



CITY OF
West Linn

22500 Salamo Road
West Linn, Oregon 97068
<http://westlinnoregon.gov>

Revised

CITY COUNCIL MEETING

Monday, October 14, 2013

5:30 p.m. – Executive Session – Rosemont Room

Per ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions, ORS 192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed, and ORS 192.660(2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

6:30 p.m. – Meeting - Council Chambers

-
1. Call to Order & Pledge of Allegiance
 2. Approval of Agenda
 3. Proclamations, Recognitions and Presentations
 - *Municipal Judge Rhett Bernstein Swearing-In*
 4. Consent Agenda
 1. Agenda Bill 2013-10-14-01: Approve September 9, 2013 Meeting Notes
 2. Agenda Bill 2013-10-14-02: Resolution 2013-18 Certifying Election Results
 3. Agenda Bill 2013-10-14-03: Managing Oregon Resources Efficiently Intergovernmental Agreement
 5. Community Comments
 6. Report from the City Manager
 7. Business from the City Council
 8. Business Meeting
 1. Agenda Bill 2013-10-14-04: Approve Proposed Planning Docket
 9. Adjourn



AGENDA BILL 2013-10-14-01

Subject: Consent Agenda: Approval of City Council Meeting Notes

For Council: October 14, 2013

Land Use Case Number: N/A

Public Hearing

Required: ☐

Optional: ☒

City Manager's Initials: *CJ*

Attachments:

1. September 9, 2013, Council Meeting Notes

Initiated by:

- City Council

Budget Impact:

- N/A

Sustainability Considerations:

- As a reminder, you may review Council meetings online at <http://westlinnoregon.gov/meetings>.

Policy Question(s) for Council Consideration:

- N/A

Summary:

- The above mentioned City Council Meeting Notes are ready for Council approval.

Staff Recommendation:

This item is on the consent agenda. Approval of the consent agenda will finalize this set of notes.



CITY OF
West Linn

22500 Salamo Road
West Linn, Oregon 97068
<http://westlinnoregon.gov>

WEST LINN CITY COUNCIL MEETING NOTES September 9, 2013

Call to Order & Pledge of Allegiance

Council Present:

Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Staff Present:

City Manager Chris Jordan, Assistant City Manager Kirsten Wyatt, City Recorder Kathy Mollusky, City Attorney Tim Ramis, Associate Planner Sara Javoronok, and Planning Director John Sonnen.

Approval of Agenda

Council President Mike Jones moved to approve the agenda for the September 9, 2013, West Linn City Council meeting. Councilor Jody Carson seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Nays: None.

The motion carried 5 - 0

Proclamations, Recognitions and Presentations

*** Metro Councilor Carlotta Collette Grant Presentation and Quarterly Update***

On behalf of Metro, Councilor Carlotta Collette presented a \$220,000 check to Mayor John Kovash for the City of West Linn Arch Bridge/Bolton Center project.

Metro Councilor Carlotta Collette Presentation.

[Councilor Carlotta Collette PowerPoint](#)

[Metro Councilor Carlotta Collette Handouts](#)

[Consent Agenda](#)

Agenda Bill 2013-09-09-01: Approve July 1, July 15, and August 19, 2013, Meeting Notes

[Draft Meeting Notes Information](#)

Council President Mike Jones moved to approve the Consent Agenda for the September 9, 2013, West Linn City Council Meeting which includes the July 1, July 15, and August 19, 2013, Meeting Notes. Councilor Thomas Frank seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Nays: None.

The motion carried 5 - 0

[Community Comments](#)

Thomas Pudil spoke against the aquatic center and would like to see the City save more money rather than spend it.

[Thomas Pudil submittal](#)

Alice Richmond spoke about Oktoberfest and other holidays.

[Report from the City Manager](#)

City Manager Chris Jordan said the library had a record 20,000 users in August. The American Library Association supports September sign up month. Currently, the West Linn Library has 17,746 cardholders; the goal is to get to 18,000. The cut the red tape project has been delayed so there are no items for the September 16 work session and therefore no meeting.

[Business from the City Council](#)

[Voting Delegate at the League of Oregon Cities Conference](#)

Council President Mike Jones moved to nominate Jody Carson as the voting delegate at the League of Oregon Cities conference and Thomas Frank as the alternate voting delegate at the League of Oregon Cities conference. Councilor Jenni Tan seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Nays: None.

The motion carried 5 - 0

Councilor Jody Carson spoke about the Willamette Falls Heritage Area Coalition. They are working on getting the area around Willamette Falls designated as a National Heritage Area. They are currently working on a Feasibility Study to see if this area has national things that can be recognized for the whole nation. Part of this process is to make sure the public has input. There is a link to document on the City website westlinnoregon.com and hard copies at the library for check out. She encourages citizens to provide feedback.

Council President Mike Jones discussed the Charter Amendments that are on the September 17 ballot. None of these change the current practices; they clarify the practices the City already does.

Councilor Jenni Tan thanked Associate Planner Sara Javoronok for arranging the paper mill tour and showed some pictures of the tour. She also invited everyone to put a ribbon on the fence over I205 to commemorate the victims of September 11. The 911 Ceremony will be at Willamette Park again this year starting at 5:50 p.m.

Councilor Thomas Frank also spoke about the West Linn Paper Mill and showed pictures that are located on his website at www.thomasafrank.com.

Mayor John Kovash stated they broke ground on the new Police Station and thanked all the citizens, police, and staff who attended.

Business Meeting

Agenda Bill 2013-09-09-02: Ordinance 1615 Gloria Drive Right-of-Way Vacation * PUBLIC HEARING*

Gloria Drive Information

Mayor John Kovash opened the Gloria Drive Public Hearing and asked if any of the Councilors had any Conflict of Interest.

Councilor Jenni Tan had been contacted by the applicant because she lives in the notice area. She does not believe that the vacation could cause a financial benefit or detriment to her or her relatives, and even though it is not legally required, she chose to recuse herself.

Councilor Thomas Frank lives just outside of the area. He does not believe the vacation could be a financial benefit or detriment to him or his relatives, but in the interest of transparency, he made this disclosure. Living in the general area has not biased him and he will make his decision based upon the facts and evidence presented in the hearing.

No audience member challenged Councils ability to make this decision.

Associate Planner Sara Javoronok Staff Report.

Associate Planner Sara Javoronok Presentation

Alice Richmond spoke in favor of the vacation.

Mayor John Kovash closed the Public Hearing.

Councilor Jody Carson clarified the City is vacating the property, not the citizen.

Mayor John Kovash clarified it is the right-of-way.

City Attorney Tim Ramis stated ownership is solely for the public right-of-way, if the City is not using it, they have no right to hold it.

Council President Mike Jones moved to approve First Reading for Ordinance 1615 relating to the vacation of a portion of the Gloria Drive right-of-way within the City of West Linn, Oregon, and retaining a public utility easement, and set the matter for Second Reading. Councilor Jody Carson seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, and Councilor Thomas Frank.

Nays: None.

The motion carried 4 - 0

Council President Mike Jones moved to approve Second Reading for Ordinance 1615 relating to the vacation of a portion of the Gloria Drive right-of-way within the City of West Linn, Oregon, and retaining a public utility easement, and adopt the ordinance. Councilor Thomas Frank seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, and Councilor Thomas Frank.

Nays: None.

The motion carried 4 - 0

[Work Session](#)

[Arch Bridge Project](#)

Associate Planner Sara Javoronok Staff Report.

[Associate Planner Sara Javoronok Presentation](#)

[Planning Department Work Plan](#)

Planning Director John Sonnen Staff Report.

[Ongoing and Long-Range Planning Projects](#)

[Adjourn](#)



AGENDA BILL 2013-10-14-02

Subject: Consent Agenda: Certify Election Results

For Council: October 14, 2013

Land Use Case Number: N/A

Public Hearing

Required: ☐

Optional: ☒

City Manager's Initials: CJ

Attachments:

1. Resolution 2013-18 Certifying Election Results
2. September 17, 2013, Special Election Results

Initiated by:

- City Council

Budget Impact:

- N/A

Sustainability Considerations:

- N/A

Policy Question(s) for Council Consideration:

- N/A

Summary:

- The City is required to certify election results per the Oregon Secretary of State, Elections Division. This resolution will meet those requirements.

Staff Recommendation:

This item is on the consent agenda. Approval of the consent agenda will finalize this resolution.

**RESOLUTION NO. 2013-18
WEST LINN, OREGON**

A RESOLUTION OF THE WEST LINN CITY COUNCIL CERTIFYING THE RESULTS OF THE SEPTEMBER 17, 2013, SPECIAL ELECTION

WHEREAS, at a Special Election held on September 17, 2013, in and for the City of West Linn, Clackamas County, Oregon, the Candidate for Municipal Judge; Ballot Measure 3-428 Charter Change Related to Annexations; Ballot Measure 3-429 Charter Change Related to City Attorney Services; Ballot Measure 3-430 Charter Change Related to Elections; and Ballot Measure 3-431 Charter Change Related to Interference with Personnel and Public Contracts were submitted to the voters; and

WHEREAS, the election was conducted by mail in ballot by the Clackamas County Elections Department, which established polling places, precincts, and election boards for the election; and

WHEREAS, the precincts for said election constituted all of the territory included within the corporate limits of the City of West Linn; and

WHEREAS, the City is required to certify the attached election results and do hereby declare the following to be the total from the abstracts of the votes on the City of West Linn ballot for the September 17, 2013, Special Election from Clackamas County:

For Municipal Judge:	Rhett Bernstein 1,879	Write-Ins 141	Total Votes 2,020
For Measure 3-428:	Yes 2,451	No 528	Total Votes 2,979
For Measure 3-429:	Yes 2,456	No 487	Total Votes 2,943
For Measure 3-430:	Yes 2,662	No 296	Total Votes 2,958
For Measure 3-431:	Yes 2,073	No 864	Total Votes 2,937

NOW, THEREFORE, THE CITY OF WEST LINN CERTIFIES AS FOLLOWS:

SECTION 1: The abstract of votes certified by the Office of the Clackamas County Clerk are attached hereto.

SECTION 2: Rhett Bernstein was elected as Municipal Judge for the remainder of the unexpired term of Judge Heather Karabeika which expires December 31, 2014.

SECTION 3: Ballot Measure 3-428 Charter Change Related to Annexations; Ballot Measure 3-429 Charter Change Related to City Attorney Services; Ballot Measure 3-430 Charter Change Related to Elections; and Ballot Measure 3-431 Charter Change Related to Interference with Personnel and

Public Contracts received an affirmative vote from a majority of the electorate voting and the City of West Linn shall amend the Charter.

This resolution was PASSED and ADOPTED this 14TH day of OCTOBER 2013, and takes effect upon passage.

JOHN KOVASH, MAYOR

ATTEST:

KATHY MOLLUSKY, CITY RECORDER

APPROVED AS TO FORM:

CITY ATTORNEY



CLACKAMAS COUNTY

Office of the County Clerk

SHERRY HALL
CLERK

2051 KAEN ROAD, 2ND FLOOR
OREGON CITY, OR 97045
503.655.8510
FAX 503.655.8461

October 2, 2013

VIA EMAIL AND USPS

City of West Linn
Attention: Kathy Mollusky, City Recorder
22500 Salamo Road
West Linn, OR 97068

Dear Kathy:

Attached please find originals of abstracts for the September, 2013
Special Election.

Please don't hesitate to let us know if you need any additional
information.

Sincerely,

A handwritten signature in black ink, appearing to read "Steve".

Steve Kindred, Deputy Clerk/Elections Manager

BOARD OF PROPERTY TAX APPEALS
2051 KAEN ROAD, 2ND FLOOR
OREGON CITY, OR 97045
503.655.8662
FAX 503.650.5687

ELECTIONS DIVISION
1710 RED SOILS CT, SUITE 100
OREGON CITY, OR 97045
503.655.8510
FAX 503.655.8461

RECORDING DIVISION
2051 KAEN ROAD, 2ND FLOOR
OREGON CITY, OR 97045
503.655.8551
FAX 503.650.5688

RECORDS MANAGEMENT DIVISION
270 BEAVERCREEK ROAD, SUITE 200
OREGON CITY, OR 97045
503.655.8323
FAX 503.655.8195

Canvass Report — Total Voters — Official Clackamas County, Oregon — 9/17/13 Special Election — September 17, 2013

10/01/2013 09:17 AM
 Precincts Reporting 6 of 6 = 100.00%

Total Number of Voters: 3,019 of 16,571 = 18.22%

Municipal Judge

Precinct	Blank Ballots Cast	Over Votes	Under Votes	Total Ballots Cast	Registered Voters	Percent Turnout	Rhett L Bernstein	Write-In	Totals
130	0	0	157	492	2,689	18.30%	290	45	335
131	0	0	143	471	2,834	16.62%	313	15	328
132	2	0	114	370	2,310	16.02%	244	12	256
133	0	0	231	719	3,841	19.75%	463	25	488
134	0	0	167	467	2,430	19.22%	272	28	300
135	1	0	187	500	2,667	18.75%	297	16	313
Totals:	3	0	999	3,019	16,571		1,879	141	2,020

CERTIFIED COPY OF THE ORIGINAL
 SHERRY HALL, COUNTY CLERK

BY:

Sherry Hall

Canvass Report — Total Voters — Official
Clackamas County, Oregon — 9/17/13 Special Election — September 17, 2013
 Page 2 of 5

Total Number of Voters: 3,019 of 16,571 = 18.22% 10/01/2013 09:17 AM
 Precincts Reporting 6 of 6 = 100.00%

3-428 Charter amendment requiring all annexations to be approved by voters

Precinct	Blank Ballots Cast	Over Votes	Under Votes	Total Ballots Cast	Registered Voters	Percent Turnout	Yes	No	Totals
130	0	0	8	492	2,689	18.30%	409	75	484
131	0	1	3	471	2,834	16.62%	382	85	467
132	2	1	4	370	2,310	16.02%	302	63	365
133	0	0	12	719	3,641	19.75%	595	112	707
134	0	0	7	467	2,430	19.22%	351	109	460
135	1	0	4	500	2,667	18.75%	412	84	496
Totals:	3	2	38	3,019	16,571		2,451	528	2,979

CERTIFIED COPY OF THE ORIGINAL
 SHERRY HALL, COUNTY CLERK
 BY: *Sherry Hall*

Canvass Report — Total Voters — Official Clackamas County, Oregon — 9/17/13 Special Election — September 17, 2013 Page 3 of 5

10/01/2013 09:17 AM
 Precincts Reporting 6 of 6 = 100.00%

Total Number of Voters: 3,019 of 16,571 = 18.22%

3-429 Charter amendment establishing process for appointing and removing city attorney

Precinct	Blank Ballots Cast	Over Votes	Under Votes	Total Ballots Cast	Registered Voters	Percent Turnout	Yes	No	Totals
130	0	0	17	492	2,689	18.30%	416	59	475
131	0	0	12	471	2,834	16.62%	376	83	459
132	2	0	10	370	2,310	16.02%	293	67	360
133	0	1	18	719	3,641	19.75%	604	96	700
134	0	0	9	467	2,430	19.22%	357	101	458
135	1	0	9	500	2,667	18.75%	410	81	491
Totals:	3	1	75	3,019	16,571		2,456	487	2,943

CERTIFIED COPY OF THE ORIGINAL
 SHERRY HALL, COUNTY CLERK

BY: Sherry Hall

Canvass Report — Total Voters — Official Clackamas County, Oregon — 9/17/13 Special Election — September 17, 2013 Page 4 of 5

10/01/2013 09:17 AM
 Precincts Reporting 6 of 6 = 100.00%

Total Number of Voters: 3,019 of 16,571 = 18.22%

3-430 Charter amendment to fill vacancies at May and November elections

Precinct	Blank Ballots Cast	Over Votes	Under Votes	Total Ballots Cast	Registered Voters	Percent Turnout	Yes	No	Totals
130	0	0	13	492	2,689	18.30%	429	50	479
131	0	0	12	471	2,834	16.62%	420	39	459
132	2	0	8	370	2,310	16.02%	319	43	362
133	0	0	12	719	3,641	19.75%	657	50	707
134	0	0	6	467	2,430	19.22%	385	76	461
135	1	0	10	500	2,667	18.75%	452	38	490
Totals:	3	0	61	3,019	16,571		2,662	296	2,958

CERTIFIED COPY OF THE ORIGINAL
 SHERRY HALL, COUNTY CLERK
 BY: *Sherry Hall*

**Canvass Report — Total Voters — Official
Clackamas County, Oregon — 9/17/13 Special Election — September 17, 2013**

10/01/2013 09:17 AM
Precincts Reporting 6 of 6 = 100.00%

Total Number of Voters: 3,019 of 16,571 = 18.22%

3-431 Charter amendment to prohibit interference with personnel and public contracts

Precinct	Blank Ballots Cast	Over Votes	Under Votes	Total Ballots Cast	Registered Voters	Percent Turnout	Yes	No	Totals
130	0	0	24	492	2,689	18.30%	341	127	468
131	0	0	10	471	2,834	16.62%	327	134	461
132	2	0	10	370	2,310	16.02%	241	119	360
133	0	0	19	719	3,641	19.75%	513	187	700
134	0	0	7	467	2,430	19.22%	291	169	460
135	1	0	12	500	2,667	18.75%	360	128	488
Totals:	3	0	82	3,019	16,571		2,073	864	2,937

CERTIFIED COPY OF THE ORIGINAL
SHERRY HALL, COUNTY CLERK

BY: 



AGENDA BILL 2013-10-14-03

Subject: Multiagency Intergovernmental Agreement for public works and related activities

For Council: October 14, 2013

Land Use Case Number: N/A

Public Hearing

Required: ☐

Optional: ☒

City Manager's Initials: CJ---

Attachments:

1. "Managing Oregon Resources Efficiently" Intergovernmental Agreement (MORE-IGA)

Initiated by:

- Public Works Department

Budget Impact:

- None

Sustainability Considerations:

- Allows for the efficient sharing of public resources

Policy Question(s) for Council Consideration:

- None

Summary:

- The MORE-IGA allows public agencies in Oregon to share resources including equipment, materials, and services for public works, municipal, transportation, engineering, construction, operations, maintenance, emergency management, and related activities.
- The MORE-IGA will be utilized by the City to obtain service from other agencies and share resources in a cost effective and efficient manner. (ex. County provided pavement marking).
- Any services provide under the MORE-IGA shall continue to meet City purchasing policies and requirements.
- Currently 26 public agencies have signed the MORE-IGA including most of the Portland metro area counties.

Staff Recommendation:

Staff recommends the City Council approve and authorize the City Manager to sign the MORE-IGA.

MANAGING OREGON RESOURCES EFFICIENTLY {**MORE**}

INTERGOVERNMENTAL AGREEMENT for resources and services

This Agreement is made between the SIGNED PARTIES pursuant to the authority provided by ORS Chapter 190 and shall be referred as the **MORE-IGA** {Managing Oregon Resources Efficiently Intergovernmental Agreement} ("**AGREEMENT**").

WHEREAS:

1. Each **PARTY** owns certain equipment and materials, and provides services that may be useful to another **PARTY** for public works, municipal, transportation, engineering, construction, operations, maintenance, service districts, emergency management and related activities; and
2. The **PARTIES** agree that sharing equipment, materials, and services promotes the cost-effective and efficient use of public resources; and
3. The **PARTIES** desire to enter into this **AGREEMENT** to establish procedures for sharing equipment, materials, resources, and services, and defining legal relationships and responsibilities. Therefore, in consideration of the mutual covenants herein, it is

AGREED:

1. The **PARTIES** shall make available to each other vehicles, equipment, machinery, materials, related items ("**EQUIPMENT OR MATERIALS**") and/or services in the manner and on the terms and conditions provided herein. The **PARTY** supplying the services or the **EQUIPMENT OR MATERIALS** shall be designated as the "**PROVIDER**" herein. The **PARTY** receiving the services or assuming the use of **EQUIPMENT OR MATERIALS** shall be designated as the "**USER**" herein.
2. A cost estimate for specific services will be supplied by the **PROVIDER** at the request of the **USER**. Service **PROVIDERS** shall maintain an accurate cost accounting system, track expenditures and provide monthly billing to **USER**. Unless other arrangements are agreed upon by the **PARTIES**, **PROVIDER'S** invoices will be paid by **USERS** in full within thirty (30) days of billing.
3. **EQUIPMENT OR MATERIALS** and/or services shall be provided upon reasonable request at mutually convenient times and locations. The **PROVIDER** retains the right to refuse to honor a request if the **EQUIPMENT OR MATERIALS** are needed for other purposes, if providing the **EQUIPMENT OR MATERIALS** would be unduly inconvenient, or if for any other reason, the **PROVIDER** determines in good faith that it is not in its best interest to provide a particular item at the requested time. **EQUIPMENT OR MATERIALS** shall be returned immediately at **PROVIDER'S** request.
4. The **USER** receiving the **EQUIPMENT OR MATERIALS** shall take proper precaution in its operation, storage and maintenance. **EQUIPMENT OR MATERIALS** shall be used only for its intended purpose. The **USER** shall permit the **EQUIPMENT OR MATERIALS** to be used only by properly trained, properly licensed, and supervised operators. The **USER** shall be responsible for **EQUIPMENT OR MATERIALS** repairs necessitated by misuse or negligent operation and for the maintenance and/or replacement of high wear items (i.e., milling machine teeth, etc.). The **USER** shall not be responsible for scheduled preventive maintenance (**P.M.**) unless **EQUIPMENT OR MATERIALS** hours used exceeds the **P.M.** schedule periods and has been agreed by the **PROVIDER**. The **USER** shall perform and document required written maintenance checks prior to and after use and shall provide routine daily maintenance of **EQUIPMENT OR MATERIALS** (i.e., fluid checks, lubricating, etc.) during the period in which the **EQUIPMENT OR MATERIALS** is in **USER'S** possession.
5. **PROVIDER** shall endeavor to provide **EQUIPMENT OR MATERIALS** in good working order and to inform **USER** of any information reasonably necessary for the proper operation of the **EQUIPMENT OR MATERIALS**. The **EQUIPMENT OR MATERIALS** are provided "as is", with no representation or warranties as to its condition or its fitness for a particular purpose. **USER** shall be solely responsible for selecting the proper **EQUIPMENT OR MATERIALS** for its needs and inspecting **EQUIPMENT OR MATERIALS** prior to use. It is acknowledged by the **PARTIES** that the **PROVIDER** is not in the

business of selling, leasing, renting or otherwise providing EQUIPMENT OR MATERIALS to others, and that the PARTIES are acting only for their mutual convenience and efficiency.

6. The PARTIES shall provide EQUIPMENT OR MATERIALS storage to each other, at no charge, upon request when mutually convenient. It is recognized that such storage is for the benefit of the PARTY requesting it. The PARTY storing the EQUIPMENT OR MATERIALS shall be responsible for providing a reasonably safe and secure area and not responsible nor liable for theft or damage.
7. The PROVIDER may require, in its sole discretion, that only PROVIDER'S personnel operate EQUIPMENT OR MATERIALS. In so doing, PROVIDER shall be deemed an independent contractor and PROVIDER'S employees shall not be deemed employees of USER. The PROVIDER'S operator shall perform under the general direction and control of the USER, but shall retain full control over the manner and means of using the EQUIPMENT OR MATERIALS.
8. For the purposes of this AGREEMENT, the PARTIES are independent contractors. Nothing herein shall alter the employment status of any workers providing services under this AGREEMENT. Such workers shall at all times continue to be subject to all standards of performance, disciplinary rules and other terms and conditions of their employer. No USER shall be responsible for the direct payment of any salaries, wages, compensation or benefits for PROVIDER'S workers performing services to USERS under this AGREEMENT.
9. Each PARTY shall be solely responsible for its own acts and those of its employees and officers under this AGREEMENT. No PARTY shall be responsible or liable for consequential damages to another PARTY arising out of providing or using EQUIPMENT OR MATERIALS or services under this AGREEMENT. PROVIDERS requiring that their personnel operate EQUIPMENT OR MATERIALS shall, within limits of the Oregon Constitution and the Oregon Tort Claims Act, hold harmless, indemnify and defend the USER, its officer, agents and employees from all claims arising solely by reason of any negligent act by persons designated by PROVIDER to operate EQUIPMENT OR MATERIALS. Notwithstanding the above, the USER shall bear sole responsibility for ensuring that it has the authority to request the work, for its designs and for any representations made to the PROVIDER regarding site conditions or other aspects of the project. The PROVIDERS of the EQUIPMENT OR MATERIALS shall adequately insure the EQUIPMENT OR MATERIALS or provide self-insurance coverage.
10. Any PARTY may terminate its participation by providing thirty (30) days written notice to the other PARTIES. Any amounts due and owing by a terminating PARTY shall be paid within thirty (30) days of termination.
11. Nothing herein shall be deemed to restrict authority of any of the PARTIES to enter into separate agreements governing the terms and conditions for providing EQUIPMENT OR MATERIALS or services on terms different than specified herein.
12. Any **OREGON PUBLIC ENTITY** may become a PARTY to this AGREEMENT. Each PARTY in accordance with the applicable procedures of that PARTY shall approve this AGREEMENT. This AGREEMENT will be executed separately by each PARTY and shall be effective as to each PARTY and binding among all the PARTIES that have signed this AGREEMENT on the date of execution and sending a copy of the signed AGREEMENT to the **CONTRACT ADMINISTRATOR**. The current CONTRACT ADMINISTRATOR is:

Don Newell, Marion County Public Works, 5155 Silverton Road NE, Salem, Oregon 97305

Telephone: 503.365.3129, e-mail: DNewell@co.Marion.or.us

A new CONTRACT ADMINISTRATOR may be named at any time with the approval of a majority of the PARTIES.

13. This AGREEMENT may be amended by written amendment signed by all of the PARTIES.

- end of the AGREEMENT narrative -

*Final MORE-IGA narrative revision date: **March 5, 2013** (no changes or additions are allowed to the above)*

MORE-IGA SIGNATURE PAGE

(MANAGING OREGON RESOURCES EFFICIENTLY INTERGOVERNMENTAL AGREEMENT)

IN THE WITNESS WHEREOF, the PUBLIC ENTITY City of West Linn, Oregon (PARTY) has caused this AGREEMENT to be executed by its duly authorized representatives as the date of their signatures below:

_____ Signature of Officer	_____ Date	<u>City Manager</u> _____ Officer's title
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_____ Signature of Officer	_____ Date	_____ Officer's title
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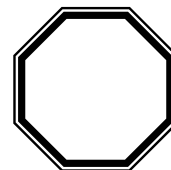
Approval as to form:

_____ Signature of Counsel	_____ Date	<u>Asst. City Attorney</u> _____ Counsel's title
-------------------------------	---------------	--

Name & title of the AGENCY'S IGA OVERSEER:	<u>Lance Calvert, P.E. - Public Works Director</u>	
Address:	<u>22500 Salamo Road</u>	
	<u>West Linn, OR 97068</u>	
Office Phone:	<u>503-722-5500</u>	Cell Phone: <u>n/a</u>
E-mail:	<u>lcalvert@westlinnoregon.gov</u>	

Optional: Name & title of Agency's 2 nd Contact:	<u>Jeff Randall - Street Supervisor</u>	
Office Phone:	<u>503-742-8616</u>	Cell Phone: _____
E-mail:	<u>jrandall@westlinnoregon.gov</u>	

1. Mail the original signed MORE-IGA SIGNATURE PAGE (this page – *actual hard copy page*) to:
Don Newell, CONTRACT ADMINISTRATOR for distribution to member agencies.
Marion County, 5155 Silverton Road NE, Salem, Oregon 97305 e-mail: DNewell@co.Marion.or.us
Telephone: 503.365.3129 MORE-IGA web site: <http://www.MOREoregon.com>
2. Retain a 2nd **original signed MORE-IGA SIGNATURE PAGE** for your records (a total of 2-sets are required).
3. Send additional agency staff contacts' e-mail addresses to the above CONTRACT ADMINISTRATOR.
4. Copy other PARTIES' **MORE-IGA SIGNATURE PAGES** for your agency's records from the above MORE-IGA web site.



INSTRUCTIONS FOR THE MORE-IGA

(MANAGING OREGON RESOURCES EFFICIENTLY INTERGOVERNMENTAL AGREEMENT)

*“Doing **MORE** with less!”*

The following is directed to officials of local and state governments that may want to participate in the accompanying **MORE-IGA** [AGREEMENT]. There are four pages to the MORE-IGA:

- The MORE-IGA narrative – pages 1-2
 - **MORE-IGA SIGNATURE PAGE** – page 3
 - **INSTRUCTIONS FOR THE MORE-IGA** (this page) – page 4
- a. The purpose of the MORE-IGA is for to exchange EQUIPMENT OR MATERIALS or services between OREGON PUBLIC ENTITIES.
 - b. All PARTIES, who sign the AGREEMENT, must honor the AGREEMENT entirely.
 - c. Each PUBLIC ENTITIES shall identify an AGENCY’S IGA OVERSEER which will process, file and will receive and maintain IGA documents.
 - d. Don Newell of Marion County has agreed to act as the CONTRACT ADMINISTRATOR. The CONTRACT ADMINISTRATOR will notify all the AGENCY’S IGA OVERSEERS for all PARTIES. The CONTRACT ADMINISTRATOR will not resolve any disputes of the AGREEMENT PARTIES, nor would Marion County or its employees be liable for any damages sought between any two other PARTIES.
 - e. Each new PARTY shall execute the **MORE-IGA SIGNATURE PAGE** in two original sets: One shall be filed with the CONTRACT ADMINISTRATOR for approval, filing and distribution, and the second for the PARTY entity’s records.
 - f. Each AGENCY’S IGA OVERSEER will receive digital copies of the **MORE-IGA SIGNATURE PAGE** from the web site: <http://www.MOREoregon.com> for their records. The CONTRACT ADMINISTRATOR will directly inform the AGENCY’S IGA OVERSEERS of new Agencies signers by e-mail.
 - g. After the signature and approval process is completed, any PARTY may directly approach any other PARTY for exchange of equipment, materials, resources, and services. There is no need to coordinate requests amongst other PARTIES or with the CONTRACT ADMINISTRATOR.
 - h. It is important to note paragraph 3 (page 1): “The PROVIDER retains the right to refuse to honor a request”.
 - i. The CONTRACT ADMINISTRATOR maintains two-e-mail lists: 1) Each PUBLIC ENTITIES’ AGENCY’S IGA OVERSEERS; 2) other PUBLIC ENTITIES’ staff that want to be informed of MORE members’ news, announcements, and activities. MORE members will schedule and host meetings 3-times a year to discuss joint issues.
 - j. An optional 2nd agency contact person can identify on the **MORE-IGA SIGNATURE PAGE** which will also receive direct ongoing correspondence of MORE’s activities or of its members.
 - k. The IGA, list of PUBLIC ENTITIES with agencies’ contacts, digital file copies of **MORE-IGA SIGNATURE PAGES**, meeting announcements, and members’ news are found on <http://www.MOREoregon.com>

Questions or concerns may be addressed to:

Don Newell, CONTRACT ADMINISTRATOR.

Marion County, 5155 Silverton Road NE, Salem, Oregon 97305

Telephone: 503.365.3129;

e-mail: DNewell@co.Marion.or.us

History: An original joint agency IGA for shared services was originally signed by Multnomah County, the City of Gresham and Oregon Department of Transportation in 1996. By the provision of a 1999 ADDENDUM, other parties agreed to sign the agreement. The IGA was revised in July 2002 and was named PMAT-IGA (PORTLAND METROPOLITAN AREA TRANSPORTATION CO-OPERATIVE INTERGOVERNMENTAL AGREEMENT) with 33-signing agencies. In February 2013 the MORE-IGA, with a more statewide focus, was crafted in tandem to eventually replaced PMAT-IGA.

A second ODOT IGA (OMAT), which allows agencies work with ODOT, can be obtained by contacting:

Rita Gill, OMAT Administrator, Oregon Department of Transportation, Region 1-Contracts & Agreements Unit;

123 NW Flanders Street, Portland, OR 97209-4012;

Telephone: 503-731-8548; e-mail: Syreeta.Gill@ODOT.state.or.us



AGENDA BILL 2013-10-14-04

Subject: Approval of the docket of proposed CDC and Comprehensive Plan amendments

For Council: October 14, 2014

Land Use Case Number: N/A

Public Hearing

Required: ☐

Optional: ☒

City Manager's Initials: CJ

Attachments:

1. Memorandum to City Manager
2. Proposed official Docket of CDC and Comprehensive Plan Amendments

Initiated by: Planning Department

Budget Impact:

No direct impact. The proposed projects contained in the docket rely on existing staff and grant funds.

Sustainability Considerations: None

Policy Question(s) for Council Consideration: Do the projects listed in the docket reflect how the Council wants to allocate City resources?

Summary: On September 9, 2013, the City Council reviewed the mandated, ongoing, and proposed planning projects and provided direction regarding which projects to include in the docket. The attached proposed docket reflects that direction. The Council expressed interest in reevaluating the docket in conjunction with goal setting.

Staff Recommendation: Approve the proposed docket.



Memorandum

Date: September 27, 2013

To: Chris Jordan, City Manager

From: John Sonnen, Planning Director

Subject: Docket of Comprehensive Plan and Community Development Code (CDC) amendments

Purpose

Approve an official Docket of Comprehensive Plan and CDC amendments.

Background

Earlier this summer the Council adopted the following docketing procedure:

98.030 DOCKET

- A. Comprehensive Plan, CDC and zoning map amendments to be prepared and processed in a given year shall be listed on a docket established consistent with this section.
 - 1. Proposing amendments and projects. Anyone may request a Comprehensive Plan, CDC or zoning map amendment or a related project on a form submitted to the Planning Department.
 - 2. Planning Commission review. Each year, staff shall present the proposed project list to the Planning Commission to give them the opportunity to review the proposed projects, add projects of interest, and to prioritize the proposed projects within their purview.
 - 3. City Council review and action. The City Council shall set the docket each year after considering the proposed project list.
- B. Exception. The City Council may initiate Comprehensive Plan, CDC and zoning map amendments outside of the docketing process.

On September 9, 2013, the City Council reviewed the mandated, ongoing, and proposed planning projects and provided direction regarding which projects to include in the docket. The attached proposed docket reflects that direction (see Attachment 1). The Council discussed the proposed regulation of private sport courts and phase II of the energy audit of City facilities (that would implement energy saving measures identified in phase I), but the projects were not added to the docket. The Council expressed interest in reevaluating the docket in conjunction with goal setting.

Other Issues

Staff capacity. The planning staff consists of a director and three FTE planners (one FTE less than the

previous year). Staff anticipates having 2.5 FTE planners available to work on long-range planning projects during the remainder of 2013 through 2014. This capacity will be consumed by the projects listed on the docket. However, if there is an up-tick in development activity staff will have less time devote to long-range planning.

Funding. The City will be awarded \$220,000 for the Arch Bridge project. The grant application called for the City to provide \$80,000 in staff time and direct costs (including about .3 FTE of planning staff time). In addition, staff was notified that the City will receive \$145,000 to help fund the required update of the Transportation System Plan.

Options

1. Approve the proposed docket as part of the consent agenda.
2. Conduct another work session prior to taking action.

Recommendation: Staff recommends Option 1.

Attachments:

1. The proposed Docket of CDC and Comprehensive Plan Amendments
2. Summary of projects that were consider but not included in the docket

DOCKET OF CDC AND COMPREHENSIVE PLAN AMENDMENTS AND OTHER PLANNING PROJECTS

October 14, 2013

PROJECT	PROJECT DESCRIPTION/RATIONALE
1. Regulatory Streamlining project	CDC and Comprehensive Plan amendments for the purpose of eliminating ineffectual and inefficient regulations to encourage positive economic development.
2. Trails Master Plan	The Trails Master Plan is intended to identify the future trail network in the city.
3. Refine the Water Resource Area (WRA) regulations	Amend the WRA regulations to protect the functions of wetlands, streams and riparian areas at least to the degree provided by current regulations, while minimizing unnecessary impediments for appropriate development.
4. Residential infill/PUD update	Amend the CDC to provide for infill housing on small, infill properties that is compatible with the surrounding area. Amend the PUD regulations to coordinate with other applicable regulations, remove obsolete and ineffective provisions, clarify confusing and contradictory provisions, and facilitate appropriate development. Identify and implement ways to improve the design and minimize the adverse impacts of flag lots.
5. Parking management program for the Willamette commercial area	Prepare a parking management program for the Willamette Commercial area. The purpose of the program would be to explore short and long-term actions to manage existing parking, help accommodate infill development, and reduce the need for additional parking in the study area. The City Council committed to preparing a parking management program for the Willamette Commercial area in exchange for a state funded roundabout feasibility study at 10 th Street and Willamette Falls Drive. The parking management study has to be completed in 2013.
6. Arch Bridge/Bolton Center	Prepare a master plan that provides for a viable, vibrant center with employment opportunities. A public process would be used to test the desirability and feasibility of alternative types, scale and character of infill development, public spaces and potential street modifications. The master plan would provide the basis for amending the comprehensive plan, zoning code and design guidelines. The plan would set the eastern alignment for the esplanade called for by the Highway 43/Willamette Falls Drive vision. The Arch Bridge area has the potential for dramatic positive change, largely due to its transportation accessibility and proximity to the river and Oregon City. It has potential to accommodate employment and higher density housing, if desired. The plans and regulations applicable to Bolton will protect and enhance the character and quality of the area as it evolves, bolster the viability of the business area and improve the streetscape along Highway 43. The City received a \$220,000 grant for this project.
7. Update the Transportation System Plan	Amend the City's Transportation System plan (TSP) in conformance with Regional Transportation Plan (RTP). Also address Highway 43/Willamette Falls Drive (WFD) vision components: Complete streets with mobility and destination street designations that give higher priority to pedestrians and bicyclists in centers and improve traffic flow on Highway 43 and Willamette Falls Drive outside of centers, protected bikeways, safe pedestrian crossings in key locations, and improved transit stops and service. The City is required to amend the TSP to implement Metro's RTP by December 2014. The City will receive a \$145,000 grant for this project.
8. Blue Heron Redevelopment	Prepare a feasibility analysis and master plan for the redevelopment of the 39-acre former Blue Heron site. Consider comprehensive plan and zoning code amendments that provides for the preferred uses and prohibits undesirable uses. This project would address the potential esplanade alignment.
9. Historic Resources Rehabilitation Grant Program	In 2011, the City established a grant program using CLG grant funds to provide small matching grants (50% grant funding) to owners of contributing National Register homes for rehabilitation or restoration work. The program was very well received in its first year. The City received a \$3,000 grant to continue the program in 2013.
10. Update Sustainable West Linn Strategic Plan	Coordinate with West Linn Comprehensive Plan and focus action items into five year work plan; complete benchmarking criteria, review plan goals and accomplishments, and reformat to resemble Comprehensive Plan to improve implementation and understanding by staff and other users.

POTENTIAL PROJECTS

2013-2014

PROJECT	PROPONENT	PROJECT DESCRIPTION/RATIONALE	FTE NEEDED	RECOMMENDATION
11. Private Sports Courts	Planning Commission	The Planning Commission has prepared draft regulations that address outdoor recreation facilities. The draft regulations need to be integrated into the CDC, legal review, and a Measure 56 notice in addition to the standard public hearings.	.02 FTE	
12. Highway 43/WFD Vision - implementation				
• Robinwood Center	Workshop support: 74 Yes/11 No	Minimally, design guidelines and zoning code refinements should be prepared to ensure that short-term development is of a type and character supported by the community and compatible with an ultimate center plan. This area would also benefit from a master plan derived through an alternatives analysis to explore the options for the location and scale of infill commercial and residential development, public spaces, streetscape improvements and a gateway to West Linn. Comprehensive plan and zoning code amendments and design guidelines would follow. This area is undergoing change. Planning now would allow the community to shape the development that is likely to occur.	\$35,000 plus .4 FTE staff for interim fixes; \$100,000 for a center plan	PC: Highest priority among centers Staff: Second priority
• Willamette Center	Workshop support: 70 Yes/6 No	Provide for appropriate infill development and coordinated streetscape amenities to enhance the commercial area as a destination, address traffic issues, and potentially provide for housing within walking distance of the commercial area through comprehensive plan, zoning and TSP amendments and new design guidelines. Alternatively, an analysis could be done using renderings or computer simulations to explore the options for the location and scale of infill commercial and residential development and public spaces prior to amending the comprehensive plan and code. Willamette is a strong center that could be enhanced to be more attractive as a destination and better serve the surrounding community.	\$35,000-\$100,000 plus 1 FTE staff	Staff /PC: Lowest priority among centers
• Esplanade between Willamette and the Arch Bridge area	Workshop support: 78 Yes/9 No	In coordination with the TSP and Master Trail Plan, and building upon the 2005 Willamette River Trail Plan, staff and consultants would refine the esplanade concept. Staff would explore, with representatives from the mill and PGE the possibility of eventual access through their properties, test the desirability and feasibility of various alignments and access points, and work with the community to decide on the alignment. The eastern alignment would be coordinated with the Arch Bridge Center Plan. The Phase II product could be a typical esplanade cross section and alignment and identification of key trail features/viewpoints to guide acquisition of easements. Design could wait until implementation was pending. An esplanade along the Willamette River would be an option to bike lanes along Willamette Falls Drive which is constrained by topography. It would also provide recreational access to the river. The potential alignment was largely set by the 2005 Willamette River Trail Plan. The Parks Department currently has approximately \$200,000 set aside for a riverfront trail in this area. These funds could potentially be supplemented with grant funds if easements are secured.	.1 FTE plus consultants (Parks Department lead)	PC/staff: Third highest priority among the Highway 43/WFD vision components
• Overlooks along Willamette Falls Drive		Evaluate the potential of reuse of the recycling center and discuss options for the bus garage with the property owners. Develop site plans as appropriate. Several participants at workshops suggested that the recycling center and bus garage along Willamette Falls Drive are not the optimal uses of these view points over the Willamette River.		PC/staff: Defer unless there is an acquisition opportunity
PROJECT	PROPONENT	PROJECT DESCRIPTION/RATIONALE	FTE NEEDED	RECOMMENDATION

13. Refine the commercial design regulations (Ch. 55)	City Council	Identify and address issues related to infill commercial development to improve the quality of such development. Consider using a form based code, a design review board, and other alternative approaches and best practices. This program could be done in conjunction with center planning. Consultant assistance may be needed.	.7 FTE plus consultants	PC: Second priority Staff: Coordinate with center planning
14. Overhaul the Mixed Use District	Staff	Review the effectiveness of the Mixed Use District (Chapter 59). Explore options for making the district more effective. Consider alternative regulatory approaches for providing for mixed use/transitional use. Recommend where the district should be applied. This project could be done in conjunction with the centers projects.	.4 FTE	PC: Third priority Staff: Coordinate with center planning
15. Sustainability amendments to CDC	Sustainability Advisory Board	Work with the Sustainability Board and Planning Commission to prepare CDC amendments that require more sustainable practices with regard to alternative energies, urban agriculture and environmentally sustainable development practices.	.6 FTE	Staff: Defer
16. Implement and update the neighborhood plans	Planning Commission member	Implement and, as needed update the approved neighborhood plans.		Staff: Defer until center plans are done.
17. Wildlife habitat areas, protection options	Staff	Prepare a report for the City Council's consideration that addresses regulatory protections for wildlife habitat areas that are not currently protected or adequately protected. Consider creating a plan to holistically address wildlife/habitat at an appropriate scale to establish the context for site specific decisions. Without an understanding of the context and natural processes at work, site specific decisions regarding habitat areas may be inappropriate.	.1 to 1 FTE plus consultant	Staff: Defer
18. Overhaul the sign code (Chapter 52)	Staff	Overhaul the sign code to clarify the requirements and incorporate easier to comprehend tables and examples. The Council could also consider providing for amortization of illegal signs. Allow definition of a sign to have more exceptions, e.g., now it encompasses everything including numbers on people's houses, etc. Consider making temporary signs allowed for more than 60 days per year. Prohibit monument signs in residential districts and address electronic reader boards. The existing sign code is patchwork that been revised in a piecemeal fashion over time. It includes language in 'text portion' that conflicts with the tables. This makes determination of the approval requirements difficult. Consequently, staff often relies on interpretations rather than direct code language. Specific areas that need clarity include: gas station signs; neighborhood event signs; signs on City property; subdivision entry signs; highway oriented signs; home occupation signs; and temporary commercial signs on commercial property.	.7 FTE	Staff: Defer
19. Evaluate and reorganize the CDC	Staff	Evaluate the CDC regulatory approach and structure. Identify deficiencies in current code. Identify alternatives for addressing deficiencies and improving its effectiveness and ease of administration. Determine if an alternative code approach is worth doing. Reorganize the code into the preferred format and make associated editorial changes. This would result in a reorganization of the CDC and an assessment of gaps and substantive problems. It would not involve significant substantive changes.	.5 FTE	Staff: Defer. This needs to be done, but not immediately.
20. Routine minor code refinements	Staff	Identify and correct minor errors and refine vague language in the code to make it easier to administer and avoid unnecessary impediments for appropriate development. This is a routine, annual exercise to refine the code and address minor issues that come up when administering the CDC.	.1 FTE	Proceed if needed
21. Regulatory Streamlining - Phase II	Staff			
22. Phase II of the Energy Audit		Institute energy saving measures identified in Phase 1		



CITY OF
West Linn

22500 Salamo Road
West Linn, Oregon 97068
<http://westlinnoregon.gov>

WEST LINN CITY COUNCIL MEETING NOTES October 14, 2013

Call to Order & Pledge of Allegiance

Council Present:

Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Staff Present:

City Manager Chris Jordan, Assistant City Manager Kirsten Wyatt, City Recorder Kathy Mollusky, City Attorney Tim Ramis, and Planning Director John Sonnen.

Approval of Agenda

Council President Mike Jones moved to approve the agenda for the October 14, 2013 West Linn City Council Meeting. Councilor Jody Carson seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Nays: None.

The motion carried 5 - 0

Proclamations, Recognitions and Presentations

Municipal Judge Rhett Bernstein Swearing-In

Consent Agenda

Agenda Bill 2013-10-14-01: Approve September 9, 2013 Meeting Notes

[Draft Notes Information](#)

Agenda Bill 2013-10-14-02: Resolution 2013-18 Certifying Election Results

[Election Information](#)

Agenda Bill 2013-10-14-03: Managing Oregon Resources Efficiently Intergovernmental Agreement

[MORE IGA Information](#)

Council President Mike Jones moved to approve the Consent Agenda for the October 13, 2013 West Linn City Council Meeting which includes the September 9, 2013 Meeting Notes, Resolution 2013-18 Certifying Election results, and the Managing Oregon Resources Efficiently Intergovernmental Agreement. Councilor Thomas Frank seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Nays: None.

The motion carried 5 - 0

Community Comments

Roberta Schwarz commended the Planning Commission's handling of the Cut the Red Tape Project, the upcoming White Oak Savanna fundraising events, and articles written about the White Oak Savanna.

Michael Monical spoke about the Lake Oswego-Tigard project and submitted pictures, traffic analysis memo, and DKS lane width information.

[Michael Monical submittal](#)

Shanon Vroman spoke out against the Lake Oswego-Tigard project and submitted her comments.

[Shanon Vroman submittal](#)

Yvonne Davis shared her concerns about the Lake Oswego-Tigard project construction and submitted photos.

[Yvonne Davis submittal](#)

Jana Rea is concerned about the Lake Oswego-Tigard project construction traffic, the cranes they are going to use, and the construction/neighborhood meeting times.

Sam Stephens is concerned about the Lake Oswego-Tigard construction dump truck sizes.

Steve Wilson is building a house next to the Lake Oswego-Tigard project and is upset that the project was allowed to move forward.

Robert Stowell does not feel staff is following Council goals, specifically Goal two, citizen involvement.

Steve & Julie Blake are concerned about the Lake Oswego-Tigard project construction traffic and submitted pictures.

[Steve & Julie Blake submittal](#)

Vicky Smith requests the Lake Oswego-Tigard project be a regular City Council agenda item and would like the permitted project online so citizens can access it.

Lamont King is concerned about the Lake Oswego-Tigard project construction traffic and that the conditional use Intergovernmental Agreement has not been negotiated yet.

Scott Gerber stated the backup beepers were not what was agreed to at first, the neighbors complained, and now they are.

Eric Jones is concerned about his mother's safety so he is selling her house and moving her. He asked Council to reconsider the project after the LUBA appeal comes back.

Jenne Henderson is concerned about the safety of walking around the Lake Oswego-Tigard construction project, that the neighbor's have to police the project (like the backup beepers) to make sure Lake Oswego-Tigard complies, and that they have not been paid for the lawsuit they settled.

Karie Oakes requests that the City Manager's evaluation be made public.

Teri Cummings shared concerns about the 2008 Council decisions and other past City Council's performances.

Robert Thomas provided Council his comments from 2009 and 2010 regarding the City Manager. He spoke about the urban growth boundary; he feels the attorney the City hired represents developers and the City should have hired Peggy Hennessy.

[Robert Thomas submittal](#)

Gary Hitesman asked Council questions about the City Manager and executive sessions. He wants Council to look at the benefits and problems of the Lake Oswego-Tigard project when it is remanded.

[Gary Hitesman submittal](#)

Kathleen Conroy thinks Council should all be recalled for allowing the ballot measures. Two measures were redundant, the City had already voted on them and one of them was about eliminating the March and September ballots and this was on the September ballot. The other one was about Council not interfering with the City Manager and the Staff. She feels Council should manage the City Manager, City business, and City Staff. She wants to know how Council is going to respond to citizens who have questions about the City Manager or City Staff.

Alice Richmond stated neither Council nor City Management are listening to citizens.

[Report from the City Manager](#)

City Manager Chris Jordan reminded everyone we are taking applications for the West Linn Leadership Academy, applications are online and due November 15. Neighbors Helping Neighbors is December 14. This year the City is offering a Youth Leadership Academy for 6th, 7th and 8th graders. The Haunted Trail at Mary S. Young Park is October 25 and 26.

[Business from the City Council](#)

Councilor Jody Carson responded to the citizen comment that there was an election in September because it is required in the Charter to have the election. The other items were to clarify language since the language in the Charter was vague and has caused issues. The Willamette Falls and Lock Fest were very successful.

Councilor Thomas Frank welcomed a new addition to their family and showed pictures of their daughter, Lila. Councilors Carson and Frank attended the League of Oregon Cities Conference. There is a Lake Oswego-Tigard Water Treatment Plant meeting 8:00 a.m. tomorrow at Burgerville. The Library does Terrific Tuesdays at 6:30 p.m. This next Tuesday Penny Puppets will be there.

Councilor Jenni Tan offered her congratulations to the Frank Family. She shared pictures of Oktoberfest, the Tualatin River elected officials river race where Councilor Frank and she came in first, the tour of Willamette Falls, and the Lock Festival. She answered the citizens question that if a citizen were to complain to her about the City Manager she responds to that citizen.

Councilor Mike Jones stated the ballot measure is regarding Council not interfering with the staff because Council is a policy making body. Council is responsible for hiring and evaluating the City Manager. The City Manager is responsible for hiring staff. Some previous Councilors have tried to pressure the City Manager to hire someone for a position or a Contractor which is

entirely inappropriate. If a citizen expressed concern about someone on staff, Council would take it to the City Manager. If there was a concern about the City Manager, Council would discuss it as a group. The ballot measure did not change anything the City Manager does, it reduced the chance a policymaker would exert undue influence on a City Manager.

Mayor John Kovash stated there is no single answer to her questions. People complain about the City Manager, if it is serious, Council will investigate. City Council made the decision to hire an in-house attorney.

Mayor John Kovash and City Manager Chris Jordan offered to meet with the citizen or any other citizens that have questions about how the City functions.

Mayor John Kovash apologized that it took so long for Lake Oswego to fix the back up beepers. He will ask Councilor Frank to bring the beeper issue, construction truck concerns, and alternating meeting times to the Lake Oswego construction meeting tomorrow.

Business Meeting

Agenda Bill 2013-10-14-03: Approve Proposed Planning Docket **Planning Projects Information**

Planning Director John Sonnen staff report.

Council President Mike Jones moved to approve the proposed Planning Docket. Councilor Jenni Tan seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

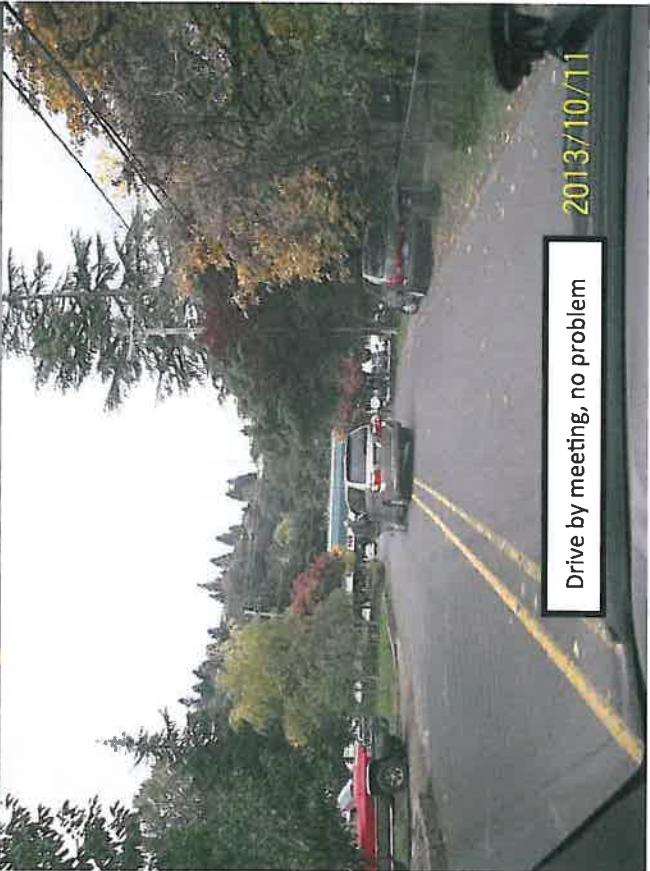
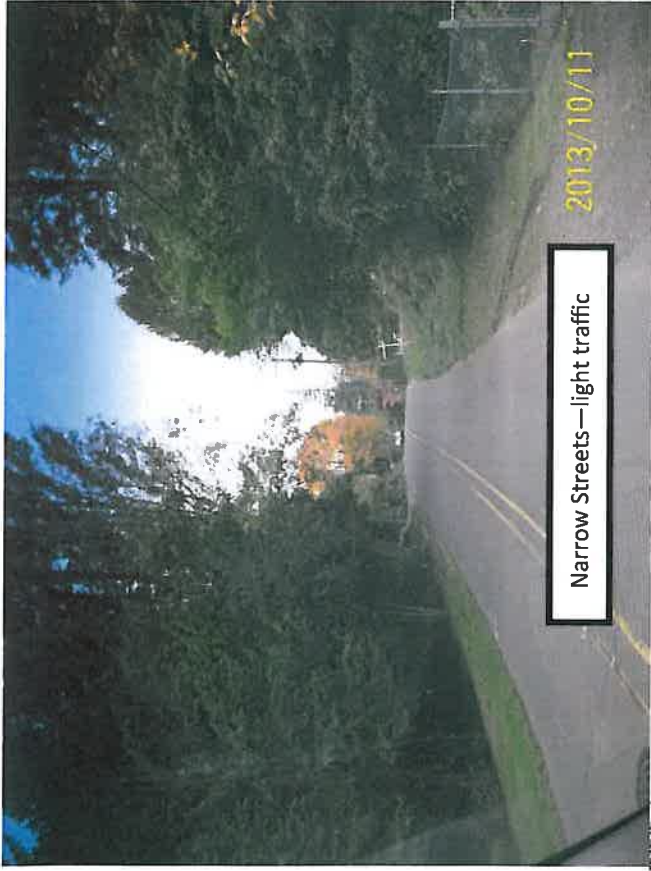
Nays: None.

The motion carried 5 - 0

Adjourn

Michael Montoya

Our Neighborhood, the way we like it.



Construction Zone

Mind if I
use your
driveway?



Ita
fita
fine



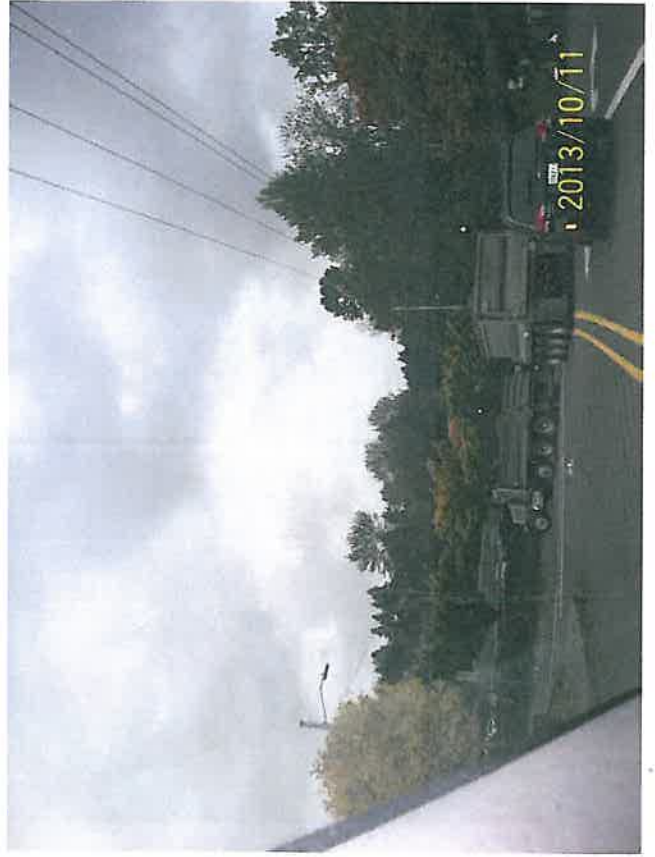
Make way,
Coming
Through



Bikes and Heavy Construction Vehicles, a Safety Managers Nightmare



Average ~~15 Second~~ ~~3.05 Minute~~ 5 + minute Delay



Aren't you glad you do
not live on Kenthorpe?



MEMORANDUM



720 SW Washington St.
Suite 500
Portland, OR 97205
503.243.3500
www.dksassociates.com

DATE: January 4, 2013
TO: Pete Oveson, Brown and Caldwell
FROM: Brian Copeland, P.E., PTOE
Monica Leal, P.E.
SUBJECT: West Linn Traffic Analysis Memorandum

PI1130-000


1.0. Summary/Conclusions

This memorandum summarizes the potential impacts to OR43 and the Robinwood neighborhood as a result of the constructing the Raw Water Pipeline (RWP), Finished Water Pipeline (FWP) and a new water treatment plant (WTP) in West Linn, Oregon. A description of these proposed improvements, as well as existing transportation conditions, estimated traffic delays, proposed access strategies, and proposed traffic control strategies has been included in the following documents which we previously submitted for the record as part of the West Linn Planning Commission hearings:

- CUP 12-02 Section 14A and Section 14B
- CUP 12-04 Section 10 and CUP 12-04 Section 12
- September 27, 2012 Land Use Application Update of CUP 12-02 and CUP 12-04
- November 1, 2012 Response to West Linn CUP-02 and CUP 12-04 public comments on construction traffic calculations
- December 10, 2012 Land Use Application Update of CUP 12-02 and CUP 12-04

In response to public input, the design team has reduced the overall construction schedule from 32 months to 28 months. The purpose of this memorandum is to update traffic analysis based on the revised schedule and to highlight key findings of the traffic analysis to date. Key findings can be summarized as follows:

- The existing transportation network capacity along OR43 and the Robinwood neighborhood is adequate to accommodate both existing and additional project-related construction traffic.
- No lane closures or access impacts will occur along OR43 during daytime hours (5:00 AM-8:00 PM).
- Nighttime construction on OR43 will generate a maximum of ten additional truck trips per hour, which will have insignificant impacts to capacity along OR43.
- Added construction traffic from RWP/FWP and WTP construction activities during daytime hours is insignificant when compared to existing daytime traffic volumes along OR43.

- Intersections along OR43 would operate within ODOT mobility standards with the addition of construction traffic. The addition of RWP/FWP and WTP construction traffic would increase average vehicle delays at intersections along OR43 by a maximum of four seconds/vehicle (see Table 1).
- The *additional* average delay encountered by a vehicle entering or leaving Cedaroak Drive or Mapleton Drive at OR43 would increase by less than fifteen seconds in the AM peak period and less than ten seconds in the PM peak per vehicle as a result of RWP/FWP and WTP construction.
- Mitigation measures included as part of FWP and WTP construction are summarized in Section 6.0 of this memorandum. With these strategies in place, no safety issues are anticipated as a result of construction activities. 
- Adequate stopping sight distance is available along construction truck routes in the Robinwood neighborhood based on a speed of 25 miles per hour. The exception to this is along Mapleton Drive in the vicinity of Nixon Street, where mitigation measures will be implemented during construction to improve safety.
- Pedestrian and bicycle access will be maintained at all times along OR43, Mapleton Drive, Cedaroak Drive, Kenthorpe Way, and Old River Road during construction activities. Pedestrian/bicycle access will be separated from vehicle traffic through any open-cut work areas.

2.0. Estimated Construction Traffic

Additional construction-related traffic along OR 43 and in the Robinwood neighborhood will occur as the result of the following activities:

- FWP work along OR 43
- RWP/FWP work along Mapleton Drive
- WTP construction in the Robinwood neighborhood

FWP work on OR 43 will be limited to nighttime hours (8:00 PM to 5:00 AM), while WTP construction and RWP/FWP construction along Mapleton Drive will occur during the daytime. Estimated construction traffic volumes resulting from the RWP/FWP and WTP construction activities, as well as associated schedules, are described in the following memorandums:

- The Lake Oswego WTP Application (CUP 12-02) and RWP/FWP Application (CUP 12-04) Memorandum submitted on September 27, 2012
- The Lake Oswego WTP Application (CU 12-02) and RWP/FWP Application (CUP 12-04) Memorandum Submitted on December 10, 2012
- Water Treatment Plant Project, Submittal Section 14A, Construction Management Plan (CMP)
- West Linn Pipelines Land Use Application, Submittal Section 10, Construction Management Plan for Raw Water and Finished Water Pipelines in West Linn

3.0. OR 43 Capacity Impacts

The existing transportation network capacity along OR43 is adequate to accommodate both existing and additional project-related construction traffic, and any construction-related impacts to capacity and access along OR43 will be minimal. FWP work on OR 43 will be limited to the hours from 8:00 PM to 5:00 AM when existing traffic volumes on OR43 are at their lowest levels. This nighttime construction on OR43 will generate a maximum of ten additional truck trips per hour, which will have negligible impacts to capacity along OR43. No lane closures or access impacts will occur along OR43 during daytime hours. WTP construction and RWP/FWP construction along Mapleton Drive will occur during the daytime hours, but will generate limited traffic along OR43 relative to the existing traffic levels.

Figure 1 shows the existing twenty-four hour traffic volumes along OR43 north of Robinwood Way, along with the estimated construction traffic volumes resulting from the RWP/FWP and WTP construction activities. This figure focuses on the *maximum* one-way construction traffic volumes to be generated over the entire project duration. Over a 24-hour period, the combined RWP/FWP and WTP construction traffic volumes would represent less than two percent of the existing traffic volumes on OR43. During the morning and evening peak hours when additional traffic from combined construction activities is at its highest level, the additional traffic from combined FWP and WTP construction traffic volumes would represent less than three percent of existing traffic along OR43. This figure clearly shows that the added construction traffic from FWP and WTP construction activities is insignificant when compared to existing traffic volumes along OR43.

Intersection performance was evaluated to estimate vehicle delays, volume to capacity (v/c) ratios, and Level of Service (LOS) experienced by roadway users with the additional RWP/FWP and WTP construction traffic. Existing traffic conditions were compared to traffic conditions during construction to assess traffic impacts due to the RWP/FWP and WTP construction activities. This analysis assumes a worst-case scenario with the WTP workforce traffic traveling to and from the construction site during the peak traffic conditions along OR43 (7:00 AM-8:00 AM and 5:00 PM to 6:00 PM). This traffic analysis was based on the Highway Capacity Manual (HCM) methodology¹. Intersection performance was evaluated at the following three signalized intersections:

- OR43/Lazy River Drive
- OR43/Cedaroak Drive
- OR43/Hidden Springs Road

¹ Highway Capacity Manual, Transportation Research Board, 2000.

Figure 1: OR 43 Between Robinson Way and Arbor Drive

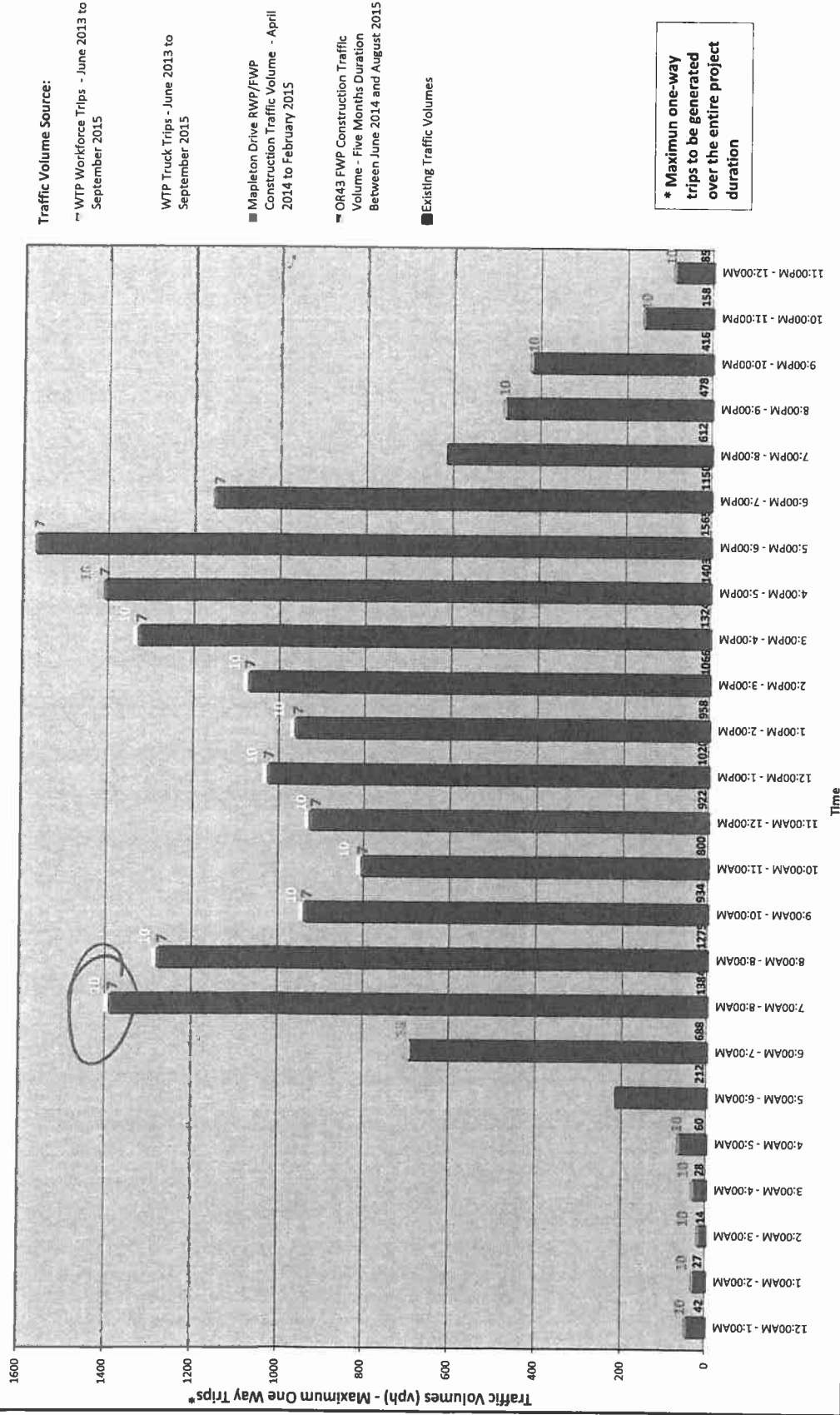


Table 1 shows a summary of the AM and PM peak hour traffic analysis results with and without the additional construction traffic, along with the ODOT traffic mobility standards.

Table 1: Capacity Analysis Summary

Intersection	LOS		Average Delay (Sec)		Volume/Capacity (V/C)		ODOT V/C Mobility Targets*
	Existing Conditions	With WTP & FWP Volumes	Existing Conditions	With WTP & FWP Volumes	Existing Conditions	With WTP & FWP Volumes	
AM PEAK HOUR							
OR43/Lazy River Dr	B	B	16.7	16.7	0.81	0.81	0.99
OR43/Cedaroak Dr	C	C	22.7	26.7	0.89	0.95	0.99
OR43/Hidden Springs Rd	C	C	21.7	24.3	0.84	0.88	0.99
PM PEAK HOUR							
OR43/Lazy River Dr	B	B	17.7	17.7	0.80	0.80	0.99
OR43/Cedaroak Dr	B	B	11.2	14.2	0.57	0.62	0.99
OR43/Hidden Springs Rd	C	C	20.1	20.9	0.81	0.84	0.99

Notes:

*1999 Oregon Highway Plan, Oregon Department of Transportation, August 2006, Policy 1F

LOS=Level of Service

Delay= Average vehicle delay in the peak hour for the entire intersection

Results of this analysis show that each of the three study intersections would operate within the ODOT mobility standards with and without additional construction traffic. Results of this analysis show that the *additional* average vehicle delay encountered by vehicles passing through the intersections of OR43/Hidden Springs Road, OR43/Cedaroak Drive, or OR43/Lazy River Drive would increase by four seconds or less as a result of construction activities.

4.0. Robinwood Neighborhood Capacity Impacts

The existing transportation network capacity for roadways in the Robinwood neighborhood is adequate to accommodate both existing and additional project-related construction traffic. RWP/FWP construction will generate a maximum of seven hourly one-way truck trips on Mapleton Drive between December 2014 and February 2015 (three months). This work will occur between the limits of 7:00 AM and 7:00 PM. During this time, existing traffic along Mapleton Drive will be detoured to Cedaroak Drive. The WTP construction will generate weekday construction traffic volumes between the limits of 6:00 AM and 5:00 PM. The Contractor's work schedule could vary somewhat within these maximum hours. The WTP construction is anticipated to start on June 2013 and finish on September 2015. Over the peak three months of construction, an estimated maximum of 45 one-way construction trips are anticipated during the AM and PM peak hours. These 45 one-way peak hour trips include 10 one-way truck trips (five in each direction) and 35 one-way contractor workforce trips. The

Contractor's craft-level personnel will be bussed to and from the site each day from an off-site parking location.

In order to assess capacity impacts in the Robinwood neighborhood, average delays for vehicles using the intersections of OR43/Cedaroak Drive and OR43/Mapleton Drive were analyzed with the additional traffic volumes generated by WTP and RWP/FWP activities during the peak three months of construction. Results of this analysis show that the average delay encountered by a vehicle entering or leaving the Robinwood neighborhood via Mapleton Drive or Cedaroak Drive at OR43 would increase by less than 15 seconds during the AM peak period and less than ten seconds in the PM peak period as a result of additional construction activity. This is consistent with information provided in previous memorandums. The intersection of OR43/Cedaroak Drive would continue to operate within ODOT mobility standards with the additional construction traffic from FWP and WTP construction activities.

This intersection performance analysis assumes the following:

- Per the CMP, the WTP Contractor's craft-level personnel will be bussed to and from the WTP site each day from an off-site parking area.
- Per the CMP, left turns at the OR43/Mapleton Drive intersection will not be allowed for construction traffic during all phases of the RWP/FWP and WTP construction.

5.0. Bicycle and Pedestrian Safety

With implementation of the mitigation strategies summarized in Section 6.0, no safety issues related to bicycle and pedestrians are anticipated as a result of construction activities and construction-related traffic. Pedestrian and bicycle access will be maintained at all times along OR43, Mapleton Drive, Cedaroak Drive, Kenthorpe Way, and Old River Road during construction activities. Pedestrian/bicycle access will be separated from vehicle traffic through any open-cut work areas. There are currently no bicycle or pedestrian facilities along most of these roadways. In cases such as this, it is not uncommon for construction traffic to share the road with pedestrians and bicycles during construction activities in residential areas. The Partnership will include a speed reduction for construction traffic in the contract documents and will monitor construction traffic speeds within the Robinwood neighborhood. The Partnership will also work with local law enforcement if traffic safety concerns arise during construction.

Stopping sight distance was evaluated along the proposed truck routes in the Robinwood neighborhood. Adequate stopping sight distance is available along construction truck routes based on a speed of 25 miles per hour². The exception to this is along Mapleton Drive in the vicinity of Nixon Street, where mitigation measures will be implemented during construction to improve safety.

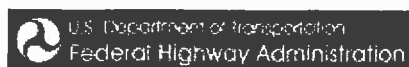
² A Policy on Geometric Design of Highway and Streets, 6th Edition, AASHTO, 2011, Tables 3-1 and 3-2

A detailed discussion of proposed pedestrian and bicycle access strategies to be used during the FWP and WTP construction activities is included in the West Linn Land Use Application Traffic Memorandum and the Traffic Control Strategy Memorandum for the Water Treatment Plan (WTP). Mitigation measures included as part of FWP and WTP construction are summarized in the next section.

6.0. Mitigation Measures Included in Project

In order to minimize transportation impacts in the Robinwood neighborhood during the FWP and WTP construction activities, the following mitigation measures will be in place over the entire project duration:

- FWP construction activities along OR43 will occur between the hours of 8:00 PM and 5:00 AM to minimize construction-related traffic impacts on the roadway.
- The WTP Contractor's craft-level personnel will be bussed to and from the WTP site each day from an off-site parking area to minimize traffic impacts.
- Left turns at the OR43/Mapleton Drive intersection will not be allowed for construction traffic.
- During open-cut pipeline construction activities, pedestrian and bicycle access will be safely accommodated around the work zone on Mapleton Drive and OR43 at all times. On OR43, there will be no impact to current bicycle facilities outside of the defined nighttime construction hours.
- Bicycle access along OR43 during nighttime construction work will be maintained at all times with a flagged and shared bike/vehicle lane. There will be no impact to current bicycle facilities outside of the defined nighttime construction hours on OR43.
- Vehicle access to commercial properties will be maintained at all times during business hours.
- With City approval, a "Combined Bicycle/Pedestrian" sign with a "Share the Road" rider will be posted to alert the drivers of the presence of bicycles and pedestrians on the roadway.
- With City approval, a portable changeable message sign (PCMS) with a message such as "Truck on Roadway/Use Caution" can be used to alert drivers to slow down during construction.
- The existing turn lanes on the east leg of the OR43/Cedaroak Drive Intersection can be extended 50 feet to provide additional storage for construction-related traffic.
- The Partnership will include a speed reduction for construction traffic in the contract documents and will monitor construction traffic speeds within the Robinwood neighborhood. The Partnership will also work with local law enforcement if traffic safety concerns arise during construction.


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Chapter 3 **The 13 Controlling Criteria**

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Lane Width

The adopted criteria describe design values for through travel lanes, auxiliary lanes, ramps, and turning roadways. There are also recommended widths for special-purpose lanes such as continuous two-way left-turn lanes. AASHTO also provides guidance for widening lanes through horizontal curves to provide for the off-tracking requirements of large trucks. Lane width does not include shoulders, curbs, and on-street parking areas. Table 3 summarizes the range of lane widths for travel lanes and ramps.

TABLE 3

Ranges for Lane Width

Type of Roadway	Rural		Urban	
	US (feet)	Metric (meters)	US (feet)	Metric (meters)
Freeway	12	3.6	12	3.6
Ramps (1-lane)	12-30	3.6-9.2	12-30	3.6-9.2
Arterial	11-12	3.3-3.6	10-12	3.0-3.6
Collector	10-12	3.0-3.6	10-12	3.0-3.6
Local	9-12	2.7-3.6	9-12	2.7-3.6

(Source: A Policy on Geometric Design of Highways and Streets, AASHTO)

It is FHWA policy that the requirement of a formal design exception for lane width is applicable for all travel lanes, including auxiliary lanes and ramps. With respect to the practice of widening lanes through horizontal curves, a formal design exception is not necessary for cases not providing additional lane width, but the decision should be documented in project records. Exhibit 7-3 in the *Green Book* describes minimum lane widths for two-lane rural highways for a range of design speeds and design-year traffic. The table entries show a 24-foot traveled way (12-foot lanes) for most conditions. Careful inspection of this table (see subnote [a]) shows that 11-foot lanes are acceptable and within policy for reconstruction projects in which an existing 22-foot dimension is operating in a satisfactory manner. For such cases the designer should document this is the case, but retention of the 11-foot width would not require a design exception.

Safety

Speed is a primary consideration when evaluating potential adverse impacts of lane width on safety. On high-speed, rural two-lane highways, an increased risk of cross-centerline head-on or cross-centerline sideswipe crashes is a concern because drivers may have more difficulty staying within the travel lane. On any high-speed roadway, the primary safety concerns with reductions in lane width are crash types related to lane departure, including run-off-road crashes. The mitigation strategies for lane width presented in Chapter 4 focus on reducing the probability of these crashes.

In a reduced-speed urban environment, the effects of reduced lane width are different. On such facilities, the risk of lane-departure crashes is less. The design objective is often how to best distribute limited cross-sectional width to maximize safety for a wide variety of roadway users. Narrower lane widths may be chosen to manage or reduce speed and shorten crossing distances for pedestrians. Lane widths may be adjusted to incorporate other cross-sectional elements, such as medians for access control, bike lanes, on-street parking, transit stops, and landscaping. The adopted ranges for lane width in the urban, low-speed environment normally provide adequate flexibility to achieve a desirable urban cross section without a design exception.

Designers should understand the interrelationships among lane width and other design elements. On high-speed roadways with narrow lanes that also have narrow shoulders, the risk of severe lane-departure crashes increases. Drivers on rural two-lane highways may shift even closer to the centerline as they become less comfortable next to a narrow shoulder. At other times, they may shift closer to the shoulder edge and are at greater risk of driving off the paved portion of the roadway (and over potential edge drop-offs) as they meet oncoming traffic.

Horizontal alignment is another factor that can influence the safety of lane width reductions. Curvilinear horizontal alignments increase the risk of lane departure crashes in general, and when combined with narrow lane widths, the risk will further increase for most high-speed roadways. In addition, trucks and other large vehicles can affect safety and operations by off-tracking into adjacent lanes or the shoulder. This affects the safety of other drivers, as well as non-motorized users such as bicyclists who may be using the adjacent lane or shoulder. It is important to understand this interaction of design elements when a design exception for lane width is being evaluated.

Substantive Safety

Figure 6 shows accident modification factors for variations in lane width on rural two-lane highways. Note that there is little difference between 11- and 12-foot lanes.

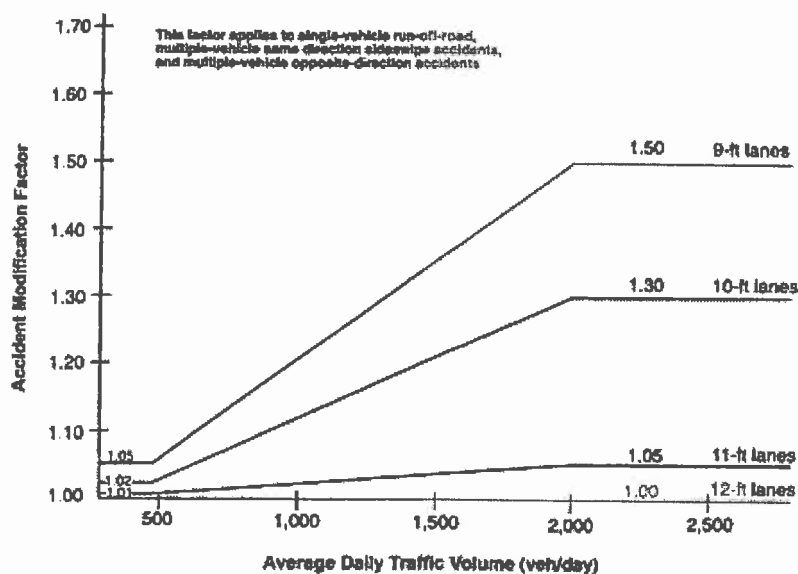


FIGURE 6

Accident Modification Factors for Lane Width on Rural Two-Lane Highways.

(Source: Prediction of the Expected Safety Performance of Rural Two-Lane Highways, FHWA)

Figure 6 is a graph. The "x" axis is labeled "Average Daily Traffic Volume (veh/day)," and is marked in increments of 500; 1,000; 1,500; 2,000; and 2,500. The "y" axis is "labeled Accident Modification Factor," and is marked in decimal increments of 1.00, 1.10, etc., through 1.70. A note at the top of the "x" axis states, "This factor applies to single-vehicle run-off-road, multiple-vehicle same direction sideswipe accidents, and multiple-vehicle opposite-direction accidents."

The accident modification factors for the various lane widths begin as horizontal lines showing a very minor difference in crash risk. As traffic exceeds 500 vpd, the AMFs increase linearly and at 2000 vpd, the AMFs return to horizontal lines. At this point the AMF for 12-foot lanes is 1.00, for 11-foot lanes is 1.05, for 10-foot lanes is 1.30, and for 9-foot lanes is 1.50, illustrating that the expected crash risk is significantly higher for 9- and 10-foot lanes on rural two-lane highways.

For multilane urban arterials and multilane rural arterials, the expected difference in substantive safety for variations in lane width is much less than the order of a few percentage points when comparing lane widths of 10 to 12 feet.

Traffic Operations

Lane width has an effect on traffic operations and highway capacity, particularly for high-speed roadways. The interaction of lane width with other geometric elements, primarily shoulder width, also affects operations.

When determining highway capacity, adjustments are made to reflect the effect of lane width on free-flow speeds. Lane widths of less than 12 feet (3.6 meters) reduce travel speeds on high-speed roadways, as summarized in Tables 4 and 5.

TABLE 4

Operational Effects of Freeway Lane Widths

Lane width (ft)	Reduction in Free-Flow Speed (mi/h)
12	0.0
11	1.9
10	6.6
Lane width (m)	Reduction in Free-Flow Speed (km/h)
3.6	0.0
3.5	1.0
3.4	2.1
3.3	3.1
3.2	5.6
3.1	8.1
3.0	10.6

Source: Highway Capacity Manual

TABLE 5

Operational Effects of Lane and Shoulder Width on Two-Lane Highways

Lane width (ft)	Reduction in Free-Flow Speed (mi/h)			
	Shoulder Width (ft)			
	$\geq 0 < 2$	$\geq 2 < 4$	$\geq 4 < 6$	≥ 6
9 < 10	6.4	4.8	3.5	2.2
$\geq 10 < 11$	5.3	3.7	2.4	1.1
$\geq 11 < 12$	4.7	3.0	1.7	0.4
≥ 3.6	4.2	2.6	1.3	0.0
Lane width (m)	Reduction in Free-Flow Speed (km/h)			
	Shoulder Width (m)			
	$\geq 0.0 < 0.6$	$\geq 0.6 < 1.2$	$\geq 1.2 < 8$	≥ 1.8
2.7 < 3.0	10.3	7.7	5.6	3.5
$\geq 3.0 < 3.3$	8.5	5.9	3.8	1.7
$\geq 3.3 < 3.6$	7.5	4.9	2.8	0.7
≥ 3.6	6.8	4.2	2.1	0.0

Source: Highway Capacity Manual

Summary

Table 6 summarizes the potential adverse impacts to safety and operations for a design exception for lane width.

TABLE 6

Lane Width: Potential Adverse Impacts to Safety and Operations

Safety & Operational Issues	Freeway	Expressway	Rural Two-Lane	Urban Arterial
Run-off-road crashes	X	X	X	
Cross-median crashes	X	X		
Cross-centerline crashes			X	
Sideswipe (same direction) crashes	X	X		X
Rear-end crashes if operations deteriorate (abrupt speed reduction)	X	X	X	
Reduced free-flow speeds	X	X	X	X
Large vehicles off-tracking into adjacent lane or shoulder	X	X	X	X

Freeway: high-speed, multi-lane divided highway with interchange access only (rural or urban).

Expressway: high-speed, multi-lane divided arterial with interchange and at-grade access (rural or urban).

Rural 2-Lane: high-speed, undivided rural highway (arterial, collector, or local).

Urban Arterial: urban arterials with speeds 45 mi/h (70 km/h) or less.

Lane Width Resources

- *A Policy on Design Standards Interstate System*, AASHTO, 2005.
- *A Policy on Geometric Design of Highways and Streets*, AASHTO, 2004.

- *Guide for the Planning, Design, and Operation of Pedestrian Facilities*, AASHTO, 2004.
- *A Guide for Reducing Collisions on Horizontal Curves*, NCHRP Report 500, Volume 7, Transportation Research Board, 2004.
- *A Guide for Reducing Collisions Involving Pedestrians*, NCHRP Report 500, Volume 10, Transportation Research Board, 2004.
- *A Guide for Reducing Collisions Involving Heavy Trucks*, NCHRP Report 500, Volume 13, Transportation Research Board, 2004.
- *A Guide for Addressing Head-On Collisions*, NCHRP Report 500, Volume 4, Transportation Research Board, 2003.
- *A Guide for Addressing Run-Off-Road Collisions*, NCHRP Report 500, Volume 6, Transportation Research Board, 2003.
- *Roadside Design Guide*, AASHTO, 2002.
- *Guidelines for Geometric Design of Very Low-Volume Local Roads (ADT \leq 400)*, AASHTO, 2001.
- *Highway Capacity Manual*, Transportation Research Board, 2000.
- *Guide for the Development of Bicycle Facilities*, AASHTO, 1999.
- *Highway Safety Design and Operations Guide*, AASHTO, 1997.
- *Use of Shoulders and Narrow Lanes to Increase Freeway Capacity*, NCHRP Report 369, Transportation Research Board, 1995.
- *Roadway Widths for Low-Traffic Volume Roads*, NCHRP Report 362, Transportation Research Board, 1994.
- *Effective Utilization of Street Width on Urban Arterials*, NCHRP Report 330, Transportation Research Board, 1990.
- *FHWA Roadside Hardware Web site*
http://safety.fhwa.dot.gov/roadway_dept/policy_guide/road_hardware/

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Community Comments - October 14, 2013

Hello, my name is _____ and I am reading the comments submitted by Shanon Vroman who could not be here tonight.

Since those that sit before me are the people who allowed this industrial plant to be built in our community, I believe you are the people I should share the following thoughts and concerns with and pose my questions to you as well as request some answers.

First my thoughts: This industrial plant should never have been approved by the council after being denied, unanimously, by the planning commission. But, since you chose to approve it, you should have applied MORE conditions to the application, many of which the community suggested. For example, we requested you require LOT to pay for an independent consultant, selected by COWL, to monitor this project and it's ability to meet the codes, requirements and conditions of approval. We stated that the City of West Linn was not equipped to handle this magnitude of an industrial project and the citizens and neighbors needed to be protected.

My Concerns: We the citizens and the neighbors have had to do all the policing of this project. We have to report on the hot line and hope for a response or action to be taken. We have had to attend meetings during work hours to get updates, present our concerns to LOT and then wait for answers. We have faced ridiculous amounts of noise and vibrations and rocking of our homes. Trucks dominating our street and the ongoing increase in demands of our peaceful residential neighborhood.

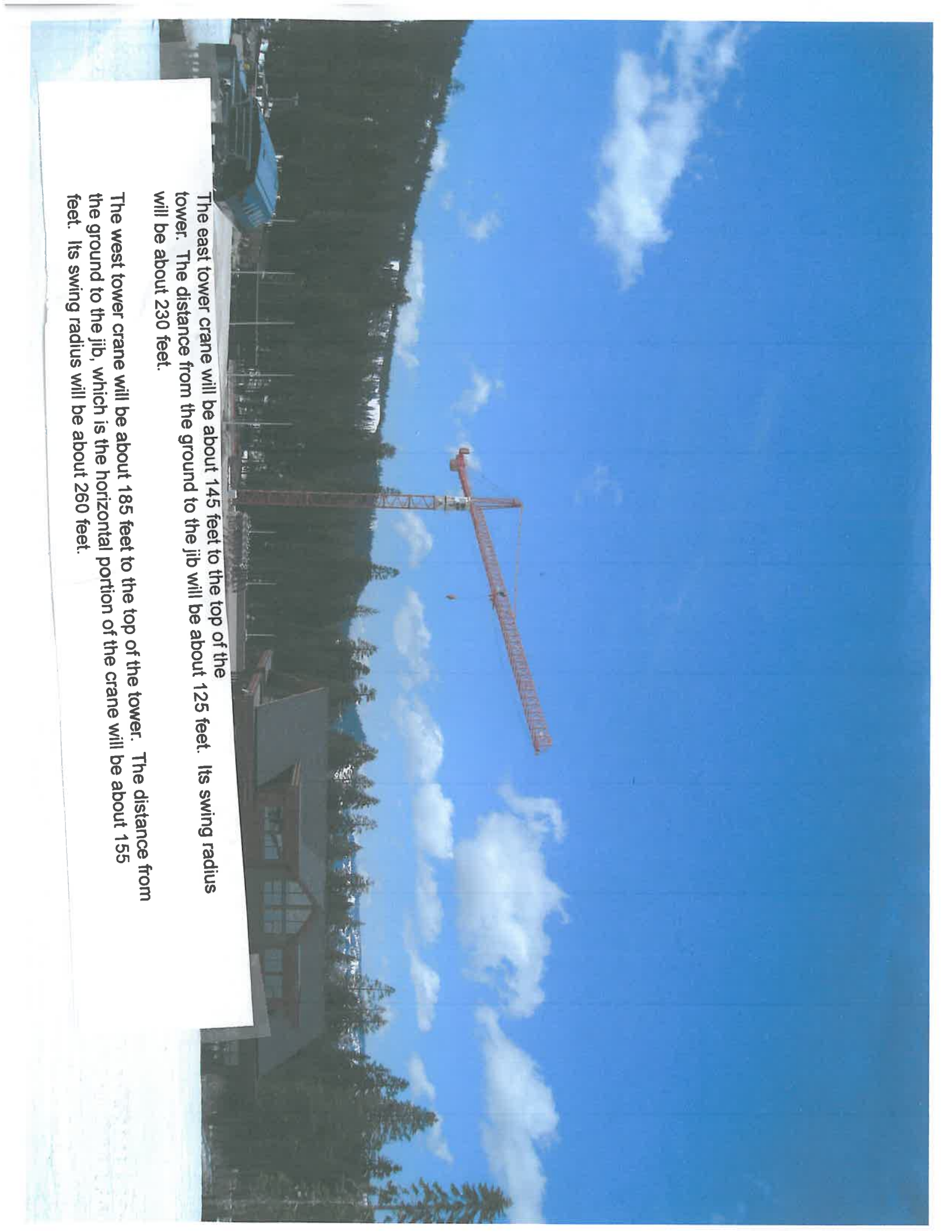
I attended the 2nd meeting LOT held at Burgerville two weeks ago. As the few residents presented their concerns about the trucks, the response from the contractor and LOT was that the street is very narrow and the mail boxes sit right on the edge and then with trash cans out, it is very difficult for the trucks because the road is so narrow. Especially when there are cars trying to get by. REALLY???? That is not our problem. We told everyone these streets were too narrow for this kind of project and truck traffic. Use smaller trucks! Why are we having to bring these concerns to their attention AGAIN. These issues should have been resolved before they started since they were well aware of this concern and then monitored by YOU!

Another concern, I recently received a request by the contractor to allow two cranes to be installed on the plant property that will swing over mine and a couple neighbors properties. These are industrial cranes like the one in the picture, which THEY provided me. I believe these cranes were in the plan all along but left out of the application and detail because they scream of industrial and danger and pose huge risks to the neighbors.

My Questions and Requests for the you...

1. Going forward, what will you do about the ongoing monitoring needed of this huge industrial project?? What steps or methods is COWL using to monitor this project?
2. Will you personally engage in this process by requesting the following: weekly reports be produced by the ongoing noise and vibration monitors, (that should be left in place), a report on the number of calls made to the hot line, the 'hot items' that are being reported and the responses/actions LOT took?
3. Will you request that LOT hold BOTH their bi-monthly meetings in the evening or on a weekend when more citizens can attend....NOT during work hours!
4. And will you request that LOT take responsibility for the disruption, not make excuses! Telling us our street is narrow so it is difficult for the big trucks to stay on their side of the road is not acceptable! The community should come first and anything to do with this project should come second.

How do you respond to these concerns and requests and will you put those responses in writing to me??



The east tower crane will be about 145 feet to the top of the tower. The distance from the ground to the jib will be about 125 feet. Its swing radius will be about 230 feet.

The west tower crane will be about 185 feet to the top of the tower. The distance from the ground to the jib, which is the horizontal portion of the crane will be about 155 feet. Its swing radius will be about 260 feet.

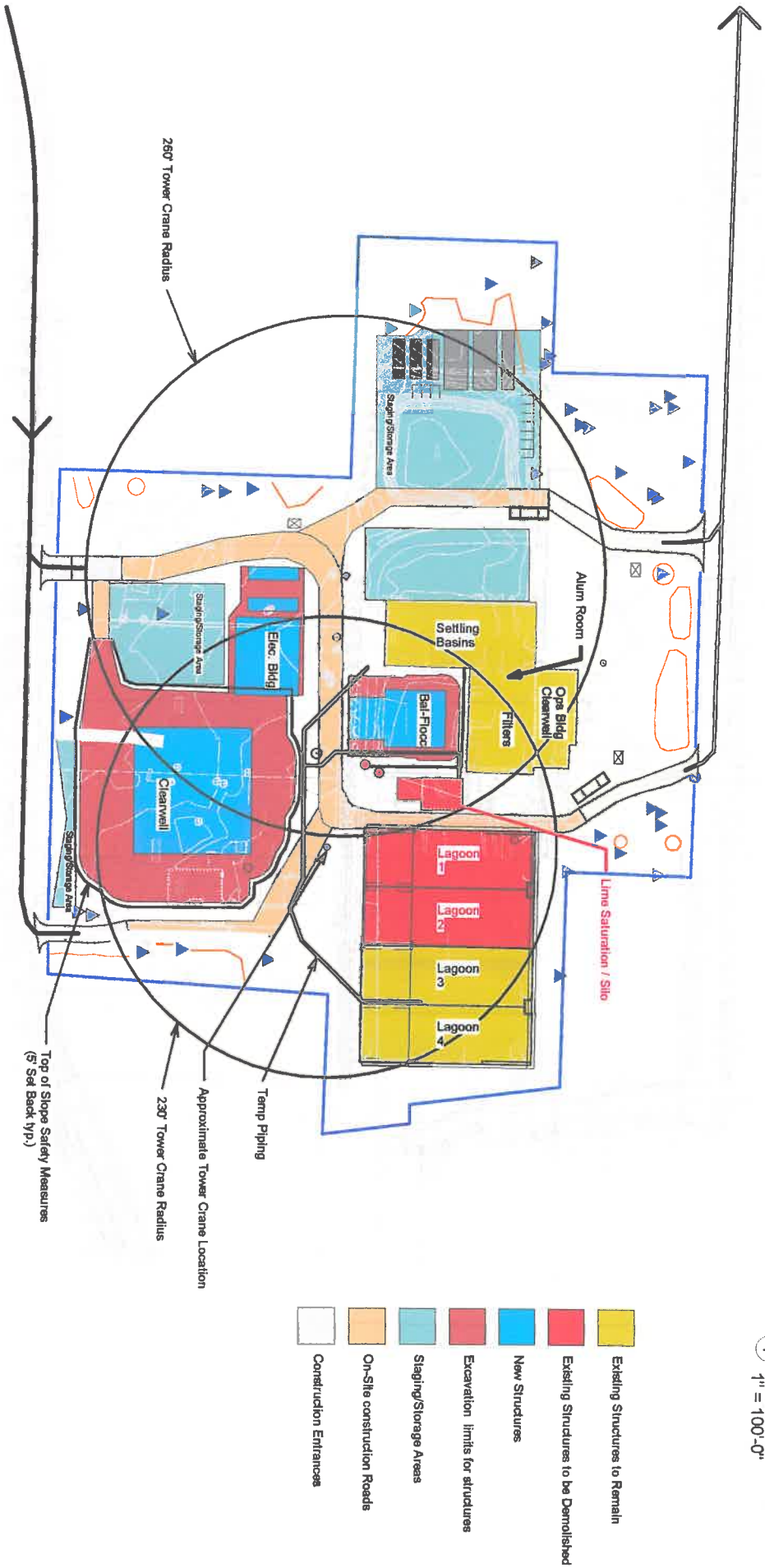
**Lake Oswego-Tigard WP
LOT - WTP Expansion**

[illegible]

Phase Plan A1

Project number	1307	<h1>Phase A1</h1> <p>Scale 1" = 100'-0"</p>
Date	9-10-13	
Drawn by	BAH	
Checked by	CP	

"This record drawing has been prepared, in part, based upon information furnished by others. While this information is believed to be reliable, Slaydon Construction Group, Inc. assumes no responsibility for the accuracy of this record drawing or for any errors or omissions that may have been incorporated into it as a result of incorrect information provided to Slaydon Construction Group, Inc. Those relying on this record document are advised to obtain independent verification of the accuracy



Crane span

From : shanonmv@comcast.net
Subject : Crane span
To : shanonmv@comcast.net

Mon, Oct 14, 2013 05:21 PM
1 attachment

Just a little geometry to think about: the larger crane forms an inverted right triangle with a given side of 155 feet (the vertical height from base to jib) and a given side of 260 feet (the length of the arm). The hypotenuse is the distance between the base of the tower and the tip of the arm. This is over 300 feet. So if the tower were to break at the base, the tip of the arm could reach out 300+ feet. The "smaller" crane would reach out 262 feet.

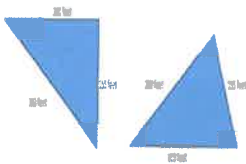
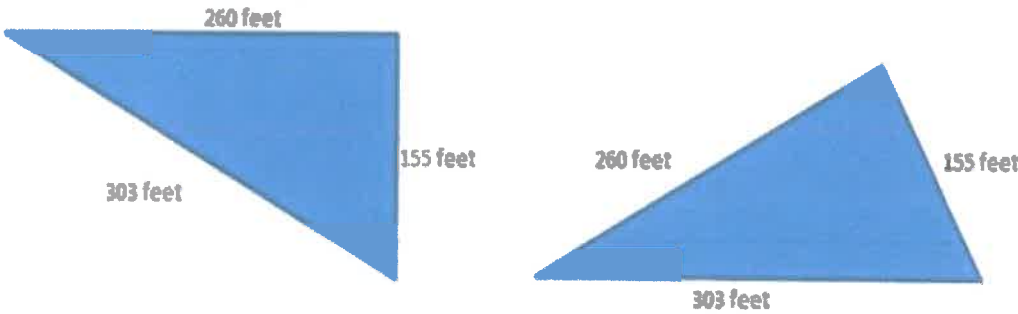


Image001.jpg
10 KB



The road is narrow, and the trucks are huge.





Previously...



Today it looks like this.



With no trees to block the lights, the plant is a nuisance.



At 7am, the trucks are already on site and idling while they wait to get loaded.



Steve Blake



Bob Thomas

To: Jordan, Schrader, Ramis P.C. Attn. Tim Ramis
From: Robert J. Thomas 2563 Pimlico Drive West Linn, OR 97068
Subject: Performance Evaluation of Chris Jordan, West Linn city manager

8-12-09

It's my view that there are some persons within West Linn's city government and staff that are impediments to having good government in West Linn that serves the best interests of the residents. In my opinion, Chris Jordan, the city manager, is a major impediment to achieving that.

In observing Jordan and the way he performs his job, it's my opinion that he has been taking self-appointed actions to circumvent, invade and co-opt what falls solely under the City Council's authority. For example, in accord with Section 8 (f) of the city charter, only the City Council has the authority to retain legal advisors, who shall report to and serve at the discretion of the Council. In other words, only the City Council has the authority to hire and fire attorneys working for the city. In contrast, I believe Jordan has at times given the impression that legal advisors serve at his discretion, not the Council's. I believe another example of unwarranted action on his part was to hire a consultant, Tom Coffee, without first consulting with and getting direction or permission from the Council. It's also my understanding that he decided on his own to go to a two-year budget, which makes it much more difficult to "follow the money".

I have a letter dated 7-10-09 from Lynn Frank, who is hired by ODOT to be a spokesman for solar projects proposed by ODOT. Within this letter he says, West Linn has asked ODOT to consider this site (meaning the site adjacent to West Linn for a "Solar Highway".) I've checked with Mayor Galle. She says the Council didn't make any such request nor authorize Jordan to do so, but that it was Chris Jordan who requested that on his own initiative. So this is another instance where Jordan acted on his own, without authorization.

A number of citizens that I know have complained that Jordan impedes transparency and makes it difficult for citizens and neighborhood associations to readily obtain information, often requiring the payment of significant amounts of money beyond any copying charge. I have had first hand experience with such a large charge being requested to get information.

In my opinion, the only sure way to stop what I view as unjustified presumptions and unauthorized actions by Jordan is for the Council to fire him and hire a new city manager who will not take such licenses. He will undoubtedly contend that he can't be fired because the King Council, just before its last term ended, renewed his contract for five years. That action now appears to be very questionable because it was done without prior disclosure, notice or public input.

Jordan also, under the claim of saving money, has expressed a desire to hire a staff attorney, or "in house" attorney, rather than have an outside attorney firm to advise or represent the city in all situations. I believe Jordan wants to have a staff attorney because I presume that person would report to him and be under his control, like when he had Gordon Howard as a staff attorney. However, a staff attorney cannot adequately represent the city in all situations, so needs will still arise to spend money on outside attorney firms anyway to represent the city. Overall, the end result may be more costly anyway.

I believe the best solution would be for the Council to not allow a staff attorney and for the Council to hire an attorney firm to represent the city in all situations where legal advice or representation is needed. I believe none of the members of that firm should also represent developers nor have ever represented them in the past. I know of one member of the present law firm serving the City who was previously associated for years with a different law firm that not only represented the City of West Linn but also represented developers. In light of this, when the city receives legal advice from its present firm, is that advice always ensured of being just strictly oriented toward serving the city's best interests? I believe there is a potential conflict of interest there, which for me raises the question whether that is always ensured.

Bob Thomas
2563 Pimlico Drive
West Linn, OR 97068

phone: 503-657-7492

11-14-10

To: Jordan, Schrader, Ramis P.C. Attn: Tim Ramis

Subject: Evaluation of West Linn City Manager, Chris Jordan, for 2010.

Note: I'm also submitting a copy of my 2009 evaluation of Jordan. It was submitted on time but not reviewed by the council because councilors Kovash, Burgees and Carson had already renewed Jordan's contract without reviewing any of the 2009 input by citizens of Jordan's evaluation. I hope this won't be repeated now for 2010.

Reasons I, Bob Thomas, believe City Manager Kris Jordan should be terminated

Jordan has taken certain actions which demonstrate he believes he is a power unto himself and doesn't need approval of the council, as required, when taking such actions. Even if we hadn't had the misdirected and non-commendable ruling council majority comprised of Kovash, Burgess, Carson and Mattis, I believe Jordan would still by himself be a major impediment to having good government in West Linn.

In observing Jordan and the way he performs his job, it's my opinion that he has been taking self-appointed actions which circumvent, invade and co-opt what falls solely under the City Council's authority. For example, in accord with Section 8 (f) of the city charter, only the City Council has the authority to retain legal advisors, who shall report to and serve at the discretion of the Council. In other words, only the City Council has the authority to hire and fire attorneys working for the city. In contrast, I believe Jordan improperly thinks legal advisors serve at his discretion, not the Council's.

An example of this is that he went ahead on his own and hired an attorney, Jeff Condit, to represent the City in regard to the Stafford Triangle. The council later, with the exception of Councilor Teri Cummings, went along with that after the fact, but it shouldn't have **if it is really serious about opposing urban reserve status for the Stafford Triangle. If it is, it should have hired attorney Peggy Hennessey**, of the law firm Reeves, Kahn & Hennessy to represent the City in that endeavor. She has a track record of having successfully done so before in handling an appeal, made by the Dodds administration, before the Court of Appeals to roll back Metro's expansion in 2002 of the Urban Growth Boundary adjacent to West Linn. **Her firm has never represented developers, but Condit's firm, Miller Nash, does represent developer interests. Therefore**, I believe there is a **definite conflict of interest** in using Condit to represent West Linn in this matter.

I believe **another example of unwarranted action on Jordan's part** was to hire a consultant, Tom Coffee, whose total accumulated costs have undoubtedly exceeded the \$25,000 limit permissible for Jordan to spend on hiring a consultant. He was therefore required to first get permission from the Council, but didn't.

It's also my understanding that Jordan decided on his own to go to a **two-year budget, which makes it much more difficult to "follow the money"**.

I have a letter dated 7-10-09 from Lynn Frank, who is hired by ODOT to be a spokesman for solar projects proposed by ODOT. Within this letter he says, West Linn has asked ODOT to consider this site (meaning the site adjacent to West Linn for a "Solar Highway".) I checked with Mayor Galle at the time. She said the Council didn't make any such request nor authorize Jordan to do so, but **that it was Chris Jordan who requested that on his own initiative**. So this is another instance where Jordan acted on his own, without authorization.

A number of citizens that I know have complained that Jordan impedes transparency and makes it difficult for citizens and neighborhood associations to readily obtain information, often requiring the payment of significant amounts of money beyond any copying charge. I have had first hand experience with such a large charge being requested of me to get information.

When Jordan chooses, he does not allow an open and transparent budgeting process. He wanted appreciable money from certain citizens to answer questions, including over \$600 from me to answer questions about the budget that staff could have readily answered without any appreciable staff time.

Also, the City IS reckless with tax dollars. (1) Under the direction of Jordan, various fees were imposed on our utility bills which are excessive in order to thereby fund the police department from the general fund at the same excessive level as if the excessive proposed rate per thousand for a police levy had passed. This is an example of being reckless with tax dollars. (2) The City also wanted voters to approve excessive bonding for an excessively large new police station combined with other facilities. That's another example of the City and Jordan being reckless with tax dollars. (3) At the Council's Jan. 25, 2010 meeting, instead of properly imposing increased SDCs for 2010 immediately for all five categories of growth-created infrastructure needs for which it's permissible to charge SDCs to developers, staff members, under the supervision of City Manager Chris Jordan, after having improperly engaged in an unnoticed meeting with developers, were persuaded by developers to recommend not imposing the fully increased amount for water and transportation SDCs, but to incrementally phase them in over 3 years, and to add insult to injury, not even begin their imposition for 6 months. **Taxpayers are the losers by these SDCs not being fully imposed immediately. The result is that the full amount of SDCs are not collected as if they had been fully imposed immediately, leaving taxpayers to pick up the difference.** To his credit, the then Councilor Kovash objected to this phasing and offered an amendment, supported by Councilor Cummings, to put them fully in effect now. Unfortunately, Councilors Burgess and Carson and Mayor Galle

voted against Kovash's amendment, so phasing them in was left as the result. **This all could have been headed off at the pass, so to speak, by Jordan not facilitating a conference of staff with developers at an unnoticed meeting** and thereby not making this unwarranted recommendation to accommodate developers at taxpayers' expense. **So Jordan is in effect being reckless with tax dollars** when he facilitates such an accommodation of developers. Staff should never be meeting with developers anyway to see what they approve of or complain about in the way of SDCs. That's a matter for the City to decide on its own as to what is the proper amount and date to raise SDCs. **(4) Jordan provided Arnold Cogan of the consulting firm of Cogan Owens Cogan with considerable City staff time in order for staff to supply Cogan all of the data and information that Cogan used in a report.** That report was not for the City. **Cogan was hired to provide the report to the Clackamas County Business Alliance, which is comprised of development interests, to show that there is a moneymaking benefit to the City from residential development. Of course that is false.** There are no such benefits to the City from residential development, but only big benefits for developers and large expenses for taxpayers. **All of that staff time provided to Cogan was a free gift to Cogan** (in contrast to charging any ordinary citizens considerable amounts of money for information) **when staff should have been devoting their time to attend to proper City business. So that is another example of Jordan again being reckless with tax dollars.** **(5) Jordan was instrumental in advising and supporting the votes of the council majority comprised of Burgess, Carson and Kovash for West Linn to join the Clackamas County Waste Water Treatment Advisory Committee.** Regardless of what the council majority and Jordan claim, the joining of this committee will very likely ultimately result in West Linn's sewer rate payers having their rates increased a lot to subsidize the County Commissioners' push to regionalize sewage conveyance and treatment for Milwaukee, Happy Valley, Damascus and unincorporated parts of Clackamas County. **This is another example of being very reckless with ratepayers' money.** **(6) In the Nov. 4, 2010 Tidings, Jordan is quoted as saying he'll be developing a "contingency plan" for the water fund that may have ripple effects on every service the city provides.** It's being extremely callous of Jordan to unnecessarily inflict this on residents just because voters overwhelmingly voted against big water rate increases asked for in Measure 3-364 on the November ballot. This is apparently another example of Jordan acting on his own without objection from the ruling council majority.

I, Bob Thomas, believe I've shown more than ample reasons why City Manager Chris Jordan's contract should not be renewed and that he consequently should be terminated.

To: West Linn City Council and Staff

From: Bob Thomas

Subject: Refuting City Manager Chris Jordan's disparaging remarks about the 2004 Water Master Plan while praising the 2008 Water Master Plan in his Memo dated June 18, 2010 to John Kovash, at that time interim mayor, and to those who were members of the Council at that time.

As a most important point, I showed in the materials I provided all members of the Council at the February 14, 2011 Council meeting that in 2008 dollars, it would cost taxpayers **\$6,941,255 more** to implement the unnecessary and over built 2008 Plan than the 2004 Plan.

I overlooked putting the date of 2-14-11 on the cover page giving the Highlights of the cost analysis of the two Plans, so I'm supplying another copy of the "Highlights" cover page showing that date so that Council members can use it to replace the undated one.

I very much disagree with Jordan's statement in the above Memo where he lauds the 2008 Water Master Plan by saying it was developed by Murray, Smith and Associates (MSA); a firm with decades of experience developing such Plans, whereas he disparagingly says that the 2004 Water Master Plan was developed by city staff that did not have such experience. He of course didn't know what he was talking about, but as usual fashions statements that support his foregone and committed special-interest agendas, which in this particular matter he and members of the ruling council majority at the time had fallen in line with what former Councilor Scott Burgess had fabricated as part of his stance for promoting the 2008 Plan and falsely describing the 2004 Plan as inadequate.

Yes, the 2004 Plan was developed by city engineering staff with their participation in many work sessions over many months involving much discussion with council and others before the final product was arrived at. I attended all of those meetings and frequently offered comments and useful input. A very thorough and competent job was done, with Ron Hudson playing a very important role. He served as both the City Engineer and the Public Works Director. He was significantly assisted by engineer Gary

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Parkin who had worked in West Linn's engineering department since the mid 1990's. Ron Hudson is a very competent engineer. He is a registered professional engineer in Oregon and had years of experience in water system engineering and planning. Gary Parkin is also a very competent engineer who is also a registered professional engineer in Oregon. I'm also a registered professional engineer in Oregon and have kept current with all aspects of West Linn's water system since 1990, so my input at the above work sessions was from a technical standpoint relating to my above-described background specific to West Linn.

The City is still operating under the partially completed 2004 Updated Water Master Plan. The part that has been completed consists of 14,630 feet of pipeline replacement projects listed on Page 3 of the 9-page document supplied this present Council on 2-14-11. None of the 2008 Plan has been implemented because it's an extremely expensive Plan which can't be implemented without a big increase in water rates. Its high cost is due to having it fashioned to be capable of supplying water much beyond West Linn's own needs through build out within its present boundaries. It will have the added capability to supply a lot of water to start urbanizing the Stafford Triangle, starting with the 373-acre Area 37, which abuts West Linn. That amount of water is provided by the output of the proposed booster pump station near the top of the hill. Its output is rated at 1,800 gallons per minute (gpm), or 2,592,000 gallons per day. That's a lot of water. It's 26% of the transmission capability limit of the City's supply from South Fork, namely 10 million gallons per day. Its water output is transmitted through 2,500 feet of 12-inch pipe into the Rosemont zone, from which it can be relayed into the Stafford Triangle.

The booster pump station and its attendant 12-inch piping, costing a combined \$1,250,000, is not needed in any way for the City of West Linn, but it claims on page 6-15 of the 2008 Plan that it is needed to supply water deficiencies in the Rosemont and Horton water pressure zones. **There are no such deficiencies.** An existing enlarged Bolton Pump Station can supply more than enough water to the existing Horton Reservoir to supply all the needs of the Horton zone through build out of the City. And the expansion of the Horton Pump Station (that expansion was required of developer Jeff Smith quite a long time ago in order for him to build a large complex of townhouses) which pumps water to the Rosemont Tower and a new View Drive pump station that feeds a new transmission line going up into the Rosemont zone (which were required of developer Randy Sebastian in order to develop the John Moss property at the junction of Rosemont and Summit roads) can both in combination supply more than enough water to the Rosemont zone through build out of the City. **So it's false** that the proposed new booster pump station and its related 12-inch piping is needed to supply so-called water

Page 3

deficiencies in the Rosemont and Horton zones. To repeat, **its only use** would be to supply water into the Stafford Triangle, starting with urbanization of the 373-acre Area 37 abutting West Linn along Rosemont Road.

Elimination of that booster pump station would mean that that amount of water would not have to be pumped to the top of the hill from the 2008 Plan's proposed new 4 million gallon Bolton Reservoir, thereby allowing the much less expensive 2004 Plan, with its smaller 2.4 million gallon Bolton Reservoir and smaller 100,000 gallon Bland Circle Reservoir No. 2 (compared to the 300,000 gallon Bland Circle Reservoir No. 2 proposed in the 2008 Plan) to be very adequate through build out within the present urban growth boundary. As pointed out above, completion of the 2004 Plan would cost taxpayers **\$6,941,255 less** than the 2008 Plan would cost taxpayers. The City has thus far been operating under the partially completed 2004 Plan anyway since the City doesn't have the money to implement the 2008 Plan without persuading voters to approve greatly raising water rates beyond the annual 5% limit.

The 2008 Plan is not needed in any way. The 2004 Master Plan replaces all old undersized cast iron and steel pipes with larger ductile iron pipes. The 2004 Plan also replaces all Asbestos Cement pipes with ductile iron pipes, which in many cases will be larger than the existing size. **And the 2004 Plan, in contrast to the 2008 Plan, can do all this without having to raise water rates more than the allowable 5% per year.**

Jordan, Chris

From: Tim Ramis [Tim.Ramis@jordanramis.com]
Sent: Monday, March 12, 2012 5:46 PM
To: Jordan, Chris
Subject: RE: Executive Session

Thanks Chris. I agree. Tim

Sent with Good (www.good.com)

-----Original Message-----

From: Jordan, Chris [cjordan@westlinnoregon.gov]
Sent: Monday, March 12, 2012 05:08 PM Pacific Standard Time
To: Tim Ramis
Subject: FW: Executive Session

Tim -- I believe the Council wants to discuss attorney options in exec session -- including the option in the memo you sent today. I encouraged the mayor not to start making motions and having votes in public until they have had the opportunity to discuss the options in a an exec session. I have no idea what direction the discussion might take, but I don't really think it's productive to do it in a public setting.

Chris Jordan
cjordan@westlinnoregon.gov
City Manager
22500 Salamo Rd
West Linn, Oregon 97068
P: (503) 657-0331
F: (503) 650-9041
Web: westlinnoregon.gov

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From: Mollusky, Kathy
Sent: Monday, March 12, 2012 3:14 PM
To: City Council
Subject: Executive Session

The mayor would like to add an executive session at the end of tonight's meeting under ORS 192.660(2)(a).

Kathy

Kathy Mollusky, City Recorder
Administration, #1430

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Executive Session

Mollusky, Kathy

Sent: Monday, March 12, 2012 3:13 PM

To: [City Council](#)

The mayor would like to add an executive session at the end of tonight's meeti
192.660(2)(a).

Kathy

Kathy Mollusky, City Recorder

Administration, #1430

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