



Memorandum

Date: September 6, 2018

To: West Linn City Council, City Staff and Readers

From: Eileen Stein, City Manager

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

Schedule Items

- The annual Emergency Preparedness Fair is September 13, 4-7 p.m. at the LDS Church.
- Dwight Brashear from Wilsonville's SMART Transit System is confirmed to make a presentation at your September 17th work session.
- The 3rd Quarter Town Hall is September 20 at 7 p.m. at the ACC. The evening will feature a presentation from Clackamas County Arts Alliance.
- I will be away from the office September 21-26, at the ICMA National Conference in Baltimore, MD.

Information Items

- City Council Candidates. As you know, with the filing deadline last week, two candidates applied for two vacant council seats: Jules Walters and Bill Relyea. The election is November 6. With two candidates for two vacancies, we will move into the orientation and education process for these two new members of city council.
- Verizon Franchise. You may recall a work session presentation Megan Thornton gave earlier this summer on this matter. I've pulled back on this franchise ordinance for a couple of reasons. We are still waiting on Verizon for the final franchise agreement. I want to revisit our approach to franchise and right-of-way management in general. We are looking at the City of Milwaukie's right-of-way management program.
- Arts and Culture Commission. In follow up to the discussion Monday night, staff will be prepared to put out a solicitation of applications for this commission the morning after the September 20 Town Hall. It will not take much effort to form the commission, but council assistance in getting it started to explore mission and bylaws would be very helpful until we get fully staffed again.
- Council Pre-Meeting Work Session Time. As you will recall, the idea of changing the starting time of the work session prior to the Council meeting from 5:30 to 5:00 was raised on Monday night. The September 10 agenda was revised to reflect this new start date. But it requires a change in Council Rules so this will also be brought up for discussion at the September 17 work session.

That's it for the week.

Eileen