



## Memorandum

Date: October 18, 2019

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

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – October 18, 2019

### Schedule Items

- I will be away from the office October 19-23 attending the ICMA Annual Conference in Nashville.
- The next Clackamas Cities Dinner is scheduled for October 24 in Sandy. Connect with Kathy if you would like to have her register you.
- The Town Hall is set for October 29 from 6 to 8 p.m. at the Adult Community Center.

### Information Items

**Single Use Plastics Ban.** The Council recently inquired about the Sustainability Advisory Board working on this issue. The SAB had recommended waiting to see what the statewide bill accomplished before committing City resources. The Council agreed with this wait and see approach. If there is a desire for the City to go farther than the statewide legislation, it would be helpful to give more specific direction to the SAB to focus its energy on moving forward. The Council met with the SAB earlier this year and so priority is being given to other advisory groups for joint meetings with the City Council. But if a scope of work on a single use plastics ban (relative to the state legislation) could be provided, the committee could start work on ideas in time for a next joint meeting with the Council.

**Clackamas County Community Road Fund Advisory Committee Mtg.** The Clackamas County Community Road Fund Advisory Committee will meet from **6:00pm-9:00pm on Thursday, October 24th** to review proposed transportation construction projects and recommend project priorities to the Board of Commissioners. These projects will be funded through revenue from the new countywide vehicle registration fee that goes into effect in January 2020. Projects on County roads near West Linn under consideration include:

- Safety improvements at Stafford Rd./Childs Rd.
- Adding shoulders and turn lanes on Stafford Rd. from I-205 to Rosemont Rd.
- Adding shoulders and turn lanes on Borland Rd. from Tualatin to West Linn
- Adding shoulders and turn lanes on Rosemont Rd. from Stafford Rd. to West Linn

**ICS 101 Training.** Through our friends at TVF&R, this week I was introduced to an instructor at Clackamas Community College who trains elected officials and other appointed boards in the fundamentals of the national Incident Command System. We are arranging for him to attend a work session on December 2 to brief the Council on the system and what is the role of elected officials in the system. This will be an excellent topic for a joint meeting with the Public Safety Advisory Board.

**Neighborhood Associations.** This week there was some turnover in the Parker Crest Neighborhood Association. The president of Rosemont Summit appealed to the Neighborhood Association Presidents how the NAP could assist in the turnover. It seems this is a good role for the NAP to assist this way and allow the City Council to focus on other needs of the City.

**Green Future Impact Challenge.** The letter of support for PGE's Green Future Impact program and the related Public Utility Commission (PUC) hearing was delivered to the PUC this week. PGE conveyed the City's support is very much appreciated.

**Website Update/City Manager's User Task Force.** We are in the process of making numerous corrections and updates to the City's website in preparation for the launch of the update early next year. In advance of the launch, I've invited a task force of numerous citizens, many who are frequent users and some not so much, to give us feedback on a beta test of the updated site. This is tentatively scheduled to happen on the evening of November 6 at the Library.

**Youth Advisory Committee Trunk-or-Treating.** On Saturday, October 26th from 3:00-5:00pm the West Linn Youth Advisory Council will be holding their first ever Trunk-or-Treat event in the staff parking lot of West Linn High School. Trunk-or-Treating is a safe alternative to traditional trick-or-treating where trusted businesses and local partners are invited to decorate their car and pass out candy. The YAC has reached out to numerous local businesses, Council, neighborhood associations, and community groups hoping to get great participation in their inaugural event.

**Staffing Update.** As you saw earlier this week, Ken Warner will be the Interim Parks and Recreation Director effective November 1. John Williams and I are just starting to collect feedback on qualities staff and the public would like to see in the next Parks and Recreation Director.

That's it for this week.

*Eileen*