



Memorandum

Date: December 24, 2018

To: West Linn City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – December 24, 2018

Schedule Items

- All City facilities will be closed December 25. The West Linn Library will be closed December 24. City Hall and Public Works will be closed December 21.

Information Items

- 1st Quarter Financial Report. This report is now available. You should have received a message from the Finance Director with a link to the report. If you have questions about the report, please follow up directly with Lauren.
- First GO Bond Project Completed. Improvement of the athletic fields at Willamette Park is the first General Obligation Bond project to be completed. Work included the replacement of dirt infields with artificial turf on Fields 2 and 3, as well as soil conditioning on Field 1. All fields received enhancements to drainage for extended season playability. The work was finished November 27, 2018, well-ahead of the spring 2019 sports season. Altogether, with in-kind contributions from the West Linn Softball Association, the cost was \$75,000 under the initial estimate of \$300,000. The remaining field renovations include replacement of the infields at Fields Bridge Park, a new drainage system at Mary S. Young Park to increase seasonal playability, and a new backstop on Field 2 in addition to storm drainage and drinking fountain improvements behind Field 1 at Hammerle Park.
- Flooding on 4th and Volpp. 4th Street near the WES pond property is closed to vehicular traffic and will remain closed for the foreseeable future due to localized flooding caused by downstream beaver dam activity and blockage in the road culvert. Public Works has started engaging PGE, WES, and ODFW about the beaver dam obstructions and how best to resolve the issue. Once a solution is determined, Public Works staff will proceed on a coordinated response and work to reopen 4th Street. There is no damage to any private buildings/structures, however, Public Works is coordinating with WES on a manhole that is leaking storm water into the sewer system. There is still access available to all homes in the area.
- Citizen Vision Goals Recommendations. The Committee for Citizen Involvement (CCI) submitted its recommendation on "Revised Citizen Advisory Goals," with the recommendation to return these goals to the Comprehensive Plan via the Preamble. The CCI requests the Council schedule this topic for consideration at a future Council meeting.

- Willamette Falls Media Supplemental Production. Following the November work session about regional cable broadcasting and production services between MACC TV and Willamette Falls Media Company, WFMC has provided a proposal for supplemental (i.e. local) production at WFMC studios in Oregon City.

Period of Service	Service Expense
January 1, 2019 – June 30, 2019	\$4,038
July 1, 2019 – June 30, 2020	\$8,077
July 1, 2020 – June 30, 2021	\$11,655

Service rates in years following this proposal would increase annually at a percentage rate established by WFMC. Given that we are headed into a preparation of a new biennial budget, I will identify this as an Issues and Options decision item for consideration at that time.

- City Day at the Capitol. City officials are invited to attend City Day at the Capitol on Thursday, January 24. City Day at the Capitol is the League of Oregon Cities’ and the Oregon Mayors Association’s major event of the legislative session. It’s the opportunity to stand with other city officials from around Oregon in support of the LOC’s advocacy efforts. It is also the time to let legislators know how actions they take could impact local communities. If you would like to attend, please follow up with Kathy who will get you registered.
- 2019 Citizen Advisory Group Recruitment. Here is a status report on renewal and recruitment efforts for citizen advisory group members:

Group Name	Total Spots	Vacancies	Applicants
Arts & Culture Commission	7	7	10
Audit Committee	1	0	0
Citizens' Budget Committee	5	3	6
Committee for Citizen Involvement	3	3	0
Economic Development Committee	7	4	6
Historic Review Board	7	3	1
Library Advisory Board	7	2	3
Parks & Recreation Board	7	2	1
Planning Commission	7	2	5
Public Safety Advisory Board	7	3	3
Sustainability Advisory Board	7	2	2
Transportation Advisory Board	7	2	2
Utility Advisory Board	7	0	0
TOTAL	79	33	39

Applicants are still needed for the CCI, Historic Review Board, and Parks and Recreation Board.

That’s it for this week. Wishing a very Merry Christmas to all!

Eileen