

## MINUTES

### MILWAUKIE CITY COUNCIL WORK SESSION FEBRUARY 17, 2004

**Mayor Bernard** called the work session to order at 5:30 p.m. in the City Hall Conference Room.

Councilors present: Barnes, Loomis, and Stone.

Staff present: City Manager Mike Swanson, Community Development/Public Works Director Alice Rouyer, and Planning Director John Gessner.

#### **Consider Letter of Support for North Clackamas Parks and Recreation District System Development Charges**

This item was held over to the regular session.

#### **Information**

**Mayor Bernard** distributed copies of the Orfield report that studied growth and development in the metropolitan region. People have commented that the study states Milwaukie will someday be a slum unless something is done. It does not really say that. Rather it generalizes what Orfield believes should be done for cities that are built out.

**Councilor Barnes** announced the Milwaukie community theater met and selected the name New Century Players. There is a database of about 90 – 100 interested persons. The first productions will likely be one-act plays held at the Milwaukie High School Theater this summer. The group appointed a nine-member board that includes Siri Bernard, Wilda Parks, and herself. People believe this is a great opportunity for the community, and interested students may use their experience with the theater as a senior project. The group is currently part of Celebrate Milwaukie, Inc. until all of the paperwork is filed with the state.

**Mayor Bernard** announced he would be in Washington, D.C. with the Joint Policy Advisory Committee on Transportation (JPACT) the first week of March and will represent the Lake Road Multi-Modal funding package.

**Councilor Stone** asked about Harmony Road and Railroad Avenue project.

**Mayor Bernard** said the Railroad Avenue project has been on and off the JPACT list for a long time.

**Councilor Stone** said it is a dangerous road, and she considers it even more so than Lake Road. There are no shoulders, and the speeds are high.

**Mayor Bernard** explained that JPACT establishes the list from the projects submitted. He and the city manager went to Washington, D.C. two years ago and tried to get Railroad Avenue on the list. While it looked hopeful at the time, Railroad Avenue was dropped. Part of the reason for its being dropped is the cost because Railroad Avenue would probably have to be built from scratch.

**Swanson** added there are various project categories in each funding cycle.

**Councilor Stone** was concerned about safety. Railroad Avenue is largely residential and has an elementary school. There has been more than one fatality as there has been on Lake Road. She asked Bernard if statistics would help make the case for funding.

**Mayor Bernard** said Railroad Avenue was on the list of projects this year, but it did not make the cut. All the money that was earmarked for the Harmony Road/Railroad Avenue improvements was taken back. Council requested that because it would have cut too deeply into the neighborhoods. There is a lot of competition for limited funds.

**Councilor Stone** added Lake Road does stand out because a formal study has been done and a plan adopted.

**Councilor Loomis** discussed working with Brian Newman and Karl Rhode to plan ahead and start campaigning early instead of waiting until the last minute.

**Councilor Loomis** updated the City Council on the "Student of the Month" program. He suggested expanding the program to recognize citizens, businesses, and employees who are doing good things for the community.

**Councilor Stone** said when it was active, the Traffic Safety Board had a Milwaukie High School student position. Depending on the student, most of them got involved and reported to the Board on youth traffic safety aspects. They were able to put it on their resumes that they were volunteers for the City. The earlier students get involved, the more they are likely to be involved as adults.

**Councilor Stone** discussed the Stand for Children chapter that is forming in Clackamas County. The group lobbies for such things as school funding, health and dental care, and after school activities. The kickoff event is on February 28 at Aldercreek School.

**Councilor Loomis** said the group started in Washington, D.C. and is now based in Portland.

#### **Proposed Budget Calendar for FY 2004 – 2005**

The group agreed to meet on March 29 and 31 at 6:00 p.m. to hear departmental budget requests. The Budget Committee will formally receive the budget and budget

message on April 7. The remaining meetings can be scheduled by motion of the Committee.

### **Reorganization of the Design and Landmarks Commission**

**Donald Hammang**, Planning Commission Chair, and **Brent Carter**, Planning Commission member and Design and Landmarks Commission Chair, were present.

**Community Development/Public Works Director Alice Rouyer** said in 2000 the structure of the Historic Resource Commission was changed to the Design and Landmarks Commission (DLC) in response to adoption of the Downtown Plan. The purpose for doing that was to provide design review to downtown development. The Planning Department was reduced by one planner position and as a result has been unable to keep up with the workload. It is a question of prioritizing both the Planning Commission and DLC work plans. Gessner worked with both appointed groups to develop a proposal of how to cover the functions as outlined by the code and make it manageable from a workload standpoint.

**Planning Director John Gessner** said there were several important considerations when the Planning Commission and the DLC started looking at the problem. The main consideration was preserving the function of the DLC to address the community's interest in design-related issues. There are Council work program items that have not been completed. The Planning Commission work plan calls for amendments to the Zoning Ordinance so it better matches community desires in terms of appearance, quality, and function of development. There were some compromises that needed to be made including the ability to staff monthly meetings with the DLC and to carry a separate workload item.

After meeting with both the DLC and Planning Commission, there was an agreement on the Committee approach with some assurances there would be a regular check-in with the Planning Commission. There would be at least one design-related work program item per year. This means the Planning Commission would need to balance priorities with the City Council when reviewing the annual work program. That was an acceptable compromise to the DLC. The other compromise was that there would be no guarantee of a regular monthly meeting. The DLC would meet on an as-needed basis to review land use applications for design standards.

**Gessner** said if the City Council directs staff to proceed, the next step would be to look at the mechanics of the code to determine how to implement this idea.

**Hammang** said the parties had to meet the challenge of how to be fiscally responsible because of lack of staff. The Planning Commission does not wish to lose the resource it has in the DLC. He feels this is a solution to keeping expenses low while maintaining the resource. He sees this proposed action mostly as a change of status.

**Carter** said the DLC is concerned with apathy. Things are slow because of the economy. The DLC's concern is that it not be swept into the closet. The DLC had

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planned to work on expanding the design guidelines to the whole City, but this will have to be delayed. He understands he will have to step down from the DLC as part of the statutes unless that can be changed.

**Gessner** said as an advisory committee to the Planning Commission, the city attorney feels a joint member would complicate voting and legal proceedings. As a Planning Commissioner, Carter would still be able to provide guidance to the DLC.

**Councilor Stone** asked about the quasi-judicial hearings the DLC would no longer have authority over. She wanted to make sure it was clearly stated that the DLC would make recommendations to the Planning Commission prior to hearings.

**Gessner** said that is an important point. There is a requirement that the DLC meet prior to any Planning Commission hearing on a quasi-judicial act for the purpose of providing input. The ordinance will be drafted to make it clear. The Planning Commission, however, would not be stopped from making a decision if the DLC were not able to meet or to attain a quorum.

**Councilor Stone** asked if the DLC would become a commission again with its current authority when the city budget improves.

**Gessner** said if funding improves and the City Council wants to re-establish the DLC's authority, the Council could act to do so. He will return to Council in about one month with more specific ideas.

The work session ended at 6:10 p.m.

*Pat DuVal*

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Pat DuVal, Recorder

# AGENDA

## MILWAUKIE CITY COUNCIL WORK SESSION FEBRUARY 17, 2004

### MILWAUKIE CITY HALL

Second Floor Conference Room  
10722 SE Main Street

### **WORK SESSION – 5:30 p.m.**

A light dinner will be available

### Discussion Items:

	<u>Time</u>	<u>Topic</u>	<u>Presenter</u>
1.	5:30 p.m.	Consider Letter of Support for North Clackamas Parks and Recreation District System Development Charges	Mike Swanson
2.	5:45 p.m.	Proposed Budget Calendar for FY 2004 - 2005	Mike Swanson
3.	6:00 p.m.	Reorganization of the Design & Landmarks Commission	John Gessner
3.	6:20 p.m.	Adjourn	

### Public Notice

- The Council may vote in work session on non-legislative issues.
- The time listed for each discussion item is approximate. The actual time at which each item is considered may change due to the length of time devoted to the preceding items.
- Executive Session: The Milwaukie City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions as provided by ORS 192.660(3) but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any

final action or making any final decision. Executive Sessions are closed to the public.

- For assistance/service per the Americans with Disabilities Act (ADA) please dial TDD (503) 786-7555.
- The Council requests that all pagers and cell phones be either set on silent mode or turned off during the meeting.
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**TO: Mayor and City Council**  
**FROM: Mike Swanson, City Manager**  
**DATE: January 23, 2004**  
**RE: Letter of Support for North Clackamas Parks/Recreation District (District) System Development Charges (SDCs)**

### **ACTION REQUESTED**

The action requested is Council approval of a letter of support to the District Board regarding the proposal to increase parks SDCs.

### **BACKGROUND**

On February 12, 2004 the District Board will conduct the first reading of an ordinance to increase SDCs charged within the District. In 1994 the District adopted system wide SDCs. They were set at \$950/unit for a Single Family Residence, \$620/unit for Multi Family Residential, and \$600/unit for Manufactured Housing. They have not been adjusted since 1994. The District now has some of the lowest SDCs within the region, and the cost of acquisition and development has far outstripped the ability of SDCs to pay. (See attached Exhibit A)

The District revised its CIP and retained a consultant to review its SDC methodology and rates. (See attached Exhibit B) The first option presented for consideration assessed new SDCs ranging from \$2,772 to \$4,037. Among other comments, stakeholders (e.g. Homebuilders, Chamber) felt that the proposed increase from the 1994 to the new rates was too steep.

A new option that divides the District into zones was created, with different SDC rates for each zone. (See attached Exhibit C) Within the SDCs is a system wide component, an amount dedicated to projects within the zone, and an administrative fee. The zones are defined as follows:

- Zone 1—City of Milwaukie
- Zone 2---District west of I 205 excepting the City of Milwaukie
- Zone 3---District east of I 205

Within Zone 1 the SDCs are \$1,817 for a single family residence, \$1,498 for Multi Family, \$1,515 for Manufactured and \$98/employee for non-residential. Zone 2 charges range from \$2,169 to \$1,745, and Zone 3 range from \$2,519 to \$1,991 with \$150/employee for non-residential. The full rate structure is more specifically set forth on the attached Exhibit D.

For some time there has been the belief that SDCs collected within the City are not finding their way back here in a sufficient amount. The zone methodology that is being proposed has been developed at least in part to address this concern. (It will also allow for the fair assessment of SDCs if other areas are annexed to the District. Additional zones may be created as the District grows to the east, for example.) The new CIP that has been developed also includes an increase in the amount available for the Riverfront.

I have drafted a letter to the District Board indicating Milwaukie's support of the proposal. In recent years we hear more and more about the desire of current residents that future development "pay its own way." The increase in the rate is a significant move in this direction.



February 3, 2004

Board of Directors  
North Clackamas Parks and Recreation District  
906 Main Street  
Oregon City, OR 97045

RE: District SDC Proposal

Dear Board Members:

The City Council has considered your proposal for new system development charge rates within a new three-zone structure. We understand that you have scheduled a first reading of the ordinance for February 12, 2004. We urge your favorable consideration of the proposal.

It is no secret that the ability of the District to acquire property and construct facilities necessary to provide adequate services into the future has declined. One reason is the failure of the original system development charges adopted in 1994 to keep pace with costs. This increase will help to close that gap and provide the District with much needed resources.

In addition, we are supportive of the zone concept. The ability to both fund system wide improvements while reserving funds for local projects is a plus.

We also understand that you have met with various stakeholders and secured their support of this proposal.

We look forward to working with you in developing real projects after adoption of this proposed ordinance.

Sincerely,

James Bernard  
Mayor

# EXHIBIT A

~~CONFIDENTIAL~~

## Parks System Development Charges for Single Family Dwelling

Community	Parks SDC
West Linn	\$ 8,228
Sherwood	4,191
Canby	3,312
Bend (as of 7/8/03)	2,940
Lake Oswego	2,825
Salem	2,602
Troutdale <sup>2</sup>	2,600
Oregon City	2,431
Tualatin Hills PRD	2,399
Wilsonville <sup>1</sup>	2,248
Hillsboro	2,045
Albany <sup>8</sup>	2,000
Forest Grove	2,000
McMinnville	2,000
North Plains	1,975
Corvallis <sup>3</sup>	1,882
Sandy	1,789
Tigard	1,747
Portland <sup>4</sup>	1,630
Happy Valley <sup>9</sup>	1,500
Scappoose	1,496
Tualatin <sup>6</sup>	1,400
Woodburn	1,385
Hood River Valley PRD	1,222
Cornelius	1,202
Medford	1,086
Ashland	1,041
Gresham <sup>5</sup>	1,038
Fairview	1,031
Willamalane PRD	1,000
Eugene <sup>7</sup>	982
<b>North Clackamas PRD - current</b>	<b>950</b>
Keizer	880
Newberg	662
Roseburg	500

<sup>1</sup> City of Wilsonville plans to increase park SDC rate to 100% within next 1-2 years

<sup>2</sup> City of Troutdale plans to make incremental increases to its park SDC rate for the next two years (\$3,100 in 2004; \$3,600 in 2005)

<sup>3</sup> City of Corvallis is in the process of updating their park SDC rate

<sup>4</sup> City of Portland is in the process of updating their park SDC rate

<sup>5</sup> City of Gresham is in the process of updating their park SDC rate

<sup>6</sup> City of Tualatin is in the process of updating their park SDC rate

<sup>7</sup> City of Eugene is requesting its City Council to approve an interim cost adjustment totaling \$1,340 followed by a comprehensive study of park SDCs within next year

<sup>8</sup> Albany SDC rate is \$0.49 per square foot, plus \$255 per bedroom, SDC estimates were calculated based on 2,000 s.f. and 4 bedrooms for a single-family unit and 1,000 s.f. and 2 bedrooms for a multi-family unit.

<sup>9</sup> Happy Valley rate is \$1,500 for up to 3,000 s.f. plus \$0.50 per s.f. above 3,000. However, Happy Valley is currently in the process of updating their park SDC rate.

### System Development Charges For Non-Residential Development

Community	Non-Residential Rate
Lake Oswego	\$264/employee
Oregon City	\$158/employee
Tigard	\$78/employee
Tualatin Hills PRD	\$71/employee
Sherwood	\$67/employee
Wilsonville	\$54/employee
Woodburn	\$25/employee
Hillsboro	\$293/parking space
<b>North Clackamas PRD - current</b>	<b>\$0</b>

# EXHIBIT B

DRAFT

Option A  
1/3/04

with neighborhood park land cost at \$200K/acre

ALL Facilities

FACILITY TYPE	TOTAL COSTS	SDC ELIGIBLE	Res Share	Empl. Share
NHOOD	\$29,959,800	\$11,010,863	\$11,010,863	\$0
COMMUNITY	\$25,540,000	\$13,015,200	\$10,607,388	\$2,407,812
NATURAL	\$11,008,250	\$5,179,015	\$4,220,897	\$958,118
SPECIAL	\$6,780,000	\$2,267,494	\$1,848,008	\$419,486
LINEAR	\$7,710,500	\$2,713,162	\$2,211,227	\$501,935
OTHER	\$10,905,000	\$4,671,508	\$3,807,279	\$864,229
<b>TOTALS</b>	<b>\$91,903,550</b>	<b>\$38,857,241</b>	<b>\$33,705,661</b>	<b>\$5,151,580</b>

District	Cost/Person
Pop Increase:	32152 \$1,048
Employ Inc:	33609 \$153

Priority 1

FACILITY TYPE	TOTAL COSTS	SDC ELIGIBLE
NHOOD	\$10,153,000	\$3,739,960
COMMUNITY	\$23,000,000	\$12,480,000
NATURAL	\$3,170,000	\$394,621
SPECIAL	\$5,780,000	\$2,267,494
LINEAR	\$4,120,500	\$1,134,142
OTHER	\$2,305,000	\$835,908
<b>TOTALS</b>	<b>\$48,528,500</b>	<b>\$20,852,125</b>

Priority 2

FACILITY TYPE	TOTAL COSTS	SDC ELIGIBLE
NHOOD	\$19,806,800	\$7,270,903
COMMUNITY	\$2,540,000	\$535,200
NATURAL	\$7,838,250	\$4,784,394
SPECIAL	\$1,000,000	\$0
LINEAR	\$3,590,000	\$1,579,020
OTHER	\$8,600,000	\$3,835,600
<b>TOTALS</b>	<b>\$43,375,050</b>	<b>\$18,005,116</b>

District-Wide Cost Allocation

FACILITY TYPE	TOTAL COSTS	SDC ELIGIBLE	Res Share	Empl. Share	Population Inc:	Cost/Pers:	Employment Inc:	Cost/Empl:
Natural	\$11,008,250	\$5,179,015	\$4,220,897	\$958,118	32152	\$608.63	33609	\$132.17
Special Use	\$6,780,000	\$2,267,494	\$1,848,008	\$419,486				
Linear	\$7,710,500	\$2,713,162	\$2,211,227	\$501,935				
Community	\$25,540,000	\$13,015,200	\$10,607,388	\$2,407,812				
Other	\$2,305,000	\$835,908	\$681,265	\$154,643				
<b>Totals</b>	<b>\$53,343,750</b>	<b>\$24,010,778</b>	<b>\$19,568,784</b>	<b>\$4,441,994</b>				

Zone 3 (Sunnyside) Cost Allocations

Community	Comm Center	Neighborhood	Total	Population Inc.	Cost/Pers:	Employment Inc.	Cost/Empl:
\$0	\$8,600,000	\$9,757,300	\$18,357,300	18198	\$522.35	13606	\$52.15
\$0	\$3,835,600	\$6,379,771	\$10,215,371				
\$0	\$3,126,014	\$6,379,771	\$9,505,785				
\$0	\$709,586	\$0	\$709,586				

West District (Zones 1 and 2) Cost Allocations

Community	\$0	\$0	\$0	Population Inc.	13954	Cost/Pers:	0
				Employment Inc.	20003	Cost/Empl:	0

Zone 2 (Oatfield, Oak Lodge, Southgate/Town Center) Cost Allocation

Neighborhood	\$16,200,000	\$3,063,900	\$3,063,900	Population Inc.	7847	Cost/Pers:	\$390.45
				Employment Inc.	14159	Cost/Empl:	0

Zone 1 (Milwaukie) Cost Allocation

Neighborhood	\$4,002,500	\$1,567,192	\$1,567,192	Population Inc.	6107	Cost/Pers:	\$256.62
				Employment Inc.	5844	Cost/Empl:	0

<b>Grand Totals</b>	<b>\$91,903,550</b>	<b>\$38,857,241</b>	<b>\$33,705,661</b>	<b>\$5,151,580</b>
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neigh	\$29,959,800	\$11,010,863	\$11,010,863	\$0
comm	\$0	\$0	\$0	\$0
natural	\$11,008,250	\$5,179,015	\$4,220,897	\$958,118
comm center & other	\$10,905,000	\$4,671,508	\$3,807,279	\$864,229
linear	\$7,710,500	\$2,713,162	\$2,211,227	\$501,935
special	\$6,780,000	\$2,267,494	\$1,848,008	\$419,486
<b>TOTALS</b>	<b>\$66,363,550</b>	<b>\$25,842,041</b>	<b>\$23,098,273</b>	<b>\$2,743,768</b>

**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT**

**CAPITAL IMPROVEMENTS PLAN**

<b>A. NEIGHBORHOOD PARKS</b>			Estimated Project Cost (\$)	Growth-Required Portion (%)	SDC-Eligible Growth Share (\$)	Project Priority	Funding Sources
Map Location	Facility	Action					
N-1	SERVICE AREA: Zone 2 <b>NEW NEIGHBORHOOD PARK</b> <b>SOUTHGATE TOWN CENTER NEIGHBORHOOD</b> Acquire land and develop a new neighborhood park in the Southgate/Town Center neighborhood.					2	
	acres = 4.00	Acquisition	\$800,000				
		Development	\$1,080,000				
		<b>Total Cost</b>	<b>\$1,880,000</b>	<b>20.10%</b>	<b>\$377,880</b>		
N-2	SERVICE AREA: Zone 2 <b>NEW NEIGHBORHOOD PARK</b> <b>SOUTHGATE TOWN CENTER NEIGHBORHOOD</b> Acquire land and develop a new neighborhood park in the Southgate/Town Center neighborhood.					2	
	acres = 4.00	Acquisition	\$800,000				
		Development	\$1,080,000				
		<b>Total Cost</b>	<b>\$1,880,000</b>	<b>20.10%</b>	<b>\$377,880</b>		
N-3	SERVICE AREA: Zone 2 <b>NEW NEIGHBORHOOD PARK (FULLER AREA)</b> <b>SOUTHGATE TOWN CENTER NEIGHBORHOOD</b> Acquire land and develop a new neighborhood park in the Fuller Area of the Southgate/Town Center neighborhood.					1	
	acres = 4.00	Acquisition	\$800,000				
		Development	\$1,080,000				
		<b>Total Cost</b>	<b>\$1,880,000</b>	<b>20.10%</b>	<b>\$377,880</b>		
N-4	SERVICE AREA: Zone 3 <b>ALTAMONT PARK SITE</b> <b>SUNNYSIDE NEIGHBORHOOD</b> Develop a neighborhood park at the Altamont park site in the Sunnyside neighborhood (in cooperation with North					1	
	acres = 4.60	Development	\$1,242,000				
		<b>Total Cost</b>	<b>\$1,242,000</b>	<b>56.42%</b>	<b>\$700,736</b>		
N-5	SERVICE AREA: Zone 3 <b>MOUNT SCOTT ELEMENTARY SCHOOL</b> <b>SUNNYSIDE NEIGHBORHOOD</b> Develop a neighborhood park at Mount Scott Elementary School in the Sunnyside neighborhood (in cooperation with					1	
	acres = 1.50	Development	\$405,000				
		<b>Total Cost</b>	<b>\$405,000</b>	<b>56.42%</b>	<b>\$228,501</b>		

**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT**

**CAPITAL IMPROVEMENTS PLAN**

<b>A. NEIGHBORHOOD PARKS</b>			Estimated Project Cost (\$)	Growth- Required Portion (%)	SDC-Eligible Growth Share (\$)	Project Priority	Funding Sources
Map Location	Facility	Action					
N-6	SERVICE AREA: Zone 2 <b>NEW NEIGHBORHOOD PARK</b>					2	
	<b>SOUTHGATE TOWN CENTER NEIGHBORHOOD</b>						
	Acquire land and develop a new neighborhood park in the Southgate/Town Center neighborhood.						
	acres = 4.00	Acquisition	\$800,000				
		Development	\$1,080,000				
		<b>Total Cost</b>	<b>\$1,880,000</b>	20.10%	\$377,880		
N-7	SERVICE AREA: Zone 1 <b>STANLEY PROPERTY</b>					1	
	<b>MILWAUKIE NEIGHBORHOOD</b>						
	Develop a neighborhood park at Stanley Property in City of Milwaukie (in cooperation with City of Milwaukie).						
	acres = 2.00	Development	\$540,000				
		<b>Total Cost</b>	<b>\$540,000</b>	31.92%	\$172,368		
N-9	SERVICE AREA: Zone 3 <b>NEW NEIGHBORHOOD PARK</b>					2	
	<b>MILWAUKIE NEIGHBORHOOD</b>						
	Acquire land and develop a new neighborhood park in the Milwaukie neighborhood.						
	acres = 4.00	Acquisition	\$800,000				
		Development	\$1,080,000				
		<b>Total Cost</b>	<b>\$1,880,000</b>	45.16%	\$849,008		
N-10	SERVICE AREA: Zone 1 <b>WICHITA PARK</b>					2	
	<b>MILWAUKIE NEIGHBORHOOD</b>						
	Work with Linwood Neighborhood District Association to implement the neighborhood park master plan for Wichita						
	acres = 1.00	Develop	\$270,000				
		<b>Total Cost</b>	<b>\$270,000</b>	31.92%	\$86,184		



**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT  
CAPITAL IMPROVEMENTS PLAN**

<b>A. NEIGHBORHOOD PARKS</b>			Estimated Project Cost (\$)	Growth- Required Portion (%)	SDC-Eligible Growth Share (\$)	Project Priority	Funding Sources
Map Location	Facility	Action					
N-19	SERVICE AREA: Zone 3 <b>NEW NEIGHBORHOOD PARK</b>  SUNNYSIDE NEIGHBORHOOD Acquire land and develop a new neighborhood park in the Sunnyside neighborhood.  acres = 4.00	Acquisition  Development  Total Cost	\$800,000  \$1,080,000  \$1,880,000	   74.96%	   \$1,409,248	2	
N-20	SERVICE AREA: Zone 3 <b>JAMES ABELE PARK SITE</b>  SUNNYSIDE NEIGHBORHOOD Develop a new neighborhood park at the James Abele park site in the Sunnyside neighborhood.  acres = 2.80	Develop  Total Cost	\$756,000  \$756,000	  56.42%	  \$426,535	1	
N-21	SERVICE AREA: Zone 3 <b>JUSTICE PARK SITE</b>  SUNNYSIDE NEIGHBORHOOD Develop a new neighborhood park at the Justice park site in the Sunnyside neighborhood.  acres = 3.00	Develop  Total Cost	\$810,000  \$810,000	  56.42%	  \$457,002	1	
N-23	SERVICE AREA: Zone 3 <b>SUNNYSIDE VILLAGE PARK NO. 5 (Bollam Property)</b>  SUNNYSIDE NEIGHBORHOOD Acquire land and develop a new neighborhood park in the Sunnyside neighborhood.  acres = 2.20	Acquisition  Development  Total Cost	\$440,000  \$594,000  \$1,034,000	   74.96%	   \$775,086	2	

**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT  
CAPITAL IMPROVEMENTS PLAN**

<b>A. NEIGHBORHOOD PARKS</b>			Estimated Project Cost (\$)	Growth- Required Portion (%)	SDC-Eligible Growth Share (\$)	Project Priority	Funding Sources
Map Location	Facility	Action					
N-24	SERVICE AREA: Zone 3 <b>ANDEREGG PROPERTY</b> <b>SUNNYSIDE NEIGHBORHOOD</b> Acquire land and develop a new neighborhood park in the Sunnyside neighborhood. acres = 1.39      Development		\$375,300			2	
		Total Cost	\$375,300	56.42%	\$211,744		
N-26	SERVICE AREA: Zone 2 <b>STRINGFIELD FAMILY PARK</b> <b>OATFIELD NEIGHBORHOOD</b> Develop a new neighborhood park connected to Portland Traction Line Linear Park in the Oatfield neighborhood. acres = 4.50      Development		\$1,215,000			1	
		Total Cost	\$1,215,000	15.08%	\$183,344		
N-28	SERVICE AREA: Zone 2 <b>NEW NEIGHBORHOOD PARK</b> <b>OATFIELD NEIGHBORHOOD</b> Acquire land and develop a new neighborhood park in the Oatfield neighborhood. acres = 4.00      Acquisition		\$800,000			2	
		Development	\$1,080,000				
		Total Cost	\$1,880,000	21.90%	\$411,720		
N-29	SERVICE AREA: Zone 1 <b>LEWELLING PARK</b> <b>MILWAUKIE NEIGHBORHOOD</b> Implement the master plan for Lewelling Park (in partnership with City of Milwaukie and Lewelling acres = 0.90      Develop		\$243,000			2	
		Total Cost	\$243,000	31.92%	\$77,566		
N-31	SERVICE AREA: Zone 3 <b>Pfeifer Property</b> <b>SUNNYSIDE NEIGHBORHOOD</b> Acquire land and develop a new neighborhood park in the Sunnyside neighborhood. acres = 5.00      Development		\$1,350,000			1	
		Total Cost	\$1,350,000	56.42%	\$761,670		

**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT  
CAPITAL IMPROVEMENTS PLAN**

<b>A. NEIGHBORHOOD PARKS</b>			Estimated	Growth-	SDC-Eligible	Project	Funding
Map	Facility	Action	Project	Required	Growth Share (\$)	Priority	Sources
Location			Cost (\$)	Portion (%)			
N-34	SERVICE AREA: Zone 3					2	
	<b>NEW NEIGHBORHOOD PARK</b>						
	<b>SUNNYSIDE NEIGHBORHOOD</b>						
	Acquire land and develop a new neighborhood park in the northeast area. Clackamas Regional Center (currently in acres = 4.00	Acquisition	\$800,000				
		Development	\$1,080,000				
		Total Cost	\$1,880,000	74.96%	\$1,409,248		
none	SERVICE AREA: Zone 2					2	
	<b>BUNNELL PARK</b>						
	<b>OAK GROVE/JENNINGS LODGE NEIGHBORHOOD</b>						
	Provide additional recreation facilities at Bunnell Park in the Oak Grove/Jennings Lodge neighborhood. acres =	Renovate	\$130,000				
		Total Cost	\$130,000	16.00%	\$20,800		
none	SERVICE AREA: Zone 1					2	
	<b>CENTURY PARK</b>						
	<b>MILWAUKIE NEIGHBORHOOD</b>						
	Renovate Century Park in Milwaukie neighborhood. acres = 0.50	Renovate	\$67,500				
		Total Cost	\$67,500	0.00%	\$0		
none	SERVICE AREA: Zone 1					1	
	<b>MILL PARK</b>						
	<b>MILWAUKIE NEIGHBORHOOD</b>						
	Acquire land and develop additional recreation facilities at Mill Park in the Milwaukie neighborhood. acres = 1.00	Acquisition	\$200,000				
		Development	\$270,000				
		Total Cost	\$470,000	45.16%	\$212,252		
none	SERVICE AREA: Zone 2					2	
	<b>HARMONY ROAD NEIGHBORHOOD PARK</b>						
	<b>SOUTHGATE/TOWN CENTER NEIGHBORHOOD</b>						
	Provide additional amenities at the Harmony Road Neighborhood Park in the Southgate/Town Center acres = 1.50	Renovate	\$75,000				
		Total Cost	\$75,000	0.00%	\$0		

**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT**

**CAPITAL IMPROVEMENTS PLAN**

<b>A. NEIGHBORHOOD PARKS</b>			Estimated Project Cost (\$)	Growth-Required Portion (%)	SDC-Eligible Growth Share (\$)	Project Priority	Funding Sources
Map Location	Facility	Action					
none	SERVICE AREA: Zone 2 <b>RISLEY PARK</b>					2	
	<b>OAK GROVE/JENNINGS LODGE NEIGHBORHOOD</b> Renovate Risley Park in the Oak Grove/Jennings Lodge neighborhood		\$135,000				
	acres = 1.00	Renovate					
		<b>Total Cost</b>	<b>\$135,000</b>	<b>0.00%</b>	<b>\$0</b>		
none	SERVICE AREA: Zone 1 <b>SCOTT PARK/LEDDING LIBRARY</b>					2	
	<b>MILWAUKIE NEIGHBORHOOD</b> Complete Phases II and III of the master plan for Scott Park in the Milwaukie neighborhood.		\$532,000				
	acres = 3.00	Develop					
		<b>Total Cost</b>	<b>\$532,000</b>	<b>31.92%</b>	<b>\$169,814</b>		
none	SERVICE AREA: Zone 3 <b>SOUTHERN LITES PARK</b>					2	
	<b>SUNNYSIDE NEIGHBORHOOD</b> Restore banks of drainage way in Southern Lites Park in the Sunnyside neighborhood.		\$25,000				
	acres = 0.50	Repair/renovate					
		<b>Total Cost</b>	<b>\$25,000</b>	<b>0.00%</b>	<b>\$0</b>		
<b>TOTAL</b>			<b>\$29,959,800</b>		<b>\$11,010,863</b>		
1			\$10,153,000		\$3,739,960		
2			\$19,806,800		\$7,270,903		

**SERVICE AREA**

ZONE 1: Milwaukie	\$4,002,500	\$1,567,192
ZONE 2: Oak Grove/Jennings Lodge, Oatfield, Southgate/Town Cent	\$16,200,000	\$3,063,900
ZONE 3: Sunnyside	\$9,757,300	\$6,379,771

**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT  
CAPITAL IMPROVEMENTS PLAN**

<b>B. COMMUNITY PARKS</b>			Estimated Project Cost (\$)	Growth- Required Portion (%)	SDC-Eligible Growth Share (\$)	Project Priority	Funding Sources
Map Location	Facility	Action					
C-18	SERVICE AREA: EAST - Zone 3 <b>ELLA V. OSTERMAN PARK</b> Complete a master plan for and develop a new community park at Top O' Scott Dedication.	Development	\$1,200,000			2	
		acres = 3.00					
		Total Cost	\$1,200,000	44.60%	\$535,200		
C-25	SERVICE AREA: EAST - Zone 3 <b>NEW COMMUNITY PARK</b> Acquire land and develop a new community park east of I-205. (Includes planning and development of a community center, ball fields, aquatic facilities, and X-Treme sports facility.)	Acquisition	\$6,000,000	75.40%	\$4,524,000	1	
		Development	\$12,000,000	66.30%	\$7,956,000		
		acres = 30.00					
		Total Cost	\$18,000,000	69.33%	\$12,480,000		
none	SERVICE AREA: WEST - Zones 1 & 2 <b>ANN-TONI SCHREIBER PARK</b> Provide additional recreation facilities at Ann-Toni Schreiber Park.	Renovation	\$1,340,000			2	
		acres = 6.70					
		Total Cost	\$1,340,000	0.00%	\$0		
none	SERVICE AREA: WEST - Zones 1 & 2 <b>NORTH CLACKAMAS PARK</b> Complete and implement an updated master plan for North Clackamas Park.	Renovation	\$5,000,000			1	
		acres = 45.00					
		Total Cost	\$5,000,000	0.00%	\$0		
<b>TOTAL</b>			<b>\$25,640,000</b>		<b>\$13,015,200</b>		
1			\$23,000,000		\$12,480,000		
2			\$2,540,000		\$535,200		

**SERVICE  
AREA**

WEST: Zones 1 & 2	\$6,340,000	\$0
EAST: Zone 3	\$19,200,000	\$13,015,200

**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT  
CAPITAL IMPROVEMENTS PLAN**

<b>C. NATURAL RESOURCE AREAS</b>			Estimated Project Cost (\$)	Growth-Required Portion (%)	SDC-Eligible Growth Share (\$)	Project Priority	Funding Sources
Map Location	Facility	Action					
NR-27	SERVICE AREA: DISTRICT-WIDE					2	
	<b>MOUNT TALBERT</b>						
	Acquire and develop additional land to expand natural resource area.						
	acres =	10.00	Acquisition	\$550,000			
		Development	\$200,000				
		<b>Total Cost</b>	<b>\$750,000</b>	<b>60.50%</b>	<b>\$453,750</b>		
NR-30	SERVICE AREA: DISTRICT-WIDE					2	
	<b>SPRING PARK</b>						
	Complete and implement a master plan for Spring Park in coordination with Elk Rock Island Natural Area Management Plan.						
	acres =	6.90	Development	\$138,000			
		<b>Total Cost</b>	<b>\$138,000</b>	<b>23.63%</b>	<b>\$32,609</b>		
NR-33	SERVICE AREA: DISTRICT-WIDE					1	
	<b>NORTH CLACKAMAS DISTRICT PARK</b>						
	Complete and implement a new master plan for North Clackamas District Park that reflects site conditions and current environmental regulations.						
	acres =	83.50	Development	\$1,670,000			
		<b>Total Cost</b>	<b>\$1,670,000</b>	<b>23.63%</b>	<b>\$394,621</b>		
none	SERVICE AREA: DISTRICT-WIDE					2	
	<b>NEW NATURAL RESOURCE LAND</b>						
	Acquire and develop additional land as the opportunity arises.						
	acres =	92.67	Acquisition	\$5,096,850			
		Development	\$1,853,400				
		<b>Total Cost</b>	<b>\$6,950,250</b>	<b>61.84%</b>	<b>\$4,298,035</b>		
none	SERVICE AREA: DISTRICT-WIDE					1	
	<b>MOUNT TALBERT</b>						
	Implement the master plan for Mount Talbert natural resource area.						
	acres =	185.00	Development	\$1,500,000			
		<b>Total Cost</b>	<b>\$1,500,000</b>	<b>0.00%</b>	<b>\$0</b>		
<b>TOTAL PROJECTS</b>			<b>\$11,008,250</b>		<b>\$5,179,015</b>		
1			\$3,170,000		\$394,621		
2			\$7,838,250		\$4,784,394		
<b>SERVICE AREA</b>							
<b>DISTRICT-</b>							
WIDE All Zones			\$11,008,250		\$5,179,015		
EAST Zone 3			\$0		\$0		
WEST Zones 1 and 2			\$0		\$0		

**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT  
CAPITAL IMPROVEMENTS PLAN**

<b>D. SPECIAL USE PARKS</b>		Estimated	Growth-	SDC-Eligible	Project	Funding
Map Location	Facility Action	Project Cost (\$)	Required Portion (%)	Growth Share (\$)	Priority	Sources
SU-8	SERVICE AREA: DISTRICT-WIDE <b>MILWAUKIE RIVERFRONT</b> Partner with City of Milwaukie to implement Riverfront Master Plan  acres = 6.80      Develop Total Cost	\$780,000  \$780,000	  39.23%	  \$305,994	1	
SU-17	SERVICE AREA: DISTRICT-WIDE <b>MULTI-SPORT COMPLEX</b> Develop a multi-sport complex on grounds of Old Clackamas High School in partnership with North Clackamas School District.  acres = 25.00      Develop Total Cost	\$5,000,000  \$5,000,000	  39.23%	  \$1,961,500	1	
none	SERVICE AREA: DISTRICT-WIDE <b>RIVERVILLA PARK</b> Expand recreation opportunities as feasible within floodway.  acres = 5.00      Renovate Total Cost	\$1,000,000  \$1,000,000	  0.00%	  \$0	2	
none	SERVICE AREA: DISTRICT-WIDE <b>MULTI-SPORT COMPLEX</b> Acquire and develop a multi-sport complex east of I-205.  acres = 20.00      Acquire= Develop Total Cost	  \$0 \$0 \$0	   59.49%	   \$0	2	
<b>TOTAL</b>		<b>\$6,780,000</b>		<b>\$2,267,494</b>		
1		\$5,780,000		\$2,267,494		
2		\$1,000,000		\$0		
<b>SERVICE AREA DISTRICT-</b>						
WIDE All Zones		\$6,780,000		\$2,267,494		
EAST Zone 3		\$0		\$0		
WEST Zones 1 and 2		\$0		\$0		

**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT**

**CAPITAL IMPROVEMENTS PLAN**

<b>E. LINEAR PARKS</b>			Estimated Project Cost (\$)	Growth-Required Portion (%)	SDC-Eligible Growth Share (\$)	Project Priority	Funding Sources
Map Location	Facility	Action					
L-3	SERVICE AREA: DISTRICT-WIDE <b>TROLLEY TRAIL</b> Work with regional partners to develop a linear park/trail corridor.					1	
	acres = 5.00	Development	\$625,000				
	miles = 1.00	Total Cost	\$625,000	23.63%	\$147,688		
L-9	SERVICE AREA: DISTRICT-WIDE <b>TROLLEY TRAIL</b> Work with regional partners to develop a linear park/trail corridor.					1	
	acres = 8.70	Development	\$1,125,000				
	miles = 1.80	Total Cost	\$1,125,000	23.63%	\$265,838		
L-10	SERVICE AREA: DISTRICT-WIDE <b>TROLLEY TRAIL</b> Work with regional partners to develop a linear park/trail corridor.					1	
	acres = 8.70	Development	\$1,125,000				
	miles = 1.80	Total Cost	\$1,125,000	23.63%	\$265,838		
L-11	SERVICE AREA: DISTRICT-WIDE <b>TROLLEY TRAIL</b> Work with regional partners to develop a linear park/trail corridor.					1	
	acres = 3.30	Development	\$437,500				
	miles = 0.70	Total Cost	\$437,500	23.63%	\$103,381		
L-32	SERVICE AREA: DISTRICT-WIDE <b>MOUNT SCOTT TRAIL</b> Work with regional partners to acquire land and develop a linear park/trail corridor.					1	
	acres = 5.60	Acquisition	\$308,000	75.73%	\$233,248		
	miles = 0.80	Develop	\$500,000	23.63%	\$118,150		
		Total Cost	\$808,000		\$351,398		
L-43	SERVICE AREA: DISTRICT-WIDE <b>SUNNYSIDE VILLAGE TRAIL</b> Work with regional partners to acquire land and develop a linear park/trail corridor.					2	
	acres = 7.60	Acquisition	\$418,000	75.73%	\$316,551		
	miles = 1.00	Development	\$625,000	23.63%	\$147,688		
		Total Cost	\$1,043,000		\$464,239		
L-44	SERVICE AREA: DISTRICT-WIDE <b>SCOUTER'S MOUNTAIN TRAIL</b> Work with regional partners to acquire land and develop a linear park/trail corridor.					2	
	acres = 17.90	Acquisition	\$984,500	75.73%	\$745,562		
	miles = 2.50	Development	\$1,562,500	23.63%	\$369,219		
		Total Cost	\$2,547,000		\$1,114,781		

**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT  
CAPITAL IMPROVEMENTS PLAN**

<b>E. LINEAR PARKS</b>			Estimated Project Cost (\$)	Growth- Required Portion (%)	SDC-Eligible Growth Share (\$)	Project Priority	Funding Sources
Map Location	Facility	Action					
	new acres	miles					
<b>TOTAL</b>	<b>31.10</b>	<b>9.60</b>	<b>\$7,710,500</b>		<b>\$2,713,162</b>		
FRONT 1			\$4,120,500		\$1,134,142		
FRONT 2			\$3,590,000		\$1,579,020		
<b>SERVICE AREA DISTRICT-</b>							
WIDE	All Zones		\$7,710,500		\$2,713,162		
EAST	Zone 3		\$0		\$0		
WEST	Zones 1 and 2		\$0		\$0		



## **DEFINITIONS & COSTS**

### **1. Definitions:**

- a) Design Costs - Costs related to developemnt of site-specific construction documents, bid documents, and construction administration.
- b) Existing - Facilities or improvements which are currently in the District's inventory.
- c) Master Plan Costs - Costs related to programming and needs analysis resulting in illustrative plans for facilities or improvements.
- d) Planned - Facilities or improvements which have been identified through a needs analysis process, but which are not currently in the District's inventory.
- e) Permit Costs - Building and development fees for land use, utilities, environmental, and similar purposes.

### **2. Funding Source Abbreviations:**

DNT = Donation

GFD = General Fund Tax Base

GOB = General Obligation Bonds

GNT = Grants

NEW = New source, such as a future tax referendum

SDC = System Development Charges

SRL = Serial Levy

USR = User Fees

ZSV = Sunnyside Village Zone Fee

**DEFINITIONS & COSTS (continued)**

3. Unit Costs

Acquisition=	Neighborhood Park (acres)	\$200,000
	Community Park (acres)	\$200,000
	Linear Park (acres)	\$55,000
	Natural Resource Area (acres)	\$55,000
Development:	Neighborhood Park (acres)	\$270,000
	Community Park (acres)	\$400,000
	Linear Park (acres)	\$10,000
	Natural Resource Area (acres)	\$20,000
	Trails (miles)	\$625,000
	School Park (acres)	\$270,000
	Indoor Swimming Pool (sq. ft.)	\$0
	Outdoor Swimming Pool (sq.ft.)	\$0
	Community/Senior Centers (sq. f	\$0
Renovation=	Neighborhood Park (acres)	\$135,000
	Community Park (acres)	\$200,000
	District Park (acres)	\$0
	Open Space/Natural Area (acres)	\$10,000
	Trails (miles)	\$240,000
	Buildings (sq. ft.)	\$125

4. Master Plan, Design, and Permit Costs are estimated as follows:

<u>Development Cost (\$)</u>	<u>Master Plan/ Design Costs</u>	<u>Permit Costs</u>
0 to 100,000	14%	5%
100,000 to 500,000	12%	3%
500,000 to 1,000,000	10%	2.5%
More than 1,000,000	8%	2%

5. Growth (SDC Eligible) Portions of Costs Determined as Follows:

Neighborhood Parks portion calculated for each neighborhood (i.e., Milwaukie, Oatfield, etc.):

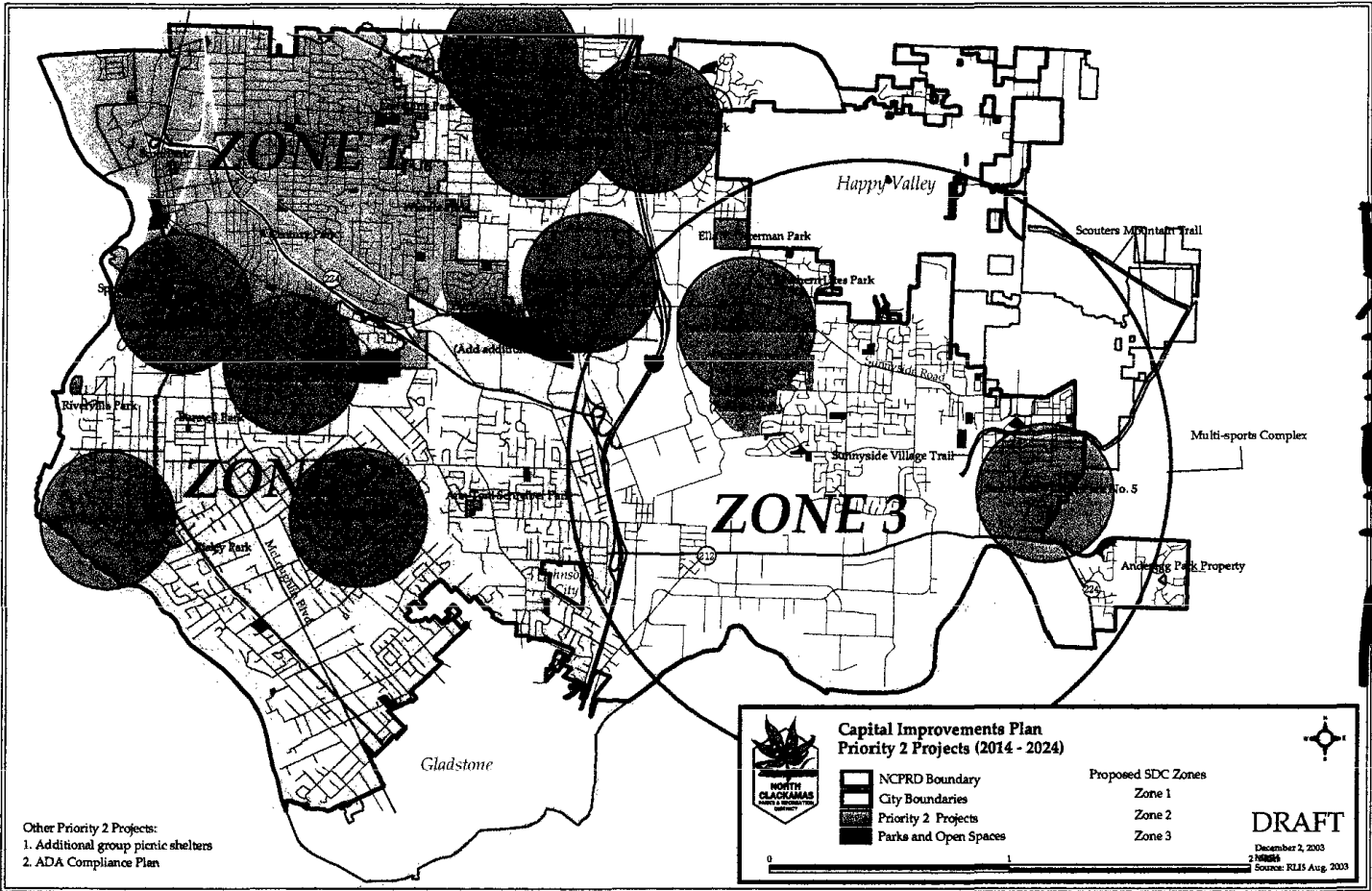
Portion of land acquisition costs based on existing developed parks and vacant neighborhood park land.

Portion of land development costs based on existing developed parks.

Community Parks, Natural Resource Areas, Special Use Parks, Linear Parks/Trails, and other facility portions calculated for entire District:

Portions of land acquisition costs based on existing parks/facilities and undeveloped park land.

Portions of land development costs based on existing developed parks/facilities.



Other Priority 2 Projects:  
 1. Additional group picnic shelters  
 2. ADA Compliance Plan

# EXHIBIT D

1/3/04  
Option A

DRAFT

with neighborhood & community park land costs at \$200K/acre  
community parks district-wide, community center - zone (Sunnyside)

## SUNNYSIDE AREA (ALL EAST OF 205)

	District Base Costs	Area Costs	Admin Fee	Total Costs
Cost Per Person	\$609	\$522	\$43	\$1,174
Cost Per Employee	\$132	\$52	\$7	\$191
	Persons	Gross SDC	Tax Credit	
Single Fam	2.65	\$3,111	-\$592	<b>\$2,519</b>
Multi Fam	1.86	\$2,184	-\$193	<b>\$1,991</b>
Mobile	1.80	\$2,113	-\$121	<b>\$1,992</b>
Employee	1	\$191	-\$41	<b>\$150</b>

## MILWAUKIE

	District Base Costs	Area Costs	Admin Fee	Total Costs
Cost Per Person	\$609	\$257	\$43	\$909
Cost Per Employee	\$132	\$0	\$7	\$139
	Persons	Gross SDC	Tax Credit	
Single Fam	2.65	\$2,409	-\$592	<b>\$1,817</b>
Multi Fam	1.86	\$1,691	-\$193	<b>\$1,498</b>
Mobile	1.80	\$1,636	-\$121	<b>\$1,515</b>
Employee	1	\$139	-\$41	<b>\$98</b>

## WEST OF 205 (except Milwaukie)

	District Base Costs	Area Costs	Admin Fee	Total Costs
Cost Per Person	\$609	\$390	\$43	\$1,042
Cost Per Employee	\$132	\$0	\$7	\$139
	Persons	Gross SDC	Tax Credit	
Single Fam	2.65	\$2,761	-\$592	<b>\$2,169</b>
Multi Fam	1.86	\$1,938	-\$193	<b>\$1,745</b>
Mobile	1.80	\$1,876	-\$121	<b>\$1,755</b>
Employee	1	\$139	-\$41	<b>\$98</b>



**TO:** Mayor and City Council  
**FROM:** Mike Swanson, City Manager  
**DATE:** January 23, 2004  
**RE:** Budget Hearing Dates

### **ACTION REQUESTED**

The action requested is a selection of dates for budget hearings in late May and early April.

### **BACKGROUND**

The dates we used for the budget process last year have been inserted into the attached March-June 2004 calendar.

On March 31 and April 1 department directors presented their budget requests to the Budget Committee. On April 7 I delivered my recommended budget and the budget message. The first hearing at which public comments on the recommended budget were received was April 21. That left plenty of time for additional hearings as determined by the Budget Committee.

We need similar dates for this year's process. We will contact citizen members of the Budget Committee over the next week to determine their availability.

# February

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b> Department Head meet with City Mgr	<b>19</b> Department Head meet with City Mgr	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
<b>29</b>						

2004

# March

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> Department final budget to City Mgr	<b>12</b> Department final budget to City Mgr	<b>13</b>
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b> Publish Budget Comm meeting
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b> Publish Budget Comm meeting
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b> Presentation to Budget Comm			

2004

# April

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				<b>1</b>	<b>2</b> Presentation to Budget Comm	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> Rec Budget & message	<b>8</b>	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b> Budget Comm public comments & Resol adopting aap/CIP	<b>22</b>	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	

2004

**May**

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**2004**

# June

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b> Adopt budget & CIP	<b>19</b>
<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
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2004



**To:** Mayor and City Council

**Through:** Mike Swanson, City Manager  
Alice Rouyer, Community Development and Public Works Director

**From:** John Gessner, Planning Director

**Date:** February 10, 2004 for the February 17<sup>th</sup> Council Meeting

**Subject:** Reorganization of the Design & Landmarks Commission

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### **Action Requested**

Consider reorganization of the Design and Landmarks Commission (DLC) to an advisory committee of the Planning Commission.

### **Key Issues**

1. Staff reductions in the Planning Department have reduced the Department's ability to support both the Planning Commission and the Design and Landmarks Commission.
2. In the interest of preserving the function of the DLC, the two Commissions support reorganizing the DLC as a committee.
3. The change will require amendments to the Milwaukie Municipal Code. If the City Council approves the idea, staff will work with the Planning Commission and DLC on details of organization and code amendments.
4. Staff requests Council direction.

### **Background**

On January 27, 2004, the Planning Commission and DLC met jointly to consider a staff proposal for reorganization of the DLC. With adoption of the Downtown Plan in 2000 and related zoning changes, the former Historic Review Commission was

reorganized as the Design and Landmarks Commission. The renamed Commission's role was then expanded to review land use applications in the downtown zones for consistency with adopted design guidelines, and to advise the City Council on design review procedures.

Recent budgetary limitations and staff changes have resulted in the loss of a planning position, which has reduced the capacity to support DLC activities. However, there continues to be community interest and need to address historic, architectural, and urban design issues. The DLC has expressed interest in continuing their participation in design and historic resource reviews and furthering investigation of design review issues in the City. Staff has only enough capacity to support one joint work program between the Planning Commission and DLC.

### **Planning Commission and Design and Landmarks Commission Consideration**

Considerations of the Planning and Design and Landmarks Commission at the January 27, 2004 joint work session include the following:

1. There are regulatory requirements for city review of applications affecting historic structures and development in the downtown zones. These regulations are due in part to Statewide Planning Goals for the preservation of historic resources, and in part from the community's desire for quality development.
2. The workload for historic preservation applications has been low. There have been only three over the past five years. These include City Hall, Milwaukie High School, and reclassification of the historic status for the Sweetland House.
3. The DLC has discussed and continues to be interested in the City Council's goal of identifying alternatives for design review citywide.
4. There is joint interest between in DLC and Planning Commission regarding quality of development. Over the summer and early fall, the Planning Commission has been discussing "outcome based" zoning revisions that better match community preferences for quality development. This project has stalled due to resource issues but is an important part of the 2003 work plan that should be completed.
5. Other projects on the Planning Commission's 2003 work program have not yet been started due to resource constraints or changing priorities as in the case of the Transit Center Relocation project.
6. The DLC has expressed desire in retaining design related projects in the Planning Commission's work program, if the DLC is converted to a committee.

7. The details on how best to integrate the DLC as a committee need to be resolved. These include charting a course for the DLC's work on design review alternatives, future work program items, and the level of direct support that staff can provide to the committee in conjunction with the review of the Planning Commission work program.
8. Key components of the staff resource problem include:
  - Level of effort needed to educate and prepare civic boards for sound decision-making.
  - Compromises to work programs and other important work that must be made due to reduced work capacity.
  - Finding ways to maximize operating efficiencies in the face of constrained budgets and resources.

### **Implementing the Idea**

The following summarizes the how the committee idea would work.

1. Rename the DLC to the *Design and Landmarks Committee*.
2. The Commission and Committee would meet on either a regular basis and/or on an as-needed basis to review applications with design or historic review needs and to work on design related work program items.
3. Quasi-judicial hearings and decision making on historic preservation and development applications in the downtown zones is transferred to the Planning Commission.
4. The Planning Commission will seek the Committee's advice on design and historic preservation matters.
5. The Planning Commission and Committee would meet at least once a year to discuss design related work program items for the coming year.
6. Committee appointments would continue to be made by the City Council.

### **Concurrence**

The Community Development and Public Works Director and Planning Director support the proposal. The City Attorney has been consulted and will continue to advise on needed code changes if Council approves the idea.

**Fiscal Impact**

2003-2004 budget expenditures for consulting on historic review and design issues will be retained to accommodate expert assistance as-needed. This adjustment may reduce potential annual overtime demands associated with design related work tasks.

**Work Load Impacts**

Workload will decrease by reduction of separate DLC monthly meetings and work program tasks.

**Alternatives**

The Council has the following decision-making options:

1. Approve the idea as presented or with modifications.
2. Reject the idea.
3. Take no action.