



## Memorandum

Date: July 19, 2019

To: West Linn Mayor and City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – July 19, 2019

### Schedule Items

- **July 22 Council Agenda** – Reminder that your meeting begins at 3:00 p.m. with Executive Session.
- **League of Oregon Cities 94<sup>th</sup> Annual Conference** – Registration is open for the LOC Conference, September 26-28, at the Riverhouse on the Deschutes, in Bend. Lodging cannot be reserved until a conference registration is made and lodging at the Riverhouse sells out fast. If you're interested in staying on site, you'll want to register sooner than later. We can help with that.

### Information Items

- **USPS Letter re West Linn Post Office.** The City submitted a letter to the USPS in time for the July 25 public comment deadline in order to be "on the record." Mayor Axelrod signed the letter.
- **School District Letter.** A letter requesting a meeting with the School Board is in process of being drafted and will be presented to the District Superintendent this coming week. She and I will be meeting to catch up on various topics and items of collaboration between the City and the School District, including the status of the District's bond measure and parking at West Linn HS. Deputy City Manager John Williams met last week with District Facilities Manager Tim Woodley and learned the District is aware of the City's code requirements for stadium parking.
- **Wilderness Park "Adoption".** Assistant Parks and Recreation Director Ken Warner has been in touch with the authors of the letter submitted at the July 8 Council meeting. Conversations are happening about what are the possibilities for "adopting" the park, including by adjacent neighborhood associations facilitated through the Neighborhood Association Presidents. Sounds like good follow up is happening between staff and the NAP.
- **PGE Green Future Impact Program.** Good news! The City was notified this week that we made it into the new competitive Green Future Impact Program after all. We will be committing to 2,020 MWhs for 15 years which amounts to a 15 year commitment of \$2,020 annually above standard power rates for clean power. To get to 100% clean power, which was the Council's goal, we can adjust our Clean Wind contribution as needed. Staff will be working with the City Attorney and PGE directly to execute the power purchase agreement. If you have any questions or comments, please let me know ASAP. We will need to submit the agreement to PGE early next week.
- **GO Bond Financial Status.** The Finance Department will be working over the next few months on closing out the financial statements for the fiscal year ended June 30, 2019. Finance Director Lauren Breithaupt expects to have the GO Bond Fund final financials by the end of October. She informs me

the FY 19 interest on the 2018 GO Debt came in higher than expected, approximately \$415,000. The increase is due to rising interest rates in the State of Oregon Local Government Investment Pool (LGIP) and less spending than expected in the first year of the bond. During the issuance of the debt, the Council decided to hold off on allocating interest and the \$580,000 of bond proceeds (over \$19 million) and reserve these funds for cost overruns. I recommend continuing to reserve most of these funds for project overruns, but want the Council to know the funds from the higher interest earnings are available for allocation, if the Council so desires.

- **Historic Willamette Main Street GO Bond Project.** The August 5 special meeting agenda will include an item: "GO Bond Transportation Discussion." The Willamette Main Street group is desperate to relocate power lines from Willamette Falls Drive to the alley and add decorative street lights to the Historic Willamette Main Street project. This is far less expensive than burying all the power lines, but still an additional expense not included in the project budget. Public Works does not have detailed cost estimates on the relocation and improved lighting/conduit from PGE and the design consultant yet, but is estimating the project will need approximately \$500,000 more in funds to complete this work. (The additional interest earnings in the GO Bond fund are a possible source.) Also, the decorative street lights on the project will cost roughly \$10,000 more per year than standard lighting for this area. Staff doesn't have exact details on how to create a revenue stream, but will work on ideas for presentation to the Council in the fall.
- **Comcast Cable Franchise.** This week we received notice from Comcast of a potential reduction in franchise fee collection on the Comcast cable utility in West Linn. After August 1 we will know if this change will be adopted. If so, there will be a period of discovery and eventually a drop in Comcast Cable franchise revenue. We do not know what that drop might be because we do not know what Comcast will assign in "maintenance" fees to our Council Chamber Broadcast Studio. I don't suspect it will be a large figure but it is still less revenue coming to the City. IT Director Shane Boyle is working on this with Finance and will report more as he learns it.
- **Stafford IGA Update.** Last week the Oregon Homebuilders Association conducted a forum which included discussion about the Associations opposition to the 3-Party IGA due to the ten year moratorium on concept planning provision in the IGA. This week, the City received a letter about the potential for a complaint to DLCD about the IGA. All three cities received the letter. Stafford special counsel Jeff Condit has received the letter and will further advise the City, but does not see cause for immediate concern at this point.
- **Skyline Drive Properties.** We are still in the process of completing the disposition of these properties. This week I signed a second extension on the sale of 6123 Skyline Dr. With home sales slowing the buyer requested additional time to complete the sale. If another extension is requested we will cycle back with the City Council about options.

That's it for this week.

*Eileen*