



## COUNCIL WORK SESSION

City Hall Council Chambers, 10722 SE Main Street  
& Zoom Video Conference ([www.milwaukieoregon.gov](http://www.milwaukieoregon.gov))

## MINUTES

OCTOBER 4, 2022

**Council Present:** Councilors Adam Khosroabadi, Lisa Batey, Desi Nicodemus, Council President Kathy Hyzy, and Mayor Mark Gamba

**Staff Present:** Justin Gericke, City Attorney  
Nicole Madigan, Deputy City Recorder  
Adam Moore, Parks Development Coordinator  
Ann Ober, City Manager  
Peter Passarelli, Public Works Director  
Natalie Rogers, Climate & Natural Resources Manager  
Scott Stauffer, City Recorder

**Mayor Gamba** called the meeting to order at 4:03 p.m. and noted that Councilors Batey and Nicodemus were running late and would arrive at the meeting later.

### 1. Tree Board – Annual Update

**Passarelli** noted there were no members of the Tree Board in attendance and named the members of the board and commended their work on reviewing the tree code.

**Passarelli** noted a vacancy on the Tree Board and that applications were being accepted. **Passarelli** provided an overview of the board's accomplishments.

**Passarelli** presented the qualifications that led the city to be awarded the Tree City USA award for 2021. **Passarelli** mentioned that about 1,362 trees had been planted by the city, the North Clackamas and Johnson Creek watershed councils, and private developments.

**Passarelli** presented on some of the aspects that qualified the city for the Tree USA Growth award. **Passarelli** stated that more public trees were planted than removed and that with a new electronic permitting system the city could be able to better track the planting to removal ratio for private trees.

**Passarelli** reviewed ongoing projects that staff and the Tree Board had been working on which included continued outreach for the private tree code, the Arbor Day event on October 22, application submissions for Tree City awards due in December, the leaf drop events at public works in November and December, and updates to the website.

**Passarelli** presented details for the Arbor Day event. **Mayor Gamba** asked where the Friends of Trees event would start and **Passarelli** advised it would start across from City Hall at 9 a.m. **Passarelli** and **Rogers** shared additional Arbor Day activities. **Passarelli** noted this was the fourth event the city had worked with Friends of Trees. **Mayor Gamba** and **Passarelli** discussed where the Friends of Trees would be planting on Arbor Day.

**Passarelli** shared upcoming projects and events for 2022 and 2023 that included a focus on community engagement for the new tree code and making updates to the new permitting system. **Passarelli** mentioned that staff and the Tree Board would be reviewing the commercial tree code for the Climate Equitable Communities project. **Council President Hyzy** and **Rogers** discussed when the commercial tree code requirements would apply and what type of requirements were included.

**Passarelli** noted work with the engineering department to update the Public Works (PW) Standards for trees in urban forests and that the Tree Board would like to circle back to a heritage tree program. **Mayor Gamba** and **Council President Hyzy** commented on whether a heritage tree program is necessary with the tree code in place. **Passarelli** stated the board would formulate a plan for the program and staff would evaluate the ease of implementation.

**Passarelli** mentioned an upcoming Friends of Trees event in April and Arbor Day 2023. **Council President Hyzy** and **Rogers** discussed giveaway trees at the upcoming 2022 Arbor Day event. **Mayor Gamba**, **Passarelli**, and **Rogers** discussed the Friends of Trees event in April of 2023.

**Mayor Gamba**, **Passarelli**, and **Council President Hyzy** commented on the commercial tree code.

The group discussed partnerships for watershed preservation and restorations plantings for private properties.

## **2. Park and Recreation Board (PARB) – Annual Review**

**Rogers** shared the names of the current PARB members, acknowledged those who had resigned, and mentioned that PARB was accepting applications for youth members. **Rogers** presented PARB's accomplishments for 2022 which included 2,500 pounds of ivy removed during the Earth Day event.

**Rogers** acknowledged PARB's engagement role with the parks development projects and presented PARB's goals that focused on equitable engagement, updating the board's bylaws, developing a tracking system for goals, partnering with Tree Board on orchards in public parks, and advocating for a universal ability playground.

**Rogers** detailed how PARB had been engaging with the community during the park projects development process and shared plans for PARB in 2023. **Rogers** encouraged community members to attend PARB meetings and advised how those with a parks facility concern can submit a facility request through the North Clackamas Parks and Recreation District (NCRPD) website.

## **3. Parks Operations and Maintenance – Discussion**

**Passarelli** noted that the discussion would focus on the city's operations and maintenance of parks only and not on providing recreation and adult services, though the city was working with a consultant to analyze offering those services. **Passarelli** mentioned considerations for partnering with NCRPD to handle the recreation and adult services and the management of North Clackamas Park.

**Passarelli** presented a six-year budget forecast that started July 2023. **Mayor Gamba** asked what the delegated intergovernmental agreement (IGA) was for and **Passarelli** responded it would be revenue from the Oregon State Marine Board for the dock removal and for other possible small grants. **Passarelli** noted that operating expenses were based on assumptions of what the city would need and that per the analysis it appeared that there were sufficient resources to cover expenses for the first five years but a decline in the operating income was noticeable starting in the sixth year. **Council President Hyzy** and **Passarelli** discussed the general fund allocations and **Passarelli** detailed what staff positions will be included in the parks division.

It was noted that Councilor Batey arrived at the meeting at 4:56 p.m.

The group discussed park fund allocations.

**Passarelli** presented cost details associated with material services and contractual support. The group discussed how repair and maintenance costs were calculated.

**Passarelli** presented plans for utilizing existing equipment and for purchasing a lawn mower. **Councilor Batey** and **Ober** discussed if equipment would be acquired from NCPRD. The group discussed how maintenance needs would be met by city facility technicians and contract specialists.

**Passarelli** mentioned that the city had a contract in place with the consultant firm FCS Group to develop methodology for an interim parks system development charge (SDC) that can be used to manage parks. **Councilor Batey** and **Passarelli** discussed the city's need for developing its own method for SDCs.

It was noted that Councilor Nicodemus arrived at the meeting at 5:12 p.m.

**Passarelli** stated that the city is working with Ballard King and Associates, which has experience working with the City of Happy Valley and NCPRD, to analyze how the city could offer recreation services.

**Ober** informed Council there would be continued follow up regarding parks, that the SDC methodology would be before Council in December, and the recreations services analysis would follow in a few months.

#### **4. Adjourn**

**Mayor Gamba** adjourned the meeting at 5:14 p.m.

Respectfully submitted,

  
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Nicole Madigan, Deputy City Recorder

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