



22500 Salamo Road
West Linn, Oregon 97068
<http://westlinnoregon.gov>

CITIZENS' BUDGET COMMITTEE MEETING AND CITY COUNCIL WORK SESSION

Monday, April 22, 2013

6:00 p.m. – Citizens' Budget Committee Meeting – Council Chambers
City Council Meeting - Immediately Following

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1. Call to Order Citizens' Budget Committee Meeting
 2. Distribute 2014-2015 Proposed Budget to the Citizens' Budget Committee Members
 3. Presentation of City Manager's Budget Message
 4. Announcement of next Citizens' Budget Committee Meeting Dates
 - Mondays, 6pm – April 29 and May 6
 5. Adjournment of Citizens' Budget Committee Meeting

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6. Call to Order City Council Meeting
 7. Proclamations, Recognitions, and Presentations
 - *West Linn Centennial Quilt Presentation*
 - *Preservation Month Proclamation*
 8. Update on Former Blue Heron Property
 9. Adjourn

Meeting Notes:

The Council Chambers is equipped with an induction loop and a limited number of neck loops for the hearing impaired. Please let the City know if you require any special assistance under the Americans with Disabilities Act, please call City Hall 48 hours prior to the meeting date, 503-657-0331.

Community Comments provide an opportunity for statements from citizens regarding issues related to City government, properly the subject of Council/Commission consideration and not issues on the agenda. Persons wishing to speak shall be allowed to do so only after completing forms provided in the foyer in advance of Community Comments. All remarks should be addressed to the governing body. The City Council/Planning Commission will not engage in discussion with those making comments. The time limit for each participant is three (3) minutes or will be set by the Mayor or Chair.

Consent Agenda items are routine and will not be allotted individual hearing time. The items may be passed in one blanket motion. Any member may remove an item for discussion or questions by requesting such action prior to consideration.

Persons wishing to speak on agenda items shall be allowed to do so only after completing the forms provided in the foyer and returning them to the Clerk prior to the item being called for discussion. A separate slip must be turned in for each item. The time limit for each participant is three (3) minutes, unless the Mayor decides prior to the item to allocate more or less time.

When needed, the Council will meet in Executive Session pursuant to ORS 192.660.

Please help us to accommodate citizens who are chemically sensitive to fragrances and other scented products. Thank you for not wearing perfume, aftershave, scented hand lotion, fragranced hair products, and/or similar products.



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WEST LINN CITIZENS' BUDGET COMMITTEE MEETING NOTES April 22, 2013

[Call to Order Citizens' Budget Committee Meeting](#)

Members of the Budget Committee Present:

Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, Councilor Jenni Tan, Vice Chair Bill Hill and Ann Frazier.

Members of the Budget Committee Absent:

Chair Karen Hensley, Jon Monson, and Abigail Wojcik.

Staff Present:

City Manager Chris Jordan, Chief Financial Officer Richard Seals, Assistant City Manager Kirsten Wyatt, and City Recorder Kathy Mollusky.

[Distribute 2014-2015 Proposed Budget to the Citizens' Budget Committee Members](#)

City Manager Chris Jordan distributed his Proposed Budget, Capital Improvement Plan, and Supplemental Budget materials which include Issue and Option Papers, Community Grant information, and Third Quarter Financial Report. He stated Chief Financial Officer Richard Seals is available to meet with anyone to answer questions.

[Presentation of City Manager's Budget Message](#)

City Manager Chris Jordan's Proposed Budget Message stated that the Council goals are all funded. He discussed items that are not funded: Public Employees Retirement System (PERS), Taxes, and Insurance pressures. Ideas were implemented from the Community Values Forum and the Internal Budget Group. Overall fulltime employees are down 6%, from 139 employees in FY09 to 124. Following are some of the fund highlights:

- General Fund - City Council - City Attorney Services and legal fees are down
 - City Manager Department - Communication Department/Communication Position was eliminated
 - Economic Development - This is a new department, we are sharing an intern with the City of Sherwood
 - Human Resources Director is moving to half time
 - Finance - Arrangement with City of Milwaukie continues at half time; Payroll position was moved to Human Resources
 - Information Technology - outsourced leadership to Polar Systems located in West Linn
 - Municipal Court - Administrator reduced to half time
 - Public Works - Civil Engineer laid off
- Police - Eliminated two positions, a Captain and an Officer
- Library - Eliminated two management positions
- Parks - Proposed a 5% fee increase; Director moved to half time
- Planning - Two Planners were moved to half time
- Streets - Proposed 5% fee increase
- Water - Proposed 5% fee increase
- Environmental Services - Proposed 5% fee increase

[City Manager Chris Jordan Presentation](#)

Mayor John Kovash asked how the next meeting is going to be conducted and how can they be most effective.

City Manager Jordan will walk through the budget fund by fund. When they arrive at a fund with an issues and options paper, they will focus on it. Then they will go through capital improvement plan. He suggested as the committee goes through the document, they write down any questions.

Vice Chair Bill Hill asked if they will be able to discuss water lines. He requested a map showing the area of community, time frame, cost, etc.

City Manager Chris Jordan stated they will be able to discuss water lines. They have the Master Plan that shows the cost. He will have Public Works Director Lance Calvert discuss the priorities and bring a map showing the plans for the next couple of years.

Mayor John Kovash stated one goal is to determine the problems with the water system and how to fund it.

Chief Financial Officer Richard Seals informed everyone that copies of the budget are available online.

Announcement of next Citizens' Budget Committee Meeting Dates

*** Mondays, 6pm - April 29 and May 6**

[Adjournment of Citizens' Budget Committee Meeting](#)