



Memorandum

Date: April 19, 2019

To: West Linn Mayor and City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – April 19, 2019

Schedule Items

- The rescheduled LOC training on public meetings is set for April 22 from 3:00 to 5:00 p.m. The OGEC training is scheduled for May 6, also from 3:00 to 5:00 p.m. The OGEC trainer has been substituted.
- The Council Rules Worksession is set for April 22 from 12:30 to 2:30pm, to precede the training.
- The first meeting of the Budget Committee is scheduled for April 22 at 6:00 p.m. A copy of the budget can be found on the City's website. Other meetings are scheduled for 4/25, 4/29 & 4/30.

Information Items

- Post Office Lease Extension. As you know, there is a six month extension for the Post Office, until October 2019. The Mayor and I met with Gramor Development (Barry Cain, Marc Strabic and Matt Grady) to hear about their experience with the USPS, in advance of a meeting the Mayor will have with Congressman Schrader next week. We learned that discussions between Gramor and the USPS began in October 2017, a full year before the lease expired. This latest extension is the second one. They discussed the slow nature of working with the USPS and that there is a communication gap between national leasing officials and the local staff. The meeting provided good information for the Mayor to relay to Congressman Schrader and in terms of how the City can be helpful in facilitating a future location in West Linn for retail and operational services.
- Waterfront Plan Update. A two-day "global webcast" auction of the West Linn Paper Mill has been scheduled to begin June 13. There are over 1500 auction lots, representing the entirety of the paper production system and materials. If the presses are sold for salvage and removal, the last hope of paper operations restarting is pretty much over. This certainly represents the end of an era in West Linn. As previously reported, the next steps in the Waterfront planning effort are community open houses with PGE on May 30th and June 20th to discuss what they have learned about their property and where they may be able to go from here. More details on these will follow soon.
- APWA Award for Bolton Reservoir. We have been notified that the Bolton Reservoir Replacement has been selected as one of the American Public Works Association's Public Works Projects of the Year for 2019 in the Small Cities/Rural Communities Environment category. This is a true honor and puts the project in a very elite group of award winners nationally. This project is the only one in Oregon being awarded this year. APWA noted this project epitomizes the public works profession and association. The project contractor, consultant, and owner (City) will be presented a plaque at the APWA National Convention this fall. Hats off to Lance Calvert, Erich Lais, and the entire staff of the Public Works Department who worked on this project!

- Daylighting Bernert Creek. Council has recently received citizen requests to begin a process to daylight the surface water pipe on Tannler Drive. This item is scheduled for work session in June. Meanwhile, it may interest the Council and readers to know that daylighting this pipe was identified as a possible project in a public survey conducted as part of the Surface Water Master Plan Update project. As a result, the draft Master Plan includes a feasibility study to identify the project concept and estimated cost of daylighting the pipe. As currently drafted, the approximately \$20,000 study is identified as a medium priority item, estimated to occur sometime in 2024-2029 once higher priority projects are complete (Hwy 43 crossings, culvert replacements shown to be undersized, etc.). This proposed study seems to align with the recommended next steps/limits of the scope in the evaluation submitted to Council last week by the Schwarz's consultant.

The draft Master Plan is progressing well. The formal public outreach process began with a presentation on the background and development of the Plan to the Utility Advisory Board last week. Next month, the City's consultant will present the proposed capital projects to the UAB and will then work to finalize the draft Plan so that it can go before the Planning Commission for a Public Hearing and then to the City Council for adoption, hopefully this summer. While it is scheduled for a work session, as requested, the Council may want to delay consideration of the daylighting project until the Council is briefed on the full draft Plan. This will allow you to weigh this project in the context of all the pressing needs identified in our stormwater system.

- Implicit Bias Management Training. On Tuesday April 30th from 9:00 to 11:00 a.m. at the Police Department, City management staff will receive training on diversity and implicit bias. This staff training makes first steps on progress to Council Goal #18 on equity and inclusion. The training will touch on implicit biases, unintentional subliminal beliefs, attitudes, or stereotypes that affect one's understanding, actions, and decisions in an unconscious manner. Tricia Brand, the Interim Chief Diversity Officer at Portland Community College will lead the City's management team into a better understanding and awareness of our own implicit biases, and set us on an improved path to providing excellent leadership to our employees and service to the West Linn community.

That's it for this week.

Eileen