kari in parking enforcement about this, and she is now aware of the issue.

Many cities and utilities now use idle or "overstay" fees on networked Level 2 chargers to keep chargers available and to cover operating costs. For example, Portland General Electric applies a per-minute idle fee after a short grace period at its public charging stations, and other municipalities have adopted fee schedules that start an idle charge after a brief period of idle time. Modern charging networks such as ChargePoint allow the site owner (the City) to configure these idle fees, time limits, and grace periods, and to send automatic notifications to drivers when fees will begin.

I respectfully request that the City consider a small pilot program using the following parameters:

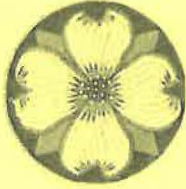
- Maintain the free rate during the first two hours of active charging.
- After two hours, or after the vehicle is fully charged plus a 10-minute grace period, apply an idle fee in the range of \$0.10–\$0.25 per minute while the vehicle remains plugged in.
- Post clear signage at the chargers explaining the time limit, grace period, and idle fee, and use the charging network’s app and text/email notifications to remind drivers to move their vehicles.
- Track charger utilization, average session length, and fee revenue for 6–12 months, and report back to Council with data on improved access and cost recovery.

To implement this, the City could either connect future Level 2 stations to a municipal-grade network such as ChargePoint, which fully supports idle fees and flexible rate structures, or explore a partnership with Portland General Electric or a similar utility-backed program that already operates idle-fee-based public charging nearby. Both approaches are widely used by other cities and universities to manage demand and encourage turnover.

An idle-fee policy would not punish responsible drivers; it would simply ensure that publicly funded chargers remain available to more residents and visitors throughout the day. With EV adoption growing, this is a modest but important step to keep Milwaukie’s charging infrastructure fair, reliable, and financially sustainable.

Thank you for your consideration. I would be glad to speak during public comment or work with staff on additional details.

Sincerely,
Christopher Holmquist
Downtown Milwaukie resident and EV driver
2523 SE Monroe St
Milwaukie, OR 97222



**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 residents 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: Chris Scott
~~01-06-2026~~

Organization: _____

Address: 5180 SE HOWARD ST
Phone: 503 422 3451
Email: shockllc@gmail.com

Meeting Date: 01.06.26 **Topic:** 3% PROCESSING FEE ON WATER BILL

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.

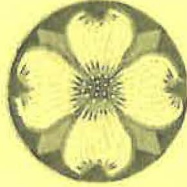
#7 Other Business, Topic: _____

#8 Public Hearing, Topic: _____

You are Speaking...

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

Comments:



**CITY OF MILWAUKIE
CITY COUNCIL**

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

Speaker Card

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Name: LISA MCCALLY-SPRASUE

Address: 6564 SE Furberg

Organization:

Phone: 707 688 8806

Email: lkmcally@gmail.com

Meeting Date: Jan 6 '26

Topic: affordable housing

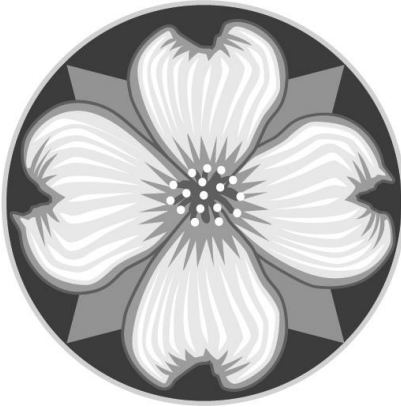
Agenda Item You Wish to Speak to:

- #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:



RS Agenda Item

6

Consent Agenda

COUNCIL WORK SESSION

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

MINUTES

NOVEMBER 4, 2025

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

Staff Present: Jennifer Garbely, City Engineer	Peter Passarelli, Public Works Director
Justin Gericke, City Attorney	
Dan Harris, Events & Volunteer Coordinator	Emma Sagor, City Manager
Adam Moore, Parks & Greenspace Development Manager	Scott Stauffer, City Recorder

Mayor Batey called the meeting to order at 4:04 p.m.

1. Winter Events – Update

Councilor Khosroabadi arrived at 4:05 p.m.

Harris reviewed plans for the 2025 Umbrella Parade and Solstice Celebration.

Councilor Stavenjord arrived at 4:09 p.m.

Harris noted that the Umbrella Parade would take place on December 6 and feature updated parade elements. **Harris** shared that the Solstice Celebration would occur on December 20 at Milwaukie Bay Park, with the Llewellyn Neighborhood District Association (NDA) providing food and activities. **Harris** stated that the city was considering vendors and food trucks to take place of the NDA in future years.

Mayor Batey asked if any other NDA was interested in stepping in to become the vendor for Solstice. **Harris** explained that other NDAs had been approached but none expressed interest.

Harris highlighted additional winter events, including Arbor Day on December 13, the Arts Committee's Bing in the New Year on December 31, and the Downtown Alliance of Milwaukie's (DAM's) Milwaukie Lights Walk, running from December 6 through March 26. **Harris** shared that Bing in the New Year received a Community Events Fund (CEF) grant through the Equity Steering Committee (ESC) for this year's event.

Harris responded to questions regarding volunteer recruitment, noting that a small but growing group of community volunteers supported the Umbrella Parade and Solstice events, helping reduce staff overtime and long-term costs. **Harris** shared that the city planned to continue expanding the volunteer program using an existing city application system and welcomed Council support in promoting volunteer opportunities.

2. Safe Access for Everyone (SAFE) Fee Planning – Discussion

Passarelli provided an overview of the SAFE program, describing its purpose, funding structure, and role in the city's transportation system. **Passarelli** noted that more than \$15 million had been invested through the program to date, supporting safety, connectivity, equity, and climate goals while leveraging other funding sources.

Garbely explained that project costs were carefully tracked and allocated, with bid items assigned to the appropriate utility and shared costs proportionally distributed based on each utility's share of the work.

Passarelli explained that the SAFE fee was set by Council in the consolidated fee schedule. The fee was based on transportation trip generation, with flat residential rates and scaled non-residential rates, including low-income exemptions, and was periodically adjusted to reflect construction cost increases or updated trip data.

Garbely highlighted SAFE projects completed citywide over the past several years and noted positive regional recognition for Milwaukie's delivery of bike and pedestrian improvements. **Garbely** reviewed current and upcoming projects, including King Road, Harvey Street, Spot program elements such as road signage and speed cushions, in-house design work on several corridors, and longer-term planning efforts into 2028.

Garbely explained that once design funding for Railroad Avenue was received, staff would pursue additional federal grants for construction, with required local match funding to be determined based on grant requirements and potentially supported through transportation or SAFE funds.

The group clarified the locations of recent Spot program improvements, including speed cushions and a solar-powered rectangular rapid flashing beacon (RRFB). The group discussed connecting with the youth who had participated in outreach during Spot construction to include them in a project update or celebration.

Passarelli explained that the SAFE program was facing structural funding challenges and that fee revenue no longer fully covered debt service and program overhead, which was not sustainable. **Passarelli** noted the shortfall was due to lower-than-anticipated growth assumptions and shared that staff had developed a recommended path forward.

Sagor and **Passarelli** clarified that SAFE revenue had not kept pace with growth due to exemptions, discounted multifamily rates, lower commercial growth, debt service allocations, and construction cost escalation, despite use of indexed fee adjustments.

Passarelli presented three scenarios to close the SAFE program funding gap and recommended a phased fee increase as the preferred option.

The group discussed the staff-recommended scenario two for the SAFE fee program, including how the refined approach would prioritize incremental bike and pedestrian safety improvements given limited resources, that larger sidewalk projects would generally require a different funding approach, and the need for clear public communication about program outcomes. The group also discussed alignment with the Capital Improvement Plan (CIP) and budget process, opportunities for public input, handling of unspent Spot funds, and that some previously identified SAFE projects would be deferred under the recommended approach.

3. Ranked Choice Voting (RCV) – Discussion

Council President Anderson introduced a discussion on RCV, sharing conversations had with the county clerk, noting outreach to other cities, and framing the discussion as a preliminary pulse check on whether Council wished to explore placing a future ballot measure before voters, rather than a decision on a specific voting model.

The group discussed interest in RCV, potential benefits and challenges, and options for further exploration outside of a November ballot measure. Council discussed alternative

approaches such as surveys, countywide or regional conversations, and coordination with other jurisdictions, emphasizing the need for additional research, education, and capacity before considering a ballot initiative.

4. Adjourn

Mayor Batey announced that after the meeting Council would meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(o) to consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces.

Mayor Batey adjourned the meeting at 5:39 p.m.

Respectfully submitted,

Nicole Madigan, Deputy City Recorder

COUNCIL REGULAR SESSION

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

MINUTES

NOVEMBER 4, 2025

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

Staff Present: Justin Gericke, City Attorney
Adam Moore, Parks & Greenspace Development Manager
Peter Passarelli, Public Works Director
Emma Sagor, City Manager
Scott Stauffer, City Recorder

Mayor Batey called the meeting to order at 6:40 p.m.

1. CALL TO ORDER

A. Pledge of Allegiance.

B. Native Lands Acknowledgment.

2. ANNOUNCEMENTS

Mayor Batey announced upcoming activities including Portland Book Festival events in Milwaukie, Engage Milwaukie and Metro surveys, free lead drop events for city residents, Veterans Day facility closures, the first Mayor's Monthly Office Hours session, library and poetry readings, and watershed and wetland clean-up events.

Mayor Batey read a Willamette River themed haiku poem.

3. PROCLAMATIONS AND AWARDS

A. Veterans Day – Proclamation

Councilor Massey and **Councilor Khosroabadi** commented on the history of Veterans Day and thanked military personnel for their service. They also wished the United States Marine Corps (USMC) a happy 250th anniversary. **Mayor Batey** proclaimed November 11, 2025, to be Veterans Day in Milwaukie.

4. SPECIAL REPORTS

A. None Scheduled.

5. COMMUNITY COMMENTS

Mayor Batey reviewed the comment procedures. **Sagor** provided follow-up reports from the October 21 comments, which addressed questions about parking on Home Avenue and street safety generally. No audience member wished to address Council.

Note: Rod Smith, Milwaukie resident, submitted a speaker card after comment time and therefore did not speak; Smith's card is in the meeting record.

6. CONSENT AGENDA

It was moved by Councilor Massey and seconded by Council President Anderson to approve the Consent Agenda as presented.

A. City Council Meeting Minutes:

1. **September 16, 2025, work session,**
2. **September 16, 2025, regular session,**
3. **October 7, 2025, work session, and**
4. **October 7, 2025, regular session.**

B. Resolution 44-2025: A resolution of the City Council of the City of Milwaukie, Oregon, authorizing a financing application with the Oregon Health Authority for the construction of a raw water pipeline and treatment site preparation.

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

7. BUSINESS ITEMS

A. Approval of Intergovernmental Agreements (IGAs) with the North Clackamas Parks and Recreation District (NCPRD) – Resolution

Sagor provided an update on IGA negotiations with the NCPRD Board, which is the Clackamas Board of County Commissioners, noting there were no resolutions for Council to approve, reporting on the Council’s latest letter to the district and the NCPRD Board’s recent system and revenue planning actions.

Mayor Batey noted meetings held between Council and NCPRD Board members in a two-on-two format and explained several one-on-one interactions Batey had with NCPRD Board members Martha Schrader and Diana Helm which led to mischaracterizations of the city’s positions in the negotiations. **Batey** apologized for holding the one-on-one meetings.

Councilor Stavenjord reported an interaction about the IGAs with NCPRD Board members Paul Savas and Helm, and Board Chair Craig Roberts at a recent Clackamas Cities Association (CCA) dinner in Gladstone. **Stavenjord** remarked on whether the CCA interaction and Mayor Batey’s interactions had or should influence negotiations.

Mayor Batey and **Councilor Stavenjord** remarked on the NCPRD Board’s preference for discussing the IGAs in executive session and Board Member Savas’ accusation that the Council had broken any agreement about confidentiality by discussing the negotiations in a public meeting. **Council President Anderson** expressed support for Mayor Batey and Councilor Massey as the city’s negotiators on the IGAs.

Councilor Khosroabadi expressed disappointment about the lack of transparency of the side conversations with NCPRD Board Members about the IGAs. **Mayor Batey** commented on the nature of the one-on-one conversations with Board member Helm. The group remarked on interactions with other elected officials and how Council should avoid discussing negotiations outside official channels.

Sagor summarized that staff would draft a response to recent NCPRD Board IGA proposals and noted when Council would discuss the IGAs again. Council discussed holding a special session about the IGAs and it was Council consensus to hold a special session at 5:00 p.m. on November 13.

B. Public/Private Greenspace Partnerships – Discussion

Passarelli and **Moore** explained that public/private partnerships of greenspace was an action item in the Council’s parks and greenspace goal and reviewed the kinds of

programming, projects, funding opportunities, and owner and management (O&M) agreements such partnerships could take on.

Moore explained what revenue-generating partnerships could look like in public spaces and reported on a conversation staff had with the city's Park and Recreation Board (PARB) about parks and greenspace partnerships. The group discussed how the city could solicit private partners for greenspaces through a request for proposals (RFPs) or other processes, noting the importance of developing community use plans.

Mayor Batey noted an audience member wanted to comment on the subject.

Michael Calcagno, Sauna Glo owner, wanted to build a raised garden bed in a city park and remarked on the city's permitting and community engagement processes. **Sagor** noted the city would develop a green space management plan in 2026.

Moore asked for Council feedback on how the city should develop public/private partnerships and a green space management plan. **Councilors Massey, Khosroabadi, and Stavenjord** and **Council President Anderson** supported the city continuing to discern how it feels about greenspace management through community engagement work and remarked on whether public spaces should be open to commercial activities. **Mayor Batey** and **Anderson** wondered if there was some way to allow something between temporary and permanent uses in public spaces.

Mayor Batey and **Passarelli** clarified that the green space management plan would address city parks managed by NCPRD and other publicly owned properties.

Sagor summarized that there was Council support to continue discussing how to allow commercial uses in public spaces through the greenspace management plan and asked if Council wanted to develop a new short-term process to allow businesses to operate in public spaces until the management plan was adopted. Staff confirmed there were businesses interested in operating in public spaces and the group remarked on whether the existing temporary use permit met the current need.

Council President Anderson proposed that an interim permit process be created and placed on www.engagemilwaukie.gov to get feedback for Council to consider and adopt early in 2026. **Councilor Massey** did not believe Council should approve permit applications and that staff should do that work.

Mayor Batey and **Sagor** remarked on when a new temporary seasonal use permit process should be in place for summer uses and whether current processes could be used until a management plan was adopted. **Sagor** and **Passarelli** suggested it was Council consensus that staff should use existing processes creatively to allow businesses to operate in public spaces while a long-term plan was developed. **Moore** remarked on differences between business agreements and temporary use permits.

Council President Anderson believed additional Council conversation may be needed to clarify what the current permit process could be used to approve. **Mayor Batey** supported finding a way to allow short-term use of parks by commercial entities within certain parameters that would protect the public's free use of park spaces and believed staff should make decisions about specific permit applications.

Sagor noted that Council was not directing staff to put a call out for businesses who wanted to use public spaces, but staff would review temporary uses application as they came in and **Passarelli** appreciated the Council feedback.

Mayor Batey recessed the meeting at 8:38 p.m. and reconvened at 8:45 p.m.

C. Willamette River Water Quality Testing – Discussion

Passarelli and **Sagor** reported that community members had asked the city to test Willamette River water quality and they provided an overview of regional water quality sampling, noting that Clackamas County Water Environment Services (WES) tests weekly. **Mayor Batey** commented on where the WES testing data was reported publicly.

Passarelli explained that staff recommended that the city not provide the requested water testing because the city was not required to test, there would be impacts on staff workloads, and collecting such data could impact the city's National Pollutant Discharge Elimination System (NPDES) permit. **Passarelli** suggested the city work with WES to report that agency's testing data.

Mayor Batey asked about the costs of hiring a contractor to test the water and **Passarelli** said staff could investigate such costs.

Councilor Massey did not believe that water testing was something the city should do and suggested the city coordinate sharing the test results from other agencies.

Mayor Batey remarked on how regional water testing data could be made public. **Passarelli** and **Batey** commented on how water testing could impact NPDES permits.

Councilor Massey reported on water quality test results from near the Waverly Country Club. **Mayor Batey**, **Sagor**, and **Massey** commented on the language used by other agencies when reporting water quality test results.

Councilor Stavenjord asked what was missing between the available data and what the public was asking for and **Passarelli** suggested WES' data could be made more available and observed that data from Milwaukie Bay Park (MBP) was missing. They noted that location, frequency, and what substances were being tested went into the reliability of testing results. They briefly remarked on privately funded water testing.

Council President Anderson agreed that water quality testing was already being collected by other agencies and wondered if the city could provide a webpage linking to other agencies' testing data. **Passarelli** urged Council to be cautious in providing up-to-date data from other agencies given how quickly the water quality can change.

Dave Cadwallader, Milwaukie resident, noted that the Island Station Neighborhood District Association (NDA) had written in support of the request to test the water, and commented on the benefits of getting periodic test results about the water at MBP so the community could use the park to cool off on hot days when the water was safe. **Mayor Batey** asked what type of testing was being requested and **Cadwallader** suggested the community would want the water tested for more than just e-coli.

Calcagno supported the city testing the water at MBP to reduce the stigma of dirty water at the park, suggesting it was an equity issue to provide free recreational space.

Jacob Sherman, Milwaukie resident, supported the request for the city to test the water at MBP and noted the common belief that the Willamette River water was not safe to swim in. **Mayor Batey** asked what type of testing should be done and **Sherman** did not know what type of testing should be done.

Councilor Khosroabadi remarked on the public interest in testing the water, observed that the negative stigma about the river quality was about the entire river not just the part that flows by Milwaukie, and expressed concern about the logistics and timing of testing and sharing water quality reports.

Council President Anderson commented on the reputation of the Willamette River as dirty or clean and whether regular testing would change the public's perception of the river quality and supported the city providing some testing.

Councilor Massey and **Mayor Batey** remarked on why agencies test for certain things in the river, noting that the City of Portland tests for e-coli because of their big pipe sewage project. **Sagor** and **Passarelli** noted that the City of Portland and WES test the river water because they are sewer service providers, which the City of Milwaukie is not.

Passarelli discussed how the city regulates and tests the drinking water it provides and agreed that the city was not legally required to test the river water. **Mayor Batey** and **Passarelli** remarked on whether city testing would be validated by other test results.

Mayor Batey, **Passarelli**, and **Sagor** commented on whether the city could create a webpage to share test results provided by other agencies. **Council President Anderson** suggested there was Council consensus for staff to create a test result sharing webpage and asked if there was consensus about staff providing limited testing.

It was Council consensus that staff should create a city webpage with links to other agency websites where Willamette River water quality testing information was reported.

Council discussed whether staff should return to Council with input on what limited testing the city could provide. **Sagor** and **Passarelli** reported there were no additional tests the city could conduct that other agencies were not already testing. **Councilors Massey and Khosroabadi** suggested the staff should not try to find tests that city staff were not trained to conduct. **Khosroabadi** suggested the test result sharing webpage include information about the mitigation work that has been done in the river.

It was Council consensus that staff would not be asked to look further into water quality testing that could be done.

Mayor Batey suggested the test result sharing webpage could include information about cleaning up Kellogg Creek instead of the Willamette River.

Sagor observed that WES and NCPRD also play a role, with the city, in promoting the safe use of the MBP and the waterfront.

8. PUBLIC HEARING

A. None Scheduled.

9. COUNCIL REPORTS

Council President Anderson introduced a Council letter in support of an emergency response annex at the Milwaukie-Portland Elks Lodge #142 located in unincorporated Clackamas County. **Dave Hollingsworth** and **Jason Allen** with the Elks Lodge provided an overview of the Lodge's community emergency response team (CERT) work and interest in seeking grant funding to improve part of the Lodge facility to serve as an emergency response annex. The group discussed the improvements that would be made at the Lodge facility and the Lodge's work with Milwaukie's CERT.

Sagor noted it was 9:57 p.m. and Council would need to vote to continue the meeting past 10:00 p.m. per the Milwaukie Municipal Code (MMC). **It was moved by Council President Anderson and seconded by Councilor Stavenjord to extend the meeting to 10:10 p.m. Motion passed with the following vote: Councilors Anderson, Khosroabadi, Massey, and Stavenjord and Mayor Batey voting "aye." [5:0]**

The group continued to discuss the grant the Lodge was seeking to fund an emergency response annex at the Lodge and the proposed Council letter of support for the grant. It was Council consensus to sign the letter of support.

Councilor Khosroabadi reported on the recent work of the Clackamas County Community Action Board (CAB) meeting and food support resources available in the county. **Sagor** noted that the city was also creating a food support resources brochure.

Councilor Massey reported on the recent work of the Regional Water Providers Consortium meeting.

Sagor and **Mayor Batey** reviewed upcoming ribbon cutting events in the community.

10. ADJOURNMENT

It was moved by Council President Anderson and seconded by Councilor Khosroabadi to adjourn the Regular Session. Motion passed with the following vote: Councilors Anderson, Khosroabadi, and Stavenjord and Mayor Batey voting “aye,” and Councilor Massey voting “no.” [4:1]

Mayor Batey adjourned the meeting at 10:07 p.m.

Respectfully submitted,

Scott Stauffer, City Recorder

COUNCIL SPECIAL SESSION

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

MINUTES

NOVEMBER 13, 2025

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

Staff Present: Joseph Briglio, Assistant City Manager
Justin Gericke, City Attorney
Nicole Madigan, Deputy City Recorder

Adam Moore, Parks and Greenspace
Development Manager
Peter Passarelli, Public Works Director
Emma Sagor, City Manager

Mayor Batey called the meeting to order at 6:25 p.m.

1. Milwaukie Bay Park (MBP) Intergovernmental Agreements (IGAs) with the North Clackamas Parks and Recreation District (NCPRD) – Discussion

Sagor provided background on the cooperative IGA history, outlined key terms under discussion for both an amendment to the 2008 cooperative IGA and a separate MBP IGA, and summarized Council's positions on funding contributions, project management responsibilities, maintenance, programming, and permitting authority.

Dave Cadwallader, Milwaukie resident, expressed interest in getting clear information regarding how much the city had generated in parks system development charges (SDCs) and how much had been allocated to Milwaukie.

Gary Klein, Milwaukie resident, expressed support for finishing MBP.

Mayor Batey addressed Cadwallader's comment by clarifying that the district referred to parks maintenance costs rather than system development charges (SDCs) and noted that an accounting of SDC use could be helpful for transparency.

Sagor asked for Council direction on staff responding to the NCPRD Board with the discussed items and what deadline Council would like to set.

Mayor Batey commented on concerns around stranded park assets that had been addressed through agreed-upon capitalization and depreciation provisions, while also acknowledging that negotiations had continued to evolve. **Batey** emphasized the city's concessions, including assuming maintenance of the Milwaukie Community Center, and expressed hope that these efforts would allow an agreement to be finalized before the end of the year.

It was moved by Council President Anderson and seconded by Councilor Massey to directed staff to respond to the NCPRD Board consistent with the positions outlined during the session and requested a response by December 2, 2025. Motion passed with the following vote: Councilors Khosroabadi, Massey, Nicodemus, and Stavenjord and Mayor Batey voting "aye." [5:0]

2. Adjourn

It was moved by Councilor Massey and seconded by Council President Anderson to adjourn the special 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 6:56 p.m.

Respectfully submitted,

Nicole Madigan, Deputy City Recorder

COUNCIL WORK SESSION

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

MINUTES

NOVEMBER 18, 2025

Council Present: Councilors Adam Khosroabadi, Robert Massey, and
Council President Will Anderson, and Mayor Lisa Batey

Council Absent: Councilor Rebecca Stavenjord

Staff Present: Joseph Briglio, Assistant City Manager	Marta Petteni, Emergency Management and Resilience Coordinator
Mandy Byrd, Development Project Manager	Adam Moore, Parks and Greenspace Development Manager
Katie Gavares, Climate and Natural Resources Manager	Peter Passarelli, Public Works Director
Justin Gericke, City Attorney	Emma Sagor, City Manager
Nicole Madigan, Deputy City Recorder	

Mayor Batey called the meeting to order at 4:07 p.m.

1. Council Goal Update: Parks & Greenspace – Report

Moore noted recent changes to the Park and Recreation Board (PARB) and **Mayor Batey** noted the anticipated timeline for District Advisory Committee (DAC) appointments by the North Clackamas Parks and Recreation District (NCPRD).

Councilor Khosroabadi joined the meeting at 4:09 p.m.

Moore provided an update on the development of the naming and memorial donation policies, including current community engagement efforts. The group discussed PARB's goals, noting the need to refine and better align them with Council priorities.

Moore provided an update on Metro's Nature in Neighborhoods Community Choice program, explaining the need to refine and potentially combine the city's proposals to ensure feasibility and required matching funds. The group discussed prioritizing Nature in Neighborhoods proposals while ensuring meaningful public engagement from project sponsors and community members, and coordinating with Metro's processes.

Moore and **Passarelli** provided an update on the Good Neighbor Grants program, noting that grant agreements were being finalized. They reviewed projects awarded in the first round, outlined next steps to coordinate work and provide technical assistance, and discussed how Good Neighbor Grant funds could potentially align with or support future Nature in Neighborhoods projects.

The group discussed the need to clarify fiscal sponsorship, grant management, and insurance requirements for Good Neighbor Grant recipients, particularly for coalition-led projects such as Elk Rock Island where there is no single lead organizer. Staff noted that compliance would be ensured while supporting partner participation, acknowledged the city's more direct role in projects involving city property, and emphasized the importance of flexibility and coordination as related efforts move forward.

Moore outlined upcoming work, including a request for quotes (RFQ) for the Parks and Green Space Management Plan, preparation of initial budget requests for the 2027–28 biennium, and long-term financial forecasting to coordinate grants and projects.

Councilor Massey emphasized the importance of identifying a single accountable lead entity for complex, multi-partner projects and noted that a defined funding strategy was essential for advancing priority projects such as the Kellogg Creek restoration.

Moore covered plans for public engagement and provided project updates for Milwaukie Bay Park (MBP). **Mayor Batey** asked for clarification regarding greenspace funding, and **Sagor** noted that no response had been received to date.

Moore and **Sagor** provided an update on the Kellogg Creek restoration project, noting staff coordination with the project leadership team.

Council President Anderson asked for clarity around the Green Space Management Plan and **Passarelli** and **Moore** noted the plan would address existing gaps, align future investments, and support responses to community requests, while **Mayor Batey** added context regarding limited near-term capacity for playground equipment replacement under current district funding constraints.

Moore summarized staff's work on Council actions, noted PARB's engagement and progress, and acknowledged Council's continued advocacy for Kellogg Creek and MBP.

Councilor Massey and **Mayor Batey** outlined plans to provide parks updates at neighborhood district associations (NDAs) meetings and individual community members. **Massey** also reviewed upcoming milestones, including coordination with PARB, meetings with the Kellogg Creek restoration team, and consideration of future fundraising needs. **Moore** requested Council guidance on public engagement for the Green Space Management Plan and the group discussed stakeholder roundtables, technical advisory participation, PARB involvement, and staff capacity considerations.

2. Land Banking Strategy – Discussion

Briglio and **Byrd** outlined staff's recommended scaled approach to land banking, citing capacity and resource constraints, and described alternative tools such as a targeted right-of-first-refusal policy to support strategic land acquisition in coordination with nonprofit partners.

The group discussed ways to acquire property, raising questions about legal feasibility, market impacts, response timelines, and the need for funding. Council expressed cautious interest in exploring the use of the right-of-first-refusal tool in targeted situations, while noting concerns about impacts on property owners and administrative complexity.

Byrd and **Briglio** framed the land banking discussion within the Housing Production Strategy (HPS) and Council affordability goals, outlining a right-sized, phased approach focused on affordable housing while acknowledging potential intersections with other priorities. They noted the need for a clear policy framework, potential funding considerations, use of targeted parcels, and the role of nonprofit and public partners, and invited Council feedback to guide next steps and implementation beginning in 2026.

The group discussed potential land acquisition strategies to support affordable housing and other community priorities, including the use of targeted land banking approaches, partnerships with nonprofit land trusts, and case-by-case acquisitions of known properties such as scattered sites. Council raised considerations related to funding mechanisms, legal authority, staff capacity, and prioritization, and expressed interest in further exploration of modest, targeted funding options and refined policy frameworks to guide future action.

3. Adjourn

Mayor Batey announced that after the meeting Council would meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing.

Mayor Batey adjourned the meeting at 5:34 p.m.

Respectfully submitted,

Nicole Madigan, Deputy City Recorder

COUNCIL REGULAR SESSION

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

MINUTES

NOVEMBER 18, 2025

Council Present: Councilors Adam Khosroabadi, Robert Massey, and
Council President Will Anderson, and Mayor Lisa Batey

Council Absent: Councilor Rebecca Stavenjord

Staff Present: Joseph Briglio, Assistant City Manager
Mandy Byrd, Development Project Manager
Jennifer Garbely, City Engineer
Justin Gericke, City Attorney

Nicole Madigan, Deputy City Recorder
Michael Osborne, Finance Director
Peter Passarelli, Public Works Director
Emma Sagor, City Manager

Mayor Batey called the meeting to order at 6:33 p.m.

1. CALL TO ORDER

A. Pledge of Allegiance.

B. Native Lands Acknowledgment.

2. ANNOUNCEMENTS

Mayor Batey announced upcoming activities including online surveys on the city's proposed naming policy and Millie the Goose's pet pal, a King Road improvement project open house, a town hall with Council President Anderson, free leaf drop events, a Kellogg Creek clean-up event, a Thanksgiving Farmers Market, an author series event, and Thanksgiving related events.

Mayor Batey read a Goose themes haiku poem.

3. PROCLAMATIONS AND AWARDS

A. Outstanding Milwaukie High School (MHS) / Milwaukie Academy of the Arts (MAA) Student – Award

Louis Mair, MHS/MAA Principal, introduced Bellelei Bibles and Council congratulated them on their academic and extracurricular achievements.

4. SPECIAL REPORTS

A. None Scheduled.

5. COMMUNITY COMMENTS

Mayor Batey reviewed the comment procedures. **Sagor** reported there had been no comments at the November 4 meeting and noted correspondence received about an incident at the Ledding Library. No audience member wished to address Council.

6. CONSENT AGENDA

It was moved by Councilor Massey and seconded by Council President Anderson to approve the Consent Agenda as presented.

A. City Council Meeting Minutes:

- 1. October 14, 2025, retreat,**
- 2. ~~October 21, 2025, work session, and~~**
- 3. ~~October 21, 2025, regular session.~~** (removed from the agenda)

B. Resolution 45-2025: A resolution of the City Council of the City of Milwaukie, Oregon, making appointments to the Climate Action Committee (CAC).

C. Resolution 46-2025: A resolution of the City Council of the City of Milwaukie, Oregon, acting as the Local Contract Review Board, reinstating a personal services agreement with FCS Group, a Bowman Company, for water and wastewater rate study services.

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

7. BUSINESS ITEMS

A. Speed Limits on Local Streets, continued – Discussion

Garbely provided an overview of the benefits of reducing vehicle speeds on local streets and discussed community support for reduction and staff recommendation to work on reducing speeds over two years. **Mayor Batey** and **Garbely** noted that the proposal to reduce speeds came from the Transportation System Plan Advisory Committee (TSPAC).

Councilor Khosroabadi, Garbely, and Sagor commented that bikeway and neighborhood streets would be part of the program, and they noted the importance of sharing data about the program with the public.

Council President Anderson and **Garbely** commented on not hiring a consultant to keep the project in-house and agreed that it was important to share information about the need for lowering speeds. They also remarked on program signage.

Councilor Massey and **Garbely** agreed about the need to tell the story about the benefits of lowering speeds. **Mayor Batey** and **Massey** noted the importance of speed limit signage, public outreach, and enforcement. **Sagor** and **Passarelli** discussed how the program would be prioritized among the public works department’s other projects.

Sagor asked for Council feedback on how quickly the program should be administered. **Councilor Khosroabadi** commented on inconsistent speed limits on Johnson Creek Boulevard. **Passarelli** and **Garbely** remarked on whether rolling out new speeds all at once was better than doing it over two years. **Council President Anderson** remarked on prioritizing funding for projects like reducing speed limits while balancing the needs of all the city’s transportation projects. **Councilor Massey** supported the staff recommendation to efficiently integrate the program with other city projects.

Mayor Batey summarized that it was the Council consensus to roll the speed reduction program out over two years as recommended by staff.

B. Middle Income Revolving Loan (MIRL) Program – Discussion

Council President Anderson provided an overview of the state’s MIRL program and how local governments could apply to use the dedicated state funding. **Mayor Batey** had heard that the MIRL program rulemaking process would not finish until summer 2026.

Briglio reviewed the state MIRL program's creation, goals, and how it was scheduled to be implemented through state rulemaking and local adoption and administration of the program and intergovernmental agreements (IGAs) between the city, county, and state. **Mayor Batey** and **Briglio** remarked on when the loan is repaid to the state.

Briglio presented staff concerns about adopting a MIRL program, including liability exposure, accounting and administration burdens, and uncertainty of the new state program. **Mayor Batey** and **Sagor** remarked on the taxing authority requirements that would need to be discussed with the city's district partners.

Jason Maki, Oregon Housing and Community Service (OHCS) technical advisor, clarified that all special districts except fire districts were exempt from the tax deferral of the MIRL program. **Mayor Batey** and **Maki** clarified that the MIRL act did not require 51% of the taxing districts to agree to adopt the program.

Maki reported that the state MIRL program rules were expected to go live in 2026 but not on January 1, 2026.

Councilor Khosroabadi, **Maki**, and **Mayor Batey** noted that if a MIRL recipient homeowner defaulted on the loan the city would take on that debt.

The group remarked that the order of adopting and implementing a local MIRL program. **Council President Anderson**, **Maki**, and **Mayor Batey** commented on the discretion the city would have in setting up a local MIRL program, including setting the area median income (AMI) level of residents of MIRL-supported affordable housing projects.

Council President Anderson, **Maki**, and **Megan Ellertson**, OHCS MIRL program manager, discussed how local MIRL program's compliance plan would be spelled out in the originating ordinance. They noted that the MIRL program places an affordability covenant on the property and could require developers to report to the city, and that the city would have discretion in approving any applications and taking on financial risk.

Sagor and **Maki** confirmed that without an IGA with the county the city could not administer a MIRL program. **Sagor** remarked on the administrative burden placed on city staff to administer a new program.

Mayor Batey asked if other cities in Clackamas County had inquired about MIRL. **Maki** and **Ellertson** had not discussed the program with other Clackamas County cities or with Clackamas County and remarked on how Coos County and the City of Coos Bay had coordinated on adopting a MIRL program.

Andy Fisher, developer, noted that the MIRL program would include administrative fees to help the city and county recover staff costs, that the city already had processes in place to address defaulted property taxes, and remarked that deed restrictions could be administered by local non-profits as set by the city and noted the city would lose property taxes for a specific period. **Mayor Batey** and **Fisher** commented on different property tax deferral structures in affordable housing programs.

Austin Turner, developer, remarked on the risk to the city of taking on the liability of defaulted MIRL properties and to the developer in seeking a loan for an affordable housing project. **Mayor Batey** and **Turner** noted that Turner and Fisher intended to seek a MIRL for the cost of purchasing land for an affordable housing project.

Turner discussed how developers were held accountable to pay the loans through deed restrictions and covenants. **Council President Anderson** and **Turner** noted that Turner and Fisher were looking at developing 42-50 affordable housing units on Linwood

Avenue and that they could not guarantee affordable housing would be included in the project if they did not secure a MIRL. The group noted that if a MIRL affordable home was sold before the number of set loan payback years expired, the next owner would be responsible for paying the rest of the loan.

Council President Anderson asked Council to direct staff to prepare an ordinance to adopt a local MIRL program and begin having conversations with county staff about an IGA. **Mayor Batey** believed there were too many unresolved questions still and hoped other cities in the county could help move the program forward before Milwaukie adopted an ordinance. **Councilor Massey** had concerns about the program and the workload burden on city staff. **Mayor Batey** believed MIRL was a useful tool and commented on other tools to create a simpler loan program.

Council President Anderson expressed support for the MIRL program to act on Council's affordability goal. **Mayor Batey** and **Anderson** remarked on the city's ability to determine the local MIRL program's parameters.

Councilor Khosroabadi expressed support for the program's aims and raised concerns about program details, remaining unknowns and putting the city at risk for defaulted loans. **Khosroabadi** suggested Milwaukie wait to see how other cities implement MIRL or if the state revised the program. **Mayor Batey** suggested Council wait until March to see what conversations OHCS has with the county and for the city to get deeper into the budgeting process to see what the city's staff capacity may be.

Council President Anderson believed Council should adopt an originating ordinance soon to begin the IGA and allow developers to have conversations with OHCS. **Mayor Batey** observed that the developers had already started to talk to OHCS and that the state's answers to questions about the program we're not fully developed.

Councilor Khosroabadi suggested that adopting an ordinance that would need to be cleaned up later didn't make sense and that negotiating an IGA with the county would not be easy. **Mayor Batey** added that directing staff to work on MIRL meant they would not be working on other affordable housing projects.

Council President Anderson reported that what OHCS could discuss with developers would be different after a MIRL ordinance was adopted and remarked on how complex the IGA negotiations with the county would be and what risk MIRL would present to the city.

Councilor Khosroabadi, **Mayor Batey**, and **Councilor Massey** noted the city's workload burden for administering the MIRL program in the long-term.

Council President Anderson hoped Council could revisit the proposal soon.

It was Council consensus to bring the issue back in March or April 2026.

Mayor Batey recessed the meeting at 8:30 p.m. and reconvened at 8:40 p.m.

8. PUBLIC HEARING

A. Solid Waste Franchise Terms Changes – Ordinance

Call to Order: **Mayor Batey** called the public hearing on the proposed changes to the solid waste franchise terms, to order at 8:41 p.m.

Purpose: **Mayor Batey** announced that the purpose of the hearing was to receive a staff report, take public comment, and consider adopting the proposed code change.

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

Staff Presentation: **Osborne** provided an overview of the city's solid waste haulers franchise agreement and Council's interest in terminating the annual renewal of the 10-year franchise term and presented an ordinance to terminate the current term.

Correspondence: **Mayor Batey** and **Osborne** noted that Beth Vargas, with the Oregon Refuse and Recycling Association (ORRA), and several current hauler franchisees had submitted comments or were present to speak.

Sagor and **Mayor Batey** noted that terminating the current 10-year franchise term would not preclude Council from setting a different term period.

Hearing Procedures: **Mayor Batey** reviewed the hearing procedures.

Audience Testimony: **Vargas**, speaking on behalf of the waste hauler companies that served Milwaukie, apologized for not responding to the mayor's previous request to propose alternative franchise terms, and suggested Council work with the haulers to amend the agreement and not terminate the agreement.

Keith Miller, Clackamas Garbage, remarked on how much Clackamas Garbage relies on the city's franchise agreement for business, and asked Council to keep the current franchise agreement and to work with the haulers to amend the agreement.

Close Public Comment: **It was moved by Councilor Khosroabadi and seconded by Councilor Anderson to close the public comment part of the solid waste franchise terms change hearing. Motion passed with the following vote: Councilors Anderson, Khosroabadi, Massey, and Mayor Batey voting "aye." [4:0]**

Mayor Batey closed the public comment part of the hearing at 8:54 p.m.

Council Discussion: **Osborne** had no response to the haulers' comments.

Council President Anderson and **Gericke** discussed differences in amending the franchise code versus terminating the agreement. **Sagor** observed that Council could amend the terms of the franchise agreement again in the future and that if Council did not act now the franchise would renew again until January 31, 2036.

Mayor Batey expressed support for ending the 10-year annual renewing term. **Councilor Khosroabadi** and **Council President Anderson** wanted to revise the franchise term as soon as possible.

Council Decision: **It was moved by Councilor Massey and seconded by Councilor Anderson for the first and second readings by title only and adoption of the ordinance terminating the continuing solid waste franchise system pursuant to Chapter 13.24 of the Milwaukie Municipal Code (MMC). Motion passed with the following vote: Councilors Anderson, Khosroabadi, Massey, and Mayor Batey voting "aye." [4:0]**

Sagor read the ordinance two times by title only.

Madigan polled the Council with **Councilors Anderson, Khosroabadi, Massey, and Mayor Batey** voting "aye." [4:0]

Ordinance 2258:

AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, TERMINATING THE CONTINUING SOLID WASTE FRANCHISE SYSTEM PURSUANT TO CHAPTER 13.24 OF THE MILWAUKIE MUNICIPAL CODE.

Sagor asked for Council feedback on when to bring the solid waste franchise back for discussion. **Mayor Batey** and **Councilor Massey** suggested after the budget process in late 2026 and **Council President Anderson** and **Councilor Khosroabadi** suggested the haulers could let the city know if there was an urgency to discuss before late 2026.

B. Budget Adjustments Adoption – Resolution

Call to Order: **Mayor Batey** called the public hearing on the proposed budget adjustments, to order at 9:10 p.m.

Purpose: **Mayor Batey** announced that the purpose of the hearing was to receive a staff report, take public comment, and consider adopting changes to the budget.

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

Staff Presentation: **Osborne** explained the request for Council to revise the budget to consider the public safety fee Council had adopted previously and noted how the funds would be used to support new staff positions.

Correspondence: No correspondence had been received.

Hearing Procedures: **Mayor Batey** reviewed the hearing procedures.

Audience Testimony: No audience member wished to speak to Council.

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

Mayor Batey closed the public comment part of the hearing at 9:12 p.m.

Council Decision: **It was moved by Councilor Massey and seconded by Council President Anderson to adopt the resolution authorizing a supplemental budget for the 2025-2026 Biennium. Motion passed with the following vote: Councilors Anderson, Khosroabadi, Massey, and Mayor Batey voting “aye.” [4:0]**

Resolution 47-2025:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, AUTHORIZING A SUPPLEMENTAL BUDGET FOR THE 2025-2026 BIENNIUM.

9. COUNCIL REPORTS

Council President Anderson proposed a Council letter congratulating the MHS/MAA cross country team’s recent success at the state tournament. It was the Council consensus to send the letter on behalf of the entire Council.

Council President Anderson apologized to the Clackamas County clerk’s office for misrepresentations made during the November 4 work session about the possibility of implementing ranked choice voting.

Councilor Khosroabadi reported on recent Clackamas County Community Action Board (CAB) activities and an information session about the future of transportation funding in Oregon hosted by the North Clackamas Chamber of Commerce.

Councilor Massey reported on recent North Clackamas Watersheds Council (NCWC) activity on the Kellogg Dam removal project, damage being caused by the arrival of the Emerald ash borer, and the firing of the contractor working in Three Creek Nature Area.

Mayor Batey reported on recent North Clackamas Parks and Recreation District (NCPRD) District Advisory Committee (DAC) meetings and activities, Metro Mayors Consortium (MMC) work. **Sagor** reported that the city will be creating a website for community members to know where to go for community and social support services.

Mayor Batey remarked on ways city police departments are raising awareness about how to identify their officers versus federal immigration officers. The group discussed whether the Milwaukie Police Department (MPD) should identify themselves and if the state legislature would be taking any action of federal immigration actions.

Mayor Batey commented on the recent posting of hateful flyers around downtown Milwaukie and whether Council should put out a statement that highlights the behavior. **Councilor Khosroabadi** and **Council President Anderson** supported issuing a statement denouncing hateful actions and highlighting Milwaukie's values. **Councilor Massey** did not think the city should give those who do evil things attention. The group discussed drafting a statement for Council to consider on December 2 that could be printed in the December edition of the Pilot newsletter.

10. ADJOURNMENT

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

Mayor Batey adjourned the meeting at 9:48 p.m.

Respectfully submitted,

Scott Stauffer, City Recorder

COUNCIL STAFF REPORT

To: Mayor and City Council
Joseph Briglio, Acting City Manager

Date Written: Dec. 19, 2025

Reviewed: Nicole Madigan, Deputy City Recorder

From: Scott Stauffer, City Recorder

Subject: **2026 Council Meeting Dates**

ACTION REQUESTED

Council is asked to designate its regular meeting schedule for the 2026 calendar year.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

Council sets its meeting schedule by adopting a resolution at the beginning of each calendar year.

[January 7, 2025](#): Council adopted [Resolution 1-2025](#), establishing its 2025 meeting schedule.

ANALYSIS

[Milwaukie City Charter Section 20](#) requires Council to hold meetings in the city at least twice a month and [Milwaukie Municipal Code \(MMC\) 2.04.070](#) requires Council to provide notice of its regularly scheduled meeting times and locations. The proposed resolution establishes the dates and times of the work, regular, and study session meetings.

Work sessions are held on the same day as, and usually before, regular sessions. Work sessions are informal meetings where Council may consider a limited number of agenda items and may not take any official action. *Regular sessions* are formal business meetings where ceremonial and business items are considered and acted upon. Work and regular sessions have historically been held on the first and third Tuesdays of each month.

Study sessions are informal meetings where one or two topics may be considered in-depth. These meetings are typically held on the second Tuesday of each month.

Council meetings have historically been held in-person at city facilities such as City Hall, the Public Safety Building (PSB), and the Ledding Library. Since 2020 Council has conducted meetings in-person and via Zoom video conference, when possible, except for times when inclement weather closed public facilities and meetings were canceled or held just on Zoom.

BUDGET, CLIMATE, & WORKLOAD IMPACTS

None.

EQUITY IMPACTS

It is critical for effective and transparent government that the public is aware of, and able to attend, the city's public meetings. By annually announcing its meeting schedule, Council is helping ensure that all community members know when and where these meetings will be held.

COORDINATION, CONCURRENCE, OR DISSENT

Staff have not received any requests to change the Council meeting schedule.

STAFF RECOMMENDATION

Staff recommends Council adopt the proposed resolution to establish its 2026 meeting calendar.

ALTERNATIVES

Council may direct staff to set different meeting dates and times for its regular meetings.

ATTACHMENTS

1. Resolution

COUNCIL RESOLUTION No.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, ESTABLISHING THE 2026 CITY COUNCIL MEETING SCHEDULE.

WHEREAS Milwaukie City Charter Section 20 requires City Council to hold a regular meeting in the city at least twice a month at a time and place that it designates; and

WHEREAS Milwaukie Municipal Code (MMC) 2.04.070 requires the City Council to provide notice of its regular meeting times and locations; and

WHEREAS the City Council adopted Resolution 1-2025, which established that regular session meetings would be held on the first and third Tuesday of each month during the year 2025.

Now, Therefore, be it Resolved by the City Council of the City of Milwaukie, Oregon:

Section 1. Regular Session City Council meetings will be held on the first and third Tuesday of each month at 6:30 p.m., or at a different time if special circumstances warrant, in the Council Chambers at City Hall, 10501 SE Main Street, via video conference, or at a designated alternate location as required and allowed by the Public Meetings Laws of the State of Oregon.

Section 2. The City Council may schedule work or study sessions, if deemed necessary by the members, and hold them either before or after the regular session or on alternative meeting dates. Further, the City Council may cancel any work session or study session if there are insufficient agenda topics to warrant convening a meeting.

Section 3. The city recorder is directed to provide notice to the public of all City Council meetings as required by law.

Section 4. This resolution is effective **January 6, 2026**.

Lisa M. Batey, Mayor

ATTEST:

APPROVED AS TO FORM:

Scott S. Stauffer, City Recorder

Justin D. Gericke, City Attorney

COUNCIL STAFF REPORT

To: Mayor and City Council
Joseph Briglio, Acting City Manager

Date Written: Dec. 19, 2025

Reviewed: Nicole Madigan, Deputy City Recorder, and
Kelli Tucker, Accounting & Contracts Specialist

From: Scott Stauffer, City Recorder

Subject: **Designating Papers of Record for 2026**

ACTION REQUESTED

Council is asked to designate the city's newspapers of record for calendar year 2026.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

Since 1992, Council has adopted an annual resolution designating the city's papers of record.

[January 7, 2025](#): Council adopted [Resolution 2-2025](#), establishing the 2025 papers of record.

ANALYSIS

To ensure that the people of Milwaukie are informed about the work of their government, and pursuant to Oregon Revised Statute (ORS) 192.620, the city is required to provide public notice of all "deliberations and decisions" of a governing body. To comply with the law, the city posts meeting notices online, in The Pilot newsletter, and in public viewing areas at city facilities. The city may also post certain notices, decisions, and issues in local newspapers.

To ensure that the papers of record continue to meet the definition of a paper of "general circulation" as required by statute, the six papers identified in the proposed resolution are [The Oregonian](#), [The Portland Tribune](#), [The Portland Business Journal](#), [The Daily Journal of Commerce \(DJC\)](#), [The Asian Reporter](#), and [The Portland Observer](#). These papers satisfy the statutory definition as they serve the Milwaukie area, and in the case of the DJC, reaching necessary audiences for project bidding and contracting purposes on a regional and statewide platform.

Several of the noted newspapers have served as the city's paper of record for many years. In 2023, the city updated its public contracting rules by adding a requirement to advertise all formal solicitations in minority-focused publications or with minority-focused organizational outlets to improve outreach and increase exposure of contracting opportunities to businesses certified with the State of Oregon's Certification Office for Business Inclusion and Diversity (COBID). The Asian Reporter and The Portland Observer are the two primary papers of record that meet this procurement requirement.

BUDGET, CLIMATE, & WORKLOAD IMPACTS

None.

EQUITY IMPACTS

Maintaining consistent lines of communication with the community is required under state law and is also a best practice for open and transparent government. By designating the city's papers of record, the Council is continuing to underscore the importance of communicating with the public in a consistent manner and through reliable news outlets.

COORDINATION, CONCURRENCE, OR DISSENT

Staff have not received any requests to change the city's papers of record.

STAFF RECOMMENDATION

Adopt the proposed resolution designating the papers of record.

ALTERNATIVES

Council may direct staff to set identify different newspapers to designate as papers of record.

ATTACHMENTS

1. Resolution

COUNCIL RESOLUTION No.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, DESIGNATING THE 2026 PAPERS OF RECORD.

WHEREAS Oregon Revised Statute (ORS) 192.620 requires the public be informed of “the deliberations and decisions” of the governing body, and

WHEREAS ORS 193.010 defines a newspaper of general circulation and ORS 193.020 defines a newspaper in which public notices may be published, and

WHEREAS The Portland Tribune, The Portland Business Journal, The Oregonian, The Daily Journal of Commerce, The Asian Reporter, and The Portland Observer meet city public noticing needs and state law requirements.

Now, Therefore, be it Resolved by the City Council of the City of Milwaukie, that The Portland Tribune, The Portland Business Journal, The Oregonian, The Daily Journal of Commerce, The Asian Reporter, and The Portland Observer are designated as the papers of record for the City of Milwaukie for calendar year 2026.

Introduced and adopted by the City Council on **January 6, 2026.**

This resolution is effective immediately.

Lisa M. Batey, Mayor

ATTEST:

APPROVED AS TO FORM:

Scott S. Stauffer, City Recorder

Justin D. Gericke, City Attorney

COUNCIL STAFF REPORT

To: Mayor and City Council
Joseph Briglio, Acting City Manager

Reviewed: Scott Stauffer, City Recorder

From: Nicole Madigan, Deputy City Recorder

Subject: **PSAC Member Appointment**

Date Written: Dec. 23, 2025

ACTION REQUESTED

As outlined in the Milwaukie Municipal Code (MMC) and detailed in the Boards and Committees (BC) Code of Conduct, Council is asked to consider approving a resolution to make an appointment to fill a vacancy on the Public Safety Advisory Committee (PSAC).

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

The individual who occupied PSAC position 2, the Lewelling Neighborhood District Association (NDA) representative, Stephan Lashbrook, resigned in October. The individual recommended for appointment as a replacement to position 2, Philip Stose, has been nominated by the NDA to be the neighborhood's representative.

ANALYSIS

Authority to fill city BC vacancies is granted to the Mayor and Council by Section 26 of the City Charter. To fill vacant NDA-nominated positions, NDAs nominate individuals to represent them on the PSAC. The NDA informs city staff of the nomination, which is forwarded to Council for consideration through the regular session consent agenda. Appointed individuals serve for a term length determined by the MMC and in the case of PSAC NDA representatives, there are no term limits. Upon the completion of a term, if the individual continues to be eligible, they may be reappointed by Council to serve another term.

If appointed, this would be the nominated individual's first time serving on the committee and their first term would be served as a zero term, meaning their first term was not complete and had been started before they were appointed.

BUDGET IMPACT

It is vital for the city to have functional BCs that reflect the community they support. By making the proposed removal and appointment, Council is helping to ensure that the PSAC can continue that vital work. The proposed committee appointment has no financial impact, however certain BCs have authority to make fiscal decision recommendations.

CLIMATE IMPACT

Making appointments to the PSAC ensures we have robust representation of community voices that will help to shape and meet Milwaukie's climate goals.

EQUITY IMPACT

Staff strive to make participation with the city’s BCs as accessible as possible by holding hybrid meetings and offering BC applications translated into other languages. The recommended PSAC appointment would help the city achieve its goal of providing a diverse spectrum of voices. The nominated individual brings experience and expertise to their nominated position.

WORKLOAD IMPACT

None.

COORDINATION, CONCURRENCE, OR DISSENT

The office of the city recorder (OCR) and city manager’s office staff worked with PSAC’s staff liaison and the NDA to confirm the nomination for appointment.

STAFF RECOMMENDATION

Staff recommends making the following removal and appointments:

PSAC: two-year terms, no term limit for NDA representatives.

Position	Name	Term Start Date	Term End Date
2	Philip Stose, <i>Lewelling NDA Representative</i>	1/06/2025	6/30/2026

ALTERNATIVES

Council could decline to make the recommended appointment, which would result in a vacancy on the noted committee.

ATTACHMENTS

- 1. Resolution

COUNCIL RESOLUTION No.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, REMOVING AND APPOINTING MEMBERS OF THE PUBLIC SAFETY ADVISORY COMMITTEE (PSAC).**

WHEREAS the PSAC position 2 has been vacant since October due to the resignation of the Lewelling Neighborhood District Association (NDA) representative, and

WHEREAS Milwaukie Charter Section 26 authorizes the Mayor, with the consent of the Council, to make appointments to boards and committees, and

WHEREAS the individual named below for appointment has been nominated by the Lewelling NDA and staff recommend the following individual be appointed.

PSAC: Individual to appoint:

Position	Name	Term Start Date	Term End Date
2	Philip Stose, <i>Lewelling NDA Representative</i>	1/06/2025	6/30/2026

Now, Therefore, be it Resolved by the City Council of the City of Milwaukie, Oregon, that the individuals named in this resolution are as named removed and appointed to the PSAC of the City of Milwaukie for the term dates noted.

Introduced and adopted by the City Council on **January 6, 2026.**

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
Joseph Briglio, Acting City Manager

Reviewed: Jennifer Garbely, PE, City Engineer

From: Hector Gomez-Barrios, Project Manager

Subject: **Award 6-yr On-Call Surveying Services (RFPQ-2025-046)**

Date Written: Dec. 23, 2025

ACTION REQUESTED

Council is asked to approve a resolution to execute contracts with Emerio Design, LLC and PACE Engineer, Inc. for on-call surveying services.

ANALYSIS

The engineering division has an ongoing need for licensed professional survey services for a variety of projects. The fundamental requirement for the design of a new project is to understand existing conditions. A licensed professional surveying consultant will utilize the latest technology to determine and establish right-of-way (ROW) and property boundaries, submit required survey maps to the county, and deliver a computer-aided design (CAD) file to engineering staff to utilize in the design of Capital Improvement Plan (CIP) projects.

Types of services that the survey consultant will provide are as follows:

- Topographic Surveys
- Design Surveys
- As-Built Surveys
- Record of Surveys
- Legal Description

The engineering division advertised a request for qualifications (RFQ) for this contract on October 15th, 2025, and received proposals from nine (9) surveying consultants. Engineering staff put together a team of three (3) raters who read and evaluated each proposal and ranked them based on scoring system criteria. Using the weighted averages of the scores, the firm with the highest score was considered to be the most qualified.

Individual task orders will be issued with specific scope, schedule and fee for each identified project.

BUDGET IMPACT

All work will be associated with an identified capital improvement project and billed to the appropriate budget for the project. Each on call is set up for \$500,000 that can be used over the next six years. This is not a guaranteed amount and used only as required.

CLIMATE IMPACT

None.

EQUITY IMPACT

This procurement process includes an additional 20 points for being an Oregon Certification Office of Business Inclusion and Diversity (COBID) certified primary contractor.

WORKLOAD IMPACT

By issuing on call contracts this helps staff to be efficient and streamline survey needs within the city.

COORDINATION, CONCURRENCE, OR DISSENT

These on-call contracts can be used outside of the engineering division with approval from the city engineer to support, plan, and develop engineering and public works projects.

STAFF RECOMMENDATION

Staff recommend that the Council award the on-call surveying services contract to PACE Engineers, Inc and Emerio Design, LLC.

ALTERNATIVES

Council could direct staff to:

1. Advertise and award a separate contract for each project in which a survey is needed, or
2. Add a registered surveyor on staff position to perform these services.

ATTACHMENTS

1. Resolution

COUNCIL RESOLUTION No.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, AUTHORIZING A CONTRACT WITH PACE, INC. AND EMERIO DESIGN, LLC FOR ON-CALL SURVEYING SERVICES (RFPQ-2025-046).

WHEREAS The Milwaukie Capital Improvement Plan (CIP) identifies projects requiring the services of a professional land surveyor; and

WHEREAS a formal, competitive solicitation process was conducted which received nine proposals responses to perform on-call surveying services; and

WHEREAS PACE Engineer, Inc. and Emerio Design, LLC, was identified as the highest scored responsive and responsible proposers based on qualifications.

Now, Therefore, be it Resolved by the City Council of the City of Milwaukie, Oregon, that the city manager or their designee is authorized to execute contracts with PACE Engineer, Inc. and Emerio Design, LLC for on call surveying services and authorize the city engineer, public works director, or designee to administer the contracts for an initial amount of \$500,000 each over the next six years.

Introduced and adopted by the City Council on **January 6, 2026.**

This resolution is effective immediately.

Lisa M. Batey, Mayor

ATTEST:

APPROVED AS TO FORM:

Scott S. Stauffer, City Recorder

Justin D. Gericke, City Attorney



MILWAUKIE POLICE DEPARTMENT

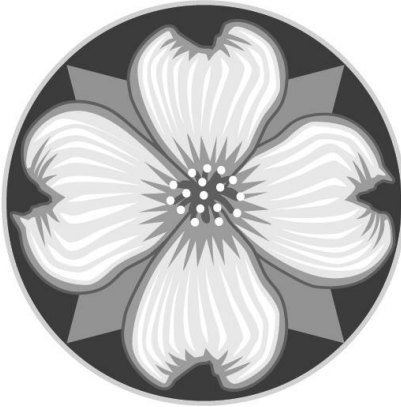
Memorandum

To: Mayor Batey and Milwaukie City Council
From: Tony Cereghino , Police Captain *Tony Cereghino 32417*
Through: Joseph Briglio, Acting City Manager
Date: December 22, 2025
Re: OLCC Application – 1847 Food Park

Action requested:

It is respectfully requested the council approve the OLCC application for 1847 Food Park located at 1915 SE Scott St, Milwaukie.

We have conducted a background check and find no reason to deny the request for the liquor license.



RS Agenda Item

7

Business Items

COUNCIL STAFF REPORT

To: Mayor and City Council
Joseph Brigilio, Acting City Manager

Date Written: Dec. 22, 2025

From: Gabriela Santoyo Gutierrez, Equity and Inclusion Coordinator, and
Adam Moore, Parks & Greenspace Development Manager

Subject: Naming Policy Update and Adoption

ACTION REQUESTED

Council is asked to receive a progress update and adoption of the naming policies.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

November 21, 2000: Council adopted the Naming Policy and Procedures Resolution 32-2000.

September 2022: Council directed staff to explore the creation of a citywide naming policy following community concerns about inclusivity and historical context in naming public assets (e.g., parks, buildings).

March 2023: Parks and Recreation Board (PARB) held an initial discussion on gaps in the existing informal naming practices.

October 17, 2023: City Manager Ann Ober formally requested the Equity Steering Committee (ESC) review potential policy frameworks through an equity lens. ESC discussed it was not an urgent priority and want to wait until 2025.

February 2025 – Ongoing: Monthly work sessions held between ESC and PARB to co-develop draft policy language. The city manager tasked the ESC and PARB staff liaisons with forming a naming sub-committee.

September 2025: Final working draft reviewed by staff, with feedback from legal, communications, and equity teams incorporated.

October 7, 2025: Staff presented the two policies to Council at their regular session.

November 4 – December 2: Staff conducted an online survey using Engage Milwaukee to solicit feedback from the community.

ANALYSIS

The two related policies up for consideration are the 2025 Naming Policy and the 2025 Memorial & Donation Recognition Policy. The first is a replacement of the existing 2000 policy, while the latter is a new policy. Both policies were created by a temporary sub-committee made up of two former PARB and two ESC members, who volunteered and were elected to serve on the sub-committee by their peers on their respective board or committee. The PARB staff liaison and ESC staff liaison both facilitated the sub-committee meetings.

Both policies were brought to Council for feedback and direction at the October 7 Regular Session meeting. Staff have also conducted community engagement via an online survey on Engage Milwaukee. A summary of the community survey results is attached (Attachment 3).

The attached policies for Naming and Memorial & Donation Recognition are the culmination of 12 months of work by the joint PARB and ESC sub-committee. This report provides an update to both policies based on feedback from the community, representatives from the Confederated Tribes of the Grand Ronde (CTGR), and the full memberships of ESC and PARB.

2025 Naming Policy – Updates

Council gave staff specific direction when the Naming Policy was presented in October. Staff were directed to conduct public outreach and complete a community survey on the policy. This report provides a general summary of how the policy has changed based on feedback from Council, the community survey, and the sub-committee who wrote the policy.

Impact on Fundraising

Staff were specifically directed to ask how the Naming Policy might impact city fundraising. Staff conducted outreach to several community groups, including: the North Clackamas Parks and Recreation District (NCPRD), Friends of the Ledding Library (FOLL), the Ledding Library Foundation, the Ledding Library Board, the Milwaukie Parks Foundation, Milwaukie Community Foundation, the Milwaukie Police Foundation, the Milwaukie chapter of the Elks Club, and the Milwaukie chapter of Rotary International. All groups were invited to contact staff and to take part in the community survey. None of these groups responded directly to staff regarding the policy.

The sub-committee, PARB, and ESC, each felt strongly that this policy should not be used as a fundraising or donation recognition policy, and that the city should avoid situations where naming rights are sold or given in recognition of a large cash or land donation, though this policy does allow for those making large donations to recommend a name for significant donations. A naming recommended as part of a significant donation must follow the criteria described in the policy. A significant donation is defined as a donation of either: 1) 60% or more of the cost of a capital project, 2) 51% or more of the land donated for a capital project, 3) a 20-year endowment dedicated to maintenance or programming of city assets.

Staff and the sub-committee felt that the feedback from the community survey supported the existing language in the Naming Policy and separate Memorial & Donation Policy. A summary of the results of the community survey is attached (Attachment 3).

Naming after Outstanding Individuals

Staff were also asked to change the policy language regarding the Outstanding Person category of naming. Council directed staff to condense the language used in the policy. The sub-committee asked that staff include the new language in the community survey to get feedback from the community. The sub-committee felt it was important that the decision to name or rename city assets after people be made with special consideration of local history and those who have been historically marginalized. The attached policy represents condensed language as well as additional language that the policy sub-committee felt important to include after feedback from the community was reviewed.

Honoring Street Naming Policy

The community survey asked if the city should develop an Honorary Street Naming Policy. The sub-committee felt that the feedback from the survey was conclusive and does not recommend that the city explore an Honorary Street Naming Policy at this time. Information on the community survey is attached to this report.

Renaming Justifications

The original drafted naming policy didn't list criteria to be considered when justifying renaming the of an existing city asset. At the request of the Equity Steering Committee, the sub-committee added language to the Naming Policy to provide criteria to be considered including Change in Function, Ownership, or Structure; Outdated or Misaligned Identity; and Cultural or Ethical Concerns. Based on the responses to the community survey, the naming sub-committee felt that including these three considerations for renaming a city asset were justified.

Future Naming Sub-Committees

At Council's direction, staff updated the language regarding the make up of future sub-committees that would recommend new names to Council in the future. Council directed staff to revise future naming sub-committees to representatives from the Library Board, PARB, and ESC. The sub-committee and staff felt that one or two members from each board or committee were part of the sub-committee for purposes of meeting quorum and ensuring a diversity of ideas and voices on the sub-committee.

Feedback from the Grand Ronde

Staff met with two representatives from The CTGR who kindly shared their past experiences in assisting other municipalities in naming spaces. They emphasized the importance how naming can be a powerful opportunity for positive community impact of shared history, storytelling, and place keeping. Staff thanked them for their time and wisdom, and the tribe members offered to assist staff and the subcommittee in the future should the community suggest names under the history and Indigenous and/or Cultural categories. The Tribe also provided examples of how other municipalities naming practices unintentionally created uncomfortable situations of competition and confusion, so they recommended a pre-selecting process or strategy to help narrow the naming category. The committee and staff took their advice into special consideration and added specific solicitation steps asking community open-ended responses for:

- Preferred naming category the sub-committee should consider when selecting a name
- A suggested name for space
- A reason why they believe their suggested name is a good fit for the city and space
- The sub-committee will review all submissions through further steps

The committee wanted to prioritize as much community feedback as possible and felt as though the procedures created in the Naming Policy would address these concerns. The policy will continue to be revised in the future for needed improvements.

Naming Policy – Background & Description

The draft 2025 Naming Policy was updated to establish a more systematic and consistent approach for the naming of city assets, consisting of parks, natural areas, recreational facilities, trails, and facilities. This policy ensures a fair and transparent process for asset naming, including names arising from sponsorships or major gifts. It also helps ensure that facilities are easily identifiable and are consistent with the values and character of the neighborhood or area served. Therefore, in support of the city's values of equity, inclusion, and justice, the naming process and policy seek to more intentionally reflect the identities, histories, and contributions of Milwaukie's diverse communities, and promote a sense of belonging for all residents.

The sub-committee prioritized less focus on fundraising and more on community impact. The draft policy was informed by polices of NCPRD, the City of Portland, the City of Lake Oswego,

the City of Oregon City, the City of Tualatin, and the City of West Linn. The sub-committee felt as though the policies for NCPRD and City of Portland represented best practices, and both were borrowed from heavily in the creation of this policy.

This policy is to be applied to the naming (or re-naming) of city assets such parks, natural areas, or greenspaces, city facilities (such as buildings or campuses), and trails or city controlled public Right of Way. This policy is not intended to be applied to individual amenities (such as playgrounds, drinking fountains, additional donations to existing parks, or other similar improvements) inside of parks, natural areas, greenspaces, or facilities, except for individual rooms inside city facilities. In the case of individual rooms inside of city facilities, this policy is to apply only to public facing rooms, which are available for public use or rental. Non-public facing rooms, such as staff conference rooms inside City Hall, are treated separately by this policy. This policy is not intended to apply to public art, interpretive signage, streets, project completion signage, nor way finding signage.

While this policy would limit the naming of individual amenities to be named in the future, the sub-committee felt as though it was important to honor past city agreements to name individual amenities or sections of parks or facilities. Likewise, park or facility names given in exchange for land or cash donations prior to this policy should be honored, though the practice of writing naming rights into purchase agreements for property, deed restrictions for property, or as any form donation recognition should cease.

Memorial and Donation Recognition Policy - Update

The Memorial and Donation Recognition Policy is largely unchanged from when it was first reviewed by Council. Staff and the sub-committee felt that the feedback from the community survey did not warrant changes to the policy. The maximum requirements for the size of a plaque were increased, and clarity was added for donations in the public right of way (ROW). When donating in the ROW, the applicant must first seek a ROW permit prior to filling out an application for a donation.

Memorial and Donation Policy – Background & Description

The purpose of this policy is to help guide the city’s requirements for accepting donated materials or financial contributions for people who are still living or have passed for recognition and/or memorial purposes. Like the 2025 Naming Policy, the Memorial and Donation Recognition Policy is not intended to be a fundraising policy. It is also important to note that while this policy would allow for an amenity (or the cost of an amenity) to be donated to the city and to bear the name of the donating entity on a plaque, the individual amenity is not named after the donating entity. For example, this policy would allow a neighborhood district association (NDA) to donate the cost of a bench to a park capital improvement project in exchange for a plaque on the bench recognizing the donation. In this example, the bench (an individual amenity) wouldn’t be named after the NDA, only recognize their contribution to the bench or capital project. Likewise, this policy would allow a family to donate an individual amenity, such as a tree with a rock and plaque, to a park or facility in the name of a loved one who is deceased.

BUDGET IMPACT

These policies impact how donations to the city are named but does not restrict the city’s ability to collect donations or implicate current budget decisions.

CLIMATE IMPACT

By establishing an equity-centered framework that includes green/natural feature naming, the policies encourage names that highlight ecological features, Indigenous history, and climate resilience. This approach can raise community awareness of local environmental assets and reinforce long-term stewardship of public spaces. The policies themselves will not directly increase emissions or alter land use but can complement the city's broader climate action objectives

EQUITY IMPACT

By embedding equity into both the process and the policy criteria, this work advances Milwaukie's broader equity values. The ESC co-led the policy development to address and correct historical exclusion in public naming practices. Recognizing that naming has disproportionately honored wealthy, white men, the new policy aims to ensure greater equity by increasing transparency, accessibility, and aligning decisions with city values—even when major gifts or donations are involved. We hope the naming policy offers opportunities to greater reflect the identities, histories, and contributions of Milwaukie's diverse communities, and promote a sense of belonging for all residents. Feedback received from a staff meeting with representatives from the Grand Ronde with experience in naming policies and in assisting other municipalities in naming spaces has been incorporated into the Naming Policy.

WORKLOAD IMPACT

Implementation of the proposed Naming Policy and Memorial & Donation Recognition Policy is expected to have a moderate but manageable workload impact. When a naming or renaming process is initiated, the Office of the City Recorder (OCR) staff will serve as the primary point of contact, coordinating application intake, community engagement, and initial review. If a proposal advances, the Mayor or designee may convene a subcommittee—including staff liaisons from PARB, ESC, and other relevant Boards/Committees—to review and make recommendations. The final decision makers are the City Councilors. These processes are episodic and will be absorbed into existing staff duties without the need for additional FTEs.

COORDINATION, CONCURRENCE, OR DISSENT

The subcommittee consulted and incorporated feedback from Library Director Brent Husher to inform the policy recommendation. Staff reached out via email to multiple groups for feedback on the policies including: NCPRD, Friends of the Ledding Library, the Ledding Library Foundation, the Ledding Library Board, the Milwaukie Parks Foundation, Milwaukie Community Foundation, the Milwaukie Police Foundation, the Milwaukie chapter of the Elks Club, and the Milwaukie chapter of Rotary International. Groups were invited to contact staff and to participate in the Engage Milwaukie survey. Staff also met with representatives from the CTGR to discuss feedback and make recommendations on the policies.

STAFF RECOMMENDATION

Staff recommends that Council **receive this update** and consider **formal adoption** of the two separate policies for Naming, and Memorial & Donation Recognition.

ALTERNATIVES

Council can consider amendments they would like in either of the two policies.

ATTACHMENTS

1. Draft of the Naming Policy
2. Draft of the Memorial and Donation Recognition Policy
3. Summary of Community Engagement on policies
4. Resolution

SUBJECT: Naming	EFFECTIVE DATE: REVIEWED: REVISED:
CATEGORY: POLICY NUMBER:	CROSS REFERENCE: Contributions 200.11(city gives money) Separate Memorial and Donation Policy

Purpose: To establish a systematic and consistent approach for naming city assets, consisting of parks, natural areas, recreational facilities, trails, and facilities.

This policy ensures a fair and transparent process for asset naming, including names arising from sponsorships or major gifts. It also helps ensure that facilities are easily identifiable and are consistent with the values and character of the neighborhood or area served. Therefore, in support of the City’s values of equity, inclusion, and justice, the naming process will seek to reflect the identities, histories, and contributions of Milwaukie’s diverse communities, and promote a sense of belonging for all residents. While this policy could be used for fundraising purposes, it is not in and of itself a fundraising policy.

Definitions: This naming policy outlines the guidelines and standards for naming conventions to ensure consistency.

- A. Amenities: Are features that enhance comfort, convenience, or recreation in a facility or natural environment. They go beyond basic functional needs and may include things like playgrounds, trails, seating, restrooms, parking, or shade structures. Individual amenities are not named; however, this does not apply to conference rooms.
- B. Donation: The giving of property, goods, cash, or time to the City with no expectation of return.
- C. Facilities: Property assets under the city ownership including buildings, structures, open spaces, public parks, recreational facilities; environmental habitat and land. The term assets are also interchangeably used with facilities.
- D. Natural Area: Open space where the primary purpose is the conservation of the natural environment. Such parks typically have minor improvements for access to natural resources with a minimal impact on the environment
- E. Park: Open space developed for active or passive recreation, community gathering, educational, or aesthetic purposes.
- F. Significant Donation: A gift to a new capital project that amounts to at least one of the following: 1) 60% or more of the funding necessary, 2) 51% or more of the land necessary, or 3) a 20-year endowment for maintenance or programing.
- G. Sponsorship: The giving of financial or in-kind support from an individual or corporation for a specific service, program, facility, park, or event in return for certain benefits.
- H. Trail: Trails that connect communities within and beyond the City or regionally significant natural features, such as rivers and streams, and often across several neighborhoods.

Personnel and Administrative Policy and Procedure

Scope: This policy applies to all employees, city officials, or other personnel of the City of Milwaukie. This policy applies to the naming of properties owned by the city of Milwaukie. For primarily internal facing facilities, the city manager or designee can select a name that meets the following naming categories criteria below. This includes conference and community rooms that are internal and public facing. The city manager or designee is encouraged to seek out recommendations from the naming subcommittee. Other facilities that Milwaukie operates but does not own, the owner(s) of such facilities shall retain authority for their naming or renaming.

Policy: The city is to name facilities through an adopted process utilizing established criteria. As described in the purpose, appropriateness of naming designation will include at least one or more of the following categories:

- **Geographic/Special Features:** Place-based names (street, subdivision, area, etc.) or special features can help improve ease of locating district amenities and can help establish a sense of place.
- **Historic:** References to the past can educate the community about historical context and preserve memories of groups, elements, symbols, and/or events connected to the place-based history within the city. Priority should be considered for local shared history.
- **Indigenous or Cultural:** Names or symbols applicable with consideration from tribal governments and other underserved cultural communities.
- **Native Flora and Fauna:** Native flora or fauna illustrates the value the community places upon nature.
- **Naming for Outstanding Individuals:** Naming after an outstanding deceased individual is allowed where that person's significance is not necessarily limited to an individual's financial or business success but rather was exceptional in embodying city values and demonstrated excellence in service that made a positive impact to the land, community, the City of Milwaukie, North Clackamas Parks and Recreation District, State of Oregon, the United States, or the world;
 - Requirement for naming after deceased individuals: The staff liaison and at least one other member of the naming subcommittee will be assigned to conduct due diligent research looking into the individual's background and history.

Responsibilities:

- **Naming Review Subcommittee:** a rotational naming subcommittee is formed by members of the Equity Steering Committee (ESC), Parks and Recreation Board (PARB), and Library Board. Boards and Committees will nominate one or two members from each group to serve on the naming subcommittee to review naming suggestions for city assets. Members will serve up to a year and can repeat their term. Priority should be given to members who have not previously served on the subcommittee. The committee needs to have at least three members with one member from each board listed above.
- **City Manager:** May approve temporary or minor naming decisions. This includes naming primarily internal and public facing facilities and community rooms.
- **City Attorney, City Recorder, and City Manager** review the proposal before it is considered by the City Council.
 - **City Council:** Approves all final naming and renaming actions in a public meeting as required by Oregon public meeting laws.

Personnel and Administrative Policy and Procedure

Procedures: The naming process steps are as follows:

A. Naming New Assets

- Step 1, Public Notification: a public notification of a naming opportunity with City Council and appropriate city boards, committees, and NDAs. Promotion can include but is not limited to:
 - Announcements on the City's public webpage;
 - Media release and social media announcements;
 - Milwaukie Pilot newsletter;
 - Signage at designated City facility or project site;
 - Engage Milwaukie; and
 - Email community-led committee members.

- Step 2, Soliciting Submissions: Submissions to name an asset then completed by community members and groups, and submitted through the designated the City communication channels. Acknowledgement of receipt of the submission will be provided either electronically or by phone. A minimum of 45 days will be provided for the public submission process and can be submitted through:
 - Print forms;
 - Online on Engage Milwaukie; and
 - Email Office of City Recorder at OCR@milwaukieoregon.gov.

Engagement should ask the community for their input on:

- Preferred naming category the sub-committee should consider when selecting a name
 - A suggested name for space
 - A reason why they believe their suggested name is a good fit for the City and space
 - The sub-committee will review all submissions through further steps
-
- Step 3, Preparation of Submissions: Following the submission closing deadline, City staff will collect all submissions and prepare them per category for the naming subcommittee to review. A staff liaison will be appointed by the City Manager to help prepare materials and facilitate subcommittee.

 - Step 4, Naming Subcommittee Review and Recommendation: The designated naming committee will convene within two months following the submission deadline to review naming proposals. The naming committee reviews proposals, conducts additional research and develops written recommendations for staff and City Council. A recommendation from the committee must have at least a majority vote in support of the name.
 - If none of the submitted proposals are acceptable to the committee, the committee may submit a new proposal based on their discussion and public input. Additional naming committee discussions will be held in open public meetings.

 - Step 5, Staff review: The staff liaison and a representative from the naming subcommittee representative will take the recommended name back to City Manager, City Attorney and the City Recorder for review and discussion prior to the City Council review.

Personnel and Administrative Policy and Procedure

- Step 6, City Council Review and Approval: The staff liaison and a representative from the naming subcommittee representative will take the recommended name back to City Council. City Council reviews the recommendations and either:
 - Accepts the committee's recommendation.
 - Declines the committee recommendation, in which case the committee may choose to:
 - The naming committee continues review of other submissions; or
 - The naming committee may suggest the second naming option based on their discussions and public input to date.
- Step 7, Communicating Name Decision: Once the decision from Council has been made, the city will be responsible for communicating the name to applicants and naming subcommittee within two weeks. The name will be publicized and shared with the community.
 - Appeals: Any person whose request to name/rename a city property is denied may appeal to the City Council by petition through the City Recorder's office.

B. Naming for Donations: A significant donation made to the City that adds considerable value to Milwaukie may be recognized through naming. As a guideline, the threshold for considering the naming includes one or more of the following:

- Land for 51% the park or facility was deeded to the City by the donor.
- Contribution of a minimum of 60% of the capital construction costs associated with developing the park or facility.
- Provision of a minimum 20-year endowment for the continued maintenance operation and/or programming of the park or facility
- Donors seeking to name an asset associated with major donations in honor of an individual must follow the naming process and categories that apply to naming an asset after an outstanding person.
- Naming city assets with a company name is prohibited. Corporate logos, insignias, brands or direct advertising text shall not be used in city naming.
- Naming for significant donations will follow the same steps as naming new assets. For non-significant donations, a separate Memorial and Donation Policy was created to help guide the city's requirements for accepting donated materials or financial contributions as well as for recognition and/or memorial purposes.

C. Renaming: The renaming of city assets may be allowed. Name changes will be subject to a critical review by the naming subcommittee that includes consideration of the original justification for the current name, the value of prior contributors, and the rationale for changing the name. Rational is not limited to:

- Change in Function, Ownership, or Structure: The facility's purpose, ownership, or organizational structure has changed significantly (e.g., repurposing, merger, or development of a city asset), making the existing name inaccurate or irrelevant.
 - Outdated or Misaligned Identity: The current name no longer reflects the asset's role, location, or the community it serves, or it no longer aligns with the organization's mission, values, or branding.
 - Cultural or Ethical Concerns: The existing name is culturally inappropriate, offensive, or associated with individuals, groups, or events whose reputations or legacies conflict with organizational values. This includes criminal offence.
- Renaming request submissions require the following:

Personnel and Administrative Policy and Procedure

- The proposed name.
- Written justification for the proposed name addressing the City's policy and guidelines for property naming.
- Written justification for changing the established name.
- Identification of the interested/impacted stakeholders.
- The submission should include a depiction/map showing the location of the park, trail, or facility.
- The submission should be emailed to the Office of the City Recorder (OCR).
- The city will honor deed restrictions that have been approved before the adoption of this updated City naming policy. There must also be reasonable efforts to notify the party impacted by the name change.
- After submissions, similar procedures for naming new assets will follow similar steps as naming new assets.

Special Considerations:

- **Land or Cash Donations:** A significant donation of land for public use may be recognized with naming rights, subject to compliance with the naming criteria and City Council approval. A significant financial contribution may be recognized through naming opportunities. A threshold (e.g., 51% development cost) may be required for full naming rights, with terms defined in a written agreement and must still meet at least one of the naming categories.

<p>SUBJECT: Memorial and Donation</p>	<p>EFFECTIVE DATE: REVIEWED: REVISED:</p>
<p>CATEGORY: POLICY NUMBER:</p>	<p>CROSS REFERENCE: Contributions 200.11(city gives money) Separate Naming Policy</p>

Purpose: This policy establishes guidelines for establishing memorials or recognizing donations within City of Milwaukie parks and facilities. The intention of this policy is to help guide the City’s requirements and process for accepting donated amenities or financial contributions that are to serve as memorials to those that have passed. This policy may also be used to recognize the donation of amenities, services, volunteer labor, or financial contributions that are made toward a capital project at a park or facility.

An example of a ‘memorial’ would be the donation of a bench (or the cost of a bench) in a park with a memorial plaque on it. While the memorial plaque would include the name of the person to be remembered, the bench would not be *named after the person to be remembered*. An example of ‘donation recognition’ would be when a neighborhood association donates a small amount of funds towards the cost of a playground that is part of a larger capital improvement in the park. In this case, a plaque could be installed near the playground recognizing the donation from the NDA.

A separate Naming Policy would govern the naming of city parks or other assets, whereas this policy only governs how to recognize a donation or memorial. While this policy could be used for fundraising purposes, it is not in and of itself a fundraising policy. This policy is not intended to apply to naming of city parks or other assets, nor is it intended to apply to murals, interpretive or education signs, wayfinding signage, public art, historical markers, project completion signs, landmark signs, or other types of city signage or plaques.

Definitions: This naming policy outlines the guidelines and standards for naming conventions to ensure consistency.

- A. Amenities: Are features that enhance comfort, convenience, or recreation in a facility or natural environment. They go beyond basic functional needs and may include things like playgrounds, trails, seating, restrooms, parking, or shade structures. Individual amenities are not named; however this restriction on naming individual amenities does not apply to public facing rooms (such as the Dogwood Community Room at City Hall).

- B. Donation: The giving of property, goods, cash, or time to the City with no expectation of return.
- C. Facilities: Property assets under the city ownership including buildings, structures, open spaces, public parks, recreational facilities; environmental habitat and land. The term assets is also interchangeably used with facilities.
- D. Natural Area: Open space where the primary purpose is the conservation of the natural environment. Such parks typically have minor improvements for access to natural resources with a minimal impact on the environment
- E. Park: Open space developed for active or passive recreation, community gathering, educational, or aesthetic purposes.
- F. Sponsorship: The giving of financial or in-kind support from an individual or corporation for a specific service, program, facility, park, or event in return for certain benefits.
- G. Trail: Trails that connect communities within and beyond the City or regionally significant natural features, such as rivers and streams, and often across several neighborhoods.

Scope: This policy applies to all employees, city officials, or other personnel of the City of Milwaukie. This policy applies to donation recognition plaques or donations for the purposes of memorials on properties owned by the city of Milwaukie.

Term of Memorial or Donation Recognition Plaque:

Memorials/Donations are to be established for renewable 20-year terms. The City will make reasonable efforts to contact the donor or their heirs in advance of the expiration of a memorial so that donors may request a renewal at their expense. In the event of replacement or upgrading, the original memorial plaque may be reused or replaced with a new plaque at the donor's direction and cost. In the event a memorial is to be discontinued, the plaque will be offered to the donor or their heirs at no charge.

Cost of Memorial or Donation:

All costs associated with a donation are to be covered by the donor. The City may, on a case-by-case basis, establish an appropriate administrative fee of no greater than 15% of the value of the donation to coordinate the project for projects that fall outside of the pre-determined amenity list. For projects of large value and/or complication, a reasonable administrative fee will be negotiated with the donor.

Any and all donations received become the sole property of the City.

Location of Memorial or Donation Recognition Plaque:

The City provides memorials/donations in locations which are considered permanent during the identified term of the memorial. However, future circumstances may arise requiring the relocation of a memorial/Donation. If this occurs, the City will make reasonable attempts to find a mutually agreeable relocation site with the donor. The costs of memorial/donation relocation will be the responsibility of City. In all cases, City will have the final decision on memorial/donation locations.

Memorials/donations proposed to be located in the public Right of Way (ROW) must follow the typical ROW permitting process as established by the City. ROW permits must be approved prior to the final determination is made on the memorial or donation application is approved.

Memorials / donations covered in this policy are allowed on all city-owned parks, trails, natural areas, facilities, subject to the requirements of this policy. Memorials and donations may be allowed to enhance a city park, trail, natural area, or facility, with an approved ROW permit and following the requirements of this policy.

Special Considerations:

- Land or Large Cash Donations: The donation of land for public use or large donations of cash for capital improvements may be recognized with naming rights, subject to compliance with the naming policy. Please see the Naming Policy for more information and donation requirements.
- The age, general condition, and anticipated maintenance requirements of a donation will be taken into consideration before accepting donations.
- Memorial/Donation proposals may not reflect a political party or religious or business statement

or position. Memorial/Donation proposals or the plaques recognizing donations shall not include logos, symbols, flags, images, or pamphlets.

- Donations must be compatible with and meet a specific park, facility, or amenity need identified in the approved master plan for the park. In areas not covered by master plans, compatibility with existing facilities and local conditions shall be considered as long as the donation meets a specific park need as determined by the City Manager or their designee.
- The City will offer potential donors a list of pre-approved furnishings, plants, or other items and associated costs based on the desired location. Other furnishings or structures not on this list will be considered on a case- by-case basis.
- Donations may be made in cash, amenity (bench, picnic table, etc) or plant material. Donations of in-kind services may also be recognized.
- ALL MEMORIALS AND DONATIONS ARE SUBJECT TO CITY MANAGER APPROVAL.
- Under the direction of City Council, the City reserves the right to remove the plaque or return a donation for any reason.
- Donations are accepted for the purpose of enhancing City parks and park pathways, and will not be accepted in areas where human activity is discouraged to protect habitat and sensitive lands.
- Donations of plant material is allowed insofar as the materials are purchased from a nursery and the City is available to plant the material at the time of acceptance.
- Plaque size, style, type font, and wording are subject to City review and final approval. Recognition plaques are to be of standard size, style, font, and similar material. The size of plaque is not to exceed 8 x 11 inches and shall be made of bronze or a bronze-like material with a metallic finish. Font size and style are to follow the City's branding style guide.

PROCESS/PROCEDURES:

To apply, download and complete the City Memorial or Donation Application (ATTACHMENT A). Submit via e-mail to ocr@milwaukieoregon.gov

MEMORIAL OR DONATION APPLICATION

Thank you for taking the time to complete the Memorial or Donation Application.
 These requests may take up to 45 days to process. We appreciate your patience.

1. APPLICANT INFORMATION	
Applicant Name	
Physical Address	
Mailing Address <i>If different than above</i>	
City, State, Zip	
Contact Person <i>If different than applicant</i>	
Phone	
Email	

2. MEMORIAL OR DONATION INFORMATION	
Who would you like to honor?	
Why would you like to honor them?	
What form of Memorial or Tribute	<input type="checkbox"/> I wish to make a CASH DONATION. <input type="checkbox"/> I wish to donate a PARK AMENITY (bench, picnic table, etc.). <input type="checkbox"/> I wish to donate PLANT MATERIALS <input type="checkbox"/> <u>OTHER:</u> _____
Proposed Location	

Personnel and Administrative Policy and Procedure

3. ACKNOWLEDGEMENTS

APPLICANT ACKNOWLEDGES AND AGREES AS FOLLOWS:

I understand that the City of Milwaukie will make every effort to repair damaged donations and memorials. However, the City is not responsible for replacing items, including plaques, due to excessive damage or loss. The City will make every effort to contact the donor to inform them of the loss. Donors may replace the items and/or plaques at their own expense. The period of donations and memorials shall be 20 years. I understand that donated materials or donation plaques are tributes in and of themselves, and that the name of locations where donated materials or donation plaques are installed or planted are not being named or re-named through these tributes. ALL MEMORIALS AND DONATIONS ARE SUBJECT TO CITY MANAGER APPROVAL. Under the direction of City Council, the City reserves the right to remove the plaque or return a donation for any reason. I acknowledge that all plaques are intended to be of the same font, size, style, and materials as called for in this memorial and donation policy.

Applicant Name: _____

Applicant Signature: _____

Date: _____

CITY USE ONLY	
INTERNAL ROUTING	STAFF NOTES
<input type="checkbox"/> Parks Maintenance Provider (If necessary)	
<input type="checkbox"/> Natural Resources	
<input type="checkbox"/> Planning	
<input type="checkbox"/> Public Works Director	
<input type="checkbox"/> Other	
Result of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	

MILWAUKIE NAMING AND MEMORIAL & DONATION POLICIES: COMMUNITY SURVEY RESULTS

2025 ENGAGEMENT SUMMARY



Prepared by

City of Milwaukie



December 2025

Community Survey

At the request of City Council, members of the city's [Parks and Recreation Board \(PARB\)](#) and [Equity Steering Committee \(ESC\)](#) formed a subcommittee to update the city's Naming Policy for best practices and align with city values. The group has met monthly with their staff liaisons since February 2025 to create a [Draft Naming Policy](#) for the city. The group also created a related, but separate [Draft Memorial & Donation Recognition Policy](#). Community input on key areas of the draft policies were collected using the survey below.

Community feedback will be used to guide the next discussion at the [City Council meeting on Tuesday, January 6, 2026](#) with the goal of adopting the policy.

Participation Highlights & Response Summary

The community survey was available for users on Engage Milwaukie for 4 weeks. **82** participants completed the community survey and **331** users visited the survey online, though did not take the survey. The full breakdown of responses is located further in this report.

- **65%** (54 responses) of 82 surveys felt satisfied with the proposed naming categories in the policy or provided no response to question #1.
- Responses to question #2 on Naming for Outstanding Individuals were mixed with the top three responses within 15% (13 responses) of each other and 25% (21 responses) of users selected "None of the above".
- Responses to question #3, where participants were asked about criteria to consider when renaming a city asset, were quite close with the top three responses within 10% (9 responses) of each other and 20% (17 responses) selecting "None of the above".
- **68%** (56 responses) of surveys stated that having an honorary street naming policy was Not Important.
- **58%** (48 responses) of surveys stated that requirements for additional community engagement were not needed in the Naming Policy or naming process.
- 43% (35 responses) felt that both the draft policies would have a Low Impact on fundraising while 22% (18 responses) selected No Opinion for question #7.
- When asked for additional information on the impact to fundraising, 54 of 82 participants (65%) skipped the question. Those who responded to the question provided little additional information.
- **81%** (67 responses) felt the Naming Policy was either very easy or easy to read while 59% (49 responses) felt that the Memorial & Donation Recognition Policy was either very easy or easy to read.

Engagement Notification and Outreach Strategy

The community were invited to this round of engagement via emails, social media, and word of mouth through community contacts and community stakeholders.

The sub-committee consulted and incorporated feedback from the Library Director, Brent Husher, to inform the policy recommendation. Staff reached out via email to multiple groups for feedback on the policies including: NCPRD, Friends of the Ledding Library, the Ledding Library Foundation, the Ledding Library Board, the Milwaukie Parks Foundation, Milwaukie Community Foundation, the Milwaukie Police Foundation, the Milwaukie chapter of the Elks Club, and the Milwaukie chapter of Rotary International. Groups were invited to contact staff and to participate in the Engage Milwaukie survey. Staff also met with representatives from the Confederated Tribes of the Grand Ronde to discuss feedback and recommendations on the policies.

Policy Alignment & Revisions

Participants were asked to provide feedback on two different policies that will govern naming or renaming of city assets and create a clear process for people to be recognized for their donations or to provide for a memorial to a deceased loved one. The Naming Policy was created to align with the existing North Clackamas Parks and Recreation District (NCPRD) policy on naming and borrowed heavily from the NCPRD policy as well as the City of Portland's existing policy for naming. The draft policy was informed by policies of the City of Lake Oswego, the City of Oregon City, the City of Tualatin, and the City of West Linn. The sub-committee felt as though the policies for NCPRD and City of Portland represented best practices, and both were borrowed from heavily in the creation of this policy. The Memorial & Donation Policy also borrows heavily from NCPRD's existing Donation & Tribute Policy.

Based on direction received from Milwaukie's City Council during an update on the policies the Naming Policy underwent some revisions. Council directed staff to revise the make up of future sub-committees that will develop recommendations of names to Council. Those future naming sub-committees will be made up of one or two representatives from the Ledding Library Board, PARB, and ESC. There will be a minimum requirement of at least three members on the naming sub-committee with one representative from each board. Additional information can be found in the policy.

Staff were also asked to change the policy language regarding the Outstanding Person category of naming. Council directed staff to condense the language used in the policy. The sub-committee asked that staff include the new language in the community survey to get feedback from the community. The sub-committee felt it was important that the decision to name or rename city assets

after people be made with consideration of local history and those who have been historically marginalized. The revised policy represents condensed language as well as additional language that the policy sub-committee felt important to include after feedback from the community was reviewed. Based on the community responses to the survey, the sub-committee felt justified in their revisions to the feedback provided by City Council.

At the request of the Equity Steering Committee, the sub-committee added language to the Naming Policy to provide criteria to be considered when renaming a City asset. Those criteria are:

- **Change in Function, Ownership, or Structure:** The facility's purpose, ownership, or organizational structure has changed significantly (e.g., repurposing, merger, or development of a city asset), making the existing name inaccurate or irrelevant.
- **Outdated or Misaligned Identity:** The current name no longer reflects the asset's role, location, or the community it serves, or it no longer aligns with the organization's mission, values, or branding.
- **Cultural or Ethical Concerns:** The existing name is culturally inappropriate, offensive, or associated with individuals, groups, or events whose reputations or legacies conflict with organizational values. This includes criminal offence.

Based on the responses to the community survey, the naming sub-committee felt that including these three considerations for renaming a city asset were justified.

Select Community Engagement Topics & Additional Revisions

The above revisions of the policy were included in the community survey on Engage Milwaukie for feedback from the general public and community stakeholders. Based on the responses to the survey, few additional revisions were made. This includes select topics that were include in the community survey based on direction from either City Council or the naming sub-committee.

Staff were specifically directed to ask how the Naming Policy might impact city fundraising. Staff conducted outreach to several community groups, including: NCPRD, Friends of the Ledding Library, the Ledding Library Foundation, the Ledding Library Board, the Milwaukie Parks Foundation, Milwaukie Community Foundation, the Milwaukie Police Foundation, the Milwaukie chapter of the Elks Club, and the Milwaukie chapter of Rotary International. All groups were invited to contact staff and to take part in the community survey. None of these groups responded to staff regarding the policy.

The sub-committee, PARB, and ESC, each felt strongly that this policy should not be used as a fundraising or donation recognition policy, and that the City should avoid situations where naming rights are sold or given in recognition of a large cash or land donation, though this policy does allow for those making large donations to recommend a name for significant donations. A naming recommended as part of a significant donation must follow the criteria described in the policy. A significant donation is defined as a donation of either: 1) 51% or more of the cost of a capital project, 2) 51% or more of the land donated for a capital project, 3) a 10-year endowment dedicated to maintenance of city assets.

Staff and the sub-committee felt that the feedback from the community survey supported the existing language in the Naming Policy and separate Memorial & Donation Policy and no changes were made to those sections of the policy. This decision was supported by several of the write in responses to question #2 where respondents provide answers that stated their desire for the city not to give naming rights in exchange for donations or to sell naming rights.

The community survey asked if the city should develop an Honorary Street Naming Policy. The sub-committee felt that the feedback from the survey was conclusive and does not recommend that the city explore an Honorary Street Naming Policy at this time.

Community Engagement Survey

1. Milwaukie’s Naming Policy includes establishing naming criteria listed below. Are there any other criteria or categories we should consider that help us better represent Milwaukie. [Write in responses]

Additional Categories					
Additional Geographical or Historical	No support of any policy	No support for naming after individuals	Named specific people	Other categories or responses*	No Response
3	3	2	2	18	54
3.6%	3.6%	2.4%	2.4%	21.9%	65.8%

* Several responses were listed here including “Rock n’ Roll Stars”, “Outstanding Clubs”, and “Inanimate Objects”

2. Should additional criteria for an outstanding individual be included?

Response	Number	Percentage
The person volunteered and gave extraordinary help or care...	46	56%
The person risked their life to save or protect others.	35	43%
The person demonstrated commitment to equity, inclusion, and justice.	33	40%
None of the above.	21	26%
Other (Please specify)	10	12%

3. The naming policy currently doesn't list criteria to be considered when justifying renaming the of an existing city asset. Should the following be included?

Response	Number	Percentage
Change in Function, Ownership, Structure	56	68%
Outdated or Misaligned	50	61%
Cultural or Ethical Concerns	47	57%
None of the above.	17	21%
Other (Please specify)	4	5%

4. How important is for the City of Milwaukie to offer honorary street naming?

Response	Number	Percentage
Very Important	4	5%
Somewhat Important	22	27%
Not Important	56	68%

5. Do we need additional opportunities for community input?

Response	Number	Percentage
Yes	19	23%
No	48	59%
Not Sure	15	18%

6. What other opportunities for community engagement?

Those participants that selected "Yes" to question #5 on additional forms of community engagement were invited to expand their answer and offer suggestions. Of the 19 different responses only a few offered options that were not already listed in the policy. Of those three were for voting and others were not forms of community engagement.

7. How much do you think these limitations in the two policies would impact future fundraising for public assets?

Response	Number	Percentage
High Impact	8	10%
Medium Impact	20	25%
Low Impact	35	43%
No Opinion	18	22%

8. Please share any additional comments you have about how these policies would impact fundraising. If you don't have any additional comments, please skip this question.

This question was optional and only received 28 responses out of 82 (34%). 9 of the 28 responses (32%) mentioned that selling naming rights or giving naming rights based on donations was inappropriate. 2 responses of the 28 (7%) stated that it was appropriate to give naming rights if a large amount of money or land were given. Other responses were not relevant to the question.

9. After reviewing the draft Naming Policy, how easy was it to understand?

Response	Number	Percentage
Very Easy	21	26%
Somewhat Easy	46	56%
Confusing or Unclear	7	9%
Very Difficult	3	4%
I Haven't Reviewed It	5	6%

10. After reviewing the Memorial & Donation Recognition Policy, how easy was it to understand?

Response	Number	Percentage
Very Easy	16	20%
Somewhat Easy	33	41%
Confusing or Unclear	8	10%
Very Difficult	0	0%
I Haven't Reviewed It	24	30%

11. What, if anything, would you like to see changed or clarified in the Naming Policy? If none, please skip the question.

This was an optional question and only 26 of 82 responses answered the question (32%). Many responses felt this policy was not necessary. Others stated that the policy should not include cultural references or equity references. Some stated that names for donations should not be sought, though one stated that it would be ok for large donations. Two responses stated that it was ok to change a name if there were ethical concerns. One asked for clarity on temporary roles.

12. What, if anything, would you like to see changed or clarified in the Memorial and Donation Policy? If none, please skip the question.

This was an optional question and only 11 of 82 responses answered the question (13%). Several comments mentioned “political correctness” and asked for it to be removed. Two comments stated that with large donations, naming rights should be given. Most comments were not useful to the policy.

COUNCIL RESOLUTION No.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON, ADOPTING POLICY AND PROCEDURES FOR NAMING ASSETS AND FACILITIES.

WHEREAS the City of Milwaukie owns and may acquire additional city-owned assets which may present a need to rename existing and name new assets; and

WHEREAS the city from time-to-time names its assets, including but not limited to facilities, parks, buildings, natural areas, trails, and recreational sites; and

WHEREAS the city recognizes that naming decisions can perpetuate or repair historical inequities and that public engagement is essential to meaningful community-centered naming practices; and

WHEREAS the intent is to establish a consistent, transparent, and equitable policy and process for the naming and renaming of city assets as well as a separate policy for recognizing memorial and donations; and

WHEREAS both policies help ensure that city assets are easily identifiable, are consistent with city values, and reflect community identity, shared history, and promote a sense of belonging for all residents.

Now, Therefore, be it Resolved by the Milwaukie City Council that the attached City of Milwaukie Policy and Procedures for Naming Facilities (Exhibit A) is hereby adopted.

Introduced and adopted by the City Council on **January 6, 2026.**

This resolution is effective immediately.

ATTEST:

Lisa Batey, Mayor

APPROVED AS TO FORM:

Scott S. Stauffer, City Recorder

Justin D. Gericke, City Attorney

Milwaukie Naming Policy Adoption

Gabriela Santoyo Gutierrez (she/her)
Equity & Inclusion Coordinator

Adam M. Moore (he/him)
Parks & Greenspace Development Manager

January 6, 2026



- Recap development process
- Recap Naming policy & Memorial and Donation policy
- Engagement results & updated changes to the policy
- Discussion, Adoption, and Resolution

EARLY PROCESS & INVOLVEMENT

Purpose: establish a systematic and consistent approach for the naming of major assets, including parks, natural areas, trails, and facilities.

- Need: an update and best practices that align with city values.

Oversight from City manager who asked their staff liaisons to facilitate policy development with a sub-committee formed with:

- Reps from Parks and Recreation Board
- Reps from Equity Steering Committee

Leadership reviewers include:

- Climate & Natural Resource Manager
- City Recorder
- Library Director
- Public Works Director

CUMALATIVE TIMELINE

Q1

- **February-April**

- Define and decide scope
- Research and review of other policies
- Begin drafting purpose and definitions

Q2

- **May-July**

- Begin drafting procedures special considerations, responsibilities and donations
- Draft separate policy for Memorials and Donations

Q3

- **August-October**

- Review of the first complete draft by ESC, PARB, and Leadership review
- Edit and incorporate feedback

Q4

- **November-January**

- Survey Launched on Engage Milwaukie
- Committee review and discuss results
- Present and adopt policy Council

- Early thoughtful conversations and research
- Pulled from NCPRD and Portland
- Last council update October 7th, 2025



MEMORIAL AND DONATION POLICY

- a) Very similar to existing NCPRD with some minor details
- b) Non-financial contributions too
- c) Up to city manager or designee
- d) Not naming area or amenity, just plaque to remember a loved one or recognize a donation or contribution
- e) Limited-term to reduce staff impact
- f) Standard designs for plaques

*Not necessarily a fundraising policy

MILWAUKIE NAMING POLICY

- Naming Sub-committee Review Process:
 - 1) Public Notification
 - 2) Soliciting & Prep Public Submissions – 45 days
 - 3) Review & Recommendation to Staff & Council
 - 4) Staff Review
 - 5) City Council Review & Decision
 - 6) Communicating Name Decision
- Naming Categories include Geographic/Special Features, Historic, Indigenous or Cultural, Native Flora & Fauna, and Outstanding Individuals
- Significant donations (51% of Land or 60% of capital or 20-year endowment) may request a name to the subcommittee that meets the criteria



COMMUNITY ENGAGEMENT 2025

Engage Milwaukie Survey 11/4 – 12/1

Total number of responses:

- # People who completed the survey: 82
- # People visited the survey: 331
- 65% of 82 surveys felt satisfied with the proposed naming categories

Grand Ronde

Meeting with Tribal staff:

- One meeting on December 10
- Agreed to partner for future historical, Indigenous, or cultural naming

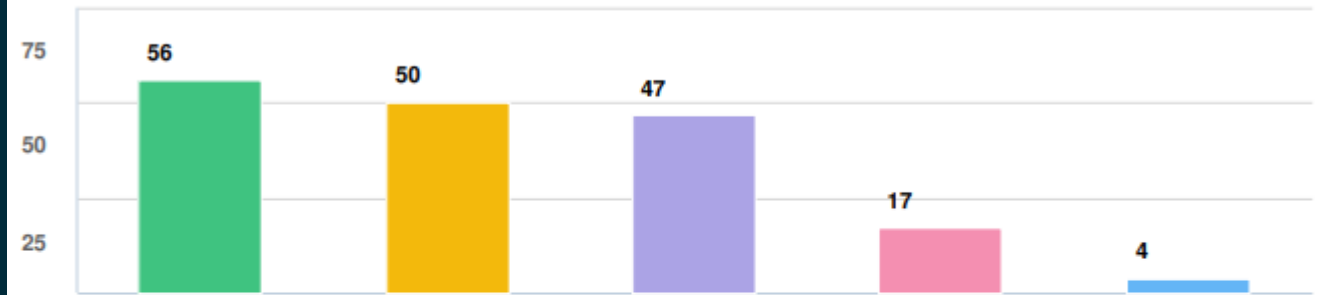
- Direct invitation to complete survey was sent to NCPRD, Friends of the Ledding Library, the Ledding Library Board, and Milwaukie's local foundations and chapters (Library, Parks, Police, Rotary, Elks, etc.)

2026 Naming Policy – Updates

Renaming Justifications: At the request of the ESC, the sub-committee added language to provide criteria for consideration. Based on the community survey, the naming sub-committee felt that including these three considerations for renaming a city asset were justified.

Future Naming Sub-Committees: Council directed staff to revise future naming sub-committees to representatives from the Library Board, PARB, and ESC. The sub-committee and staff felt that one or two members from each board or committee.

Q3 The Naming Policy currently doesn't list criteria to be considered when justifying renaming an existing city asset? Please ...



Question options

- Change in Function, Ownership, or Structure: The facility's purpose, ownership, or organizational structure has changed significantly (e.g., repurposing, merger, or development of a city asset), making the existing name inaccurate or irrelevant.
- Outdated or Misaligned Identity: The current name no longer reflects the asset's role, location, or the community it serves, or it no longer aligns with the organization's mission, values, or branding.
- Cultural or Ethical Concerns: The existing name is culturally inappropriate, offensive, or associated with individuals, groups, or events whose reputations or legacies conflict with organizational values. This includes criminal offence.
- None of the above.
- Other (please specify)

Mandatory Question (82 response(s))

Question type: Checkbox Question

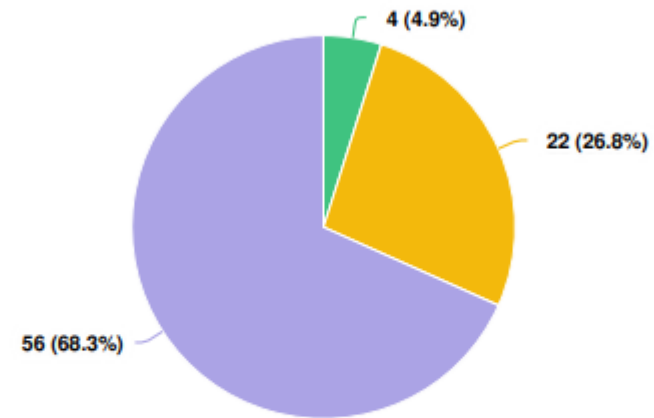
2026 Naming Policy – Updates

Honoring Street Naming Policy:

The sub-committee felt that the feedback from the survey was conclusive and does not recommend that the city explore an Honorary Street Naming Policy at this time.

Impact on Fundraising: Staff and the sub-committee felt that the feedback from the community survey supported the existing language in the Naming Policy and separate Memorial & Donation Policy.

Q4 | How important is it for the city to offer honorary street naming? Examples below are to provide a general idea about what t...



Question options

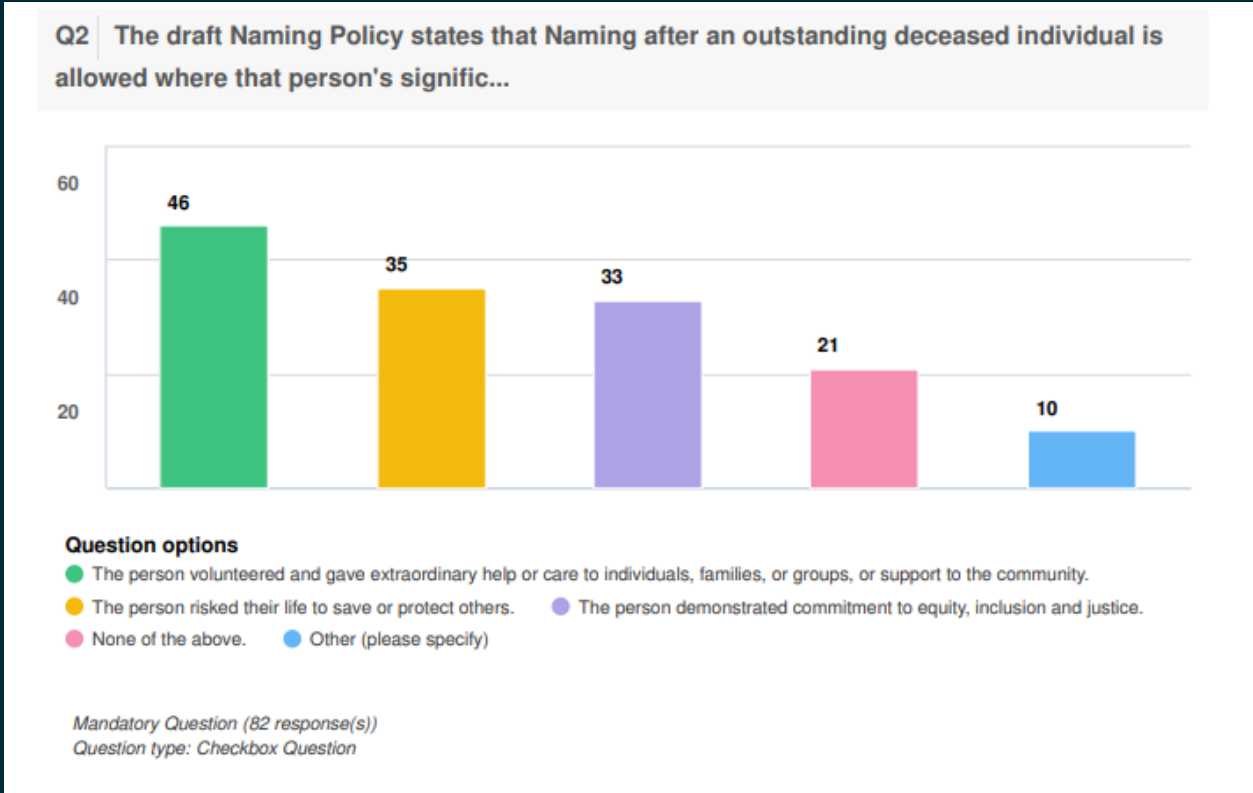
Very important Somewhat important Not important

Mandatory Question (82 response(s))

Question type: Radio Button Question

SURVEY OVERVIEW

Naming after Outstanding Individual: Council directed staff to condense the language used in the policy. The sub-committee felt it was important add language that the decision to name or rename city assets after people be made with special consideration of local history and those who have been historically marginalized.

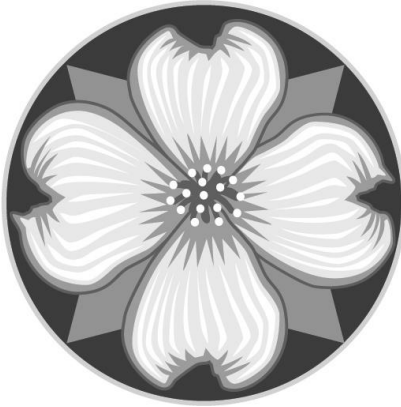




DISCUSSION AND ADOPTION

- 1) Are we ready to adopt and present our resolution?
- 2) Staff next steps are to assemble the subcommittee to review future naming proposals





RS Agenda Item

9

Council Reports

From: [Lisa Batey](#)
To: [City Council](#); [Laura Weigel](#); [Peter Passarelli](#); [Michael Osborne](#)
Subject: Council Report: miscellaneous December discussions at MMC, LOC, Metro (the connecting theme being revenue challenges)
Date: Monday, December 29, 2025 1:01:21 PM
Attachments: [10_12 CIVIC Deck.pptx](#)

OCR: Please include in the Jan 6 packet under Council Reports

All:

I hope everyone had a lovely holiday break and is gearing up for Bing in the New Year (and the after-party at B-Side).

December did not slow down for me, and I wanted to share a few notes from meetings I attended in mid-December.

The MMC met in person in Tualatin (we do in-person quarterly) and began with a half-hour presentation from Mayor Rosener (Sherwood) and Ron Holifield of Civic Marketplace, a group focused on “rethinking cooperative purchasing as a strategic tool for better outcomes and stronger communities.” This presentation was open to procurement/finance folks to participate in via Zoom, and Michael and Judi were invited to join. The powerpoint slides are pretty detailed, and are attached.

It was interesting to explore the potential for both saving city dollars but also using purchasing as an economic development tool. The opening example given – if we are buying office supplies from a chain/big box, only 16% of that stays in the community, versus 65% if buying from a local retailer. Mayor Wilson offered up some Portland procurement staff to support a small working group to explore this more. Other cities that volunteered to be in that working group were Sherwood, Gresham and Oregon City. Stay tuned for more this spring.

Other topics included an update from Mayor Wilson on their efforts to move people into empty shelter beds, and also on SHS system reform. I can talk more about those during Council reports.

On the legislative front, there is concern that shared revenue is going to be on the chopping block in 2026 – this is definitely a discussion vis-à-vis transportation funding, but it sounded like it might be more widely than that, as the legislature tries to backfill cuts in federal funding.

On correcting OGEC overreach, I have been told to expect the short session to include a fix to the “food as compensation” issue, and some intermediate fixes to the serial meetings morass, most notably defining when a body is in a “deliberation” phase and possibly also requiring a showing that the communications were not informational only, but were made with the “intent” to sway the position of decision-makers. There is still interest in a more broadscale revamping of Oregon’s approach to these issues, but that would have to wait until 2027. There are more meetings in Salem on the interim fixes next week and we will hopefully see some draft language by mid-January.

* * * * *

Councilor Massey and I went to Sherwood for the LOC regional meeting, which was focused entirely on the revenue constraints cities face. As you may recall, they had a consultant who did a lot of surveying and focus groups on taxes and revenue back in 2024, and created a revenue tool guidebook – the findings from that work, and that guidebook, are here: [Revenue Reform Resources :: League of Oregon Cities](#)

The bottom line now, after a year of discussion of the challenges, is that LOC has found funding (by dipping into oversized reserves) to hire a consultant to design a public outreach campaign to inform Oregonians of the impacts of Measures 5/50 on cities and other jurisdictions. The goal being to have a campaign (in tandem with counties, school boards and special districts) over a couple of years to move the needle on the public’s awareness of how these entities are funded and what constraints they face. If they can get up to a 60% supportive finding, the goal would be to put a measure on the November 2028 ballot. LOC is already interviewing consultants and expects to have one starting by Feb 1. The campaign materials should be ready by summer.

* * * * *

Mayor Buck and I (on behalf of MMC) had a meeting with Christine Lewis about Metro interest in getting more involved in Economic Development. Metro Councilors Simpson, Lewis and Gonzales have been meeting as a subcommittee, and will be bringing a recommendation to Metro Council in late January. Among other things, they are working on the idea of developing a regional site-selection tool for business recruitment. This would build upon work done by Greater Portland Inc and the Port of Portland, but with more granularity in sizes of properties (so more useful for cities like Milwaukie that don’t have 50-acre parcels) and more data underpinning the mapping. They are apparently looking to use the services and platform of this group: [Site Selectors Guild](#)

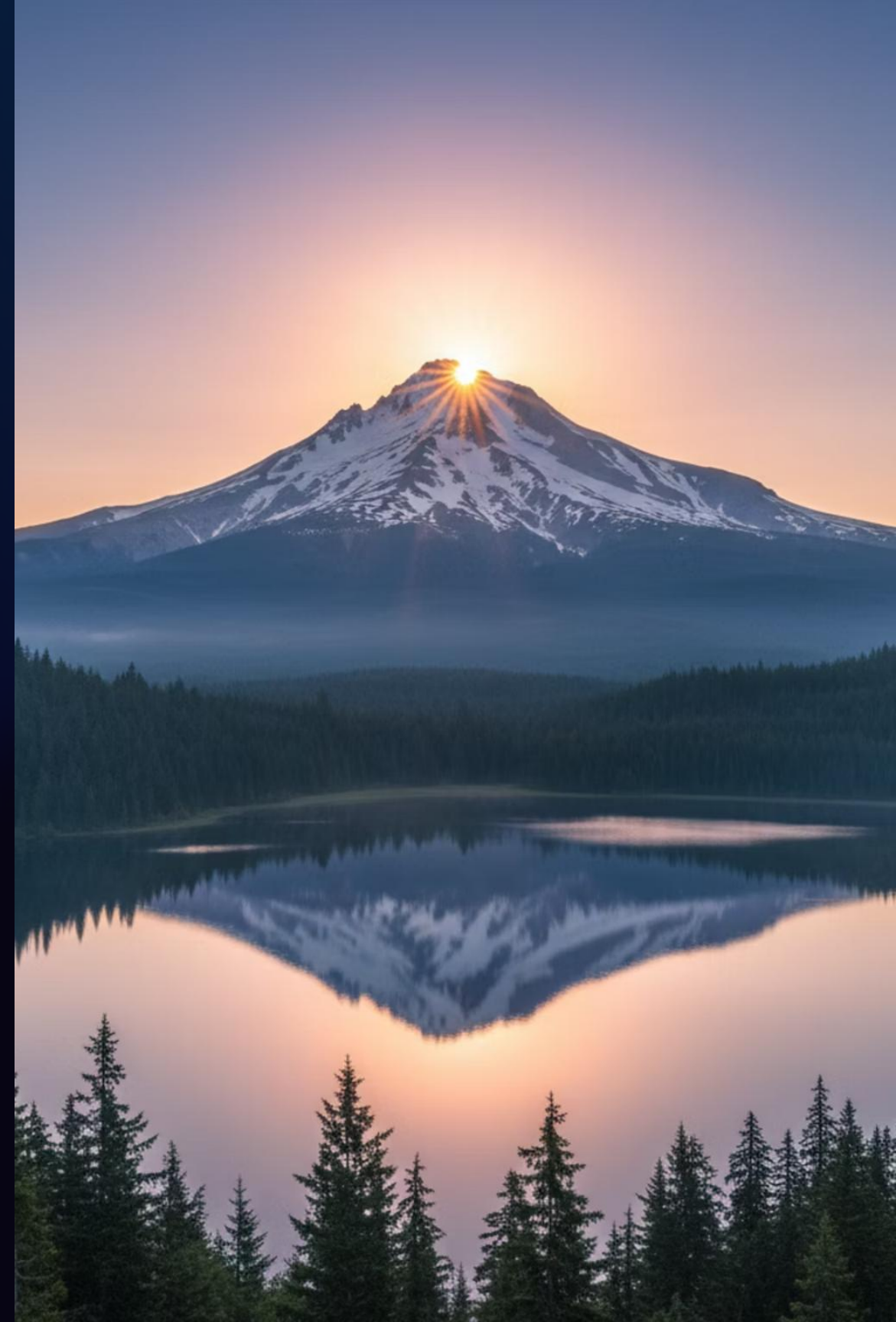
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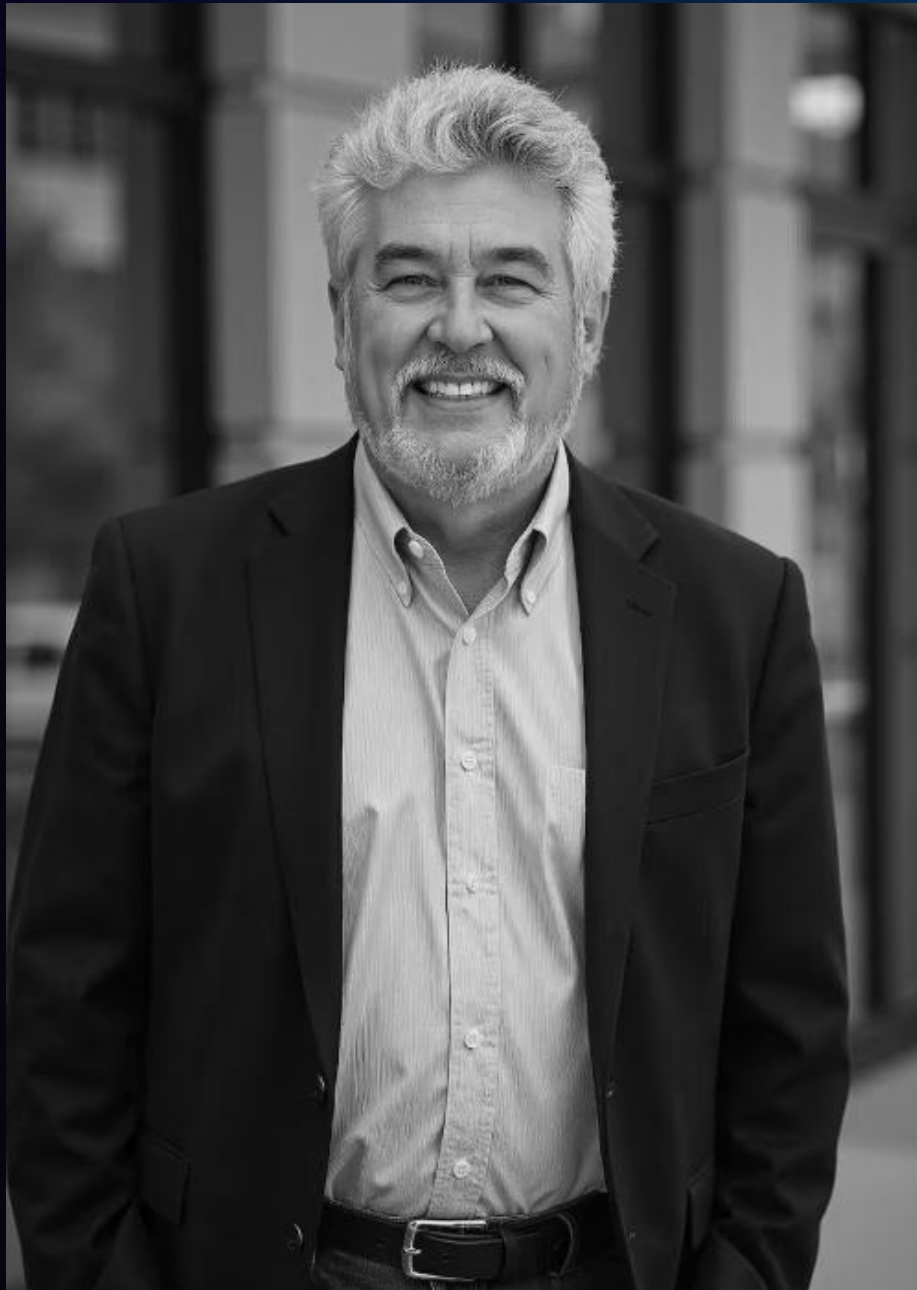
Finally, some MMC reps had a meeting with Kelly Brooks on TriMet issues. It appears that TriMet only put one name forward to the Governor as a replacement for Kathy Wai on the TriMet Board (that seat represents most of Clackamas County, but not Milwaukie). The MMC pushed back on this and other names are now being put forward, including Jeff Gudman and possibly Mayor Denyse McGriff of Oregon City (who is entering her last year as mayor).

Lisa M. Batey, Mayor (she/her)
City of Milwaukie
E-mail: bateyl@milwaukieoregon.gov
Message line: 503-786-7512

CIVIC
Collaborative **I**nvestment
Driving **V**alue **I**nitiatives
for our **C**ommunities

Presented by **Tim Rosener, Sherwood Mayor,** and
Ron Holifield, Founder SGR & CoFounder
Civic Marketplace





Ron Holifield

Ron founded Strategic Government Resources (SGR) in 1999 after two decades in city management, including service as City Manager in multiple cities. Under his leadership, SGR has grown into one of the nation's leading local government executive recruitment and training firms, helping cities recruit, assess, and develop innovative, collaborative leaders.

He's also the Cofounder of Civic Marketplace, which is rethinking cooperative purchasing as a strategic tool for better outcomes and stronger communities. The good news is Civic Marketplace is free of charge for local government.



Today's Game Plan

The Case for Collaboration – Why working together matters more than ever

Regional Buying Power – Understanding our collective strength in numbers

Common Ground – Identifying shared priorities across municipalities

Regional Collaboration in Action – Real-world examples of cooperative success

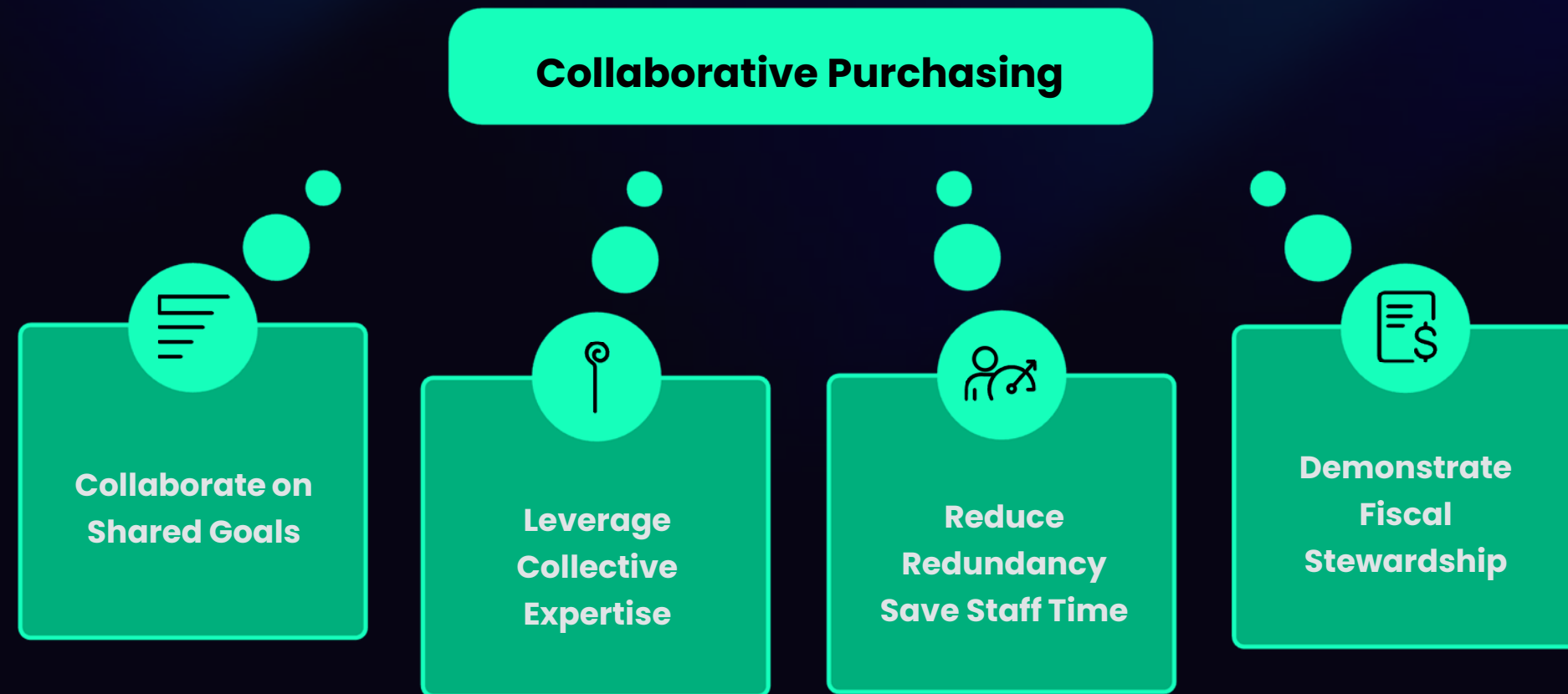
Choose Your Own Adventure – Pathways forward for our communities

Next Steps – Turning ideas into action together

Open Floor – Your questions and collaborative dialogue

The Case for Collaboration

Cooperative purchasing co-ops have been around for decades, and they've served local governments well. However, "Collaborative purchasing" is a better way of framing the effort. Sharing contracts is just the starting point. Leveraging our collective expertise, and taking a more strategic, regional approach to how we buy and build together is the real goal.



The Case for Collaboration: **Saving Treasure**



→ **Leverage collective buying power**

By pooling demand across multiple jurisdictions, we secure better pricing and terms that individual cities can't achieve alone.

→ **Generate revenue from vendor participation**

Vendors pay administrative fees for access to our regional business, revenue stream that can support a collaborative purchasing program

The Case for Collaboration: **Saving Time**

1

Accelerate Community Projects

Utilize pre-vetted agreements to swiftly launch essential services and infrastructure projects, bringing tangible benefits to residents sooner.

2

Tailor Solutions to Local Needs

Adapt purchasing agreements to precisely match your community's unique timing, scope, and operational needs, ensuring relevant and impactful outcomes.

3

Maximize Resource Efficiency

Avoid duplicating procurement efforts already completed by other agencies, freeing up resources to focus on critical initiatives that directly serve the public.

4

Enhance Public Service Focus

Empower staff to dedicate more time to direct service delivery, performance oversight, and active community engagement, rather than administrative tasks.

The Case for Collaboration: **Economic Development**

Keeps dollars local

- 1** Regional contracts can prioritize area vendors, ensuring tax revenue and wages circulate within our communities rather than flowing to distant markets.

Levels the playing field

- 2** Simplified procurement processes give small and minority-owned businesses meaningful access to larger opportunities they'd otherwise struggle to compete for.

Builds regional resilience

- 3** A strong local supplier base reduces dependence on distant supply chains, creating stability during disruptions and fostering long-term economic sustainability.

Promotes Job growth and Stabilization

- 4** Prioritizing local companies helps to create more jobs and stabilizes the jobs that we already have.

The Case for Collaboration: **Public Trust**



Demonstrate fiscal responsibility

Show taxpayers that their government operates efficiently and makes smart spending decisions through transparent collaboration.



Communicate value clearly

Make it easy for residents to understand how working with other municipalities saves money and improves service quality.



Build lasting confidence

Reinforce that collaborative government is accountable government—stronger together and committed to stewarding community resources wisely.

Metro Region Buying Power

Combined Municipal Spending Across the Region

When municipalities work together, their collective purchasing power creates significant leverage for better pricing and terms.

\$2.2B

General Fund

\$2.1B

Capital Funds

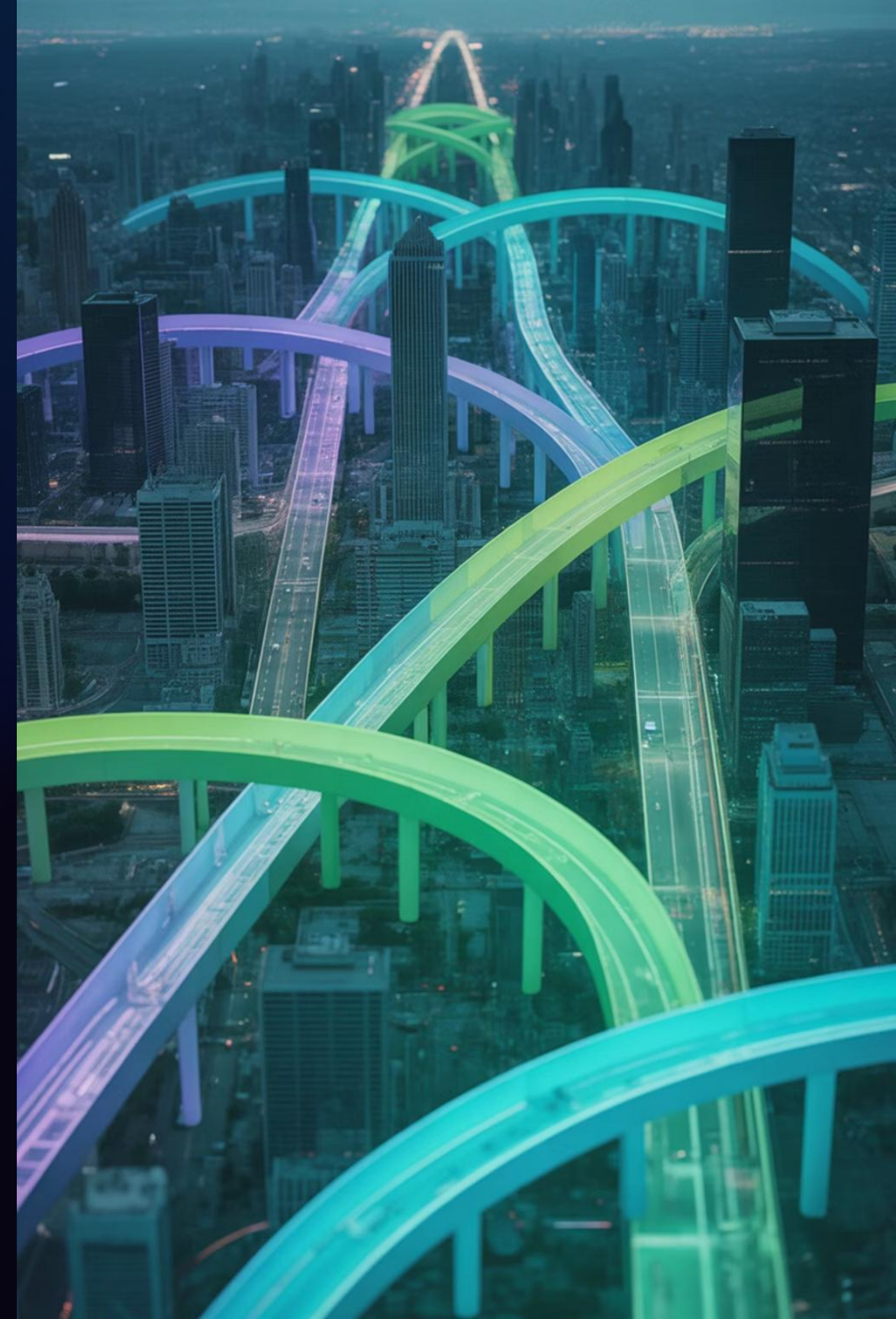
\$2.2B

Enterprise Funds

\$6.5B

**Total Combined
Buying Power**

This collective strength enables better contracts, improved service delivery, and greater value for taxpayers across all participating communities.



Common Ground

Identifying Shared Priorities Across 180+ Municipal Projects

By analyzing strategic initiatives from municipalities across the region, we've identified clear patterns in where cities are investing and where collaboration offers the greatest potential for impact.

Theme	Description	Projects
Sustainability & Resilience	Water, sewer, stormwater, parks, wetlands, climate adaptation	54
Digital Transformation & IT	ERP systems, AI integration, cybersecurity, cloud migration, data governance	42
Transportation & Mobility	Streets, pavement management, traffic systems, transit infrastructure	32
Public Safety & Emergency	Fire, police, dispatch systems, emergency preparedness and response	24
Other / Administrative	General operations, fleet management, facilities, uncategorized initiatives	24
Community Services	Libraries, parks programs, public Wi-Fi, community engagement platforms	4

These shared priorities represent **opportunities for coordinated procurement**, joint solution development, and economies of scale that benefit all participating communities.

Regional Collaboration in Action

AFI Battery Award – Proven Cost Savings



This contract delivers competitively priced batteries, lighting, power, and repair solutions to keep public facilities, vehicles and equipment running safely and efficiently.

Price Comparison

Product	BatteriesPlus Price	Market Price	Savings %
AA Batteries (BPAA-24PK):	\$6.24	vs. \$12.96	51.9% savings
AAA Batteries (BPAAA-24PK):	\$6.24	vs. \$13.44	53.6% savings
C Batteries (BPC-12PK)	\$9.24	vs. \$15.00	51.9% savings

**Transparent Discounts
Across Categories:**



Batteries:
Up to 45% off list



Lighting Equipment:
Up to 21% off list



Solar & Power Equipment:
Up to 10% off list

Real procurement data from a large U.S. city demonstrates tangible savings across everyday operational supplies.

Direct cooperative pricing eliminates retail markup, delivering maximum value to participating municipalities.

Pre-approved, contract-compliant vendors streamline purchasing while maintaining full audit readiness and transparency.

Police and First Responder Uniforms

The TXShare Police & First Responder Uniforms contract gives agencies the same top brands they see on Galls and manufacturer sites — **but at 15–30% below retail.**

With nationwide availability, procurement teams save time on bids and legal review, and money every time they outfit an officer because the contract is already awarded and documented.

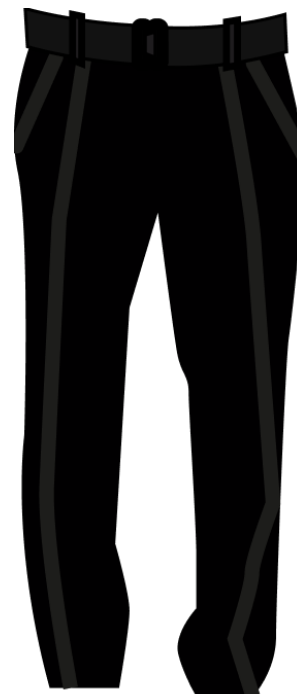
Save 15% to 32% on every uniform!
Head-to-toe price comparison.



Patrol Shirts,
Typical Retail Price:
~~\$88 – \$115~~

Our Contract Price:
\$66 – \$78

Up-to
32%
Savings



Belts,
Typical Retail Price:
~~\$23 – \$30~~

Our
Contract Price:
\$17 – \$23

Up-to
25%
Savings

Patrol Pants,
Typical Retail Price:
~~\$88 – \$122~~

Our
Contract Price:
\$71 – \$83

Up-to
32%
Savings



Hats, Typical Retail Price:
~~\$15 – \$63~~

Our
Contract Price:
\$11 – \$54

Up-to
30%
Savings

Tactical Boots,
Typical Retail Price:
~~\$110 – \$200~~

Our
Contract Price:
\$94 – \$170

Up-to
15%
Savings



Next Steps Suggestion

Forming a Regional Working Group

The next step is to bring together a smaller, committed group of municipalities to collaboratively explore how cooperative purchasing can work for our metro region.

Working Group Goals

-  Define shared procurement priorities across participating cities
-  Identify high-impact opportunities for immediate collaboration
-  Develop a framework for regional cooperative purchasing
-  Build trust and establish governance structures

Key Objectives

-  Assess current spending patterns and common needs
-  Evaluate existing cooperative contracts and their applicability
-  Create pilot projects to demonstrate value
-  Define plan for implementation/governance

Four Collaborative Purchasing Models to Consider

As we move forward with regional collaboration, we have four primary models to consider, each offering different levels of coordination and administrative structure.

Standardized Piggyback Language



- Entities standardize contract language to enable seamless sharing
- Allows municipalities to leverage each other's existing contracts
- Simplest approach with minimal administrative overhead

Lead Agency Model



- One entity serves as lead agency, negotiating on behalf of multiple agencies
- Creates unified regional contracts with built-in flexibilities
- Each entity can adapt contract terms and timing to their specific needs
- Seamless use across the entire region

Multi-Lead Agency Model



- Multiple agencies act as lead agencies in their areas of expertise
- Each entity leverages specialized knowledge to benefit the entire region
- Distributes leadership and workload across participating agencies
- Combines expertise-driven negotiation with regional collaboration

Regional Council of Governments (COG)



- Establish a dedicated regional entity to negotiate and manage contracts
- Most comprehensive approach with centralized contract management
- Proven model used in Texas and other states, including Oregon
- Provides ongoing regional coordination and oversight

From: [Lisa Batey](#)
To: [City Council](#); [Peter Passarelli](#)
Subject: FW: TriMet Service Cuts Announcement
Date: Tuesday, January 6, 2026 12:56:54 PM

OCR: Please put this email in the packet for tonight's meeting.

All:

As previously noted, an announcement of further cuts was expected this month. TriMet staff and our Board rep, Tyler Frisbee, are scheduled for the March 3 work session. But most of TriMet's outreach and comment period is this month, so that will be late in the process. We may want to talk during Council Reports tonight about what kind of outreach we should be doing to the community.

As noted below, they have informational webinars on the 14th and 15th for elected officials. I do note they also have a public open house at the CCC Harmony Road campus on Thursday, January 15 from 5-7pm.

From a quick glance, these are the Milwaukie cuts that jumped out to me.

- Line 33 from downtown Milwaukie to Clackamas Town Center will be reduced to one bus per hour starting at 8pm.
- Line 152, which is a more southerly route between downtown and the Town Center, via Railroad and International Way (rather than King Road), is slated to be eliminated.
- Line 29 would be adjusted to cover International Way and Railroad, but would eliminate service to Lake Road and Rowe (which I think was relatively recently expanded).
- Realignment of lines 34 and 40, which cover Tacoma MAX along Johnson Creek Boulevard and Linwood. Unclear to what extent this is a reduction in service in this segment, or on River Road.
- Line 32 from downtown Milwaukie to CCC Oregon City would be eliminated. It appears this removes all service for Lake Road within city limits, as well as 34th/Oatfield. [Another line will serve Oatfield south from Concord Rd in the unincorporated area]

Lisa M. Batey

Mayor, City of Milwaukie

Email: bateyl@milwaukieoregon.gov

Message line: 503-786-7512

From: Serra, John <Serraj@TriMet.org>
Sent: Tuesday, January 6, 2026 11:55 AM
To: Serra, John <Serraj@TriMet.org>
Cc: Pengilly, Miles <PengillM@TriMet.org>
Subject: TriMet Service Cuts Announcement

This Message originated outside your organization.

Dear Elected and Regional Leaders,

TriMet has just released our proposed service changes and cuts that would take effect Aug. 23, 2026. These changes are an unfortunate but necessary part of our work to bring TriMet's expenses in line with our revenues. I want to make sure you and your constituents are aware of these proposals and our community engagement efforts underway through Jan. 31.

All of the proposals are described in detail, with before and after service maps, at trimet.org/servicecuts. It is an extensive package of proposals, with changes to 35 bus lines and the MAX Green Line. We are asking people to weigh in through a new online survey and/or at one of the more than a dozen open house events we are holding across the region this month.

TriMet announced in July 2025 that we were taking action to address a \$300 million annual budget gap to ensure we can continue providing the safe and reliable public transit service our region needs. We have already reduced annual spending by about \$150 million, mostly through cutting internal expenses, reducing staff and pausing future bus service increases. But reducing current service is still necessary to close our budget gap.

Please [review the proposals](#) on our website, share your [feedback](#) and encourage your constituents to do so as well.

As a reminder, we are also holding informational webinars on Wednesday, January 14th at Noon, and Thursday, January 15th at 5pm, for any county commissioners, mayors, or city councilors who are interested in learning more about TriMet's service changes

[If you would like to attend one of those webinars, please register using this link.](#)

Thank you for your support and engagement as we undertake this difficult but necessary process to balance our budget and keep TriMet financially sound. We are happy to answer any questions that you may have.

Thanks,
John



John Serra He/Him
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