

Memorandum

Date: 8/20/2015

To: Members, West Linn City Council

From: Don Otterman, Interim City Manager

Subject: Miscellaneous Items

1. Research on attorney services

- As requested, here is comparative information about city attorney services, including the reporting structure in Portland Metro area cities:

City	In-house/Contract	Attorney	Reports to ...
Beaverton	In-house	Bill Kirby	City Council
Gresham	In-house	David Ris	City Council
Hillsboro	Contract	Beery Elsner and Hammond	City Manager
Lake Oswego	In-house	David Powell	City Council
McMinnville	In-house	Candace Haines	City Manager/City Council ¹
Milwaukie	Contract	Jordan Ramis	City Council
Newberg	In-house	Truman Stone	City Council
Oregon City	Contract	Garvey Schubert	City Manager
Sherwood	In-house	Josh Soper	City Council
Tigard	Contract	Jordan Ramis	City Council
Troutdale	In-house/Contract	Jordan Ramis (Interim CA)	City Council
Tualatin	In-house	Sean Brady	City Manager
Wilsonville	In-house	Mike Kohlhoff	City Council

¹ Under the McMinnville charter, the council hires and fires the city attorney, but the city manager “shall have ... general control over all nonelective officers and employees of the city ...” The city manager conducts the performance review.

2. Staffing changes at West Linn Library

- We are pleased to announce that Joanna Campa and Rick Peterson have been promoted internally to “Library Manager” positions. These new positions replace the former “Assistant Director” position. Please join us in welcoming Joanna and Rick to the management team.

3. September 3 Reminder

- As a reminder, you are scheduled to conduct Planning Commissioner interviews on September 3 at 4:00. The schedule is as follows:
 - 4:00 – Jim Farrell
 - 4:15 – Tom Neff
 - 4:30 – Gail Holmes

4. West Linn Library Stuffed Animal Sleepover

- This week, the Library also held a creative and unique “stuffed animal sleepover.” This is a fun and creative way that the library invited its youngest patrons to visit the library and get involved.

5. Yesterday was my first day on the job. Everyone on staff has been very supportive and helpful. West Linn can be thankful that it has such a dedicated and professional staff. I look forward to working with the council and staff over these next months to meet the needs of the community and develop a comprehensive approach to filling your city manager vacancy.

