

City Manager's Report

Date: July 10, 2020

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

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

Calendar notes

- **Council Business Meeting July 13, 2:00 PM.** This is preceded by a 1:00 PM Work Session. Topics include a ROW vacation, sewer policies, public records fees, Highway 43 letter of commitment and TGM grant, and two solid waste franchises.

Informational updates

- **Emergency Grant Business Assistance Program.** The State of Oregon has announced a new round of match funding availability. We were very pleased to partner with the State to provide funding to 13 West Linn businesses. Since there were a few businesses we were not able to fund in that round, and because there may be more needing assistance now, today we submitted an application for an additional \$10,000 in matching funds to fund a second round of West Linn grants. Details to follow and fingers crossed!
- **CARES Act Funding.** The City recently successfully received over \$74,000 of Federal CARES Act reimbursement dollars in the last round of funding distribution to cover COVID-related expenses we have tracked since the onset of the pandemic. The next window for submitting reimbursement requests will be opening on July 13th and our Finance Department has started taking the necessary registration steps for this funding, administered through the State, to apply for the next round of reimbursements.
- **Summer Camps.** Summer Camps are operating through the Parks & Recreation Department under guidelines from the Oregon Health Authority. If citizens have any questions when they see camps in our parks please call us for information at (503) 557-4700.
- **Parks and Facility Projects.** On July 7th the new generator at the Library was put in place. Connections are being made and the Library will be ready for emergency situations very soon. Thank you to West Linn voters for funding this project! Also, we've been busy dealing with a very large tree that fell at Maddax Woods. Finally, the asphalt paving of pathways and a basketball pad was completed at Sunburst Park today. Thank you to our hardworking Parks staff for dealing with these and many other projects.
- **Written Comments and Request to Speak.** We are planning to discontinue use of the Granicus eComment and Request to Speak features at the end of July as they are not meeting the needs of the community or Council at this time of virtual meetings. This will simplify the process to sign up to speak at public meetings, from a two-step process to a one-step simple webform process. Information we gather in the webform is needed to set participants up in WebEx. The



public will still be encouraged to send written comments directly to Council or advisory boards through email as noted on the meetings page.

- **West Linn Blood Drives.** We continue to work closely with the Red Cross to hold several blood drives in West Linn, including another full drive happening today at the West Linn Library! We are working to schedule a blood drive in August at the Adult Community Center and expect to fill that one as well. Below are the great results of the last blood drives held at the Library on June 29th.
 - 31 donors showed up, including 4 first timers
 - 28 blood units collected (exceeding the goal of 23!)
 - **Up to 67 patients may receive the gift of life.**

Thank you to the West Linn community for your strong support in continuing to showing up and provide this lifesaving service.

- **Library curbside Pick Up.** Library staff are thrilled to be offering no-contact curbside holds pickup as part of a phased reopening. Once holds of Library materials are available, customers are contacted to schedule an appointment to pick them up outside of the main Library entrance. With over 2,200 appointments, staff have been busy. Patrons have been so appreciative of this service and being able to access library materials in a safe and convenient manner. Returns can also be made at the book drop at the Library with materials being quarantined for at least 72 hours for staff and customer safety. Check out the [Library's curbside service page](#) for more detail.
- **Summer Reading Program and Virtual Options.** The Library's highly anticipated Summer Reading Program now has an online option! So far over 500 participants have signed up on [Beanstack](#) where they can log their time spent reading along with earning badges by completing a variety of challenges. The Beanstack Tracker app makes it that much easier to sign up the whole family and log progress together. Those who complete the program will be entered into the grand prize raffle. Thanks to the generosity of the West Linn Library Foundation, 12 lucky winners will win either a \$50 Visa gift card or \$50 Powell's gift card.

Virtual programs that encourage reading and exploring for all ages continue to be offered. For little ones, there are Virtual Storytime, Community Storytime and Craft Videos. Kids can enjoy Library Live, Kitchen Chemistry, Bedtime Stories and Letters to a Librarian. For those who love Harry Potter Day, learn the secrets behind this event by watching the series Caitrin and Rebecca Ruin the Magic. And adults can learn something new this summer by watching How-Do Tuesdays videos. More on the [Library's online services page](#).

- **West Linn Maps.** The City's digital mapping and GIS platform, MapOptix, has been replaced with our new [West Linn Maps application](#). Launched in 2013, MapOptix was built on technology that is outdated and will not receive required security updates by vendors of the software and computer server systems. While this technology has served the City well, it is time for the next generation of web-based GIS applications as planned in this budget cycle. West Linn Maps offers the following improvements: compatibility with current IT infrastructure and security requirements, updated desktop and mobile user interfaces, a built-in search function to make research faster and easier, links to relevant sections of city codes, integration with other city business systems, tools to support collaboration, better analytics and more. Thank you to our GIS Coordinator Megan Fursdon for leading this work!

