



**CITY OF WEST LINN
CITIZENS' BUDGET COMMITTEE MINUTES
APRIL 27, 2009**

**Budget for the 2010-2011 Biennium
(Presentation of Budget Message and Delivery of Budget Document)**

Council Present: Mayor Patti Galle, Council President Jody Carson, Councilor Teri Cummings, Councilor Scott Burgess, Councilor John Kovash

Committee Present: Lewis McCoy, Thomas Frank, Thomas Griffith,

Staff Present: Christopher Jordan, City Manager; Kirsten Wyatt, Assistant to the City Manager; Richard Seals, Finance Director

Call to Order/Pledge of Allegiance

Mr. McCoy called the meeting to order at 6:37 p.m. on April 27, 2009, in the Council Chambers at City Hall, 22500 Salamo Road.

Mr. McCoy stated that the purposed of this meeting is to review and receive the 2010-2011 Biennium Proposed Budget.

Budget Message as presented by the City Manager, Chris Jordan:

Mr. Jordan presented that the Budget is not just a financial document but assists the City in communicating its policies to City residents. The Budget Document is a much more streamlined, concise document than in has been in prior years. Mr. Jordan thanked the citizens of West Linn for sticking with the City in hard times and he thanked the staff of the City for their hard work.

In prior years, budgets did not meet policy reserve levels, appropriations were exceeded in 50 categories, no audits were completed on time from FY 2000 and FY2007, no GFOA awards from 1998-2007, and from 2000-2005 there were three separate incidences of fraud.

The theme of the Proposed Budget is change. Current changes: FY 2008 and FY 2009 Budgets were the first award winning budgets since 1998, the FY 2008 Comprehensive Annual Financial Report will be the first award winning report since 2000, FY 2008 audit was the first "clean" audit since 2008 and the first audit completed on time since 1999, and this proposed budget for 2010-2011 is the first West Linn biennial budget.

The City has entered into an era of fiscal restraint and accountability. All but three funds met reserve policy minimums in last year's budget, but the 2010-2011 Biennium Budget meets the reserve policy minimums in all funds.

The budget serves as a financial tool, policy document, legislative document and a communications tool. The 2010-2011 Biennium Proposed Budget is balanced at \$74.3 million, assumes 139.13 FTE's (only .5 less than the FY 2009 Budget), and proposes no new fees or new taxes. However, approval of the County Library District was crucial in sustaining current service levels.

The total City tax rate actually decreases slightly with the permanent rate remaining the same at \$2.12/\$1,000 and the bond rate, benefiting from the bond refinancing, decreasing from \$0.38/\$1,000 to \$0.33/\$1,000. West Linn tax owners pay \$17.88/\$1,000 but the City's portion is only 13% of the total taxes. The City of West Linn's permanent rate is relatively low compared to neighboring cities.

Utility rates to increase by 5% effective January 1, 2010 as approved by the Utility Advisory Board. Review/Analysis of water rates is to be completed later this year including a suggested tiered rates system to encourage conservation. Parks and Street fees will increase 5% effective July 1, 2009. Building inspection fee increases are also expected.

Budget priorities include maintaining current service levels, accomplishing the Council goals, and maintaining and improving infrastructure: \$6.7 million for utilities, \$3.4 million for street maintenance, and \$2.5 million for parks projects.

The community focus includes \$1,500 per year per Neighborhood Association, and \$25,000 in Community Grants.

Included in this proposed budget, is a one-time transfer of \$214,000 from the General Fund subsidizing the Building Inspection Fund to pay off its loan and ensure that the Building Fund is balanced.

A fee for service model is proposed for public access television. A new Emergency Utility Assistance Program designed to assist residents in their greatest need and a new program for Risk Management/self insurance have both been included in the budget.

In closing, Mr. Jordan thanked the staff, specifically Kirsten Wyatt and Richard Seals for the preparation of the budget. He also thanked the budget committee for all their hard work.

It was announced that the next budget meeting will be held on May 6, 2009 in the community meeting room at the City Library, 1595 Burns Street, at 6:00pm.

Public meeting adjourned 6:52 pm.

Respectfully submitted,

Casey Camors /s/

Casey Camors

Accounting Manager

PENDING APPROVAL BY THE CITIZENS' BUDGET COMMITTEE:

on _____



**CITY OF WEST LINN
CITIZENS' BUDGET COMMITTEE MINUTES
MAY 6, 2009**

**Budget for the 2010-2011 Biennium
(Budget Deliberations)**

Council Present: Mayor Patti Galle, Council President Jody Carson (via telephone), Councilor Teri Cummings, Councilor Scott Burgess, Councilor John Kovash

Committee Present: Lewis McCoy, Chairman; Thomas Frank, Vice Chairman; Thomas Griffith, Ralph Ezagui, Karen Hensley (via telephone)

Staff Present: Christopher Jordan, City Manager; Kirsten Wyatt, Assistant to the City Manager; Richard Seals, Finance Director; Casey Camors, Accounting Manager

Call to Order/Pledge of Allegiance

Mayor Galle called the meeting to order at 6:12 p.m. on May 6, 2009, in the community meeting room at the City Library, 1595 Burns Street

Councilor Burgess moved to nominate Lewis McCoy as the Citizens Budget Committee Chairman. Councilor Carson seconded the motion.

Ayes: Burgess, Kovash, Galle, Cummings, Ezagui, Frank, Griffith, Carson and Hensley.

Nays: None

The motion to nominate Lewis McCoy as the Citizens Budget Committee Chairman carried 9-0.

Mayor Galle moved to nominate Thomas Frank as the Citizens Budget Committee Vice Chairman. Councilor Burgess seconded the motion.

Ayes: Burgess, Kovash, Galle, Cummings, Ezagui, Griffith, Carson and Hensley.

Nays: None

The motion to nominate Thomas Frank as the Citizens Budget Committee Vice Chairman carried 9-0.

Community Comments

Dennis Richey, 2311 Jolly Point Road, spoke on behalf of the Public Safety Committee. Mr. Richey does not believe that anyone is currently responsible for the disaster plan since the departure of John Atkins. The Public Safety Committee would like a small budget for public relations and to cover road closures and other hazards (making information available to the public - \$5,000).

Alice Richmond, 3939 Parker Road, would like extra proposed budget documents for the public to review during meetings.

Tina Decker, 18602 Upper Midhill Drive, handed out information to the committee. Ms. Decker appreciates the budget and the lack of cutting (personnel, increased taxes, etc.) though she has concerns about the Library Board. On pg 77 of the budget document (budget highlights) there was a 29% increase for investment in the library collections and programs. Ms. Decker could not locate the Summer Reading Program in the line item detail. She spoke to Christine Siegel, Former Library Director, to discuss this and Ms. Siegel said that her concerns were taken into consideration. Ms. Decker would like more transparency in the budget (i.e. line item detail for the Summer Reading Program). She believes that the 29% increase for Materials & Services for collections and programs is an inaccurate statement since they are attributable to insurance and database acquisition. Ms. Decker also requests that the Library budget be increased by \$17,500.

Business from the Citizens Budget Committee:

Mr. Seals stated that we are required to hold a public hearing to approve the adoption of the resolution declaring the City of West Linn's election to receive state revenue sharing funds in the 2010-2011 Biennium. Draft resolution is located on page 111 of the Proposed Budget. Funds are approximately \$200,000 and are to be used in the Planning Fund for operations.

Public hearing opened by Chairman McCoy.

No public comment.

Public hearing closed by Chairman McCoy.

Mr. Seals, City Finance Director, presented the budget document overview.

Monthly Costs per Capita were added to the budget document to assist citizens in equating the City budget to their personal budget.

Total budget is \$74 Million for the Biennium (FY 2010 \$45.1 million and FY 2011 \$38.9 million).

No increases in taxes are in the budget but there is an increase in some fees.

The Library District of Clackamas County is new.

Mr. Seals presented a tax and fee comparison graph showing that the utility service charges are the lowest in the area.

The average person pays \$130 per month between their property taxes and their utility billing.

Comments on fiscal policies, capital outlay threshold increased from \$5,000 to \$10,000.

Reserve policy will be met by this budget.

Mr. Jordan presented the Legislative Initiatives.

He stated that the budget is priority as it is also a policy and council goals document.

Rate increases on all utility fees (5%), rate increases on maintenance fees (5%) are suggested.

He also suggests that discussions with Willamette Falls Television occur to negotiate a fee for service rate scenario.

The maintenance of current service levels (police staffing, library hours, etc.) is crucial and this proposed budget does this.

Mr. Seals discussed two new programs included in the budget.

The first is the Risk Management Claims Program (\$45,000 for managing risk and exposure issues) to increase the City's deductible and self insure for smaller claims.

The second new program is the Emergency Utility Assistance Program which provides \$5,000 for assistance with utility bill emergencies for West Linn households. Both programs are in the General Fund.

Mayor Galle asked about the West Linn food bank and the preference from moving money from that program to the Emergency Utility Assistance Program.

Ms. Ezagui stated that the organization that runs the food bank is not registered as a nonprofit and has no historical information, whereas the Emergency Utility Assistance program is run by the City.

Mr. Seals reported that staffing overall is down .5 FTE. There are 139.13 FTE's in the budget including a City Attorney, Paralegal, Special Projects Coordinator and a new Associate Planner. An Administrative Assistant position in Public Works and the Building Official position in the

Building Department are planned reductions, and the Environmental Services Fund had a vacant position that will not be refunded. One customer service position will be transferred from Finance to the City Manager's Office.

Councilor Cummings questioned if the movement of the customer service position would address Mr. Richey's concerns. Mr. Seals responded that it may but this position has not been completely defined yet.

Budget Document Review:

Mr. Seals presented the Budget Document Review.

The General Fund includes two new programs (described earlier) and overall monthly operating costs per capita \$21 per person. Ten departments are in the general fund including:

- City Council
 - Council stipends are included in the Personnel Services area as apposed to Materials and Services.
- City Administration with 6.6 FTE
 - Budget includes a new City Attorney, Paralegal, and Special Projects Coordinator.
- Human Resources with 2.5 FTE
 - Budget includes 360 reviews and personnel customer service training.
- Finance with 6.5 FTE
 - Budget includes funding for additional internal audits as requested by the audit committee.
- Information Technology
 - Budget includes software conversion.
- City Facilities
 - Budget includes capital focused on sustainability.
- Municipal Court with 3.5 FTE's
- Public Works Support Services with 12.1 FTE's in 2010 and 11.6 in 2011
- Vehicle & Equipment Maintenance with 2 FTE's
- Non-departmental with 0 FTE's
 - Debt Service on the 2000 series is paid from this area and the Building Fund subsidization comes from this area.

Community Grants consist of \$25,000. The committee reduced the funding from requests in the amount of \$32,350. \$5,000 is undesignated for later allocation by the City Council.

Mayor Galle requested that next year we acquire more history from the grant applicants to have a better gauge as to who to fund.

Committee Member Hensley left the meeting (via telephone) due to a poor connection.

Mr. Seals continued to present the Budget Document Review:

- Public Safety Fund includes 37 FTE's
 - Capital projects \$1.5 million for the police station land acquisition funds and \$100,000 for vehicle replacements.
 - Priority One call's have a goal of a 4 minute response.
 - New Debt Service (\$113,000) for the bond sale to purchase land to locate a new police station.

- Library with 17.63 FTE's
 - Library District of Clackamas County passed.
 - Materials and Services increased 29% for investment in collections and programs.
 - The West Linn Library Foundation was created that has a proposed match for Library donations (\$.5 per every \$1).
 - Capital Projects - \$1 million for County Inter-Governmental Agreement for facilities improvement.

- Parks & Recreation with 22.8 FTE's
 - Over 750 programs.
 - New Debt Service requirements in the budget (\$40,000) from wading pools & restrooms for Willamette and Hammerle parks.
 - Farmers Market from 2010 forward is included in the budget.
 - Capital Project upgrades.

- Parks SDC fund
 - Include capital projects for the Savanna Oaks property. To fund property acquisition - \$330,000 from the state, \$330,000 from Metro to match with the City of West Linn's \$330,000.

- Parks Bond Fund
 - Aquatic center property acquisition funds remain being carried forward.

- Building Inspections Fund
 - Revenue has dropped considerably causing concern.
 - FTE's have dropped from 5 to 2.75 in 2010 and then 2.5 FTE in 2011.
 - There is a large deficit for current year but the transfer of \$214,000 from the General Fund will bring this fund into a balanced position.

- Planning Fund has 6.5 FTE
 - This includes an additional FTE for an Associate Planner.
 - The Planning Director position is still open.

- Communications Fund handles public communications.
 - In regards to the television shows, the hope is to change to a fee for service situation (i.e. like Wilsonville).

Patti asked about us broadcasting our television shows and handling this in-house. She questioned if we have done any analysis on handling this in-house.

Ms. Wyatt responded that not all options have yet been pursued. The City has a year to analyze options and make a decision.

At the request of Councilor Carson, Mr. Jordan clarified PEG funds, Public Education Grants, for capital in providing public education in government. PEG funds would not be earmarked for program services, but are limited to use for capital improvements.

Councilor Cummings commented that students are able to use the WFTV cable facility for education.

Councilor Burgess commented that community access television is open to West Linn citizens and inquires as to how this would change. A fee for service arrangement should have an overhead charge to cover citizen usage. He wonders how the revenue goes from \$260,000 in FY 2010 to \$59,000 in FY 2011.

Mr. Jordan responded that WFTV may need to review their arrangements with other governments as well as with West Linn to ensure that they are properly funded and that their overhead is covered.

Mr. Seals responded that the spike of \$260,000 would be from capital money with a corresponding expense of \$100,000. \$59,000 will go to the Planning Fund in the subsequent year. This is in anticipation of the fee for service arrangement.

Melody Ashford, representing Willamette Falls Television (WFTV), stated that the City should have a better vision of what WFTV offers its customers and she will provide that information in the future.

Mr. Ezagui commented the WFTV submitted a grant request for \$15,000 for the Willamette Falls studio which would come from the \$100,000 council chambers improvements budget.

Ms. Wyatt clarified that this would be for capital purchases, cameras, microphones, etc.

Mr. Seals continued to present the Budget Document Review:

- Street Fund with 5 FTE
 - Budget includes capital projects (street improvements) with \$900,000 in stimulus money.

- Budget Includes Blankenship Sidewalk Project with a \$300,000 grant.
- \$2 million from bond sale received for improvements.
- \$15,000 in bus shelters to encourage bus use and sustainability.

- Streets SDC Fund
 - Capital Outlay based on available SDC Revenue. Mainly the Santa Anita Street widening project funding.

- Water Fund with 6 FTE
 - The City's water rate study is in progress and the Utility Advisory Board has been studying various rate scenarios that sufficiently meet the City's infrastructure needs in the future. For the proposed budget, 5% increases in utility charges per year are reflected as allowed. Increasing charges above 5% requires voter approval.
 - \$680,000 for water line capital improvements, \$150,000 for the recoating and cathodic protection for Bland Reservoir, \$350,000 for water line replacement, and \$60,000 for scheduled vehicle replacement.

- Environmental Services Fund with 5 FTE's
 - 5% fee increases as allowed.
 - Budget includes sewer line improvements of \$2.16 million.

- Surface Water SDC Fund
 - \$1.1 million budgeted for sewer SDC eligible projects.

Councilor Burgess commented that sewer projects are not publicized enough. He prefers that the City be more public about the sewer projects (where, what, when) so that the public knows what is being done.

Councilor Cummings questioned if water testing is required to be performed.

Mr. Jordan responded that yes, water testing is required and is included in the budget.

- Debt Service Fund
 - This fund determines bonded debt portion of the property tax rate and pays off previously issued General Obligation bonds.
 - Currently the City has 3 bond series outstanding (1998, 1999 & 2000). Both the 1998 and 1999 Series have been refunded reducing their interest rates to about 3.5%. \$436,000 was saved due to the refunding.
 - Tax rate reduced by \$.05 for 2010 and 2011 due to the refunding.

Mayor Galle commented on redevelopment and inquired if there were funds in the budget for consulting related to this.

Mr. Seals responded that yes, there are funds in the budget geared toward redevelopment.

Future discussion items (tomorrow)

- Sustainability
- City attorney
 - Costs, benefits, services.

Community Comments:

Alice Richmond, 3939 Parker Road, inquired as to how needy residents will be informed about the new Emergency Utility Assistance Program. How much does the City receive in tourist funds? Alice is also concerned that FTE's have been cut in necessary areas.

Ms. Wyatt responded that \$23,100 is received in tourism funds.

Tina Decker, 18602 Upper Midhill Drive, commented that she likes the budget policies and goals and likes the customer service position as well as the Council and Budget Committee allowing more public comment.

It was announced that the next budget meeting will be held on May 7, 2009 in the Council Chambers of City Hall at 6:00pm on May 7, 2009.

Public meeting adjourned 8:57 pm.

Respectfully submitted,

Casey Camors /s/

Casey Camors
Accounting Manager

PENDING APPROVAL BY THE CITIZENS' BUDGET COMMITTEE:

on _____



**CITY OF WEST LINN
CITIZENS' BUDGET COMMITTEE MINUTES
MAY 7, 2009**

**Budget for the 2010-2011 Biennium
(Budget Deliberations)**

Council Present: Mayor Patti Galle, Council President Jody Carson (via telephone), Councilor Teri Cummings, Councilor Scott Burgess, Councilor John Kovash

Committee Present: Lewis McCoy, Chairman; Thomas Frank, Vice Chairman; Thomas Griffith, Ralph Ezagui

Committee Absent: Karen Hensley

Staff Present: Christopher Jordan, City Manager; Kirsten Wyatt, Assistant to the City Manager; Richard Seals, Finance Director

Call to Order:

Lewis McCoy, Citizens Budget Committee Chairman, called the meeting to order at 6:10 p.m, in the Council Chambers at City Hall, 22500 Salamo Road.

Public Comments:

Alice Richmond, 3939 Parker Road, commented that she is impressed with the budget document but believes that it could be smaller and more simplified.

Melody Ashford, Manager of Willamette Falls Television, to discuss service areas (6) covered by WFTV. She stated that the City of West Linn has been with WFTV since the beginning and is very important to the organization. WFTV is looking forward to working with the City and to assessing contracts.

Tina Decker, 18602 Upper Midhill Drive, announced that she had previously delivered information to the Councilors for their review.

Business from the Citizens Budget Committee:

Outstanding Questions/Comments from May 6 Meeting:

Councilor Burgess commented on stagnation and inquired as to the City's plan for growth and the potential local option levy. He wants to ensure that the City communicates with citizens as to what may be coming so that a 20% rate increase is not imposed to deal with issues. He questioned the computation of Council stipends. After receiving clarification from Mr. Seals, Mr. Burgess suggested that we review IRS guidelines and the City Charter to ensure that the term "stipend" was the correct terminology and the disbursements were properly made. He suggested that there were format issue with Library programs and thought that requirements for historical budget/actual data from the State may not be fulfilled. Councilor Burgess expressed that "Number of turf acres mowing every 5-7 days" chart on pg 79 of the budget could be better worded. Councilor Burgess also expressed that community comparisons might be useful for the Five Year Financial Forecasts section of the Budget (pg 126), i.e. funds in the bank.

Mr. Seals responded that pages 126 and 127 address reserves/ending fund balance in the form of future needs. He stated that there is unspent money from prior years that is still scheduled to be spent in future years.

Mr. Jordan clarified that this money has been dedicated for capital improvements and is to be spent in line with those planned acquisitions and improvements.

Councilor Burgess questioned if City Council was actually spending \$7,000 a year for office supplies (pg 54).

Ms. Wyatt and Mr. Seals responded that this General Office Supplies line item included equipment for Council Chambers and upgrades as well as office furniture, outgoing Council frames, etc.

Teri Cumming questioned the City Council portion of the budget. She inquired what professional services line item was comprised of. Mr. Seals responded that this line item may or may not be used.

Sustainability:

Kirsten Wyatt, Assistant to the City Manager, presents issues and options from the budget on sustainability. Guiding documents include Council Goals, the Sustainable West Linn Strategic Plan and the Franchise Agreement with West Linn Refuse. The budget addresses these documents with four major points including: \$25,000 for facility work including lighting and completion of audit recommendations, \$25,000 for bus shelters, general training funding for staff education on sustainable business practices, and general communications funding for a kiosk education project with the Sustainability Advisory Board.

Mr. Kovash commented that as additional recommendations are made by the Sustainability Advisory Board, the Council may adopt resolutions to amend the budget to perform such recommendations.

City Attorney:

Christopher Jordan, City Manager, presented Cost of Legal Services charts. Mr. Jordan stated that the City is able to get more hours from an in-house City Attorney for the same cost as using contracted City Attorney services where costs greatly vary depending on hours concentrated on the City. Attorneys actively involved in City business tend to provide a higher level of proactive service. Contract City Attorney services generally provide a wider breadth of specific legal areas such as franchise fee negotiation. Mr. Jordan suggested that the City initiate a recruitment for an in-house City Attorney to see what kind of candidates apply and then to reanalyze those candidates to identify if the City wants to use an in-house or contract City Attorney.

Mayor Galle agreed and stated that she believed that it would be a good plan to move forward with the recruitment of a Paralegal and an in-house City Attorney.

Lewis McCoy stated that there is no need to make any decisions regarding the hiring of an in-house City Attorney as the funds are already set aside in the Budget for either an in-house or contract City Attorney.

Other Discussion Items:

Mayor Galle requested an amendment to the community grants. She would like to give at least \$1,500 to the Arts Festival from the \$4,000 remaining unassigned for Community Grants.

Mr. Ezagui indicated that the West Linn Arts Festival Community Grant request jumped by \$3,500 over the prior year.

Mr. McCoy indicated that Community Grants are generally geared toward startup organizations in need of City support to fund their operation whereas the West Linn Arts Festival is more of an established group.

Councilor Burgess indicated that it would be useful to have financial information regarding the West Linn Arts Festival and that the City may already be providing space of the Festival. He also didn't think that the West Linn Arts Festival has at a lack of attendance.

Ms. Wyatt stated that in the prior year the West Linn Arts Festival and Lock Fest applied jointly and were given \$400 for transport but conflicts arose between the Festival and the Lock Fest and therefore, the Festival applied for a Community Grant independently this year.

Mayor Galle moved to amend the budget for Community Grants to include the West Linn Arts Festival in the amount of \$1,500. Councilor Cummings seconded the motion.

Ayes: Burgess, Kovash, Galle, Cummings, Ezagui, Frank, and Griffith

Nays: None

The motion to amend the budget for Community Grants to include the West Linn Arts Festival in the amount of \$1,500 carried 7-0.

Mayor Galle questioned the methodology of allocating Community Grant money to programs such as the Street Dance when this is a program that is already supported by the City via the Parks and Recreation Department.

Ms. Wyatt expressed that these organizations are performing the leg work of these functions. The Community Grant funds are provided to give these organizations autonomy and a sense of ownership; they then perform the work to get the community to the function.

Mayor Galle questioned \$1,000 grant for Raving Dove Incorporated to support a State wide racism essay contest. She believes that Community Grant funds should be spent in the City, not state wide.

Mr. Ezagui, expressed that since the City would benefit (i.e. City high school students would participate), the thought was that making this grant would be rewarded. Also, since the City still has funds to allocated, there wouldn't necessarily be a drawback.

Mayor Galle moved to amend the budget for Community Grants to deny the application for funding of \$1,000 from Raving Dove Incorporated. Member Ezagui seconded the motion.

Councilor Burgess spoke in favor of continuing with the budgeted allocation to Raving Dove Incorporated as the City of West Linn and Oregon itself has struggled with Racism and this is a worth while cause.

Ayes: Kovash, Galle, Ezagui, Frank, and Griffith

Nays: Burgess, Cummings

The motion to amend the budget for Community Grants to deny the application for funding of \$1,000 from Raving Dove Incorporated carried 5-2.

Councilor Burgess asked why it appeared that AWOL and the Arts Festival in the Forest were being funded twice, some for an event and some for advertising.

Mr. McCoy responded that there is no requirement to spend the funds in a certain way.

Mayor Galle brought up the discussion regarding the Old Time Fair. She has heard many complaints about the Fair and is concerned that we are spending too much money on the Fair (\$40,000).

Councilor Cummings agreed that it is a large figure and brought up the question of taking \$10,000 from the Old Time Fair and allocating the funds to the Farmers Market.

Ms. Wyatt commented that although the expense of the Old Time Fair is around \$40,000, it does bring in revenue of about \$30,000. Also, the Fair has been reorganized and strides are being made to making it a break even event.

Communications:

Willamette Falls Television discussion for capital of \$15,000 for improvements and equipment:

Mr. Jordan directed the meeting toward page 88 of the proposed budget document and stated that a \$33,000 request has come through recently that was not included in the FY 2009 Estimated column. This request will come through the City Council.

Mayor Galle suggested that both requests from Willamette Falls Television be tabled until a future Council discussion.

Ms. Wyatt clarified that as part of the Intergovernmental Agreement with WFTV, we have a set percentage amount that is paid to WFTV at 32% of any Comcast cable franchise revenue that the City receives (approx. \$100,000 PY). In addition, WFTV requests funds for capital improvement from Public Education and Government (PEG) funds. The City is obligated to provide the set percentage amount but any capital improvement requests from PEG funds is additional.

Mayor Galle requested that staff acquire a capital asset listing of the items that WFTV wants to be reimbursed for, to be discussed at a future Council meeting.

Public Comment:

Tina Decker, 18602 Upper Midhill Drive, thanked the Council for the opportunity to give further public comment. She would like more funds added to the Library programs and collections. She would like an amendment for the 2010 budget to go from \$230,000 to \$245,000 for materials and services, then for the FY 2011 budget to go from \$233,000 to \$248,000 for materials and service.

Alice Richmond, 3939 Parker Road, questioned the use of funds on non-necessary functions when money could be spent on necessary items. She also questions the expectation that property tax money will come in with the current economy.

Mayor Galle brought up discussion about the Library proposed amendment submitted by Ms. Decker.

Mr. Jordan stated that the City relies upon library professionals who assist to develop much of the Library budget based on collections and programs. He believes that it is best to consult

these professionals regarding any changes to the Library budget. He also stated that between FY 2008 and FY 2010, the Library budget for materials and services has increased by \$61,000.

Councilor Burgess asked about the Caufield Trust.

Mr. Seals reported that the Caufield Trust principle is in the Unappropriated Ending Fund Balance in the Library Fund (pg 76) and it is intact and not to be used.

Councilor Burgess moved to approve the Proposed City of West Linn Budget for the Biennium Commencing July 1, 2009 (2010-2011 Biennium). Seconded by Councilor Kovash.

Ayes: Burgess, Kovash, Galle, Cummings, Ezagui, Frank, and Griffith

Nays: None

Motion to approve the Proposed City of West Linn Budget for the Biennium Commencing July 1, 2009 (2010-2011 Biennium) carried 7-0.

Councilor Burgess moved to approve the General Operating Tax Rate of \$2.1200 per \$1,000 of assessed value. Seconded by Councilor Kovash.

Ayes: Burgess, Kovash, Galle, Cummings, Ezagui, Frank, and Griffith

Nays: None

Motion to approve the General Operating Tax Rate of \$2.1200 per \$1,000 of assessed value carried 7-0.

Councilor Burgess moved to approve the Bond Levy Amount exempt from limitations of taxation in the amount of \$912,000 in Fiscal Year 2010, and \$952,000 in Fiscal Year 2011. Seconded by Mr. Ezagui.

Ayes: Burgess, Kovash, Galle, Cummings, Ezagui, Frank, and Griffith

Nays: None

Motion to approve the Bond Levy Amount exempt from limitations of taxation in the amount of \$912,000 in Fiscal Year 2010, and \$952,000 in Fiscal Year 2011 carried 7-0.

Mr. Lewis and Mayor Galle thanked City Staff and the City Council for their efforts in preparing and approving the budget.

Meeting adjourned by Mr. Lewis at 8:03 p.m.

Respectfully submitted,

Casey Camors /s/

Casey Camors

Accounting Manager

PENDING APPROVAL BY THE CITIZENS' BUDGET COMMITTEE:

on _____