



Memorandum

Date: August 24, 2017

To: West Linn City Council, Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – August 24, 2017

Schedule

- The September 5th meeting will begin at 1 p.m. but will start with an Executive Session. The work session will begin at 2 p.m.
- The 3rd Quarter Town Hall is scheduled for Thursday, September 21st at the ACC.

Information Items

- Upper Midhill Subdivision/Appeals. Record objections were filed with the Land Use Board of Appeals (“LUBA”) by the Petitioners (the Harras) and the Intervenors (Upper Midhill LLC). The City will address the record objections, but this process will extend the time that Petitioners have to file their brief with LUBA.
- Ballot Title Objection. This week we received word of an objection to the ballot title approved via Resolution 2017-17 regarding the Charter amendment for city legal services. I forwarded the objection earlier this week. The petitioner provided a completely different ballot caption, question and summary for the Court to consider. The Court provides the final ruling whether it is what was approved by the Council, suggested by the petitioner, or drafted by the Court.
- Sunset School. Construction is proceeding as planned. A majority of the road and sidewalk improvements will be completed before school begins. Final road paving and cleanup is being held to keep from damaging the final pavement surface. The Building Official has issued a temporary certificate of occupancy for the building until all work is completed and a final certificate of occupancy can be granted. Temporary on-street parking in the neighborhood around the school is anticipated until all of the school parking lot paving is completed.
- Main Street Streetscape Plan. Historic Willamette Main Street has completed the Willamette Falls Drive streetscape concept design plan in accordance with the city awarded business district grant program. Main Street continues to promote the plan and receive feedback in accordance with the grant. Staff anticipates that the Main Street group will be providing a report back to the City Council soon with a request to incorporate the concept design plan (with any City-required modifications) into the Transportation System Plan (TSP). Incorporation of the Willamette Falls Drive concept plan into the TSP will require a public hearing process of the Planning Commission and City Council with possible input from the Transportation Advisory Board.

- Kenthorpe Paving Town Hall. The town hall for the paving project was held this week. It was well attended and provided the opportunity for residents to ask questions and get answered. I know councilors in attendance will have more to report at the September 5th work session.
- Appeal of Tree Permit Denial. This week I provided a ruling on a tree removal permit denial on Hillcrest Avenue. The Council was copied on my decision as the applicant had asked who the next level of appeal was if denied. I will let you know if there is a request to review my decision.
- City Manager's Performance Objectives. You received a set of edits from Councilor Sakelik this week. These will be reviewed during the next CM Check-In session scheduled for September 11th.
- Successful Manager-Council Relations. The City Leadership Team will be joining me in viewing an ICMA Webinar on this topic, on September 13 from 10:00 to 12:30 with lunch afterward to discuss the material presented and continue our team building efforts. If any Council member is interested in participating in this viewing, please follow up with Kathy.

That's it for this week.

Respectfully,

Eileen