

MRC

**MILWAUKIE
REDEVELOPMENT
COMMISSION**

**MEETING
PACKET**

City of Milwaukie, Oregon



Zoom Video Conference
www.milwaukieoregon.gov

AGENDA MARCH 9, 2021

Video Meeting: due to the governor’s “Stay Home, Stay Healthy” order, the Milwaukie Redevelopment Commission (MRC) will hold this meeting through Zoom video meetings. The public is invited to watch live by joining the Zoom webinar (visit <https://www.milwaukieoregon.gov/bc-rc/redevelopment-commission-5> for details). **This meeting will not be broadcast live or recorded.**

Written comments may be submitted by email to ocr@milwaukieoregon.gov. The Commission may take limited verbal comments. **To speak during the meeting**, see the Zoom webinar login information and in-person pre-registration instructions online (see meeting page link above).

Note: agenda item start times are estimates and subject to change.

Page #

- 1. **CALL TO ORDER** (5:15 p.m.)
- 2. **APPROVE MINUTES** (5:16 p.m.)
 - A. **September 1, 2020, Commission Meeting.** **2**
- 3. **REGULAR BUSINESS**
 - A. **MRC Bylaws Change - Resolution** (5:20 p.m.) **5**
Staff: Leila Aman, MRC Executive Director
 - B. **Community Advisory Committee Appointments - Resolution** (5:30 p.m.) **8**
Staff: Leila Aman, MRC Executive Director
- 4. **INFORMATION** (5:40 p.m.)
The MRC executive director will provide reports on Commission business as necessary.
- 5. **ADJOURNMENT** (5:45 p.m.)

Schedule Note: after the MRC meeting the City Council, which serves as the MRC, will hold its regularly scheduled study session. Click on the link below for more information.

<https://www.milwaukieoregon.gov/citycouncil/city-council-study-session-115>

Meeting Accessibility Services and Americans with Disabilities Act (ADA) Notice

The city is committed to providing equal access to public meetings. To request listening and mobility assistance services contact the Office of the City Recorder at least 48 hours before the meeting by email at ocr@milwaukieoregon.gov or phone at 503-786-7502. To request Spanish language translation services email espanol@milwaukieoregon.gov at least 48 hours before the meeting. Staff will do their best to respond in a timely manner and to accommodate requests. Most Council meetings are broadcast live on the [city's YouTube channel](#) and Comcast Channel 30 in city limits.

Servicios de Accesibilidad para Reuniones y Aviso de la Ley de Estadounidenses con Discapacidades (ADA)

La ciudad se compromete a proporcionar igualdad de acceso para reuniones públicas. Para solicitar servicios de asistencia auditiva y de movilidad, favor de comunicarse a la Oficina del Registro de la Ciudad con un mínimo de 48 horas antes de la reunión por correo electrónico a ocr@milwaukieoregon.gov o llame al 503-786-7502. Para solicitar servicios de traducción al español, envíe un correo electrónico a espanol@milwaukieoregon.gov al menos 48 horas antes de la reunión. El personal hará todo lo posible para responder de manera oportuna y atender las solicitudes. La mayoría de las reuniones del Consejo de la Ciudad se transmiten en vivo en el [canal de YouTube de la ciudad](#) y el Canal 30 de Comcast dentro de los límites de la ciudad.

Executive Sessions

The City Council may meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660(2); all discussions are confidential; news media representatives may attend but may not disclose any information discussed. Final decisions and actions may not be taken in executive sessions.

B. CAC Appointments – Resolution

It was moved by Commissioner Hyzy and seconded by Commissioner Batey to approve the resolution making appointments to the Community Advisory Committee (CAC). Motion passed with the following vote: Commissioners Falconer, Batey, Nicodemus, Hyzy, and Gamba voting “aye.” [5:0]

Resolution 2-2021:

A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION MAKING APPOINTMENTS TO THE COMMUNITY ADVISORY COMMITTEE (CAC).

4. INFORMATION

Commissioner Batey remarked on the importance of burying electricity and utility wires underground in downtown Milwaukie. **Commissioners Falconer and Batey** and **Aman** discussed whether the MRC could use urban renewal funds to pay for undergrounding utility wires. It was noted that the CAC would need to weigh-in on any urban renewal funded projects. The group noted the potential benefit for future development projects if the cost of undergrounding utility wires had already been covered.

5. ADJOURNMENT

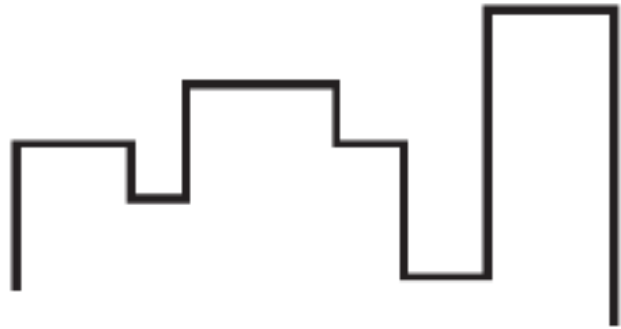
It was moved by Commissioner Batey and seconded by Commissioner Falconer to adjourn the MRC. Motion passed with the following vote: Commissioners Falconer, Batey, Nicodemus, Hyzy, and Gamba voting “aye.” [5:0]

Commissioner Gamba adjourned the meeting at 5:34 p.m.

Respectfully submitted,



Scott Stauffer, City Recorder



MRC

**MILWAUKIE
REDEVELOPMENT
COMMISSION**

Agenda Item 2.

MINUTES



Zoom Video Conference
www.milwaukieoregon.gov

MINUTES

SEPTEMBER 1, 2020

Present: Commissioners Angel Falconer, Lisa Batey, Wilda Parks, Kathy Hyzy, Mark Gamba

Staff: City Attorney Justin Gericke
City Manager Ann Ober
City Recorder Scott Stauffer

Commission Executive Director Leila Aman
Development Project Manager Alison Wicks
Finance Director Bonnie Dennis

Commissioner Mark Gamba called the meeting to order at 7:27 p.m.

1. CALL TO ORDER

2. APPROVE MINUTES

It was moved by Commissioner Batey and seconded by Commissioner Falconer to approve the minutes of the October 1, 2019, and June 16, 2020, MRC meetings. Motion passed with the following vote: Commissioners Falconer, Batey, Parks, Hyzy and Gamba voting “aye.” [5:0]

3. REGULAR BUSINESS

A. Citizens Advisory Committee (CAC) Formation – Discussion

Ms. Aman provided an overview of the MRC’s work since 2016, noting the adoption of an urban renewal plan, commission bylaws, action plan, and budgets. She reported that the actual revenue received to-date from the urban renewal district was less than projected. She explained that the MRC had anticipated this and had adopted budgets that used a lower revenue projection.

Councilor Batey noted she had been concerned about the actual revenue received but thought Ms. Aman had explained the financial situation well.

Councilor Hyzy and **Ms. Aman** noted that the Coho Point at Kellogg Creek project would receive vertical housing tax credits which would mean the urban renewal district would receive delayed tax revenue in ten years. **Councilor Batey** noted the pending development of the McFarland opportunity site would eventually provide revenue as well.

Ms. Wicks discussed the purpose and membership of the CAC and reviewed the recruitment process. She asked if the Commission had any guidance on the recruitment process and which Commissioners would serve as CAC chair and alternate.

Councilor Batey asked about the interview process. **Ms. Wicks** explained that interviews would be held via video conference for positions where multiple applicants had applied. The group noted potential groups of people who may be interested in applying for the CAC, including applicants from recent ad hoc committee recruitments, the city manager’s Black, Indigenous, and People of Color (BIPOC) interest list, and Northwest Housing Alternatives (NHA) staff and residents.

The group discussed whether CAC members needed to live in city limits. **Ms. Wicks** reported that the MRC bylaws did not include a CAC residency requirement and the group agreed that non-residents could serve on the CAC.

The group noted that staff hoped to begin the recruitment process in October and make appointments by the end of the year.

The Commission discussed who should serve as the Commission liaison and alternate liaison to the CAC. It was noted Commissioners Hyzy and Falconer expressed interest in serving.

It was moved by Commissioner Parks and seconded by Commissioner Batey that Commissioner Hyzy would serve as the Commission’s representative to the CAC and Commissioner Falconer were served as the Commission’s alternate representative to the CAC. Motion passed with the following vote: Commissioners Falconer, Batey, Parks, Hyzy, and Gamba voting “aye.” [5:0]

4. INFORMATION

It was noted that there were no additional Commission reports.

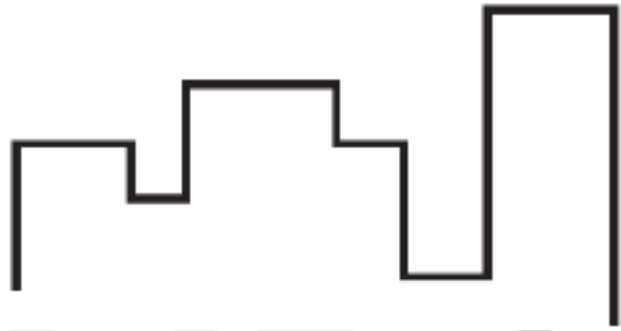
5. ADJOURNMENT

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

Commissioner Gamba adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Scott Stauffer, City Recorder



MRC

**MILWAUKIE
REDEVELOPMENT
COMMISSION**

Agenda Item 3.

REGULAR BUSINESS



STAFF REPORT

**MRC 3. A.
3/9/21**

OCR USE ONLY

To: Chair and Commissioners
Through: Ann Ober, City Manager

Date: Feb. 1, 2021

From: Leila Aman, Community Development Director,

Subject: **Urban Renewal Community Advisory Committee**

ACTION REQUESTED

The Milwaukie Redevelopment Commission (MRC) is asked to consider a resolution to amend the MRC Bylaws by replacing references to a Citizen's Advisory Committee to a Community Advisory Committee (CAC). The MRC is also asked to consider approving a resolution making appointments to the CAC.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

On [October 1, 2019](#), the MRC received an update on urban renewal and held their first strategic discussion about urban renewal programming.

On [September 1, 2020](#), the MRC received an update on financial resources available in the Urban Renewal Area fund and discussed the recruitment process for the CAC.

ANALYSIS, BUDGET IMPACTS

The Milwaukie Urban Renewal Plan was adopted by Council in August 2016 and bylaws for the MRC were adopted in February 2017. Since that time, the MRC has convened to adopt the annual budget for the urban renewal agency (URA) and discuss programming.

The CAC is identified in the Urban Renewal Plan as an advisory group that will assist the MRC in decision making regarding plan implementation. In October 2019, the MRC directed staff to work with the CAC to develop a five-year action plan to prioritize and implement projects outlined in the Urban Renewal Plan with the assistance of the CAC).

The bylaws of the MRC outline the following details for the CAC:

- It is appointed by the MRC.
- Its purpose is to advise the MRC in decisions regarding plan implementation.
- It shall adopt its own bylaws which shall be approved by the MRC.
- It will have no more than nine voting members and two non-voting ex-officio members.
- Its members will serve for up to three-year terms.
- Its members will be limited to two terms, except for the initial members.
- The MRC will strive to appoint voting members who represent the following categories:
 - o Property owners or business owners from within the URA
 - o Residents from within the URA;
 - o Persons with extensive knowledge of finance, accounting, or economics;
 - o Persons with extensive knowledge of real estate, development, or land planning;
 - o Persons with extensive knowledge of affordable housing development or programs;
 - o Persons with extensive knowledge of public services, utilities, or infrastructure

- A member of the MRC (a city councilor) - this person will serve as the chair; and
- 2 ex-officio members representing special service districts – Clackamas Fire District #1 (CFD1) and the North Clackamas Parks and Recreation District (NCPRD).

The city began accepting applications for the CAC in December 2020, and review of applications began on January 22, 2021. Staff promoted the opportunity to serve on this committee via the Pilot, the city website, social media posts, contact with the Downtown Milwaukie Business Association and the North Clackamas Chamber of Commerce, and direct outreach to community members. Staff and MRC members Hyzy and Nicodemus conducted interviews with all applicants. The application process and interviews were scheduled with support from the office of the city recorder

STAFF RECOMMENDATION

Staff recommends that the MRC approve the resolution amending the MRC bylaws to reflect the renaming of the committee from the Citizen’s Advisory Committee to the Community Advisory Committee; and

Adopt the resolution making the following appointments to the CAC:.

Name		Start Date	End Date
Doug Edwards	Member	3/1/2021	3/1/2024
Neil Hankerson	Member	3/1/2021	3/1/2024
Alex Howard	Member	3/1/2021	3/1/2024
Bonnie Tanamor	Member	3/1/2021	3/1/2024
Yelena Voznyuk	Member	3/1/2021	3/1/2024
Donna Baten	Member	3/1/2021	3/1/2024
Sabina Spicer	Member	3/1/2021	3/1/2024
Carmen Meyer	Member	3/1/2021	3/1/2024
Kathy Hyzy	MRC Liaison	3/1/2021	3/1/2024
Heather Koch	NCPRD, ex-officio	3/1/2021	3/1/2024
Fred Charlton	CFD1, ex-officio	3/1/2021	3/1/2024

ALTERNATIVES

The MRC could decline the recommended amendment to the bylaws.

The MRC could decline to make the recommended appointments, or MRC could identify and appoint different individuals to the CAC.

ATTACHMENTS

1. Resolution Amending MRC Bylaws
2. Resolution Making Appointments to the CAC



RESOLUTION No.

A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION (MRC) AMENDING THE MRCBYLAWS.

WHEREAS, City of Milwaukie Ordinance 1623, adopted in 1987, activated and established the Milwaukie Redevelopment Commission (MRC) as the Urban Renewal Agency for the City of Milwaukie Oregon; and

WHEREAS, on August 25, 2016, the Milwaukie City Council adopted Ordinance 2130 creating an Urban Renewal District for the Downtown and Central Milwaukie areas of the City; and

WHEREAS, on February 21, 2017, the MRC adopted Resolution No 1-2017 adopting MRC bylaws; and

WHEREAS, the bylaws provide the MRC with authority to appoint a Citizens Advisory Committee to assist and advise the MRC with decisions regarding plan implementation; and

WHEREAS, staff recommends that the MRC bylaws be amended to change all references to the Citizen’s Advisory Committee to the Community Advisory Committee.

Now, Therefore, be it Resolved by the Milwaukie Redevelopment Commission, that the bylaws have been amended to change all references to the Citizen’s Advisory Committee to the Community Advisory Committee.

Introduced and adopted by the Milwaukie Redevelopment Commission on **March 9, 2021**.

This resolution is effective immediately.

ATTEST:

Mark F. Gamba, Commission Chair
APPROVED AS TO FORM:

Scott S. Stauffer, City Recorder

Justin D. Gericke, City Attorney



RESOLUTION No.

**MRC 3. B.
3/9/21
(Attachment 2)**

A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION (MRC) MAKING APPOINTMENTS TO THE COMMUNITY ADVISORY COMMITTEE (CAC).

WHEREAS, City of Milwaukie Ordinance 1623, adopted in 1987, activated and established the MRC as the Urban Renewal Agency for the City of Milwaukie Oregon; and

WHEREAS, on August 25, 2016, the Milwaukie City Council adopted Ordinance 2130 creating an Urban Renewal District for the Downtown and Central Milwaukie areas of the City; and

WHEREAS, on February 21, 2017, the MRC adopted Resolution No 1-2017 adopting MRC bylaws; and

WHEREAS, the MRC has the authority to appoint a CAC to assist and advise the MRC with decisions regarding plan implementation and an interview panel comprised of MRC members and staff interviewed applicants; and

WHEREAS, staff recommends the following individuals be appointed to the CAC:

Name		Start Date	End Date
Doug Edwards	Member	3/1/2021	3/1/2024
Neil Hankerson	Member	3/1/2021	3/1/2024
Alexandra Howard	Member	3/1/2021	3/1/2024
Bonnie Tanamor	Member	3/1/2021	3/1/2024
Yelena Voznyuk	Member	3/1/2021	3/1/2024
Donna Baten	Member	3/1/2021	3/1/2024
Sabina Spicer	Member	3/1/2021	3/1/2024
Carmen Meyer	Member	3/1/2021	3/1/2024
Kathy Hyzy	MRC Liaison	3/1/2021	3/1/2024
Heather Koch	NCPRD, ex-officio	3/1/2021	3/1/2024
Fred Charlton	CFD1, ex-officio	3/1/2021	3/1/2024

Now, Therefore, be it Resolved by the Milwaukie Redevelopment Commission, that the individuals named in this resolution are appointed to the Community Advisory Committee for the term dates noted.

Introduced and adopted by the Milwaukie Redevelopment Commission on **March 9, 2021**. This resolution is effective immediately

ATTEST:

Mark F. Gamba, Commission Chair
APPROVED AS TO FORM:

Scott S. Stauffer, City Recorder

Justin D. Gericke, City Attorney

MRC 3. A. + B.
3/9/2021
Presentation

MILWAUKIE REDEVELOPMENT COMMISSION

Leila Aman,
MRC Executive Director /
Community Development Director



Actions Requested

- Resolution to amend the MRC Bylaws to refer to Community Advisory Committee
- Resolution to appoint members the MRC Community Advisory Committee



Community Advisory Committee

- Purpose - To advise the Commission in decisions regarding plan implementation



Community Advisory Committee

- Staff Recommendation – Change all references in the MRC bylaws from “Citizens Advisory Committee” to “Community Advisory Committee”



Community Advisory Committee

- Property owners or business owners from within the URA
- Residents from within the URA
- Persons with extensive knowledge of finance, accounting, or economics
- Persons with extensive knowledge of real estate, development, or land use planning
- Persons with extensive knowledge of affordable housing development or programs
- Persons with extensive knowledge of public services, utilities, or infrastructure
- A member of the MRC (a City Councilor), who will be the CAC chair
- 2 Ex-officio members that represent special service districts:
 - Clackamas Fire District #1; and
 - North Clackamas Parks and Recreation District (NCPRD)



Citizens Advisory Committee

Doug Edwards

Neil Hankerson

Alex Howard

Bonnie Tanamor

Yelena Voznyuk

Donna Baten

Sabina Spicer

Carmen Meyer

Kathy Hyzy, Milwaukie Redevelopment Commission

Heather Koch, North Clackamas Parks and Recreation District, ex-officio

Fred Charlton, Clackamas Fire District #1, ex-officio



Actions Requested

- Resolution to amend the MRC Bylaws to refer to Community Advisory Committee
- Resolution to appoint members the MRC Community Advisory Committee





MILWAUKIE REDEVELOPMENT COMMISSION

Leila Aman

MRC Executive Director /
Community Development Director

AmanL@milwaukieoregon.gov