



Work Session

WS

Milwaukie City Council



CITY OF MILWAUKIE
COUNCIL WORK SESSION

City Hall Conference Room
10722 SE Main Street
www.milwaukieoregon.gov

AGENDA

AUGUST 15, 2017

Page #

1. **4:00 p.m. Council Goal: Milwaukie Bay Park**
Staff: Mitch Nieman, Assistant to the City Manager
2. **4:45 p.m. Downtown Milwaukie Business Association Quarterly Update** **1**
Staff: Alma Flores, Community Development Director
3. **5:30 p.m. Adjourn**

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Executive Sessions

The City Council may meet in Executive Session pursuant to ORS 192.660(2); all discussions are confidential and may not be disclosed; news media representatives may attend but may not disclose any information discussed. Executive Sessions may not be held for the purpose of taking final actions or making final decisions and are closed to the public.

Meeting Information

Times listed for each Agenda Item are approximate; actual times for each item may vary. Council may not take formal action in Study or Work Sessions. Please silence mobile devices during the meeting.

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MINUTES

AUGUST 15, 2017

Mayor Mark Gamba called the Council meeting to order at 4:00 p.m.

Present: Council President Lisa Batey; Councilors Angel Falconer, Wilda Parks, Shane Abma

Staff: City Manager Ann Ober

Engineering Director Chuck Eaton

Interim Assistant to the City Manager Stephan Lashbrook

Administrative Specialist II Amy Aschenbrenner

Community Development Director Alma Flores

Introduction of the Interim Assistant to the City Manager

Ms. Ober introduced Stephan Lashbrook, Interim Assistant to the City Manager, and noted the projects he would be working on, including the Solarize Milwaukie campaign, the Park and Recreation Board (PARB), Arts Committee (artMOB), and the MAXimum Music Happy Hour event. She thanked Mitch Nieman for his service to the City.

Ms. Ober noted the first Solarize Milwaukie meeting and asked if Council wanted to be involved. **Council President Batey** said she would attend and could speak.

Council Goal: Milwaukie Bay Park

Ms. Ober explained that the City was partnering with the North Clackamas Parks and Recreation District (NCPRD) to complete the Park. NCPRD would be providing funds to help hire a consultant to complete minor modifications. She noted that larger changes would require more funds and a larger community engagement strategy. The group discussed the permit and project completion timelines.

Ms. Ober explained that the City was considering a Memorandum of Understanding (MOU) with NCPRD regarding budgetary or System Development Charges (SDC) for the Park. She asked Council if they had concerns about using the budgeting process versus having a document agreement with NCPRD. **Councilor Abma** asked if there was an impact of the "ownership" question. **Ms. Ober** discussed the differences of bonding versus an agreement and discussed Park ownership. She noted upcoming changes to the City's Intergovernmental Agreement (IGA) with NCPRD and NCPRD's ability to work on park amenities.

Ms. Ober discussed sound quality at the Park and noted upcoming opportunities to test the sound levels. She noted trees in the design would help mitigate road noise in the Park and she discussed the desire to run tests now and discuss changes over the winter. It was Council consensus to proceed with **Ms. Ober's** proposed approach. The group discussed the feasibility of holding a movie event at the Park.

Downtown Milwaukie Business Association (DMBA) Quarterly Update

Ms. Flores introduced Kelli Keehner, DMBA President, and discussed the City's relationship with the DMBA. **Ms. Keehner** noted that the DMBA was partnering with First Friday so that it would be based around the businesses. She noted this would be a transition year and that she would be chairing the First Friday group. She reported the increased activity at First Friday events and discussed the DMBA's marketing strategy. She discussed upcoming First Friday events, a Downtown Milwaukie clean-up event, the Trick or Treat event, the Umbrella Parade, and other holiday events.

Councilor Abma asked about **Ms. Keehner's** statement on bringing First Friday back into DMBA. **Ms. Keehner** explained that the First Friday event was originally started by the businesses, but recently there were no businesses involved or sitting on the board.

She noted that the First Friday board was hoping to bring more businesses into the event to get involved. She added that 2017 event participation and sales had increased.

Councilor Parks, Council President Batey, Ms. Keehner, and Ms. Flores discussed the upcoming Oregon Main Street Conference in Oregon City.

Council President Batey asked about a map of downtown business. **Ms. Keehner** noted the map was in the process of being created. **Council President Batey, Ms. Keehner, and Ms. Flores** discussed design options. **Ms. Flores** discussed the map in relation to the downtown wayfinding kiosk and signs. She noted staff was willing to work with the DMBA on the project. The group noted the wayfinding signs that would be implemented and the importance of involving the DMBA.

Ms. Ober noted that staff would be coming back to Council with an update about snow plows and the ability for the City to provide removal services. She discussed the importance of clearing sidewalks and explained it is the responsibility of businesses and home owners to clear areas around their properties. **Ms. Keehner** noted that some businesses owners do not live in the City and are unable to clear the sidewalks. **Ms. Ober** noted they would continue the discussion to help find solutions.

Discussion on Proposed Healthcare Resolution

Ms. Ober asked if Council wished to discuss the proposed healthcare resolution scheduled for consideration at the August 15, 2017, Regular Session. **Mayor Gamba** and **Councilor Parks** discussed the state of the American healthcare system.

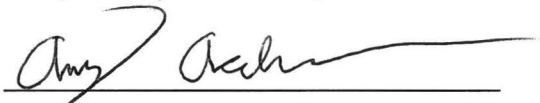
Councilor Abma and **Mayor Gamba** discussed the different ways to provide universal healthcare – by insurance providers, by the government, or another method. The group noted the difference between “healthcare coverage,” and a “healthcare system.” The group discussed single-payer healthcare and healthcare coverage and services.

Councilor Falconer summarized that Council agreed on the need for everyone to have healthcare, but the disagreement was in prescribing or not prescribing exactly how it happens. The group analyzed the text of the proposed resolution and discussed the message they want to convey to the public.

Ms. Ober explained Council’s options for formally considering the resolution. Council agreed that it would be best to have each Councilor review the resolution on their own and come back at a future meeting for discussion. The group noted possible changes that could be made to the draft resolution.

Mayor Gamba adjourned the Work Session at 5:27 p.m.

Respectfully submitted,



Amy Aschenbrenner, Administrative Specialist II



MILWAUKIE

Dogwood City of the West

Memorandum

To: City Council
From: Alma Flores, Community Development Director
CC: Ann Ober, City Manager
Date: August 10, 2017
Re: Community Development Department Projects - City Council Update for August 15, 2017

Community Development/Economic Development

- North Milwaukie Industrial Area Plan
- Milwaukie Station Food Cart Pod
- Coho Point at Kellogg Creek RFQ Process
- Vertical Housing Development Zone
- Development Project Manager
- Parking and Construction Projects-- Community Outreach
- Downtown Wayfinding Implementation
- Construction Excise Tax discussions

Engineering

- Private Development
- Permitting and Inspections
- Traffic Control Requests
- 42nd Avenue SSMP and ADA Ramps
- Washington Street Storm and Main Street Water Quality
- 2016 Sidewalk and ADA Ramp Enhancement
- 99E Hwy / McLoughlin Blvd Utility Relocation
- Kellogg Creek Bridge Replacement
- Kronberg Park Multi-Use Trail

Planning

- Visioning
- Comprehensive Plan Update: Advisory Committee
- Land Use and Development Review
- Design and Landmarks Committee

Building

- July review to come.

Community Development/Economic Development

North Milwaukie Industrial Area (NMIA) Plan

- A [draft Framework Plan and Implementation Strategy](#) is available on the website. On July 18, 2017, City Council adopted a resolution directing preparation of plan and code amendments to implement the NMIA Plan. Please visit www.northmilwaukie.com for project documents.

Milwaukie Station Food Cart Pod

- The city held a highly successful Grand Opening—Ribbon Cutting on Friday, August 4th. We have 11 carts with room for two more.



- The city is working on a covered area to be put in place sometime in the fall.
- Additional information about Milwaukie Station and remaining available spaces can be found at www.milwaukieoregon.gov/foodcarts.

Coho Point at Kellogg Creek RFQ

- The Request for Qualifications for the Coho Point at Kellogg Creek opportunity site was released and closed on May 25, 2017. The City received 9 proposals for consideration. A resolution to approve the next phase of the proposals will be before council on August 15, 2017.

Vertical Housing Development Zone (VHDZ)

- The City is pursuing designation of its downtown, central Milwaukie, and Tacoma Station area for a VHDZ which would provide a tax incentive for vertical development in zones that allow for mixed use development near transit.

Development Manager Hired

- A new staff member joined the Community Development team on July 31. Leila Aman will assist the community development director with development opportunity sites downtown, private development projects, main street revitalization, urban renewal programming, and other projects in the city. Help me welcome her to the city.

Parking and Construction Projects Outreach

- Staff is working on a policy memo that would outline the city's community outreach and engagement process for city and private construction projects in the downtown. The outreach approach could be tailored to address

outreach in the neighborhoods outside of downtown, but given the pipeline of construction projects coming online in downtown, a proactive approach is being developed for the downtown.

Downtown Wayfinding – Implementation

- The RFQ seeking a firm to fabricate the Phase 1 signage resulted in 3 proposals. Staff is reviewing them and will have a recommendation for a notice to award in the coming days. Outreach around the implementation of the wayfinding signs will occurring in the next quarter.

Construction Excise Tax

- Senate Bill 1533 was passed in 2016 that allows city's and county's to charge an additional tax/fee on residential and commercial/industrial development in order to fund affordable housing development initiatives. City council is supportive of implementing this fee and will be developing the parameters for the fee over the next quarter.

Engineering

Private Development

Public Improvement Projects

- Mission Park Subdivision - 14 lot subdivision near 52nd on the South side of King Rd. Construction plans are currently being reviewed.
- Eagle & 21st development – Eagle street is being extended east to provide access to 3 new houses fronting Eagle Street and 21st Avenue. Construction plans are currently being reviewed.
- Front Street development – Front street is being extended east from Stanley avenue to provide access to 2 new houses fronting Front Street. Construction plans are currently being reviewed.
- 21st & Washington Development – Traffic impact analysis phase. Application will be submitted soon.
- Improvements have begun for 5445 SE King Road partition.

Permitting and Inspections – August 2017 (In Progress)

- Right-of-Way Inspections Completed: 4
- Right-of-Way Permits
 - Issued: 6
 - In Review: 2
- Franchise Permits
 - Issued: 6
 - In Review: 7

Traffic Control Requests

Received: 30

Completed: 11

Under Review: 19

Project Updates

42nd Avenue SSMP and ADA ramps.

- The project bidding closed July 27, 2017. The project will be presented to the council for approval on August 15, 2017. Construction scheduled to commence

mid-September 2017.

Washington Street Storm and Main Street Water Quality

- Waiting for signed Personal Services Agreement from consultant.

Kellogg Creek Bridge Replacement

- The City is proceeding with the proposed new alignment of the bridge which is to the west of the existing bridge.
- Contractor is now finalizing the 60% design.
- Construction is expected to commence on October 2017.

Kronberg Multi-Use Trail

- OTAK has started reviewing data and developing ideas for the elevated pedestrian trail. Two alignments and elevated trail designs are being developed and will be presented to council tentatively mid-September. At-grade pedestrian trail, designed by city, has started construction drawings.

Planning

Visioning

- The City Council reviewed the final draft of the Vision Statement and Action Plan at their August 1st meeting. Adoption is scheduled for the September 5th Council meeting.

Comprehensive Plan Update

- On August 1st, City Council reviewed the Comp Plan updated outline and the process for picking Comprehensive Plan Advisory Committee members, as well as, a discussion on which City Council members may want to sit in on this committee.

Land Use and Development Review¹

- City Council Review
 -
- Planning Commission Review
 - S-2016-002 (master file) – The application for a 4-lot subdivision at 4543 SE Logus Rd had a public hearing with the Planning Commission on July 25th. The hearing was continued to August 22nd to allow more discussion about pedestrian access in the proposed new public right-of-way connecting Melody Lane and Logus Road.
 - DR-2017-001; VR-2017-007 – The application for a 5-story mixed-use development on the former Bernard's Garage site at 2036 SE Washington St has been deemed complete and is in the referral period. The Design and Landmarks Committee reviewed the application on August 7th and provided recommendations. The public hearing with the Planning Commission has been scheduled for August 22nd.
 - PD-2017-001 (master file) – On July 25th, the Planning Commission recommended approval of the proposed 92-unit Planned Development subdivision on the Turning Point Church site at 13333 SE Rusk Rd. A public

¹ Only those land use applications requiring public notice are listed here.

hearing with City Council as the final decision-maker is scheduled for September 5th.

- CSU-2017-004 – The application is for a new Community Service Use (school) to be located in the existing Church of God facility located at 10670 SE 52nd Ave. This is a Type III application and has been deemed complete. Referrals were sent out on July 14th. The application is scheduled for a public hearing with the Planning Commission on August 22nd.
- WG-2017-003; NR-2017-002 – The application is for the Kellogg Bridge Replacement project and associated bank improvements and repair in Riverfront Park. The application requires a Type III Willamette Greenway review and a Type III Natural Resources review. The application has been deemed complete; referrals were sent out on July 14th. The Design and Landmarks Committee reviewed the application on August 7th and provided recommendations. The application is scheduled for a public hearing with the Planning Commission on August 22nd.
- CU-2017-001 – The application is to bring an existing vacation rental into compliance. Vacation rentals are a conditional use in the R-10 zone. Referrals were sent on June 20th.
- S-2017-003; VR-2017-010 – An application for an 11-lot subdivision on the property at 11159 SE Maplehurst Rd, with a variance request to reduce the rear yard setbacks to 15 ft instead of 20 ft. The application is currently in completeness review and no hearing date has been scheduled.
- Planning Director Review:
 - ADU-2017-003 – This is a Type II ADU application for 4327 SE Mason Ln. Referrals and public notice were sent on July 12th.
 - VR-2017-008 – The application is for a variance to the rear yard setback for an addition to the existing house. The application is Type II and asking for a 15-ft rear yard setback versus a 20-ft setback. Referrals and public notice were sent on June 23rd. It was approved with conditions on July 13th.
 - VR-2017-009 – The application is for a Type II variance to allow a fence in the front yard that varies between 66" – 72" in height, which exceeds the allowed 42". The application was approved.
 - DEV-2017-013, NR-2017-004 – The application is for an industrial tools warehouse, sales, repair and management offices in a single 12,300-sq-ft building. Referrals and public notice were sent on August 3rd.

Design and Landmarks Committee

- The Design and Landmarks Committee (DLC) met on Aug 7th and conducted two public hearings: (1) Willamette Greenway review for the Kellogg Creek bridge replacement in Riverfront Park (file #WG-2017-003), and (2) Downtown Design Review for a new mixed-use development at 2036 SE Washington St. The Committee recommended approval of both projects, with suggestions for the Planning Commission's consideration on each. The next scheduled DLC meeting is Sept 11th, moved back 1 week due to the Labor Day holiday.

Building

July 2017 review to come.

 CITY OF MILWAUKIE
COUNCIL STAFF REPORT

To: Mayor and City Council
Through: Ann Ober, City Manager
Reviewed: Kelli Keehner, Chair of the Downtown Milwaukie Business Association
From: Alma Flores, Community Development Director
Subject: **Downtown Milwaukie Business Association (DMBA) 2017 Quarterly Report to Council**

ACTION REQUESTED

Listen to a 2nd Quarter 2017 report from Kelli Keehner, Chair of the Downtown Milwaukie Business Association (DMBA).

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[April 5, 2016](#) – The City Council heard a 1st quarter report from Kelli Keehner on several important initiatives that the DMBA would be undertaking for the year. Ms. Keehner provided a memo to Council at that time listing those initiatives including, but not limited to: the DMBA partnership with First Friday Milwaukie in which the DMBA will assist with organizing and promoting the First Friday events, a monthly Coffee and Cleanup to ensure that downtown is clean for the first Friday events, and marketing efforts with TriMet.

[September 20, 2016](#) – The City Council heard a 2nd quarter report from Kelli Keehner on several important initiatives that the DMBA would be undertaking for the year.

Third and fourth quarter 2016 updates were not held due to scheduling complications.

ANALYSIS

The DMBA is a local 501(c)(3) (non-profit) made up of volunteers and small business owners dedicated to the heart of the Downtown Milwaukie Business District and working to promote growth and invigorate energy within the district. The DMBA meets on the last Friday of every month.

Staff has attended most DMBA monthly meetings and provided updates on city projects including the Milwaukie Station Food Cart Pod, construction projects, parking solutions, development opportunity sites, the parklet program, the North Milwaukie Industrial Area plan, the grocery recruitment actions to date on the old Albertsons/Hagen's site, and answered questions from the organization.

Additional collaboration has occurred around banner and flower basket approvals and inventorying of the downtown poles.

BUDGET IMPACTS

None

WORKLOAD IMPACTS

The Economic Development Division of the Community Development Department and the City Manager's Office offer staff time to help coordinate events, permitting, and technical assistance, when necessary.

COORDINATION, CONCURRENCE, OR DISSENT

Community Development Director and City Manager concur with this report.

STAFF RECOMMENDATION

Listen to the presentation.

ALTERNATIVES

Not applicable.

ATTACHMENTS

None.