

Memorandum

Date: November 1, 2018

To: West Linn City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – November 1, 2018

Schedule Items

- The packet materials for the November 13 work session will be posted on Monday, November 5, various items are still in the stage of production and review.
- Just a reminder that City Hall will be closed on Monday, November 12, for Veteran's Day.

Information Items

- 10/15 Executive Session Report. In follow up to discussion Monday night, a self-report was made to the Oregon Government Ethics Commission this week. The investigator indicated a self-report is not required by statute and suggested that the City undertake additional training about convening executive sessions. OGEC and the League of Oregon Cities both conduct training about how to do executive sessions correctly. Both are available to come to West Linn and provide an on-site training for elected officials and staff. We'll get this scheduled after the new Council is seated in January. For now, here is more information from the League. For now, more information can be found at: <http://www.orcities.org/Portals/17/Library/LocalGovernmentBasicsweb.pdf>
- South Fork Shutdown/Transition to LOT. Oregon City (and a small section of Clackamas River Water District served by South Fork) will be asking their customers on the South Fork supply system to voluntarily curtail their water use November 14-16 due to construction of the new 42" supply water line. During that time South Fork will limit water production as the construction will require the shutdown of pumps to complete the required work. Curtailment is being implemented to preserve water storage in case there is an emergency (like a fire). West Linn is not part of this curtailment. We will not be sending out notice to our customers like Oregon City. West Linn will receive water from our intertie with Lake Oswego Tigard (LOT) during this planned outage resulting in no impact to our water customers. Public Works anticipates receiving 2000 gallons of water per minute from LOT during daytime hours to meet current demand with no interruption of service.
- Diversity Summit. West Linn city staff (Administration and PD) and members of the West Linn Alliance for Inclusive Community will be participating in a joint planning effort, spearheaded by the City of Lake Oswego, to plan a Diversity Summit to be held next April. The purpose of the summit is to collectively deepen understanding of how racism and discrimination are experienced in our communities, to share ways that our communities are responding to the problem in neighborhoods, schools, and city governments, and explore ways to address these issues at the local level. A planning meeting is scheduled for November 19.