



Memorandum

Date: May 3, 2018

To: West Linn City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – May 3, 2018

All City Staff: *Welcome to readership of my weekly memo to the City Council. This will give you a high level overview of what is going on in the City which I am reporting to the City Council. If you have any questions about anything you read here, please consult your supervisor or department director.*

Schedule

- The May 7 Executive Session was expanded by 30 minutes to include pending litigation. It is now scheduled to begin at 4: 30 p.m.
- The Peace Pole Dedication event is scheduled for May 22 at 4:00 p.m.
- The next Clackamas Cities Dinner is May 24 in Wilsonville at the World of Speed. RSVP's are due by May 11. Please let Kathy know if you are planning to attend.
- The June 11 Council meeting conflicts with the American Water Works Association national conference which Mayor Axelrod and Councilor Sakelik are attending. We have moved the business meeting to June 18 and the second work session to June 25.
- The next Town Hall will be held on June 20 at a location TBD. A lead-off topic is needed.

Information Items

- Citizen Advisory Group Vacancies. We have received five applications to the Economic Development Advisory Committee, three of whom have applied in previous rounds, two new. We have not received any applications for the Utility Advisory Board or the Public Safety Advisory Board, yet.
- Valley View Street Project. As you know, there was a flurry of activity late last week with residents concerned about how the street work would interface with their properties. Many hours were spent out on sight by Public Works engineering staff particularly. I have been quite proud of the amount of time and attention given each property owner. At this time, I understand the residents are satisfied their concerns, unique to their properties, have been addressed. Any lingering concern relates to the overall visual change. There will be that. We will keep monitoring dust control as the days warm up and dry out.
- Election Signage. The bond measure is raising questions again about enforcement of the City's regulations for election sign placement, especially in the public right-of-way (ROW). I am continuing to learn about how the City educates and enforces in this area. I'm realizing that there has been, seemingly, discretionary enforcement in close cases (i.e. between sidewalks and yards or fence

lines) precisely because the ROW relative to each and every sign is unique to the location of the sign. When you think about the number of signs, especially for city council races, it becomes a gargantuan (and not timely) exercise to research each sign relative to the actual ROW line. I've also learned there is a general rule of thumb of 2' back from sidewalk or 3' back from edge of road if no sidewalk is present. This seems reasonable given that we have 1.0 FTE code enforcement officer and the workload can become crushing (and expensive) in the heat of the election season. Signage in landscaped medians is clearly a violation and these cases are handled via confiscation.

The City's website contains information about election sign placement at:

<https://westlinnoregon.gov/planning/political-signs-residential-properties>

We will add this link to the May Primary Election site located in the Spotlight section on the homepage. We'll also make sure candidates are better informed about this information.

I have tasked the Interim Police Chief to convene an ad hoc task force to review the City's policies for election sign placement. It is my hope that there is a re-confirmation of some reasonable general rule of thumb. I wish to avoid a repeat of the last council election races. I hope that we are not down to measuring inches on either side of 2 or 3 feet either.

- Eileen Out of Office. I will be away from the office Thursday and Friday at meetings in Salem and Stevenson, WA. John Williams will be AIC City Manager.

That's it for this week.

Eileen