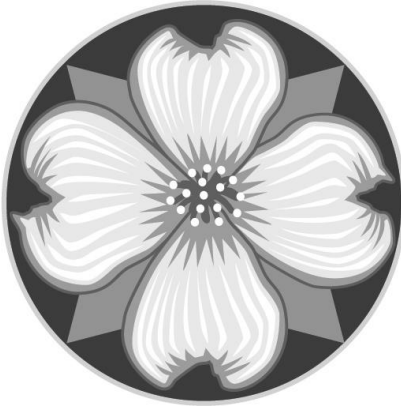




Work Session

WS

Milwaukie City Council

COUNCIL WORK SESSION

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

AGENDA

MARCH 5, 2019

Note: times are estimates and are provided to help those attending meetings know when an agenda item will be discussed. Times are subject to change based on Council discussion. **Page #**

- 1. E-Scooters – Discussion, moved from February 19, 2019 (4:00 p.m.)** **1**
Staff: Kelly Brooks, Assistant City Manager, and
Peter Passarelli, Public Works Director
- 2. Milwaukie Station Food Cart Pod Lease – Discussion (4:45 p.m.)** **7**
Staff: Alma Flores, Community Development Director, and
Valeria Vidal, Housing and Economic Development Coordinator
- 3. Adjourn (5:30 p.m.)**

Executive Session

Upon adjournment of the Work Session, Council will meet in Executive Session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(e) to deliberate with persons designated by the governing body to negotiate real property transactions. Moved from February 19, 2019.

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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.



COUNCIL WORK SESSION

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

MINUTES

MARCH 5, 2019

Mayor Mark Gamba called the Council meeting to order at 4:03 p.m.

Present: Council President Angel Falconer; Councilors Lisa Batey Wilda Parks, Kathy Hyzy

Staff: Assistant City Manager Kelly Brooks Climate Action and Sustainability Coord. Natalie Rogers
City Attorney Justin Gericke Development Manager Leila Aman
City Manager Ann Ober Housing and Economic Development Coord. Valeria Vidal
City Recorder Scott Stauffer Public Works Director Peter Passarelli
Community Development Director Alma Flores

1. E-Scooters – Discussion, moved from February 19, 2019

Ms. Brooks reported that the City of Portland would be launching a second e-scooters pilot program. She suggested scooters were likely to appear in Milwaukie this summer and remarked that staff estimated there could be 80 scooters in Milwaukie if the city created its own program. She explained the differences between scooter companies operating with a business license or a right-of-way (ROW) permit and noted the potential impacts of a program on city staff. She noted the importance of data collection and suggested the city could partner with Metro to access regional data. She discussed how Portland dealt with enforcement of e-scooter regulations and how Milwaukie could approach enforcement. She proposed four options for Council to consider: proceed with a low-cost program using existing staffing levels; take no action; act on a program after Portland completes the pilot program and Metro develops a regional data mechanism; or provide additional resources for a more robust program.

Mr. Passarelli explained that staff had looked at an e-scooter program from a climate action perspective. He reported that because of the small scale of Milwaukie's potential program, there was less of a climate benefit and more of an opportunity to change behaviors and provide additional mobility opportunities. **Mayor Gamba** asked for clarification on the climate impact. **Mr. Passarelli** noted the small scale of the greenhouse gas benefits in relation to the life expectancy of the scooters. **Councilor Batey** noted that a Portland survey had shown a minority of riders would have taken their cars if a scooter had not been available for their trip.

Mayor Gamba asked where the estimate of 80 scooters for a city created program had come from. **Ms. Ober** summarized staff's discussion with Portland and the scalable calculation that had been done. **Ms. Rogers** explained that the estimate had been based on 1/10th of Portland's use and factoring in how scooters are charged. She observed that it would be hard to justify the time for a full program based on the amount of carbon offsets received. The group discussed the short lifecycle of scooters.

Councilor Parks asked if there were other cities of Milwaukie's size that were deploying such programs. **Ms. Brooks** did not know of any. **Ms. Rogers** noted that larger cities in the area were interested in a scooter program but were limited by the need for data security and management. She noted that a few cities of Milwaukie's size around the country had bike share programs, but she did not know how the programs were set up. She reported that staff was unable to find a comparable city to Milwaukie.

Councilor Batey and **Mayor Gamba** discussed why scooter companies needed to have a city business license to operate. The group discussed how Portland's scooters end up in Milwaukie and what happened when scooters were left in Milwaukie.

Mayor Gamba believed the city could have a contract with scooter providers and have new scooters distributed around the city regularly. He recalled conversations with Lime, an e-scooter vendor, that suggested 200 scooters could be placed in Milwaukie. He discussed the need to offer first and last mile transportation opportunities to the community. **Councilor Parks** recalled the minimal use by commuters during Portland's pilot program. **Mayor Gamba** and **Ms. Ober** noted that it typically takes three years to change transportation behaviors. **Councilor Parks** wondered if it made sense to see how the second round goes in Portland while providing a minimal business license presence in Milwaukie, so people could use them. She believed that scooters were a great idea for Portland, and suggested that Milwaukie was not Portland. She noted the importance of being conscious of where Milwaukie was putting its resources.

Ms. Ober reported that Portland's pilot program had not followed equitable placement requirements. She expressed concern about supporting a transportation mode that did not have an equity lens and noted that for-profit businesses typically looked to areas that increase ridership and revenue. She summarized that the city did not have the staff capacity to create an equitable experience and suggested Metro could manage the equity piece. She added that the Portland study had not looked at climate impact. She thanked staff for looking at the climate impact and suggested an e-scooters program would not provide enough of a climate benefit to justify the program.

Councilor Hyzy asked about conversations that took place with the Downtown Milwaukie Business Association (DMBA). **Ms. Ober** reported that the DMBA in general was not for or against a scooter program and thought it could be fun.

Councilor Parks asked about scooter speed. **Ms. Rogers** reported that scooters had been capped at 15 miles per hour. The group discussed speed regulations.

Council President Falconer asked for information about other transit options the city could pursue, such as a shuttle program. **Ms. Brooks** reported that the city had received a \$70,000 grant to analyze use of a shuttle in the city's industrial areas during off-peak hours. She discussed the city's intended use of the analysis data and cited questions about operating a shuttle service that needed to be resolved. **Councilor Parks** noted her experience running a transportation management association and remarked on how Clackamas Community College had come to operate a shuttle. She and **Ms. Brooks** remarked on the possible need of a shuttle program in the industrial areas inside and outside city limits.

Ms. Brooks summarized staff's recommendation to allow scooters in the city and noted the importance of issuing business licenses so rides could begin in Milwaukie. **Councilor Batey** believed that if companies had business licenses, community members would see it as the city approving the companies and would send complaints to the city. **Council President Falconer** noted that a business license was not a city endorsement of a business. **Councilor Batey** pointed out that taxis and other ride share companies were not issued business licenses but did operate in Milwaukie.

Councilor Parks asked who assumed liability for the scooters. **Ms. Ober** noted the city would not be liable as use of the scooters required a contract between a scooter company and individual renters. The group discussed liability and instances when cities

and scooter companies create conflicting rules and regulations. **Ms. Ober** observed that staff's proposal did not include new rules and would defer to state statutes.

The group discussed business licenses. **Ms. Ober** noted that the city could restrict ROW access. **Ms. Brooks** suggested issuing business licenses to scooter companies would be a step toward keeping the number of scooters to scale for the city's size, it would allow the city to know who was in the city, while not establishing a program that could exceed the city's staffing capabilities. She noted how a ROW permit program could help control a program if it got out of hand. **Ms. Ober** remarked that the city did not see the staffing capacity to provide a full scooter program. **Mayor Gamba** noted that Metro would have the conversation about a larger partnership between cities.

Council President Falconer asked about TriMet's role in a regional partnership to connect scooter riders to transit options. **Ms. Rogers** noted that TriMet had been in the discussions but had not committed to hosting a program. She noted concerns about rider data collection which Metro could help to develop. The group discussed the possible involvement of TriMet in regional scooter use.

The group noted the time and agreed to continue the discussion at the end of the March 5 Regular Session.

2. Milwaukie Station Food Cart Pod Lease – Discussion

Ms. Vidal provided an update on the Milwaukie Station Food Cart Pod, noting that the current lease with the site manager, the Johnson Group, would expire on August 3, and leases with individual food carts expiring in April. She presented three options for Council to consider: renew the two-year lease, let the lease agreement expire and begin a process to market the site for development, or concurrently work to prime the property for development and renew the lease for two years. She referenced the budget impacts mentioned of renewing the lease, including additional funding for more site features.

Councilor Batey was surprised to hear that the city was charged with marketing for the food cart site. **Ms. Vidal** said the contract was not clear about who oversaw marketing. **Councilor Batey** noted winter was probably slower in terms of the number of diners. **Ms. Vidal** observed that spring and summer would be ideal for a marketing push.

Richard Johnson, owner of the Johnson Group, commented on the placement of signs at the food cart pod. He discussed the additional marketing work the Johnson Group has done. **Councilor Parks** asked about the possibility of signage on Highway 224 and the group discussed the challenges of effective signage.

Mr. Johnson discussed seasonal food cart traffic and revenue. **Council President Falconer** asked if a more permanent tent would help in the winter. **Mr. Johnson** discussed the challenges of heating outdoor spaces. **Ms. Vidal** noted that as the food cart pod was not a permanent use, there were no structural options that would meet city code requirements. The group discussed tent and heating options and site challenges.

Councilor Batey noted concerns she had heard about idling trucks in the construction areas and asked if the food carts had received any complaints. **Mr. Johnson** had not heard any complaints or noticed any problems himself.

The Council noted the lease renewal options presented and the group discussed the two-year renewal timeframe. **Ms. Flores** and **Ms. Ober** explained why the two-year time frame was recommended. They commented on the feasibility of a three-year lease in relation to the city's plans to develop the site. The group discussed this option and

clarified that it would be a guaranteed two-year lease, and the option for a one-year extension would be discussed earlier in the process. **Mr. Johnson** noted a six-month lease termination or renewal notice was not a lot of time as food cart lease renewals were done five months out. He suggested a nine-month notice. **Mr. Gericke** summarized it could be a two-year contract with a one-year extension option to be considered after 15 months.

Mayor Gamba noted the city's timeline for other projects and asked if it was realistic to think the city would be ready to consider redevelopment options for the food cart pod site in two years. **Ms. Aman** thought it was unlikely that the city would be developing the site in two years, but that a two-year lease would give the city the most flexibility. She noted that the construction projects in the area would be completed in two-years. The group noted the possibility of continuing to renew the food cart pod lease beyond three years, based on the economy and other factors.

Ms. Ober explained that staff would draft the lease agreement and present it for Council consideration at an upcoming Regular Session.

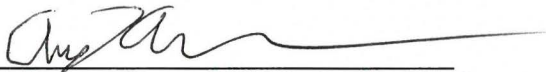
Councilor Batey asked how the city's plastic bag ban had been received and implemented by the food carts. **Mr. Johnson** noted there had been no objections and that reminders about the ban had been sent to the food carts. **Ms. Vidal** reported that she and Ms. Rogers had spoken with the vendors recently about the Styrofoam and plastic bag ban, and the vendors noted they were ready.

3. Adjourn

Mayor Gamba announced that upon adjournment of the Work Session, Council would meet in Executive Session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(e) to deliberate with persons designated by the governing body to negotiate real property transactions.

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

Respectfully submitted,



Amy Aschenbrenner, Administrative Specialist II

COUNCIL STAFF REPORT

To: Mayor and City Council
Ann Ober, City Manager

Date Written: Feb. 14, 2019

Reviewed: Natalie Rogers, Climate Action and Sustainability Coordinator
Peter Passarelli, Public Works Director
Steve Bartol, Police Chief
Bonnie Dennis, Finance Director
Leila Aman, Development Manager

From: Kelly Brooks, Assistant City Manager

Subject: **Electric Scooters**

ACTION REQUESTED

Provide direction to city staff regarding the allowance of electric scooter (e-scooter) and electric bike (e-bike) operators in Milwaukie.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[January 15, 2019](#) – Milwaukie staff provided information on the City of Portland’s e-scooter pilot project and how their findings and experiences would apply in Milwaukie. Staff also examined how e-scooters in Milwaukie would fit in with the city’s overall climate work.

ANALYSIS

Milwaukie’s small population limits the scope and scale of a shared e-bike and e-scooter program. The following staff analysis attempts to balance possible City Council interest in these shared mobility options while preserving capacity for ongoing work in support of active transportation and climate actions that will have the highest impact.

Staff has communicated with Portland about a possible partnership. In those conversations, Milwaukie staff asked if Portland would be able to manage their program beyond their boundaries. Such a move would require a legal agreement, granting them access to the program in Milwaukie. Portland has been reticent. The Mayor has met with Portland leadership to see if a partnership is possible.

Staff is conflicted about proceeding with a program at this time. There are not sufficient resources to create a program equal to or better than Portland without a significant increase in staffing for enforcement, program equity, American’s with Disabilities Act compliance, and guaranteed adequate coverage of devices. However, we recognize that based on Portland’s program, we will have more scooters in Milwaukie even without a program. The remainder of the staff report considers the creation of a program with lower staff time commitments, and outlines issues associated with proceeding outside a more holistic approach.

Consideration 1 - Operators and Business Licenses

Last year, a small number of e-scooters operated in Milwaukie without a permit. Since Portland will have an expanded pilot project again this year, we are certain that e-scooters will find their way to Milwaukie in 2019 as well.

Council can create a limited program that solely requires e-scooter and e-bike companies to obtain a business license, which could exist without additional oversight. Such a program would not allow the city to enforce safety protocols required of the companies or to revoke the business licenses. Participatory companies would also not be required to respond to city questions, complaints, or concerns.

In contrast, a robust program would allow staff to select operators through issuance of a right of way permit similar to Portland and other large cities. This would allow the city to further clarify its terms for operation, including our ability to dictate certain company actions (i.e. number of devices near affordable housing units, device parking, etc.). It would also allow the city to enforce on users for being out of compliance. Without data collection, however, it would be difficult to determine if the terms of the permit were being fully satisfied, which is why we have not recommended this option. Data collection will be discussed further below.

Consideration 2 - Customer Service and Vehicle Removal/Distribution

Council could recommend a program where e-scooter and e-bike companies are the only contact options for individuals asking questions or lodging complaints. E-scooters and e-bikes are highly visible and operate in shared rights-of-way. Based on Portland's pilot project, we should expect that the public will have questions, concerns, comments, and requests for service. If an e-scooter or e-bike were parked illegally, the provider, not the city, would relocate the vehicle to another location. Police would not enforce on poorly parked devices; nor would there be a fine for such issues.

Connecting the consumer directly with the operator could provide more expedient delivery of service while allowing the city to maintain existing staffing levels. The city would have little control over the quality and timeliness of responses. Portland received over 1000 complaints and responded to each complaint. Under a low-city involvement program, the city would do no marketing or complaint response. No space would be dedicated to the program on our website or in our printed materials.

Consideration 3 - Data Collection and Equity

Should Council choose a low-city involvement program, there would be limited data collection and no enforcement to manage equity concerns.

Staff believes that data collection is critical to determining if a service is being provided equitably across the city. Since we place a high value on providing equitable service, we identified data collection as an area of research early in this process. The data collection avenues available to the city included contracting with a private party, borrowing platforms from Portland, or working with Metro on a regional partnership. Under a shared data platform, some staff resources would be needed to process the information for use by the city.

There may be a partial solution in the coming months to work with Metro on a regional partnership. Metro staff are pursuing funding opportunities at the state and federal level and have excellent data analysis and mapping resources. With this partnership, the largest drawback that staff identified is the availability of the data on a timely basis. What we will give up in this approach is immediate access and certainty around when data will be available. Council should assume that we will not have data on operations for the first couple of years and therefore will not be able to assess how equitably the service is being delivered.

Consideration 4 - Enforcement

Police department staff have been enforcing helmet and sidewalk laws, but do not have sufficient resources to enforce if we see significant increases in violations. Without code amendments, police would enforce within their current means and would return to council for additional resources during a budget opening. Their request would be based on data collected by the department over the first six-nine months.

Both the police department and code enforcement do not have capacity to enforce on device parking that blocks sidewalks or businesses. Should the city create a more robust program, we would recommend full enforcement of helmet laws, sidewalk riding and device parking. Early enforcement would be especially helpful in creating a culture of compliance.

BUDGET IMPACTS

None if recommendation accepted.

WORKLOAD IMPACTS

Any program adoption that retains current ordinance rules would lead to an increase in workload for the police department and code enforcement. Adoption of any program would require significant community discussions with our Main Street businesses by staff. Adoption of a robust program could lead to the redirection of workload for 1.5-2 FTE for redirection of staff.

COORDINATION, CONCURRENCE, OR DISSENT

The topics in this report involve the police, finance, public works, climate change and sustainability, and community development departments. All associated staff have had an opportunity to review and weigh in on the staff recommendation.

STAFF RECOMMENDATION

As was stated above, staff is concerned about proceeding with a program at this time. If council would like a low-city involvement approach, staff recommends the following:

1. Require e-bike and e-scooter operators to obtain a business license. The appearance of an e-bike or e-scooter in Milwaukie would prompt city staff to reach out to the company to require a license or remove the vehicle from city limits.
2. Rely on the operators to handle all customer complaints and informational needs. Operators will also be responsible for moving any vehicles blocking the right of way. City staff will refer complaints directly to operators, but will not remove or relocate vehicles.
3. Rely on Metro for data collection and analysis when such a program comes online.

4. Conduct enforcement of helmet laws and sidewalk use, with a reassessment of needed city resources during a budget opening.

ALTERNATIVES

Council could direct staff to provide an alternative recommendation based on higher staffing and budget levels.

E-SCOOTERS & E-BIKES

BASICS

- Portland is conducting a second pilot for e-scooters therefore scooters are likely to be in Milwaukie this summer.
- Scaled similarly to Portland, a program for Milwaukie would have about 80 scooters.

CONSIDERATIONS

- Business license versus ROW permit
- Customer Service and Vehicle Removal / Distribution
- Data Collection and Equity
- Enforcement

OPTIONS

- Proceed with low cost / existing staffing proposal
- Take no action
- Take action after Portland completes pilot and Metro develops regional data mechanism
- Provide additional resources for a more robust program

Scott Stauffer

From: Lisa Batey
Sent: Monday, February 18, 2019 10:33 PM
To: _City Council
Subject: RE: some recent activity on regulating scooters

Scott, please add the articles at these links to the record for the meeting. Thanks! --Lisa

From: Lisa Batey
Sent: Monday, February 18, 2019 10:24 PM
To: _City Council <CityCouncil@milwaukieoregon.gov>; Steve Bartol <bartols@milwaukieoregon.gov>; Peter Passarelli <PassarelliP@milwaukieoregon.gov>; Natalie Rogers <RogersN@milwaukieoregon.gov>; Bonnie Dennis <DennisB@milwaukieoregon.gov>; Luke Strait <straitl@milwaukieoregon.gov>
Subject: some recent activity on regulating scooters

All:

A little reading material for this item tomorrow — about what various cities have enacted in 2019:

In January 2019, San Jose imposed new rules on scooter operators — increased license fees and fines, but most notably requiring insurance and two-hour response time to move scooters after a call.

<http://www.thesanjoselblog.com/2019/01/stringent-e-scooter-regulations-for-san.html>

In January 2019, Atlanta imposed new rules — including a licensing fee, but also: "When parked, scooters must be upright and allow five-foot-wide corridors on sidewalks for pedestrians. When in motion, they must stick to streets with motors designed not to exceed 15 miles an hour." Also notes some cities that have banned them outright: Seattle, Boston, Cambridge/Somerville (MA), Birmingham.

<https://www.ajc.com/news/local-govt--politics/atlanta-city-council-could-approve-electric-scooter-regulations-monday/CYSwC2v8TG3lJKCyX2ZaM/>

Atlanta also has a good webpage with their rules for both companies and

riders: <https://www.atlantaga.gov/government/departments/shareable-dockless-mobility-devices>

In January 2019, Charlotte imposed new rules: speed capped at 15mph; only one rider per scooter; not allowed where speed limits exceed 45mph (I have seen them on the bike lanes on 99E before); not on sidewalks in business districts; scooters have to shut down at 9pm:

<http://www.wbtv.com/2019/01/15/new-e-scooter-regulations-approved-charlotte/>

San Diego, which either Bird or Lime has said is their #1 market, is considering regulations, but it still remains to be seen what those will ultimately be:

<https://fox5sandiego.com/2019/02/07/new-scooter-regulations-proposed-for-san-diego/>

UCLA research on emergency room visits as well as spot-surveys of usage

violations: <https://www.sandiegoreader.com/news/2019/jan/26/ticker-scooter-riders-flooding-emergency-rooms/#>

Lisa Batey

Milwaukie City Councilor

Phone: 503-786-7512

Email: bateyl@milwaukieoregon.gov

COUNCIL STAFF REPORT

To: Mayor and City Council
Ann Ober, City Manager

Date Written: Feb. 5, 2019

Reviewed: Alma Flores, Community Development Director, Leila Aman, Development Manager

From: Valeria Vidal, Housing and Economic Development Coordinator

Subject: **Two-Year Lease Renewal for the Milwaukie Station Food Cart Pod**

ACTION REQUESTED

Listen to a presentation given by staff to determine the renewal of the Milwaukie Station food cart pod two-year lease agreement that is set to expire August 2019.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[June 23, 2016:](#) Council received an update on the efforts to start a food cart pod on the publicly owned "Triangle Site" during a study session.

[August 2, 2016:](#) Council accepted a contract with Richard Johnson of Johnson Group to manage and program the Milwaukie Station food cart pod.

[September 18, 2018:](#) Staff presented to council a [first year review of the Milwaukie Station food cart pod.](#)

ANALYSIS

In September 2015, an online survey and a public forum kicked off the community engagement to discuss whether the city should introduce a food cart pod as an interim use on the city-owned "Triangle Site." Council approved the interim use and the city issued a request for qualifications (RFQ) to develop and manage a food cart pod on the Triangle Site. The Johnson Group was selected through this process and was awarded the contract to develop and manage the Triangle Site. In May 2016, the city received notification that it received a \$10,000 Metro District Transformation Grant for implementing the food cart pod.

The Milwaukie Station food cart pod opened on April 4, 2017. During August of 2018, as part of a placemaking effort, a mural was installed on the entrance to the food cart pod that rotates monthly. In efforts to continue regular communication with food cart owners, the city also discussed with food cart owners the plastic bag and polystyrene foam ban, marketing, signage, safety, and interior infrastructure. Milwaukie Station celebrated its first anniversary on August 31, 2018. At the September 8, 2018 council meeting, council provided staff with input to explore the potential installation of an additional cart at the south end with more consistency in hours of operation and the potential installation of a water fountain for public use. In response to these requests, staff clarified that the space left open at the south end was intended for seating per the

Metro District Transformation Grant; hours of operation are now enforced and owners are required to post their hours on their food cart. Hours are also posted on the Facebook page of the food cart pod to provide more consistency and reliability for customers. Staff discussed with public works, engineering, and building departments, the process and costs of the installation of a water fountain that could be incorporated into next year's budget.

The housing and economic development coordinator conducts in person monthly check-ins with food cart owners to remind them of free resources available that can help them succeed and learn of any issues they may have. The main issues in the past two months have been the need for additional marketing, the desire for a Wi-Fi hotspot, improved signage, interior infrastructure needs, and safety. To address the feedback received over time from the food cart pod owners, the city:

- Authorized the food cart pod to place an A-frame sign on the Coho Point at Kellogg Creek site and will continue to work with the food cart pod to promote business during construction in South Downtown.
- City staff worked with the city manager's office for greater marketing exposure on the city's social media account. The official pages of the Milwaukie Station food cart pod have also gained great traction over the past two years. As of February, the Facebook page has 77 likes and 210 checked-in visits, there are 13 reviews with an average of four stars on Yelp, four five-star reviews on TripAdvisor, and 185 tagged posts on Instagram.
- Richard Johnson installed a Wi-Fi hotspot on site that will allow food cart pod owners to connect and run their transactions more smoothly on their phones since previous cellular service was poor.
- Due to safety concerns, the Milwaukie Police Department agreed to increase patrol vehicles during the late evening and have police officers address bathroom use after hours.
- Richard Johnson is still looking into installing temporary wayfinding signs for the food cart pod around the neighborhood as well as providing other amenities such as additional tents and heat lamps.

The Milwaukie Station food cart pod's lease ends on August 3, 2019. To comply with the lease terms, the city would need to close the pod in late July. The lease between Johnson Group and each tenant provides stipulates a 60-day notice of intent to renew or not. The next food cart leases slated for renewal expire in April requiring the city to notify food cart operators whether the city intends to renew by early March. Currently, the only options the Johnson Group can offer are short term leases through July 31, which are not ideal for businesses looking to grow in the community. Potential redevelopment of the site is still a feasible option that could be undertaken concurrently to continue the operations of the food cart pod within the next two years.

BUDGET IMPACTS

Funding will be needed for additional marketing aspects like A-frame signs, a public water fountain, additional tents or heat lamps, if allowed, as well as a professional marketing campaign unless the management contract with the Johnson Group is amended to include this.

WORKLOAD IMPACTS

The community development director and housing and economic development coordinator continue to engage with the food cart pod manager to evaluate progress and provide resources as needed to ensure continued growth and success.

COORDINATION, CONCURRENCE, OR DISSENT

The community development director and the development manager concur with this report.

STAFF RECOMMENDATION

Renew lease agreement for another two-years and potentially work to prepare the property for a development solicitation concurrent with food cart operations.

ALTERNATIVES

To let lease agreement expire on August 3, 2019 and begin a process to market the site for development via a public-private partnership or concurrently work to prime the property for development and renew the lease for two years.

ATTACHMENTS

None.



Two-Year Lease Renewal for the Milwaukie Station Food Cart Pod

WS 2. 3/5/19
Presentation

Valeria Vidal,
Housing and Eco. Dev. Coordinator
March 5, 2019

Overview

- Milwaukie Station Food Cart Pod opened on April 4, 2017 and the lease ends on August 3, 2019
- The Johnson Group manages the site and needs to provide a 60-day notice of intent to renew or not to tenants (early March for the next notice)
- Current leases only offered through July 31



March 5, 2019



Two-Year Lease Renewal for the
Milwaukie Station Food Cart Pod



Direction

Option A – Renew Two Year Lease

Additional marketing (professional or amend management contract), public water fountain, additional tents

Potentially prepare the property for a development solicitation concurrent with food cart operations

Option B – Let lease agreement expire and being a process to market the site for development of a public-private partnership

Option C – Concurrently work to prime the property for development and renew the lease for two years



March 5, 2019

Two-Year Lease Renewal for the
Milwaukie Station Food Cart Pod

THANK YOU



March 5, 2019

Two-Year Lease Renewal for the
Milwaukie Station Food Cart Pod