



CITY OF
**West
Linn**

June 2009

Fourth Quarter Financial Report
for the twelve months ended
June 30, 2009 relating to
Fiscal Year 2008-09

Executive Summary

I am please to offer this 4th quarter financial report for City operations for your review. This report shows the operating results for the twelve months of our fiscal year ending June 30, 2009.

Reformatted Report. The first thing you may notice with this quarter's financial report, is a reformatted section reporting revenue and expenditure sub-totals for all City Funds. Based upon some feedback received from our citizens, most really seemed to appreciate the transparency and frequency that these quarterly reports offer, but they would also appreciate a "rolled-up" page that shows revenues and expenditures for all City Funds.

Although my previous quarterly reports included totals on a city-wide basis, the format did not actually show revenue and expenditure sub-totals for all City Funds and I think this is great idea – thank you for the suggestion.

The other change that this quarterly report offers, is two years of comparative trending information on all presented lines. I believe this is also a value-added change that provides better perspective and highlights trends over time.

Fiscal Year is Complete. This report completes the City's fiscal year for 2008-09. The auditors of course will be working on reviewing all of the numbers and will complete their work by the end of December; however, I do not anticipate any changes to numbers presented in this report. The audited numbers and their opinion will be published in our *Comprehensive Annual Financial Report* (CAFR) and available on at <http://westlinnoregon.gov/finance/finance-home>.

We value your trust and promise to ensure the fiscal integrity in all that we do. As you review this quarterly report reformatted for your suggestions, I welcome your questions, comments, and any further suggestions you may have. As always, the best way to contact me is by email at rseals@westlinnoregon.gov.

Best regards,



Richard Seals, CPA CMA CFM
Finance Director, City of West Linn

City-wide Totals

(Revenue and Expenditures rolled up by type
for all City Funds)

City of West Linn
Totals rolled up from all City funds

	Actual		
	FY07	FY08	FY09
Revenues (by sub-totals)			
Property taxes	\$ 7,531,540	\$ 5,965,524	\$ 6,392,688
Intergovernmental revenue	2,362,409	2,370,309	2,506,047
Fees and charges from utility bills	5,063,668	5,556,370	7,065,539
Fees and charges - other	5,461,996	4,804,120	4,440,854
Other revenue:			
Interest	578,264	530,916	240,225
Miscellaneous	186,070	770,810	789,180
Transfers from other funds	4,528,659	5,651,506	5,206,500
Debt proceeds	-	175,000	9,121,916
	<u>5,292,993</u>	<u>7,128,232</u>	<u>15,357,821</u>
 Total revenue	 <u>25,712,606</u>	 <u>25,824,555</u>	 <u>35,762,949</u>

City of West Linn
Totals rolled up from all City funds

	Actual		
	FY07	FY08	FY09
Revenues (by line detail)			
Property taxes			
Levied for general purposes	\$ 6,609,720	\$ 5,204,220	\$ 5,467,317
Levied for bonded debt	921,820	761,304	925,371
	<u>7,531,540</u>	<u>5,965,524</u>	<u>6,392,688</u>
Intergovernmental revenue			
Library funding from County	514,826	506,071	517,475
State highway gas taxes	1,129,618	1,057,792	1,018,039
State Rev Sharing (lig cig)	473,282	318,903	508,695
State Shared Rev (general)	201,894	222,485	216,155
Other grants and misc	42,789	265,058	245,683
	<u>2,362,409</u>	<u>2,370,309</u>	<u>2,506,047</u>
Fees and charges:			
Utility Charges - water	2,916,295	2,578,085	2,954,547
Utility Charges - sewer	1,586,689	1,412,131	1,775,296
Utility Charges - surface wtr	560,684	510,919	561,898
Utility Charges - street maint	-	234,571	714,256
Utility Charges - park maint	-	820,664	1,059,542
	<u>5,063,668</u>	<u>5,556,370</u>	<u>7,065,539</u>
SDC fees from developers	1,258,705	1,013,740	691,191
Franchise fees	2,098,041	1,685,632	1,707,918
Licenses and permits	1,142,570	1,119,479	1,054,720
Park recreation program fees	395,521	433,439	416,050
Fines and forfeitures	567,159	551,830	570,975
	<u>10,525,664</u>	<u>10,360,490</u>	<u>11,506,393</u>
Other revenue:			
Interest	578,264	530,916	240,225
Miscellaneous	186,070	770,810	789,180
Transfers from other funds	4,528,659	5,651,506	5,206,500
Debt proceeds	-	175,000	9,121,916
	<u>5,292,993</u>	<u>7,128,232</u>	<u>15,357,821</u>
Total revenue	<u>25,712,606</u>	<u>25,824,555</u>	<u>35,762,949</u>

City of West Linn
Totals rolled up from all City funds

	<u>Actual</u>		
	<u>FY07</u>	<u>FY08</u>	<u>FY09</u>
Expenditures			
Personal services	\$10,083,521	\$10,998,979	\$12,175,439
Materials and services	6,056,784	6,021,865	5,976,074
Debt service	1,426,986	1,698,090	1,385,147
Refunded debt	-	-	4,992,519
Transfers to other funds	4,273,753	5,564,778	5,206,500
Capital outlay	<u>1,681,841</u>	<u>1,666,083</u>	<u>3,310,775</u>
Total expenditures	<u>23,522,885</u>	<u>25,949,795</u>	<u>33,046,454</u>
Revenue over (under) expenditures	2,189,721	(125,240)	2,716,495
Beginning fund balance	<u>8,180,804</u>	<u>10,370,525</u>	<u>10,245,285</u>
Ending fund balance	<u><u>\$10,370,525</u></u>	<u><u>\$10,245,285</u></u>	<u><u>\$12,961,780</u></u>

Budget-to-Actual
Financial Reports by Fund

General Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Transfers from other funds	\$ 3,931,349	\$ 5,185,960	\$ 4,670,000	\$ 4,670,000	100%
Fines and forfeitures	476,019	450,670	479,000	410,519	86%
Intergovernmental	2,789	-	20,000	134,960	
Licenses and permits	50,023	53,901	132,000	427,045	324%
Interest	52,487	67,400	44,000	7,552	17%
Miscellaneous	199,295	436,258	500,000	488,064	98%
Total revenue	4,711,962	6,194,189	5,845,000	6,138,140	105%
Expenditures					
City Council	71,430	64,176	50,000	39,985	80%
City Administration	525,827	816,235	790,300	761,952	96%
Human Resources	390,131	248,267	281,100	280,612	100%
Finance	837,144	907,778	861,900	847,320	98%
Information Technology	385,265	828,590	1,179,500	973,819	83%
Facility Services	349,138	461,312	580,300	530,988	92%
Municipal Court	257,711	253,323	207,200	206,041	99%
Public Works Support Serv	808,656	1,317,381	1,261,500	1,261,253	100%
Vehicle/Equipment Maint	387,753	475,828	361,800	359,343	99%
Non-departmental:					
General Services	443,223	71,265	51,500	39,147	76%
Debt Service	341,000	343,136	339,838	339,838	100%
Interfund Transfers	300,000	416,676	350,000	350,000	100%
Total expenditures	5,097,278	6,203,967	6,314,938	5,990,298	95%
Revenue over (under) expenditures	(385,316)	(9,778)	(469,938)	147,842	
Beginning fund balance	1,232,657	847,341	721,873	837,563	
Ending fund balance	\$ 847,341	\$ 837,563	\$ 251,935	\$ 985,405	

***Public Safety Fund
for the City of West Linn***

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Property taxes	\$ 3,629,720	\$ 2,975,189	\$ 2,989,000	\$ 2,923,718	98%
Franchise fees	1,186,248	1,409,003	1,459,000	1,412,410	97%
Intergovernmental revenue	473,282	318,903	630,800	508,695	81%
Licenses and permits	55,946	34,915	59,000	28,245	48%
Fines and forfeitures	26,530	34,168	250,000	92,877	37%
Interest	113,961	59,604	37,000	8,340	23%
Miscellaneous	34,064	19,420	52,000	58,677	113%
Transfers	-	250,000	200,000	200,000	100%
Debt proceeds	-	-	1,500,000	1,522,165	101%
Total revenue	5,519,751	5,101,202	7,176,800	6,755,127	94%
Expenditures					
Personal services	3,215,160	3,455,486	3,645,600	3,998,502	110%
Materials and services	901,923	681,055	809,000	592,437	73%
Transfers	789,200	950,717	829,000	829,000	100%
Capital outlay	134,593	103,097	1,700,000	130,856	8%
Total expenditures	5,040,876	5,190,355	6,983,600	5,550,795	79%
Revenue over (under) expenditures	478,875	(89,153)	193,200	1,204,332	
Beginning fund balance	565,483	1,044,358	785,342	955,205	
Ending fund balance	\$ 1,044,358	\$ 955,205	\$ 978,542	\$ 2,159,537	

Parks & Recreation Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Property taxes	\$ 2,130,000	\$ 1,307,014	\$ 1,525,000	\$ 1,580,449	104%
Charges - park maintenance	-	820,664	1,053,000	1,059,542	101%
Recreation program charges	395,521	433,439	374,000	416,050	111%
Intergovernmental	40,000	265,058	897,000	110,723	12%
Interest	42,704	17,102	10,000	1,118	11%
Miscellaneous	3,173	2,706	25,000	28,959	116%
Debt proceeds	-	-	500,000	-	0%
Total revenue	2,611,398	2,845,983	4,384,000	3,196,841	73%
Expenditures					
Personal services	1,124,034	1,250,441	1,320,900	1,319,028	100%
Material & services	604,819	649,426	734,000	726,866	99%
Transfers	455,883	589,976	617,000	617,000	100%
Capital outlay	118,622	441,345	1,597,000	262,948	16%
Total expenditures	2,303,358	2,931,188	4,268,900	2,925,842	69%
Revenue over (under) expenditures	308,040	(85,205)	115,100	270,999	
Beginning fund balance	-	308,040	104,723	222,835	
Ending fund balance	<u>\$ 308,040</u>	<u>\$ 222,835</u>	<u>\$ 219,823</u>	<u>\$ 493,834</u>	

Library Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Property taxes	\$ 850,000	\$ 922,017	\$ 968,000	\$ 963,150	99%
Library funding from County	514,826	506,071	501,000	517,475	103%
Fines and forfeitures	64,610	66,992	80,000	67,579	84%
Interest	19,990	26,218	8,000	1,494	19%
Miscellaneous	5,924	8,728	12,400	6,755	54%
Total revenue	1,455,350	1,530,026	1,569,400	1,556,453	99%
Expenditures					
Personal services	914,844	1,004,725	1,091,900	1,091,163	100%
Materials and services	206,511	158,183	198,000	181,764	92%
Transfers	242,100	363,300	359,000	359,000	100%
Capital outlay	-	-	10,000	9,719	97%
Total expenditures	1,363,455	1,526,208	1,658,900	1,641,646	99%
Revenue over (under) expenditures	91,895	3,818	(89,500)	(85,193)	
Beginning fund balance	220,685	312,580	268,695	316,398	
Ending fund balance - total	312,580	316,398	179,195	231,205	
Restricted ending fund balance					
Reserve - Caufield Trust	158,000	158,000	157,300	158,000	
Unrestricted ending fund balance	\$ 154,580	\$ 158,398	\$ 21,895	\$ 73,205	

Building Inspection Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Licenses and permits	\$ 695,936	\$ 634,222	\$ 678,000	\$ 527,660	78%
Interest	3,451	2,530	2,000	-	0%
Miscellaneous	11,818	2,981	30,000	5,137	17%
Debt proceeds	-	175,000	-	-	
Total revenue	<u>711,205</u>	<u>814,733</u>	<u>710,000</u>	<u>532,797</u>	75%
Expenditures					
Personal services	377,050	392,584	428,400	418,016	98%
Materials and services	38,500	33,225	36,000	20,474	57%
Debt service					
Principal	-	250,000	70,000	55,448	79%
Interest	12,500	12,500	7,000	7,770	111%
Transfers	141,173	183,772	142,000	142,000	100%
Capital outlay	-	25,357	25,500	-	- %
Total expenditures	<u>569,223</u>	<u>897,438</u>	<u>708,900</u>	<u>643,708</u>	91%
Revenue over (under) expenditures	141,982	(82,705)	1,100	(110,911)	
Beginning fund balance	<u>49,575</u>	<u>191,557</u>	<u>70,324</u>	<u>108,852</u>	
Ending fund balance	<u>\$ 191,557</u>	<u>\$ 108,852</u>	<u>\$ 71,424</u>	<u>\$ (2,059)</u>	

Planning Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Intergovernmental	\$ 201,894	\$ 222,485	\$ 216,000	\$ 216,155	100%
Franchise fees	129,510	114,045	119,000	110,090	93%
Licenses and permits	238,346	204,213	244,000	23,840	10%
Charges for services	-	-	186,500	186,500	100%
Interest	-	-	3,000	997	- %
Miscellaneous	2,030	5,766	15,000	3,492	23%
Transfers from other funds	413,592	350,000	150,000	150,000	100%
Total revenue	<u>985,372</u>	<u>896,509</u>	<u>933,500</u>	<u>691,074</u>	74%
Expenditures					
Personal services	441,773	509,727	527,600	526,557	100%
Materials and services	144,110	117,713	167,000	45,082	27%
Transfers	193,000	187,200	197,000	197,000	100%
Capital outlay	-	-	-	-	- %
Total expenditures	<u>778,883</u>	<u>814,640</u>	<u>891,600</u>	<u>768,639</u>	86%
Revenue over (under) expenditures	206,489	81,869	41,900	(77,565)	
Beginning fund balance	-	206,489	56,678	288,358	
Ending fund balance	<u>\$ 206,489</u>	<u>\$ 288,358</u>	<u>\$ 98,578</u>	<u>\$ 210,793</u>	

Communications Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Franchise fees	\$ 231,780	\$ 97,992	\$ 101,000	\$ 106,478	105%
Interest	17,456	16,850	13,500	1,039	8%
Total revenue	<u>249,236</u>	<u>114,842</u>	<u>114,500</u>	<u>107,517</u>	94%
Expenditures					
Material & services	112,814	207,374	216,000	180,217	83%
Transfers	3,000	61,500	-	-	
Capital outlay	25,220	30,934	45,000	11,398	25%
Total expenditures	<u>141,034</u>	<u>299,808</u>	<u>261,000</u>	<u>191,615</u>	73%
Revenue over (under) expenditures	108,202	(184,966)	(146,500)	(84,098)	
Beginning fund balance	<u>317,384</u>	<u>425,586</u>	<u>292,000</u>	<u>240,620</u>	
Ending fund balance	<u>\$ 425,586</u>	<u>\$ 240,620</u>	<u>\$ 145,500</u>	<u>\$ 156,522</u>	

Park Bond Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Interest	\$ 51,167	\$ 42,125	\$ 40,000	\$ 5,943	15%
Debt proceeds - new money	-	-	-	507,219	
Debt Proceeds - refunding	-	-	-	5,062,147	
Total revenue	51,167	42,125	40,000	5,575,309	
Expenditures					
Materials & Services	-	-	-	73,338	
Debt refunding	-	-	-	4,992,519	
Capital outlay	-	-	1,011,797	589,943	58%
Total expenditures	-	-	1,011,797	5,655,800	559%
Revenue over (under) expenditures	51,167	42,125	(971,797)	(80,491)	
Beginning fund balance	955,327	1,006,494	971,797	1,048,619	
Ending fund balance	<u>\$ 1,006,494</u>	<u>\$ 1,048,619</u>	<u>\$ -</u>	<u>\$ 968,128</u>	

Debt Service Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Property taxes	\$ 921,820	\$ 761,304	\$ 928,079	\$ 925,371	100%
Interest	22,940	23,727	1,000	1,682	168%
Total revenue	<u>944,760</u>	<u>785,031</u>	<u>929,079</u>	<u>927,053</u>	100%
Expenditures					
Debt service					
Principal					
1998 GO Parks	210,000	220,000	230,000	230,000	100%
1999 GO Parks	155,000	165,000	170,000	170,000	100%
2000 GO Library	95,000	110,000	125,000	125,000	100%
Interest				-	
1998 GO Parks	141,477	132,973	123,953	66,806	54%
1999 GO Parks	143,365	135,763	127,680	65,901	52%
2000 GO Library	<u>178,663</u>	<u>177,232</u>	<u>171,733</u>	<u>171,733</u>	100%
Total expenditures	<u>923,505</u>	<u>940,968</u>	<u>948,366</u>	<u>829,440</u>	87%
Revenue over (under) expenditures	21,255	(155,937)	(19,287)	97,613	
Beginning fund balance	<u>251,455</u>	<u>272,710</u>	<u>19,287</u>	<u>116,773</u>	
Ending available fund balance	<u>\$ 272,710</u>	<u>\$ 116,773</u>	<u>\$ -</u>	<u>\$ 214,386</u>	

Systems Development Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Interest	\$ 130,037	\$ 150,671	\$ 88,000	\$ 17,945	20%
Systems Development Charges					
Street	254,375	113,384	-	44,631	- %
Surface water	36,494	17,362	9,000	11,478	128%
Water	325,030	313,509	206,000	219,450	107%
Sewer	154,276	125,399	95,000	101,000	106%
Parks	435,614	393,913	144,000	242,260	168%
Transfers	-	250,000	-	-	
Total revenue	<u>1,335,826</u>	<u>1,364,238</u>	<u>542,000</u>	<u>636,764</u>	117%
Expenditures					
Materials and services	10,615	1,574	-	-	- %
Transfers	216,692	20,000	34,500	34,500	100%
Capital outlay					
Street	-	-	-	-	
Surface water	10,054	8,601	150,000	-	- %
Water	47,179	85,900	450,000	19,607	4%
Sewer	-	37,073	745,000	7,436	1%
Parks	884,456	573,313	75,000	6,358	8%
Total expenditures	<u>1,168,996</u>	<u>726,461</u>	<u>1,454,500</u>	<u>67,901</u>	5%
Revenue over (under) expenditures	166,830	637,777	(912,500)	568,863	
Beginning fund balance	<u>2,352,105</u>	<u>2,518,935</u>	<u>2,932,769</u>	<u>3,156,712</u>	
Ending fund balance	<u>\$ 2,518,935</u>	<u>\$ 3,156,712</u>	<u>\$ 2,020,269</u>	<u>\$ 3,725,575</u>	

Street Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Intergovernmental - gas taxes	\$ 1,129,618	\$ 1,057,792	\$ 1,368,525	\$ 1,018,039	74%
Charges - street maintenance fee	-	234,571	714,000	714,256	100%
Franchise fees	550,503	64,592	68,000	78,940	116%
Interest	6,235	8,425	6,000	4,310	72%
Miscellaneous	31,865	26,142	9,000	36,775	409%
Debt proceeds	-	-	2,000,000	2,030,385	102%
Total revenue	1,718,221	1,391,522	4,165,525	3,882,705	93%
Expenditures					
Personal services	439,725	471,619	434,100	432,937	100%
Material & services	554,609	447,575	516,000	511,008	99%
Transfers	457,856	514,106	719,000	719,000	100%
Capital outlay	142,290	104,784	2,293,525	1,631,299	71%
Total expenditures	1,594,480	1,538,084	3,962,625	3,294,244	83%
Revenue over (under) expenditures	123,741	(146,562)	202,900	588,461	
Beginning fund balance	146,722	270,463	71,736	123,901	
Ending fund balance	\$ 270,463	\$ 123,901	\$ 274,636	\$ 712,362	

Water Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Water services charges	\$ 2,916,295	\$ 2,578,085	\$ 3,113,000	\$ 2,954,547	95%
Interest	19,754	25,275	40,000	85,228	213%
Miscellaneous	31,955	29,225	70,000	49,931	71%
Systems development charges	9,880	7,828	4,000	6,764	169%
Total revenue	<u>2,977,884</u>	<u>2,640,413</u>	<u>3,227,000</u>	<u>3,096,470</u>	96%
Expenditures					
Personal services	580,662	596,353	511,400	510,354	100%
Materials and services	1,206,197	1,233,462	1,428,200	1,249,000	87%
Debt service					
Principal	65,000	70,000	75,000	75,000	100%
Interest	84,981	81,486	78,470	77,651	99%
Transfers	480,513	616,787	1,027,000	1,027,000	100%
Capital outlay	8,600	126,437	540,000	357,950	66%
Total expenditures	<u>2,425,953</u>	<u>2,724,525</u>	<u>3,660,070</u>	<u>3,296,955</u>	90%
Revenue over (under) expenditures	551,931	(84,112)	(433,070)	(200,485)	
Other requirements					
Debt service reserve	-	-	151,100	-	
Beginning fund balance	<u>353,335</u>	<u>905,266</u>	<u>1,146,722</u>	<u>821,154</u>	
Ending available fund balance	<u>\$ 905,266</u>	<u>\$ 821,154</u>	<u>\$ 864,752</u>	<u>\$ 620,669</u>	

Environmental Services Fund
for the City of West Linn

	Actual		FY 2008-09		
	FY07	FY08	Budget [12 months]	Actual [12 months]	% of budget
Revenue					
Sewer services charges	\$ 1,586,689	\$ 1,412,131	\$ 1,703,000	\$ 1,775,296	104%
Surface water services charges	560,684	510,919	608,000	561,898	92%
Licenses and permits	35,576	26,044	30,000	47,930	160%
Interest	90,164	84,251	60,000	104,577	174%
Miscellaneous	17,825	28,052	-	1,580	
Systems development charges	43,036	42,345	56,000	65,608	117%
Transfers from other funds	106,500	-	-	-	- %
Total revenue	<u>2,440,474</u>	<u>2,103,742</u>	<u>2,457,000</u>	<u>2,556,889</u>	104%
Expenditures					
Personal services	795,833	718,042	538,800	638,083	118%
Materials and services	265,704	314,754	393,900	343,987	87%
Transfers	775,336	1,019,472	932,000	932,000	100%
Capital outlay	278,971	103,885	980,000	275,501	28%
Total expenditures	<u>2,115,844</u>	<u>2,156,153</u>	<u>2,844,700</u>	<u>2,189,571</u>	77%
Revenue over (under) expenditures	324,630	(52,411)	(387,700)	367,318	
Beginning fund balance	<u>1,736,076</u>	<u>2,060,706</u>	<u>1,926,969</u>	<u>2,008,295</u>	
Ending fund balance	<u>\$ 2,060,706</u>	<u>\$ 2,008,295</u>	<u>\$ 1,539,269</u>	<u>\$ 2,375,613</u>	