



**Utility Advisory Board  
Summary Notes  
Wednesday, February 18, 2009**

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**Members Present:** Chairman John Goodrich; William Bennett; Gretchen Katko;  
Edward Keonjian; Michael Monical; Alice Richmond

**Members Absent:** Ray Kindley

**Staff:** Jim Whynot, Water Operations Supervisor  
Shauna Shroyer, Administrative Assistant, Engineering  
Division  
Richard Seals, Finance Director

1. Chairman Goodrich called the meeting to order at 6:08pm.
2. The January minutes were approved.
3. Chairman Goodrich introduced the City of West Linn Finance Director, Richard Seals. Richard provided information about the FY 2007-08 Audit, FY 2008-09 Budget, 5-Year Projections and Utility Rate Information.

Members discussed with Richard the West Linn utility rates compared to 10 nearby cities, methods for determining the amount of rate increases needed and for building an adequate reserve. The rate study is in the RFP stage and is still a few months out to completion.

4. Other Business
  - Members would like to have the rate study RFP emailed to them.
  - Richard will prepare additional rate increase scenarios and send to members by email.
5. Chairman Goodrich adjourned the meeting at 7:20pm.