



## Memorandum

Date: December 5, 2019

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

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – December 5, 2019

### Schedule Items

- 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
- The Mayor's State of the City has been identified for February 25, 2020.

### 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.

**Emergency Management.** As you know, this week we had Jeff Ennenga from Clackamas County Community College give the Council an ICS training. The next step for Council is to take the ICS 100, 200 and 700 courses. This will give you more information as to your potential involvement and role in emergency planning. You received information about this and how to go about getting certified in an email this week. Meanwhile, staff will work on the follow-up that it needs to, including getting the EOP updated for names and NIMS certifications, getting additional people NIMS certified, the work with the School District suggested by the Council. The PSAB should continue to pursue Map Your Neighborhood and work with staff on a disaster faire this September.

**Neighborhood Associations.** The West Linn Neighborhood Associations are collecting toys and other essential items for Clackamas Women's Services and Angels in the Outfield! Each NA has a table in the WLPD's Community Room and donations can be dropped off during regular business hours now until December 12th.

Meanwhile, while there are several questions being raised about the PCNA neighborhood association needs. However, all that staff is doing now is proceeding ahead with a plan for a neighborhood meeting in late January (or early February) to discuss the election of officers. This is what the Council directed

me to do. There has been an outreach already by a Clackamas County mediator to Alice Richmond, she says. I don't know whether she will use this service or not, but she is aware of it.

**Savanna Oaks Nature Play Area Process.** Staff is meeting with the Park and Recreation Board Advisory Committee tonight and will discuss the process for revamping the Savanna Oaks Nature Play Area. The process will include reviewing the resolution submitted by the SONA earlier this year, engaging the consultant team on some limited time for re-design, and then going back to the community with the original plan and an alternative design. There may be other steps in the process before all is said and done, but these are the main steps.

**DEQ/Stein Oil Site.** Finally some movement on this project. DEQ intends to perform remedial measures on the gas station property unless the owner submits a work plan by 1/31/20. They estimate the work will cost DEQ \$90,000 and DEQ will use all legal avenues to recover those costs from the owner.

**Out of the Office.** I will be away from the office January 17 through 25, 2020.

That's it for this week.

*Eileen*