



City Manager's Report

Date: July 24, 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 August 3rd, 2:00 PM. Preceded by an 11:00 AM Executive Session and 1:00 PM Pre-Meeting.** Topics include Master Fees, Clackamas County Peace Officers Association Contract, LOC priorities, Willamette Falls Drive Parking, Budget, Police Task Force alternate appointment, Historic City Hall Task Force appointment, and other CAG appointments.
- **Next Community Meeting, date and time TBD (see below).**

Informational updates

- **Emergency Business Assistance Grants.** We applied for the second round of matching funding available to local government from the State of Oregon and were notified on July 23rd that we will be awarded approximately \$10,000 in funding! The City will also provide 1:1 matching funds, thus allowing us to provide the local business community with around \$20,000 in grant funding to help them through the pandemic. The program is for all West Linn businesses, but is heavily targeted towards members of historically marginalized populations and requires fairly time-intensive outreach to these groups prior to opening it up to the general population.
- **New Communications Tower Planned near Marylhurst Park.** We've learned that the [Clackamas 800 Radio Group](#) (comprising emergency service providers from a 1,800 square-mile area) is close to receiving approval for a new 180-foot high communications tower to be located on an unannexed island property located at the end of Kapteyans Street adjacent to Marylhurst Heights Park. Unfortunately, the technology needed is not compatible with mounting on our existing water tower site. The new tower will improve emergency services communication ability in the broader West Linn/Lake Oswego and county area, and is being funded by the [voters' passage of their bond](#) back in May 2016. As the property is not annexed into the City of West Linn, Clackamas County is the land use authority and we have little say over the approval (here's another issue with allowing island properties to remain unannexed). Since 2001, Clackamas County has reviewed all Essential Public Communications Facilities as Type I applications not subject to the tower separation, setbacks, height restrictions, and other development standards of private towers. In short, it is a straight forward approval on their end. However, in accordance with the Urban Growth Management Area agreements between the City and County, they have provided us with notice. We have asked them to hold off on issuing approval until the 800 Group can come to the City Council and Neighborhood Association to describe the project and potential impacts to neighbors. We hope the Council discussion can take place at your August 3 meeting, and will send more information on the proposed design.
- **Salamo Speed Zone Change.** Oregon Department of Transportation has concluded their review of the speed zone on Salamo Road. Per their recommendation, the speed limit can be reduced from 35mph to 25mph between Weatherhill Road and Hoodview Road where the speed limit is currently 25mph, and should improve safety in this corridor. The new speed signs are posted and we have already received positive feedback from neighboring homeowners on the change.

- **Community Meetings.** The Mayor is continuing to coordinate with Mr. Fesser on next steps and a possible meeting date for August. The initial August 5th date conflicts with Planning Commission and an alternate date has yet to be identified. Staff met earlier this week with the Concerned Citizens of West Linn group to brainstorm other ideas for an inclusive community event, many of which may be difficult given current State pandemic guidelines. We hope to meet again with the Concerned Citizens subgroup to continue planning and will let Council know when we get closer to finalizing an event.
- **Post Office Update.** At Council's July 20th meeting Matt Grady explained the work Gramor is doing to help keep Post Office retail operations at the current location and indicated the current lease is set to expire in October, but is expected to be extended to the end of the year. Discussions regarding the potential need to separate retail and operation portions of the Post Office led to a Council request to perform an informational community survey. We have sent a request to the USPS requesting the information needed to put together the survey, and will work to get the survey out as soon as possible.
- **YourGov Replacement.** Our citizen service software, YourGov, is reaching the end of its useful life and has been experiencing intermittent software issues not easily remedied by the software provider on the outdated software. We are currently in the middle of a procurement process to select new software and move forward with a replacement. In the meantime, the YourGov page includes a basic webform that citizens can use if they experience difficulties with YourGov.
- **Clackamas County Shuttle Survey.** We are continuing to encourage participation from the West Linn Community in Clackamas County's Shuttle Survey to provide vital last mile connections to areas currently inaccessible to transit. The survey deadline is July 30th and participants are entered into a gift card drawing. Please take a moment to complete the survey and share it with your contacts. Learn more and take the quick shuttle survey [here](#).
- **Court of Appeals Ruling on Accessory Dwelling Unit Regulations.** The League of Oregon Cities recently drew our attention to an April ruling from the Oregon Court of Appeals, which issued an opinion providing cities guidance on what constitutes a reasonable local siting regulation for the construction of accessory dwelling units (ADU) under ORS 197.312(5). Essentially, the ruling means that many local ADU regulations may not be permitted. Planning staff and legal counsel will be reviewing this ruling to ensure we are legally regulating ADUs as part of our Council-directed review of ADU regulations. Note the ruling appears to have implications for how we will be able to regulate middle housing under HB 2001, because the statutes in question use similar language. [Here is the LOC summary of this ruling.](#)
- **Congratulations Cole Bateman!** Community Services Officer Cole Bateman has been hired as our newest Police Officer. Cole has done great work as CSO working all over the community and will be missed in that regard, but we know he will also be a great officer. We're in the process of hiring his replacement; we know that CSO is a much-needed position, especially with election season coming and many illegal sign complaints headed our way.
- **Darren Wyss' 5th Anniversary!** Earlier this month Acting Planning Manager Darren Wyss had his five-year anniversary with the City of West Linn. Darren has done a great job for us working on long-range and current planning over those years. On his anniversary we learned that outside the office he likes to relax by watching old Ohio State football games, or *Caddyshack*, while eating Mint Chocolate Chip Ice Cream. I guess we all need ways to unwind! Thanks Darren for all your commitment to West Linn.