



Memorandum

Date: June 12, 2015

To: Members, West Linn City Council

From: Chris Jordan, City Manager *CJ*

Subject: Miscellaneous Items

Property Task Force

During the April 6 work session, the Council discussed its goal regarding a review of city-owned properties. The outcome was that members of the Council would forward to me the names of possible members of a task force to review these properties. To date, I have not received any input from the Council. Please forward any thoughts you have on this matter to me so we can initiate this project.

Water Rates

A Council Goal for this year states:

Review revenue strategies for the Water Fund, and receive a recommendation from the Utility Advisory Board.

I believe the Council was intending to consider placing a water rate increase on a ballot this year. If the Council would like to consider such a measure, the Council will need to direct staff to prepare a resolution by the end of July. Therefore, we would need a recommendation from the Utility Advisory Board in the next month.

Bolton Reservoir

The Planning Commission is scheduled to hold a public hearing on a conditional use permit for the new Bolton Reservoir on July 1.

Off Leash Dogs at Mary S. Young Park

Recently, staff has received complaints about the growing problem of off leash dogs on the trails at Mary S. Young Park. Although the rules regarding dogs are already posted at the park, staff intends to place new signage highlighting the need to keep dogs on a leash. Following the posting of these signs, the police will make an extra effort to locate and cite those individuals who are not abiding by the city's leash laws.

Tri City Service District Advisory Committee

This week I attended the Tri City Advisory Committee meeting. Although this committee (as established by the Board of County Commissioners (BCC) in 1993) consists of the city managers of

Gladstone, Oregon City and West Linn along with the Director of Water Environment Services, it has become increasingly political over the past two years. For the past few meetings, the Mayor of Oregon City has been attending, as has one of the County Commissioners. Therefore, Councilor Perry attended this week's session with me.

There were several actions considered by the Committee, two of which were approved and will be sent to the BCC for consideration:

- 1) For the past five years, there has been an Intergovernmental Agreement between Tri City and Clackamas County Service District (CCSD) for alternate biosolids disposal. Through this arrangement, both agencies are in a position to efficiently dispose of biosolids by sharing resources and capacity. Rather than extending the IGA for five years, the Committee voted to recommend an extension of two years.
- 2) The advisory committee also recommended that the BCC review the advisory committee's bylaws regarding the membership of the committee. Oregon City specifically wanted the bylaws to be amended to remove the WES Director as a voting member. Given the increasing politicization of the committee, I believe the BCC should consider appointing elected officials to this committee rather than staff from the three cities the County.

Youth Advisory Groups -- Follow-up

At the June 1, 2015 work session, the City Council indicated that they would like additional information about the anticipated time commitment to run a youth engagement concept like a **youth advisory board**. Included below is a very rough estimate of the time that should be anticipated by each member of the Council if a youth advisory board is pursued. This estimate is based off of the planning process for the Youth Leadership Academy. The estimate assumes that the Council will proactively engage in these activities to ensure that each meeting of a youth advisory board is a high quality and beneficial experience.

- Application process to include application development, promotion, review, and notification: 16 hours
- Ongoing communications and correspondence with students, parents and teachers: 24 hours
- Development of monthly meeting agenda and lessons/curriculum (8 hours/month x 10 months): 80 hours
- Monthly meetings and other special events (4 hours/month x 10 months): 40 hours
- **Estimated total hours: 160 hours**

Divided by the five members of the City Council, this would equate to an additional time commitment of 32 hours during the regular school year (September to June). In addition to the City Council's time, it should also be reasonably expected that staff will provide assistance with logistics and scheduling which would take an estimated 8 hours per month (80 hours of a current staff member's time). As was emphasized during the work session discussion, it will be imperative that each member of the City Council fully commit to the estimated 32 hours of time for this program. When West Linn High School students sign up for this program, we want to provide the assurance that the experience will be high quality and beneficial to their education.

Another concept that could be explored is a **mentoring program** where individual members of the City Council provide opportunities for interested high school students to make connections with their city work. While the responsibility for this type of program would still fall to the City Council, it could be less time intensive because the experience would be designed by the students and councilors based on their interests and availability.

Lastly, it is recognized that there is a real interest in bringing West Linn High School (WLHS) students to the National League of Cities (NLC) conference because of the impressive and impactful learning opportunities offered for students. A way to introduce NLC learning opportunities to WLHS is a **high school essay contest** about municipal government services and public service. Developing parameters for an essay contest would take some up-front staff work, but could be developed to identify students who have a proven track record of leadership and an interest in local government. The winner(s) of the essay contest could attend the NLC conference with the City Council and participate in the learning opportunities.

Staff can research other ideas about youth engagement that are of interest to the City Council, or can pursue one of the above three ideas. Ideally, to meet the timelines for the school year or for the upcoming NLC conference schedule, staff should receive some direction on the youth engagement concept that is preferred.

Council Schedule

Tentatively, the Council's schedule is as follows:

- June 15 -- Special Meeting to swear-in Russ Axelrod as Mayor
- July 13 -- Special Meeting (Land Use Hearing) and Work Session
- July 20 -- Regular Meeting
- August 3 -- Work Session
- August 10 -- Regular Meeting
- August 11 - September 14 -- No meetings scheduled