



CITY OF

West Linn

2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
BHT Neighborhood Association

Group Leadership
No Report Received

Meeting Times, Dates & Location

2016 Accomplishments

2016 Challenges

2017 Goals

Any additional feedback to share with the City Council?



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Bolton Neighborhood Association

Group Leadership

Steve Miesen, President
Alan Smith, Vice President
Kenji Sasaki, Secretary

Meeting Times, Dates & Location

7:00 p.m.
Third Tuesday of the Month
Mostly at the TVFR Station 58 meeting room Sometimes at the City of West Linn Library meeting room

2016 Accomplishments

Please see attached document that was sent via email on December 21 to Courtney, Eileen, Russ, and forwarded to Kathy on December 23.

2016 Challenges

Please see attached document that was sent via email on December 21 to Courtney, Eileen, Russ, and forwarded to Kathy on December 23.

2017 Goals

Please see attached document that was sent via email on December 21 to Courtney, Eileen, Russ, and forwarded to Kathy on December 23.

Any additional feedback to share with the City Council?

Please see attached document that was sent via email on December 21 to Courtney, Eileen, Russ, and forwarded to Kathy on December 23.

December 21, 2016

Via email

Dear City Council,

We finished listing our goals and accomplishments just last night. Bolton Neighborhood Association proudly presents to you our accomplishments for 2016, and our goals for 2017. The goals are in order of importance to us, and are to be included in your material for your retreat in January 2017.

Thank you.

ACCOMPLISHMENTS 2016

1. Linear Park acquisition.
2. Poppert Property added to Burnside Park.
3. New BNA signs purchased.
4. Off-Leash petitioners confronted.
5. Three BNA neighbors on Advisory Boards.

GOALS 2017

1. Advocate for old Bolton Firehouse to become a public community center.
2. Act on West A speed reduction.
3. Early BNA participation in waterfront planning.
4. Linear park – tear down house so we can begin our work parties.
5. Create Burns Sidewalks.
6. Upgrade aging storm drains to reduce flooding.
7. Include Geer St., Holmes St., and ½ of Randall St city right of ways in Burnside Park.

We look forward to continuing our partnership in 2017. Thank you for your work, financial support, and encouragement.

Sincerely,

Bolton Neighborhood Association



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Citizens Budget Committee

Group Leadership

Chair - Karen Hensley (Karen resigned in November 2016) Vice Chair - Riad Alharithi
Citizen members: Todd Jones, Jay Henry, Ann Frazier

Meeting Times, Dates & Location

- February 8, 5:00 pm – meeting to discuss Community Grants Evaluation. City Hall
- April 11 – May 23, 2016 Extensive e-mail discussion about Community Grant Applications
- May, 2016 -- Citizens Budget Advisory Committee made recommendations to the City Council regarding Community Grants funding

2016 Accomplishments

- Reviewed quarterly actual versus budget performance for 2016
- Reviewed, deliberated, and proposed Community Grants funding
- Two members of the Committee will attend the Budget Training Workshop offered in Salem on December 14th.

2016 Challenges

The committee's main challenge was to evaluate the Community Grants applications and recommend funding. The total amount requested in the applications was \$56,419 and the funding available was \$20,000. Some applications could not be funded and most were funded below the requested amount.

2017 Goals

1. Budget Committee meet in 2017 to review and discuss:
 - Actual versus budget performance for fiscal year 2016-2017
 - Community grants purpose, priorities, and process. Provide recommendations to council.
 - Participate in the development of the City budget for the new Biennium (2017-19) including incorporating the current PERS requirements.
2. Continue to provide transparency and accessibility of city's financial performance to residents.
 - Online drillable dashboards detailing cities expenses.
3. Monitor City bond rating for lowest interest rates on refinancing or future bonds, saving West Linn residents financing expense.

Any additional feedback to share with the City Council?

Due to Karen Hensley's resignation, City Council will need to appoint an additional Citizens' Budget Committee member, and a new chair will need to be elected for 2017.



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Committee for Citizen Involvement

Group Leadership
Thomas Tucker: Chair
Kari Oakes: Vice Chair

Meeting Times, Dates & Location
First and Third Tuesday of the month at 5:30 p.m. at City Hall

2016 Accomplishments

Updated Committee By-laws;

- Recommended Municipal Code updates, which were approved by the Council;
- Recommended Community Development Code Changes to the Planning Commission, which focus on increased citizen involvement in the planning process;
- Opened discussions about updating the Comprehensive Plan to reflect community values/vision.

2016 Challenges

The CCI has struggled to have a quorum on multiple occasions.

2017 Goals

Draw more feedback from citizens regarding the planning process, in part by creating an educational feedback loop;

- Thoroughly examine the planning process;
- Provide feedback on engagement guidelines for large City projects (Waterfront Project, Parks and Rec Master Plan);
- Assist in increasing education and participation in Neighborhood Associations.

Any additional feedback to share with the City Council?

None



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Economic Development Committee

Group Leadership

Troy Wolfe, Chair

Gail Holmes, Vice-Chair

Meeting Times, Dates & Location

6:00 to 8:00, 2nd and 4th Thursdays of each month

Bolton Room – City Hall

2016 Accomplishments

- Expanded meeting time from one to four hours a month thereby increasing capacity to effectively deal with economic development issues
- Developed Economic Strategy which was approved by the Council and which guides all of EDC's work
- Prepared and conducted a citizen survey on economic issues and preferences
- Prepared and currently conducting a survey of businesses on economic issues and preferences
- Received a briefing on the City's Broadband project and placed members on the Broadband committee
- Reviewed and participated in discussions on the initial phases of new work on the Waterfront project
- Received a briefing on the Willamette Falls Heritage Project on the Oregon City side of the river, and developed a positive working relationship with the Oregon city project staff
- Developed a business database

2016 Challenges

Finding adequate staff or volunteer resources to carry out all identified Action Plan items

2017 Goals

- Develop more active business retention and development program using results from business survey to inform that process
- Monitor the Highway 43 Improvement Plan and support a Willamette Fall District Economic Plan to find ways to help economic development activities in these business districts
- Develop regulatory framework reform to encourage businesses
- Develop a tourism plan in concert with regional efforts
- Develop a new plan and program for development in the Waterfront area

Any additional feedback to share with the City Council?

The EDC acknowledges that West Linn is a city of neighborhoods and therefore the neighborhoods are the city's economic engine.



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Hidden Springs Neighborhood Association

Group Leadership
No Report Received.

Meeting Times, Dates & Location

2016 Accomplishments

Any additional feedback to share with the City Council?



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Historic Review Board

Group Leadership

James Manning - Chair

Christine Lewis - Vice-Chair

Meeting Times, Dates & Location

Third Tuesdays at 7:00pm at City Hall

2016 Accomplishments

- Closed-out the Certified Local Government grant funds from the State
- Reviewed two quasi-judicial design review projects
- Successfully recruited four new members
- Reviewed Willamette Neighborhood Association signs
- Reviewed citizen comment regarding potential parking permit program in Historic District

2016 Challenges

- Maintaining momentum when meetings are cancelled
- Implementing the Willamette Falls Commercial Design District Standards as they need a fresh look and potentially amended

2017 Goals

- Complete recruitment process to fill vacancies on the Board
- Review quasi-judicial design review projects as needed
- Community outreach event – such as user-friendly brochures, including providing additional information on HRB and historic resources
- Use completed surveys to identify additional historic resources for designation
- Apply for next round of CLG grants
- Advocate for restoring the Willamette Falls Locks and transferring their ownership
- Provide recommendations to staff on projects located in the Willamette Falls Drive Commercial Design District
- Support other organizations in the city that are working in the interest of historic preservation
- Support and review the National Register nomination of the former Police Station/City Hall
- Support the preservation and reuse of the former Police Station/City Hall as a future Heritage and Visitors Center
- Support and participate in the next steps of planning for the West Linn Waterfront Project
- Support the maintenance and preservation of public facilities that contribute to the historic district and help distribute information about their importance
- Review the Willamette Falls Drive Commercial Design District Standards
- Coordinate with the Parks Board on interpretive signs along the waterfront trail

- Meet monthly for training opportunities
- Seek SHPO funding for intensive level survey around the mill properties and promote the effort

Any additional feedback to share with the City Council?

- Continued support by City Council and staff for historic preservation
- Budgetary support for outreach materials



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Library Advisory Board

Group Leadership

- Mary Jo Steele, Chair
- Rebecca Cassidy, Vice Chair
- Janet Dalgaard, Advisory Board Member
- Tom Miller, Advisory Board Member
- Pam North, Advisory Board Member
- Kathy Graef, Advisory Board Member
- Sterling James, Advisory Board Member

Meeting Times, Dates & Location

The Library Advisory Board meets on the Third Wednesday of each month at 5:45pm. The meetings are held at the West Linn Library in the Community Room. The Library Advisory Board held 5 meetings in 2016.

2016 Accomplishments

- 114 adult programs in the 2015-2016 fiscal year!
- Our self-check statistics continue to be the highest in the County at 61.1% of all of our check outs being done at our self-check machines.
- 85 active volunteers that contributed 1,759 total hours • 235 programs for young children that were attended by over 10,000 children and parents/caregivers. Additionally, we offer a 1000 Books Before Kindergarten program to encourage parents and caregivers to create a regular routine of sharing books with young children that had 185 participants.
- The Teen Advisory Board (TAB). TAB currently consists of 22 teens, representing 5 high schools, West Linn's 2 middle schools, Three Rivers Charter School, and home-schoolers.
- Summer Reading 2016--our program completion rate was 48.9%, compared to the Clackamas County average of 13%. Across the board we improved in various measures:
 - The number of individuals registered for the children's program increased 13.5% from the previous year.
 - The number of individuals registered for the teen program increased 13% from the previous year.
 - The number of individuals registered for the adult program increased 56.2% from the previous year.
 - We offered 40% more programs and saw an increase of attendance of 30% at our programs from the previous year.

We added a Mobile Technology Lab, Makers Space, Dark Fiber Network, and had outstanding music in the stack, comedy shows, book clubs, a seed library, and a very successful Summer Reading Program.

2016 Challenges

While we have invested heavily into parking for this library, based on our numbers at programs, library activities, and regular library patronage, we are consistently without adequate parking for our citizen/patrons. We are working with times, alternative transportation ideas, and community partnerships to help with this issue. It is a good issue to have as it indicates we are a well-used city service.

2017 Goals

Creating a secure place where the art of discovery can happen for all who engage the offerings of all that a Library has to offer, well, it is a challenging goal. One though that we must seek, spend or time working towards, and always looking to accomplish.

This is our mindset when we put on programs, work on collection development, engage with our patrons, and look to traditional bibliographic research and technology to help us find and explore a world of multi-dimensional texts, graphics, forms, art, literature, and culture.

Any additional feedback to share with the City Council?

We try and build community by these activities, promoting information & visual literacy, critical thinking skills and a path to cultural engagement and inclusion.



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Marylhurst Neighborhood Association

Group Leadership

Karie Oakes, President

Teri Cummings VP/Secretary

Cathy Boucher, Treasurer

Meeting Times, Dates & Location

Fourth Tuesday of Month, 7:00 pm at WL Adult Community Center

2016 Accomplishments

MNA continued its effort to improve transportation safety on Valley View DR and Suncrest DR. related to substandard road conditions, misuse of Valley View as a collector street for cut-through traffic and vehicular compliance with traffic laws. The city conducted two traffic studies in the area and the city engineer presented plans for upcoming improvements. The police department provided some traffic enforcement and discussed suggestions and solutions it could support. The city parks director presented his ideas for street and parking improvements along Valley View DR for Marylhurst Heights Park.

MNA finally accomplished its longtime goal to reinstall the "Marylhurst Heights" sign demarking the neighborhood. The sign was restored by a member and the city cooperated in siting and installing it, after which members planted plants for beautification.

MNA organized two work parties to maintain the labyrinth in the park (one in association with "Take Care of West Linn Day"), which were supported by the Parks Department with plants and debris pickup.

MNA had its annual ice cream social at the park. A postcard advertising it and also the coming election of officers was mailed to every resident with the help of the city citizen engagement coordinator.

MHNA met ten times this year. Members always have the opportunity to add items to the agenda and in so doing, MHNA was able to help answer various questions and address concerns related to the city.

2016 Challenges

Our greatest challenge is to grow and strengthen MHNA. Member participation ebbs and flows, but is at its highest when MHNA and the city collaborate to address MHNA goals and concerns. Better two way communication and follow-up to action items on the part of both the city and MHNA would help to overcome this challenge.

2017 Goals

MHNA will set 2017 goals at its January meeting. It is anticipated that previous 2016 goals to improve the safety of transportation through recommendations made by MHNA and to participate in planning for street and parking improvements for the park are retained until they are attained.

Any additional feedback to share with the City Council?

None.



CITY OF

West Linn

2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Parker Crest Neighborhood Association

Group Leadership
No Report Received.

Meeting Times, Dates & Location

2016 Accomplishments

2016 Challenges

2017 Goals



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Parks & Recreation Board

Group Leadership

Don Kingsborough – Chair

Meeting Times, Dates & Location

7 pm, 2nd Thursday of the month

Met all months except May & August

Parks Tour with Board – June 25

2016 Accomplishments

Volunteerism and Engagement:

1. Volunteerism has significantly increased
2. Partnerships with trails
3. Skyline ridge volunteer group
4. Partnership with WLHS and Wilderness Park
5. White Oak Savannah Outreach Workshop to design
6. Ongoing relationships and volunteer projects with National Charity League, Girls Scouts and Boy Scouts
7. Whole classroom volunteer projects
8. Haunted Trail had close to 100 volunteers
9. Rosemont Ridge actively bringing in students to work on projects
10. Over 100 volunteer coaches in youth basketball
11. Partnerships for extended recreation programs and facility upkeep including fences, artificial turf and other improvements
12. An additional 50 volunteer at the Adult Community Center
13. Efficiency with resources to continue to deliver expanded community events with smaller staff
14. Increased exposure of agenda for community engagement in our meetings
15. Successful outcome to the dogs on leash issue in the parks

Trails

16. Dedication of historical art project and completion of Phase One with Willamette Trail
17. Willamette Trail Phase 2
18. Mill partnership to use the property for extended Willamette Trail
19. Library trail segments as well as many others

Parks:

20. Instated the no camping ordinance in our parks
21. Extension parks tour for the PRAB and city leaders

TO BE CONTINUED

Wayfinding signs as a pilot in MSY.

2016 Challenges

1. Leveraging volunteer opportunities with limited staff resources and no dedicated volunteer coordinator.
2. Limited in our recreation programs and events by limited staff resources and facilities.
3. Limited in parks maintenance by limited staff.

2017 Goals

Goals	Objectives	Initiatives
1. Increase volunteer recruitment and promote restoration projects	<ul style="list-style-type: none"> • Promote and leverage volunteerism • Transparency • Increase ownership of our parks 	<ol style="list-style-type: none"> a. Continue to lead large scale projects b. Preplan and set aside specific projects for volunteers / data bank of projects by age group and scope c. Leverage our sources for native plants d. Continue partnership efforts and inclusion (organizations, non-profits, schools, other community Boards) e. Work with City Community Outreach Coordinator f. Better utilize surveys and data
2. Continue to build an effective Parks and Recreation Advisory Board	<ul style="list-style-type: none"> • Transparency • Engagement in decision making • Respectful committee meetings where everyone can be heard 	<ol style="list-style-type: none"> a. Publish rules of conduct and community input in alignment with City Council and other community boards. b. Work with consulting and guide the Parks and Rec Master Plan with clear communication input points assuring citizens are heard. c. Staff survey d. Continue to be able to address the Board through written comments funneled through staff and attending our meetings or directly to Board members
3. Represent the community to advise direction for parks, open spaces and trails amenities and function	<ul style="list-style-type: none"> • Ensure parks and trails continue to meet the needs of our citizens and the environment. • Plan for the future of parks and align resources to execute plans. • Increase volunteerism. • Plan for safe environments 	<ol style="list-style-type: none"> a. Riverfront trail on Willamette b. New Master Plan c. Cedar Oak Boat Launch replacement d. Spring/Summer informal face to face survey by PRAB e. Completion of Marylhurst Heights & Maddax Woods f. Complete Nature Based Playground at The White Oak Savanna
4. Represent the community to advise direction for recreation	<ul style="list-style-type: none"> • Ensure continuation of rec programs and events that bring our community together. 	<ol style="list-style-type: none"> a. New Master Plan b. Request a data report on recreation programming c. PRAB event attendance d. Community Recreation Needs Assessment

programming and facilities and events	<ul style="list-style-type: none">• Plan for future recreation programming and opportunities.	
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2016 Advisory Group & Neighborhood Association Annual Reports

**Advisory Group/Neighborhood Association
Planning Commission**

Group Leadership

Gary Walvatne, Chair

Election of a Vice Chair will be held in January 2017.

Meeting Times, Dates & Location

1st and 3rd Wednesdays of each month at City Hall.

2016 Accomplishments

See attached list.

2016 Challenges

See attached list.

2017 Goals

Goal 1: The Planning Commission proposes taking the following actions to update the CDC in 2017:

- a) Consider rule changes that support housing choice and affordability.
- b) Encourage linkages to promote para-transit opportunities.
- c) Promote greater pedestrian access (e.g., sidewalks) in all areas.
- d) Propose a "Public Use" zone.
- e) Encourage Council to assess the impact of the "Cut the Red Tape" program on design review under the CDC.

Goal 2: The Planning Commission proposes to work with other local/regional planning commissioners to discuss current planning issues.

Any additional feedback to share with the City Council?

The Planning Commission is looking forward to a productive 2017.

PLANNING COMMISSION ACTIVITIES

Transportation System Plan MISC 12-03 January 20, 2016

Continued from November 18th and the hearing was continued again to February 17, 2016

Work session February 3, 2016

Hearing February 17, 2016

Community Development Code

Work session March 2, 2016

Staff Update May 18, 2016 – Misc. CDC Changes, CDC-16-01 (*Staff: John Boyd*)

Public Hearing: June 1, 2016 Miscellaneous Community Development Code Amendments, CDC-16-01

Hearing Continued: June 15, 2016 Miscellaneous CDC Amendments, CDC-16-01

Hearing Continued: July 6, 2016: Miscellaneous CDC Amendments, CDC-16-01

Public Hearing: March 16, 2016 Conditional Use Permit, Class II Design Review and three variances to replace Sunset Primary School, CUP-15-03/DR-15-17/VAR-15-01/VAR-15-02/VAR-15-03

(*Staff: Darren Wyss*)

Hearing Continued April 6, 2016 for Sunset Primary School

Hearing Continued April 13, 2016 for Sunset Primary School

Public Hearing: 34-lot Subdivision and Water Resource Area Permit at 18000 Upper Midhill Drive, SUB-15-03/WAP-16-03 (*Staff: Peter Spir*)

Hearing Continued May 4, 2016 for 34-lot Subdivision and Water Resource Area Permit at 18000 Upper Midhill Drive, SUB-15-03/WAP-16-03

Work Session May 18, 2016 – Highway 43 Plan, PLN-15-03 (*Staff: Darren Wyss*)

Work Session: June 1, 2016 - Highway 43 Plan, PLN-15-03 (*Staff: Darren Wyss*)

Public Hearing July 20, 2016 – Class II Design Review to Construct a New 2-Story Mixed-Use Building, DR-16-01 (*Staff: Darren Wyss*)

Election of Officers July 20, 2016

Public Hearing August 3, 2016 – West Linn OR 43, 2016 Conceptual Design Plan, PLN-15-03 (*Staff: Darren Wyss*)

Public Hearings August 17, 2016

Zoning Map Amendment from R-10 to R-7 at 1943 and 1983 13th Street, ZC-16-01 (*Staff: Darren Wyss*)

Four Story Self-Storage Facility at 2400-2450 Willamette Falls Drive, CUP-16-01, DR-16-02, VAR-16-02/03, WAP-16-06, WRG-16-02 (*Staff: Peter Spir*)

Public Hearing September 7, 2016 – Continued from August 17 - Four Story Self-Storage Facility at 2400-2450 Willamette Falls Drive, CUP-16-01, DR-16-02, VAR-16-02/03, WAP-16-06, WRG-16-02

Public Hearing September 21, 2016 – 50-lot Planned Unit Development (PUD) at 1270 Rosemont Road, PUD-16-01/SUB-16-01/WAP-16-05/VAR-16-01/VAR-16-02/WRG-16-01 (Staff: Peter Spir)

Public Hearing October 5, 2016 – Continued from the August 17 meeting – Four Story Self-Storage Facility at 2400-2450 Willamette Falls Drive, CUP-16-01, DR-16-02, VAR-16-02/03, WAP-16-06, WRG-16-02

Work Session November 2, 2016 – CCI (Commission for Citizen Involvement) Development Code Amendments, Chapters 35, 60, 98 and 99, CDC-16-03 (Staff: Darren Wyss)

Public Hearing – November 16, 2016 CCI (Commission for Citizen Involvement) Development Code Amendments, Chapters 2, 18, 19, 21, 22, 35, 59, 60, 98 and 99, CDC-16-03 (Staff: Darren Wyss)

Public Hearing December 7, 2016 – New Tualatin Valley Fire & Rescue Station #55, CUP-16-02/DR-16-03 (Staff: Jennifer Arnold)
Election of officers



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Public Safety Advisory Board

Group Leadership

Christine Steel, Chair

Tom Freedland, Vice Chair

Meeting Times, Dates & Location

The group typically meets the fourth Monday of each month at 6:00 pm in the John Satter Room at the West Linn Police Department building.

2016 Accomplishments

- Held several community outreach events to raise awareness and provide education materials on disaster preparedness and teen driving safety at the 2016 Music in the Park Concert Series.
- Assisted approximately 12 citizens with Map Your Neighborhood preparedness meetings in their homes.
- Awarded approximately 12 “readiness starter” buckets to citizens hosting MYN meetings, as well as awarded buckets to City Council members and promoted MYN program at City Council meeting.
- Secured funding in the amount of \$300 to offer 4 scholarships to a future Tire Rack Street Survival event to give selected teen drivers a chance to learn more about safe driving techniques and practice them with qualified instructors at Portland International Raceway.
- Coordinated with Lt. Stradley to obtain 3 vinyl banners designed and printed to make it easier for the community to identify the group and what core issues we are working on when deployed at a public event. (Banners promote “PSAB,” “Teen Driver Safety,” and “Neighborhood Emergency Preparedness.”).
- We recently developed a digitized record (database) of inquiries about the MYN program and of people who have attended training sessions.
- TVF&R PIO Stefan Myers helped develop a social media calendar that can be used by Courtney Flynn to promote messages on disaster preparedness twice a month for 6 months on City managed digital communication assets.

2016 Challenges

- Dennis Richey’s departure led to a drop in Map Your Neighborhood (MYN) informational sessions that he traditionally organized and conducted at the library, police station, and homes in the community.
- “Map Your Neighborhood” is a title that does not smoothly convey what the program is all about and results in confusion with citizens. The program also requires a 90 minute plus time commitment which makes it difficult for some members in the community to attend-we

generally attract citizens who are already interested in disaster preparedness and are struggling to gain traction in the larger community.

- The PSAB had difficulty generating interest with teen drivers for the Tire Rack Street Survival event and was unable to timely reserve seats with the organizer.
- The PSAB had difficulty: 1) making summary notes of meetings (listening to meeting audiotape is inefficient) and 2) inputting and maintaining data related to MYN outreach and meetings.

2017 Goals

- Continue to build and implement a tracking plan (i.e. database) and tools for MYN and associated training that can be utilized to follow up, encourage, and support neighborhood meetings. The tools may also help the city to quickly and accurately assess community disaster readiness.
- Work with the Neighborhood Associations to improve the disaster readiness of a minimum of 25 homes in each of their respective boundaries.
- Continue to have a presence at the Music in the Park Concert Series to promote and provide education on disaster preparedness and teen driving safety. "PSAB" name badges would be nice. A first aid kit might also be considered.
- Collaborate with TVF&R PIO Stefan Myers to extend the social media calendar and preparedness content to be used by Courtney Flynn to promote messages on disaster preparedness twice a month for an additional 6 months on City managed digital communication assets.
- Organize and promote a teen driving safety booth in coordination with WLPD at the Old Time Fair.
- Award scholarships and reserve seats for the 2017 Tire Rack Street Survival event.
- Integrate and coordinate with the Youth Advisory Council to work on advancing outreach and education efforts on teen driving safety and other areas of mutual interest.
- Coordinate with the Youth Advisory Council to organize and promote a prescription drug takeback event in coordination with the West Linn Police Department to reduce the availability of medications that have shown to lead to harmful addiction.
- Look into staging a SKIP program (Stop Kids from Intoxicated Driving).

Any additional feedback to share with the City Council?

- It is important that all four expiring positions for the advisory board are appointed promptly at the beginning of year.
- We suggest that the City Council should set at least one goal related to the work of each advisory board at their annual goal-setting session.
- The PSAB would like a dedicated budget for outreach events such as Music in the Park concerts and the Old Time Fair to fund safety and preparedness-related banners, flyers, keychains, etc.



CITY OF

West Linn

2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Robinwood Neighborhood Association

Group Leadership
No Report Received

Meeting Times, Dates & Location

2016 Accomplishments

2016 Challenges

2017 Goals

Any additional feedback to share with the City Council?



CITY OF

West Linn

2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Rosemont Summit Neighborhood Association

Group Leadership
No Report Received.

Meeting Times, Dates & Location

2016 Accomplishments

2016 Challenges

2017 Goals

Any additional feedback to share with the City Council?



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Savanna Oaks Neighborhood Association

Group Leadership

Ed Schwarz - President
Ken Pryor - Vice President
Patrick Maguire - Treasurer
Roberta Schwarz - Secretary

Meeting Times, Dates & Location

First Tuesday of every month. 7:00 pm, Willamette Fire Station, 1860 Willamette Falls Drive.

2016 Accomplishments

The Annual Ice Cream Social was a success. Many people attended and everyone seemed to enjoy talking with their neighbors and playing with their kids while enjoying their ice cream.

Savanna Oaks NA had its elections recently. All four officers were re-elected.

Ken Worcester, West Linn Parks Director, made a presentation this year about the Natural Play Area which will be installed in the lower 6 acres of the Savanna by next summer.

Another Guest Speaker this year was the new City Manager, Eileen Stein.

SONA also held discussions about speakers that the neighbors would like to hear presentations from in the coming months. A Master Recycler is scheduled for the December 2016 meeting and a Firewise Community expert will be planning to present at a SONA meeting early in 2017.

There have been many fundraisers in 2016 for the White Oak Savanna.

Two more fundraisers are scheduled for the next two months:

Burgerville in West Linn will have a partnership night from 5 to 8 pm on December 14th with 10% of all of the proceeds going to the Savanna.

McMenamins in West Linn will have a Friends and Family Night on Monday January 23rd from 5 pm until closing with 50% of the proceeds being donated to the Savanna.

2016 Challenges

SONA is still a neighborhood in flux as there are a large number of new homes under construction in the NA. This has led to considerable turnover in our membership and makes it difficult to contact the new members of our community to inform them about city events, etc.

2017 Goals

SONA will continue to engage with the community to broaden our reach to the most members possible.

We will also disseminate city information pertinent to our members in a timely manner.

In the summer of 2017 we will have the grand opening of the lower 6 acres of the Savanna. We have worked hard for over 12 years to accomplish this huge goal of acquiring all 20 acres of the White Oak Savanna as a public natural park and significant wildlife habitat. We have worked as a NA and as a community with our many partners. These include: Neighbors for a Livable West Linn, the Trust for Public Land, the City of West Linn, the West Linn Parks Department, Metro, Oregon State Parks and Recreation, and hundreds of private donors and thousands of volunteers. Concurrently with the grand opening, we will have a ribbon cutting for the Natural Play Area which will be funded by West Linn Park SDCs.

We are planning to become a certified Firewise Community in 2017 -- joining our neighboring NA, Barrington Heights.

A West Linn Police Officer speaker who could address traffic and other general safety issues is a request made for the 2017 meeting calendar.

Also requested for next year is a speaker on Earthquake Awareness and a West Linn City Planner.

Next year we will have a SONA Potluck at a covered park area instead of the Ice Cream Social. This was suggested as a way to attract new families.

Any additional feedback to share with the City Council?

We think that Courtney Flynn is doing an excellent job as the Community Engagement Coordinator!



CITY OF

West Linn

2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Skyline Ridge Neighborhood Association

Group Leadership
No Report Received.

Meeting Times, Dates & Location

2016 Accomplishments

2016 Challenges

2017 Goals

Any additional feedback to share with the City Council?



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Sunset Neighborhood Association

Group Leadership

Randal Jahnsen – President
Doreen Vokes – Secretary/Treasurer

Meeting Times, Dates & Location

7 pm, Quarterly (Jan, Feb, Apr, Sept) at Sunset Primary School

2016 Accomplishments

- Activated the Adopt-a-Street program. We chose Sunset Ave. from Cornwall down to I-205.
- Continued support for the Save Our Sunset Park Committee via a special meeting on February 9th.
- Guest Rick Givens - planning consultant for proposed development at intersection of Landis and Cornwall.
- Participated in Take Care of WL day - May 14th.
- Sponsored annual SNA picnic - June 26th at Sunset Park.
- Began plans to encourage/educate neighbors regarding earthquake disaster preparedness. Will use the Map Your Neighborhood program. More to come.
- Elected new officers: President - Patrick Noe; VP - Jerrod Galyon; Sec/Treas - Leslie Bowlin

2016 Challenges

- Meeting participation
- Working with the city in locating lost meeting minutes from SNA web page

2017 Goals

- Facilitate communication between Sunset School officials and residents regarding school construction.
- Sponsor annual picnic.
- Continue work with disaster preparedness program.
- Continue to participate in Take Care of WL Day.
- Continue to work on Adopt-a-Street program.

Any additional feedback to share with the City Council?

None



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Sustainability Advisory Board

Group Leadership

Chair: Alex Mihm

Vice Chair: Clare Bean

Meeting Times, Dates & Location

Third Thursday of every month, at 6 PM, at City Hall; met 11 times in 2016 (January-November)

2016 Accomplishments

With the adoption of the West Linn Sustainability Strategic Plan Update on December 14, 2015, the Sustainability Advisory Board's work in 2016 primarily focused on advancing specific goals in that Strategic Plan. This Plan-specific work was split among five work groups, each comprised of two to three Sustainability Advisory Board members. Additional topics were addressed during the year in response to new opportunities and issues that arose. Some of the accomplishments achieved by the Sustainability Advisory Board in 2016 include:

1. Wrote a successful recommendation to City Council for the City to participate in PGE's Clean Wind Program. (The City is participating at the bronze level.)
2. Gathered information on the City's energy and water use to provide a baseline for an ongoing review of the City's and the community's sustainability-related practices.
3. Participated in an ongoing work group researching the current use of herbicides and pesticides by the City and residents; gathered information on available resources and alternatives to common toxic products.
4. Engaged residents and gathered feedback about the potential for a curbside composting collection program; met with West Linn Refuse & Recycle to discuss service and pricing options; presented to City Council on the topic.
5. Collected documents and resources on existing green purchasing policies for research into West Linn's own green purchasing policy.
6. Hosted a community presentation on fruit gleaning, with a presentation from Portland Fruit Tree Project.
7. Developed a work plan for community outreach efforts.
8. Reviewed the City's vehicle fleet to identify vehicles up for replacement in the next budget cycle that could be replaced with fuel-efficient models.
9. This year's EcoChallenge team was our largest yet, and was the first one made open to both residents and City staff.

2016 Challenges

West Linn currently has no staff whose duties specifically focus on developing, implementing, and monitoring the City's sustainability practices. Consequently, responsibilities that would ideally be handled by City staff (and are handled by sustainability staff in other jurisdictions) instead fall to this Advisory Board. Furthermore, budget constraints have curtailed some sustainability projects, even those with modest budget needs. The outlook seems to be that while sustainability practices are considered nice to accomplish, they are not viewed as an essential part of City decision-making to meet the demands of the future. Therefore, sustainability practices and initiatives simply do not receive the necessary financial support they need for implementation.

The City's policy to not promote or support some resident-organized events that clearly benefit the community, e.g., repair fairs, also presents an unnecessary challenge to resident volunteers. Those who volunteer on behalf of West Linn should at least be able to expect the City to promote such events through its communication channels such as the City website, social media, Nextdoor.com, etc. Both this and the lack of budget support can lead to frustration and eventual apathy among dedicated residents whose skills and commitment could greatly (and inexpensively) enhance the City's services.

Finally, we had four different City staff liaisons between January and May of 2016, which made continuity, communication, and information gathering difficult during that time. While Mayor Axelrod was able to provide valuable suggestions about how to find information, not having a steady staff liaison – or sometimes not even knowing who the liaison was – nonetheless presented challenges. (Darren Wyss became our permanent staff liaison in May and has been of great help.)

2017 Goals

Policy Goals:

1. Increase the City's participation in PGE's Clean Wind Program from the bronze level (10% of power usage at City facilities) to the silver or gold level (25% or 50% of City power usage, respectively). [See this memo, submitted on August 26, 2016.]
2. Finalize a revised green purchasing policy that includes guidelines for the City fleet, construction materials, and purchases of supplies.
3. Continue to work with staff and residents to update the City's pest management plan; develop a community outreach program to educate homeowners about alternatives to common toxic herbicides and pesticides; and promote the Audubon Society's Backyard Certification Program (available in West Linn beginning March 2017).
4. Make a recommendation for the City to hire an intern whose sole focus is on sustainability projects.
5. Conduct a cost-benefit analysis for the City hiring a sustainability staff person.
6. Implement a pilot for a fruit-gleaning project.

Efficiencies Goals:

1. Establish further community-wide baseline sustainability indicators as part of an ongoing sustainability review.
2. Research and outline a community solar project that would generate enough power to equal the cumulative energy used by City parks.
3. Certify two City buildings/departments through Clackamas County's free Leaders in Sustainability certification program.

Outreach and Community Goals:

1. Implement the first annual West Linn Earth Fair, to be held at Mary S. Young Park on Saturday, April 22.
2. Solicit resident feedback on a curbside compost collection program through West Linn Refuse & Recycling; research and promote such a program's feasibility as a means to reduce both solid waste and greenhouse gas emissions.
3. Research and promote available existing resources for backyard composting
4. Continue to connect with City staff and other City advisory boards to identify opportunities for collaboration in sustainability efforts.
5. Present information on the West Linn Sustainability Strategic Plan at a City Departmental Directors meeting.
6. Increase public communications regarding West Linn's sustainability efforts.

Any additional feedback to share with the City Council?

The Sustainability Advisory Board is excited to continue our work with the City Council in 2017. Mayor Axelrod's dedication and input as our Council liaison have been tremendous assets to the Board, and we are hopeful that this strong relationship will continue to enhance the work of both the City Council and the Board. It is important to note that, given the political climate at the federal level for at least the next four years, local governments must step up as leaders on a number of critical issues, not least of which is sustainability. We can – and must – improve West Linn's commitment to sustainability in tangible ways if we are to contribute to necessary global changes.

The Sustainability Advisory Board's goals for 2017 represent a range of issues that are all integral to a thriving, vibrant West Linn, demonstrating the multifaceted nature of sustainability. They also demonstrate great opportunities for our community, our operating efficiencies, and our natural environment, today as well as for future generations of West Linn residents. While most of these goals will simply take time and effort to achieve, some cannot happen without commitments in budget and staff time by the City. Such goals include:

1. West Linn Earth Fair: \$1,000-\$2,000.
2. PGE Clean Wind Program increase: Approximately either \$2,750 per year for the silver level or \$5,500 per year for the gold level, up from \$1,100 per year at the bronze level.
3. Sustainability review, using STAR Communities: \$2,000 (\$1,000 per year for 2 years).
4. Sustainability intern: \$4,000-\$7,000, depending on the rate of pay and the duration approved by the City.
5. Audubon Society Backyard Habitat Certification Program: \$10,000-\$30,000. This program is partially funded by participating cities. The more funds the City can provide, the greater the number of residents' certifications that can be processed.



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Transportation Advisory Board

Group Leadership:

Chair: Craig S. Bell

Vice Chair: Kim Bria

Meeting Times, Dates & Location:

Bi-monthly on the 4th Wednesday of the month at 6:00 PM Default location: Bolton Room - West Linn City Hall

Other 2016 locations (neighborhood outreach): Robinwood Station, West Linn Public Library

2016 Accomplishments:

Transportation System Plan Update adopted

Received staff reports on capital projects and other safety improvements

Solicited and received citizen comment on OR-43 concept plan update in Robinwood and Bolton neighborhoods, also at City Hall

Sent letter of recommendation to City Council regarding OR-43 Concept Plan Update

OR-43 Concept Plan Update adopted

2016 Challenges:

Meeting attendance - Lack of quorum at June and October meetings. Some board members rarely attend (on the order of once a year).

2017 Goals:

Cycle track - responsibility?

Electric car charging regulations

High school - Parking alternatives

Transit system - bus service gap - Jitney service

Tri-Met park-and-ride spaces - impact of OR-43 plan

Funding for OR-43 plan, continued

Traffic safety group - interfaces to TAB

Need for dedicated funding for traffic calming / sidewalks.

Any additional feedback to share with the City Council?

The Transportation Advisory Board always welcomes - and greatly appreciates - public comment. In 2016 we received citizen input at scheduled TAB meetings in January (Robinwood), February (Library), April, and August (City Hall) - also October, and presumably December.

I have posted event reminders about TAB meetings on Nextdoor, which I understand has resulted in additional members of the public attending meetings.

While every citizen advisory board is assigned a Council liaison, ours has not attended a board meeting in 2015 or 2016. I have personally encouraged our liaison to attend a meeting.

This is of note, as this board's Council liaison has recently publicly expressed a lack of awareness over public involvement regarding matters which have repeatedly come before this board through 2016 (since late 2015, in fact).

Let the record reflect that the 2016 Transportation Advisory Board has unequivocally fulfilled its duty to seek comment from citizens. Attendees are free to talk at length about any agenda item, or introduce whatever transportation-related topics that interest them.



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Utility Advisory Board

Group Leadership:

Chair: Bill Frazier

Vice Chair: Alice Richmond

Meeting Times, Dates & Location:

6:00 PM on the second Tuesday of alternate months; more frequently as needed. UAB meetings are held at West Linn City Hall in the Bolton Conference Room.

Meetings were held in January, July, September and November of 2016.

2016 Accomplishments:

Continued review of income from water sales versus cash flow for pipe upgrades and/or replacements. Based on this data the UAB made recommendations to City Council that no special rate increases were necessary beyond the allowed 5% each year.

Considered rate implications of capital improvements at the Tri City waste water treatment facility. Tracked the construction progress of the Bolton reservoir in relation to the completion of the LOT project.

Secured an agreement with the West Linn Council staff to have the UAB mission statement taken from Section 45 of the City Charter appear on the agenda for each meeting of the UAB.

2016 Challenges:

Determining a reasonable water rate increase recommendation that will meet the needs of maintaining and improving the water storage and distribution systems.

Understand the implication of water use variations due to weather or conservation efforts.

Educate residents about utility needs for safety and failure prevention.

2017 Goals:

We should start a plan as to be ready for any up-coming increases to rates to cover these capital improvements needed (in preparation). As a member of WES budget and other related groups we see the need for UAB to be informed of issues.

*Have newer UAB members tour the South Fork treatment facility, the Tri City Waste water treatment facility, and tour the water shed that provides West Linn water. The watershed tour is an all day trip annually on the 1st Saturday of October.

Continue to provide educational information about system and rate needs to residents.

Provide the Council with a rate increase recommendation as necessary including how much of and increase and when.

Any additional feedback to share with the City Council?

Determine the UAB role in discussions related to waste water and surface treatment and management.

Determine if the UAB should be involved in the selection and operation of a fiber optic cable system. In Alice Richmond's opinion this is a branch unit of electronic technology communication - not necessarily domestic use of utilities for UAB to shoulder this issue.



2016 Advisory Group & Neighborhood Association Annual Reports

Advisory Group/Neighborhood Association
Willamette Neighborhood Association

Group Leadership

Gail Holmes, President

Julia Simpson, Vice President

Kathie Halicki, Secretary

Elizabeth Rocchia, Treasurer

Meeting Times, Dates & Location

7:00pm, 2nd Wednesday of every month (except for December), West Linn Police Station in the Community Room.

2016 Accomplishments

- Partnered with Historic Willamette Main Street Program to buy solar lights for Trees on Willamette Falls Drive 10th Street-14th.
- Worked with Public Works to remodel our NA sign.
- Held three land use meetings to discuss new Commercial buildings to be built in Willamette.
- Assisted a resident save their 30 year old tree by working with Public Works to create a plan that all could be proud of with new street improvements.
- Worked with the owner of The Willamette General Store (Historical Building) to solve the outdated Commercial Code in Willamette.

2016 Challenges

- Willamette Neighborhood Wood signs had the term "Historic", which Assistant City Manager Kristin Wyatt approved and when we contacted Public Works to install the signs, WNA executive committee were told they can only be placed in the Historic District. So after meeting with the Historic Review Board and talking with Public Works Director Lance Calvert, the signs were sent back to the vendor to change this. Last week the signs were scheduled to be installed.
- Out of date commercial codes to support new micro-business models.
- Traffic on Willamette Falls Drive is very impacted due to I-205 heavy traffic. We need a light system to help our community to cross Willamette Falls Drive to enter Fields Bridge Park. Also, Dollar Street and Willamette Falls Drive is very dangerous and we need a three-way stop, even the Police Department thinks this is needed.

2017 Goals

- Our Strategic Plan is about 10 years old and we have formed a committee to review this and see how we can make this a plan that supports community and encourage a positive economic climate to support our business community.
- Cleaning up the old Trolley Steps and putting in local plants.

- Also, creating an outdoors community bulletin board.

Any additional feedback to share with the City Council?

Many of our Transportation issues were not addressed in the TSP, so we are looking for ways to improve our community safety issues and if City Council has any ideas how we can raise funds to resolve these issues this would be very helpful. Public Works has told us we have to clear it with ODOT before we move forward, so we need some assistance with this process.

lobbied for & received TRS MET bus route

A History of The Willamette NA Community Particip

1. Active since 1990
activated by Ruth Offer
2. Benches along WF Dr.
interest generated by WNA
8 purchased through local families & business
about 2004 +/- @ \$500 each
refinished, stained, weatherized, repaired
2013-2014 \$1950
\$1000 Community Grant from city
\$950 from WNA, local businesses
Shayne Blanton did the refinishing
3. bike racks, mailings, donations to Halloween pr.
4. "designer" garbage containers for WF Dr. 3?
5. grant to Centennial committee for
WI calendar 2007 \$500 + \$ for snacks
6. handled finances for Living History Tour
7. " " " " Willamette Walking brochure
8. flower beds - WNA generated project
2007-2010 pd. designer & plants for beds
1995-2005 volunteered & purchased plants
average \$700 a year!
currently - still maintained by volunteers
9. In the past -
we raised operating funds by selling
T-shirts and bottled water
pd \$242 rental to library for meetings