



West Linn Update

JANUARY 2009

What's inside...

- Read more about the methodology for calculating the cost per day for City services
- Learn how your family can receive important City information during emergencies, including winter storms
- Review the full calendar of January 2009 meetings and events

West Linn Online...

- Log on to westlinnoregon.gov to review the latest news, calendar items, and information from the City of West Linn.

Cost Per Day for City Services

\$5.43 Per Day Per Household for Essential Services

A new West Linn financial analysis shows that for approximately the same price as a sub sandwich lunch special, West Linn residents receive police protection, water, sewer, stormwater, street maintenance, library, parks, recreation, planning, building inspections, engineering, mapping, and general administration services.



A per day per household cost is a useful analysis tool for City operations.

Cost per day calculations (detailed on page two) show that the high quality services provided by the City cost approximately \$5.43 per day per household.

"This is just one way to break down and analyze the costs of City services," said Finance Director Richard Seals. "the better we can communicate the costs of City operations

and express the results in different ways to different citizens, the easier it is to increase understanding of what citizens are paying for," said Seals.

The model for this type of financial analysis was adapted from a similar analysis tool used by Oregon City. Oregon City's cost per day per household for Oregon City services is \$4.89. When the same analysis is applied to the Lake Oswego budget, the cost per day per household for Lake Oswego services is approximately \$6.20.

"Our goal is to provide high quality services to our residents at the lowest possible cost," said City Manager Chris Jordan. "A cost per day per household analysis helps us share information with our residents about the actual costs of the numerous City services that we provide on a daily basis. We'll also use this type of analysis to examine our own operations to determine where we can seek savings and improve performance," said Jordan.

The analysis assumes 8,022 households in West Linn. All revenue sources, including property taxes and fees, are included in the analysis. An average \$51 per month utility bill is used for comparison purposes, and gas taxes and street maintenance fees are included when estimating the annual costs related to street maintenance.



Questions? Please contact the Finance Department at 503- 657-0331.

Cost Per Day Analysis

Data & Calculations, Fiscal Year 2009

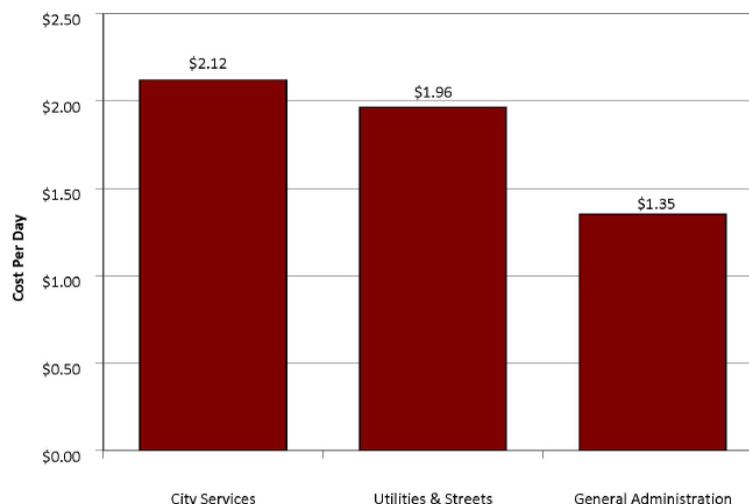
Analysis Assumptions

1. There are 8,022 households in West Linn (average of three residents per household).
2. Households pays 75 percent of costs not recovered through fees and other charges.
3. Water, sewer, storm and park fees average \$51 per month (this figure does not include the street fee, which is accounted for separately).
4. Average household drives 25,000 miles per year; and averages 18 miles per gallon.
5. State gas tax is \$0.24 per gallon, of which the City receives about 15 percent.

Department	Total Costs Paid By All Households	Annual Cost Per Household	Monthly Cost Per Household	Daily Cost Per Household
General Administration				
City Council	\$37,500	\$4.67	\$0.39	\$0.01
City Manager's Office	577,500	71.99	6.00	0.20
Human Resources	210,750	26.27	2.19	0.07
Finance	676,500	84.33	7.03	0.23
Municipal Court	21,000	2.62	0.22	0.01
Information Systems	716,250	89.29	7.44	0.24
General Facilities	435,000	54.23	4.52	0.15
Public Works	946,500	117.99	9.83	0.32
Vehicle Maintenance	271,500	33.84	2.82	0.09
Non Departmental	64,500	8.04	0.67	0.02
General Administration	3,957,000	493.27	41.11	1.35
Police	1,947,000	242.71	20.23	0.66
Fire	0	0.00	0.00	0.00
Library	769,500	95.92	7.99	0.26
Parks and Recreation	1,296,000	161.56	13.46	0.44
Planning	81,000	10.10	0.84	0.03
Building	0	0.00	0.00	0.00
Non-Departmental	2,111,250	263.18	21.93	0.72
Totals	\$10,161,750	\$1,266.74	\$105.56	\$3.47

Utilities	Average			
Water, Sewer, Storm and Park Fees	\$51/month	\$612.00	\$51.00	\$1.68

Street Maintenance	Annual Cost Per Household			
Gas Tax	\$333.33	\$51.90	\$4.33	\$0.14
Street Maintenance Fee	52.80	52.80	4.40	0.14
Total Street Maintenance		\$104.70	\$8.73	\$0.29
Total Cost Per Household for All Services		\$1,983.44	\$165.29	\$5.43



City Services include police, library, parks, recreation, planning, building, and non-departmental services.

Utilities & Streets include water, sewer, stormwater, and parks and street maintenance activities.

General Administration includes City Council, manager, HR, finance, court, information systems, facilities, public works administration, engineering, mapping, and vehicle maintenance.

Emergency Notifications

Winter Storm Communications Plans

City of West Linn staff recently received Incident Command Systems (ICS) training as required by the federal government. Staff has also been preparing for winter weather to ensure that the City is responsive and efficient during emergencies and major storms. Here are some ways you can stay informed during an emergency:

Connect

In an emergency, the City will communicate in the following ways:

Online - All updated information will be posted at <http://westlinnoregon.gov>. Bookmark this address on your computer, phone, or PDA.

Email - Send an email to webmaster@westlinnoregon.gov to subscribe to the emergency notification listserv.

Phone - Call 911 in an emergency. Call 503-657-0331 if you need information.

TV & Radio - The City will work with local media to provide updates.

Share

Once you've received helpful information, pass it along:

Call - Check in with your neighbors - call or visit to share information and to make sure they are okay.

Email - Pass along communications from the City to your email network.

Check - Check on your neighbors who may need extra assistance - in the event of a power outage, elderly or disabled neighbors may need extra help.

Report - Call 503-657-0331 to report any problems - downed trees, etc.

Prepare

Get ready *today* for a potential emergency *tomorrow*:

Register - Send an email to webmaster@westlinnoregon.gov to register with the City's emergency notification listserv.

Train - Take a first aid or CPR class so your emergency skills are up to date.

Learn - Visit www.ready.gov to learn more about emergency preparedness.

Bookmark - Log on to <http://westlinnoregon.gov> and bookmark the page so you can quickly revisit it during an emergency.

Get to Know Your Neighbors

A great way to stay informed during an emergency is to connect with

your neighbors to gain and share information.

There is value in learning your neighbors names and how to contact them during an emergency.

This is especially important if you have elderly or disabled neighbors who may need extra attention and services in emergencies.

Here are some quick tips to build your neighborhood communications network:

- Get to know your neighbors now - before a crisis.
- Learn your neighbors' names and phone numbers.
- Create an emergency phone or email list or tree.
- Become involved with your Neighborhood Association.



Develop a local communications network.



About West Linn Water:

The City of West Linn water network covers 118 miles in the City. Water flows from the Clackamas River, through the water network, and into your homes every day. Clean and safe water is a top priority for the City.

The City is required by the State of Oregon to publish notice of water sample testing when lead or copper exceeds a certain level. The following statement is published pursuant to OAR 333-061-0034:

"West Linn water exceeded lead levels of 0.015 parts per million on two of 28 water samples taken in homes in August 2008. Lead can cause serious health problems. For more information please contact the City of West Linn Public Works Department at 503-656-6081 or visit www.westlinnoregon.gov."

The elevated levels are based on household samples and do not represent lead levels in the entire water system.

Are you interested in water issues? Schedule a time for City staff to visit your school, service group or Neighborhood Association for a special screening of the "Liquid Assets" documentary on water resources. After the documentary, staff will answer any questions you have about the film. Contact Jim Whynot to schedule a showing: jwhynot@westlinnoregon.gov

Calendar of City Meetings, Events, and Activities

January						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Featured Artwork at Library

The Hawley Pulp and Paper Company Powerhouse is the focus of the second "Art Contemplates Industry" collection sponsored by the Willamette Falls Heritage Foundation. Fine art paintings and photographs of the structure will be on display at the Library through January. An artists' reception is on Sunday, January 4, 2008 at 2:00 p.m. at the Library.

City Meetings

- 5 - City Council Swearing In (Tentative), 6:00, City Hall
- 6 - Historic Resources Advisory Board, 7:00, City Hall
- 7 - Planning Commission, 7:00, City Hall
- 12 - Public Safety Advisory Committee, 6:00, City Hall
- 12 - City Council Meeting, 6:00, City Hall
- 13 - Sunset NA, 7:00, City Hall
- 13 - Robinwood NA, 7:00, Emmanuel Presbyterian Church
- 14 - Willamette NA, 7:00, Pacific West Bank
- 14 - Utility Advisory Board, 7:00, City Hall
- 15 - Parks & Recreation Board, 6:00, City Hall
- 19 - City Offices & Library - Closed
- 20 - City Council Work Session, 6:00, City Hall
- 20 - Hidden Springs NA, 7:00, Adult Community Center
- 20 - Sustainability Advisory Board, 7:00, City Hall
- 21 - Planning Commission, 7:00, City Hall
- 21 - Transportation Advisory Board, 7:00, City Hall
- 26 - City Council Meeting, 6:00, City Hall
- 27 - Marylhurst NA, 7:00, Adult Community Center
- 28 - Parker Crest NA, 7:00, City Hall

Events & Activities

- 3 - Mary S. Young Volunteers, 9:00, MSY Park
- 5 - Book Club, 6:45, Library
Attend Book Club and receive a free copy of *Stubborn Twig*, while supplies last. *Stubborn Twig* is one of three books selected for the sesquicentennial Oregon Reads celebration. This is the kickoff event for the Oregon Reads event in February.
- 6 - Grupo de Charlar, 6:00, Library
- 7 - Environmental Issues Study Group, 6:45, Library
- 9 - First Friday for Teens, 6:30, Library
- 13 - Newberry Book Club, 4:15, Library
- 13 - Grupo de Charlar, 6:00, Library
- 15 - Computer Class: Email Basics, 6:30, Library
- 17 - Computer Class: Email Basics, 9:30 a.m., Library
- 20 - Grupo de Charlar, 6:00, Library
- 21 - William Stafford Celebration, 7:00, Library
- 27 - Grupo de Charlar, 6:00, Library
- Library Story Times, ages 0-3, 10:00 a.m. every Thurs. & Fri.
- Library Story Times, ages 3-6, 11:00 a.m. every Thurs. & Fri.
- Tales & Tails (reading aloud to dogs), 3:30 every Weds.