

Memorandum

Date: August 18, 2016

To: West Linn City Council, Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report for August 18, 2016

Schedule

- Friday, August 19th is a closure day for City Hall. The City Calendar on the website indicates so.
- A work session was added to your schedule for Monday, August 29 at 6:00 pm to preview the September 12 regular meeting agenda. We will not have a packet for this meeting, just verbal reports.

Information Items

- AFCME Negotiations. The AFSCME union representative resigned unexpectedly and the union is in the process of getting a new representative. Negotiations are on hold until the new rep is identified.
- Camping Ordinance. Megan is starting to gather information about a camping ordinance. She is hearing through her channels that the closure of the Springwater Trail to homeless camping is driving people to other communities. Lake Oswego is already experiencing this. We will continue to monitor this situation.
- Cedar Oaks Boat Ramp Grant Agreement. See the e-mail I sent earlier today from Ken. I would like to go ahead and sign the grant authorization agreement on the City's behalf. It is attached to the e-mail for your review.
- City Services Survey. The survey closed on August 15th. Courtney is in the process of analyzing the results. I will provide more information once I have had a chance to review her report. The MOU with AFSCME regarding the 9/80 work schedule pilot project expires at the end of September.
- Community Development Director Recruitment. I met this Steve Worthington of Prothman & Associates today to start the recruitment process. He is working on the position profile and will be contacting you and other stakeholders (e.g. Planning Commission, CCI and NAP) to help identify desirable qualities in the successful candidate. We are also discussing option for later community involvement in the process. I welcome all of this feedback to assist in my hiring decision.
- LOC Conference/Voting Delegate. Kathy emailed you earlier this week. The City's voting delegate at the LOC Conference will be Mayor Axelrod. Council President Tan will be the alternate. I'm pleased you're all planning to attend the conference! We should plan on a group dinner one evening and I will also set up a time we can visit with ODOT Director Matt Garrett about Hwy 43.
- LOT Project. We received a request from Pat and Vicky Smith asking for clarification of the City of West Linn's responsibilities on the project. I emailed the Smiths today to clarify the City's responsibilities (off-site improvements) and offered to set up a meeting with LOT staff (with the approval of the Lake

Oswego City Manager) and our staff to allow the Smith's to ask questions about their remaining concerns with the project.

- Municipal Court Operations. I reported last time, the Municipal Court Judge has determined the need to increase the monthly hours of court time. You will receive a memo from him this week about this decision. There is a staffing impact to support the Court's operations which we will be meeting with him about. More information about this will be forthcoming.
- Municipal Fiber Task Force. The task force met again this week in preparation for reviewing proposals for the feasibility study. The proposals are due Friday, August 19th.
- Salamo Traffic Congestion. Representatives of Willamette Christian Church will attend the August 30th Neighborhood Association Presidents (NAP) meeting to discuss the result of meeting with the Barrington Neighborhood Association and answer any questions the NAP may have about past planning approvals for the church and traffic mitigation efforts.
- Sunset School/Bittner Closure. This week we received a request by one of the residents on Bittner to close the street during construction to all but local access. There was also concern expressed, and photographs emailed, of holes in the street not being covered properly with metal grates. The Building Official followed up with the project superintendent about this detail. Meanwhile, he also expressed concern about citizens walking into the construction area without proper safety equipment in order to monitor construction activities. We welcome the neighbors on Bittner to continue asking questions, but we also are concerned for their safety. Meanwhile, Public Works will check in with the project superintendent about the possible closure of Bittner. It might facilitate construction if the street was closed....to all traffic. This would require residents on Bittner to park off the street during the day. (The street could be re-opened at night.) If such a closure would facilitate the construction of the project, then I am willing to consider it as long as residents on the *entire* street are notified.
- Water Meter for 1694 Killarney. I've waived the \$2,250 fee for the installation of a water meter at this residence. It was left without a water meter due to the pattern of past development on neighboring properties. The property owner also requested the City pay the cost of bringing the service lateral to the property line. I denied this request as it is inconsistent with the City's past practices.
- Willamette Falls Drive Congestion. There are a couple of things we'll be pursuing to address congestion on Willamette Falls Drive. Public Works will be installing a four-way stop sign at Ostman Road which will provide better 'metering' of the traffic through the area. Second, they will install some kind of physical barrier at 15th near the counseling office. Without a physical barrier, the property owner reports a pattern of motorists regularly cutting across 15th to avoid the intersection and going through the parking area in order to queue jump. This is creating a pedestrian safety problem.
- 19145 View Drive. You also received a memo from Ken today, via email, regarding the tree removal violations at this property is property. Please look it over and the options presented. Let me know if you have questions or comments.