

## City Manager's Weekly Report

Date: March 9, 2020

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

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

### Calendar notes

- **Council Meeting Monday March 9.** Monday's meeting will start with an executive session at 4:00pm. The regular meeting agenda was revised to include a Women's History Month Proclamation, City Manager Recruitment discussion, and Diversity item in accordance with Council direction on March 3<sup>rd</sup>.
- **Council Teambuilding.** We have sent out another Doodle Poll to schedule a Teambuilding meeting in April as we could not match availability of the Council and facilitator in March. Mayor and Council, please take a moment to respond to the poll.
- **Repair Fair and Styrofoam Collection Event, 10:00am-1:00pm on March 14.** Friends of Robinwood Station is hosting a free event to repair household items and recycle #6 polystyrene. Check out their [event page](#) for details.
- **Community March.** Organizers of the "March Against Racism" event (Saturday 3/14 at 2 PM) contacted staff to determine whether any permits were needed. We appreciated the outreach and let them know that so long as all attendees obey traffic laws and stay on sidewalks where possible, no permits are required.

### Informational updates

- **Coronavirus Response.** We continue to closely monitor the coronavirus situation in our area and are planning ahead to be prepared. We have set up new purchasing codes to ensure financial tracking in the event that federal or state reimbursements are needed in the future. A [landing page](#) was created early this week discussing the City response and where information to date has been compiled. Communications to the Council, staff, and public will continue and we will remain flexible on next steps. We appreciate Council's ideas, support, and willingness to meet as needed to address this evolving issue.
- **New hardware store in former Albertson's.** The City has received building permit applications to remodel the long-vacant Albertsons building on Blankenship Road into a [Parkrose Hardware](#). This would be the fifth location of this small Portland-area chain. Staff reviewed applicable Community Development Code provisions and determined the use is permitted outright in the General Commercial zone. The building permits are for interior tenant improvements that do not alter the square footage of the building so no land use process is required. Some members of the community are expressing disappointment on social media at this not being a grocery store, but as Council is aware, the City does not have control over who the private property owner leases to, so long as it is in keeping with City codes. We do know that the property owner worked for several years to try to secure a grocery store, without success. We are glad this building will at least be occupied, restoring life to this commercial area.



- **Clackamas County Transit Studies.** One of Council’s priorities has been increasing transit services in West Linn. We’ve recently learned that Clackamas County is initiating several projects related to transit that represent significant steps forward in meeting that goal. Most relevantly to West Linn, the County is launching:
  - A County Transit Development Plan aiming to coordinate services among the various providers operating in the County, identify areas with inadequate services, and make a plan for how to address shortfalls. This work is starting now and is expected to result in a completed plan by February 2021.
  - A Shuttle Planning Project to identify or begin operation on specific shuttle routes that implement last-mile service in areas and corridors around Clackamas County, including investigations into a Tualatin/West Linn/Oregon City Commuter Shuttle.

Additional work is underway as well. All of this is described more thoroughly in a [staff report prepared for a BCC briefing](#) to be held tomorrow, March 10, at 1:30 PM. West Linn staff will be serving on a Technical Committee for some of this work, will report back to Council as appropriate, will advise Council and the Community of opportunities to provide input and comments to these processes, and will look for an opportunity to have the County provide updates directly to the West Linn Council.

- **Welcome new employees.** We have three new staff at the Police Department. We are pleased to have them and appreciate their desire to serve the West Linn community. Please welcome:
  - John Rimington – Recruit Police Officer. John is originally from Australia. The opportunity to serve and protect is his dream job.
  - Carrie Garrison – Recruit Police Officer. Carrie prides herself on customer service as well as coaching and promoting teamwork.
  - Elizabeth (Elle) Wilks – Property & Evidence Technician. Elle likes to be challenged and learn new skills. She is excited to start this new career path.
- **USPS update.** Congressman Kurt Schrader recently reiterated his strong support for a solution to maintaining a USPS presence in West Linn with a letter to the USPS Western Area Operations Division. The USPS responded that they continue to work hard to locate space in a challenging real estate market and are diligently exploring every opportunity to serve their West Linn’s customers. Thanks to Congressman Schrader for his support and to Mayor Axelrod for reaching out to the Congressman, and for his continued diligence on this matter.

- **Updated WFDproject.com webpage.** We are excited to share our new and improved Historic Willamette Main Street Project webpage! [WFDProject.com](#) is a one-stop shop where you can submit questions, see project updates and benefits, support local business, find parking during construction, and more. Public Works, GIS, and Communications staff even

designed a citizen reporting app specifically for this important project using software we already use to create a centralized place for all project issues. Be sure to watch the demonstration video on the project webpage to see how it works. The project hotline (503-723-2525) and email ([wfdproject@westlinnoregon.gov](mailto:wfdproject@westlinnoregon.gov)) are also great ways to connect with us on this project.

