

Memorandum

Date: September 1, 2016

To: West Linn City Council, Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report for September 1, 2016

Schedule

- It's hard to believe it is September already. Your next Council meeting is September 12th. The packet is being prepared as I write this.
- City Hall is closed this Friday, 9/2, and will also be closed on Monday, 9/5, for Labor Day.

Information Items

- City Hall Operations Survey. The survey closed on August 16th and I sent you a summary of the survey results in e-mail yesterday. In summary, the survey results indicated a slight, but not overwhelming, favor of citizens to return to the traditional work week. In fact, people appreciate being able to access City Hall early or late in the day. The results indicate we may be able to continue to "tweak" the hours at City Hall and/or find a way to better inform the public of the Friday closures. As such, we will let the MOU negotiated with AFSCME expire at the end of September, but continue with the 9/80 schedule for the time being. I'd like to continue exploring ways to modify the city's work schedule further and/or better and more predictably inform the community about the closure schedule.
- Municipal Fiber Task Force Update. The Municipal Fiber Task Force met Wednesday evening to review the ranked proposals. It turns out all of the proposals submitted exceed the project budget of \$20,000. The top 3 ranked vendors submitted proposals ranging from \$60,000 to \$80,000. In order to move this project forward, additional funds will be needed. An update will be provided as Council time is available, or with the next Council goals update at the very latest.
- House Construction 18034 Hillside Ct. The issue of the longstanding construction of this house is scheduled for Municipal Court next Thursday. Meanwhile, steady progress is being made on the exterior.
- Shady Hollow and Caulfield Houses. Ken has received the completed HAZMAT reports in relation to the removal of these houses. There is asbestos at the Shady Hollow house but no lead paint. There is no asbestos at Caulfield, but heavy concentrations of lead paint. He is moving forward to mitigate the asbestos at Shady Hollow. The Caulfield paint issue will be taken care of during disposal. He is also getting a proposal to conduct the research and design the mitigation program for SHPO compliance for the Caulfield house. Finally, he is in the process of preparing work scopes for the demolition bids of both houses, to be released next week.
- Sunset School. I will be meeting the new Superintendent of the West Linn-Wilsonville School District next week and we will discuss overall project management of the Sunset School project.
- Bolton Reservoir. There was more excitement this week as the concrete for the reservoir continues to be poured. The contractors are starting at 5 a.m. to minimize interruptions and allow for a continuous pour.