



City Manager's Weekly Report

Date: January 24, 2020

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

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

Calendar notes

- The West Linn Public Library is hosting a Lunar New Year celebration in the Community Room on Saturday, January 25 at noon. Celebrate the Year of the Rat with crafts, songs, snacks, and cultural activities led by Luan Lierman. There will be a Lion Dance performance too – sure to be a highlight. All ages welcome. Ni Hao 2020!
- Also, please note that the Library will be opening later than usual – at 2:30 PM – on January 28, 29, and 30 to allow for maintenance activities.
- The next City Council meeting, February 3, will be a work session in the Council Chamber focused on a review and discussion of Council Goals. Staff is preparing a packet including annual reports from City Departments, Citizen Advisory Groups, and Neighborhood Associations in addition to an updated Council Goal tracking report. We will post these materials with the agenda by January 30.
- Per Council direction on January 23, we will look for dates that work for a 4-hour facilitated team-building retreat for Council. This will probably require another doodle poll and additional direction from Council on a facilitator.

Informational updates

- **Historic Willamette Main Street Construction.** Construction activity is fully underway with multiple crews currently working along the north side of the corridor performing natural gas mainline replacement, storm system manhole rehabilitation, demolition, and road construction work. City staff are working positively in close coordination with the Historic Willamette Main Street Group to reduce impacts as much as possible and support the local business community. Parking on side streets and on the south side of Willamette Falls Drive remains largely open, but we continue to pursue further options for additional customer parking, including having contractors park offsite, encouraging area employees to leave close parking spots for patrons, and negotiating nearby parking lot space.

The Historic Willamette Main Street Group held a well-attended meeting at the Police Station on January 22. Speakers from Oregon Main Street and the City of Tillamook with years of hands-on experience provided great information on helping businesses thrive during Main Street construction. There were many useful takeaways (some of which have already been implemented), the most important being that, while construction can be difficult at times, the increased value to the area and positive end result is more than worth it.

Our GIS Coordinator, Megan Fursdon, created a great app to report and manage project questions and concerns that is now available at WFDproject.com. Our construction hotline is now open at 503-723-2525 with pre-recorded updates and as another way to connect with staff. Finally, we encourage all to sign up for regular construction email updates [here](#).

- **West Linn Public Library expanding outreach to adults.** In January, Librarian Sara Chesney began a new four-month technology program at the Tanner Springs Assisted Living Facility. The purpose of the program is to introduce residents to the library’s free e-lending services (cloudLibrary, Libby, and Kanopy), and provide technology assistance to those looking to install the apps. Sara has delighted in introducing people to the library’s services, and providing education in the use of technology.



This program is just the beginning of renewed efforts to expand the services of the library to adults. Library staff are already developing additional programming to hold outside the library including book folding and a tailored Summer Reading Program. Sara will also be attending the Mary Woods Assisted Living Facility Tuesday Coffee in February to facilitate a conversation about library programs at the facility. The library continues to seek additional outreach opportunities for adults. If you believe the Library can be of service at an event, program, or facility, please contact Library staff at whref@lincc.org – they are happy to get involved!

- **Post Office Lease Extension.** Gramor and USPS have agreed to a May 31, 2020 lease extension while discussions continue about site redevelopment and long-term planning. We are working with both parties on getting this news out to the community.
- **Captain Oddis Rollins’ 5-year anniversary** at the City of West Linn is this week. Please join us in thanking Oddis for his service and commitment to the City and community.
- **Welcome temporary Community Relations Assistant Madeline O’Brien.** Madeline will be working on outreach for the Historic Willamette Main Street project among other tasks for the next couple of months, and we’re happy to have her join the team!

