

Memorandum

Date: July 28, 2016

To: West Linn City Council, Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report for July 28, 2016

Schedule

- On August 1st Council will be having Planning Commission interviews starting at 4:45 pm immediately followed by an executive session at 5:30 pm in the Bolton Conference Room. An executive session has been added at the end of the meeting to set performance objectives for my six month review.
- Collective Bargaining Update. Negotiations with the AFSCME local are continuing with steady progress being made. The parties have agreed to continue negotiations. The Council will be updated on Monday in executive session.
- The Upper Midhill Drive (Chene Blanc Subdivision) Denial Appeal Public Hearing is set for August 15th at 6:00 pm. Council re-opened the public record to allow the submission of the May 4, 2016 letter. Any citizen comments are due to Associate Planner Jennifer Arnold, jarnold@westlinnoregon.gov, by August 10th at 5:30 pm. Marylhurst Place Home Owners Association will have their comments completed by August 10 and the Applicant will respond to those comments by August 12th.

Information Items

- Intergovernmental Relations/Legislative Advocacy. Some of the councilors have had an opportunity to meet with Doug Riggs, Northwest Grass Roots. The rest of these meetings will occur next week.
- Police Department Investigation. The investigation regarding officer conduct is progressing. Other than this, there are no updates at this time. We will let Council know when there are updates to report.
- Sunset Primary School. We are responding to a public records request for the stormwater facility plans through legal counsel, following an inquiry into the records by legal counsel for some of the interested parties in the LUBA appeal. At the core of the inquiry are the following questions:

Will the approved stormwater detention pond have a smaller foot print than the previous version that was submitted through land use process per COA#2a?

Yes. The approved detention pond foot print is at 8,793 square feet whereas the previous version was at 16,042 square feet.

Will the approved stormwater detention have less volume than the previous version that was submitted through land use process per COA#2a?

Yes. The approved detention pond total volume is at 22,001 cubic feet whereas the previous version was at 28,403 cubic feet.

These questions will be posted to the Frequently Asked Questions list on the recently created web page for this project at <https://westlinnoregon.gov/communications/sunset-school-project-faq>. In addition, the stormwater plans will be available on the project website tomorrow.

- Sunset Park Master Plan Community Design Process. Related to Sunset School, Ken plans to initiate a process for developing a master plan for Sunset Park. This process will start early in the school year.
- Workshop on the Land Use Review Process. A number of factors, including my own education, have resulted in my desire to schedule a work session to walk through the entire land use process from start to finish. A tentative date of September 19th has been set for this session. This will also help facilitate a discussion of planning fees which was put on hold earlier this year.
- Economic Development Survey. The Economic Development Survey has been posted online at: <https://westlinnoregon.gov/economicdevelopment/west-linn-economic-development-survey>. There are also paper copies available at City Hall, the Library and the Adult Community Center. The deadline to complete the survey is August 31st. To date, the City has received 437 surveys.
- City Hall Operations Survey. This survey is due August 15th and we have received 208 responses to date. This survey can be found at <http://westlinnoregon.gov/communications/west-linn-city-hall-operations-survey>
- Grant to Historic Willamette Business District. The Historic Willamette Main Business District has applied for a grant for \$20,000 under the new Business District grant program created in this biennium. The grant would be used for design for streetscape improvements in the district. The program criteria called for applications to be due by June 30th. This was the only application received.
- Skyline Construction. Skyline Drive road construction is well underway. The final bit of clearing and grading is currently taking place. In coordination with the City arborist, six additional trees were removed to slope the hillside back due to deletion of the proposed retaining wall. The sloped solution was required instead of the originally designed retaining wall due to soil conditions in the area. Although this required removal of a few more trees, the sloped area will be replanted with native plants and provide a more uniform and attractive appearance versus a retaining wall.
 - Concrete curb is being installed next week
 - Paving is scheduled for the week of August 8th
 - Sidewalk is TBD. (The contractor is coordinating with their concrete sub to have the sidewalk installed prior to school starting)
- Bolton Reservoir Update. Meanwhile, the Bolton Reservoir Project is continuing. The first concrete pour for the Bolton Reservoir is scheduled for August 11th.
- Cedar Oak Boat Ramp. A pre-construction meeting with the contractor will be held on August 3rd and the boat ramp itself will be closed starting August 15th.
- Great Outdoor Adventure. With the Music in the Park series underway, the next big event for Parks and Recreation is the Great Outdoor Adventure at Mary S. Young Park on August 13th and 14th.
- 2010 Greene St. As I reported earlier this week, staff issued the building permit for a portion of the retaining walls at this residence. This portion of the work is not the subject of the pre-application conference that was held last week.