

## Memorandum

Date: September 20, 2018

To: West Linn City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – September 20, 2018

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### Schedule Items

- I will be away from the office September 21-26, at the ICMA National Conference in Baltimore, MD and then at the LOC Conference the rest of the week. I will be back to work on Monday, October 1.
- The following items came off the October 1 work session agenda: Parks Master Plan update, Willamette Locks IGA with Clackamas County, CDC Section 96 Amendments and NAP stipend policy. These items are still being worked on and not ready for review. The agenda still includes a 3<sup>rd</sup> quarter review on 2018 Council Goals and a status report on high school parking (under CM Report).

### Information Items

- Robinwood Station. Next week we will receive the McKenzie Report cost estimates which will provide good information for the actual estimated cost of building improvements there. I am planning to meet with FORS upon my return to discuss the McKenzie Report, the rebar assessment work they undertook, and hopefully the use agreement.
- High School Parking. We are working on a postcard to outreach to residents of the parking zone to gauge their interest in allowing a student to parking in front of their house. Still working out the details of how this will be administered, but we're doing the outreach as requested.
- Park Master Plan. As I reported today, there is a simple difference of approach between the Planning Commission and the Parks and Recreation Board with regard to centralized and decentralized community centers. I will work with staff to see if we can draft language that might help the Council bring this issue to resolution.
- Building Department News. We are proud to announce that after a year of hard work, new Building Inspectors Alisha Bloomfield and Adam Bernert have both passed all of their exams and training to become: 1 & 2 Family Structural Inspectors, 1 & 2 Family Mechanical Inspectors and 1 & 2 Family Plans Examiners. Also, earlier in the year they both passed their ICC certification tests for the same which would allow them to work throughout the State of Oregon and anywhere ICC is recognized. They accomplished all 3 certifications very quickly and both are now certified to fly solo, which will enhance our department's customer service and response times.
- Sahallie-Illahee Park Playground. It's official. We received word this week that we will receive a grant from the Oregon Park and Recreation Department 2018 Local Government Grant for new playground equipment at this park. Kudos to Ken and his staff.

That's it for the week.

*Eileen*