

Memorandum

Date: March 1, 2013

To: John Kovash, Mayor
Members, West Linn City Council

From: Chris Jordan, City Manager 

Subject: Work Session Agenda

The Council is scheduled to meet in a work session on March 4 at 6:00. The agenda includes the following:

- **Council Goals:** Staff has attempted to take the guidance provided by the Council during its two-day retreat and develop Council Goals for 2013. Attached is the draft of those goals. The Council should review and discuss the draft and provide staff with any edits. This item is scheduled for Council approval on March 11.
- **Economic Development Committee (EDC) Mission and Membership:** The Council has not appointed new members to the EDC until after the Council could discuss economic development efforts as part of its goal setting. Although there may be a need in the future to review the EDC's mission and its membership, staff believes that we have many qualified applicants prepared to work on this committee and, because of the upcoming committee workload, we would suggest the Council maintain the current mission and make appointments on March 11.
- **Committee work plans:** As discussed at the goal setting retreat, staff would recommend that the Council identify certain projects for each advisory board to address during 2013. This direction to the advisory board should assist each board in channeling its efforts to the high priority projects while focusing limited City resources to Council-driven projects. A very rough draft of these work plans is attached.
- **Review of the March 11 Council Agenda**

Other items

Staff would also suggest the Council have brief discussions about the following items:

- Library Board appointment
- Purchase of an electric vehicle
- Council Rules
- Citizen assistance to West Linn staff during LOT construction
- Letter regarding housing and employment forecasts for Stafford area. Attached is a letter drafted by City of Lake Oswego staff regarding Metro's housing and employment forecasting that includes additional development in the Stafford area. Considering that a decision has not been made by

the Court of Appeals on our challenge to the urban reserve designation, the letter points out that it would seem to be premature to include Stafford development as part of the forecast.

Please let me know if you have any questions.

Attachment

DRAFT

Council Goals – 2013

(Note: The Draft Goals will be discussed and refined during the Council's March 4, 2013 work session.)

The following priorities for 2013 have been identified by the Council as essential to lead our City into the future. They build off the successful works of the past and responsibly address the most pressing issues currently facing our City in a fiscally sustainable manner. Our overarching goal as a Council is to keep West Linn on the path to becoming the finest community in the State to live, work and play both for ourselves and future generations.

Transportation System Maintenance and Improvements – The City Council will enhance pedestrian safety and bike/pedestrian opportunities.

- Adopt and Initiate Implementation of the Master Trails Plan
 - a. PRAB and TAB solicit public input and make recommendation to Planning Commission (April 2013)
 - b. PRAB and TAB develop prioritized list of pedestrian/bike projects
 - c. Planning Commission will make a recommendation to Council (June 2013)
 - d. Council reviews/adopts plan (July 2013)
- Specifically address concerns on Willamette Falls Drive (crosswalks) and Salamo Road (intersection improvements)
- Initiate Required Modifications to the Transportation System Plan
 - a. Apply for Transportation Growth Management grant

Aquatic Center – The City Council will support a recommendation by the Aquatic Center Task Force.

- Support survey efforts of the Task Force, with survey results to be received by May 1, 2013
- Request a recommendation from the Task Force by June 1, 2013
- Council will make a decision regarding the recommendation by August 1, 2013

Blue Heron Property – The City Council will create a Master Plan for the former Blue Heron Property.

- Hold a work session with the Council and Task Force (Spring 2013)
- Continue communication/education efforts with stakeholders

Water Infrastructure – The City Council will have a long term strategy in place for addressing the City's maintenance and storage needs by the end of 2013.

- Continue to educate the public on water infrastructure needs

Economic Development

- 1) *Initiate the development of a Master Plan and Implementation Strategy for the Arch Bridge/Bolton area.*
 - Secure grant funding, if available
 - Support efforts for State Heritage Area designation
 - Support efforts for National Heritage Area Designation
- 2) *Modify codes and processes to remove regulatory and financial barriers and to incentivize positive community economic efforts.*
 - a. Conduct audit of City codes, fees and processes to address stated goal. (March 2013)
 - b. The Economic Development Director and Economic Development Committee will solicit input from affected parties (public and private developers, etc.) on possible revisions and present report with recommendations to the City Council. (May 2013)
 - c. The Planning Commission will make recommendations on proposed revisions to the Comprehensive Plan and CDC for the Council (July 2013)
 - d. City Council hearings on proposed amendments (August 2013)

Other Areas of Interest

- 1) Initiate the construction of the new Police Station
- 2) The City's long-term financial sustainability
- 3) Neighborhood Association Presidents Group
- 4) Centennial Celebration – Celebrating Community
- 5) Promote actions that support Small Businesses
- 6) City Hall Security
- 7) City Council "Road Show" – hold at least two meetings outside of City Hall

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Advisory Board Work Plans

Citizens Budget Committee

- 1) Review and approve a biennial budget that focuses attention on the long term financial sustainability of the City.

Economic Development Committee

- 1) Provide advice to the Council regarding the City's efforts to develop a plan for the Arch Bridge area.
- 2) Solicit public input on proposed efforts to streamline regulatory processes and review the City's fee structure in support of the Council's effort to reduce or remove barriers to positive community economic efforts.

Historic Review Board

- 1) Complete the community development code revisions for the historic district.
- 2) Review quasi-judicial design review, as necessary.
- 3) Develop and sell signage for district residences.

Library Advisory Board

- 1) If requested by the City Manager, assist with the recruitment of a new Library Director.
- 2) Assist the new director to help accomplish a smooth transition.
- 3) Assist in defining the appropriate roles of the LAB, Friends and the Foundation.

Parks and Recreation Advisory Board

- 1) Work with staff and the Transportation Advisory Board to ensure adoption of the Master Trails Plan.
- 2) Following adoption, collaborate with the Transportation Advisory Board to develop a prioritized list of trails, pathways and sidewalks for future development.
- 3) Work with the Aquatic center task Force to develop a recommended aquatic center proposal for Council consideration.

Planning Commission

- 1) Review and recommend CDC changes that will streamline processes that will encourage positive economic efforts and reduce staff expenses associated with the land use application review process.
- 2) Move forward on the PUD amendments.

- 3) Provide the Council with amendments to Chapter 32 that will differentiate between temporary and permanent disturbance and will encourage positive community economic efforts.
- 4) Review Planning Commission processes to reduce meeting time in an effort to create a more citizen-friendly and less resource-intensive process.

Public Safety Advisory Board

- 1) Assist and advocate for the completion of the new police station.

Sustainability Advisory Board

- 1) Initiate review of the City's energy usage as a means to help achieving urban sustainability.

Transportation Advisory Board

- 1) Review and make recommendations regarding the Master Trails Plan.
- 2) Assist in adoption of Master Trails Plan.
- 3) Following adoption of Trails plan, work with PRAB to develop a prioritized list of trails, pathways and sidewalks for future development.
- 4) Act as the citizen advisory committee on amending the TSP to comply with the RTP.

Utility Advisory Board

- 1) Given the change in circumstances for the City's water fund, review the water fund projections and report to the Council in 2014 on any necessary rate increases over and above the 5%.



February 28, 2013

Tom Hughes, Metro Council President
Metro
600 NE Grand Ave.
Portland, OR 97232

RE: Stafford Basin Forecast Allocation

Dear President Hughes:

Metro staff is currently in the process of finalizing regional household and employment forecasts for the 2035 to 2040 time period. This set of forecasts, not only allocates housing and employment within the urban growth boundary but also makes allocations at urban levels to areas outside the urban growth boundary including the Stafford Basin. According to the draft forecasts, over 1700 households are allocated to the Stafford Basin.

The household and employment forecasts are part of the foundation of assumptions that will be used to support the next Metro Urban Growth Report and future decisions to expand the UGB. Given the importance of these decisions, it is critical that the forecasts be as accurate and sound as possible.

The assumption that the Stafford Basin will be available to accommodate housing and employment with the 2035 to 2040 timeframe or any earlier timeframe is unfounded. The city's of Lake Oswego, Tualatin, and West Linn are opposed to expansion of the urban growth boundary into the Stafford Basin and object to any assumption that this area will be urbanized within the planning timeframe being addressed.

As you are aware, Tualatin and West Linn have filed a lawsuit before the Oregon Court of Appeals to overturn the decision to designate the Stafford Basin as an Urban Reserve Area. Until this case is resolved, it is premature to make any urban level allocation to the Stafford Basin.

Our objections to the 2035-2040 forecasts are based on the following additional reasons:

- The forecasts are unrealistic given local opposition to development of this area;
- Needed urban infrastructure, particularly sewer service and transportation capacity, cannot be provided to the area at a reasonable cost; and
- External traffic impacts on adjacent cities and on I-205 are unacceptable. Noteworthy are the impacts on I-205, particularly when there inadequate funds to make needed improvements.

In closing, please take the appropriate actions to direct your staff to eliminate the 2035-2040 forecast allocations to the Stafford Basin. Thank you for your attention.

Sincerely,

Kent Studebaker, Mayor,
City of Lake Oswego

Lou Ogden, Mayor,
City of Tualatin

John Kovash, Mayor,
City of West Linn

cc: Clackamas County Commissioner Chair
Stafford Hamlet Board Chair