



Memorandum

Date: June 29, 2017

To: West Linn City Council, Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report for June 29, 2017

Schedule

- Reminder that tonight at 7 p.m. at the Adult Community Center is the visioning workshop for the Parks and Recreation Master Plan. All City advisory committees and board members have been invited to this event.
- The Agenda Calendar now shows a special meeting on July 24th at noon to continue discussing the City's legal services structure.
- Council Retreat. We are looking for dates for a summer Council retreat, hopefully the last week of July if all the Council is available.

Information Items

- City Manager Evaluation. A reminder your evaluation forms are due to the City Attorney by Monday, July 3rd. They will do their best to get a consolidated evaluation form back out to the Council by Wednesday, July 5th. The evaluation session is scheduled for July 10th at 4:30 p.m.
- Management Compensation Policies and Practices. In response to the Council's request, HR Director Elissa Preston e-mailed a memorandum on this matter. It was e-mailed today.
- Tree Survey Results. The survey work has been completed and it was determined the tree fall which resulted in the fatality was in city open space, not private property. This information has been forwarded to CIS which is investigating the matter.
- Building Program Ride Along. Just a reminder, if you'd like to do a ride along with Building Program staff, contact John Williams or Jim Clark. They would appreciate giving you a closer look into the department's customer service approach.
- High School Parking. Public Works is following up on some of the suggestions discussed at the meeting, such as whether ODOT would allow vehicle parking on the Broadway and West A bridges. Meanwhile John looked at the various land use approvals relating to West Linn High School going back 20 years. There are no conditions limiting the number of students at the school. There is a lot about the number of on-site parking spots, but nothing that seemed relevant to the discussion on Monday.