



## Memorandum

Date: May 9, 2019

To: West Linn Mayor and City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – May 9, 2019

### Schedule Items

- May 13 Regular Meeting – Councilors Relyea and Walters will be absent, but Councilor Walters will be calling into the meeting.
- City Manager Evaluation Process Key Dates:
  - 5/10 – Citizen Comment Due (approx. 15 responses received so far)
  - 5/13 – Citizen Comment Provided to Council and City Manager
  - 5/13 – City Manager Self-Evaluation and Blank Evaluation Form Provided to Council
  - 5/27 – Council evaluations returned to Council Facilitator for Compilation
  - 6/3 – Evaluation Session Held – **Needs to be rescheduled, facilitator not available**
- Clackamas Cities Dinner – May 23, 5:30 p.m. Arrowhead Golf Course (host City of Molalla)
- PGE Waterfront Plan Open House – May 30, 7 p.m. @ Willamette Primary School
- Willamette Falls Drive Open House – June 13, 6 to 8 p.m. @ Police Community Room

### Information Items

- Town Hall. We are in the process of scheduling a Town Hall. A new Doodle Poll is being sent out for possible dates. Please respond as soon as possible to get this event set. Possible topics suggested so far include: County vehicle registration fee, the new budget, and safe routes to school priorities.
- Arts and Culture Commission. The new commission will meet on the first Wednesday of each month at the Library from 5-7 p.m. At the next meeting, June 5<sup>th</sup>, they are expected to vote on a Commission Chair and Vice Chair. They have started work on a mission statement, recommendations for code change for the City Council that will incorporate the Arts and Culture Commission duties and authority outlined, and work on bylaws and other governance related issues.
- Multi-City Equity Summit. For the past several weeks, City staff have been participating in a regional planning effort to conduct a regional equity summit. The Inaugural Multi-City Equity Summit is scheduled for October 19, 2019 at Lake Oswego High School. The intent of the Summit is to learn together and identify ways to support diversity, equity, and inclusion in our communities. The Summit is being sponsored, and/or organized by representatives from the West Linn/Wilsonville School District, Lake Oswego School District, Tigard- Tualatin School District, the City of Lake Oswego, the City of Tigard, the City of West Linn, Lake Oswego Police Department, West Linn Police Department, West Linn Alliance for Inclusive Community, and Lake Oswego Respond to Racism. The planning group meet every two weeks, at the Lake Oswego School District Offices. Presently representatives from our Police Department, and from the Library have attended, but other cities are being represented by elected officials and it is time to elevate West Linn's participation to the level of elected officials and/or City Administration. Decisions are forthcoming regarding monetary contributions, staffing, and city-wide involvement.

- Street Widths Policy. The Council received a report about this in last week's memo, but the Council also received testimony on Monday requesting the codification of this policy anyway. If there is desire to do this, please let me know. There was not follow up discussion about the testimony.
- I-205 Soundwalls. Voting has concluded for all sound walls proposed along I-205 as part of the I-205 Widening and Seismic Improvements Project. The results are in and per the votes, sound walls A and B will be added, and sound walls C and D will not be part of the project.
- Robinwood Station Updates. The Tentative Agenda Calendar had showed there would be a discussion of Robinwood Station on the May 20 agenda. It has taken quite a bit of time to hear back from Friends of Robinwood Station with comments about the building assessment and options they could take on to reduce project costs. We are just now in the process of scheduling a meeting to discuss what they might do, so everything is behind schedule. This item will be re-scheduled to coincide with the GO Bond: City Facilities item scheduled for the June 17 work session. Meanwhile, the West Linn Community Pre-school was shown the auxiliary building at Robinwood Station last week and are interested in using that building as soon as September. Staff will report on this request at that work session also.
- Metro Housing Survey. As Metro considers how it will implement the affordable housing bond passed by voters last fall, it is important they hear what matters to people when it comes to affordable housing. You received an email with a link to a survey to let Metro know what successful affordable housing means to you and your community. The survey closes May 15th. Each completed survey is eligible to win four tickets to the Oregon Zoo! Please share widely through your networks.

That's it for this week.

*Eileen*