



**Milwaukie  
Redevelopment  
Commission**

**MRC**

**of the City of Milwaukie, Oregon**



**REDEVELOPMENT COMMISSION**

City Hall Council Chambers  
10722 SE Main Street  
www.milwaukieoregon.gov

**AGENDA**

JUNE 20, 2017

Page #

- 1. **CALL TO ORDER**
- 2. **APPROVE MINUTES**
  - A. **February 21, 2017, Commission Meeting; and June 8, 2017, Commission Budget Meeting.** 1
- 3. **REGULAR BUSINESS**

Regular Business items will be presented individually by staff or other appropriate individuals. A synopsis of each item together with a brief statement of the action being requested shall be made by those appearing on behalf of an agenda item.

  - A. **Public Hearing to Adopt Proposed Commission Budget – Resolution** 5  
Staff: Haley Fish, Finance Director
- 4. **INFORMATION**
- 5. **ADJOURNMENT**

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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.



City Hall Council Chambers  
10722 SE Main Street  
[www.milwaukieoregon.gov](http://www.milwaukieoregon.gov)

## MINUTES

JUNE 20, 2017

**Commissioner Mark Gamba called the meeting of the Milwaukie Redevelopment Commission (MRC) to order at 8:40 p.m.**

**Present:** Commissioners Angel Falconer, Wilda Parks, Shane Abma

**Excused:** Commissioner Lisa Batey

**Staff:** City Manager Ann Ober  
Administrative Specialist Amy Aschenbrenner  
City Attorney Dan Olsen  
Finance Director Haley Fish  
Engineering Director Charles Eaton

### 1. CALL TO ORDER

### 2. APPROVAL OF MINUTES

It was moved by Commissioner Parks and seconded by Commissioner Abma to approve the Minutes of the February 21, 2017, MRC Meeting, and the June 8, 2017, MRC Budget Committee meeting. Motion passed with the following vote: Commissioners Falconer, Parks, Abma, and Gamba voting "aye." [4:0]

### 3. REGULAR BUSINESS

#### A. Public Hearing to Adopt Proposed Commission Budget – Resolution

Opening: Commissioner Gamba called the Public Hearing on the proposed MRC budget to order at 8:42 p.m.

Staff Report: Ms. Fish reported that the MRC Budget Committee had approved the proposed budget and that the assessed value of the frozen tax base had been set at \$138,482,705. She provided an overview of the relationship between the frozen tax base the MRC budget.

Correspondence: Ms. Fish reported that some questions and comments had been received at the MRC Budget Committee's public hearing and that no additional correspondence had been received.

Conduct of Hearing: Commissioner Gamba noted that no members of the audience wished to address the Commission.

Audience Testimony: It was noted that no members of the audience wished to speak.

Staff Comments: It was noted that there were no comments for staff to respond to.

Question of Clarification: It was noted that the Commission had no questions for staff.

Close Public Testimony: It was moved by Commissioner Abma and seconded by Commissioner Parks to close the public testimony portion of the hearing. Motion passed with the following vote: Commissioners Falconer, Parks, Abma, and Gamba voting "aye." [4:0]

Commissioner Gamba closed the public testimony portion of the hearing at 8:45 p.m.

Commission Discussion: There was no Commission discussion of the proposed budget.

Commission Decision:

**Ms. Fish** suggested that the Commission was required to read the full resolution text.

**It was moved by Commissioner Falconer and seconded by Commissioner Abma to approve the Resolution Adopting the Budget for the 2017-2018 Fiscal Year. Motion passed with the following vote: Commissioners Falconer, Parks, Abma, and Gamba voting "aye." [4:0]**

**Resolution 2-2017:**

**A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION ADOPTING THE BUDGET FOR THE 2017-2018 FISCAL YEAR.**

**Commissioners Falconer and Gamba** read the full text of the adopted resolution into the record:

**A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION (MRC), ADOPTING THE BUDGET FOR THE 2017-2018 FISCAL YEAR.**

**Be it Resolved** that the Commissioners of the Milwaukie Redevelopment Commission hereby adopts the budget for the fiscal year 2017-2018 in the total of \$130,000 now on file at the City of Milwaukie City Hall, 10722 SE Main Street, Milwaukie, Oregon 97222.

#### **RESOLUTION MAKING APPROPRIATIONS**

**Be it Resolved** that the amounts for the fiscal year beginning July 1, 2017 and for the purpose shown below are hereby appropriated:

#### **MRC Urban Renewal Fund**

Program: Urban Renewal \$130,000

#### **DECLARATION OF TAX INCREMENT**

**Be it Resolved** that the Commissioners of the Milwaukie Redevelopment Commission hereby resolves to certify to the county assessor for the Milwaukie Urban Renewal Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under section 1 C, Article IX of the Oregon Constitution and ORS 457.

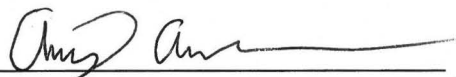
#### **4. INFORMATION**

#### **5. ADJOURNMENT**

**It was moved by Commissioner Abma and seconded by Commissioner Parks to adjourn the MRC. Motion passed with the following vote: Commissioners Falconer, Parks, Abma, and Gamba voting "aye." [4:0]**

**Commissioner Gamba adjourned the MRC meeting at 8:51 p.m.**

Respectfully submitted,



Amy Aschenbrenner, Administrative Specialist II



**MINUTES**  
MILWAUKIE REDEVELOPMENT  
COMMISSION  
[www.milwaukieoregon.gov](http://www.milwaukieoregon.gov)

**FEBRUARY 21, 2017**  
City Hall Council Chambers

**Commissioner Gamba called the meeting of the Milwaukie Redevelopment Commission (MRC) to order at 8:35 p.m.**

Commissioners Present: Angel Falconer, Lisa Batey, Wilda Parks, and Shane Abma

Staff Present: City Manager Ann Ober, City Recorder Scott Stauffer, City Attorney Peter Watts, and Planning Director Denny Egner

### 1. CALL TO ORDER

### 2. APPROVAL OF MINUTES

**It was moved by Commissioner Batey and seconded by Commissioner Abma to approve the Minutes of the February 7, 2017, MRC Meeting. Motion passed with the following vote: Commissioners Falconer, Batey, Parks, Abma, and Gamba voting “aye.” [5:0]**

### 3. AUDIENCE PARTICIPATION

It was noted that no member of the audience wished to address the Commission.

### 4. BUSINESS ITEMS

#### **A. MRC Bylaws Discussion – Adopt the Resolution.**

**Mr. Egner** reviewed revisions made to the proposed MRC bylaws based on Commission input that included term length and membership changes for the MRC’s Citizens Advisory Board (CAB).

The group discussed whether the Milwaukie Municipal Code (MMC) allowed individuals already serving on a City board or commission to serve on other City groups such as the CAB, ad hoc committees and task forces, or advisory groups. They noted ways to amend the MMC to allow individuals to sit on multiple boards or committees simultaneously. They remarked on the benefits of having board and commission members sit on other advisory groups.

**Ms. Ober** and **Mr. Watts** suggested that staff take the Commission’s input and work on proposals for changes to the MMC which City Council could consider at a future meeting.

The group discussed how much flexibility the Council should have in appointing individuals to serve on different committees simultaneously, and they remarked on the importance of including different voices in City business and projects. **Ms. Ober** summarized that staff would look at amending the MMC to give Council increased flexibility in making board, commission, and ad hoc group appointments.

**Commissioner Falconer, Ms. Ober, and Commissioner Abma** discussed the real property acquisition process outlined in the proposed MRC bylaws.

**It was moved by Commissioner Parks and seconded by Commissioner Abma to approve the Resolution adopting bylaws. Motion passed with the following vote: Commissioners Falconer, Batey, Parks, Abma, and Gamba voting “aye.” [5:0]**

**Milwaukie Redevelopment Commission Resolution 1-2017:**

**A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION  
ADOPTING BYLAWS.**

**5. REPORT OF THE EXECUTIVE DIRECTOR**

It was noted that there was no Executive Director report.

**6. INFORMATION**

**Mr. Egnor** reported that there was no information report.

**5. ADJOURNMENT**

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

**Commissioner Gamba adjourned the MRC meeting at 9:08 p.m.**

Respectfully submitted,

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Scott S. Stauffer, City Recorder



REDEVELOPMENT COMMISSION

City Hall Council Chambers
10722 SE Main Street
www.milwaukieoregon.gov

MINUTES

JUNE 8, 2017

Commissioner Lisa Batey called the meeting of the Milwaukie Redevelopment Commission (MRC) Budget Committee to order at 6:10 p.m.

MRC Commissioners Present: Angel Falconer, Wilda Parks, Shane Abma

MRC Commissioners Absent: Mark Gamba

Budget Committee Present: Milo Denham, Jesse Boumann, Michael Osbourne, Jon Stoll

Budget Committee Absent: Ronn Palmer

Staff: City Manager Ann Ober
Finance Director Haley Fish

Assistant Finance Director Bonnie Dennis
Accountant Judy Serio

1. Call to Order

Designation of MRC Budget Committee Chair

Ms. Fish explained that State Law required urban renewal agency budget committees to designate a chairperson. She reported that there was no requirement that the chair be a citizen member and that it was common in other cities for the City's Budget Committee Chair to also serve as the urban renewal agency budget committee chair.

It was moved by Commissioner Parks and seconded by Budget Committee Member Denham to nominate Budget Committee Chair Jon Stoll to serve as MRC Budget Committee Chair. Motion passed with the following vote: Commissioners Falconer, Abma, Parks, and Batey, and Budget Committee members Denham, Boumann, Osbourne, and Stoll, voting "aye." [8:0]

2. Presentation of Fiscal Year 2017-2017 Budget

Ms. Fish presented the proposed MRC Budget and noted that the budget message had been prepared by Alma Flores, the City's Community Development Director and the MRC's Executive Director. She informed the committee of the frozen base as established by the county tax assessor's office. She noted that the initial budget estimates were consistent with the projections in the urban renewal plan and that funds have been budgeted to be available for potential urban renewal opportunities.

Commissioner Abma and Ms. Fish noted that adopting a budget would provide the MRC with the authority to spend the budgeted funds. Ms. Fish recommended that MRC funds not be spent until revenue was received sometime in November 2017.

Committee Member Denham and Ms. Fish noted that it would be possible for the City to loan the MRC funds until the MRC began to receive its own revenue.

Chair Stoll, Ms. Fish, and Commissioner Abma discussed how the estimated revenue for the MRC's first budget had been calculated and they noted that the MRC's budget was projected to increase based on development activity over time.

Councilor Parks and Ms. Fish discussed how the MRC would compensate the City for use of staff resources in supporting MRC activities. The group noted the overlap between the City's economic development activities and the MRC's future projects.

The group reviewed the types of development projects the MRC would pursue in the future when funding was available. It was noted that the City's Urban Renewal Plan listed approved project types and was available on the City's website.

### 3. Accept Public Comment on the Proposed Budget

Opening: **Chair Stoll** announced that the MRC Budget Committee would take public comment on the proposed MRC budget.

Conduct of Hearing: **Chair Stoll** reviewed the public comment procedures.

**Bob “Elvis” Clark**, Milwaukie resident, expressed opposition to the MRC and suggested that additional tax revenue be used to offset the City’s inflationary costs.

Correspondence: **Ms. Fish** reported that staff had received 1 piece of correspondence from a Budget Committee member asking for the map of the MRC area.

Audience Testimony: it was noted that public comments had already been received and that no one else wished to address the Committee.

Staff Questions: it was noted that staff had no follow-up to the public comments.

Questions of Clarification: it was noted that there were no follow-up questions for staff.

Close Public Testimony: **It was moved by Commissioner Parks and seconded by Commissioner Batey to close the public testimony portion of the meeting. Motion passed with the following vote: Commissioners Falconer, Abma, Parks, and Batey, and Budget Committee members Denham, Boumann, Osbourne, and Stoll, voting “aye.” [8:0]**

**Chair Stoll closed the public testimony part of the meeting at 6:37 p.m.**

### 4. Approve the Proposed Budget

**Commission Discussion:** The group noted that MRC income was generated by the additional tax revenue above the frozen tax base in the areas identified in the Urban Renewal Plan. They discussed a typographical error in the first proposed motion; it was noted that the reference to “Article CI” of the Oregon Constitution should be “Article IX.”

**It was moved by Commissioner Batey and seconded by Commissioner Falconer to approve the property taxes for the 2017-2018 fiscal year for the maximum amount of revenue that may be raised by dividing the taxes under section 1c, Article IX of the Oregon Constitution and Oregon Revised Statutes Chapter 457. Motion passed with the following vote: Commissioners Falconer, Abma, Parks, and Batey, and Budget Committee members Denham, Boumann, Osbourne, and Stoll, voting “aye.” [8:0]**

**It was moved by Commissioner Batey and seconded by Commissioner Abma to the budget for the 2017-2018 fiscal year in the amount of \$130,000. Motion passed with the following vote: Commissioners Falconer, Abma, Parks, and Batey, and Budget Committee members Denham, Boumann, Osbourne, and Stoll, voting “aye.” [8:0]**

### 5. Adjournment

**It was moved by Commissioner Parks and seconded by Commissioner Batey to adjourn the MRC. Motion passed with the following vote: Commissioners Falconer, Abma, Parks, and Batey, and Budget Committee members Denham, Boumann, Osbourne, and Stoll, voting “aye.” [8:0]**

**Chair Stoll adjourned the MRC meeting at 6:45 p.m.**

Respectfully submitted,

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Scott S. Stauffer, City Recorder





## MILWAUKIE REDEVELOPMENT COMMISSION **STAFF REPORT**

To: Chair and Commissioners  
Through: Ann Ober, City Manager  
Alma Flores, MRC Executive Director  
From: Haley Fish, Finance Director

Date: 6/13/2017

Subject: **BUDGET ADOPTION, APPROPRIATION OF FUNDS AND DECLARATION OF TAX INCREMENT**

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### **ACTION REQUESTED**

Consider, adjust if necessary, and approve a resolution adopting the budget for the fiscal year commencing July 1, 2017 after receiving and considering public testimony.

### **HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

**August 26, 2016** – Council adopts the Milwaukie Urban Renewal Plan

**June 3<sup>rd</sup> and 4<sup>th</sup> 2017** - A notice of the Milwaukie Redevelopment Commission (MRC) budget committee meeting to receive the budget message and receive comment from the public on the proposed budget was published in the Oregonian.

**June 8, 2017** – A meeting of the MRC Budget Committee was held, the budget message was presented, public comment was received and the budget committee approved the budget and approved the division of tax in accordance with the Oregon Constitution and ORS 457.

**June 14, 2017** – The approved budget and notice of the public hearing on the approved budget was published in the Oregonian.

**June 20, 2017** – A public hearing on the budget as approved by the MRC budget committee was held.

### **ANALYSIS**

The Clackamas County Tax Assessor has determined the frozen base for the Milwaukie Urban Renewal Plan Area is \$135,994,953. Upon adoption of the proposed resolution, staff will certify to the assessor a request to receive the maximum amount of revenue that may be raised in accordance with state law. By doing this the Commission will generate tax revenue for the first time on the assessed value in excess of the frozen base established upon the adoption of the plan.

### **BUDGET IMPACTS**

We are estimating that the division of tax will generate \$130,000 in property tax increment revenue.

### **WORKLOAD IMPACTS**

No new programs or initiatives are being proposed through this budget. We are appropriating the funds so that they are available if an urban renewal opportunity arises.

### **COORDINATION, CONCURRENCE, OR DISSENT**

Approved by the MRC budget committee, Alma Flores, the MRC Executive Director and City Community Development Director and the City Manager, Ann Ober.

### **STAFF RECOMMENDATION**

Adopt the resolution.

**ALTERNATIVES**

Not adopt the budget or request tax to be divided therefore not raising any tax revenue for the MRC.

**ATTACHMENTS**

1. Resolution
2. MRC Approved Budget



REDEVELOPMENT COMMISSION **RESOLUTION No.**

**A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION (MRC),  
ADOPTING THE BUDGET FOR THE 2017-2018 FISCAL YEAR**

**Be it Resolved** that the Commissioners of the Milwaukie Redevelopment Commission hereby adopts the budget for the fiscal year 2017-2018 in the total of \$130,000 now on file at the City of Milwaukie City Hall, 10722 SE Main Street, Milwaukie, Oregon 97222

**RESOLUTION MAKING APPROPRIATIONS**

**Be it Resolved** that the amounts for the fiscal year beginning July 1, 2017 and for the purpose shown below are hereby appropriated:

**MRC Urban Renewal Fund**

Program:              Urban Renewal                              \$130,000

**DECLARATION OF TAX INCREMENT**

**Be it Resolved** that the Commissioners of the Milwaukie Redevelopment Commission hereby resolves to certify to the county assessor for the Milwaukie Urban Renewal Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under section 1C, Article IX of the Oregon Constitution and ORS 457.

Introduced and adopted by the Commission on \_\_\_\_\_.

This resolution is effective on \_\_\_\_\_.

\_\_\_\_\_  
Mark Gamba, Commission Chair

ATTEST:

APPROVED AS TO FORM:  
Jordan Ramis PC

\_\_\_\_\_  
Scott S. Stauffer, City Recorder

\_\_\_\_\_  
City Attorney



**CITY OF MILWAUKIE**  
**MILWAUKIE REDEVELOPMENT COMMISSION**

The Milwaukie Redevelopment Commission (MRC) is the Urban Renewal Agency for THE CITY OF MILWAUKIE.

Below is the budget for the 2017-2018 Fiscal Year (FY) as approved by the MRC budget committee on June 8, 2017 and published in the Oregonian June 14, 2017.

**MRC Urban Renewal Fund**

*As this is the inaugural budget for the plan as adopted August 25, 2016 there is no historical data for the proceeding 3 years.*

Program: Urban Renewal

	<u>Description</u>	<u>Budget for FY 2017-18</u>	
		<u>Proposed</u>	<u>Approved</u>
Resources	Property Taxes	\$ 130,000	\$ 130,000
Requirements	Materials and Services	\$ 130,000	\$ 130,000

Total Full-time Employees (FTE): 0\*

\*MRC will contract work from City Employees.

*Property taxes estimated above and approved by the budget committee asks the County tax assessor to levy the maximum amount of revenue that may be raised by dividing the taxes under section 1c, Article IX of the Oregon Constitution and ORS Chapter 457.*