



CITY OF  
**West Linn**

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

## **CITIZENS' BUDGET COMMITTEE MEETING**

Tuesday, April 19, 2011 and Tuesday, May 3, 2011

6:30 p.m. – Citizens' Budget Committee Meeting - Council Chambers

1. Call to Order Citizens' Budget Committee Meeting
2. Election of Chair and Vice Chair
3. Public Comment
4. Public Hearing – State Revenue Sharing
  - a. Staff Presentation on Projected Amounts and Proposed Uses – please see page 169 of budget
  - b. Public Testimony
5. Review and Approval of Community Grant recommendations from Subcommittee
6. Budget Presentation by Fund
  - a. Budget Overview
  - b. Administrative Services
    - i. General Fund
  - c. Public Safety
    - i. Public Safety Fund
  - d. Culture
    - i. Library Fund
    - ii. Parks & Recreation Fund
  - e. Community Development
    - i. Building Inspections Fund
    - ii. Planning Fund
  - f. Public Works
    - i. Streets Fund
    - ii. Water Fund
    - iii. Environmental Services Fund
  - g. Systems Development Charges (SDC) Fund
  - h. Debt
    - i. Parks Bond Fund
    - ii. Debt Service Fund
7. Public Hearing – Review and Approval of Six Year Capital Improvement Plan (CIP)
  - a. Committee Review and Discussion of CIP projects for FY 2012 through FY 2017
  - b. Public Testimony

8. Public Comment
9. Final Budget Committee Vote – please see page 167 of the budget
  - a. Approve Budget
  - b. Approve Taxes
    - i. General Operating Tax Rate: \$2.12/\$1,000 TAV
    - ii. Bond Levy Amount: \$884,000 in FY 2012 and \$921,000 in FY 2013
10. 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.*



**CITY OF WEST LINN  
CITIZENS' BUDGET COMMITTEE MINUTES  
April 19, 2011**

**Budget for the 2012-2013 Biennium**

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Council Present: Mayor John Kovash, Council President Jody Carson (conference call), Councilor Teri Cummings, Councilor Mike Jones, and Councilor Jenni Tan

Committee Present: Chair Karen Hensley, Thomas Frank Vice Chair, Thomas Griffith, and Abigail Wojcik

Absent: Jon Monson

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

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*Beginning July 2010, West Linn launched its new streaming media technology and partnering with the leading government software-as-a-service provider, Granicus. This new partnership builds upon the city's open government initiatives and posting of upcoming and archived meeting agendas, minutes, and video. Going forward, residents can now watch meetings online, live and archived, through the city's website.*

*Citizens can search archives by keyword and receive a list of videos in which that specific word or phrase was mentioned. Archived videos are indexed by agenda item, allowing viewers to jump to a particular point of interest in the video. All meeting videos contain relevant supporting documentation, like meeting agendas, allowing the public to stay well-informed on the decisions affecting their community. Additionally, viewers can click on hyperlinked text within the archived meeting supporting documents to watch segment of the meeting.*

Accordingly, the online video of this meeting which also serves as the meeting minutes can be reviewed at: <http://westlinnoregon.gov/meetings> (and search by meeting date).

Specifically, this meeting's video hyperlink is:  
[http://westlinn.granicus.com/MediaPlayer.php?view\\_id=2&clip\\_id=94](http://westlinn.granicus.com/MediaPlayer.php?view_id=2&clip_id=94)

Following next, are high-level action minutes highlighting the action items:

**Action minutes are as follows:**

Call to Order Citizens' Budget Committee Meeting

At 6:30, the meeting was called to order and introductions occurred

Election of Chair and Vice Chair

Karen Hensley was nominated for Chair. It was seconded and all were in favor.

Karen Hensley nominated Thomas Frank for Chair, it was seconded and all were in favor.

Public Comment

No comments at this time. Alice expresses reserve to comment at a later time.

Public Hearing – State Revenue Sharing

- a. Staff Presentation on Projected Amounts and Proposed Uses – please see page 169 of budget
- b. Public Testimony

Public Hearing was opened, Richard Seals provided a summary of the SRS funds and proposed uses. There was no public comment and the hearing was closed.

Community Grant program funding was discussed. Kirsten provided sticker updates of the Community Grant program. Jenni Tan recused herself as she serves on one of the applicant's boards. Several questions arose as to the applicants and the recommendation methods utilized by the citizen members of the Citizens' Budget Committee.

**Motion:** Jody Carson made a motion to approve the citizens' recommendations, Mike Jones seconded it, and everyone unanimously approved the motion..

Budget Presentation by Fund. Richard Seals started the overall budget presentation walking the committee through the document through to the Public Safety Fund.

**Motion:** Karen Hensley motioned to adjourn the meeting at 9:01pm, Mike Jones seconded, and all approved.