



Work Session

WS

Milwaukie City Council

COUNCIL WORK SESSION

City Hall Council Chambers, 10501 SE Main Street
& Zoom Video Conference (www.milwaukieoregon.gov)

AGENDA

AUGUST 20, 2024

Council will hold this meeting in-person and by video conference. The public may come to City Hall, join the Zoom webinar, or watch on the [city's YouTube channel](#) or Comcast Cable channel 30 in city limits. For Zoom login visit <https://www.milwaukieoregon.gov/citycouncil/city-council-work-session-354>.
Written comments may be delivered to City Hall or emailed to ocr@milwaukieoregon.gov.

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

Page #

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| <p>1. Policy Lanes (continued) and Legislative Priorities – Discussion (4:00 p.m.)</p> <p>Staff: Emma Sagor, Acting City Manager, and
Joseph Briglio, Acting Assistant City Manager</p> | <p>11</p> |
| <p>2. Grant Priorities – Discussion (4:45 p.m.)</p> <p>Staff: Emma Sagor, Acting City Manager,
Joseph Briglio, Acting Assistant City Manager, and
City Engineer Jennifer Garbely</p> | <p>16</p> |
| <p>3. Neighborhood Park Projects & Scott Park Site Visit – Discussion (5:15 p.m.)</p> <p>Note: this item will include a walking tour of Scott Park, 10660 SE 21st Ave., Milwaukie. Council will adjourn the work session after the site visit. The site visit part of this meeting will not be broadcast live or recorded.</p> <p>Staff: Adam Moore, Parks Development Coordinator</p> | <p>20</p> |
| <p>4. Adjourn (6:00 p.m.)</p> | |

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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 OF MILWAUKIE

Memorandum

To: City Council
From: Joseph Briglio, Community Development Director
CC: Emma Sagor, Acting City Manager
Date: August 20, 2024
Re: Community Development Department Monthly Update

Community Development, Economic Development, & Housing	Planning	Building	Engineering
<ul style="list-style-type: none"> ▪ Economic Development ▪ Affordable Housing 	<ul style="list-style-type: none"> ▪ Comprehensive Plan Implementation ▪ Planning Commission ▪ Land Use/Development Review 	<ul style="list-style-type: none"> ▪ July Review 	<ul style="list-style-type: none"> ▪ CIP ▪ Traffic/Parking Projects ▪ Right-of-Way Permits ▪ PIP ▪ Document Administration

COMMUNITY DEVELOPMENT/ECONOMIC DEVELOPMENT/HOUSING

Economic Development

Downtown:

- O'Malley's Gym received its Certificate of Occupancy (previously a Temporary Certificate of Occupancy) and is open for business.
- The sale of the Collectors Mall, along with the adjacent store fronts, is slated to close in August but is actively soliciting for new tenants in the vacant spaces: [See Lease Flyer Here](#)
 - Community Development Staff have been in conversations with a number of businesses that are considering a lease of the available spaces once ownership has transitioned.
- Good Measure, an artisanal grocer, has signed a lease at the northwest corner of Main and Jefferson Street.
- A Finnish Spa has signed a lease for the spaces behind Good Measure that front SE Jefferson Street.
- Historic City Hall: pFriem Beer and Keeper Coffee recently announced their new locations at Historic City Hall and the press has been very positive - <https://www.oregonlive.com/beer/2024/03/pfriem-family-brewers-to-open-first-portland-area-taproom.html>

- The pFriem, Keeper, and Milwaukie flags are flying in front of the building.
- Henry Point Development has completed the demolition portion of the project as of March 2024. They have approved building permits and have started construction.
- Construction completion is scheduled for winter/spring 2025.
- The Libbie's property is currently for sale: <https://www.loopnet.com/Listing/11056-11070-SE-Main-St-Milwaukie-OR/31458135/>
- The former Chase Bank property is currently listed for sale - <https://www.loopnet.com/Listing/Former-Bank-Attached-Building/31903098/>
- [Cloud Pine](#) is officially closed. It was always intended to be a three-year project for the owners. Staff have not heard from any businesses considering the space, as well as the spaces to the north.
- The city approved a temporary use permit for seasonal stand-up paddle board and kayak rentals at Milwaukie Bay Park. You'll see a pop-up tent and Scott Cole, the owner, Wednesday through Sunday renting equipment during the day.
- *Milwaukie Station*: All cart spaces are currently occupied.

Milwaukie Marketplace:

- Ace Hardware is open and nearby Mike's Drive-In reopened after a long tenant improvement period.
- Pietro's Pizza has submitted building renovations plans for the old McGrath's Fish House. It is unclear when they intend on moving locations and opening.

Enterprise Zone:

- Portland Polymers, a plastics recycler, is relocating to Milwaukie's north innovation area and recently received approval to take advantage of the North Clackamas Enterprise Zone tax incentives.
- The Overland Van Project was also approved a few months ago. Alpine Foods is in their final application stages and should receive approval soon. Swagelock has withdrawn its interest for now.

Urban Renewal Area Economic Development Programs:

- The Milwaukie Redevelopment Commission Citizen Advisory Committee (MRCCAC) convened in November and January to discuss the draft criteria and provide feedback on the emerging economic development programs.
- Staff presented the MRCCAC recommended program parameters on March 19th to the Milwaukie Redevelopment Commission and launched the programs earlier this month. There is a dedicated webpage with application and overview materials here: <https://www.milwaukieoregon.gov/economicdevelopment/economic-development-business-improvement-grants>

- Staff have already received couple of applications and anticipates several more before the month is over.

Affordable Housing

Sparrow Site:

- The city purchased the parcel ("main property") at the northeast corner of SE Sparrow Street and the Trolley Trail from TriMet for the purpose of land banking to support affordable housing several years ago. More recently, staff received a Metro Brownfields grant to support due diligence for the acquisition of 12302 SE 26th Avenue ("auxiliary property") from TriMet in order to help rectify access constraints to the main property. The city closed on the 12302 SE 26th Ave ("auxiliary") property and is considering next steps.
- Staff is slated to come to council to discuss development goals on September 17, 2024 before pursuing a surplus property hearing and Request for Qualifications/Proposals.

Coho Point:

- The Developer presented an update to the city council during its February 21, 2023, work session and requested a 12-month extension of the Disposition and Development Agreement (DDA) due diligence period because of extenuating circumstances involving supply chain and subcontractor timing issues related to the COVID-19 pandemic. The due diligence period was officially extended to March 31, 2024.
- Staff were notified on May 10, 2023, that Black Rock had submitted the CLOMR to FEMA. The review process typically takes several months, and FEMA has requested additional information from the applicant in September 2023, January 2024, and March 2024. The applicant has 90 days to address FEMA's comments and resubmit. In order to allow for the completion of the CLOMR/FEMA process, the City agreed to a fourth due diligence extension of September 30, 2024.

Construction Excise Tax (CET) Program:

- The CET Program was established by the city council in 2017 and codified within chapter 3.60 (Affordable Housing Construction Excise Tax) of the municipal code. The CET levy's a one percent tax on any development over \$100,000 in construction value. In example, a property owner who is building an addition that has an assessed construction value of \$100,000 would have to pay \$1,000 in CET to the city. As development continues throughout the city, the CET fund increases in proportionality.
- The city released its inaugural competitive bid process for CET funds through a formal Request for Proposals (RFP). This resulted in Hillside Park Phase I being awarded \$1.7M (requested \$2M) and the Milwaukie Courtyard Housing Project (Now called Milwaukie Shortstack) with \$300K (requested \$600K).
- On March 7, 2023, the city council authorized the city manager to execute the necessary grant agreements in the amounts listed above. The grants agreements for both projects have been signed and executed, and initial funding disbursements have occurred. Staff will now work with the applicants to ensure that their projects meet the conditions for funding.

PLANNING

Comprehensive Plan Implementation

- Neighborhood Hubs: Following a series of public workshops and an online survey, planning and community development staff moved forward with proposed code amendments and an economic development toolkit for the Neighborhood Hubs project. Council approved the Phase 2 code amendments on [August 6](#). Staff now turns to Phase 3 with a scheduled work session with Council on October 1.

Transportation Systems Plan (TSP)

- The TSP kicked off in October 2023. To date, the Technical and Advisory Committees have each met four times. Most recently, the committees reviewed draft performance measures, and a draft livable streets analysis. There will be an opportunity for the public to provide feedback and ask questions about the performance measures and livable streets analysis on Engage Milwaukie beginning in early July. Staff will be taking the draft performance measures and livable streets analysis to the Planning Commission along with revised goals and policies on June 25. The City Council is scheduled to review the draft goals and policies during an August 6th work session. Over the summer, the city and its consultant will be conducting an existing conditions/needs/gaps analysis. The Technical Committee will meet again on August 14 to review the findings of that analysis, and the Advisory Committee will meet on August 15.

Planning Commission

- ZA-2022-005: A Type V code amendment application related to Climate Friendly Equitable Communities rulemaking. The Planning Commission held a public hearing on February 14th and voted 6-0 to recommend approval of the code amendments. The City Council discussed the amendments during the regular session on March 7th. These code amendments were put on hold until the rulemaking process was complete in the fall of 2023. Staff held a public hearing with the Planning Commission on March 12, 2024, which unanimously recommended approval of the code package. A work session was held with the City Council on April 2, 2024, and unanimously adopted on May 21.
- ZA-2024-001: A Type V code amendment package related to Neighborhood Hubs. The Planning Commission public hearing was held on March 12, where the Commission voted unanimously to recommend approval of the proposed amendments. The City Council held a public hearing on May 7. The hearing was continued to July 16 and again to [August 6](#) where the code package was adopted. The Notice of Decision was issued on August 8.
- DR-2024-001, VR-2024-002: A Type III application to establish a food park at 1915-1925 SE Scott St. The proposal includes areas for food carts/trucks; a covered, open-air seating area; and a permanent multi-story taproom building with a bar, indoor and roof-deck seating areas, and restrooms. The existing parking area will be improved and maintained to serve the site. The proposal requires downtown design review and a variance to minimum FAR in the DMU zone. The Planning Commission hearing was held on June 11 where they took a vote to deny the application and to continue the hearing to August 13 to review findings for denial. At the request of the applicant, the Commission voted on August 13 to re-open the record for verbal and written testimony by any party and to continue the hearing to September 10.

- VR-2024-003: A Type III application seeking relief from the minimum side yard setback to allow the development of a 13-ft addition to the existing attached garage with a 0.5-ft setback rather than the required 10 ft. The addition would allow for the construction of additional living space while maintaining garage space. The addition would extend the existing non-conforming structure with a 0.5-ft setback. The Planning Commission hearing was held on June 11 where they voted 4-0-1 to approve the application. The Notice of Decision was issued on June 12. An appeal was filed by a neighbor with support from the Lake Road NDA. The appeal hearing with the City Council was held on August 6. See AP-2024-001 below.
- AP-2024-001: An appeal of the Planning Commission's approval of VR-2024-003. The appellant, Barbara Allan, with the support of the Lake Road NDA, states that there are impacts from the proposed addition and that the Commission erred in its interpretation of the approval criteria. The appeal hearing with the City Council was held on [August 6](#) where Council voted to reject the appeal. The hearing was continued to August 20 to formally adopt the Final Order.
- Natural Resources code update: Planning Commission held a work session on July 9 focused on proposed updates to the Water Quality Resource standards and coordination with the residential tree code. The next work session update, focused on natural resource mapping issues, is scheduled for September 10.

Land Use/Development Review¹

- MHL-2024-001: A Type II application for a middle housing land division at 2908 SE Olsen St. The proposed division would put each dwelling unit of a detached triplex onto its own lot. The property currently has the original single detached dwelling and an accessory dwelling unit. The third dwelling unit is in permit review. The required public notice mailing and referral to other departments and agencies was mailed on June 10, with a deadline for comments on June 24. A notice of decision to approve the application with conditions was issued on July 10. The appeal period runs until July 25. No appeals were filed.
- VR-2024-004: A Type II application for a fence variance at 5397 SE Rainbow Ln. The applicant has requested to increase the 6-ft maximum allowed fence height in their side and rear yard to 8 ft. If approved, the variance would allow the applicant to maintain an already built cedar fence that was attached to a pre-existing 8 ft tall chain link fence. The required public notice mailing and referral to other departments and agencies was mailed on June 7, with a deadline for comments on June 18. A notice of decision will likely be issued during the week of June 25.
- VR-2024-005: A Type II application for a fence variance at 2122 SE Sparrow St. The applicant is requesting to establish a 6 ft tall fence in a required front yard on an undeveloped flag lot. This exceeds the maximum fence height of 42 in in a front yard. The required public notice mailing and referral to other departments and agencies is scheduled to be mailed on June 18.

¹ Only land use applications requiring public notice are listed.

BUILDING

Permit data for	July	FY to Date:
New single-family houses:	0	0
New ADU's	1	1
New Solar	17	17
Res. additions/alterations	4	4
Commercial new	2	2
Commercial Alterations	6	6
Demo's	1	1
Total Number of Permits issued:		165
(includes fire, electrical, mechanical, plumbing, and other structural)		
Total Number of Inspections:		362
Total Number of active permits:		1048

ENGINEERING

Capital Improvement Projects (CIP):

CIP 2018-A13 Washington Street Area Improvements

Summary: This project combines elements of the SAFE, SSMP, Water, Stormwater, and Wastewater programs. SAFE improvements include upgrading and adding ADA compliant facilities along 27th Ave, Washington St, and Edison St. Street Surface Maintenance Program improvements are planned for Washington Street, 27th Avenue, and Edison Street. The Spring Creek culvert under Washington Street at 27th Avenue will be removed, and a new structure added. The water system along Washington Street will be upsized from a 6" mainline to an 8" mainline. The stormwater system along Washington Street will be upsized from 18" to 24" storm lines. The project is being designed by AKS Engineering and Forestry.

Update: Construction is going. Currently, SE 27th Avenue newly poured sidewalk and driveways are almost finished which means grind and inlay for new asphalt road is coming soon. New sanitary line on 35th will be completed this week of the 12th with new water installation coming in September. The existing culvert under Washington will receive a slip lining.

CIP 2016-Y11 Meek Street Storm Improvements

Summary: Project was identified in the 2014 Stormwater Master Plan to reduce flooding within this water basin. The project was split into a South Phase and a North Phase due to complications in working with UPRR.

Update: Contractor has completed installation of the pipeline between the Murphy Site and the Balfour Pond. The forebay and southern cell of the Balfour Pond have been excavated, and rock buttress installed. The City is coordinating with Union Pacific to construct a portion of the project in UPRR ROW between Kelvin and Roswell. The contractor is working with UPRR to gain UPRR approval for its shoring plans within UPRR ROW. Extended coordination has been required for this effort, delaying the work within the UPRR ROW. Once the coordination is complete, construction is anticipated to proceed from late September 2024 through May of 2025.

CIP 2022-W56 Harvey Street Improvements

Summary: The project includes water improvements and stormwater improvements on Harvey Street from 32nd Avenue to the east end, on 42nd Avenue from Harvey Street to Johnson Creek Boulevard, 33rd Avenue north of Harvey Street, 36th Avenue north of Harvey Street, Sherry Street west of 36th Avenue, 41st Street north of Wake Court, and Wake Court. Sanitary sewer work will be done on 40th Avenue between Harvey Street to Drake Street. The project also includes the installation of an ADA compliant sidewalk on Harvey Street from 32nd Avenue to 42nd Avenue and 42nd Avenue from Harvey Street to Howe Street. Roadway paving will be done throughout the project area.

Update: Century West Engineering was contracted for the design in July 2023. The project is currently at 90% design. The Public Works department has reviewed the 60% design and submitted comments to Century West Engineering. Another open house will be scheduled after completion of design.

CIP 2021-W61 Ardenwald North Improvements

Summary: Project includes street repair on Van Water Street, Roswell Street, Sherrett Street, 28th Avenue, 28th Place, 29th Avenue, 30th Avenue, and 31st Avenue with a shared street design for bicycles, pedestrians, and vehicles. The sidewalk will be replaced on the north side of Roswell Street between 31st and 32nd Avenue. Stormwater catch basins in the project boundary will be upgraded, the water system will be upsized on 29th Avenue, 30th Avenue, 31st Avenue, and Roswell Street, and there will be wastewater improvements on 28th Avenue, 29th Avenue, and 31st Avenue to address multiple bellies and root intrusion to reduce debris buildup.

Update: Staff preparing bid items and hopes to have a big opening at the start of September.

CIP 2022-A15 King Road Improvements

Summary: King Road (43rd Avenue to city limits near Linwood Avenue) SAFE/SSMP Improvements will replace existing sidewalk and bike lane with a multi-use path, improve stormwater system, replace water pipe, and reconstruct roadway surface.

Update: Additional storm improvement scope was added to the project. Existing condition investigations have been conducted. A meeting is scheduled to discuss design options.

Waverly Heights Sewer Reconfiguration

Summary: Waverly Heights Wastewater project was identified in the 2010 Wastewater System Master Plan. The project may replace approximately 2,500 feet of existing clay and concrete pipe.

Update: Authorization for the design contract with Stantec was approved by the Council on August 1, 2023. An engineering services agreement was executed with Stantec on Sept. 19, and the design effort was kicked off in early October of 2023. A flow monitoring program was initiated in October, and will continue through the wet season, concurrent with design. A public engagement plan was prepared in Fall of 2023, and a first set of informational material was mailed out to neighbors in the area in November, along with permit of entry forms. Stantec commenced with early site investigations in December of 2023, and completed 30 percent design in January 2024. In March of 2024, the design team met with select residents on properties that may be more impacted from the project (i.e. properties that might require spot repairs or open trenching). A public open house was held on May 9th, 2024, at City Hall. The City reviewed Stantec's 60 percent design in July of 2024.

Monroe Street Greenway

Summary: The Monroe Street Greenway will create a nearly four-mile, continuous, low-stress bikeway from downtown Milwaukie to the I-205 multi-use path. Once complete, it will serve as the spine of Milwaukie's active transportation network connecting users to the Max Orange Line, Max Green Line, Trolley Trail, 17th Avenue Bike Path, I-205 path, neighborhoods, schools, and parks. Funding grants through ODOT and Metro will allow the city to complete our 2.2-mile section of the Monroe Greenway from the Trolley Trail to Linwood Ave.

Segment Update:

East Monroe Greenway (37th to Linwood): Staff have come to an agreement with ODOT and contracted CONSOR for the design. A Kick-off meeting has occurred, and the site is being surveyed. An Open-House was hosted on February 29th for all of the Monroe Greenway, ODOT's Highway-224 project, the City's TSP, and Kellogg Creek Restoration and Community Enhancement Project. The City received a lot of positive feedback for moving forward with the project and requests for speed mitigation and intersection controls. Feedback from the February

open house has been incorporated into the design. Another Open-House specific to the east segment will be hosted September 12 at Wichita Park.

Monroe Street & 37th Avenue (34th to 37th): This segment is complete. It was constructed as part of the private development of the 7 Acres Apartments.

Western Monroe Greenway (Downtown to 34th): The city has come to an agreement with ODOT on an IGA that will transfer \$1.55 M in STIP funding to the city to construct this segment of the Monroe Street Greenway. The City has signed the IGA and is awaiting an ODOT signed copy. City staff has also contracted with 3J Consulting to negotiate work at the railroad crossings. The city will also contract a survey team to aid 3J.

Monroe Street & Highway-224 Intersection: This project has now been combined with a larger project which will mill and overlay Highway-224 from 17th Avenue to Rusk Road. The city will design and replace the underlying water main by October 2024 and ODOT will proceed to construction in the Fiscal Year 2026. The water main bid package is in finance review before being posted. An Open-House was hosted on February 29th for all of the Monroe Greenway, ODOT's Highway-224 project, the City's TSP, and Kellogg Creek Restoration and Community Enhancement Project. The City received concerns regarding the development of Highway-224 and Monroe Greenway pushing traffic from Monroe Street onto Penzance Street.

Kellogg Creek Restoration and Community Enhancement Project

Summary: Project to remove the Kellogg Creek dam, replace the McLoughlin Blvd. bridge, improve fish passage, and restore the wetland and riparian area. City of Milwaukie staff are part of the project Leadership Team, Core Technical Team, and the Technical Advisory Committee. The Leadership Team and Core Technical Team both meet monthly. In addition to city staff, these groups include staff from North Clackamas Watershed Council (NCWC), Oregon Department of Transportation (ODOT), and American Rivers. The Technical Advisory Committee (TAC) for the Kellogg Creek Restoration & Community Enhancement Project involves all collaborative partners that include the Confederated Tribes of the Warm Springs Indian Reservation of Oregon, the Confederated Tribes of Grand Ronde, Clackamas Water Environment Services, Metro, North Clackamas Parks and Recreation District, Oregon Department of Environmental Quality, Oregon Department of Fish and Wildlife, Oregon Division of State Lands, the Native Fish Society, and the Natural Resources Office of Governor.

Update: The Summer 2024 Geotechnical and Sediment Sampling/Evaluation Study is underway and will likely continue through September. Additional details and updates are available at the project website: <https://www.milwaukieoregon.gov/kellogg/project-status>

Traffic / Parking Projects, Issues

None.

Right-Of-Way (ROW) Permits (includes tree, use, construction, encroachment)

Downtown Trees and Sidewalks

Update: Staff have a contract with AKS; working on what type of design works best now and in the future with both the trees and sidewalks & curbs.

Private Development – Public Improvement Projects (PIPS)

1600 Lava

Update: This development on Lava drive will add a new 13-unit multi-family building. Public improvements for this project include a new sidewalk, an ADA ramp, and minor street widening. Building permits have been issued and on-site construction has begun. Public improvement site plans are currently under review.

Hillside

Update: Hillside currently has issued permits for the first building and public improvements to be constructed under phase I. The remaining two buildings and public improvements to be constructed during this phase are still under review. City staff is meeting with the developer on a weekly basis to ensure the project moves smoothly. Public improvements for this development include new roadway alignment, new sidewalk, ADA ramps, and new asphalt paving. Work has started on the first building and associated public improvements.

Seven Acres Apartments (formerly Monroe Apartments) – 234 units

Update: Seven Acres has completed construction and is currently occupied. Public improvements for this development included a new bike path and sidewalk from Oak Street and Monroe Street to 37th Avenue and Washington Street. Public improvements are currently under warranty and will receive a final inspection after a one-year period before shifting over to the City for ownership.

Henley Place (Kellogg Bowl redevelopment)- 175 units

Update: Construction is complete, and the building is occupied.

Elk Rock Estates – 5 lot subdivision at 19th Ave & Sparrow St.

Update: All public improvements have been completed; the project is in the punch-list and cleanup phase. The land use entitlements have recently expired, so they will need to go back through the process to build units.

Shah & Tripp Estates – 8-lot subdivision at Harrison Street and Home Ave.

Update: Design plans have been approved. Construction began in August of 2024, including improvements to the Harrison roadway.

Jackson / 52nd – 5-unit development.

Update: Project is nearing completion. The sewer main extension has been installed and tested. Per a development agreement, the developer repaved Jackson between Home Ave. and 52nd Ave in July 2024. The developer will be reimbursed for paved areas outside of their responsibility. All work is expected to be completed by August 2024.

Walnut Estates

Update: Walnut estates has completed the majority of their construction and is currently in the final punch-list and cleanup phase. Public improvements for this development include new sidewalk, storm water facilities, and a new asphalt roadway. Once the final work is completed, this development will enter the one-year warranty period.

Bonaventure Senior Living – 170-units

Update: ROW permit has been issued and public improvements are currently under construction.

Document Administration

Plans

Summary: WSC is preparing the Stormwater System Plan.

COUNCIL STAFF REPORT

To: Mayor and City Council
Reviewed: Joseph Briglio, Acting Assistant City Manager
From: Emma Sagor, Acting City Manager
Subject: **Policy Lanes Continued and Legislative Priorities**

Date Written: Aug. 12, 2024

ACTION REQUESTED

Council is asked to continue its discussions around identifying policy lanes and associated committee assignments, started at the August 6, 2024, work session, and discuss legislative priorities for the upcoming year.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[January 2, 2024](#): Council discussed its committee liaison assignments for the coming year.

[July 9, 2024](#): Council held a retreat, in which it discussed norms and processes to improve team communication, coordination, and efficacy.

[August 6, 2024](#): Council began a discussion about a proposal to define policy lanes.

ANALYSIS**Policy lanes, continued**

At the July 9 retreat Council expressed support for identifying policy “lanes” to better organize their work, promote collaboration, improve efficiency, and more effectively advance shared priorities. The staff report from the August 6 work session includes more background information on the starting proposal. The starting proposal can be seen in Attachment A of this staff report.

At the August 6 work session and in subsequent conversations with the acting city manager, Council members raised several points about the starting proposal:

- Concerns about whether the proposed structure would align with the preferences of a new city manager and a suggestion that decisions be held on this until the new city manager is on board.
- Risks of serial distribution if more than two members lead lanes with overlapping committee assignments or hot topics.
- Concerns about the number of lanes proposed and the ability to manage this structure.

To address these concerns, staff would recommend three options:

Option 1: Proceed with the existing policy lane proposal and assign council members within a lane to specific committees and “hot topic” projects.

Option 2: Reduce the overall number of policy lanes and have each led by one Councilor only. Other policy topics not identified by a “lane” would be considered lower priority and engaged with on an as-needed basis.

Option 3: Move away from the lane concept and instead just assign leads for “hot topics.”

To support with assessing these options, staff have prepared two tables based on the starting proposal: Attachment B shows potential committee assignments by policy lane; Attachment C shows potential hot topic assignments by policy lane.

Legislative priorities

Staff would also like to discuss with Council their priorities for the upcoming legislative session. Questions for Council to consider include:

- What legislative topics or actions does Council want to put on its “ask” list? Is there a single priority ask Council wants to advocate for in the next session?
- What topics should be on the “watch” list? What is the responsibility of policy lane leaders and/or staff for tracking these topics?

BUDGET IMPACT

There is no immediate budgetary impact or cost related to this proposal. More clearly identifying policy lanes and critical initiatives will likely support better conversations about priorities and trade-offs during the budget development process.

CLIMATE & EQUITY IMPACT

None.

WORKLOAD IMPACT

Staff believe this proposal will, over time, improve workload by making it more efficient how policy topics are being tracked, what policy area priorities are, and who is the point person on Council for various policy topics.

COORDINATION, CONCURRENCE, OR DISSENT

Not applicable.

STAFF RECOMMENDATION

Staff recommend Council consider this proposal, offer revisions or edits, and proceed with the policy lane structure for a minimum of one year to evaluate how it is working. Staff also recommend Council provide direction on what legislative priorities they want to pursue over the coming year.

ALTERNATIVES

Council could not implement this proposal and continue engaging in policy discussions according to current practices. Staff would update the committee liaison table per direction from Council.

ATTACHMENTS

1. Policy lane starting proposal
2. Committee assignments proposal
3. Hot topics assignment proposal

Attachment 1. 1.

Policy lane	Potential lane leader(s)
Intergovernmental relations	Mayor Batey
Land use and development	Councilor Stavenjord and Councilor Anderson
Housing and human services	Councilor Khosroabadi and Councilor Stavenjord
Economic development	Councilor Anderson and Councilor Khosroabadi
Parks and natural resources	Mayor Batey and Council President Massey
Transportation	Councilor Anderson and Councilor Stavenjord
Finance	Council President Massey
Public utilities	Council President Massey
Public safety	Councilor Khosroabadi
Libraries	Mayor Batey

Attachment 1. 2.

Policy lane	Committee	Committee Liaison(s)
Parks and natural resources	North Clackamas Watershed Council	Council President Massey
Finance	Audit Committee	Council President Massey
Public Utilities	WES Advisory Committee	Council President Massey
Public Utilities	Regional Water Providers Consortium	Council President Massey
Transportation	TSPAC	Councilor Anderson
Housing and human services	Community Action Board	Councilor Khosroabadi
Housing and human services	Childcare for All Task Force	Councilor Khosroabadi
Economic development	North Clackamas Chamber of Commerce Public Policy Team	Councilor Khosroabadi
Public Safety	Clackamas Fire District Board	Councilor Khosroabadi
Land use and development	C-4 and C-4 Metro Sub-committee	Councilor Stavenjord
Land use and development	MRCCAC	Councilor Stavenjord
Housing and human services	Homeless Solutions of Clackamas County Board	Councilor Stavenjord
Intergovernmental relations	Metro Mayor's Consortium	Mayor Batey
Intergovernmental relations	Oregon Mayor's Association	Mayor Batey
Intergovernmental relations	BCC Selection Committee	Mayor Batey
Parks and natural resources	PARB	Mayor Batey
Parks and natural resources	NCPRD District Advisory Committee	Mayor Batey

Attachment 1. 3.

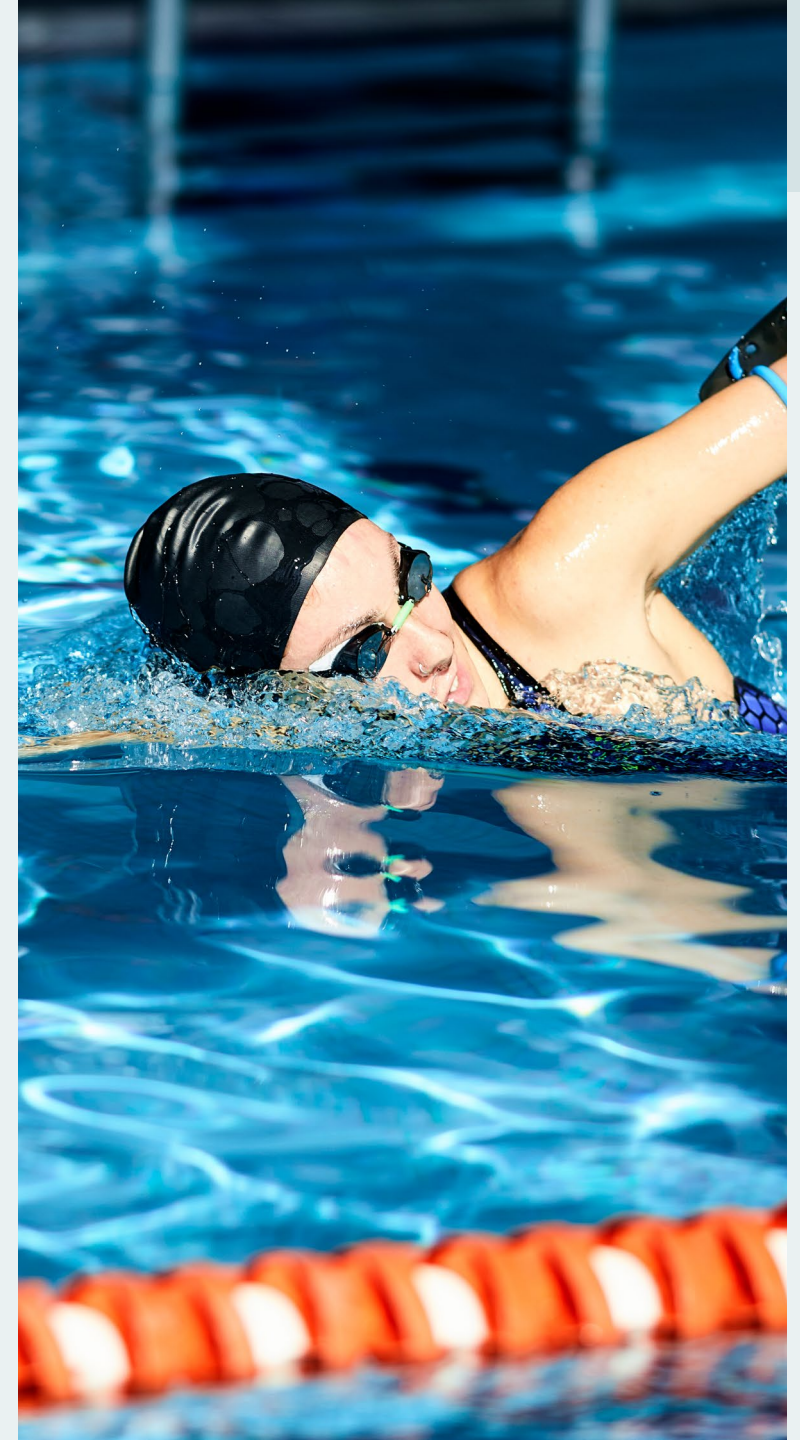
Policy lane	Leader	Hot Topic
Finance	Council President Massey	Financial stability strategy
Parks and natural resources	Council President Massey	Bee City USA
Parks and natural resources	Council President Massey	Tree canopy
Public Utilities	Council President Massey	Good Neighbor Agreement
Public Utilities	Council President Massey	PFAS
Public Utilities	Council President Massey	Natural Gas
Public Utilities	Council President Massey	Resilience and emergency management
Land use and development	Councilor Anderson	Neighborhood Hubs
Transportation	Councilor Anderson	SAFE
Economic development and jobs	Councilor Khosroabadi	Industrial area investment
Housing and human services	Councilor Khosroabadi	Hillside Development
Housing and human services	Councilor Khosroabadi	Sparrow Site Development
Public safety	Councilor Khosroabadi	C800 radios
Public safety	Councilor Khosroabadi	Deflection programs
Housing and human services	Councilor Stavenjord	Stabilization Center
Housing and human services	Councilor Stavenjord	Continuum of Care/SHS funding
Housing and human services	Councilor Stavenjord	Scattered sites disposition
Land use and development	Councilor Stavenjord	URA Action Plan and Ec Dev Grants
Transportation	Councilor Stavenjord	Statewide transportation funding and policy
Intergovernmental relations	Mayor Batey	Measures 5 and 50
Libraries	Mayor Batey	Library district rate and governance
Parks and natural resources	Mayor Batey	Milwaukie Bay Park
Parks and natural resources	Mayor Batey	Park district rate and governance
Parks and natural resources	Mayor Batey	Kellogg Dam Removal

City Council Policy Lanes Ctd. & Legislative Priorities



What is a “policy lane”?

- Topic areas for which a **councilor or councilors are identified and empowered** to:
 - Track significant and Milwaukie-relevant items
 - Identify and propose priorities and deliverables
 - Gather input from colleagues and represent council perspective
 - Build coalitions to advance initiatives in alignment with council goals
- Swim lanes can and will be *fluid*.
 - Projects and policies can span lanes
 - Some lanes require more than one leader
 - All of Council has influence in all lanes
- Objective: Support **collaboration** and **leadership**



Responsibilities and commitments



Of the policy lane leader(s):

- Represent the Council at formal and informal tables related to that policy area
- Provide timely reports on committee work and Milwaukie-relevant actions related to that policy area
- Gather feedback on policy questions and ensure opinion of the Council is fully and accurately represented
- Propose policy lane priorities and refine based on colleague feedback
- Ensure progress on identified and agreed upon deliverables

Of others on Council and of staff directors:

- Trust the lane leader to do the above
- Connect with lane leader when asked to weigh in or participate in an action related to that policy lane
- Provide opinion in a timely manner when requested by lane leader

Starting proposal:

Policy lane	Potential lane leader(s)
Intergovernmental relations	Mayor Batey
Land use and development	Councilor Stavenjord and Councilor Anderson
Housing and human services	Councilor Khosroabadi and Councilor Stavenjord
Economic development	Councilor Anderson and Councilor Khosroabadi
Parks and natural resources	Mayor Batey and Council President Massey
Transportation	Councilor Anderson and Councilor Stavenjord
Finance	Council President Massey
Public utilities	Council President Massey
Public safety	Councilor Khosroabadi
Libraries	Mayor Batey

Feedback received 8/6:

- *Too many lanes?*
- *Risk of serial deliberation?*
- *Unclear who is the liaison for what committee and/or hot topic*

Proposal: Potential Committee Assignments

Policy lane	Committee	Committee Liaison(s)
<i>Intergovernmental relations</i>	Metro Mayor's Consortium	Mayor Batey
	Oregon Mayor's Association	Mayor Batey
	BCC Selection Committee	Mayor Batey
<i>Land use and development</i>	C-4 and C-4 Metro Sub-committee	Councilor Stavenjord
	MRCCAC	Councilor Stavenjord
<i>Housing and human services</i>	Community Action Board	Councilor Khosroabadi
	Childcare for All Task Force	Councilor Khosroabadi
	Homeless Solutions of Clackamas County Board	Councilor Stavenjord
<i>Economic development</i>	North Clackamas Chamber of Commerce Public Policy Team	Councilor Khosroabadi
<i>Parks and natural resources</i>	North Clackamas Watershed Council	Council President Massey
	PARB	Mayor Batey
	NCPRD District Advisory Committee	Mayor Batey
<i>Transportation</i>	TSPAC	Councilor Anderson
<i>Finance</i>	Audit Committee	Council President Massey
<i>Public Utilities</i>	WES Advisory Committee	Council President Massey
	Regional Water Providers Consortium	Council President Massey
<i>Public Safety</i>	Clackamas Fire District Board	Councilor Khosroabadi

Proposal: Potential Hot Topic Leads

Policy lane	Hot Topic	Leader
Intergovernmental relations	Measures 5 and 50	Mayor Batey
Land use and development	Neighborhood Hubs	Councilor Anderson
	URA Action Plan and Ec Dev Grants	Councilor Stavenjord
Housing and human services	Hillside Development	Councilor Khosroabadi
	Sparrow Site Development	Councilor Khosroabadi
	Stabilization Center	Councilor Stavenjord
	Continuum of Care/SHS funding	Councilor Stavenjord
	Scattered sites disposition	Councilor Stavenjord
Economic development and jobs	Industrial area investment	Councilor Khosroabadi
Parks and natural resources	Bee City USA	Council President Massey
	Tree canopy	Council President Massey
	Milwaukie Bay Park	Mayor Batey
	Park district rate and governance	Mayor Batey
	Kellogg Dam Removal	Mayor Batey
Transportation	SAFE	Councilor Anderson
	Statewide transportation funding and policy	Councilor Stavenjord
Finance	Financial stability strategy	Council President Massey
Public Utilities	Good Neighbor Agreement	Council President Massey
	PFAS	Council President Massey
	Natural Gas	Council President Massey
	Resilience and emergency management	Council President Massey
Public safety	C800 radios	Councilor Khosroabadi
	Deflection programs	Councilor Khosroabadi
Libraries	Library district rate and governance	Mayor Batey

Questions for discussion

Policy lanes: Do you want to proceed with this approach?

- Other options:
 - Reduce overall number of lanes
 - Abandon lanes; just assign committees and topics

Legislative priorities: Looking ahead to the legislative session:

- What legislative topics or actions does Council want to put on its “ask” list? Is there a single priority ask Council wants to advocate for in the next session?
- What topics should be on the “watch” list? What is the responsibility of policy lane leaders and/or staff for tracking these topics?

Thanks!

COUNCIL STAFF REPORT

To: Mayor and City Council

Reviewed: Peter Passarelli, Public Works Director, and Michael Osborne, Finance Director

From: Jennifer Garbely, City Engineer, and Joseph Briglio, Acting Assistant City Manager, and Emma Sagor, Acting City Manager

Subject: **City grant pursuits and strategy update**

Date Written: Aug. 7, 2024

ACTION REQUESTED

Council is asked to receive an update on the city's current grant pursuit strategy, review recommendations for near-term grant pursuits, and discuss other potential grant opportunities.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

The [city's adopted budget](#) describes the city's current policy related to grants:

"The city manager (or designee) shall approve all grant applications before submission. Additionally, all potential grants that require matching funds, on-going resource requirements, include new or additional continuing compliance requirements shall be evaluated and considered before submittal of the application. The City Council will be provided with the evaluation and the request for their acceptance of the grant."
(pg. 33)

ANALYSIS**Current grant pursuit strategy**

Grants are an important revenue source for augmenting the city's general and utility funds and ensuring the city makes sustained progress on its capital improvement plan. As a small city, Milwaukee does not have staff dedicated specifically to grant pursuit research, writing, or administration. Instead, staff across the city's departments take on grant-related responsibilities as opportunities and needs arise.

There is not currently a robust grant coordination strategy, but staff across the city are collaborating to better document grant procedures, current practices, and opportunities for process improvement. This will help ensure the city maximizes the opportunities available to win grant funding for city projects while also making sure it is wisely pursuing grants that staff have the capacity to administer and implement.

While this strategy is still under development, the starting proposal is as follows:

1. Staff responsible for Capital Improvement Plan (CIP) project implementation regularly scan for and document grant funding opportunities relevant to project priorities.
 - a. Grant opportunities may also be identified from other sources, including community members, external partners, and Council members.
2. Individual grant opportunities are evaluated to consider:

- a. Is there a project that fits the grant criteria?
 - b. Does staff have the capacity to prepare a grant application? If yes, who is taking the lead?
 - i. Does the city have resources available to outsource grant development/seek external support?
 - c. What are the grant tracking, reporting, and evaluation requirements? Does the city have the capacity to take this on within the city's finance department?
 - d. Has the city manager approved the pursuit of this grant? Is Council approval also required?
 - i. Go/no go decisions made at weekly directors meetings; pursuits requiring Council approval will be added to the forecaster.
3. If decision is to "go" for a pursuit, staff (and/or external partner) prepares draft. All grant drafts to be reviewed by the city manager or designated department head. Grants requiring Council approval will be added to the Council forecaster.
 4. If a grant is awarded, the department will inform the city manager. Staff from the finance and administrative services teams will maintain a tracker of active grant pursuits and awards.

Active grant pursuits

The table on the following page summarizes current grant opportunities that the city has either applied for, is developing an application for, or is actively considering.

Grant name	Granting agency	Grant application status (<i>Submitted, developing, considering</i>)	Deadlines	Projects grant would support	Grant amount	Lead division	Additional notes/process details
Regional Flexible Funding Allocation (RFFA)	Metro	Developing, Plan to submit a Letter of Intent	Sept. 6, 2024 Letter of Intent	Railroad Avenue CIP project	\$10M	Engineering	Staff will need help to pull this grant application together by a consultant
Safe Streets for All (SS4A)	US Department of Transportation	Submitted	Implementation grants: May 16, 2024	Safety Assessment of Harrison Street Corridor	\$400K	Engineering	Consultant helped to prepare
Safe Routes to School	ODOT	Submitted	July 31, 2024	Stanley SAFE Improvements	\$3M	Engineering	Community members and staff filled out the application
Railroad Crossing Elimination (RCE) Program	FRA	Considering submitting for a study with the County	September 23, 2024	Harmony/Railroad intersection	\$1M?	Engineering	Staff will need help to pull this grant application together by a consultant
Metro 2040 Planning and Development	Metro	Considering for Hubs	Full apps due Sept. 6, 2024 for next cycle – moving to a rolling cycle in 2025 when the city would apply	Neighborhood Hubs Phase 3	TBD	Planning	
Oregon Community Paths	ODOT	Considering, but don't believe there are any ripe projects		No candidates within CIP	TBD	TBD	This opportunity was identified by Councilor Anderson
BIL Emerging Contaminant Program	OHA & Business Oregon	Submitted	March 15, 2024	PFAS Feasibility Study	\$125K	Public Works	Consultant helped prepare

Additional potential opportunities

City staff participated in an exploratory call on August 7, 2024, with firm [GrantMatch](#), who was introduced to staff by Councilor Khosroabadi. GrantMatch provides support with identifying grant opportunities, preparing applications, and the first year of grant reporting requirements. They only take a fee if they are successful in winning the award. If a grant is secured, GrantMatch's fee is 10% of the total grant amount up to \$1 million, and 5% for anything above \$1 million.

At this point, staff does not feel the city has the resources to use GrantMatch for any of the pursuits identified on the current tracking list, but staff will keep this resource in mind for future opportunities. Staff also feels that one of the most significant capacity constraints for grants is the ongoing reporting once a grant is received. GrantMatch only provides one year of this support.

Questions for Discussion

On August 20, staff would like to discuss the following with Council:

- Does Council have any questions or concerns about the active pursuits listed on the previous page?
- How would Council like to be kept apprised about the city's grants pursuits?
- How might the proposed Council policy lanes support the city's emerging grant coordination strategy?

BUDGET IMPACT

Grants are an important revenue source for augmenting the city's general and utility funds and ensuring the city makes sustained progress on its capital improvement plan.

CLIMATE IMPACT

Grants have been and could continue to be utilized to ensure the city can advance initiatives in the city's Climate Action Plan (CAP).

EQUITY IMPACT

Grants could be utilized to advance initiatives within the city's equity plan.

WORKLOAD IMPACT

While grants provide resources that allow the city to undertake work it otherwise could not with general or other funds, they do have a workload impact. Staff capacity is needed to track, evaluate, and prepare grant applications. Grants also come with reporting requirements, which can be onerous. The city does not have dedicated staff tasked with grant reporting, so this has an outsized impact on the finance team.

COORDINATION, CONCURRENCE, OR DISSENT

This strategy was developed in partnership with directors from all city departments.

STAFF RECOMMENDATION

Staff recommend Council consider the proposed strategy and active pursuit list and provide feedback or questions to staff on August 20, 2024.

ALTERNATIVES & ATTACHMENTS

None.

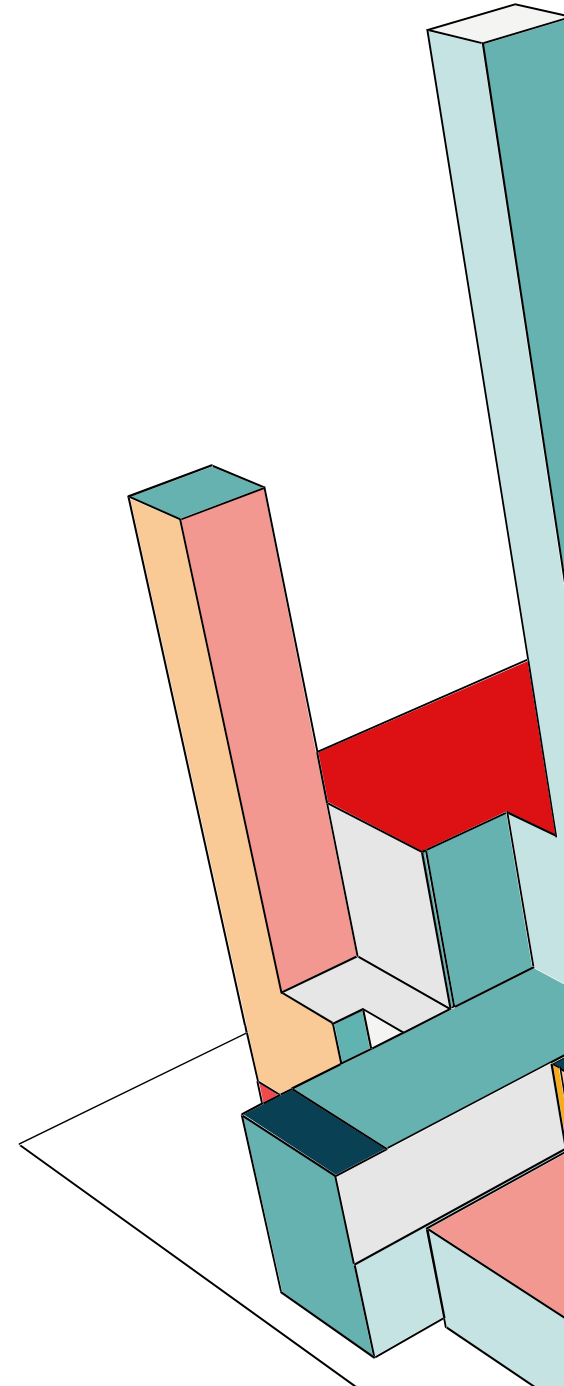


GRANT PURSUITS AND STRATEGY UPDATE AND DISCUSSION

AUGUST 20, 2024

AGENDA

- Current grant pursuit strategy
- Proposed process
- Active pursuits list
- Discussion:
 - Any questions/concerns about active pursuits?
 - How does Council want to be kept apprised?
 - How might Council's policy lanes proposal support this grant strategy?

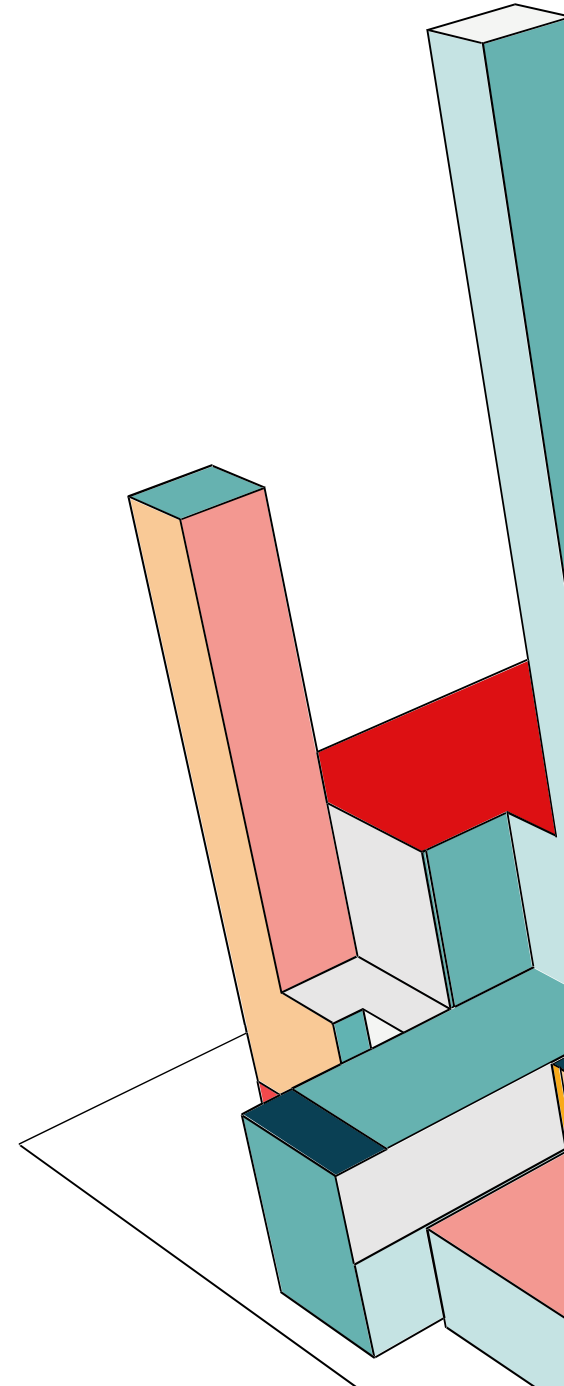


CURRENT POLICY AND PROCESS

- Budget policy:

“The city manager (or designee) shall approve all grant applications before submission. Additionally, all potential grants that require matching funds, on-going resource requirements, include new or additional continuing compliance requirements shall be evaluated and considered before submittal of the application. The City Council will be provided with the evaluation and the request for their acceptance of the grant.” (Adopted budget, pg. 33)

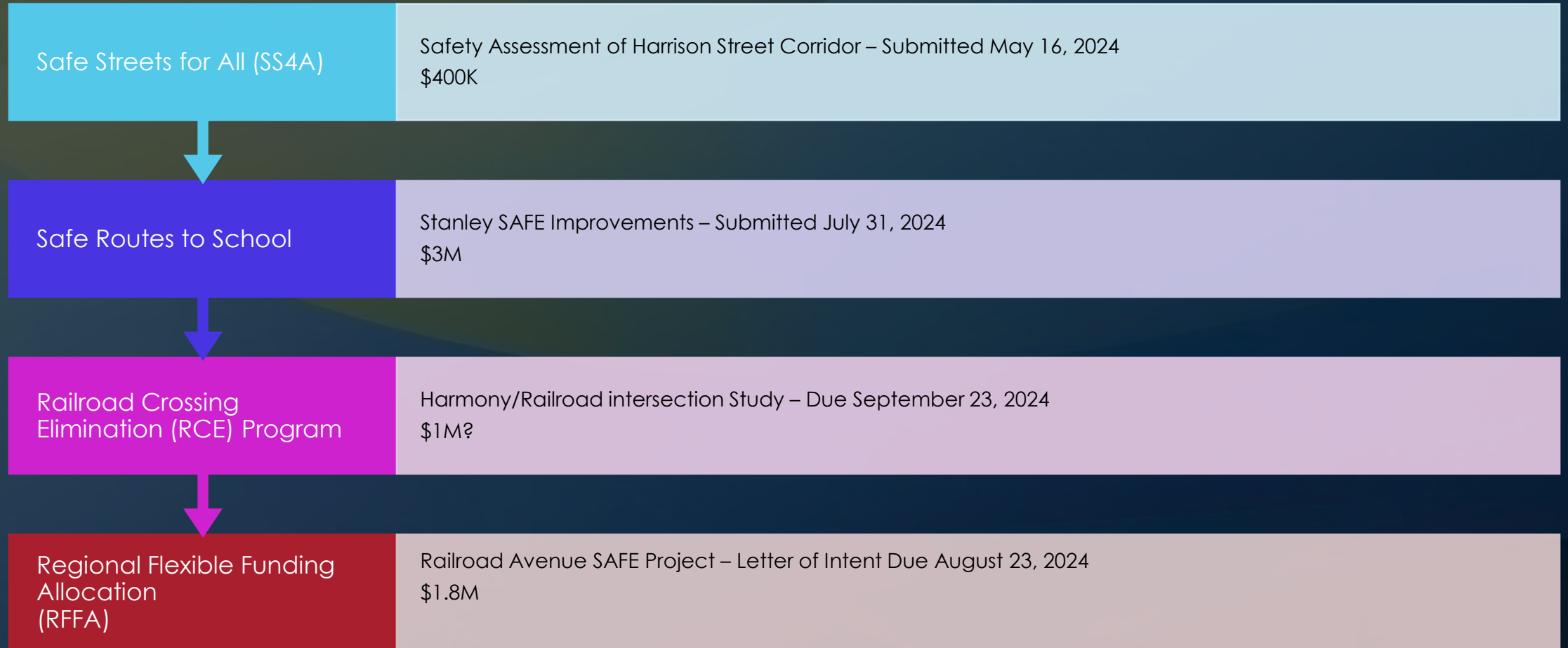
- In practice:
 - Department-by-department pursuit decisions
 - No coordinated strategy to evaluate cost/benefit of each grant pursuit
 - Know we are leaving some resources on the table, but grants also come with costs



NEW PROPOSED STRATEGY

1. Staff scan for grant opportunities relevant to project priorities
 - Opportunities may also be identified by councilors (policy lane tie-in?), external partners, or community members
2. If a matching opportunity is identified, evaluate based on following:
 - Do we have a project that fits the grant criteria?
 - Does staff have capacity to prepare the application or the resources to outsource grant writing?
 - What are the tracking/reporting/evaluation requirements? Does the finance department have capacity to take this on?
3. Go/No Go decisions made at weekly Director's meetings
 - Pursuits requiring Council approval will be added to forecaster
4. If decision is "go," prepare application.
 - City Manager or designated department head to do final review.
5. Staff from Finance and Administrative Services departments to track pursuits and reporting requirements.

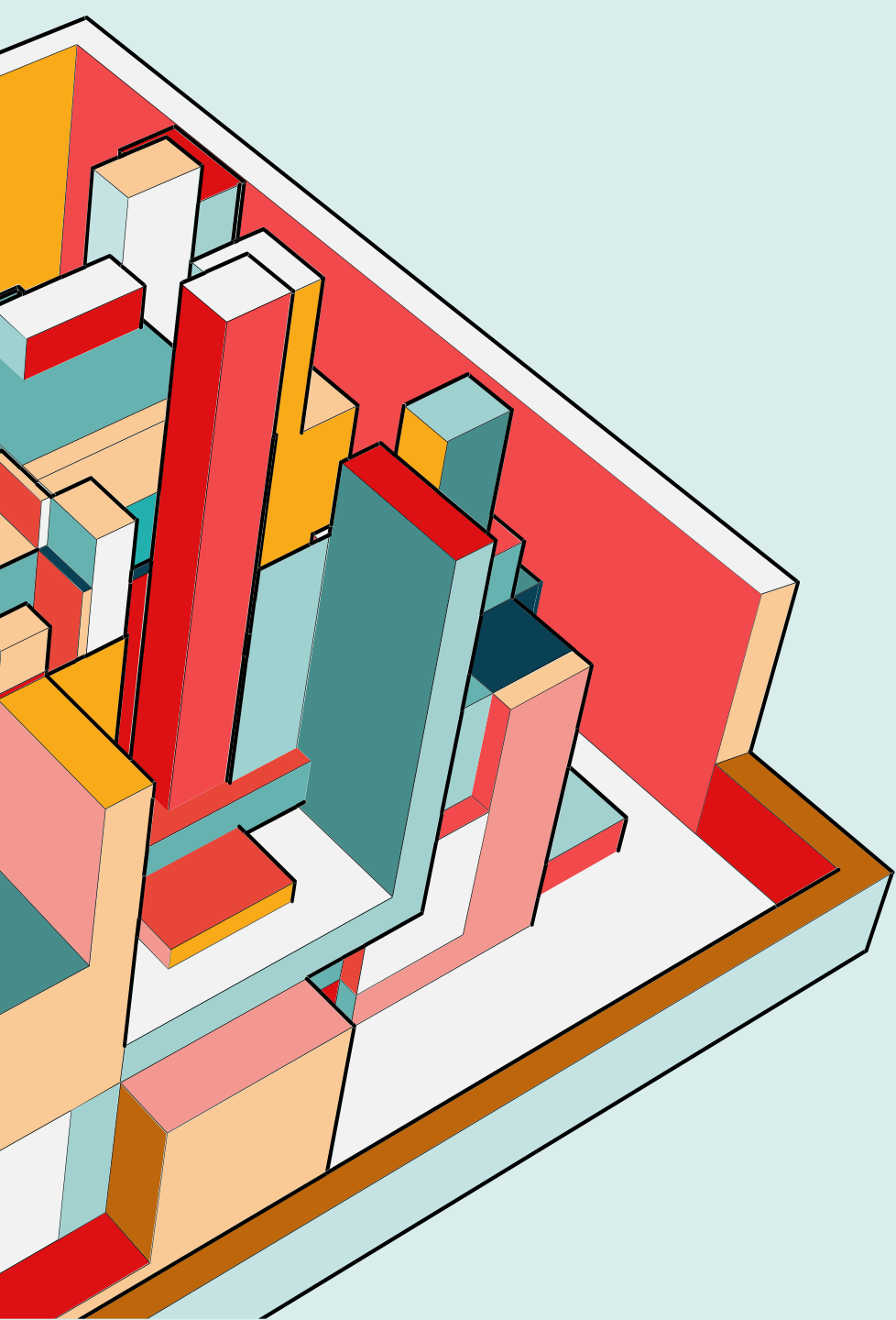
Active pursuits: Engineering Grants



OTHER POTENTIAL PURSUITS

- Metro 2040 Planning and Development Grants - Considering for Hubs (next round due Sept. 6, then moving to rolling cycle in 2025)
- OHA and Business Oregon BIL Emerging Contaminant Program - PFAS Feasibility Study (submitted March 2024)
- ODOT Oregon Community Paths - No ripe projects in CIP
- Is Council aware of any others they want Staff to explore?





QUESTIONS:

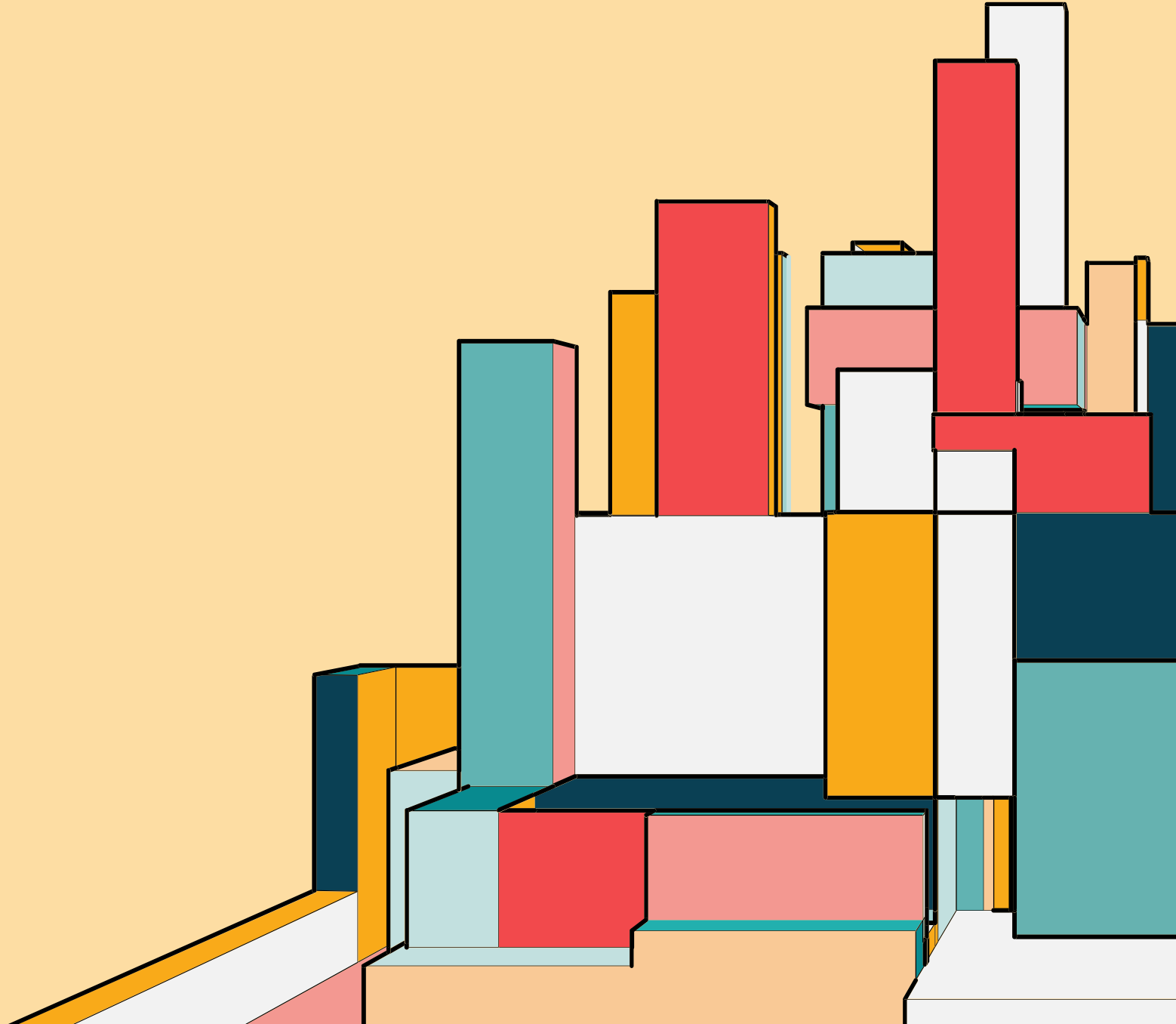
- Any questions/concerns about active pursuits?
- How does Council want to be kept apprised?
- How might Council's policy lanes proposal support this grant strategy?

THANK YOU

sagore@milwaukieoregon.gov

briglij@milwaukieoregon.gov

garbelyj@milwaukieoregon.gov



COUNCIL STAFF REPORT

To: Mayor and City Council
Emma Sagor, Acting City Manager

Date Written: August 7, 2024

Reviewed: Peter Passarelli, Public Works Director, and
Jherica Zink, Administrative Specialist II

From: Adam Moore, Parks Development Coordinator

Subject: **Milwaukie Neighborhood Parks Council Update**

ACTION REQUESTED

Staff will provide an update on the Milwaukie Neighborhood Parks Project.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**Park Development Project**

[September 14, 2021](#): The park development project was presented by staff and discussed by Council during a study session.

[January 4, 2022](#): An update on the status of the park development project was presented by staff and discussed by Council during a work session.

[January 18, 2022](#): Council adopted a resolution authorizing a grant agreement with the State of Oregon Department of Administrative Services (DAS).

[February 1, 2022](#): Council adopted a resolution authorizing a contract for park design and development services with GreenWorks, P.C.

[June 7, 2022](#): An update on the status of the park development project was presented by staff and discussed by Council during a work session.

[September 20, 2022](#): An update on the status of the park development project was presented by staff and discussed by Council during a work session.

[November 1, 2022](#): An update on the status of the park development project was presented by staff and discussed by Council during a work session.

[December 6, 2022](#): Council approved the concept plans for Scott Park, Bowman-Brae Park, and Balfour Park by resolution.

[July 11, 2023](#): An update on the status of the park development project was presented by staff and discussed by Council during a special session.

[August 8, 2023](#): The Planning Commission held hearings on Balfour Park and Bowman-Brae Park.

[October 3, 2023](#): An update on the status of the park development project was presented by staff and discussed by Council during a regular session.

[February 6](#): Council adopted Resolution 5-2024 authorizing construction of all three parks.

[March 5:](#) An update on the status of the park development project was presented by staff and discussed by Council during a work session.

ANALYSIS

At the August 20 work session staff will provide a brief update on the Milwaukie Neighborhood Parks project. The update will provide Council and the community with information on the construction progress, projected construction timelines, and the status of the budget of Balfour, Bowman-Brae, and Scott Parks.

On February 6, Council authorized staff to enter a contract with Paul Brothers, Inc. to construct all three parks. That contract was executed on February 21. Staff has overseen the construction and coordinated with GreenWorks, P.C, the technical construction managers on the project, and Northwest Playgrounds, Inc. who will be supplying and installing playground equipment at all three parks. A community construction kick-off event was held on Saturday, March 9 with attendance from over 50 people and speakers from all the project's funders.

Careful considerations of stormwater infrastructure and utility connections delayed construction activities at Bowman-Brae Park for several weeks. Bowman-Brae Park is now expected to open to the public in mid-October. City staff and GreenWorks staff are currently working with Northwest Playgrounds to evaluate some of Bowman-Brae's playground equipment and the playground design to ensure that it fully meets the goals of the project. Bowman-Brae Park's design has been enhanced and, once construction is completed, the public will be able to enjoy additional benches, an additional accessible picnic table, additional trees and plants, and additional privacy fencing on the Where Else Lane side of the park.

At Balfour Park, city staff determined that, out of an abundance of caution, to have a geotechnical engineer review the rock retaining wall design and supervise the construction of the rock retaining wall above the park's playground and embankment slide. This review did delay construction on site for a number of weeks, and Balfour Park is now expected to be open to the public in early November. Balfour Park's design was enhanced during construction to include additional privacy fencing, additional benches, an additional picnic table, and additional plants, trees, and rock walls. The dying cherry trees that were cut down in Balfour Park were logged and will be reused in the park's design.

The former soft surface trail in the northwest corner of Scott Park, near O'Malley's gym and the City Hall parking lot, has also been redesigned. The area under the canopy of the existing cypress trees will now be a natural story time space / outdoor classroom. It will feature natural log seating and basalt rock seating on compacted gravel. The corner of the area will feature a custom made oversized "story teller's chair" and two entry ways made of natural log pillars. The space is intended to provide a quiet, natural gathering space for meetings, lectures, library programming, or unstructured enjoyment. Scott Park's design was also enhanced to include additional decorative fencing, additional bollard lighting, new railings for the existing amphitheater, additional natural benches, and additional plants. Due to the additional features to be constructed, Scott Park has been delayed several weeks, and is now expected to open to the public at the end of October.

Due to the fluctuation of the schedule and the difficulty predicting exact completion dates, staff has decided to conduct "soft openings" of all the parks and save any ribbon-cutting event until March 8, 2025. This will allow the city to celebrate the opening of all three parks in the spring as opposed to the fall, when the odds of having better weather is much more likely. In the event that

the opening dates of any of the parks are further delayed, staff will provide information to Council, the Park and Recreation Board (PARB), and the related Neighborhood District Associations (NDA). Regular monthly updates on the project and construction status will be provided at PARB meetings.

Staff has been working with the city's Arts Committee and PARB to select an artist to provide public art in Scott Park in accordance with Milwaukie Municipal Code (MMC). After a review of proposals and interviews with three finalists, an artist has been hired to create a new permanent art installation at Scott Park. Near final concepts of the artwork are expected at the end of August. A joint meeting between the Arts Committee and PARB is expected to take place on August 28 at City Hall. Those interested in attending are asked to watch the city's website for additional information or contact city staff.

Currently the project is under budget with a small contingency. Staff have negotiated several change orders with Paul Brothers to cover the costs of enhancements and obstacles discovered in the field. The original compensation amount on the contract was \$1,827,767. Change orders increased contract compensation amount to \$2,056,959. The value of the construction contract has increased a combined \$229,192 for additional materials and labor. 83% of the increase in the construction contract compensation comes from design enhancements.

CLIMATE IMPACTS

The park development project will help the city address climate change adaptation and mitigation goals at the neighborhood level. This project will add park amenities, vegetation, stormwater facilities, and permeable sidewalks to existing city parkland. These new park amenities have the potential to limit automotive trips as residents living in the three Milwaukie neighborhoods will have developed parks within a walkable distance of their homes. Additional trees and plants will help meet the city's 40% tree cover goals, while small rain gardens will help with storm water detention. Any development project will have a carbon footprint, though this project will strive to keep its carbon footprint small using natural, recycled, and/or locally sourced products wherever possible.

BUDGET IMPACTS

Total funding available for the project is just over \$3,324,000 consisting primarily of grants and donations. Grants funds include \$2,250,000 from the federal American Recovery Plan Act (ARPA) distributed through the Oregon State Legislature, \$350,000 from the Metro Nature in Neighborhoods program, \$317,000 from the Metro Local Share program, and \$300,000 for Scott Park from the Oregon State Parks' Local Government Grant Program. The Ardenwald-Johnson Creek NDA provided a \$22,603 donation for the construction of Balfour Park's playground. The city is contributing \$60,000 from the general fund and \$25,000 from the Safe Access for Everyone (SAFE) program. The total construction budget including playgrounds is approximately \$2.6 million for all three parks combined. The project still has a small contingency and is under budget.

EQUITY IMPACTS

This project conducted extensive community engagement guided by a public involvement plan created by members of Milwaukie's Equity Steering Committee (ESC) and PARB. Multiple pathways were provided for community members to participate in the planning and design process of these three parks including six focus groups that convened Black, Indigenous, and other people of color (BIPOC) community, people with disabilities, people who primarily speak Spanish, children from the local Boys and Girls Club, people working with FACT Oregon, and

local groups from NDAs, the Ledding Library Board, the ESC, and the PARB. Of the 1,073 surveys received over the course of this project, 14% have come from people who identify as BIPOC, 38% have been new to the Milwaukie planning process, and 62% have been Milwaukie residents. Thanks to their input, all three parks and play areas were designed to be inclusive by selecting play features and large pathways that are accessible for people who use mobility devices, by creating spaces for families to come together, and by considering how park policies impact historically marginalized communities.

Additionally, community materials such as event flyers, design plans, and other neighborhood communications were consistently translated in Spanish and English throughout almost all phases of the project to meaningfully maintain park engagement and communications.

Grant funding from Metro requires a review by Metro staff to ensure that the tenets of the program have been followed in planning, designing, and constructing projects using the funds. The program requires specific requirements for meeting racial equity during all phases of the project. More information can be found at: <https://www.oregonmetro.gov/tools-partners/grants-and-resources/local-share>

WORKLOAD IMPACTS

Public works staff will be leading the effort to develop these three parks while coordinating with other city departments and outside agencies as required. Under the direction of the public works director, the parks development coordinator will collaborate with North Clackamas Parks and Recreation District (NCPRD) staff where appropriate, and staff in the city manager's office and the planning and engineering departments. In addition to Council, other public boards, and commissions, such as the ESC, PARB, and the Planning Commission will all be engaged, particularly as park master plans are created and refined. Staff will manage workloads and currently have the capacity to manage the work detailed in this report.

COORDINATION, CONCURRENCE, OR DISSENT

Development of new public recreation space will require close collaboration between departments within the city, related outside agencies, and the public.

STAFF RECOMMENDATION

Provide direction on future engagement and project management.

ALTERNATIVES

Not applicable.

ATTACHMENTS

1. Project Update Email.

Attachment 3. 1.

Neighborhood parks development in full swing!

Progress continues on the construction of Scott, Bowman-Brae, and Balfour parks. Construction began earlier this spring, led by Paul Brothers, Inc, and dozens of community members attended a kick-off event in Balfour Park on Mar. 9, 2024.

Construction is slated to conclude for all three parks in fall 2024. The city is excited to celebrate this momentous occasion and will hold a ribbon cutting event on Sat., Mar. 8, 2025, when the weather has improved. The parks will be open during the winter months so you can stop by for a preview. Stay tuned for more information as the event is planned.

If you want to learn more about the progress so far, a project update with Milwaukie City Council is scheduled for Tues., Aug. 20, 2024, at 5:15pm. More information on this meeting and a Zoom link to view it remotely will be available soon at: <https://milwaukieoregon.gov/citycouncil/city-council-work-session-354>. Drone videos of all three parks will be available on the City's YouTube channel, on the Parks and Recreation Board playlist: <https://www.youtube.com/@cityofmilwaukieoregon9831/videos>

Please email: ParkProjects@milwaukieoregon.gov with questions.

¡El desarrollo de las obras en los parques vecinales, en pleno apogeo!

Continúan las obras en los parques Scott, Bowman-Brae y Balfour. Las obras comenzaron a principios de esta primavera, dirigidas por Paul Brothers, Inc., y decenas de miembros de la comunidad asistieron a un evento de inauguración en el parque Balfour el 9 de marzo de 2024.

Está previsto que las obras en los tres parques concluyan en otoño de 2024. La ciudad se complace en celebrar este momento trascendental y llevará a cabo un evento de inauguración el sábado 8 de marzo de 2025, cuando mejore el tiempo. Los parques estarán abiertos durante los meses de invierno, así que puede pasar a ver los avances. Esté atento para obtener más información a medida que se planifique el evento.

Si desea obtener más información sobre los progresos realizados hasta la fecha, está prevista una reunión de actualización del proyecto con el Concejo de la ciudad de

Milwaukie para el martes 20 de agosto de 2024 a las 5:15 p. m. En breve dispondrá de más información sobre esta reunión y de un enlace Zoom para verla de forma remota en: <https://milwaukieoregon.gov/citycouncil/city-council-work-session-354>. Los videos grabados con drones de los tres parques estarán disponibles en el canal de YouTube de la ciudad, en la lista de reproducción de la Junta de Parques y Recreación: <https://www.youtube.com/@cityofmilwaukieoregon9831/videos>

Envíe un correo electrónico a ParkProjects@milwaukieoregon.gov en caso de tener preguntas.



Progress at Balfour Park in the Ardenwald neighborhood / Progreso en el parque Balfour del vecindario Ardenwald



Progress on the rock retaining wall above the future playground at Balfour Park / Avances en el muro de contención de rocas sobre la futura zona de juegos del parque Balfour



Construction at Bowman-Brae in the Lake Road neighborhood / Obras en el parque Bowman-Brae del vecindario Lake Road



Progress at Bowman-Brae on the future playground / Avances en la futura zona de juegos del parque Bowman-Brae



The much-anticipated snail that will soon live at Scott Park next to the Ledding Library! / ¡El tan esperado caracol que pronto vivirá en el parque Scott, junto a la biblioteca Ledding!



The progress at Scott Park next to the Ledding Library / Avances en el parque Scott, junto a la biblioteca Ledding

WS 3. 8/20/2024
Presentation

Neighborhood Park Update

August 20, 2024

Milwaukie City Council



Agenda

- Brief update
 - **Mostly on time & budget***
- Council site visit to Scott Park
- YouTube videos of construction:

youtube.com/@cityofmilwaukieoregon9831



Where we've been

- “Equity-based” engagement
- PIP developed by ESC, PARB, Staff(s)
- 97% grant/donation funded
- \$2.25 ARPA funding as base
- Over 1,000 surveys completed, 14% BIPOC, 38% new participants



Construction Budget

- Small contingency
- Enhanced designs at all three parks
- Unforeseen obstacles
- Additional donation
- Funds for celebration **March 8, 2025**



Bowman-Brae Park

- Additional fencing, table, benches, plants, full paved perimeter path
- “Complete” by mid-October
- Playground equipment obstacle with solution pending



Balfour Park

- Additional fencing, benches, planting
- Complete by early November
- Removed concrete path in front of apple tree to protect tree
- Retaining wall review complete



Scott Park

- Outdoor classroom / Natural story time
- Complete by end of October
- Additional fencing, natural benches
- Public Art around Thanksgiving with concept at PARB / Arts Committee



Save the Date

- March 8, 2025
 - Celebration of all three parks
 - Parks open in the fall prior to celebration





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August 20, 2024

Neighborhood Parks Project