



## Memorandum

Date: March 2, 2017

To: West Linn City Council, Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report for March 2, 2017

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### Schedule

- The Special Meeting for the Sunset Appeal is scheduled for Monday, March 20 at 6:30 pm.

### Information Items

- Citizen Advisory Group Training. On Monday evening, February 27, we conducted the annual training for newly appointed members of city advisory groups. About 15 individuals attended the training. Training topics included Roles and Responsibilities, How to be an Effective Member and Body, Public Meetings Law, Public Records Law, Ethics, Conflicts of Interest, and other topics.
- Commissioner Fischer Oath of Office Ceremony. The swearing in ceremony for newly appointed Clackamas County Commissioner Sonya Fischer will occur at 6:30 pm on March 7, at the Clackamas County Board of Commissioner Hearing Room. Please feel welcome to share this information with friends, family, constituents and others who might be interested in attending.
- Metro Regional Partnership Forum. Learn how Metro, cities, counties and community groups can plan for greater Portland's future, support development and job growth, protect our environment and enhance our quality of life. Led by Metro councilors and staff, this forum will provide attendees with an opportunity to meet and network with other local elected officials, Metro councilors, and planning commissioners from throughout the region. The event is March 22<sup>nd</sup> from 5:00 to 7:00 p.m. at the Oregon Zoo Education Center. Dinner and a no-host bar will be provided. Please RSVP by March 14.
- GFOA Award for Excellence in Financial Reporting. Today we received word from the Government Finance Officers Association (GFOA) that the City of West Linn will receive a Certificate of Achievement for Excellence in Financial Reporting for our Annual Comprehensive Financial Report (CAFR) for FY 2016. This is great news and a testament to the great work done by our Finance Department.
- LOT Citizen Questions. Following the recent monthly LOT Neighborhood Meeting, City and LOT staff attended to answer all of the remaining questions raised about the projects by Robinwood neighbors. The responses were documented and have been sent to those who initially asked questions about lighting, security, landscaping, terrorism response and other matters. If you would like to see the responses that were sent out, let me know. Good work by Councilor Perry for moderating the discussion. This matter is now considered closed.
- Assistant to the City Manager. Congratulations are in order to Dylan Digby who will be coming on board as the new Assistant to the City Manager starting March 6<sup>th</sup>. Dylan functions in a variety of management support tasks in the Public Works Department and has been with the City for 11 years.