



## Memorandum

**Date:** February 5, 2015

**To:** John Kovash, Mayor  
Members, West Linn City Council

**From:** Chris Jordan, City Manager *CJ*

**Subject:** February 9 Council Meeting

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Attached are two items for the February 9 agenda:

- 1) Following the February 2 Council discussion of its proposed goals, staff has prepared the attached document that revises the proposed goals as we believe the Council instructed.
- 2) A member of the Council asked that if the Council wants to make a definitive decision regarding the location of the new Bolton Reservoir, what would be the vehicle for doing so? I have suggested an amended version of the Resolution to acquire the properties for construction staging. Attached is this revised version for Council consideration.

Please let us know if you have any questions.

Attachment

# 2015 City of West Linn Goals & Tasks

## TRANSPORTATION

*Improve the ways we move in West Linn.*

<u>When</u>	<u>Responsibility</u>	<u>Task</u>	<u>Status</u>
September 2015	City Staff	<i>Continue with community outreach and engagement to inform the transportation system plan (TSP) updates, which should strive to improve traffic flow on Highway 43, Willamette Falls Drive, and 10th Street.</i>	
December 2015	Transportation Advisory Board, Planning Commission, City Council	<i>Following Transportation Advisory Board and Planning Commission recommendations, the City Council to adopt the updated TSP.</i>	
September 2015	Councilor Brenda Perry, City Staff, Contracted Lobbyist	<i>Approach ODOT with proposal to review traffic signal alignment on Highway 43 and 10<sup>th</sup> Street.</i>	

# 2015 City of West Linn Goals & Tasks

## UTILITIES

*Protect and enhance our most important assets.*

<u>When</u>	<u>Responsibility</u>	<u>Task</u>	<u>Status</u>
February 2015	City Council	<i>Receive approval from the City Council on the preferred location of the Bolton Reservoir.</i>	
Ongoing	City Staff	<i>Conduct sustained and ongoing communications about the current condition of and importance and value of West Linn's utility assets.</i>	
May 2015	City Staff	<i>Review revenue strategies for the Water Fund, and receive a recommendation from the Utility Advisory Board.</i>	
December 2015	Planning Commission, City Council	<i>Receive land use approval for the Bolton Reservoir project.</i>	
Fall 2015	City Staff	<i>Commence update of the Sewer Master Plan.</i>	
Fall 2015	City Staff	<i>Commence update of the Storm Water Master Plan.</i>	
December 2015	City Staff, Consultant	<i>Appoint a task force to evaluate and potentially pursue municipal fiber network utility with the assistance of an expert consultant.</i>	

# 2015 City of West Linn Goals & Tasks

## ECONOMIC DEVELOPMENT

### *Promote viable business districts in West Linn.*

<u>When</u>	<u>Responsibility</u>	<u>Task</u>	<u>Status</u>
Spring 2015	City Council	<i>Hold work session discussion detailing the step by step process for implementing the Arch Bridge/Bolton plan to receive Council input and feedback on the next steps.</i>	
Summer 2015	City Staff	<i>Use citizen outreach to understand the West Linn citizen concepts of the Arch Bridge/Bolton plan and work toward incorporating some of those ideas.</i>	
Summer 2015 (PC); December 2015 (CC)	Planning Commission, City Council	<i>Planning Commission recommends and City Council adopts comprehensive plan and community development code changes and design guidelines necessary to implement the Arch Bridge/Bolton plan.</i>	
December 2015	City Staff	<i>Assess all financial strategies for potential economic development benefit, including exploring urban renewal districts and all other tools.</i>	
October 2015	City Staff	<i>Initiate master planning for Westbridge Park.</i>	
April 2015	Consultant	<i>Retain a focus group consultant to query on needs of the four business districts in West Linn to maintain viable business districts. Conduct focus groups and report back to the City Council.</i>	
July 2015	Citizens' Budget Committee, City Council	<i>Consider a financial grant to sustain Main Street oversight and management in FY 2016 to achieve measureable results.</i>	
December 2015	Citizens' Budget Committee, City Council	<i>Consider a system of financial incentives to encourage each business district to work with the city on economic development.</i>	
2015 & 2016	New FTE	<i>City of West Linn Recreation Department to plan, oversee and manage the West Linn Farmer's Market. City oversight of market to commence in 2016.</i>	

# 2015 City of West Linn Goals & Tasks

## EXISTING CITY PROPERTIES

*Determine the disposition of city-owned properties to maximize the value/benefit to West Linn*

<u>When</u>	<u>Responsibility</u>	<u>Task</u>	<u>Status</u>
Spring 2015	City Council	<i>Hold work session discussion about the city-owned properties and the desired process(es) that should be followed by a citizen and council task force.</i>	
September 2015	City Staff	<i>Appoint a citizen and council task force to provide a recommendation on the disposition of the following properties: Police Station, Bolton Fire Station, Parker Road property, McLarty property, Petes's Mountain property, and Robinwood Station.</i>	
September 2015	City Staff	<i>For those properties that remain in city ownership: identify ways to utilize vacant/unused property and boost useage of properties in active use.</i>	
December 2015	City Council	<i>City Council decision on the recommendations provided.</i>	

# 2015 City of West Linn Goals & Tasks

## CITIZEN ENGAGEMENT

*Continue to engage the community to encourage a diversity of opinions.*

<u>When</u>	<u>Responsibility</u>	<u>Task</u>	<u>Status</u>
December 2015	City Council	<i>City Councilors attend Neighborhood Association meetings, engage all neighbors (including those who do not attend meetings), and report back to the Council on recommendations for reinvigorating involvement.</i>	
June 2015	City Council	<i>Provide training for the City Council on meeting facilitation with the goal of providing community listening opportunities ("town halls").</i>	
September 2015	City Staff, City Council	<i>Schedule the series of listening opportunities ("town halls") for the City Councilors to learn from community members about their opinions and ideas. Also potentially host Council meetings in different places in the community to encourage participation.</i>	
December 2015	Portland State University	<i>In conjunction with the Portland State University Center for Public Service, conduct best practices research and literature review to develop a white paper on the development of a Youth Advisory Council.</i>	
November 2015	Consultant	<i>Work with consultant to conduct focus groups and communications outreach to determine needed website upgrades; upgrade the website based on the feedback received.</i>	
July 2015	City Staff	<i>Transition the city newsletter to a quarterly publication with enhanced content and neighborhood specific news.</i>	
December 2015	Public Safety Advisory Board	<i>Develop a city-wide Map Your Neighborhood roll out strategy to ensure that all West Linn neighbors have an opportunity to learn about and engage the Map Your Neighborhood program.</i>	
Fall 2015	City Staff, Tualatin Valley Fire & Rescue	<i>Coordinate with Tualatin Valley Fire &amp; Rescue, local civic and neighborhood groups, and other local agencies to plan an Emergency Preparedness Fair for the West Linn community.</i>	

# 2015 City of West Linn Goals & Tasks

## STAFFORD

*Ensure West Linn's best interests are represented.*

<u>When</u>	<u>Responsibility</u>	<u>Task</u>	<u>Status</u>
Ongoing	Contract lobbyist	<i>Continue to monitor developments with Stafford designation.</i>	
Summer 2015	City Council, Tualatin, Lake Oswego, Clackamas County, Stafford Hamlet	<i>Learn more about the various interests and perspectives on issues in Stafford area.</i>	

# GOAL SETTING

S

SPECIFIC

M

MEASURABLE

A

ATTAINABLE

R

RELEVANT

T

TIME-BOUND

**RESOLUTION NO. 2015 - 02**

**A RESOLUTION AUTHORIZING THE PURCHASE OF  
6123 SKYLINE DRIVE AND 6175 SKYLINE DRIVE, WEST LINN, OREGON,  
TO AID IN THE CONSTRUCTION OF THE BOLTON RESERVOIR REPLACEMENT**

**WHEREAS**, the Bolton Reservoir is in need of replacement; and

**WHEREAS**, the City has entered into a contract for the design and engineering of the Bolton Reservoir replacement that includes an evaluation of potential sites for the new reservoir;

**WHEREAS**, the City Council has determined that the current site ~~for~~of the Bolton Reservoir will be the is a possible location for the replacement reservoir;

**WHEREAS**, construction at the current site on Skyline Drive would necessitate the purchase of nearby properties for staging and construction purposes;

**WHEREAS**, the property owners of 6123 Skyline Drive and 6175 Skyline Drive are willing sellers of properties that could be used for staging and construction purposes; and

**WHEREAS**, West Linn City Charter, Chapter XI, Section 46(d) requires the City Council to determine the appropriate designation of the property.

**NOW, THEREFORE, THE CITY OF WEST LINN RESOLVES AS FOLLOWS:**

**SECTION 1.** Designation of Bolton Reservoir Site. The City Council designates the current site of the Bolton Reservoir as the location for the replacement reservoir.

**SECTION 2.** **Acquisition of Properties.** The City Council authorizes the City Manager to purchase the properties located at 6123 Skyline Drive and 6175 Skyline Drive, West Linn, with money from the water fund. The City Council authorizes the City Attorney to undertake any actions necessary to facilitate the purchase of the properties.

**SECTION 32.** **Designation of Properties.** The properties located at 6123 Skyline Drive and 6175 Skyline Drive, West Linn shall be designated as city-owned properties upon acquisition.

**SECTION 43.** **Surplus of Properties.** The City Council authorizes the purchase of these properties with the intent to surplus and sell the properties after the Bolton Reservoir replacement is completed. Any proceeds received from the future sale of the properties would be deposited in the water fund.

This resolution was PASSED and ADOPTED this 9th day of February, 2015, and takes effect upon passage.

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JOHN KOVASH, MAYOR

ATTEST:

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KATHY MOLLUSKY, CITY RECORDER

APPROVED AS TO FORM:

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CITY ATTORNEY