

WEST LINN CITIZENS' BUDGET COMMITTEE MEETING

Monday April 27, 2009

6:30pm – Citizens' Budget Committee in Chambers
Immediately following – City Council Meeting

1. Call to order
2. Distribute 2010-2011 Proposed Budget to the CBC members
3. City Manager to deliver budget message
4. Announcement of upcoming CBC meeting dates
5. Adjournment

For special assistance under the Americans with Disabilities Act, please call City Hall 48 hours prior to the meeting date, 503-657-0331.



CITY OF
**West
Linn**

**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 audit completed on time and considered a "clean" audit 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 5/19/10