



Memorandum

Date: June 21, 2018

To: West Linn City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – June 21, 2018

Schedule

- Did you know the WLHS AP Art Class painted a mural on the back side of the WLPD building? On Friday, June 22 at 12:30, there will be an informal unveiling and 'thank you' pizza and picture event to thank the WLPD for providing the canvas. This will be a low key event that serves as the official unveiling of the mural. Some of the AP Art Class will be there as well as the teacher, Diane Gauthier. SRO Jeff Halverson has invited the West Linn Tidings to attend so there will be media coverage.
- The June 25 Special Meeting will start with a pre-meeting work session at 12:00 p.m. Lunch will be provided. The special meeting will begin at 1:00 p.m. This is an afternoon meeting due to the 6:00 p.m. WES Advisory Committee meeting.
- Clackamas Cities Dinner. This is a reminder of this month's dinner at The End of the Oregon Trail Interpretive Center, Thursday, June 28 at 6:00 p.m. If you haven't RSVP'd yet, let us know.

Information Items

- MCImetro (Verizon) Franchise. We are still waiting on the actual agreement for this item for the 6/25 work session. Megan Thornton has been working on this and will be at the meeting to provide a status report. As of now, this item is on the July 9 agenda for approval.
- Airbnb Complaint. This week we received a complaint, signed by several neighbors, about an Airbnb operating on Athena. It is an 8 bedroom home, advertised to be able to accommodate up to 15 people. Code enforcement staff did a quick follow up. There are several permits lacking for this activity and rather than going through the permitting process, the owner decided to cease operations after Sunday when the last guests leave. Neighbors plan to monitor the activity.
- Respectful Workplace Training. Earlier this week, you received a link to the mandatory employee training held on this topic. Shane sent out additional viewing instructions for those who are not using Surface Pros. I would encourage you to view this video in association with your work on a code of conduct.
- I-205 Trail Grant/Construction Extension. Public Works Director Lance Calvert sent a letter to ODOT this week discussing the status of this trail and requesting an extension to the obligation to start construction to November 12, 2021, so that the trail alignment can be coordinated with the I-205 widening project.

- Construction Excise Tax. During your discussion on annexations Monday, questions were asked about the Construction Excise Taxes (CET) assessed on new development in West Linn. We collect CET on behalf of Metro and local school districts. The West Linn-Wilsonville School District CET, adopted in 2010, is \$1.00/s.f. for residential projects and \$0.50/s.f. for nonresidential projects. More information including the methodology and tax amount is available on our web page: <https://westlinnoregon.gov/finance/construction-excise-tax>
- PSAB Application. Hopefully you saw the e-mail from Dylan that we received an application for the Public Safety Advisory Board. We'll add an appointment to the July 9 agenda if the Mayor wishes to consider this appointment.
- Council Chamber Air Conditioning. The thermostat for Council Chambers to maintain air conditioning until 11 p.m. on Monday night only. We will change this back at the end of the season.

That's it for this week.

Eileen