

Council Goal	Policy Statement	Action Steps	Schedule
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Police Station:

Take the steps necessary to design, finance, and construct a new police station	<i>West Linn needs a new police station to replace the small, antiquated current station.</i>	Identify the needs & site	✓ Complete
		Preliminary design	✓ Complete
		Prepare financing mechanisms	✓ Complete
		RFP for architect	✓ Complete
		Select architect	✓ Complete
		Prepare bond resolution with Bond counsel	✓ Complete
		Engage WL in design concepts	✓ Complete
		Prepare info for Council consideration	✓ Complete
		Council review/consideration	✓ Complete
		Following CC approval, prepare info for community vote	✓ Complete
		Community vote	✓ Complete
		Provide monthly updates to City Council	<i>Ongoing on a monthly basis</i>
		Staff formation of "Blue Ribbon Group"	<i>By August 1</i>
		Needs evaluation by "Blue Ribbon Group"	<i>First group meeting by September 1</i>
		"Blue Ribbon" recommendation to PSAB	<i>By December 1</i>
Begin next steps as identified during evaluation			
Design, vote, permit, build process			

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Aquatic Center:

Take the steps necessary to design, finance, and construct a community aquatic center	<i>West Linn has no community aquatic center and the Council desires to give the community the opportunity to vote on building one.</i>	Identify the program	✓ Complete
		RFP for architect	✓ Complete
		Select architect	✓ Complete
		Provide monthly updates to City Council	<i>Ongoing on a monthly basis</i>
		Formation of design and program advisory group	<i>By August 1</i>
		Development of operations program and business plan for City Council review	<i>By December 1</i>
		Preliminary design	
		Prepare financing mechanisms	
		Prepare bond resolution with Bond counsel	
		Engage WL in design concepts	
		Prepare info for Council consideration	
		Council review/consideration	
		Following CC approval, prepare info for community vote	
		Community vote	
		Final design	
Land use process			
Bid and construct			

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Comprehensive Plan & CDC:

Review and consider updates	<i>The West Linn Comp Plan and CDC are in need of updating to better reflect the current interests of the community.</i>	Prepare a roadmap for consideration	✓ Complete
		Staff prepares options for improvements to Comp plan and CDC	✓ Complete
		PC and CC approval of road map	✓ Complete
		Historic district rewrite	✓ Complete
		Initiate review and actions necessary to implement changes	<i>In process (see below):</i>
		<i>Storm water detention ponds:</i>	<i>Draft under review; September briefing</i>
		<i>Policy analysis:</i>	<i>Ongoing review of City goals and policies relative to State and METRO regulations</i>
		<i>Infill/PUD Taskforce:</i>	<i>Taskforce work underway</i>
		<i>Commercial Design Guidelines:</i>	<i>Fall 2010</i>
		<i>Water Resource Area Evaluation:</i>	<i>Fall 2010</i>
<i>Minor code amendments (e.g. refinements to current code language)</i>	<i>Winter 2010</i>		
<i>Establishment of the Historic Review Board:</i>	<i>August 2, 2010 work session & August 9, 2010 hearing</i>		

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Stafford Area:

Advocate effectively on behalf of the citizens of West Linn: engage the public and speak with one voice on the City's position	<i>West Linn opposes urbanization of the Stafford area and will take all practical steps to maintain the current character of this area.</i>	Recommend process to engage citizens	✓ Complete
		Implement process	✓ Complete
		Recommend refinements in City's position, if needed	✓ Complete
		Survey the community	✓ Complete
		Actively participate in all steps of County and METRO process	✓ Complete
		Retain legal counsel	✓ Complete
		Authorize legal counsel to file objection with DLCD	By July 14
		Review DLCD director report	

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Sustainability:

Update Sustainability Plan; consider inclusion of sustainability concepts in all City policy documents; consider inclusion of sustainability concepts in all City policy documents	<i>The city desires to be a good steward of the environment and will seek out opportunities that will enhance the concepts of sustainability.</i>	Convene Sustainability Summit	✓ Complete
		Inclusion of sustainability concepts in City documents and strategic processes	<i>Natural Step strategic sustainability training completed by Department Heads at retreat</i>
		Creation of "Sustainability hub" on City web site	<i>Staff is working in a dedicated section of the City web site with sustainability resources designed for staff, citizens, businesses</i>
		Sustainable City Hall plan	<i>(See attachment from staff retreat)</i>
		CM memo to staff	<i>July 30, 2010</i>
		Purchase of dishwashers and reusable cups, plates, silverware for City Hall and Operations	<i>Purchasing process started July 2010</i>
		Schedule work session for Council & SAB	<i>November work session</i>
		Oversee SAB review and revision of Sustainability Plan	<i>Direction to be provided at the scheduled joint meeting</i>
		At joint meeting with SAB, staff presentation on City facility sustainability efforts	<i>Presentation at the scheduled joint meeting</i>

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Economic Development:

Create an Economic Development Toolkit	<i>The city wants to explore opportunities to promote economic development.</i>	Task force report was received and need for EDC recognized	✓ Complete
		RFP released reviewed and consultant selected	✓ Complete
		Updated the resolution related to creating an EDCommittee	✓ Complete
		Consultant working on implementing the task force report, implementing the committee, recruiting members,	✓ Complete
		Council appointed the Economic Development Committee	✓ Complete
		Consultant and appointed committee preparing a final recommendation to the Council by year end	December 1, 2010

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Finance:

<p>Maintain City’s economic viability while preserving the integrity of services and Continue optimal performance while addressing issues as identified in audits</p>	<p><i>The City needs to manage its resources in a efficient, effective and transparent manner and needs to educate the public about how we accomplish this.</i></p>	Creation of a new mid biennium budget overview document to aid citizen understanding of budget	✓ Complete
		Mid-biennium Citizens' Budget Committee mtg.	✓ Complete
		Issues and options papers for increased focus on financial issues related to West Linn livability	✓ Complete
		Specific audit issues being pursued	Specialty audit projects:
			SDC In process
			Utility Billing In process
			IT In process
	Six year CIP in development	In process	

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Planning Professionalism

Demonstrate improvement in the review and implementation of land use applications through a cradle to grave approach to the city's processing applications	<i>West Linn needs to maintain a land use decision process that is professional, consistent, fair and transparent.</i>	Planning Department work plan approved by the City Council	✓ Complete
		New Associate Planner hired	✓ Complete
		Legislative process refined to ensure clearer processes/opportunities for public involvement and Council considerations	✓ Complete
		Step by step process checklists developed to aid in application processing	✓ Complete
		Creation of a docketing process for City Council consideration	Fall 2010
		Creation of a staff report template	Summer 2010
		Ongoing training to enhance staff performance	Ongoing
		Greater level of enforcement for all types of CDC violations	Ongoing
		Review of workflow practices to see what works and what doesn't, and making refinements to ensure optimal performance	Ongoing

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Utilities:

Public education and outreach about the future needs of West Linn; adopt water rates and SDCs consistent with the future needs of West Linn; advocate effectively for the citizens of West Linn in regional wastewater	<i>The city's utility systems are among its greatest assets and is constant need of maintenance and improvement. The City needs to educate the public so that resources are available to continue to invest in these systems.</i>	Community outreach timeline prepared and will be implemented over the next 100 days	✓ Complete
		Place water rates on September ballot for voter consideration	✓ Complete
		John Kovash appointed to the regional wastewater committee; two meetings held since creation of this goals document	✓ Complete
		Community outreach program to commence immediately. (NOTE: all advocacy efforts must be initiated completely independently of City staff).	<i>In process</i>

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Willamette Falls Television:

Approve memorandum of understanding with Oregon City to clarify roles and responsibilities of management and advisory board	<i>West Linn needs to work with its Oregon City partners to continue to provide high quality programming through Willamette Falls Television.</i>	Staff meeting next week to determine framework for an MOU and initial drafting	<i>In process</i>
		Jim Mattis appointed as West Linn representative; pending meeting to review initial MOU draft and determine next steps	<i>In process</i>
		Joint meeting between West Linn and Oregon City held	<i>Complete</i>
		Draft MOU being circulated between West Linn, Oregon City, the Clackamas Cable Access Board and Willamette Falls Television staff for review	<i>Complete</i>
		Council approval of final MOU	<i>August 2010</i>

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Solar Highway & Trail:

Educate and involve the public in ODOT’s planning of solar highway; complete preliminary engineering and design of trail, with full engagement of public	<i>The City of West Linn is supportive of ODOT efforts to site a solar highway on ODOT right of way in West Linn and desires that a bike/ped trail be developed as part of this project.</i>	Open house held on March 30, 2010; public comments received	✓ Complete
		Solar Highway Project on hold as per ODOT until at least late 2010	<i>On hold</i>
		Trail design continuing with OTAK hired as design firm	<i>In process</i>

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Comcast:

<p>Adopt new franchise agreement with Comcast</p>	<p><i>A new franchise agreement with Comcast needs to be negotiated to ensure good service to the community and resources to the City.</i></p>	<p>Revised draft of franchise agreement drafted and West Linn's comments including, final draft is on hold because of Comcast delays</p>	<p>Pending</p>
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Communications:

Continue to review opportunities for citizen education	<i>The City will continue to explore innovative methods of reaching out to the community to ensure exceptional citizen education on complex municipal affairs.</i>	A bevy of pending communications tools and opportunities: Citizen Support Center, Granicus, general outreach campaigns on roof treatment, water rates, etc.	Ongoing
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