



City Manager's Weekly Report

Date: January 16, 2020

To: Mayor Axelrod and City Council, City staff, and West Linn community

From: John R. Williams, Interim City Manager *JRW*

Calendar notes

- As a reminder, the regular Council Work Session next week will be on Tuesday evening due to the Martin Luther King, Jr. Holiday on Monday. Robinwood Station will be hosting an MLK Jr. Day of Service event on Monday, 10 AM to noon, for any that are interested.
- At Council's request, a Special Meeting has been scheduled from 1:00 to 3:00 PM on Thursday, January 23, location TBA, to allow for Council discussion of the City Manager selection process.
- Following the Council's appointment of new/returning Citizen Advisory Group members on January 14, we are sending out invitations to the January 29 CAG training, recognition and welcome event. This will be at 5:30 PM at City Hall.
- Goal Setting Scheduling. We are awaiting confirmation from Councilors on dates for a goal setting/review session. Please review the dates sent in the Doodle Poll sent by the City Recorder on January 8th to see if there are any other times that work for you, including shorter periods of time. Please adjust your Doodle Poll times and/or let the City Recorder know where you might find availability. There is also a possibility that the Council's February 3 work session could be focused on Council goals, with other items moved to different meetings.
- The Neighborhood Association Presidents are meeting tonight, January 16th. Discussion of reconstituting an inactive NA and Parker Crest Neighborhood Association status is expected, among other topics.
- The West Linn Public Library will be closing early January 17th at 5:30pm to accommodate a well-earned holiday party for staff and volunteers.

Informational updates

- **CDBG Application for Historic City Hall submitted.** In December staff submitted a Community Development Block Grant Application to Clackamas County for ADA improvements at the Historic City Hall. The \$80,000 request would pay for exterior and interior upgrades including handicapped parking, accessible walkways, handrails, restroom and drinking fountain work, floor ramps and more. We expect to hear news on this application by May.
- **PGE did not award West Linn any EV Charging Station grant funds.** We received notice from PGE that West Linn did not receive any "Drive Change Fund" grant funds. Our \$197,000 request, submitted in partnership with the Historic Willamette Main Street group, would have funded three electric vehicle charging stations, one in the Historic Willamette shopping district, one at City Hall, and one at the Adult Community Center. Feedback from PGE was that they are prioritizing projects that target underserved communities, including low-income populations, communities of color, areas of high unemployment, and others. Staff will continue to look for opportunities to secure West Linn's first EV charging stations.

- **Post Office location search continues.** The Post Office and Gramor are continuing to talk about the possibility of keeping the Post Office at its current location, potentially as part of new building construction. At this time, we do expect the Post Office to be able to remain on the current site beyond February while negotiations continue. Meanwhile, the Mayor and staff are still working with the Post Office to search for alternative sites. Unfortunately a viable alternative with a willing owner has not been identified so far.
- **Willamette Falls Drive Gas Station cleanup to begin.** We've received word from DEQ that they have reached agreement with the property owner at the abandoned gas station to begin cleanup work related to underground fuel storage tanks on the property. DEQ expects work plans to be submitted this month, with a cleanup completion deadline of early May. This is great news and would pave the way to future site development. The Historic Review Board and Historic Willamette Main Street group have previously indicated an interest in reviewing the development guidelines for this site to facilitate quality development that complements the shopping district.
- **Willamette Falls Drive Construction Open House.** We held a well-attended Open House on January 12th in the Community Room of the Police Station to kick off major construction on Willamette Falls Drive. The Open House was the first opportunity to meet the contractors, involved City staff, and ask questions about the project. Citizens, business owners, Councilors, and the media were all present and engaged in better understanding the project impacts and schedule. Other public events are being planned into the future to keep the community up to date and informed about the progress of the project. We encourage anyone interested in updates on the Historic Willamette Main Street Project to [sign up for our email list](#).
- **Building Department staff milestones.** When you see Building Official Jim Clark, → please congratulate him on his 30th anniversary with the City of West Linn. We appreciate his long service and dedication to the citizens of West Linn. Also in the Building Department, Alisha Bloomfield passed her national test and is now a certified Commercial Building Inspector, and Adam Bernert passed the test to become a Commercial Plan Reviewer. Congratulations to all!

