



## Memorandum

Date: November 21, 2019

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

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – November 21, 2019

### Schedule Items

- Celebration of Retirement for Ken Worcester, November 22, 5:00 to 7:00 p.m. @ ACC
- Executive Session, November 26, 2:00 to 5:00 p.m.
- LOC Municipal Fundamentals Training, Forest Grove, December 5, 2019, 1:00 to 5:00 p.m.
- 2019 Holiday Events Schedule:
  - Lighting of Maddax Woods, continues this weekend.
  - Tree Lighting and Community Celebration, City Hall, Friday, December 6, 6pm-8pm
  - Ugly Holiday Sweater Dash, Willamette Fire Station, Saturday, December 14, 8:30am
  - Holiday Parade, Willamette Falls Drive, Saturday, December 14, 10:00am

### Information Items

**Waterfront Development Update.** The Waterfront Project is having two open houses on Tuesday, December 10, at the Adult Community Center, and again at Thursday, December 12, at the Community Room of the Police Department, both beginning at 6 p.m. Find out where the project currently stands, provide feedback on general land use patterns in the project area, and review Comprehensive Plan goals and policies. Prior community engagement and the project's Guiding Principles were used to create the materials to be reviewed. The two open houses will present the same information, so we hope you are available to attend one of them.

**Robert Moore Award.** Once again we are soliciting nominations for the Robert Moore Award. If you know of someone who spends their free time volunteering, helping neighbors make a difference in the lives of those around them, or simply sharing acts of kindness with others, we encourage you to nominate that person for the award. Applications are due December 27<sup>th</sup>.

**PCNA Matters.** You received an email today from Michael Ray regarding PCNA which is a different interpretation on how the meeting went last night from the set of minutes we received from Tom Meier, at 1:14 a.m. this morning. Meanwhile, the NAP is also discussing this tonight. I am not going to do anything more on PCNA until this can be sorted out at the Council level. The City Attorney and I have discussed this multiple times and feel that Council level involvement is needed, particularly because of the decision the City has made to give the NA's public funding.

**4<sup>th</sup> Quarter Financial Report.** The document was emailed to you today. This is the financial report for last fiscal year and is never finalized until the audit is completed. The audit will be presented to the Council at the December 9 meeting.

**Hwy 43 and Metro T-2020 Bond.** Thank you to Councilor Walters who attended and spoke at the hearing the other night for the bond measure. Attached is the link to the Task Force webpage which shows their future meeting schedule and agendas as they are posted by Metro staff.

<https://www.oregonmetro.gov/public-projects/2020-transportation-investment-measure/task-force>

What I've found with groups of this type is that the most powerful part is just being present AND having the informal conversations before and after the meetings. It is incredibly hard to deny someone what they lobby for if they take the time to show up and actively participate in a positive way. This is particularly true when the individual isn't an official voting member of the task force. Just being present forces the group to acknowledge our need and give consideration. It is far easier to write out West Linn when we aren't sitting in the room. I would encourage you to continue to engage and attend these meetings going forward. I'm sure our lobbyist, Doug Riggs, can help you navigate the room and maybe even facilitate individual conversations with key task force members outside of the meeting.

**EOC Activation Exercise.** This week your department directors engaged in an exercise of opening up the EOC and refreshing ourselves on this part of the EOC. It was also a good time to be reminded that we are all in need of updating ourselves on ICS training also. The Council has ICS 101 training coming up at the December 2<sup>nd</sup> work session. That meeting is also a joint meeting with the Public Safety Advisory Board.

**Dollar Street Property.** The School District will be cutting pathways through the blackberries/brush at its Dollar Street property in order for the survey crews to access the property. There will be no tree removal. Darren Wyss spoke with Tim Woodley about the creek/water resource area on the east end of the property and sent him the code language that exempts limited site exploration/removal of invasive species in a water resource area. Mike Perkins will be meeting with them on-site Monday morning to discuss significant trees.

**Cedar Oaks Dredging Project Agreement.** Things are still progressing on the Cedar Oaks Boat Landing project even though it has seemed to languish. There is an effort to negotiate agreement, the property owners are happy with the uptick in progress and are willing to be amicable to discussing viable alternatives to this option.

That's it for this week.

*Eileen*