



CITY OF
West Linn

22500 Salamo Road
West Linn, Oregon 97068
<http://westlinnoregon.gov>

**WEST LINN
POLICE STATION
STEERING COMMITTEE
Minutes
May 2, 2012**

Attendees

Committee Members Present: Troy Bowers, Thomas Frank, Karen Hensley, Grant Oakes, Dennis Richey, Jim Milne (RFP Selection Committee Member and Willamette neighborhood representative)

Absent: Glen Freidman

City Staff Present: Bob Galante, Elissa Preston, Terry Timeus, Vic Lancaster

Call to Order at 5:00 p.m.

Minutes from 4/18/12 Approved as amended

Karen requested that it be added to the 4/18/12 minutes, under Other Business, that she read the City's Ordinance No. 1543, regarding the Percent for Art program. (See 4/18/12 minutes.)

Design Committee findings from April 25 RFP review

Jim Milne was introduced as a member of the Design Committee.

Bob, Grant and Jim recapped the Design Committee's assessment of the two RFP's, and gave the recommendation to the committee to pursue contract negotiations with Group Mackenzie next week. The committee unanimously determined that the RFP from joint venture of Geometrix and Robert Evenson Associates was not compliant with the requirements of the RFP.

The committee discussed the reasons why Group Mackenzie will be motivated to come back with a scope and fee comparable to their 2011 cost summary, and places where the City can negotiate.

Steering Committee's recommendation

The committee unanimously agreed to give Bob the direction to work with Group Mackenzie in a "time and materials not to exceed" evaluation that will then go to the entire team. And if it is beyond the original budgeted they proposed (in their 2011 assessment) the committee will reconvene to discuss. Troy will accompany Bob to

negotiations. Bob will notify the committee via email, and the committee will determine if they want to meet on May 16 to discuss further.

Note: Steering Committee meeting audio and minutes will not be made public until after negotiations are complete.

Other business

- The committee also discussed the timing of a recommendation to council, and the limited date options for Council Meetings over the next month. Currently, the committee is scheduled to make their recommendation to council at the June 11 Council meeting. If a decision is made earlier, the committee can request the council to have a special meeting. It would be helpful to have some committee members present at this meeting, to show the rest of the public that citizens are involved in this project. A brief Council goal update will be presented to Council at the May 14 meeting.
- Bob has been contacted by the woman who owns one of the houses at the property, and she has requested to go in and take out windows and doors (as part of her sales agreement). She would like to remove these items early. A discussion followed: if the City allowed her to go in early, she would need to incur the costs to board up the windows and paint them to ensure the home is not an attractive nuisance, or place for vagrants, in the neighborhood until the City is ready for demolition. The committee agreed that the seller was significantly compensated, and received a good deal on the sale of the home. She needs to abide by our schedule for demolition. The committee agrees to allow her to remove interior doors, but the exterior doors and windows will have to remain until demolition. The committee recognizes that the homes are the City's responsibility now and the priority is to protect and ensure the safety of the Willamette neighborhood during the process.
- Bob spoke with ODOT to discuss what ODOT would be looking for regarding a traffic engineer for 8th Ct. ODOT feels the street would function at the same service level as it does today, and a minimum traffic study (analyzing 2 blocks) is appropriate.
- Karen followed up about the Art Committee being put back together. Bob confirmed he has asked Ken Worcester to do so.

Adjourned at 5:58 p.m.