

Memorandum

Date: July 3, 2014

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

From: Chris Jordan, City Manager *CJ*

Subject: Miscellaneous Items

Schedule for Bolton Reservoir Project

On July 14, the City Council will be considering a contract for engineering services for the design of the replacement of the Bolton reservoir. Staff has been working on the attached schedule for this project. Please note that construction cannot be accelerated as West Linn will be dependent on a fully functioning intertie between the LOT project and West Linn.

Leadership Breakfast

Assistant City Manager Kirsten Wyatt and I have been discussing opportunities to continue to engage West Linn leaders in City and civic affairs. Attached is a memorandum from Kirsten discussing a West Linn Leaders Breakfast.

Relationship with Milwaukie

As of July 1, the Intergovernmental Agreement with Milwaukie for financial management services has come to an end. This is in large part because Milwaukie hired West Linn's former Assistant Chief Financial Officer as its Finance Director. I believe this has been a very successful relationship that has benefited both agencies, and I want to take this opportunity to thank West Linn CFO Richard Seals for his outstanding performance in assisting Milwaukie during this time.

Attachment

Memorandum

Date: June 30, 2010

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

Through: Chris Jordan, City Manager

From: Kirsten Wyatt, Assistant City Manager

Subject: Planning a West Linn Leadership Breakfast

Purpose & Background

The recent success of the Leadership Academies, paired with the continued good work of our Citizen Advisory Groups, has prompted a staff-level discussion on how we can continue the momentum of our West Linn leaders.

One suggestion is the development of a “West Linn Leadership Breakfast” to occur in October 2014. This idea is replicated in other communities with success. City staff would organize this breakfast to bring together our volunteers and leaders, to share a brief update on City affairs, and to present a message on leadership and community service.

In theory, the following groups would be invited to the breakfast:

- City Council
- Leadership Academy graduates
- Citizen Advisory Group volunteers
- Neighborhood Association presidents
- Chamber of Commerce board members
- School board members
- Legislative delegation

After a continental breakfast, we would host a short presentation about the City of West Linn, and then welcome a guest speaker to talk about leadership. One suggested guest speaker is Jeff Johnson, the retired TVF&R chief.

Options

1. Direct staff to commence with planning the 2014 West Linn Leadership Breakfast.
2. Do not pursue this idea.

Recommendation

Staff believes that option 1 above would be a positive way to continue to affirm the leadership skills of our volunteers. This option would require a nominal expenditure to cover the costs of facility rental and continental breakfast catering.

Next Steps

If the City Council agrees with the staff recommendation, please provide direction to staff at the next City Council work session on July 7, 2014.



Memorandum

Date: July 3, 2014

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

From: Chris Jordan, City Manager *CJ*

Subject: July 7 Work Session

The City Council will be holding a Work Session on July 7 at 6:00 p.m. in the Council Chambers. (At 5:30 the Council will meet in Executive Session to discuss real property transactions.) Items on the agenda for that evening are:

- Joint Meeting with the Planning Commission. This discussion will begin with a presentation on the status of the Arch Bridge Master Planning process.
- Discussion of the Resolution and by laws for the Commission for Citizen Involvement. We have invited Christine Steel and Jim Mattis to participate in this discussion. Information for this item can be found in the Council's July 14 agenda packet.
- Street maintenance Fee Recommendation from the Economic Development Committee (EDC). The Council requested that the EDC review the current cap on the street fee for non-residential uses. The EDC recommendation is attached along with a summary of the Committee's community engagement efforts.
- Quarterly status report of the Council Goals.
- Review of the July 14 Agenda. Specifically, staff will provide a briefing on the Bolton Reservoir design contract.

At the end of the meeting, if time permits, the Council may wish to have a brief discussion of the merits of placing a sidewalk on Skyline Drive that would require a small encroachment into Wilderness Park. If there is not adequate time on this agenda, the Council should plan to discuss this item on July 14 during the pre-meeting work session scheduled for 6:00 p.m.