



Memorandum

Date: July 6, 2018

To: West Linn City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – July 6, 2018

Schedule

- Just a reminder that I will be away from the office July 10-13 at the OCCMA Annual Conference in Bend. I will be reachable by phone and e-mail. I plan to also be out the week of July 30 for vacation. In both instances, John Williams will cover operations here as Deputy City Manager.

Information Items

- Captain Hennelly Retirement Celebration. Remember to stop by the Adult Community Center on July 11 between 2:00 and 4:00 p.m. to recognize and thank Captain Hennelly for his years of service to the West Linn Police Department.
- GO Bond Update. The project list is calendared for continued discussion at your July 23 work session. However, I hope we can receive direction on the Tanner Creek Fitness Court project (see 6/28 memo) at your July 9 meeting. Meanwhile, we are also looking into several things at the request of Councilor Cummings, including what category projects at the McLean House would fall into, parks or city facilities; and a legal opinion about staff comments in a Tidings story several weeks ago about community centers.
- Bolton Station/WLCP. As you know, staff are working on identifying the needs and requirements to allow the West Linn Community Preschool to locate there on a temporary basis. There was a meeting on Tuesday, July 3, to better understand the needs of the pre-school and the assumptions being made about the project. The meeting included myself and Ken Worcester, Councilor Sakelik, Jennifer and Cathy from WLCP, and Peggy Kirkendall. Today, a CIS risk manager, Adrian Albrich, visited the site. (The Fire Marshall looked at it yesterday due to a scheduling conflict.) Next step is to wait for CIS'. I'd also like to report there is an expectation/assumption that the Council will vote on the use of the building for the WLCP at your July 9 meeting. I am not sure where this expectation is coming from. I will forward a staff report as soon as the information (land use, permits, building improvements, liability assessment, and legal needs) can be pulled together.
- Council and Planning Commission Minutes. You received testimony about this on Monday. I sent you e-mails today in follow up to that discussion. I've made an addition to the proposed Council Rules revision and this item is scheduled for more discussion at your July 23 work session. You should have received that revision in e-mail yesterday.

That's it for this holiday and short week. Hope you had a happy and safe July 4th!

Eileen