



Memorandum

Date: October 4, 2019

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

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – October 4, 2019

Schedule Items

- On October 7 we have Executive Session at 3:00 p.m. and Work Session at 6:00.
- The next Clackamas Cities Dinner is scheduled for October 24 in Sandy.
- The Town Hall is set for October 29 from 6 to 8 p.m. at the Adult Community Center.

Information Items

Post Office Update. Negotiations continue between the USPS and Gramor regarding potential redevelopment of the existing Post Office site for a new facility. The parties are reviewing conceptual site plans and contacting neighbors to assess the possibilities for expanding the site area. The existing site is very constrained and quite challenging for construction of the long-term facility that the Post Office hopes to occupy. The parties are also discussing another extension of the current lease, potentially until February 2020, and may be able to announce news on that soon. We reminded them of the October 29 Town Hall on this topic and invited them to share progress with the community at that time.

Library Summer Reading Program. This year we saw improvements in our summer reading participation across all categories. Our events had over 3,700 attendees. Our adult participants increased 15% to a staggering 766 people. Our teen program has had a steady increase over the past 4 years and now have almost 600 participants, 45% of whom finished their reading goals! The improvement we are most pleased with is the increase in our children's program finisher rate. Over the past few years, the number of our children participants has hovered around 1,600. However, not only did we continue that trend, but 62% of those children met their goal and finished the reading program. This means that at least 1,000 kids will have started school, having retained their reading skills learned from the previous year! The national average finisher rate is around 30%, and our West Linn average is usually around 45-50%, so we are very proud to see so many children actively and successfully reading all summer long! This puts West Linn in the 1% for completion rate nationally! We had 3,701 people attend our programs this summer, with the majority of our attendance coming from our Tuesday events held in Willamette Park, thanks to our collaboration with Parks and Rec.!

Harry Potter Day. Harry Potter Day continues to be a special day for the families of West Linn. This year, 854 people entered the library to attend West Linn 'Hogwarts' and share their love of the Harry Potter books with their friends, families, and neighbors. In anticipation for this large number of people, we added a few new elements to entertain our guests. Partnering with the fantastic Friends of the McLean House & Park, we added a second location at the McLean House, 'Hogsmeade Village' where our little witches and wizards played games, purchased food, and got free balloons and henna tattoos. We also

rented a double-decker bus to transport our attendees from the library to the McLean House and back. This was by far the most popular addition! We were also pleased to partner with our beloved Police Department and felt the event was kept safe and calm by their continual presence. Including our very own and popular Hagrid aka Captain Mahuna. Dozens of staff members and local volunteers (most of them WLHS teens!) worked this event to make everything run smoothly and let our children believe, for one day, that maybe magic is real.

Website Update/User Task Force. As you know, over the last several months we've been working on updates to the City website as time allows. The update includes looking for inconsistencies or lack of consistencies, fixing or deleting broken links, bringing some department pages into the same look as the overall site, and other changes. This week I invited members of CAG's and NA's to be an administrative task force to provide feedback before we take the updated website live, scheduled for early in 2020. We're setting up a one-time preview gathering for early November. There has been a lot of earlier interest in helping out!

Willamette Area Policing Action. Last week, the Police Department posted the following to its departmental Facebook page:



West Linn Police Department



September 26 at 2:05 PM · 🌐

To our community,

I would like to acknowledge the criticism as an agency that we should have messaged the community during last week's search for a suspect who had eluded capture much, much sooner. I own that mistake and we as a department will always strive to rectify our errors and not make the same mistake twice. In response, we have provided clear direction internally, appointed a second Public Information Officer (PIO) who we will be sending to an upcoming formalized PIO training and we are having our existing PIO provide notification training to all of our sergeants and captains for any future messaging needs. Please encourage others to sign-up for the West Linn PD Facebook, Twitter and Nextdoor accounts to assist us in getting the word out when needed. Additionally, 'Reverse 911' messaging is limited to locations with hardline phones; please sign-up through Clackamas County's website for Cell phone, Voice Over Internet Protocol, Email and TTY/TDD Devices for public alerts at: <https://www.clackamas.us/dm/publicalerts>

Respectfully,

Terry Kruger
Police Chief
West Linn Police Department



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ClackCo Public Alerts Notification System | Clackamas County

Please re-enroll in our new system to receive important messages during times of disaster.

In addition, Chief Kruger has met personally with several concerned citizens, has conducted several phone calls in the same vein and messaged out to the community through several avenues, discussing mistakes and changes made. The department has received great praise for admitting mistakes and for

remedial actions. He plans to attend the next Willamette Neighborhood Association meeting to discuss the incident. Hopefully these actions will inform and reassure those who expressed concerns that our officers are doing and endeavor to do, each and every day in this challenging, unpredictable and dangerous profession that is policing.

West Linn Community Clean-Up. The West Linn Community Clean-up Event is back! This year, West Linn Refuse & Recycling will be holding the event on Saturday, October 12th at Willamette Christian Church by appointment only. You can reserve your spot by clicking [here](#) or by calling 503.557.3900 - registration closes at 5pm on Wednesday, October 9th. This clean-up event is available to all residential customers of West Linn Refuse & Recycling.

Role of the City Manager in Local Government. This week I gave a presentation to the Rosemont Summit Neighborhood Association (was invited several weeks ago) to explain the role of the city manager in local government. This is part of a series the NA is doing on getting to know West Linn city government. Past presentations have been made by the Public Works Director and Parks and Recreation Directors. The presentation touched on the history of the city management profession and the creation of the International City/County Management Association (ICMA) and the provisions in the West Linn Charter about the position of City Manager. The presentation will be posted to the City Manager's page on the City website.

That's it for this week.

Eileen