



Memorandum

Date: May 17, 2018

To: West Linn City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – May 17, 2018

Schedule

- The June business meeting will continue to be held on June 18. The second work session is June 25, this meeting may become a special meeting depending on the volume of agenda items needing official action by the Council in June.
- The next Town Hall will be held on June 20 at a location TBD. A lead-off topic is being determined.

Information Items

- LOC Regional Meeting. The League of Oregon Cities is in the process of conducting regional meetings around the state. The closest one to West Linn is Sherwood, on June 6, from 4:00 to 6:00 p.m. at the Sherwood Police Department. If you are interested, Kathy can sign you up.
- High School Parking. This week the City Attorney filed a Motion for Summary Judgement on the legal case. This week, the City also received a Prospective Petition for a Local Initiative Measure to repeal Ordinance 1374, the residential parking district. The petitioner must gather 2,829 signatures to qualify the measure for the ballot.
- Park Master Plan Complaint. You also received a complaint at your Monday meeting that staff engaged in statements that were intended to negatively impact the general obligation bond measure on Tuesday's ballot. The measure passed, so it appears there was not a negative impact. I have spoken with both the reporter and staff member about how the interview evolved. There was no intent by either party to influence the election, but rather to communicate about the policy issues inherent in the draft master plan. I've reminded staff to be aware of such sensitivities in the future.
- Vegetation Management. It's that time of year again where vegetation is actively growing and needs to be maintained. If you receive questions, please recall it is the adjacent property owners' responsibility to maintain both their private property and any adjacent city right of way in accordance with Chapter 5.470 and 5.600 of the Municipal Code regardless of the size of the property and/or right of way. This insures a fair playing field and equal treatment under the law for all property owners. It also allows our limited public staff to focus on other citywide needs like pavement maintenance, signage, and public walkways. Any concerns of violation of the Municipal Code can be directed to Code Enforcement using the City's YourGOV service request system at <https://westlinnoregon.gov/YourGOV>. We will have more to discuss about our vegetation management program at Monday's work session.

- City Manager Annual Evaluation. The evaluation process timeline calls for public comment to be open today, May 17. The deadline for submittals is June 1 and responses will again go directly to the City Attorney. The compiled comments will be sent to the Council and Manager on June 8. The City Manager's self-evaluation is due June 11. The evaluation session is scheduled for June 18. If you need a copy of the evaluation form for your purposes, please contact Kathy.

That's it for this week.

Eileen