



## Memorandum

Date: June 7, 2018

To: West Linn City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – June 7, 2018

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### Schedule

- The 2<sup>nd</sup> Quarter Town Hall is June 20 at the Police Community Room. The special feature for this town hall is a meet and greet with Chief Kruger.

### Information Items

- Water Testing Requirements. Resulting from the water emergency in Salem, the Oregon Health Authority will soon require routine testing of water sources for toxins like those discovered in Salem's drinking water. Under temporary rules that state health officials hope to install by the end of June, local officials would also be required to notify the public of test results. The rules will be stricter than current federal guidelines. This will be the responsibility of South Fork Water Board which is West Linn's wholesale supplier, but thought the Council would like to know of these emerging regulations.
- Dan Davis Recycling Yard. The City has been notified by Recology that it no longer wishes to operate the Dan Davis Yard. They desire to narrow their scope and focus on their core business. To avoid disruption, or availability of service to the City and the community, Recology has indicated that S&H Logging is interested in taking over operations. Lance has confirmed with S&H that they are interested in taking over under the current agreement. Recology will maintain the current operations with the understanding that all materials and equipment will be removed from the site by July 31, 2018. This item is on the June 25th Council agenda for approval.
- Prospective Petition. We have rejected a second prospective petition regarding parking around the high school. The second petition was rejected on the grounds it was modifying administrative matters, not formal City policy.
- Temporary Use Permit for Bolton Station. In response to Councilor Cumming's question whether a temporary use permit might be possible for a one-year occupancy of the Bolton station by a preschool. On a quick scan, two items are unclear:
  - First, whether this use would qualify. Most of the examples in the definition of temporary use (CDC Ch. 2) are very short term or seasonal things like fireworks stands and festivals. The definition also states that "Temporary uses do not include businesses seeking a temporary or interim location." So the threshold question is whether a non-profit community pre-school is a business?
  - Second, whether the site would meet the parking and access standards for a pre-school; as you know, there is a very limited amount of parking and the access way is quite narrow and doesn't

meet standards for a two-way drive. Temporary uses do require compliance with these standards, so this could be problematic.

These issues would need to be addressed by the Planning Commission in considering a temporary use permit. A public hearing and notice would be required.

- Business Licensing Update. On Monday, June 11, we will begin working with our new business license application. There are a few internal details to work out yet, but largely the external part of the program should work for the user. Special thanks to Shane Boyle for his efforts on this project.

That's it for this week.

*Eileen*