

MRC

**MILWAUKIE
REDEVELOPMENT
COMMISSION**

**MEETING
PACKET**

City of Milwaukie, Oregon



City Hall Council Chambers, 10722 SE Main Street
 & Zoom Video Conference
www.milwaukieoregon.gov

AGENDA
SEPTEMBER 20, 2022

The Commission will hold this meeting in-person and through video conference. The public may attend the meeting at City Hall or by joining the Zoom webinar or watching live on the [city's YouTube channel](#) or Comcast Cable channel 30 in city limits.

To participate in this meeting by phone dial 1-253-215-8782 and enter Webinar ID 841 6722 7661 and Passcode: 097479.

Written comments may be submitted by email to ocr@milwaukieoregon.gov. The Commission may take limited verbal comments. **For Zoom webinar information** visit <https://www.milwaukieoregon.gov/bc-rc/redevelopment-commission-10>.

City Council Regular Session. Before this meeting the MRC will meet as the City Council. The start time of the Commission meeting may be impacted by the Council meeting. For more information about the Council meeting visit <https://www.milwaukieoregon.gov/citycouncil/city-council-regular-session-332>.

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. **CALL TO ORDER** (8:35 p.m.)
- 2. **APPROVE MINUTES** (8:35 p.m.)
 - A. **June 7, 2022, Commission Meeting.** **2**
- 3. **REGULAR BUSINESS**
 - A. **MRC Community Advisory Committee (MRCCAC) Appointment – Resolution** (8:40 p.m.) **6**
 Staff: Scott Stauffer, City Recorder
 - B. **Five Year Action Plan Implementation – Update** (8:45 p.m.) **9**
 Staff: Kelly Brooks, MRC Executive Director, and Joseph Briglio, Community Development Director
- 4. **INFORMATION** (9:25 p.m.)
 The MRC executive director will provide reports on Commission business as necessary.
- 5. **ADJOURNMENT** (9:30 p.m.)

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

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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.



City Hall Council Chambers, 10722 SE Main Street &
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MINUTES

SEPTEMBER 20, 2022

Present: Commissioners Adam Khosroabadi, Lisa Batey, Desi Nicodemus, Kathy Hyzy, and Mark Gamba

Staff: Executive Director Kelly Brooks
City Attorney Justin Gericke

City Manager Ann Ober
City Recorder Scott Stauffer

Commissioner Gamba called the meeting of the Milwaukie Redevelopment Commission (MRC) to order at 9:20 p.m.

1. CALL TO ORDER

2. APPROVE MINUTES

It was moved by **Commissioner Batey** and seconded by **Commissioner Hyzy** to approve the Minutes of the June 7, 2022, MRC Meeting. Motion passed with the following vote: **Commissioners Khosroabadi, Batey, Nicodemus, Hyzy, and Gamba** voting “aye.” [5:0]

3. REGULAR BUSINESS

A. MRC Community Advisory Committee (MRCCAC) Appointment – Resolution

Stauffer explained that the individual nominated to serve on the committee had participated in the city’s annual board and committee recruitment process.

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

Resolution 5-2022:

A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION MAKING AN APPOINTMENT TO THE MRC COMMUNITY ADVISORY COMMITTEE (MRCCAC).

B. Five Year Action Plan Implementation – Update

Brooks provided an overview of the Five-Year Action Plan, noting the projects listed in the plan, and explaining that the Commission was asked to provide direction on whether the agency should issue debt to fund infrastructure projects. The group remarked on the fees associated with bond debt for construction projects.

Mayor Gamba and **Brooks** commented on funding gaps and the possibility of coordinating the Trolley Trail, Monroe Street Neighborhood Greenway, and other downtown Milwaukie projects. The group noted the city would be hiring a parking coordinator to help develop a downtown parking strategy. They commented on how urban renewal funding could be used to support the parking strategy.

Ober and **Mayor Gamba** remarked on the financial impact of the fees associated with bonding and what amount of money makes the most sense to borrow.

Brooks explained that urgent sewer system enhancements at the Milwaukie Station Food Cart Pod would be funded by urban renewal funds and that urban renewal funds could only be used for infrastructure projects. **Councilor Khosroabadi** and **Brooks** noted that Main Street improvement projects could include storefront enhancements, sidewalk repairs, and relocating utility wires underground.

Brooks reviewed information about bond rates, bond repayment terms, noted that additional information would be presented by bond consultants, and asked the Commission for feedback on how to proceed with bond funding.

The group discussed whether to move the Dogwood Park project down on the list of projects due to the urgency of other projects around downtown. It was the Commission consensus to push the Dogwood Park project down the list.

Brooks asked for Commission input on bonding and whether any projects should be removed from the plan list. It was the Commission consensus to keep the presented list of projects and seek the necessary funding to complete the first tranche of projects.

The group commented on how the list of urban renewal and city infrastructure projects had been broken into three tranches for bonding and completion purposes.

Brooks reviewed next steps in seeking bond funding for city and urban renewal projects.

4. INFORMATION

None.

5. ADJOURNMENT

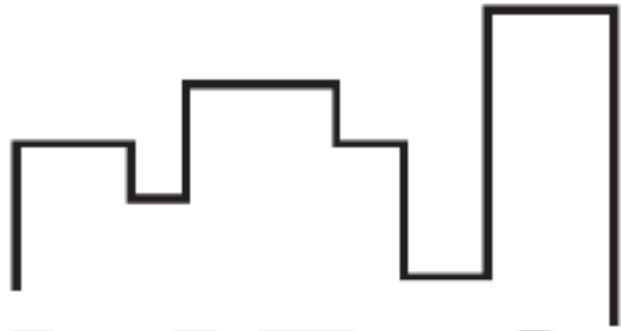
It was moved by Commissioner Nicodemus and seconded by Commissioner Khosroabadi to adjourn the MRC. Motion passed with the following vote: Commissioners Khosroabadi, Batey, Nicodemus, Hyzy, and Gamba voting “aye.” [5:0]

Commissioner Gamba adjourned the meeting at 9:54 p.m.

Respectfully submitted,



Scott Stauffer, City Recorder



MRC

**MILWAUKIE
REDEVELOPMENT
COMMISSION**

Agenda Item 2.

MINUTES



City Hall Council Chambers, 10722 SE Main Street
& Zoom Video Conference (www.milwaukieoregon.gov)

MINUTES
JUNE 7, 2022

Present: Commissioners Adam Khosroabadi, Lisa Batey, Desi Nicodemus, and Mark Gamba

Absent: Commissioner Kathy Hyzy

Staff: Kelly Brooks, MRC Executive Director
Justin Gericke, City Attorney
Ann Ober, City Manager

Scott Stauffer, City Recorder
Bonnie Dennis, Administrative Services Director

Commissioner Gamba called the meeting of the Milwaukie Redevelopment Commission (MRC) to order at 7:26 p.m.

1. CALL TO ORDER

2. APPROVE MINUTES

It was moved by **Commissioner Khosroabadi** and seconded by **Commissioner Batey** to approve the Minutes of the February 8, 2022, MRC Meeting. Motion passed with the following vote: **Commissioners Khosroabadi, Batey, Nicodemus, and Gamba** voting “aye.” [4:0]

3. REGULAR BUSINESS

A. Five Year Action Plan Adoption – Resolution

Brooks reviewed the staff and MRC Community Advisory Committee (MRCCAC) work to draft the action plan, noted minor changes to the plan since the Commission had last reviewed it, and commented on the upcoming work of the MRCCAC.

Commissioner Batey and **Brooks** discussed how the Commissions’ nearly \$10 million budget would be partially spent through tax increment funding (TIF).

Commissioner Gamba and **Brooks** commented on the forecasted urban renewal revenue and when it would be most financially beneficial to bond that revenue to build projects. **Dennis** explained how the Commission’s financial advisors would help assess the best way and timing to bond urban renewal funds. **Commissioner Gamba** and **Dennis** discussed whether it would make sense to delay bonding to avoid higher interest rates. The group noted when the Commission and city planned to bond funds.

Commissioner Gamba and **Brooks** noted that urban renewal funds could support tenant improvements and discussed what development projects the action plan could support to achieve the Commission’s urban renewal goals. They noted that the MRCCAC would help determine what urban renewal projects would be supported.

Commissioner Gamba and **Brooks** noted that the plan referenced a property at Harrison Street and 32nd Avenue that may need to be acquired to support the Commission’s access and safety goals. The group was excited to have funding to meet the urban renewal goals.

It was moved by Commissioner Nicodemus and seconded by Commissioner Batey to approve the resolution adopting a Five-Year Action Plan as amended. Motion passed with the following vote: Commissioners Khosroabadi, Batey, Nicodemus, and Gamba voting “aye.” [4:0]

Resolution 3-2022:

A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION ADOPTING A FIVE-YEAR ACTION PLAN.

B. Biennium 2023-2024 MRC Budget Adoption Hearing – Resolution

Call to Order: **Commissioner Gamba** called the hearing to order at 7:49 p.m. and announced that the purpose of the hearing was to hear the report, take public comment, and consider adopting the Commission’s budget.

Conflict of Interest: No Commissioner wished to declare a conflict of interest.

Staff Presentation: **Dennis** reported that the MRC Budget Committee had approved the budget and that the proposed budget was balanced.

Correspondence: No correspondence had been received on the hearing topic.

Audience Testimony: No audience member wished to comment on the hearing topic.

Questions from the Commission to Staff: **Commissioner Batey** asked how the funding break down – between bonded debt and funds on hand – had been determined. **Brooks** explained how the budget forecast had set-up the determination of how much could be spent. The group noted that the intent was for the MRC to spend nearly \$10 million in support of urban renewal projects.

Close Public Hearing: **It was moved by Commissioner Khosroabadi and seconded by Commissioner Batey to close the public hearing on the MRC biennial budget. Motion passed with the following vote: Commissioners Khosroabadi, Batey, Nicodemus, and Gamba voting “aye.” [4:0]**

Commissioner Gamba closed the public testimony part of the hearing at 7:54 p.m.

Commission Deliberation: **Commissioners Batey and Gamba** were excited to start seeing urban renewal funding be spent in support of infrastructure projects.

Commission Decision: **It was moved by Commissioner Batey and seconded by Commissioner Khosroabadi to approve the resolution adopting the budget for the biennium commencing July 1, 2022, making appropriations and declaration of tax increment. Motion passed with the following vote: Commissioners Khosroabadi, Batey, Nicodemus, and Gamba voting “aye.” [4:0]**

Resolution 4-2022:

A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION ADOPTING THE BUDGET FOR THE BIENNIUM COMMENCING JULY 1, 2022, MAKING APPROPRIATIONS AND DECLARATION OF TAX INCREMENT.

4. INFORMATION

Brooks reported there were no further reports and **Commissioner Batey** commented on the process for adopting city and Commission budgets.

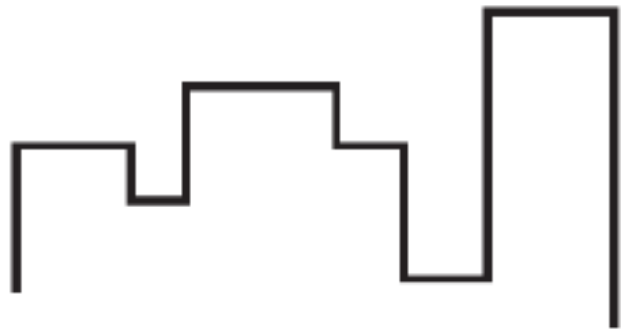
5. ADJOURNMENT

It was moved by Commissioner Nicodemus and seconded by Commissioner Batey to adjourn the meeting. Motion passed with the following vote: Commissioners Khosroabadi, Batey, Nicodemus, and Gamba voting “aye.” [4:0]

Commissioner Gamba adjourned the meeting at 7:57 p.m.

Respectfully submitted,

Scott Stauffer, City Recorder



MRC

**MILWAUKIE
REDEVELOPMENT
COMMISSION**

Agenda Item 3.

REGULAR BUSINESS



STAFF REPORT

**MRC 3. A.
9/20/22**

OCR USE ONLY

To: Redevelopment Commission
Ann Ober, City Manager

Date Written: Sep. 9, 2022

Reviewed: Nicole Madigan, Deputy City Recorder

From: Scott Stauffer, City Recorder

Subject: **Community Advisory Committee Appointment**

ACTION REQUESTED

The Milwaukie Redevelopment Commission (MRC) is asked to adopt a resolution appointing a new member to the MRC Community Advisory Committee (MRCCAC).

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

February 8, 2022: Bonnie Tanamor resigned from MRCCAC position 4.

Spring 2022: as part of the City of Milwaukie's first annual board and committee (BC) recruitment and interview process, applications for the MRCCAC were received and applicants were interviewed. The interview panel identified the individual named below for appointment to the vacant MRCCAC position 4.

ANALYSIS

As outlined in the Milwaukie Urban Renewal Plan and the MRC Bylaws, the Commission has the authority to appoint eligible and qualified individuals to the MRCCAC. As a vacancy existed due to a committee member resignation, an interview panel consisting of two Commission members and the MRC Executive Director met in May 2022 to interview applicants. The panel nominated the individual named below to fill the current MRCCAC vacancy.

Sang Pau has been nominated for appointment to the MRCCAC position 4. Pau is a project manager for the City of Oregon City, has professional experience and training in local government and engineering, and has been an active volunteer with the Asian Pacific American Network of Oregon (APANO) and an after-school tutoring program.

BUDGET IMPACTS

There are no fiscal impacts associated with this action.

WORKLOAD IMPACTS

None.

COORDINATION, CONCURRENCE, OR DISSENT

The office of the city recorder worked with Commission members and the MRC executive director on this nomination.

STAFF RECOMMENDATION

Staff recommends that the MRC adopt the resolution making an appointment.

Milwaukie Redevelopment Commission Community Advisory Committee (MRCCAC):

Terms shall not exceed three years.

| Position | Name | Term Start Date | Term End Date |
|-----------------|-------------|------------------------|----------------------|
| 4 | Sang Pau | 9/20/2022 | 6/30/2023 |

ALTERNATIVES

The MRC could decline to make the appointment, which would result in a continued vacancy on the MRCCAC.

ATTACHMENTS

1. Resolution



RESOLUTION No.

A RESOLUTION OF THE MILWAUKIE REDEVELOPMENT COMMISSION (MRC), MAKING AN APPOINT TO THE MRC COMMUNITY ADVISORY COMMITTEE (MRCCAC).

WHEREAS a vacancy exists on the MRCCAC; and

WHEREAS MRC staff conducted a recruitment and interview process to identify potential candidates to fill the vacant position; and

WHEREAS the interview panel has nominated the qualified and eligible individual named below to fill the vacant MRCCAC position.

Now, Therefore, be it Resolved by the Milwaukie Redevelopment Commission:

Section1. The following appointment is made to the MRCCAC:

| Position | Name | Term Start Date | Term End Date |
|-----------------|-------------|------------------------|----------------------|
| 4 | Sang Pau | 9/20/2022 | 6/30/2023 |

Introduced and adopted by the Commission on **September 20, 2022.**

This resolution is effective immediately.

Mark F. Gamba, Commission Chair

ATTEST:

APPROVED AS TO FORM:

Scott S. Stauffer, City Recorder

Justin D. Gericke, City Attorney



STAFF REPORT

**MRC 3. B.
9/20/22**

OCR USE ONLY

To: Chair and Commissioners
Ann Ober, City Manager

From: Kelly Brooks, Interim MRC Executive Director

Reviewed: Michael Osborne, Assistant Finance Director

Subject: **Urban Renewal Plan – Bonding Due Diligence**

Date Written: Sep. 9, 2022

ACTION REQUESTED

The Commission is asked to receive an update on staff's due diligence for bonding of urban renewal funds.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

March 17, 1987: The Milwaukie Redevelopment Commission (MRC) was established with the adoption of Ordinance 1623.

2015: The Commission directed staff to prepare an urban renewal plan (Ordinance 2130).

[August 25, 2016](#): City Council adopted the Milwaukie Urban Renewal Plan ([Ordinance 2130](#)).

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

[September 1, 2020](#): The Commission received an update on available financial resources in the urban renewal area fund and discussed the creation and recruitment process for the Community Advisory Committee (CAC).

[March 9, 2021](#): The Commission appointed members to the CAC ([MRC Resolution 2-2021](#)).

[October 21](#): The Commission received an update on the development of a five-year action plan.

[December 7](#): The Commission received an update on development of the five-year action plan.

[February 8, 2022](#): The Commission received an update on the five-year action plan.

[June 7](#): The MRC budget and Five-Year Action Plan was adopted.

ANALYSIS

The urban renewal five-year action plan established investment priorities for the urban renewal area between fiscal year (FY) 2023 and FY 2028. The four investment categories within the plan are:

- 1) Development / Economic Development
- 2) Transportation: Downtown
- 3) Transportation: Central Milwaukie
- 4) Public Amenities: Parks and Open Space

Bonding Due Diligence

The five year action plan identifies both infrastructure and non-infrastructure expenditures. Infrastructure projects can be funded via full faith and credit bonds. Programmatic expenditures cannot. Staff is working with bond council to identify which financing mechanism will work best for each type of expenditure. It is likely that infrastructure will be consolidated into one bond issuance (full faith and credit) while grant programs are set up as pay as you go or with a different loan mechanism to avoid paying higher interest rates on infrastructure debt than necessary.

Staff have also determined that the next phase of Safe Access for Everyone (SAFE) projects need to be issued at the same time in order to maintain our current project schedule. Combining programs would save administrative fees and staff time.

BUDGET IMPACT

The five year action plan and capital improvement plan assumed bonding, therefore, proceeding with debt issuance is consistent with the adopted FY23/24 budget. As we get more detailed information on interest rates from bond council there will be impacts to out year financial projections. Those impacts should be consistent with the conservative forecast set forth in the urban renewal area financial analysis, however.

WORKLOAD IMPACT

Recent staffing changes in the community development department and financing options may delay the start of programming.

CLIMATE IMPACT

None at this time.

COORDINATION, CONCURRENCE, OR DISSENT

The MRC executive director coordinated with the finance department and engineering department on this staff report.

STAFF RECOMMENDATION

Not applicable.

ALTERNATIVES

Not applicable.



MRC

Action Plan Implementation Update

Kelly Brooks, 9/20/2022

CITY OF MILWAUKIE TAX INCREMENT FINANCE DISTRICT



5-YEAR ACTION PLAN

(2023-2028)

URA Projects Impacted by Bonding

| Project Name | URA Total |
|----------------------------------|-------------|
| Monroe Greenway | \$1,332,000 |
| Downtown Main St. Enhancements | \$650,000 |
| McLoughlin Intersection Upgrades | \$250,000 |
| Parking Solutions | \$500,000 |
| Transit Stop Improvements | \$300,000 |
| Dogwood Park | \$400,000 |
| Trolley Trail | \$600,000 |
| TOTAL | \$4,532,000 |

Discussion Topics

- Bond rates are high (75% percentile). Would you like to scale back the project list or delay bonding to see if interest rates normalize?
- If we proceed, staff have expressed interest in moving funds from Dogwood to MPB. Do you concur?
- How would you like to engage the MRCCAC on next steps? The group is meeting on 9/27.