



Memorandum

Date: June 22, 2017

To: West Linn City Council, Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report for June 15, 2017

Schedule

- We have added an Executive Session to the June 26 Council meeting agenda starting at 12 noon related to real estate matters, exempt communication and litigation. Lunch will be provided. Also added to the business meeting is a settlement agreement for 19145 View Drive.
- The 2nd Quarter Town Hall is scheduled for Wednesday, June 28th at the Police Department.
- On June 29th a public outreach event has been scheduled to assist in project visioning for the Parks and Recreation Master Plan. All City advisory committees and board members are invited.

Information Items

- **Stafford IGA Signing Ceremony.** The Metro Council approved the Stafford IGA this afternoon. The next step is the signing ceremony which is scheduled for June 28 at 1:30 pm. at Clackamas County in the Commissioner's Meeting Room on the 4th floor. Refreshments will be served. RSVPs are being taken if you plan to attend.
- **Staff Updates.** As you know, Police Chief Timeus is on paid administrative leave pending an internal investigation. Officer Cody Tadlock, one of our newest officers, has resigned and will be returning to his former employment with Lincoln County. We are still recruiting for an Accounting Manager who will replace the Assistant Finance Director position which Lauren Briethaupt occupied. Finally, Citizen Engagement Coordinator Courtney Flynn will be on extended family leave. She is expected to return the week of July 3rd. I will let you know if her schedule changes.
- **Website Update.** Now that the City's new phone system installation is complete, the next major priority for the Information Technology Director is to provide technical support in making changes to the City's website which have been requested by staff, advisory groups and the City Council. Please continue to feed us changes you would like to see in it.
- **Public Art Funding.** At your meeting this week, there was a question about how the City funds its public art program. Section 2.200-2.235 of the Municipal Code outlines the Percent for Art Program. The program states that 1.5% of any capital project, in an amount over \$25,000, will be set aside for public art. These projects include the purchase, construction, rehabilitation or remodeling of any building, decorative or commemorative structure, park, parking facility or any

portion thereof, within City limits. Of the 1.5%, 1% of the total cost of the City projects shall be used for acquisition and design of public art. The other 0.5% shall be used for costs associated with administration of the public art program, including conservation and maintenance.

City projects included in this program are identified at the inception of the project by City staff. Funds are set aside in a dedicated liability account to use during the construction of the project. Ongoing maintenance of the art is expected to be absorbed in the City's budget. As of this date, all art related funding has been expended in accordance with this policy. Therefore, there are no set aside funds available for the percent of art program. For the upcoming biennium, all projects will be assessed for eligibility for the program