

MILWAUKIE CITY COUNCIL  
WORK SESSION  
APRIL 15, 2002

The work session came to order at 5:30 p.m. in the City Hall Conference Room.

City Council present: Mayor Bernard and Councilors King, Lancaster, Marshall, and Newman.

Staff present: City Manager Swanson, Community Development/Public Works Director Rouyer, Associate Engineer Barnett.

### Information Sharing

**Councilor King** announced the Mother's Day Walk on May 12<sup>th</sup>.

### Downtown Traffic and Parking Management Plan

**Rouyer** said staff is seeking direction on proceeding with the project initially discussed when the Downtown Plan was adopted in September 2000. The purpose of going forward with the traffic and parking management plan would be to find solutions to development related problems in the downtown area and adjacent neighborhoods. If City Council wishes to proceed with the project, staff will prepare the request for proposal (RFP).

**Barnett** provided background information on the proposed project and reviewed the tentative project schedule. The study area will be bounded by Hwy 224 on the north, McLoughlin Boulevard on the west, Lake Road to the south, and Hwy 224/34<sup>th</sup> Avenue on the east. This project will include data collected by DKS Associates in 2000 for the Downtown Plan.

**Councilor Marshall** believes the project needs to go forward. He asked if there was enough money in the budget to identify future parking sites including a parking structure.

**Barnett** said the consultant will offer some funding options though probably not in great detail. The plan will consider the impacts related to possible north industrial area and South Corridor development. Neighborhood District Associations (NDA) will be important stakeholders in the process.

**Mayor Bernard** said everyone knows there is a parking problem, and the City needs to identify some solutions, one of which, he feels, is to move the transit center out of the downtown core.

**Councilor Newman** noted congestion at the McLoughlin Boulevard and Harrison Street intersection is becoming steadily worse during peak hours, and he asked if it would be studied.

**Barnett** responded the service level and delay times at that intersection have been studied extensively. 99E is an Oregon Department of Transportation (ODOT) facility, so there are differences between what Milwaukie and the state define as acceptable service levels.

The group discussed including the ODS facility in the downtown studies.

**Art Ball** has reservations about going out with the RFP at this time. He is concerned the plan would result in only partial information since there are still unknowns about the Waldorf School and North Main Street projects.

**Barnett** said the 2000 DKS estimates are based on full buildout of the Downtown Plan. The annual effects of traffic related to population increases are much greater than those created by downtown development.

**Ball** is not satisfied that conditions 2 to 3 years from now can be predicted. The City is in the midst of a significant budget crunch, and he does not support funds going to what may be an incomplete traffic plan. He feels the RFP should be tabled.

**Ed Zumwalt** has been concerned about neighborhood livability and parking and traffic conditions since the Downtown Plan was brought forward 2 years ago. The Planning Commission pointed out these issues to Council in its adoption recommendation. The City needs to plan for the next few years because no Milwaukie neighborhood will go untouched by increasing traffic problems.

**Barnett** said the study will include typical funding scenarios and strategies of how other cities in the region are handling increased traffic.

### **Open Public Forum**

**Zumwalt** commented on Tri-Met's withdrawal of its application for a park-and-ride facility on Harrison Street at 28<sup>th</sup> Avenue. He questioned Selinger's comments about lack of staff support, neighborhood opposition, and the need to revise the code to better serve mutual transportation interests. He feels this bodes ill for future South Corridor cooperation.

**Councilor Lancaster** felt the comment about lack of staff cooperation was inappropriate.

**Rouyer** said, in this particular case, staff did not offer a recommendation to the Planning Commission, and Tri-Met perceived that as a lack of cooperation. Since the Southgate property owner began charging, more parking is spilling into the neighborhoods. The problem is a legitimate one, and Tri-Met is looking for an alternative including a proposal to purchase the Southgate property and use it as a park-and-ride.

**Councilor Newman** added there will still be a need for buses regardless of what happens with light rail.

**Mayor Bernard** has reservations about the timing of the parking study and believes it should take place after the Waldorf School opens. He suggests budgeting funds but waiting to begin.

**Councilor Marshall** said Waldorf may or may not come to Milwaukie. He feels the plan was needed to address the long term impacts of full build out.

### **Milwaukie Downtown Development Association Annual Report**

**Jack Elder**, Milwaukie Downtown Development Association (MDDA) Director, and Paul Klein, MDDA President, reviewed the Association's mission, vision, and activities both completed and planned for the upcoming year.

**Elder** summarized the MDDA budget and noted personnel is the greatest expense. Income from the Sunday Market and savings will make up for the amount normally provided from the City's general fund and will support the organization through 2003. At that point, the Association's future must be decided.

**Mayor Bernard** added some businesses, including Dark Horse, did not agree to the full assessment term.

The group discussed expanding the assessment district boundaries to encompass ODS, the north industrial area and the MarketPlace.

**Councilor Marshall** believes the MDDA could function under a larger development entity such as a Milwaukie Development Commission. He asked how much time is expected from the director.

**Elder** said the directorship is a full time position.

**Councilor Marshall** asked how much the Sunday Market could expand in the next 2 years.

**Elder** believes it could double in size if part of Main Street were closed.

**Mayor Bernard** adjourned the work session at 7:00 p.m.



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Pat DuVal, Recorder



TO: Mayor and City Council  
FROM: Mike Swanson, City Manager  
DATE: April 8, 2002  
RE: City Council FYI Update

## **TIME AND LOCATION REMINDER FOR MEETINGS**

During the week of April 8, 2002 the following meetings will be of interest:

- Saturday, April 13, 2002 at 8:00 A.M.—12:00 P.M. in Council Meeting Room, Council Goal Review

During the week of April 15, 2002 the following meetings will be of interest:

- Monday, April 15, 2002 at 5:30 P.M. in Council Meeting Room--Council Work Session and Budget Committee Meeting
- Tuesday, April 16, 2002 at 6:00 P.M. in Council Hearing Room—Council Regular Meeting

## **APRIL 15, 2002 COUNCIL WORK SESSION AGENDA**

- (1) Downtown Traffic Management and Parking Plan:** This item has been pulled from two agendas in order to solve some differences of opinion. Ed Zumwalt and the Historic Milwaukie NDA support the study, and Art Ball has questioned the expenditure of \$40,000, given the City's budget issues. The disagreement has not been solved, and I have put this back on the agenda. I expect that the positions will be stated by the parties at the regular business meeting. I support the study. I believe that we have raised expectations within the NDA and that we need to follow through.
- (2) Milwaukie Downtown Development Association:** The MDDA is required by its agreements with the City to deliver an annual report to the Council. This has traditionally been orally delivered at a Council work session. I have received no written material. I do know that they will be requesting an extension of the annual \$18,000 General Fund payment.

- (3) **Budget Committee Meeting:** I have attached an agenda for the meeting. Basically, this is the organizational meeting at which we can set subsequent meeting dates. I will also be distributing the proposed budget. It will be followed by my recommended, balanced budget in May.

## **APRIL 16, 2002 COUNCIL REGULAR MEETING**

(1) **2002-03 Parks and Recreation Priorities:** Milwaukie's Parks and Recreation Board has forwarded priorities for parks and recreation projects to be considered by North Clackamas Parks and Recreation District during their 2002-03 budget process.

(2) **Local Agency Agreement with Oregon Department of Transportation for the McLoughlin Boulevard Improvements Project:** The City needs to sign an IGA with ODOT in order to obtain the \$1.9 million federal funding for the McLoughlin Boulevard Improvement Project. This first round of funding comes from the Congestion Mitigation and Air Quality Improvement Program. Additional funds from the HB 2142 are expected to be available later this year. In the coming months the City will be signing a separate agreement for those funds. Additional agreements may also be necessary for preliminary engineering, right-of-way acquisition, and utility undergrounding.

(3) **Authorize Signing Contract for Management Information System Software with Incode:** City staff and the City Attorney have negotiated a contract with the software vendor chosen to provide the new MIS software. This agenda item will be delivered to you on Friday.

## **ADDITIONAL ITEMS OF INTEREST:**

- (1) Reminder: The 2002 Employee Recognition event is scheduled for Thursday, May 2, 2002 at 1:30 P.M. at St. John's Episcopal Church.
- (2) Tri-Met has withdrawn its application for a 37 space Park and Ride at the Northridge Church on Harrison.
- (3) The Centex Homes proposed subdivision on Lake Road has been rescheduled for a date uncertain. The developer has chosen to do so in order to consider design alternatives.
- (4) The Waldorf School Planning Commission hearing is scheduled for May 14, 2002.
- (5) Last week staff presented alternatives to the CUAB for solving in part the street maintenance funding and improvement budget shortfall. The CUAB will consider funding alternatives for presentation to the Budget Committee.
- (6) Michelle Gregory and Michael McAlpine welcomed Elanor Rose McAlpine into the world on April 3rd, 2002. She showed up just in time for her first sunset - around 5:30 p.m. Weighing in at 8.4 lbs. and 21.5 inches long, Elanor has

lots of dark brown hair and sideburns that make her look like Tiny Elvis. She is healthy, happy and feelin' fine, as are Mom and Dad. Hana the Dog has taken to her with a gentle curiosity and the cats are just plain confused. (E-mail message from Michelle dated 4/8/02.)

**CITY OF MILWAUKIE  
CITY COUNCIL WORK SESSION AGENDA  
APRIL 15, 2002**

**MILWAUKIE CITY HALL**

Second Floor Conference Room  
10722 SE Main Street

***WORK SESSION – 5:30 p.m.***

**Discussion Items:**

	<u>Time</u>	<u>Topic</u>	<u>Presenter</u>
1.	5:30 p.m.	Dinner and Information Sharing	Group
2.	5:45 p.m.	Downtown Traffic and Parking Management Plan	Barnett
3.	6:00 p.m.	Open Public Forum	
4.	6:30 p.m.	Milwaukie Downtown Development Association Report	Jack Elder
5.	7:00 p.m.	Adjourn	Mayor Bernard

**The Budget Committee will convene immediately following adjournment of the City Council work session.**

**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.**

*At the end of the work session, the Council may hold an Executive Session under the authority of Oregon Revised Statutes 192.660 as needed.*

*For assistance/service per the Americans with Disabilities Act (ADA) dial TDD 786-7555.*

<b><i>The Council requests that all pagers and cell phones be either set on silent mode or turned off during the meeting.</i></b>
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**To:** Mayor and City Council

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

**From:** Dennis Lively, Director of Engineering *DL*  
Brion Barnett, Associate Engineer

**Subject:** Downtown Parking and Traffic Management Plan

**Date:** April 1, 2002, for the April 16 City Council meeting

### **Action Requested**

Authorize staff to proceed with the Request for Proposal (RFP) process to select a consultant for the project. Review and provide feedback on draft project scope of work.

### **Background**

During the October 15, 2001 Council work session, staff recommended and received Council direction to proceed with a Town Center Traffic and Parking Management Plan. The key goal of this project is to produce a plan that allows the City to address and mitigate traffic and parking impacts related to development in the greater downtown area and neighborhoods east of downtown. Ultimately, this plan will be formally adopted into the City's Comprehensive Plan, Transportation System Plan and incorporated into the Capital Improvement Plan.

The project will address potential impacts from future developments associated with the adopted downtown plan. The final plan will also reference possible impacts associated with transit options being considered with Metro's South Corridor project.

The proposed project approach provides for key stakeholder input at critical points during the project. The project study area is bounded by Highway 224 to the north, McLoughlin Blvd. to the west, Lake Road to the south, and Highway 224 (to Washington/Oak Streets) and 34<sup>th</sup> Avenue (from Washington/Oak Streets to Lake Road) to the east. The proposed scope of work currently includes the following work tasks:

1. Project Kick-Off - Consultant attendance at a meeting with key stakeholders to identify existing problems.
2. Data Collection - Collect traffic and parking data in the residential areas (including Monroe Street and Washington Street) needed to analyze volumes, speed, and circulation patterns. Existing data collected in June 2000 during the Downtown Plan process will also be used.
3. Data Analysis - Analysis of the existing traffic and parking patterns and projection of future patterns accounting for downtown/riverfront development, regional growth, and options considered under the South Corridor project.
4. Project Recommendations and Review of Draft Report - Consultant development of a draft report addressing existing conditions, future conditions, key findings, recommended short-term and long term traffic/parking mitigation strategies (including costs), and related phasing for these measures. Although a detailed funding analysis for the strategies will not be performed, an overview of typical strategies used by various Cities will be provided.
5. Stakeholder Meeting - Consultant will present preliminary findings and draft recommendations report to key stakeholders. Staff and Consultant will collect comments from the stakeholders and incorporate suggested amendments into the draft report.
6. City Council Work Session - Consultant attendance at a Council work session to provide technical support during staff presentation of draft recommendations report (all key stakeholders would be invited to this meeting). Staff and Consultant will collect work session comments and incorporate amendments into the final report.
7. City Council Work Session - Consultant attendance at a Council work session to provide technical support during staff presentation of final recommendations report (all key stakeholders would be invited to this meeting).
8. Plan Adoption – Staff and consultant participation, as needed, for adoption of final plan.

A tentative project schedule follows:

- Finalize/Advertise RFP - April-May 2002
- Consultant Selection - June 2002
- Award Contract - June 2002
- Consultant Work - June – August 2002
- Adoption of Plan - September – October 2002
- Implementation of Plan Elements Subject to Council Direction

**Concurrence**

Community Development, Planning, Engineering, and Neighborhood Services Departments all support moving forward with a RFP based on the draft scope of work presented above. A staff team from these departments will manage the project.

**Fiscal Impact**

Staff estimates that the total cost of the consultant contract will be in the range of \$40,000 to \$50,000 funded equally from the Engineering Fund and the Neighborhood Services Fund. Funding for this project was approved in the 2002 budget and allocated to the Engineering and Neighborhood Services Departments.

**Work Load Impacts**

The Engineering Department will manage the project consultant with support from Neighborhood Services during the public involvement process. The project is part of the work program for both departments.