



McCleary City Council

PROPOSED AGENDA

December 9, 2009

6:30 Public Hearing – 2010 Budget

7:00 Council Meeting

Flag Salute
Roll Call
Minutes
Public Comment
Mayor's Report

Staff Reports: Busse Nutley, City Administrator
 Dan Glenn, City Attorney
 Department Heads
 November Financial Report

Ordinances: 2010 Budget

Old Business: Bid Award – Simpson Sidewalks
 Settlement with Vermillion/Jarrett

New Business: Bid Award – Beerbower Park Field Backstop
 Bid Award – Beerbower Park Storm Drainage Material
 2010 Census Promotion Give-away

Resolutions: 2010 Census Partnership

Vouchers
Mayor/Council Comments
Public Comment
Executive Session
Adjournment

Americans with Disabilities Act (ADA)
Accommodation is Provided Upon Request

Please Turn Off Cell Phones – Thank You

CITY OF MCCLEARY
Regular City Council Meeting
November 18,2009

FLAG SALUTE	The meeting was called to order at 7:00 PM with the Flag Salute.
ROLL CALL	Mayor Wallace Bentley, Councilmember's Boling, Vessey, Vatne, Hays, and Lake. All present.
ABSENT	None
STAFF PRESENT	Administrator Nutley, City Attorney Dan Glenn, City Clerk/Treasurer Collins, Police Chief Crumb, Engineer Nick Bird, Public Facilities Manager Todd Baun, and staff members Mick Schlenker and Jennie Reed.
MINUTES APPROVED	Motion made by Councilmember Vatne and seconded by Councilmember Vessey to approve the minutes. Motion Carried.
PUBLIC COMMENT	None.
MAYOR'S REPORT	The Mayor had a call regarding additional hospital signs. He stated the staff is working on the final stages of the budget and they are trying to get things ready for the new administration.
CITY ADMINSTRATOR'S REPORT	USDA Rural Development informed the City the loan is moving along. Administrator Nutley stated Mayor Pro-Tem Vessey signed papers this week and it's finalized.
OCTOBER FINANCIAL REPORT	<p>Administrator Nutley stated the financial reports are handed out and there are two funds that are slightly off. The finance department is still working on the discrepancies and will have it straightened out by next month.</p> <p>Mick Schlenker reported the school is almost complete. There were a few fire and life safety issues that are being addressed but it's moving along.</p>
FINANCE COMMITTEE	Report on 2010 Budget was covered in the work session.
SIMPSON AVENUE SIDEWALKS	The City engineer, Jerry Morrissette and Associates, has been reviewing the bids we received. He presented the bids that have been officially received and discussed the project. We have until December 9, 2009 to make a decision. If the contract is followed exactly, the cost will fall \$3,300 over the bid at the end, which is above and beyond the grant money. One approach would be to do a change order to allow for the overage, however, the prices may be higher at the time of the change order. Todd Baun suggested awarding only a portion of the bid up to B2; we would end up with approximately \$70,000 remaining. Sales tax is exempt since we are a municipality. Additional TIB funds may be available as grant money, not a loan. If we do not spend all of the grant money, we stand the chance of losing it.
TOOLS FOR BUCKET TRUCK	In order for the new truck to be independently useful, and to be compliant with Labor and Industries standards, it needed new tools. After going out for bid, we received only one bid. It was moved by Councilmember Vessey, seconded by Councilmember Vatne to award the bid for bucket truck tools to Wagner-Smith Equipment Company, in the amount of \$25,257.38, including Washington State sales tax. Motion Carried
ELECTRICAL UPGRADE FOR CLERK'S COUNTER	In order to complete the clerks counter by adding individual cash drawers, add a computer, and support printers, and other office equipment, the city needs to have the electrical upgraded. It was moved by Councilmember Vessey, seconded by Councilmember Vatne to award the bid for the electrical upgrade of the Clerk's Office to Schumacher Electric in the amount of \$4,901.96, including Washington State sales tax. Motion Carried.

CONTRACT AMENDMENT 15-
GRAY & OSBORNE

Nick Bird from Gray & Osborne explained an issue that arose while doing bench testing on the treatment plant to determine the amount of lime that would be necessary for lime stabilization, which is one of the alternatives for the biosolids evaluation. An engineer from their Seattle office came to do the test and the PH probe was maxing out so Vern Merryman ordered a new probe and they ran the process again. The new probe was also unsuccessful after trying the process a week later. The third probe finally worked after the two previous days of unsuccessful testing. They were able to finally complete the study. G&O didn't want to ask for more money, hoping they would have money left over in the end, which there wasn't. Another cost issue was due to design discrepancies in the treatment plant. They had to work through those discrepancies, which took more time, requiring more money. These two issues are the basis for requesting additional money. It was moved by Councilmember Vessey, seconded by Councilmember Vatne to authorize the Mayor to sign Contract Amendment 15 with Gray & Osborne, Inc., in an amount not to exceed \$2,000. Motion Carried.

RESOLUTION No. 602

The development standards was discussed during the study session. It was moved by Councilmember Vatne, seconded by Councilmember Boling to adopt Resolution #602 adopting standards by reference in relation to developments and systemic improvements or modifications within the city; repealing Resolution 549; & providing an effective date. Motion Carried.

RESOLUTION No. 603

City Attorney Dan Glenn explained this is a mandate by the Federal Government to protect the identity of individuals. The city has to put the mandate into place, which was originally reviewed earlier this year. The staff needs to be aware of this and will need to have some type of training. The Mayor reemphasized staff to make sure to read the Resolutions so they understand what is expected of them to support and enforce the Resolutions. It was moved by Councilmember Vatne, seconded by Councilmember Boling to adopt Resolution No. 603 adopting an identity theft policy as required by Federal Law; & providing an effective date. Motion Carried.

RESOLUTION No. 604

Deposit of City funds protocol was discussed after being recommended by the auditor. Deposits need to be made when the cash drawers receive \$1,000 in cash in a day. It was moved by Councilmember Vatne, seconded by Councilmember Boling to adopt Resolution No. 604 relating to fiscal operations of the city, setting a policy as to timing of deposit of municipal funds, & providing an effective date. Motion Carried.

RESOLUTION No. 605

A fee payment protocol needs to be established for people obtaining building permits. At the permit-holder's option, the connection fees can be paid within 30 days of receipt of the building permit. If the fees are not paid at that time, the permit will be suspended until payment is made. It was moved by Councilmember Vatne, seconded by Councilmember Boling to adopt Resolution No. 605 relating to construction; confirming a procedure in relation to the payment of utility connection fees, repealing Resolution No. 561; and providing an effective date. Motion Carried.

ORDINANCE NO. 762

The Ordinance was introduced at the last meeting as Ordinance 760 to move money from the REET fund to the Park fund and to correct the ambulance fund. It was moved by Councilmember Vessey seconded by Councilmember Boling to approve Ordinance No. 762 adopting a supplemental budget for the calendar year 2009; amending Ordinance 752 as to certain particular elements; and declaring an emergency. Roll call taken. Motion Carried.

ORDINANCE NO. 763

Current state law restricts the increase in local governmental property tax receipts to 1% per year. The levy amount is determined by the previous year's collection, divided by the current assessed valuation of the entire City. It was moved by Councilmember Vessey, seconded by Councilmember Vatne to adopt Ordinance No. 763 relating to the establishment of the regular tax levy for the year 2009 for collection in the year 2010; making findings; and reserving rights. Roll call taken. Motion Carried.

APPROVAL OF VOUCHERS

It was moved by Councilmember Boling, seconded by Councilmember Vatne to approve the vouchers. Motion Carried.

MAYOR/COUNCIL COMMENTS

The Mayor stated how much he appreciates G&O Engineer Nick Bird and all the support he's given to the city. Councilmember Vessey also thanked Mr. Bird and stated it's been a pleasure working with him and appreciates his phone support as well. Mr. Bird always makes himself available, which is greatly appreciated. He also wished the new members of the Council good luck in their new endeavors with the city.

Councilmember Hays stated December 9th will be his last meeting, as he will be resigning. His work schedule is too demanding and he cannot meet the Council Meeting times as needed.

PUBLIC COMMENT None.

EXECUTIVE SESSION At 7:55 pm, A motion was made by Councilmember Vessey, seconded by Councilmember Boling, to have an executive session to discuss possible litigation. The meeting should last 20 minutes.

The Executive Session ended at 8:15 pm. Meeting resumed.

ADJOURNMENT At 8:17 pm, it was moved by Councilmember Boling, seconded by Councilmember Vesey, to adjourn the meeting. Motion Carried.

STAFF REPORT

To: Mayor and City Council
From: Busse Nutley, City Administrator
Date: December 7, 2009
Re: Current Non-Agenda Activity

USDA Loan for Water Improvements

USDA Rural Development has notified us that they have officially approved our loan for \$229,000 so that we can purchase the remainder of the water meter equipment and refurbish the interiors of the two reservoirs.

Transition to New Administration

I will be meeting with Mayor-Elect Dent on Tuesday to discuss the transition between this administration and his. There are many items that will continue to require attention, some for many years into the future. The major projects that have begun in 2009 and will not be completed until next year include:

- Conversion to the new accounting, cash receipting and utility billing software systems
- Installation of new or upgraded electrical and water meters and conversion to an automated meter reading system
- Completion of refurbishing Beerbower Park athletic fields
- Construction of new and replaced sidewalks along Simpson Avenue
- Repainting interiors of the two water reservoirs
- Investigate the condition of the two wells
- Hydroseed Brookside Park
- Relocate the cemetery driveway

MEMORANDUM

TO: MAYOR AND CITY COUNCIL, City of McCleary
FROM: DANIEL O. GLENN, City Attorney
DATE: December 7, 2009
RE: LEGAL ACTIVITIES as of DECEMBER 9, 2009

THIS DOCUMENT is prepared by the City Attorney for utilization by the City of McCleary and its elected officials and is subject to the attorney-client privileges to the extent not inconsistent with laws relating to public disclosure.

1. **COUNCIL VACANCY:** As you are aware, Council Member Hays has indicated that he will be resigning from his position. I do not know the specific date the vacancy will come into existence nor do I know the process you will wish to use to fill the position. (Invite applications, etc.) So, what I am going to set out below may be more than you really want to know about the potential issues relating to this action. However, for the reasons set out below in the first two paragraphs of SB, you do want to make certain that action is taken in a timely manner so the Council does not lose its sole authority to fill the position and find itself in having the position filled by the County Commissioners.

While you have broad discretion in this process, there is a specific statutory scheme which governs the general methodology. However, as to the solicitation of candidates, that is left wide open to the discretion of the Council. In any event, the process is as set out below. I have sought to cover all from the beginning until the end, including one or two eventualities which rarely occur.

RCW 35A.12.050, through reference to RCW 42.12.010, speaks the obvious, a council position of a council/mayor code city becomes vacant when there is a resignation or an act creates a vacancy. In this case, it will occur if and when Council Member Hays submits a written resignation. The replacement process is then also referenced as being contained within RCW 42.12.

A. Qualifications: The successor must be qualified to be elected to the position. That means that she or he must have resided within the corporate limits for at least one year at the time of commencement of service and be a registered voter at the time of the commencement of the selection process. RCW 35A.12.030

B. Methodology: As noted above, the provisions of RCW 42.12.070 do not lay out the nature of the process to be followed by the Council in the selection of the successor. There is no process mandated for solicitation of applications. However, what they make clear is

1. **That the Council has the exclusive jurisdiction to make the appointment for a period of 90 days following the creation of the vacancy.** Since there is no necessity, for purposes of creating the vacancy, for the Council to formally accept a resignation, the assumption is the date that the resignation is received. Wendy will have to provide that date unless it is submitted at this meeting of the Council.

2. If the Council does not appoint a successor within that time period, it will lose jurisdiction over the matter and it will fall into the exclusive jurisdiction of the Board of County Commissioners. **That is mandatory and if it occurs, you may request consideration of a candidate put forward by the Council, but the actual appointment is within the sole discretion of the Commissioners.**

3. If there is one, the interview process of candidates must be open to the public. That would be true whether it be done by a committee or by the Council as a body.

4. **The Council and Mayor have the right to recess into an executive session for purposes of discussing results of the interviews and the qualifications of the candidates.** RCW 42.30.110(1)(h) It is imperative, however, that no commitments be made nor any consensus opinion be sought or developed in that executive session. **That is a lesson the City of Tacoma learned the hard way.**

5. As was true in all situations, **the final decision must be made in public** under the provisions of the cited portion of the Open Meetings Law. The vote is to be a public vote and may not be by secret ballot.

6. In the event of a tie vote of the Council, which is possible with the four member status, the Mayor may vote to break the tie. While that may seem a bit illogical since the process is to choose a member of the legislative branch, that opinion is

through contact and research. The situations previously presented and the legal rationale are as follows:

(a) The issue of the Mayor voting in an area relating to Council situations has arisen in other cities I have the opportunity to represent. Once it involved the selection of an individual to fill a council vacancy. The second situation involved the selection of a mayor pro tem. Both relate to situations in which the decision is a Council decision.

Before reaching an opinion, I undertook a review of the applicable law and interpretations. Not being willing to believe that my research ability is infallible, I contacted the legal consultants with Municipal Research. They reached the same conclusion.

(b) The legal rationale is as follows:

(1) RCW 42.12.070, which governs this process, indicates that the selection is to be made by the "remaining members of the governing body."

(2) RCW 35A.12.100 indicates that the mayor of a code city may vote to break a tie in the council's vote "with respect to matters **other than** any ordinance, grant or revocation of franchise or license, or any resolution for the payment of money."

(3) Since the particular vote is not one which is specifically excluded by the "other than" language, the general rule of statutory interpretation is a mayor's right to vote on the issue is therefore included within the areas in which the tie breaking vote right is present.

C. Term of Service: The person selected will serve until the person chosen at the next city election occurring 28 days or more after the vacancy is created. That will likely be 2011. The individual chosen in that election assumes the position for the remainder of the term immediately upon certification of the election results by the Auditor. Thus, the person chosen to fill the position would serve until the results of that November, 2011, election were certified. If, as I believe it correct, Council Member Hay's council term would have come to an end at that stage, then the individual chosen would serve a four year term.

2. CENSUS RESOLUTION: Next year the Federal Government undertakes its decennial census. The results, as to the information gathered, specifically the population figures, drive many of the monetary allocations. Ms. Nutley received from a

source a request that the City adopt a resolution encouraging full participation in and assistance to the census. I have prepared a modified draft of that resolution for your review.

3. **VERMILLION/JARRETT DISPUTE RESOLUTION:** As you will remember, Mr. Jarrett employed Mr. Vermillion's firm to construct one or more single family residences for sale. During the course of that construction, contact was made with City staff as to necessary utility improvements. The monetary figures was given was less than the actual cost for the improvements. The dispute arose with the builder's position being that he had asked for and been given a firm figure with the position of the Public Work's department being that it was an estimate. At the time, the Departments did not follow the more formal and clear process which they have since implemented.

When the residence sold, by agreement the amount in dispute was held in Mr. Jarrett's trust account pending resolution of the dispute. Thereafter, discussions continued between Mr. Jarrett, until he became ill, and then Mr. Smith, his compatriot. It is my memory that authority was previously given to settle the matter for one-half of the sum in dispute. Mr. Jarrett subsequently passed away from his illness.

The moneys representing resolution of the dispute have now been received along with a release of claim. Thus, I am requesting your formal authorization to the Mayor to execute the release. Hopefully, we will not run into this situation again.

4. **SIMPSON SIDEWALK PROJECT:**

A. **Scope:** I believe you will receive a report this evening from both Mr. Morrisette and Mr. Bird about this particular matter. The indication in communications from Mr. Morrisette is that the concept of holding the second phase back from award of bid will not be acceptable to the government in terms of funding. However, there apparently is an alternative approach which has the same effect. I will leave that to the engineers to discuss.

B. **Easements:** As you are aware, to construct the project requires temporary construction easements. The necessary easements have been obtained with the exception of one property. The title owner has passed away. So far as I can determine, no estate has been filed with which we could deal. Apparently, although we have not obtained a title report, the holder of a secured interest in the property is a firm which appears to have been in the business of granting reverse mortgages. What is making it more challenging is that, according to the records of the State, the firm was dissolved in 2005 and its principals were

residents of the State Of New York. An attempt to contact an office in Texas was futile since the number had been discontinued. I have sent a query to the firm which served as their registered agent in this state seeking information as to current status of the firm. Hopefully, I will have an answer or, in the alternative, suggested approaches.

As always, this is not meant to be all inclusive. If you have any questions or comments, please direct them to mc.

DG/le

STAFF REPORT

To: Council and Mayor
From: Colin Mercer Fleet Manager
Date: December 1, 2009
RE: November Fleet



The Cities Streets Department purchased a 1990 Chevrolet C3500 truck with a dump bed, tool boxes and a winch.

No accidents to report.

We added the 1990 Chevrolet dump truck and the 60' bucket truck to the WCIA insurance log. The 60' bucket truck will carry replacement value insurance cost.

Regular Maintenance

Lube oil and filter :

1999 Crown Victoria reserve police car
1972 Orange Dump Truck
2007 Backhoe 500 hr service
1999 Ranger (Mick's Truck)
1990 Chevy Dump Truck (Including fuel injector service , transmission & rear end service,)

Repairs

1999 Crown Victoria reserve police car speedometer repaired.
2008 Crown Victoria turn rotors.
2003 F 450 new batteries.
1997 40' Bucket Truck boom repair.
1999 Fire Truck pump testing & repairs.
1990 Chevy Dump Truck replace starter, drive belt and tensioner replaced.

STAFF REPORT

To: Council and Mayor
From: Colin Mercer Webmaster 
Date: December 1, 2009
RE: November Website & Help Desk

RE-OCCURRING WEBSITE ACTIVITY

Council Agenda/ Packet .
Previous Council meeting approved minutes.
Planning Commission Agenda.
Previous Planning Commission approved minutes.

NEW WEBSITE ACTIVITY

Add 2010 Fee Schedule to Development Services Page.
Post Planning Commission Meeting Cancelled notice.
Post notice of Local Sales Tax increase to 8.4% for chemical dependency or mental health treatment services.
Added Court Dates for 2010 to events calendar.
Upload Ordinances 762 & 763 to the intranet.
Upload Resolutions 601-605 to the intranet.
Posted Hydrant Flushing Notice for the month of December.

ADDITIONAL TASKS

2010 Census – Address modification review.
2010 Census – Appeal address report and submission.
Cemetery Map and plot layout re-work and updating.
Upload Cemetery Map to the intranet.

HELP DESK ACTIVITY

Month	Number of Incidents reported	Staff			Citizens		
		Reported	Closed	Open	Reported	Closed	Open
JULY	7	3	3	0	4	4	0
AUGUST	28	2	2	0	26	19	7
SEPTEMBER	32	13	4	9	19	23	3
OCTOBER	22	12	5	16	10	6	7
NOVEMBER	14	6	5	17	8	4	11

WEBSITE TRAFFIC 11-1-09 through 11-30-09

Page Views by Section		
Section	Page Views	Percent of Total
Default Page	1665	31.39%
Events Calendar	554	10.44%
Agendas and Minutes	356	6.71%
City Jobs	309	5.82%
City Staff	216	4.07%
City Departments	200	3.77%
Mayor and Council	180	3.39%
Code, Ordinances & Standards	179	3.37%
Police	160	3.02%
City Photos	126	2.38%
Home Page	123	2.32%
Search Results	98	1.85%
FAQ's Page	88	1.66%
Community Center	78	1.47%
Light & Power	76	1.43%
Bear Festival	70	1.32%
Fire	67	1.26%
Water / Wastewater	66	1.24%
Chamber of Commerce	65	1.23%
Flood Photos 2009	65	1.23%
Christmas Photos 2007	64	1.21%
Helpful Links	64	1.21%
Public Facilities	63	1.19%
Administration	56	1.06%
2008-09 Budget	50	0.94%
Municipal Court	44	0.83%
Development Services / Building	44	0.83%
Interlocal Agreements	37	0.7%
Tell Us What You Think!	36	0.68%
65th Anniversary Photos	33	0.62%
Planning Department	33	0.62%
Park Project Photos	28	0.53%
Surveys & Questionnaires	12	0.23%
TOTAL	5305	100

STAFF REPORT

To: Council and Mayor

From: John Allardin, Maintenance Crew Foreman 

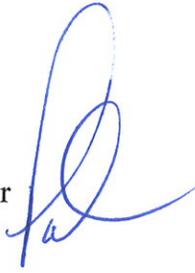
Date: December 4, 2009

RE: November Status Report

TASK	DESCRIPTION	MONTH		YEAR TO DATE	
		NO.	HOURS	NO.	HOURS
Building maintenance	Park, transit station restrooms, city compound, library, float shed & museum.		50		579
Meetings and appointments	Safety meeting, interviews, public works meetings, outside agencies and contractors.	4	3	69	73
Training	Professional growth classes			2	60
Water leaks	water leaks			19	41
Water complaints	Dirty, smelly or low water pressure.	2	4	15	18
Garbage collection	Down town, park, cemetery, city compound and city park trash cans.		10		112
Grounds maintenance	Gardening, hanging baskets, mowing, raking, baseball field maintenance and pressure washing		50		1726
Motor pool maintenance	Motor pool maintenance in house and contract work	6	5	128	87
Pot hole program	Patching potholes.	30	16	162	105
Utilities locates	Locating underground utilities	4	2	30	19
Meter reading	Three people task includes meter reading, shut off list and re-reads		48		544
Flagging traffic	Flagging for Light and Power crew			3	5
Citizen requests	Forms generated by requests from citizens	10	25	45	105
Valve exercising program	Checking for valve operation, location, and maintaining proper valve operation			112	118
Sanding streets and street sweeping	sweeping streets			4	23
Hydrant flushing program	Maintenance, flushing and exercising hydrants			154	157

STAFF REPORT

To: Mayor and City Council
From: Paul Nott, Light & Power
Date: December 8, 2009
Re:



	Monthly statistics;	YTD Totals
New Services;	0	5
System Outages;	4	18
Pole Replacements;	0	22
Maintenance Work Orders;	0	28
Billable Work Orders;	0	9

Report;

This last month we had four different outages. Three of them were weather related; the fourth was another underground fault out on the "prairie". The fault was on the same section of cable that we are currently experiencing problems with. The age is the determining factor; it's old cable and every time that it faults and we have to locate the fault we have to expose the cable to test voltage that breaks down the cable even more. Also, once again, we had to wait for Mason Co. PUD to arrive with the test equipment to find the fault which increased the amount of time the repair took. Maybe in 2010 we should look at replacing that section of cable and also purchasing fault locating equipment.

We have received the preliminary draft of the map from GHCOG and now we will be contacting the electrical engineer and COG to overlay the appropriate information to the map.

Brushing is still going on and on and on... (Just like the mail "it just keeps coming and coming).

We have received most of the equipment for the automated meter reading but we are still waiting for the actual meters.

All of us on the Light and Power crew would like to thank the outgoing Mayor, Council Members and City Administrator for the opportunity to work for them and we wish you all the best in your future endeavors.

Have a great holiday!

STAFF REPORT

To: Mayor Bentley and Council
From: George M. Crumb, Chief of Police
Date: December 4, 2009
RE: December 9th, 2009 City Council Meeting

SUMMARY OF POLICE INCIDENTS / ACTIVITIES:

- *2182 Incidents reported as of 0925 hours today's date and this year.
- *Sergeant Graham received 40 hours of training at Aberdeen PD on handling of MHP
- *All four officers were certified on new patrol rifles October, 2009.
- *Emergency Vehicle Operation Training Complete
- *Speed Infractions: \$845 / Other Infractions and citations: \$10994 / Mandatory Court dates: 11.

Discussion: Open
All 4 Police Officer Positions are filled.

Council Members Present: ALL.... Mr. Vessey, Mr. Vatne, Ms. Lake, Mr. Hays, Mr. Boling.

Mayor Bentley: Present / Not Present _____

Officer Reporting: Chief Crumb *GM Crumb* _____

STAFF REPORT

To: Mayor and City Council Members

From: Mick Schlenker Building Official 

Date: Dec 2, 2009

Ref: Nov Staff Report

Building Permit Activity

	November Current	Fees	YTD	Total 2009 Fees
Last Month				
Customer Service	95		1,142	
Building Permits Issued	1	\$477.50	38	\$13,667.50
Nuisance Letters	6		25	
Inspections Performed	51		318	
Plan Reviews	1	Inc in Permit	11	
Stop Work Issued	1		15	
City Projects	0		3	change door
Complaints	5		40	
Demo Permits	1		2	
Court Issues	0		1	
Fire Projects	0		0	
Cars	2		7	
Abatements	0		0	
Elma Inspections	0		8	
Montessano	0		1	
Total	163	\$477.50	1,611	\$13,667.50

Summit II

No new activity

Cedar Heights

Work has started on two SFR, new foundations for lot 25 & 26

Beehive

No new activity

McCleary School

1. working on out side rails (approved)
2. working on swale for storm water (approved)
3. working on inside corrections waiting for final inspection
4. finishing kitchen equip hold down (approved)
5. Contractor is working on framing, plumbing, electrical North side of school (approved)
6. elevator is signed off and (approved)
7. finish sheet rock shop area w/2hr door

Brookside MH Park

Sold to city for expansion of cemetery

STAFF REPORT

To: Mayor and City Council
From: Jennie Reed, Court Administrator *JRR*
Date: December 1, 2009
Re: November Report

	Court Filings		Court Fines Paid	
	Nov	YTD	Nov	YTD
Traffic Infractions	31	122	\$1,423.50	\$19,872.16
Non Traffic Infractions	0	3	\$0.00	\$336.60
Criminal Traffic	9	44	\$158.10	\$9,481.05
Criminal Non Traffic	5	38	\$90.40	\$3,537.08
Collection Fees Collected			\$0.00	\$500.00
TOTAL ISSUED	45	207	\$1,672.00	\$33,726.89

CURRENT EXPENSE BUDGET: November 2009						
DESCRIPTION	2009 ADOPTED	November		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
REVENUES						
Beginning Balance						
Begin Net Cash	200,000.00	60,843.03	30.42%	125,639.19	62.82%	
Begin Investments	190,000.00	192,021.24	101.06%	192,016.79	101.06%	
Begin City Assistance	0.00	0.00	0.00%	0.00	0.00%	
Total Beginning Balance	390,000.00	252,864.27	64.84%	317,655.98	81.45%	
General Property Tax						
Real & Personal Property Tax	143,700.00	29,570.07	20.58%	111,888.98	77.86%	
Special Levy Property Tax	15.00	0.00	0.00%	4.88	32.53%	
Total General Property Tax	143,715.00	29,570.07	20.58%	111,893.86	77.86%	
Retail Sales & Use Tax						
Private Harvest Tax	1,250.00	0.00	0.00%	418.78	33.50%	
Retail Sales & Use Tax	78,000.00	11,382.38	14.59%	128,779.12	165.10%	
CJ Sales Tax from County	15,000.00	1,673.24	11.15%	15,258.26	101.72%	
Total Sales & Use Tax	94,250.00	13,055.62	13.85%	144,456.16	153.27%	
Private Utility Tax						
Natural Gas	12,500.00	833.35	6.67%	11,133.71	89.07%	
Television Cable	20,000.00	0.00	0.00%	23,598.02	117.99%	
Telephone Tax	13,000.00	5.07	0.04%	5,227.56	40.21%	
Cellular Telephone Tax	17,000.00	5,770.45	33.94%	44,386.08	261.09%	
Total Private Utility Tax	62,500.00	6,608.87	10.57%	84,345.37	134.95%	
Total Public Utility Tax	198,000.00	14,452.60	7.30%	181,723.37	91.78%	
Licenses & Permits						
Building Permits	50,000.00	5,693.32	11.39%	11,429.50	22.86%	
Platting Fees	2,000.00	0.00	0.00%	125.00	6.25%	
Review Fees	30,000.00	0.00	0.00%	8,795.09	29.32%	
Plat Inspection Fees	8,000.00	0.00	0.00%	271.00	3.39%	
Animal Licenses	150.00	0.00	0.00%	170.00	113.33%	
Total Licenses & Permits	90,150.00	5,693.32	6.32%	20,790.59	23.06%	
Total Direct Federal Grants	0.00	0.00	0.00%	0.00	0.00%	
State Entitlements						
City Assistance	30,000.00	0.00	0.00%	26,104.64	87.02%	
Criminal Justice Pop	1,200.00	0.00	0.00%	1,000.00	83.33%	
CJ-CTED Programs 1-3	1,300.00	0.00	0.00%	1,280.39	98.49%	
DUI Cities	400.00	223.07	55.77%	508.66	127.17%	
Liquor Excise Tax	7,500.00	0.00	0.00%	10,311.82	137.49%	
Liquor Board Profits	10,000.00	0.00	0.00%	5,723.15	57.23%	
Total State Entitlements	50,400.00	223.07	0.44%	44,928.66	89.14%	
Total Interlocal Grants	0.00	0.00	0.00%	0.00	0.00%	
Fire District 12	8,405.00	0.00	0.00%	4,202.50	50.00%	
Mason County Fire	735.00	0.00	0.00%	735.00	100.00%	
Total Interlocal Gov Payments	9,140.00	0.00	0.00%	4,937.50	54.02%	
Charges for Services						
Printing & Duplicating Services	300.00	0.65	0.22%	195.73	65.24%	
Animal Control & Shelter Fee	100.00	0.00	0.00%	75.00	75.00%	
Total Charges for Services	400.00	0.65	0.16%	270.73	67.68%	

CURRENT EXPENSE BUDGET: November 2009					
		November		YEAR TO DATE	
Fines and Forfeits					
Municipal Court	30,000.00	889.87	2.97%	19,669.82	65.57%
NSF Fines	800.00	0.00	0.00%	576.00	72.00%
Total Fines and Forfeits	30,800.00	889.87	2.89%	20,245.82	65.73%
Miscellaneous Revenues					
Interest Earnings - Investments	20,400.00	177.08	0.87%	8,081.56	39.62%
Interest - Prop Tax/ Real Estate	800.00	42.54	5.32%	461.12	57.64%
Rent - Cell Tower	11,500.00	1,860.48	16.18%	9,556.63	83.10%
Donations from Private Source	100.00	0.00	0.00%	0.00	0.00%
Surplus/Junk Sale	150.00	0.00	0.00%	0.00	0.00%
Other Misc. Revenues	1,500.00	0.00	0.00%	220.00	14.67%
Total Miscellaneous Revenues	34,450.00	2,080.10	6.04%	18,319.31	53.18%
Non-Revenues	0.00	1,442.13	0.00%	45,967.04	0.00%
Total Revenues (No Begin Bal)	713,805.00	74,016.30	10.37%	677,878.41	94.97%
TOTAL CURRENT EXPENSE REVENUES	1,103,805.00	326,880.57	29.61%	995,534.39	90.19%
EXPENDITURES					
Reserves					
Ending Net Cash	42,818.00	61,249.58	143.05%	61,249.58	143.05%
Ending Investments	190,000.00	192,480.28	101.31%	192,480.28	101.31%
Unanticipated Expenses	0.00	0.00	0.00%	(35,683.11)	0.00%
Cumulative Reserve - Equipment	0.00	0.00	0.00%	(10,000.00)	0.00%
Total Reserves	232,818.00	253,729.86	108.98%	208,046.75	89.36%
Legislative/Council					
Salaries & Wages	6,000.00	500.00	8.33%	5,500.00	91.67%
Personnel Benefits	600.00	110.73	18.46%	599.73	99.96%
Travel	200.00	0.00	0.00%	168.48	84.24%
Miscellaneous	500.00	0.00	0.00%	0.00	0.00%
Training	200.00	0.00	0.00%	0.00	0.00%
Total Legislative/Council	7,500.00	610.73	8.14%	6,268.21	83.58%
Judicial					
Salaries & Wages	33,910.00	2,825.51	8.33%	31,580.51	93.13%
Personnel Benefits	5,725.00	379.96	6.64%	4,578.18	79.97%
Office Supplies	1,200.00	10.39	0.87%	395.57	32.96%
Professional Services	1,000.00	0.00	0.00%	540.74	54.07%
Communication	1,500.00	100.00	6.67%	1,100.00	73.33%
Travel	500.00	0.00	0.00%	0.00	0.00%
Miscellaneous	500.00	0.00	0.00%	322.56	64.51%
Miscellaneous - Dues	100.00	0.00	0.00%	62.33	62.33%
Capital Outlay	250.00	0.00	0.00%	2,684.37	1073.75%
Total Judicial	44,685.00	3,315.86	7.42%	41,264.26	92.34%
Executive					
Salaries & Wages	3,600.00	300.00	8.33%	3,300.00	91.67%
Personnel Benefits	400.00	31.48	7.87%	346.28	86.57%
Professional Services	50.00	0.00	0.00%	0.00	0.00%
Travel	150.00	0.00	0.00%	358.24	238.83%
Miscellaneous	300.00	0.00	0.00%	0.00	0.00%
Training	300.00	0.00	0.00%	0.00	0.00%
Total Executive	4,800.00	331.48	6.91%	4,004.52	83.43%

Carpet replacement - flooding

CURRENT EXPENSE BUDGET: November 2009

		November		YEAR TO DATE		
Finance & Administration						
Salaries & Wages	9,600.00	760.67	7.92%	9,175.32	95.58%	
Personnel Benefits	4,850.00	239.48	4.94%	4,332.70	89.33%	
Supplies - Office	8,000.00	2,029.06	25.36%	8,920.53	111.51%	
Supplies - Other	9,000.00	306.87	3.41%	6,761.25	75.13%	
Professional Services	6,000.00	5,982.08	99.70%	24,245.60	404.09%	Audit - 2008
Professional Services - Elections	500.00	517.25	103.45%	3,441.92	688.38%	Voter registration - 2008
Communications	1,000.00	93.95	9.40%	1,414.29	141.43%	
Travel	2,000.00	571.65	28.58%	2,649.30	132.47%	
Miscellaneous	3,000.00	696.25	23.21%	3,113.89	103.80%	
Misc: Special Projects	0.00	1,626.37	0.00%	2,054.86	0.00%	
Miscellaneous - Dues	800.00	0.00	0.00%	290.00	36.25%	
Miscellaneous - Training	1,500.00	0.00	0.00%	1,117.64	74.51%	
Rental/Lease Equipment	5,000.00	462.50	9.25%	3,938.66	78.77%	
Advertising	3,000.00	252.00	8.40%	2,548.77	84.96%	
External Taxes	400.00	730.63	182.66%	1,103.79	275.95%	
Capital Outlay - Equipment	6,515.00	2,268.97	34.83%	5,576.19	85.59%	
Total Finance & Administration	61,165.00	16,537.73	27.04%	80,684.73	131.91%	
Legal						
Professional Services	24,000.00	2,615.14	10.90%	34,647.37	144.36%	
Indigent Defense	7,200.00	600.00	8.33%	6,300.00	87.50%	
Codification	3,000.00	0.00	0.00%	870.26	29.01%	
Prosecution	7,200.00	1,366.20	18.98%	7,457.23	103.57%	
Total Legal	41,400.00	4,581.34	11.07%	49,274.86	119.02%	
Other General Gov Services						
Professional Services	12,000.00	875.00	7.29%	9,625.00	80.21%	
Rent - City Hall	720.00	60.00	8.33%	660.00	91.67%	
Insurance	23,252.00	0.00	0.00%	22,662.00	97.46%	
Misc - AWC/COG/EDC	7,200.00	0.00	0.00%	7,148.48	99.28%	
Total Other General Gov Services	43,172.00	935.00	2.17%	40,095.48	92.87%	
Law Enforcement						
Salaries & Wages	221,100.00	18,567.49	8.40%	179,634.74	81.25%	
Overtime Salaries & Wages	36,000.00	4,410.70	12.25%	42,868.82	119.08%	
Personnel Benefits	141,200.00	8,930.70	6.32%	83,643.93	59.24%	
Uniform Allowance	2,400.00	0.00	0.00%	1,469.89	61.25%	
LEOFF Retirees - Benefits	24,615.00	2,992.30	12.16%	21,224.37	86.23%	
Supplies - Office	6,000.00	1,061.15	17.69%	3,024.94	50.42%	
Fuel	12,000.00	932.77	7.77%	6,731.89	56.10%	
Professional Services	14,000.00	1,181.25	8.44%	12,257.94	87.56%	
Communications	7,000.00	461.17	6.59%	6,510.53	93.01%	
Travel	500.00	0.00	0.00%	115.83	23.17%	
Advertising	500.00	0.00	0.00%	0.00	0.00%	
Rental/Lease Equipment	1,300.00	78.96	6.07%	1,154.80	88.83%	
Insurance	5,600.00	0.00	0.00%	5,600.00	100.00%	
Utility Services	4,000.00	239.66	5.99%	3,057.72	76.44%	
Repair & Maintenance	5,000.00	494.81	9.90%	5,229.47	104.59%	
Miscellaneous	500.00	0.00	0.00%	0.00	0.00%	
Miscellaneous - Training	1,000.00	0.00	0.00%	30.00	3.00%	
External Taxes	500.00	0.00	0.00%	149.19	29.84%	
Capital Outlay - Equipment	6,500.00	0.00	0.00%	3,259.87	50.15%	
Total Law Enforcement	489,715.00	39,350.96	8.04%	375,963.93	76.77%	

CURRENT EXPENSE BUDGET: November 2009						
		November		YEAR TO DATE		
Fire Control						
Salaries & Wages	19,320.00	0.00	0.00%	12,189.25	63.09%	
Personnel Benefits	3,150.00	0.00	0.00%	3,236.62	102.75%	
Supplies - Operating	7,500.00	0.00	0.00%	1,899.06	25.32%	
Fuel	1,200.00	261.00	21.75%	1,083.31	90.28%	
Professional Services	2,000.00	0.00	0.00%	3,150.63	157.53%	Misc; fire extinguishers; siren
Communications	0.00	0.00	0.00%	0.00	0.00%	
Travel	100.00	0.00	0.00%	0.00	0.00%	
Rent	420.00	35.00	8.33%	385.00	91.67%	
Insurance	5,600.00	0.00	0.00%	5,600.00	100.00%	
Utility Services	2,000.00	104.38	5.22%	2,039.88	101.99%	
Repair & Maintenance	3,000.00	189.53	6.32%	11,541.13	384.70%	
Miscellaneous	500.00	0.00	0.00%	0.00	0.00%	
Miscellaneous - Training	1,000.00	0.00	0.00%	0.00	0.00%	
External Taxes	250.00	0.00	0.00%	29.05	11.62%	
Capital Outlay - Building	3,500.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Equipment	500.00	0.00	0.00%	39,630.22	7926.04%	
Total Fire Control	50,040.00	589.91	1.18%	80,784.15	161.44%	
Total Detention & Correction	8,000.00	0.00	0.00%	7,113.24	88.92%	
Development Services						
Salaries & Wages	32,450.00	2,675.37	8.24%	29,494.05	90.89%	
Personnel Benefits	12,300.00	922.20	7.50%	9,614.26	78.16%	
Supplies - Operating	1,200.00	42.70	3.56%	1,085.45	90.45%	
Fuel	800.00	37.00	4.63%	553.98	69.25%	
Professional Services	2,500.00	31.25	1.25%	2,571.80	102.87%	
Professional Services - Engineer	15,000.00	1,618.83	10.79%	17,274.67	115.16%	
Prof Services - Review (Reimb)	30,000.00	579.07	1.93%	8,688.09	28.96%	
Communications	500.00	36.37	7.27%	423.73	84.75%	
Misc. - Dues & Certifications	350.00	0.00	0.00%	175.00	50.00%	
Miscellaneous - Training	2,500.00	0.00	0.00%	447.78	17.91%	
Travel	1,000.00	40.00	4.00%	504.76	50.48%	
Repair & Maintenance	1,500.00	401.36	26.76%	1,256.35	83.76%	
Advertising - Public Notice	3,000.00	0.00	0.00%	335.93	11.20%	
Capital Outlay - Equipment	3,300.00	0.00	0.00%	3,894.95	118.03%	
Total Development Services	106,400.00	6,384.15	6.00%	76,320.80	71.73%	
Total Communications (E-911)	13,410.00	795.51	5.93%	9,546.09	71.19%	
Total Pollution Control	700.00	0.00	0.00%	700.00	100.00%	
Non-Expenditures	0.00	0.00	0.00%	15,566.47	0.00%	
Total Expenditures (No End Bal)	870,987.00	73,432.67	8.43%	787,586.74	90.42%	
TOTAL CURRENT EXPENSE EXPENDITURES	1,103,805.00	327,162.53	29.64%	995,633.49	90.20%	

PARK & CEMETERY FUND BUDGET: November 2009						
DESCRIPTION	2009 ADOPTED	November		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	17,000.00	24,669.25	145.11%	25,248.56	148.52%	
Beginning Investments	65,000.00	65,677.13	101.04%	65,675.61	101.04%	
Beginning Fund Balance	82,000.00	90,346.38	110.18%	90,924.17	110.88%	
Real & Personal Property Taxes	66,000.00	13,647.72	20.68%	60,221.71	91.25%	
Intergovernmental Grants	60,940.00	0.00	0.00%	16,078.38	26.38%	
Cemetery Fees	3,500.00	0.00	0.00%	1,519.78	43.42%	
Interest Earnings - Investments	1,200.00	33.89	2.82%	356.93	29.74%	
Cemetery - Opening Lot Urns	500.00	0.00	0.00%	403.00	80.60%	
Rent - Community Center	3,500.00	285.00	8.14%	2,795.00	79.86%	
Donations - Private Source	100.00	0.00	0.00%	0.00	0.00%	
Other Miscellaneous Revenue	500.00	0.00	0.00%	11,985.39	2397.08%	
Total Miscellaneous Revenues	5,800.00	318.89	5.50%	15,540.32	267.94%	
Transfer From REET	93,900.00	0.00	0.00%	93,900.00	0.00%	
Non-Revenues	0.00	0.00	0.00%	3,499.23	0.00%	
Total Revenue (No Begin Bal)	230,140.00	13,966.61	6.07%	190,759.42	82.89%	
TOTAL PARK AND CEMETERY FUND REVENUES	312,140.00	104,312.99	33.42%	281,683.59	90.24%	
Ending Net Cash	2,570.00	11,948.47	464.92%	11,948.47	464.92%	
Ending Investments	65,000.00	65,711.02	101.09%	65,711.02	101.09%	
Ending Fund Balance	67,570.00	77,659.49	114.93%	77,659.49	114.93%	
Salaries & Wages	20,700.00	1,623.98	7.85%	17,869.81	86.33%	
Personnel Benefits	11,200.00	769.62	6.87%	7,525.76	67.19%	
Supplies	11,000.00	204.15	1.86%	11,266.08	102.42%	
Fuel	1,500.00	60.43	4.03%	1,237.75	82.52%	
Professional Services	9,000.00	31.25	0.35%	1,273.35	14.15%	
Communications	200.00	19.58	9.79%	228.11	114.06%	
Travel	100.00	0.00	0.00%	240.03	240.03%	
Advertising	0.00	0.00	0.00%	21.87	0.00%	
Rental, Lease Equipment	4,000.00	20.78	0.52%	976.02	24.40%	
Insurance	5,600.00	0.00	0.00%	5,600.00	100.00%	
Utility Services	7,200.00	725.21	10.07%	7,040.83	97.79%	
Repair & Maintenance	3,000.00	51.76	1.73%	4,403.39	146.78%	
Miscellaneous - Training	200.00	0.00	0.00%	189.00	94.50%	
Miscellaneous	500.00	0.00	0.00%	115.40	23.08%	
External Taxes	500.00	0.00	0.00%	824.76	164.95%	
Capital Outlay - Facilities	155,000.00	23,146.74	14.93%	143,517.57	92.59%	
Capital Outlay - Building	12,200.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Equipment	2,670.00	0.00	0.00%	799.37	29.94%	
Non-Expenditures	0.00	0.00	0.00%	895.00	0.00%	
Total Expenditures (No End Bal)	244,570.00	26,653.50	10.90%	204,024.10	83.42%	
TOTAL PARKS AND CEMETERY EXPENDITURES	312,140.00	104,312.99	33.42%	281,683.59	90.24%	

STREET FUND BUDGET: November 2009						
DESCRIPTION	2009 ADOPTED	November		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	120,000.00	52,909.30	44.09%	95,524.48	79.60%	
Beginning Investments	160,000.00	161,705.84	101.07%	161,702.07	101.06%	
Beginning Fund Balance	280,000.00	214,615.14	76.65%	257,226.55	91.87%	
Real & Personal Property Taxes	10,750.00	2,274.62	21.16%	8,606.85	80.06%	
Street & Curb Permits	0.00	79.00	0.00%	338.00		
State Grant	196,000.00	0.00	0.00%	904.27	0.46%	
TIB Grant 2009/Sidewalks	0.00	0.00	0.00%	47,329.63		
Motor Vehicle Fuel Tax	38,000.00	2,861.75	7.53%	30,902.02	81.32%	
Total Intergovernmental Revenue	234,000.00	2,940.75	1.26%	79,473.92	33.96%	
Investment Interest	2,800.00	83.45	2.98%	878.81	31.39%	
Other Miscellaneous Revenue	500.00	0.00	0.00%	0.00	0.00%	
Total Miscellaneous Revenues	3,300.00	83.45	2.53%	878.81	26.63%	
Non-Revenues	0.00	0.00	0.00%	6,194.59	0.00%	
Total Revenue (No Begin Bal)	248,050.00	5,298.82	2.14%	95,154.17	38.36%	
TOTAL STREET FUND REVENUES	528,050.00	219,913.96	41.65%	352,380.72	66.73%	
Ending Net Cash	45,555.00	45,482.91	99.84%	45,482.91	99.84%	
Ending Investments	160,000.00	161,789.29	101.12%	161,789.29	101.12%	
Ending Fund Balance	205,555.00	207,272.20	100.84%	207,272.20	100.84%	
Salaries & Wages	24,900.00	2,011.77	8.08%	22,737.66	91.32%	
Personnel Benefits	14,175.00	1,097.35	7.74%	10,932.62	77.13%	
Supplies	11,000.00	1,080.31	9.82%	9,030.02	82.09%	
Fuel	4,000.00	765.98	19.15%	4,400.75	110.02%	
Professional Services	12,000.00	436.75	3.64%	5,024.59	41.87%	
Communications	200.00	19.58	9.79%	228.11	114.06%	
Travel	0.00	0.00	0.00%	26.92	0.00%	
Advertising	100.00	0.00	0.00%	32.50	32.50%	
Rental/Lease Equipment	1,000.00	20.78	2.08%	3,028.18	302.82%	
Insurance	5,600.00	0.00	0.00%	5,300.00	94.64%	
Utility Services	5,300.00	401.19	7.57%	4,394.42	82.91%	
Repair & Maintenance	7,500.00	2,283.05	30.44%	13,609.48	181.46%	
Miscellaneous	500.00	0.00	0.00%	115.40	23.08%	
Miscellaneous - Training	500.00	0.00	0.00%	117.00	23.40%	
External Taxes	250.00	0.00	0.00%	9.27	0.00%	
Capital Outlay - Building	200.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Other Improvements	201,800.00	0.00	0.00%	32,845.11	0.00%	
Capital Outlay - Other Imp. - Roadways	30,000.00	0.00	0.00%	27,863.67	92.88%	
Capital Outlay - Equipment	3,670.00	4,525.00	123.30%	5,412.82	147.49%	
Non-Expenditures	0.00	0.00	0.00%	0.00	0.00%	
Total Expenditures (No End Bal)	322,495.00	12,641.76	3.92%	145,108.52	45.00%	
TOTAL STREET FUND EXPENDITURES	528,050.00	219,913.96	41.65%	352,380.72	66.73%	

LIGHT & POWER FUND BUDGET: November 2009						
DESCRIPTION	2009 ADOPTED	November		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	500,000.00	372,242.80	74.45%	552,962.84	110.59%	
Beginning Investments	150,000.00	656,522.81	437.68%	155,122.50	103.42%	
BPA Conservation - Beginning Balance	0.00	0.00	0.00%	38,651.20		
Rural Development Investment	100,000.00	100,000.00	100.00%	100,000.00	100.00%	
Beginning Fund Balance	750,000.00	1,128,765.61	150.50%	846,736.54	112.90%	
BPA Conservation	(300.00)	(75.00)	0.00%	(880.21)	293.40%	
Sales of Electricity	2,500,000.00	158,646.07	6.35%	2,088,515.70	83.54%	
Charges for Services & Parts	50,000.00	0.00	0.00%	15,901.04	31.80%	
Total Physical Environment	2,549,700.00	158,571.07	6.22%	2,103,636.53	82.50%	
Total Interest Earnings	9,400.00	138.37	1.47%	1,718.90	18.29%	
Equip, Pole & Vehicle Lease	8,000.00	0.00	0.00%	4,039.00	50.49%	
City Hall Rent	2,040.00	170.00	8.33%	1,870.00	91.67%	
Total Rents and Royalties	10,040.00	170.00	1.69%	5,909.00	58.85%	
Sales of Junk Material	1,000.00	0.00	0.00%	0.00	0.00%	
Other Miscellaneous Revenue	3,000.00	0.00	0.00%	4,625.00	154.17%	
Total Other Miscellaneous Revenue	4,000.00	0.00	0.00%	4,625.00	115.63%	
Non-Revenues	0.00	0.00	0.00%	41,224.09	0.00%	
Total Revenue (No Begin Bal)	2,573,140.00	158,879.44	6.17%	2,157,013.52	83.83%	
TOTAL LIGHT & POWER FUND REVENUES	3,323,140.00	1,287,645.05	38.75%	3,003,750.06	90.39%	
Ending Net Cash	439,737.00	311,331.70	70.80%	311,331.70	70.80%	
Ending Investment	150,000.00	656,661.18	437.77%	656,661.18	437.77%	
REED Fund	70,000.00	100,000.00	142.86%	100,000.00	142.86%	
Ending Fund Balance	659,737.00	1,067,992.88	161.88%	1,067,992.88	161.88%	
Salaries & Wages	540,150.00	39,184.17	7.25%	432,523.26	80.07%	
Personnel Benefits	229,425.00	14,401.32	6.28%	165,143.57	71.98%	
Supplies - Operating	55,000.00	3,677.22	6.69%	39,106.49	71.10%	
Supplies - Office	1,000.00	0.00	0.00%	966.01	96.60%	
Fuel	7,500.00	194.30	2.59%	2,815.51	37.54%	
Power Purchased for Resale	1,080,000.00	84,562.00	7.83%	707,665.00	65.52%	
Transmission Costs	210,000.00	15,149.00	7.21%	168,098.00	80.05%	
BPA Conservation	0.00	1,663.00	0.00%	8,315.00	0.00%	
Professional Services	45,000.00	2,417.08	5.37%	24,401.90	54.23%	
Professional Services - Legal	25,000.00	1,583.00	6.33%	17,772.33	71.09%	
Communications	1,000.00	1,066.86	106.69%	10,099.43	1009.94%	Budget error, should be 10,000
Travel	500.00	0.00	0.00%	0.00	0.00%	
Advertising	500.00	0.00	0.00%	1,000.98	200.20%	
Rental/Lease Equipment	5,000.00	3,269.78	65.40%	6,747.81	134.96%	
Insurance	23,253.00	0.00	0.00%	23,253.00	100.00%	
Utility Services	25,000.00	2,196.85	8.79%	23,556.21	94.22%	
Repair & Maintenance	10,000.00	1,976.66	19.77%	19,742.74	197.43%	
Miscellaneous	500.00	0.00	0.00%	264.26	52.85%	
Miscellaneous - Training	1,000.00	0.00	0.00%	117.00	11.70%	
Miscellaneous - Dues	500.00	0.00	0.00%	115.40	23.08%	
External Taxes	100,000.00	0.00	0.00%	64,312.40	64.31%	
Capital Outlay - Building	10,000.00	0.00	0.00%	7,079.56	70.80%	
Capital Outlay - System	60,000.00	0.00	0.00%	15,874.49	26.46%	
Capital Outlay - Equipment	133,075.00	48,310.93	36.30%	96,808.87	72.75%	
Capital Outlay - Other Improvements	100,000.00	0.00	0.00%	82,477.96	82.48%	
Interfund Loan Disbursement	0.00	0.00	0.00%	17,500.00	0.00%	
Non-Expenditures	0.00	0.00	0.00%	0.00	0.00%	
Total Expenditures (No End Bal)	2,663,403.00	219,652.17	8.25%	1,935,767.18	72.68%	
TOTAL LIGHT & POWER FUND EXPENDITURES	3,323,140.00	1,287,645.05	38.75%	3,003,750.06	90.39%	

GARBAGE FUND BUDGET: November 2009						
DESCRIPTION	2009 PROPOSED	November		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	7,000.00	13,888.00	198.40%	13,186.65	188.38%	
Beginning Investments	7,000.00	7,107.30	101.53%	7,109.97	101.57%	
Beginning Fund Balance	14,000.00	20,995.30	149.97%	20,296.62	144.98%	
Garbage Fees & Service Charge	232,000.00	22,008.92	9.49%	219,620.03	94.66%	
Investment Interest	200.00	3.67	1.84%	65.59	32.80%	
Non-Revenues	0.00	0.00	0.00%	105.00	0.00%	
Total Revenue (No Begin Bal)	232,200.00	22,012.59	9.48%	219,790.62	94.66%	
TOTAL GARBAGE FUND REVENUES	246,200.00	43,007.89	17.47%	240,087.24	97.52%	
Ending Net Cash	9,825.00	14,784.88	150.48%	14,784.88	150.48%	
Ending Investments	7,500.00	7,110.97	94.81%	7,110.97	94.81%	
Ending Fund Balance	17,325.00	21,895.85	126.38%	21,895.85	126.38%	
Salaries & Wages	2,020.00	167.92	8.31%	1,816.40	89.92%	
Personnel Benefits	625.00	46.65	7.46%	539.80	86.37%	
Supplies - Office	50.00	0.00	0.00%	0.00	0.00%	
Communications	0.00	0.00	0.00%	0.00	0.00%	
Advertising	0.00	0.00	0.00%	0.00	0.00%	
Rent - City Hall	180.00	15.00	8.33%	165.00	91.67%	
External Taxes	14,000.00	0.00	0.00%	7,759.84	55.43%	
Capital Outlay - Equipment	1,000.00	567.24	56.72%	622.34	62.23%	
Professional Services	211,000.00	16,597.61	7.87%	203,465.38	96.43%	
Non-Expenditures	0.00	3,717.62	0.00%	3,822.62	0.00%	
Total Expenses (No End Bal)	228,875.00	21,112.04	9.22%	218,191.38	95.33%	
TOTAL GARBAGE FUND EXPENDITURES	246,200.00	43,007.89	17.47%	240,087.23	97.52%	

WATER FUND BUDGET: November 2009						
DESCRIPTION	2009 ADOPTED	November		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	30,000.00	313.27	1.04%	(2,472.05)	-8.24%	
Beginning Investment	75,000.00	76,197.26	101.60%	75,815.94	101.09%	
Beginning Fund Balance	105,000.00	76,510.53	72.87%	73,343.89	69.85%	
Water Sales	301,340.00	21,821.03	7.24%	258,159.07	85.67%	
Other Charges Related to Water	3,000.00	0.00	0.00%	0.00	0.00%	
New Water Connections	43,300.00	0.00	0.00%	2,112.00	4.88%	
Total Charges for Services	347,640.00	21,821.03	6.28%	260,271.07	74.87%	
Investment Interest	2,000.00	61.59	3.08%	577.35	28.87%	
ULID 96-01 Payments	9,000.00	0.00	0.00%	8,880.80	98.68%	
Other Miscellaneous Revenue	100.00	0.00	0.00%	0.00	0.00%	
Miscellaneous Revenues	11,100.00	61.59	0.55%	9,458.15	85.21%	
Non-Revenues	0.00	0.00	0.00%	3,538.48	0.00%	
Total Revenues (No Begin Bal)	358,740.00	21,882.62	6.10%	273,267.70	76.17%	
TOTAL WATER FUND REVENUES	463,740.00	98,393.15	21.22%	346,611.59	74.74%	
Ending Net Cash	47,010.00	670.86	1.43%	670.86	1.43%	
Ending Investment	75,000.00	76,258.85	101.68%	76,258.85	101.68%	
Ending Fund Balance	122,010.00	76,929.71	63.05%	76,929.71	63.05%	
Salaries & Wages	146,900.00	12,241.72	8.33%	139,607.01	95.04%	
Personnel Benefits	72,925.00	5,034.16	6.90%	54,868.04	75.24%	
Supplies - Operating	10,000.00	752.26	7.52%	15,520.45	155.20%	
Fuel	4,000.00	0.00	0.00%	1,675.24	41.88%	
Supplies - Office	500.00	0.00	0.00%	128.90	25.78%	
Professional Services	20,000.00	1,318.81	6.59%	8,741.48	43.71%	
Professional Services - WSP	2,000.00	0.00	0.00%	571.87	28.59%	
Communications	500.00	36.37	7.27%	485.62	97.12%	
Travel	0.00	0.00	0.00%	78.00	0.00%	
Advertising	0.00	0.00	0.00%	116.41	0.00%	
Rental/Lease Equipment	1,000.00	20.79	2.08%	201.74	20.17%	
Insurance	5,600.00	0.00	0.00%	5,600.00	100.00%	
Utility Services	13,000.00	798.85	6.15%	9,345.86	71.89%	
Repair & Maintenance	1,000.00	0.00	0.00%	3,558.11	355.81%	Hydrant repair
Miscellaneous - Permits & Fees	1,500.00	126.00	8.40%	1,845.10	123.01%	Extra fee for Water Plan
Miscellaneous	500.00	0.00	0.00%	484.91	96.98%	
Miscellaneous - Training	1,000.00	0.00	0.00%	895.00	89.50%	
External Taxes	13,000.00	0.00	0.00%	9,860.07	75.85%	
Capital Outlay - Other Improvements	10,000.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Equipment	14,350.00	1,134.48	7.91%	4,118.56	28.70%	
Capital Outlay - Building	200.00	0.00	0.00%	0.00	0.00%	
Debt Service	23,755.00	0.00	0.00%	11,979.51	50.43%	
Non-Expenditures	0.00	0.00	0.00%	0.00	0.00%	
Total Expenditures (No End Bal)	341,730.00	21,463.44	6.28%	269,681.88	78.92%	
TOTAL WATER FUND EXPENDITURES	463,740.00	98,393.15	21.22%	346,611.59	74.74%	

WASTEWATER FUND BUDGET: November 2009						
DESCRIPTION	2009 ADOPTED	November		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	140,000.00	142,124.94	101.52%	147,314.21	105.22%	
Beginning Investment	62,500.00	113,418.98	181.47%	63,171.18	101.07%	
Beginning Fund Balance	202,500.00	255,543.92	126.19%	210,485.39	103.94%	
Rural Development Grant	0.00	0.00	0.00%	0.00	0.00%	
Sewer Service Charges	526,000.00	45,285.66	8.61%	514,737.70	97.86%	
New Sewer Connections	86,600.00	0.00	0.00%	0.00	0.00%	
Total Charges for Services	612,600.00	45,285.66	7.39%	514,737.70	84.03%	
Interest Earnings - Investment	1,000.00	44.98	4.50%	522.67	52.27%	
Other Miscellaneous Revenue	8,000.00	0.00	0.00%	0.00	0.00%	
Total Miscellaneous Revenues	9,000.00	44.98	0.50%	522.67	5.81%	
Non-Revenues	0.00	0.00	0.00%	84,058.35	0.00%	
Total Revenue (No Begin Bal)	621,600.00	45,330.64	7.29%	599,318.72	96.42%	
TOTAL WASTEWATER FUND REVENUES	824,100.00	300,874.56	36.51%	809,804.11	98.27%	
Ending Net Cash	61,157.00	137,623.30	225.03%	137,623.30	225.03%	
Ending Investments	62,500.00	113,463.96	181.54%	113,463.96	181.54%	
Ending Fund Balance	123,657.00	251,087.26	203.05%	251,087.26	203.05%	
Salaries & Wages	226,125.00	18,998.92	8.40%	216,273.37	95.64%	
Personnel Benefits	112,950.00	7,449.85	6.60%	85,727.39	75.90%	
Supplies - Operating	30,000.00	2,522.43	8.41%	22,878.88	76.26%	
Supplies - Office	500.00	103.53	20.71%	846.52	169.30%	
Fuel	1,200.00	89.35	7.45%	690.12	57.51%	
Professional Services	30,000.00	876.72	2.92%	14,587.51	48.63%	
Communications	8,000.00	580.14	7.25%	6,388.11	79.85%	
Travel	500.00	0.00	0.00%	86.00	17.20%	
Advertising	200.00	0.00	0.00%	0.00	0.00%	
Rent - City Hall	720.00	60.00	8.33%	660.00	91.67%	
Insurance	5,600.00	0.00	0.00%	5,600.00	100.00%	
Utility Services	45,000.00	3,175.10	7.06%	36,265.51	80.59%	
Repair & Maintenance	5,000.00	104.28	2.09%	5,274.42	105.49%	
Miscellaneous - Training	2,000.00	0.00	0.00%	318.00	15.90%	
Miscellaneous - Permits & Fees	2,000.00	2,492.50	124.63%	4,535.20	226.76%	
Miscellaneous	500.00	0.00	0.00%	500.82	100.16%	
External Taxes	12,000.00	0.00	0.00%	8,850.50	73.75%	
Capital Outlay - Building	200.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - System	0.00	0.00	0.00%	(12,794.00)	0.00%	
Capital Outlay - Equipment	49,550.00	1,134.48	2.29%	5,917.25	11.94%	
Debt Service	168,398.00	0.00	0.00%	21,911.25	13.01%	
Non-Expenditures	0.00	0.00	0.00%	0.00	0.00%	
Operating Transfers Out	0.00	12,200.00		134,200.00		
Total Expenditures (No End Bal)	700,443.00	49,787.30	7.11%	558,716.85	79.77%	
TOTAL WASTEWATER FUND EXPENDITURES	824,100.00	300,874.56	36.51%	809,804.11	98.27%	

STORMWATER FUND BUDGET: November 2009						
DESCRIPTION	2009 ADOPTED	November		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Begin Net Cash	50,000.00	95,655.23	191.31%	55,620.86	111.24%	
Begin Investments	0.00	0.00	0.00%	0.00	0.00%	
Beginning Fund Balance	50,000.00	95,655.23	191.31%	55,620.86	111.24%	
Total Charges for Services	38,000.00	3,165.80	8.33%	36,170.50	95.19%	
PWTF Loan Proceeds	0.00	0.00		37,500.00		
Other Miscellaneous Revenue	0.00	0.00	100.00%	7,596.00	100.00%	
Total Revenue (No Begin Balance)	38,000.00	3,165.80	8.33%	81,266.50	213.86%	
TOTAL STORM WATER REVENUES	88,000.00	98,821.03	112.30%	136,887.36	155.55%	
Ending Net Cash	25,730.00	95,049.99	369.41%	95,049.99	369.41%	
Ending Investments	0.00	0.00	0.00%	0.00	0.00%	
Ending Fund Balance	25,730.00	95,049.99	369.41%	95,049.99	369.41%	
Salaries & Wages	20,950.00	1,673.95	7.99%	18,605.39	88.81%	
Personnel Benefits	12,700.00	793.43	6.25%	8,824.79	69.49%	
Supplies	1,000.00	273.60	27.36%	1,436.70	143.67%	
Professional Services	12,000.00	0.00	0.00%	7,991.75	66.60%	
Repair & Maintenance	2,000.00	0.00	0.00%	604.25	30.21%	
External Taxes	750.00	0.00	0.00%	434.68	57.96%	
Capital Outlay - Building	200.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Other Improvements	8,000.00	1,030.06	12.88%	3,051.99	38.15%	
Capital Outlay - Equipment	4,670.00	0.00	0.00%	887.82	19.01%	
Non-Expenditures	0.00	0.00	0.00%	0.00	0.00%	
Total Expenditures (No End Bal)	62,270.00	3,771.04	6.06%	41,837.37	67.19%	
TOTAL STORM WATER EXPENDITURES	88,000.00	98,821.03	112.30%	136,887.36	155.55%	

AMBULANCE FUND BUDGET: November 2009						
DESCRIPTION	2009 ADOPTED	November		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Begin Net Cash	3,000.00	956.86	31.90%	3,283.21	109.44%	
Begin Investments	0.00	0.00	0.00%	0.00	0.00%	
Beginning Fund Balance	3,000.00	956.86	31.90%	3,283.21	109.44%	
Total Charges for Services	47,000.00	5,555.46	11.82%	52,528.54	111.76%	
Interfund Loans Received	17,500.00	0.00	0.00%	17,500.00	0.00%	
TOTAL AMBULANCE REVENUES	67,500.00	6,512.32	9.65%	73,311.75	108.61%	
Ending Net Cash	1,280.00	1,634.12	127.67%	1,634.12	127.67%	
Ending Investments	0.00	0.00	0.00%	0.00	0.00%	
Ending Fund Balance	1,280.00	1,634.12	127.67%	1,634.12	127.67%	
Salaries & Wages	510.00	41.98	8.23%	454.10	89.04%	
Personnel Benefits	160.00	11.64	7.28%	177.01	110.63%	
Supplies	50.00	0.00	0.00%	0.00	0.00%	
Contract Services	65,500.00	4,824.58	7.37%	56,046.52	85.57%	
Interfund Loan Repayment	0.00	0.00	0.00%	15,000.00	0.00%	
Non-Expenditures	0.00	0.00	0.00%	0.00	0.00%	
Total Expenditures (No End Bal)	66,220.00	4,878.20	7.37%	71,677.63	108.24%	
TOTAL AMBULANCE EXPENDITURES	67,500.00	6,512.32	9.65%	73,311.75	108.61%	

REAL ESTATE EXCISE FUND BUDGET: November 2009						
DESCRIPTION	2009 ADOPTED	November		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Begin Net Cash	197,000.00	(86,720.96)	-44.02%	195,587.54	99.28%	
Begin Investments	0.00	199,147.67	0.00%	0.00	0.00%	
Beginning Fund Balance	197,000.00	112,426.71	57.07%	195,587.54	99.28%	
1/4% Real Estate Excise Tax	10,000.00	272.25	2.72%	11,011.42	110.11%	
TOTAL REET REVENUES	207,000.00	112,698.96	54.44%	206,598.96	209.40%	
Ending Net Cash	177,000.00	7,451.29	4.21%	7,451.29	4.21%	
Ending Investments	0.00	105,247.67	0.00%	105,247.67	0.00%	
Ending Fund Balance	177,000.00	112,698.96	63.67%	112,698.96	63.67%	
Transfer Out	93,900.00	0.00	0.00%	93,900.00	100.00%	
TOTAL REET EXPENDITURES	270,900.00	112,698.96	41.60%	206,598.96	76.26%	

FIRE MITIGATION FUND BUDGET: November 2009						
DESCRIPTION	2009 ADOPTED	November		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Begin Net Cash	79,000.00	78,874.70	99.84%	78,874.70	99.84%	
Begin Investments	0.00	0.00	0.00%	0.00	0.00%	
Beginning Fund Balance	79,000.00	78,874.70	99.84%	78,874.70	99.84%	
TOTAL FIRE MITIGATION REVENUES	79,000.00	78,874.70	99.84%	78,874.70	99.84%	
Ending Net Cash	59,000.00	78,874.70	133.69%	78,874.70	133.69%	
Ending Investments	0.00	0.00	0.00%	0.00	0.00%	
Ending Fund Balance	59,000.00	78,874.70	133.69%	78,874.70	133.69%	
Transfer to Current Expense - Fire	20,000.00	0.00	0.00%	20,000.00	100.00%	
TOTAL FIRE MITIGATION EXPENDITURES	79,000.00	78,874.70	99.84%	78,874.70	99.84%	

Monthly Schedule of Cash Activity

FUND	DESCRIPTION	November	
		BEGINNING BALANCE	ENDING BALANCE
001	Current Expense	59,173.10	59,579.65
002	Current Expense Reserve	1,669.93	1,669.93
101	Park & Cemetery	24,098.08	11,377.30
102	Street	51,503.01	44,076.62
110	Park & Cemetery Reserve	571.17	571.17
120	Street Reserve	1,406.29	1,406.29
301	Excise Tax - Capital Projects	(86,720.96)	7,451.29
302	Fire Mitigation Fees - Fire Hall	78,874.70	78,874.70
401	Light & Power	367,849.86	306,938.76
403	Garbage	13,778.03	14,674.91
405	Water	(346.08)	11.51
407	Sewer	141,575.55	137,073.91
409	Stormwater	95,655.23	95,049.99
410	Light & Power Reserve	4,392.94	4,392.94
411	REED (L/P Reserve)	0.00	0.00
413	Ambulance	956.86	1,634.12
421	W & S Bond Retirement	(37,036.34)	(24,836.34)
422	Water Reserve	659.35	659.35
423	Sewer Reserve	549.39	549.39
424	Garbage Reserve	109.97	109.97
600	Consumer Deposits - L & P	4,153.72	963.72
610	Consumer Deposits - Water	92.96	(767.04)
800	Claims	3,891.67	3,891.67
801	Payroll	133,753.97	133,753.97
TOTAL		860,612.40	879,107.78

ENDING CASH

	March 09	April 09	May 09	June 09	July 09	August 09	Sept. 09	40,126.00	Nov. 09	Dec. 09
Current Expense	44,586.21	52,546.50	93,427.62	111,075.78	122,575.23	103,080.64	79,773.39	59,173.10	59,579.65	
CE Reserve Fund	1,669.93	1,669.93	1,669.93	1,669.93	1,669.93	1,669.93	1,669.93	1,669.93	1,669.93	
Total Current Expense	46,256.14	54,216.43	95,097.55	112,745.71	124,245.16	104,750.57	81,443.32	60,843.03	61,249.58	0.00
Park & Cemetery Fund	845.95	3,626.03	8,708.99	15,484.34	9,145.15	(7,469.90)	(79,023.81)	24,098.08	11,377.30	
P & C Reserve Fund	571.17	571.17	571.17	571.17	571.17	571.17	571.17	571.17	571.17	
Total Park & Cemetery	1,417.12	4,197.20	9,280.16	16,055.51	9,716.32	(6,898.73)	(78,452.64)	24,669.25	11,948.47	0.00
Street Fund	64,758.84	69,291.50	55,683.38	62,286.39	69,066.57	68,056.23	44,974.78	51,503.01	44,076.62	
Street Reserve Fund	1,406.29	1,406.29	1,406.29	1,406.29	1,406.29	1,406.29	1,406.29	1,406.29	1,406.29	
Total Streets	66,165.13	70,697.79	57,089.67	63,692.68	70,472.86	69,462.52	46,381.07	52,909.30	45,482.91	0.00
L & P	74,493.70	238,070.63	307,444.36	384,001.84	428,750.71	373,239.09	376,147.85	367,849.86	306,938.76	
L & P Reserve	4,392.94	4,392.94	4,392.94	4,392.94	4,392.94	4,392.94	4,392.94	4,392.94	4,392.94	
Total L & P	78,886.64	242,463.57	311,837.30	388,394.78	433,143.65	377,632.03	380,540.79	372,242.80	311,331.70	0.00
Garbage	(5,554.57)	13,057.75	13,652.71	14,217.81	13,608.60	13,535.09	13,218.44	13,778.03	14,674.91	
Garbage Reserve	109.97	109.97	109.97	109.97	109.97	109.97	109.97	109.97	109.97	
Total Garbage	(5,444.60)	13,167.72	13,762.68	14,327.78	13,718.57	13,645.06	13,328.41	13,888.00	14,784.88	0.00
Water Fund	(17,372.84)	(8,422.82)	(5,288.04)	(16,125.63)	(8,796.12)	(3,467.01)	(2,261.45)	(346.08)	11.51	
Water Reserve	659.35	659.35	659.35	659.35	659.35	659.35	659.35	659.35	659.35	
Total Water	(16,713.49)	(7,763.47)	(4,628.69)	(15,466.28)	(8,136.77)	(2,807.66)	(1,602.10)	(313.27)	670.86	0.00
Sewer	73,927.28	81,564.95	82,266.68	134,806.05	133,200.10	131,527.90	139,510.26	141,575.55	137,073.91	
Sewer Reserve	549.39	549.39	549.39	549.39	549.39	549.39	549.39	549.39	549.39	
Total Sewer	74,476.67	82,114.34	82,816.07	135,355.44	133,749.49	132,077.29	140,059.65	142,124.94	137,623.30	0.00
Stormwater	57,903.14	66,263.74	66,835.22	64,838.97	96,434.69	96,378.54	95,366.11	95,655.23	95,049.99	
Ambulance	(808.12)	3,792.66	(1,317.25)	(1,492.54)	(1,787.17)	(1,998.84)	(2,305.60)	956.86	1,634.12	
REET	519.35	1,297.74	3,768.91	4,797.27	6,210.49	6,210.49	7,179.04	(86,720.96)	7,451.29	
Fire Mitigation	78,874.70	76,874.70	78,874.70	78,874.70	78,874.70	78,874.70	78,874.70	78,874.70	78,874.70	
Sub-Total	381,532.68	619,322.42	713,416.32	862,124.02	956,641.99	867,335.97	760,812.75	755,756.42	766,101.80	0.00
Deposits, Claims, Payroll W/S Bond Retirement						242,538.60	191,837.52	141,892.32	137,842.32	
						11,652.66	(49,236.34)	(37,086.34)	(24,836.34)	
TOTAL	381,532.68	619,322.42	713,416.32	862,124.02	956,641.99	1,121,527.23	903,413.93	860,612.40	879,107.78	0.00

**ENDING
INVESTMENTS**

	March 09	April 09	39,973.00	40,003.00	40,034.00	40,065.00	Sept. 09	40,126.00	Nov. 09	Dec. 09
Current Expense	1,571.84	1,261.95	1,261.95	1,087.89	889.13	711.70	1,546.37	1,674.38	2,133.42	
CE Reserve Fund	190,346.86	190,346.86	190,346.86	190,346.86	190,346.86	190,346.86	190,346.86	190,346.86	190,346.86	
Total Current Expense	191,918.70	191,608.81	191,608.81	191,434.75	191,235.99	191,058.56	191,893.23	192,021.24	192,480.28	0.00
Park & Cemetery Fund	537.62	431.63	431.63	372.10	304.12	243.43	528.91	572.69	606.58	
P & C Reserve Fund	65,104.44	65,104.44	65,104.44	65,104.44	65,104.44	65,104.44	65,104.44	65,104.44	65,104.44	
Total Park & Cemetery	65,642.06	65,536.07	65,536.07	65,476.54	65,408.56	65,347.87	65,633.35	65,677.13	65,711.02	0.00
Street Fund	1,323.69	1,062.74	1,062.74	916.16	748.78	599.36	1,302.26	1,410.06	1,493.51	
Street Reserve Fund	160,295.78	160,295.78	160,295.78	160,295.78	160,295.78	160,295.78	160,295.78	160,295.78	160,295.78	
Total Streets	161,619.47	161,358.52	161,358.52	161,211.94	161,044.56	160,895.14	161,598.04	161,705.84	161,789.29	0.00
L & P	4,242.28	504,809.57	504,809.57	504,339.81	503,803.37	503,497.08	505,614.50	505,793.25	505,931.62	
L & P Reserve	150,729.56	150,729.56	150,729.56	150,729.56	150,729.56	150,729.56	150,729.56	150,729.56	150,729.56	
Total L & P	154,971.84	655,539.13	655,539.07	655,069.37	654,532.93	654,226.64	656,344.06	656,522.81	656,661.18	0.00
Garbage	103.50	92.03	92.03	80.57	67.48	60.91	102.56	107.30	110.97	
Garbage Reserve	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	
Total Garbage	7,103.50	7,092.03	7,092.03	7,080.57	7,067.48	7,060.91	7,102.56	7,107.30	7,110.97	0.00
Water Fund	976.94	784.33	784.33	676.16	552.63	442.35	961.11	1,040.67	1,102.26	
Water Reserve	75,156.59	75,156.59	75,156.59	75,156.59	75,156.59	75,156.59	75,156.59	75,156.59	75,156.59	
Total Water	76,133.53	75,940.92	75,940.92	75,832.75	75,709.22	75,598.94	76,117.70	76,197.26	76,258.85	0.00
Sewer	713.53	50,572.86	50,572.86	50,493.85	50,403.62	50,381.63	50,739.08	50,797.19	50,842.17	
Sewer Reserve	62,621.79	62,621.79	62,621.79	62,621.79	62,621.79	62,621.79	62,621.79	62,621.79	62,621.79	
Total Sewer	63,335.32	113,194.65	113,194.65	113,115.64	113,025.41	113,003.42	113,360.87	113,418.98	113,463.96	0.00
Stormwater Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
REED	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	
REET	199,000.00	199,000.00	199,000.00	199,000.00	199,000.00	199,000.00	199,147.67	199,147.67	105,247.67	
Deposits, Claims, Payroll W/S Bond Retirement				56,147.69	56,147.69	56,147.69	56,147.69	56,147.69	56,147.69	
Total Investments	1,019,724.42	1,569,270.13	1,569,270.07	1,568,221.56	1,567,024.15	1,696,122.99	1,701,128.99	1,701,729.74	1,608,654.73	0.00

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator 
Date: December 7, 2009
Re: 2010 Budget

The final budget hearing is at 6:30 pm on Wednesday. It will be considered for adoption during the regular Council meeting that begins at 7:00 pm.

The budget has been updated in two ways since the preliminary version was released in October.

1. The Council was informed during one of its meetings that some changes were made as a result of the 2008 audit information.

The auditors informed us that all jurisdictions were being scrutinized to assure that utility funds were not subsidizing current expense fund functions. We immediately reviewed our staff distribution and determined that the Building Official should be supported by 100% Current Expense Fund. Before the City created the Public Facilities section, developments were inspected by the Building Official. Because developments are more about utilities than structures, this made little sense, and the function was reassigned. However, the budget support was not changed. This has now been accomplished. Secondly, we did not have enough of the staff supported by the Park & Cemetery fund. This was changed, as well. The final change was to distribute legal costs to more utilities than had been done in the past.

2. As more information has been made available about the revenues and expenditures for 2009, it has become more apparent that the original estimated beginning balance for 2010 in the Current Expense Fund was too rich. As a result, and at the direction of the Finance Committee in the event that additional cuts would be needed, many line items have been reduced. Travel and Training have been affected, as have Professional Services. In addition, the \$1,000 dues for the Economic Development Council have been cut.

Overall the Current Expense Fund budget has been hard-hit by the recession. The City had been relying on revenues generated by the various developments that occurred beginning about 2003, but cuts to this fund began in with the 2008 budget. The Fund was decreased by 4.4% for 2008, by another 25.3% for 2009 and now by an additional 7.6%. One key expense during 2009 that could not be anticipated was the amount of overtime and other expenses incurred by the Police Department with the tragic disappearance of Lindsey Baum.

The utilities are enterprise funds and must have revenues to cover expenses. The Water Fund has been the major concern during 2009, but with the rate increases that began in late 2008, the Fund will be on sound footing. It can pay for badly needed improvements to the infrastructure that, through years of deferred maintenance, can no longer be ignored. In addition, any new development will require an increase in well and/or reservoir capacity, and these improvements require that a number of projects be completed.

One written amendment proposal was received from Mayor-Elect Dent. It follows this report.

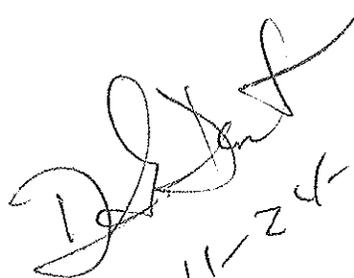
Requested Action:

The Mayor requests that the budget ordinance be adopted as presented.

For the 2010 Salary Ordinance

In place of the current wording in the 2009 Salary Ordinance for the position of City Administrator, I respectfully request that Mayor Bentley and City Attorney Dan Glenn, in drafting the 2010 version, please substitute the following wording.

“Director of Public Utilities/Administrative Assistant to the Mayor
Salary : up to but not to exceed \$77,000 per year and a fringe benefit package.”


11-24-09

ORDINANCE NO. _____

**AN ORDINANCE ADOPTING A BUDGET FOR THE CALENDAR
YEAR 2010 AND ESTABLISHING SALARIES**

RECITALS:

WHEREAS, the Mayor and City Council have, with the assistance of the City staff, undertaken an extensive review of the anticipated needs of the City for the year 2010, as well as the revenues available to finance those needs; and

WHEREAS, after the giving of all necessary notices and the holding of all required public hearings, the Council and the Mayor have developed a budget which is believed to be balanced and to adequately provide for the needs of the City; and

WHEREAS, it is the desire of the Mayor and Council to adopt by reference a salary schedule; and

WHEREAS, it is the desire of the Mayor and Council to adopt the budget;

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF MCCLEARY:

SECTION I: There is hereby adopted as the budget for the City of McCleary for the calendar year 2010 the following expenditures and revenues:

FUND	REVENUE	EXPENDITURES
Current Expense	1,019,630	1,019,630
Park & Cemetery	210,825	210,825
Streets	644,950	644,950
Light & Power	3,453,540	3,453,540
Garbage	264,050	264,050
Water	797,500	797,500
Wastewater	838,000	838,000
Stormwater	138,000	138,000
Ambulance	67,500	67,500
Real Estate Excise Tax	130,000	130,000
Fire Mitigation	79,000	79,000
TOTAL	7,642,995	7,642,995

SECTION II: The compensation for employees and covered officers or representatives of the City shall be as established in Attachment "A".

SECTION III: A full and complete budget showing in detail the revenues and expenditures anticipated and/or made pursuant to the provisions of Section I of this Ordinance is on file with Office of the Clerk-Treasurer, City of McCleary, and shall be made available to any interested citizen during the ordinary business hours of the City. The Clerk-Treasurer shall further take steps as are necessary to distribute information as to the budget to those governmental agencies, if any, to which such information is to be provided.

PASSED THIS _____ DAY OF _____, 2009 by the City Council of the City of McCleary, and signed in approval this _____ day of _____, 2009.

CITY OF McCLEARY:

Wallace Bentley, MAYOR

ATTEST:

Wendy Collins, CLERK-TREASURER

APPROVED AS TO FORM:

Dan Glenn, CITY ATTORNEY

STATE OF WASHINGTON)
)
GRAYS HARBOR COUNTY)

I, WENDY COLLINS, being the duly appointed Clerk-Treasurer of the City of McCleary, do certify that I caused to have published in a newspaper of general circulation in the City of McCleary a true and correct summary of Ordinance Number _____ and that said publication was done in the manner required by law. I further certify that a true and correct copy of the summary of Ordinance _____, as it was published, is on file in the appropriate records of the City of McCleary.

Wendy Collins

SIGNED AND SWORN to before me this _____ day of December, 2009, by Wendy Collins.

NOTARY PUBLIC IN AND FOR THE
STATE OF WASHINGTON, residing at:

My appointment expires:

Attachment "A"

2010 Salary Schedule

CLASSIFICATION	WAGE/SALARY
City Administrator	\$88,055
Clerk-Treasurer	\$55,873
Deputy Clerk-Treasurer	\$40,660
Utility Accounts Manager	\$51,137*
Building Official	\$58,332*
Public Works/Planning Assistant	\$41,463
Chief of Police	\$64,524*
Police Sergeant	\$54,110*
Police Officer	\$43,656 to \$47,990
Police Clerk/Court Administrator	\$40,390*
Fire Chief (Volunteer)	\$2,739 + calls
Fire Assistant Chief (Volunteer)	\$1,224 + calls
Firefighter (Volunteer)	\$8.55 per hour
Senior Lineman	\$87,622*
Lineman	\$77,185 to \$77,501*
Line Equipment Operator – 3 rd Year	\$64,653
Public Facilities Manager	\$55,594*
Maintenance Crew Foreman	\$50,236*
Water/Wastewater Manager	\$55,594*
Utility Maintenance II	\$39,112 to \$48,322*
Grounds Maintenance I	\$33,497
Part-time Maintenance (600 hours)	\$5,490

* Includes Longevity Percentage based on at least five years of service to the City

CITY-PAID BENEFIT PREMIUMS for Full-Time Employees

Medical	100% Employee, 85% Dependents
Dental	100% Family
Vision	100% Family
Long-Term Disability	100% Family
Life Insurance	100% Employee

CURRENT EXPENSE FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2009	% OF BUDGETED	2010 BUDGET
REVENUES							
Beginning Balance							
Begin Net Cash	390,949.38	370,594.87	349,920.88	200,000.00	125,639.19	62.82%	85,000.00
Begin Investments	190,000.00	190,000.00	194,915.87	190,000.00	192,016.79	101.06%	192,000.00
REET	115,297.46	162,402.74	0.00	0.00	0.00	0.00%	0.00
Total Beginning Balance	696,246.84	722,997.61	644,836.75	390,000.00	317,655.98	81.45%	277,000.00
General Property Tax							
Real & Personal Property Tax	129,106.50	139,249.83	141,118.97	143,700.00	111,888.98	77.86%	145,100.00
Special Levy Property Tax	1,561.98	185.50	22.06	15.00	4.88	32.53%	15.00
Total General Property Tax	130,668.48	139,435.33	141,141.03	143,715.00	111,893.86	79.28%	145,115.00
Retail Sales & Use Tax							
Private Harvest Tax	1,456.98	1,202.06	1,041.24	1,250.00	418.78	33.50%	500.00
Retail Sales & Use Tax	83,707.25	83,433.54	97,002.15	78,000.00	128,779.12	165.10%	100,000.00
C.J. Sales Tax from County	17,779.14	19,257.39	20,037.03	15,000.00	15,258.26	101.72%	15,000.00
Total Retail Sales & Use Tax	102,943.37	103,892.99	118,080.42	94,250.00	144,456.16	122.34%	115,500.00
Private Utility Tax							
Natural Gas	12,567.71	12,553.60	10,797.94	12,500.00	11,133.71	89.07%	14,000.00
Television Cable	16,400.12	19,267.39	20,518.94	20,000.00	23,598.02	117.99%	30,000.00
Telephone Tax	13,530.43	12,177.20	11,956.47	13,000.00	5,227.56	40.21%	13,000.00
Cellular Telephone Tax	11,687.28	15,796.09	19,143.62	17,000.00	44,386.08	261.09%	50,000.00
Total Private Utility Tax	54,185.54	59,794.28	62,416.97	62,500.00	84,345.37	134.95%	107,000.00
Total Public Utility Tax	188,552.62	181,628.91	195,068.67	198,000.00	181,723.37	91.78%	210,000.00
Real Estate Excise Tax	47,506.23	14,260.30	0.00	0.00	0.00	0.00%	0.00
Licenses & Permits							
Building Permits	32,244.10	45,540.83	87,417.64	50,000.00	11,429.50	22.86%	20,000.00
Develop. Application Fees	760.00	0.00	0.00	2,000.00	125.00	6.25%	1,000.00
Engineering Review Fees	20,022.74	50,373.37	36,092.83	30,000.00	8,795.09	29.32%	15,000.00
Develop. Inspection Fees	0.00	37,414.71	4,416.50	8,000.00	271.00	3.39%	1,000.00
Animal Licenses	165.00	190.00	145.00	150.00	170.00	113.33%	150.00
Total Licenses & Permits	53,191.84	133,518.91	128,071.97	90,150.00	20,790.59	23.06%	37,150.00
Total Direct Federal Grants	0.00	13,670.00	33,121.00	0.00	0.00	0.00%	0.00
State Entitlements							
City Assistance	27,629.13	49,893.21	36,816.85	30,000.00	26,104.64	87.02%	24,000.00
Criminal Justice Pop	1,000.00	1,000.00	1,000.00	1,200.00	1,000.00	83.33%	1,200.00
C.J.-CTED Programs 1-3	1,109.65	1,186.65	1,236.98	1,300.00	1,280.39	98.49%	1,300.00
DUI Cities	245.11	355.13	280.96	400.00	508.66	127.17%	400.00
Liquor Excise Tax	6,325.51	7,016.07	7,484.80	7,500.00	10,311.82	137.49%	7,500.00
Liquor Board Profits	9,569.93	11,265.50	10,509.80	10,000.00	5,723.15	57.23%	10,500.00
Total State Entitlements	46,879.33	70,716.56	57,329.20	50,400.00	44,928.66	89.14%	44,900.00
Total Intergovernmental Grants - CTED	4,861.60	0.00	0.00	0.00	0.00	0.00%	4,375.00
Intergovernmental Payments							
Fire District 12	12,455.00	8,082.00	8,240.00	8,405.00	4,202.50	58.74%	8,405.00
Mason County Fire	0.00	600.00	720.00	735.00	735.00	100.00%	735.00
Total Intergovernmental Gov Payments	12,455.00	8,682.00	8,960.00	9,140.00	4,937.50	54.02%	9,140.00
Charges for Services							
Printing & Duplicating Services	160.08	386.09	148.46	300.00	195.73	65.24%	300.00
Animal Control & Shelter Fee	130.00	50.00	0.00	100.00	75.00	75.00%	100.00
Total Charges for Services	290.08	436.09	148.46	400.00	270.73	67.68%	400.00
Fines and Forfeits							
Municipal Court	31,176.24	29,250.22	25,636.83	30,000.00	19,689.82	65.57%	30,000.00
NSF Fines	1,127.00	1,120.00	928.00	800.00	576.00	72.00%	1,000.00
Total Fines and Forfeits	32,303.24	30,370.22	26,564.83	30,800.00	20,245.82	65.73%	31,000.00
Miscellaneous Revenues							
Interest Earnings - Investments	40,132.23	20,298.06	29,628.10	20,400.00	8,081.56	39.62%	10,000.00
Interest - Prop Tax/ Real Estate	1,046.18	1,083.99	746.19	800.00	461.12	57.64%	800.00
Rent - Cell Tower	8,894.30	10,815.86	12,155.22	11,500.00	9,556.63	83.10%	11,500.00
Donations from Private Source	0.00	0.00	0.00	100.00	0.00	0.00%	100.00
Surplus/Junk Sale	0.00	0.00	2,543.50	150.00	0.00	0.00%	150.00
Transfer from Other Funds	0.00	0.00	0.00	0.00	0.00	0.00%	15,000.00
Other Misc. Revenues	1,835.93	1,949.75	2,067.64	1,500.00	220.00	14.67%	500.00
Total Miscellaneous Revenues	51,908.64	34,147.66	47,160.65	34,450.00	18,319.31	53.18%	38,050.00
Fire Mitigation Fees	0.00	0.00	78,840.00	0.00	0.00	0.00%	0.00
Total Non-Revenues	42,123.43	32,233.03	36,004.61	0.00	45,967.04	0.00%	0.00
Total Revenues (no Begin Bal)	766,869.40	822,786.28	932,907.81	713,805.00	677,878.41	94.97%	742,630.00
TOTAL CURRENT EXPENSE REVENUES	1,463,116.24	1,545,783.89	1,477,744.56	1,103,805.00	995,534.39	90.19%	1,019,630.00

CURRENT EXPENSE FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2009	% OF BUDGETED	2010 BUDGET
EXPENDITURES							
Reserves							
Ending Net Cash	370,193.86	178,347.56	125,737.28	42,818.00	61,249.58	143.05%	3,421.00
Ending Investments	190,000.00	190,000.00	191,918.70	190,000.00	192,480.28	101.31%	190,000.00
REET	162,803.69	176,663.10	0.00	0.00	0.00	0.00%	0.00
Unanticipated Expense	0.00	0.00	0.00	0.00	(35,683.11)	0.00%	0.00
Cumulative Reserve - Equipment	0.00	0.00	0.00	0.00	(10,000.00)	0.00%	0.00
Total Reserves	722,997.55	545,010.66	317,655.98	232,818.00	208,046.75	89.36%	193,421.00
Legislative/Council							
Salaries & Wages	5,400.00	5,400.00	6,000.00	6,000.00	5,500.00	91.67%	6,000.00
Personnel Benefits	518.76	521.76	610.80	600.00	599.73	99.96%	600.00
Travel	0.00	0.00	112.32	200.00	168.48	84.24%	200.00
Miscellaneous	200.40	448.92	72.14	500.00	0.00	0.00%	500.00
Miscellaneous - Training	0.00	0.00	0.00	200.00	0.00	0.00%	200.00
Total Legislative/Council	6,119.16	6,370.68	6,795.26	7,600.00	6,268.21	83.58%	7,600.00
Judicial							
Salaries & Wages	32,443.92	33,399.80	32,678.00	33,910.00	31,580.51	93.13%	34,650.00
Personnel Benefits	4,232.08	5,053.30	4,893.69	5,725.00	4,578.18	79.97%	5,275.00
Supplies - Office	911.60	777.36	953.80	1,200.00	395.57	32.96%	300.00
Professional Services	75.00	223.68	490.05	1,000.00	540.74	54.07%	750.00
Professional Svcs - Computer	0.00	0.00	0.00	0.00	0.00	0.00%	150.00
Communication	1,563.23	1,250.00	1,350.00	1,500.00	1,100.00	73.33%	2,100.00
Travel	0.00	0.00	0.00	500.00	0.00	0.00%	0.00
Miscellaneous	435.48	221.87	318.14	500.00	322.56	64.51%	500.00
Miscellaneous - Dues	0.00	0.00	0.00	100.00	62.33	62.33%	200.00
Miscellaneous - Training	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
External Taxes	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Capital Outlay - Equipment	1,000.00	1,970.69	0.00	250.00	0.00	0.00%	0.00
Total Judicial	40,661.31	42,896.70	40,683.68	44,685.00	41,264.26	92.34%	43,925.00
Executive/Mayor							
Salaries & Wages	3,600.00	3,600.00	3,600.00	3,600.00	3,300.00	91.67%	3,600.00
Personnel Benefits	359.76	362.40	396.96	400.00	346.28	86.57%	400.00
Professional Services	50.00	0.00	0.00	50.00	0.00	0.00%	0.00
Travel	0.00	0.00	0.00	150.00	358.24	238.83%	500.00
Miscellaneous	296.00	1,120.10	0.00	300.00	0.00	0.00%	300.00
Miscellaneous - Training	300.00	0.00	0.00	300.00	0.00	0.00%	300.00
Total Executive/Mayor	4,605.76	5,082.50	3,996.96	4,800.00	4,004.52	83.43%	5,100.00
Financial & Administration							
Salaries & Wages	8,284.12	45,852.99	17,442.83	9,600.00	9,175.32	95.58%	9,250.00
Personnel Benefits	2,612.66	13,181.64	4,584.42	4,850.00	4,332.70	89.33%	3,050.00
Supplies - Office	3,306.19	8,632.53	7,442.01	8,000.00	8,920.53	111.51%	2,000.00
Supplies - Other	0.00	2,058.17	8,190.92	9,000.00	6,761.25	75.13%	0.00
Professional Services	4,848.17	14,073.38	34,101.43	6,000.00	24,245.60	404.09%	10,000.00
Prof. Services - Elections	0.00	280.47	0.00	500.00	3,441.92	688.38%	0.00
Prof. Services - Computers	0.00	0.00	0.00	0.00	0.00	0.00%	1,800.00
Communications	8.30	469.91	725.30	1,000.00	1,414.29	141.43%	2,000.00
Travel	455.13	1,675.18	1,510.23	2,000.00	2,649.30	132.47%	500.00
Advertising	0.00	0.00	0.00	3,000.00	2,548.77	84.96%	3,000.00
Rental/Lease Equipment	0.00	3,518.74	5,368.82	5,000.00	3,938.68	78.77%	5,000.00
Miscellaneous	0.00	0.00	5,465.59	3,000.00	3,113.89	103.80%	3,000.00
Miscellaneous - Dues	0.00	0.00	0.00	800.00	290.00	36.25%	800.00
Misc: Special Projects/Legal	0.00	0.00	4,827.67	0.00	2,054.86	0.00%	0.00
Miscellaneous - Training	2,731.04	18,223.01	0.00	1,500.00	1,117.64	74.51%	1,000.00
External Taxes	396.66	371.11	369.09	400.00	1,103.79	275.95%	400.00
Capital Outlay - Building	0.00	5,046.91	0.00	0.00	0.00	0.00%	0.00
Capital Outlay - Equipment	3,450.00	9,237.09	0.00	6,515.00	0.00	0.00%	0.00
Total Financial & Admin	26,092.27	122,621.13	90,028.31	61,165.00	80,684.73	131.91%	41,800.00
Legal							
Professional Services	24,908.32	34,876.66	34,802.97	24,000.00	34,647.37	144.36%	25,100.00
Indigent Defense	7,000.00	0.00	7,200.00	7,200.00	6,300.00	87.50%	7,200.00
Codification	0.00	0.00	0.00	3,000.00	870.26	29.01%	1,500.00
Prosecution	0.00	7,200.00	5,009.40	7,200.00	7,457.23	103.57%	8,700.00
Misc: Special Projects	0.00	0.00	0.00	0.00	0.00	0.00%	3,000.00
Total Legal	31,908.32	42,076.66	47,012.37	41,400.00	49,274.86	119.02%	45,500.00
Other General Gov Services							
Professional Services	9,232.31	10,500.00	10,530.00	12,000.00	9,625.00	80.21%	12,000.00
Rent - City Hall	720.00	720.00	720.00	720.00	660.00	91.67%	720.00
Insurance	2,114.00	24,460.00	22,019.00	23,252.00	22,662.00	97.46%	15,830.00
Misc. - Dues - AWC/COG/EDC	6,406.81	6,668.60	7,117.30	7,200.00	7,148.48	99.28%	6,200.00
Total Other General Gov Services	18,473.12	42,348.60	40,386.30	43,172.00	40,095.48	92.87%	34,750.00

CURRENT EXPENSE FUND BUDGET - 2010

DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2009	% OF BUDGETED	2010 BUDGET
Law Enforcement							
Salaries & Wages	192,458.46	227,380.41	196,493.79	221,100.00	179,634.74	81.25%	230,500.00
Overtime Salaries	0.00	0.00	47,318.65	36,000.00	42,868.82	119.08%	36,000.00
Personnel Benefits	94,294.43	118,483.88	122,412.34	141,200.00	83,643.93	59.24%	123,000.00
Uniform Allowance	2,023.40	1,614.01	1,241.97	2,400.00	1,469.89	61.25%	2,400.00
LEOFF Retirees - Benefits	0.00	0.00	500.00	24,615.00	21,224.37	86.23%	35,050.00
Supplies - Office	5,537.57	6,396.34	6,445.64	6,000.00	3,024.94	50.42%	1,450.00
Fuel	6,591.91	8,067.16	9,726.88	12,000.00	6,731.89	56.10%	9,000.00
Professional Services	12,871.13	13,822.09	11,590.98	14,000.00	12,257.94	87.56%	13,500.00
Professional Svcs - Computers	0.00	0.00	0.00	0.00	0.00	0.00%	600.00
Communications	7,428.87	9,049.67	7,161.11	7,000.00	6,510.53	93.01%	9,600.00
Travel	128.16	0.00	0.00	500.00	115.83	23.17%	0.00
Advertising	279.98	0.00	0.00	500.00	0.00	0.00%	0.00
Rental/Lease Equipment	0.00	0.00	1,016.12	1,300.00	1,154.80	88.83%	1,300.00
Insurance	3,523.00	5,393.00	5,138.00	5,600.00	5,600.00	100.00%	3,960.00
Utility Services	2,137.75	2,385.26	3,186.31	4,000.00	3,057.72	76.44%	4,500.00
Repair & Maintenance	5,246.66	2,745.79	4,691.53	5,000.00	5,229.47	104.59%	4,000.00
Miscellaneous	2,124.70	1,415.72	0.00	500.00	0.00	0.00%	0.00
Miscellaneous - Training	0.00	320.00	317.90	1,000.00	30.00	3.00%	500.00
External Taxes	176.51	82.25	0.00	500.00	149.19	29.84%	0.00
Capital Outlay - Building	500.00	2,707.76	0.00	0.00	0.00	0.00%	0.00
Capital Outlay - Equipment	36,568.11	30,945.58	0.00	6,500.00	0.00	0.00%	0.00
Total Law Enforcement	371,890.64	430,808.92	417,241.22	489,715.00	375,963.93	76.77%	475,360.00
Fire Control							
Salaries & Wages	13,657.40	15,718.56	16,026.61	19,320.00	12,189.25	63.09%	19,375.00
Personnel Benefits	3,491.55	4,094.54	4,441.22	3,150.00	3,236.62	102.75%	3,150.00
Supplies - Operating	1,819.13	1,925.56	8,726.58	7,500.00	1,899.06	25.32%	2,000.00
Fuel	900.80	1,233.74	1,238.75	1,200.00	1,083.31	90.28%	1,000.00
FEMA Grant Expenditures	0.00	44,792.36	2,722.76	0.00	0.00	0.00%	0.00
Professional Services	992.92	661.10	2,743.19	2,000.00	3,150.63	157.53%	3,000.00
Professional Svcs - Computers	0.00	0.00	0.00	0.00	0.00	0.00%	150.00
Communications	12.75	119.00	579.47	0.00	0.00	0.00%	0.00
Travel	80.00	0.00	0.00	100.00	0.00	0.00%	0.00
Rent	420.00	420.00	420.00	420.00	385.00	91.67%	420.00
Insurance	2,817.00	5,393.00	5,138.00	5,600.00	5,600.00	100.00%	3,960.00
Utility Services	1,551.90	1,449.43	1,584.50	2,000.00	2,039.88	101.99%	3,600.00
Repair & Maintenance	1,722.56	1,334.28	1,787.75	3,000.00	11,541.13	384.70%	3,000.00
Miscellaneous	33.10	75.00	0.00	500.00	0.00	0.00%	0.00
Miscellaneous - Training	0.00	0.00	0.00	1,000.00	0.00	0.00%	0.00
External Taxes	0.00	0.00	35.79	250.00	29.05	11.62%	0.00
Capital Outlay - Building	284.81	0.00	0.00	3,500.00	0.00	0.00%	0.00
Capital Outlay - Equipment	30,996.98	0.00	0.00	500.00	0.00	0.00%	0.00
Total Fire Control	58,780.90	77,216.57	45,444.62	50,040.00	80,784.15	161.44%	39,655.00
Total Detention & Correction	6,535.40	745.00	5,735.00	8,000.00	7,113.24	88.92%	0.00
Development Services							
Salaries & Wages	13,286.34	29,526.88	33,168.20	32,450.00	29,494.05	90.89%	66,625.00
Personnel Benefits	3,824.34	9,548.77	10,674.89	12,300.00	9,614.26	78.16%	22,000.00
Supplies - Operating	1,558.63	1,691.42	1,006.25	1,200.00	1,065.45	90.45%	300.00
Fuel	0.00	0.00	718.24	800.00	553.98	69.25%	600.00
Professional Services	54,150.03	33,671.60	1,654.54	2,500.00	2,571.80	102.87%	1,000.00
Prof. Services - Engineering	0.00	60,938.98	20,902.00	15,000.00	17,274.67	115.16%	5,000.00
Prof. Services - Review (Reimb)	42,294.09	63,400.22	15,373.81	30,000.00	8,688.09	28.96%	5,000.00
Professional Svcs - Computers	0.00	0.00	0.00	0.00	0.00	0.00%	300.00
Communications	0.00	357.36	367.09	500.00	423.73	84.75%	500.00
Misc. - Dues & Certifications	0.00	0.00	1,372.54	350.00	175.00	50.00%	350.00
Miscellaneous - Training	0.00	0.00	339.49	2,500.00	447.78	17.91%	0.00
Travel	0.00	0.00	230.00	1,000.00	504.76	50.48%	0.00
Repair & Maintenance	0.00	0.00	467.25	1,500.00	1,256.35	83.76%	1,000.00
Advertising - Public Notice	3,172.82	1,016.53	950.00	3,000.00	335.93	11.20%	1,000.00
Capital Outlay - Building	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Capital Outlay - Equipment	0.00	3,271.67	0.00	3,300.00	0.00	118.03%	0.00
Total Development Services	118,288.25	203,423.43	87,224.30	106,400.00	76,320.80	71.73%	103,675.00

CURRENT EXPENSE FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2009	% OF BUDGETED	2010 BUDGET
Total Communications (E-911)	9,759.20	4,277.31	9,709.81	13,410.00	9,546.09	71.19%	8,244.00
Total Pollution Control	546.00	664.00	693.00	700.00	700.00	100.00%	700.00
Transfer to REET Fund			177,791.61				0.00
Transfer to Fire Mitigation Fund			78,874.70				0.00
Non-Expenditures							
Interfund Loan to Ambulance			15,000.00				0.00
Other Non-Expenditures			24,865.15				0.00
Total Non-Expenditures	46,468.36	22,241.73	39,865.15	0.00	15,566.47	0.00%	0.00
Capital Outlay							
Judicial - Equipment			230.22		2,684.37		0.00
Finance & Admin - Building			4,022.00		0.00		0.00
Finance & Admin - Equipment			8,044.59		5,576.19		0.00
Law Enforcement - Building			3,337.78		0.00		0.00
Law Enforcement - Equipment			11,909.05		3,259.87		0.00
Fire Control - Equipment			39,630.22		0.00		5,000.00
Fire Control - Other Improvements			0.00		39,630.22		15,000.00
Development Srvs - Building			971.61		0.00		0.00
Development Srvs - Equipment			460.82		3,894.95		0.00
Total Capital Outlay			68,606.29	0.00	55,045.60		20,000.00
Total Expenditures (no End Bal)	740,118.69	1,000,773.23	1,160,088.58	870,987.00	787,586.74	90.42%	826,209.00
TOTAL CURRENT EXPENSE EXPENDITURES	1,463,116.24	1,545,783.89	1,477,744.56	1,103,805.00	995,633.49	90.20%	1,019,630.00

PARK & CEMETERY FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2009	% OF BUDGETED	2010 BUDGET
Beginning Net Cash	6,484.73	15,603.85	18,919.18	17,000.00	25,248.56	148.52%	5,000.00
Beginning Investments	65,000.00	65,000.00	66,667.18	65,000.00	65,675.61	101.04%	65,000.00
Beginning Fund Balance	71,484.73	80,603.85	85,586.36	82,000.00	90,924.17	110.88%	70,000.00
Real & Personal Property Taxes	49,358.71	53,557.62	54,276.53	66,000.00	60,221.71	91.25%	66,600.00
Intergovernmental Grants	0.00	0.00	0.00	60,940.00	16,078.38	26.38%	13,025.00
Cemetery Fees	4,625.00	5,593.01	3,127.00	3,500.00	1,519.78	43.42%	3,500.00
Interest Earnings - Investments	2,509.08	1,678.14	1,406.82	1,200.00	356.93	29.74%	500.00
Rent - Equipment	2,160.00	1,922.00	244.00	500.00	403.00	80.60%	500.00
Rent - Community Center	2,965.00	3,590.00	3,575.00	3,500.00	2,795.00	79.86%	3,500.00
Donations - Private Source	0.00	0.00	80.00	100.00	0.00	0.00%	0.00
Other Miscellaneous Revenue	0.00	4,500.00	(72.89)	500.00	11,985.39	2397.08%	500.00
Miscellaneous Revenues	7,634.08	11,690.14	5,233.13	5,800.00	15,540.32	267.94%	5,000.00
Transfer from REET	0.00	0.00	0.00	30,000.00	93,900.00	313.00%	52,700.00
Transfer from REED	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Total Transfers	0.00	0.00	0.00	30,000.00	93,900.00	11.66%	52,700.00
Non-Revenues	0.00	0.00	5,713.80	0.00	3,499.23	0.00%	0.00
Total Revenue (No Begin Bal)	61,617.79	70,840.77	68,360.46	166,240.00	190,759.42	114.75%	140,825.00
TOTAL PARK AND CEMETERY FUND REVENUES	133,102.52	151,444.62	153,936.82	248,240.00	281,683.59	113.47%	210,825.00
Ending Net Cash	15,603.85	20,136.35	25,282.11	2,570.00	11,948.47	464.92%	1,415.00
Ending Investments	65,000.00	65,000.00	65,642.06	65,000.00	65,711.02	101.09%	65,000.00
Ending Fund Balance	80,603.85	85,136.35	90,924.17	67,570.00	77,659.49	114.93%	66,415.00
Salaries & Wages	14,453.56	20,486.80	14,673.94	20,700.00	17,869.81	86.33%	27,100.00
Personnel Benefits	4,554.62	5,110.88	5,963.76	11,200.00	7,525.76	67.19%	11,400.00
Supplies	5,864.44	6,208.40	10,651.44	11,000.00	11,266.08	102.42%	13,000.00
Supplies - Office	0.00	0.00	0.00	0.00	0.00	0.00%	550.00
Fuel	896.02	1,474.39	1,653.61	1,500.00	1,237.75	82.52%	1,000.00
Professional Services	8,340.73	5,575.85	10,746.16	9,000.00	1,273.35	14.15%	2,500.00
Communications	500.00	91.95	183.61	200.00	228.11	114.06%	300.00
Travel	118.43	0.00	0.00	100.00	240.03	240.03%	0.00
Advertising	0.00	209.04	181.92	0.00	21.87	0.00%	0.00
Rental, Lease Equipment	0.00	4,839.94	1,306.74	4,000.00	976.02	24.40%	2,000.00
Insurance	3,523.00	5,320.00	5,138.00	5,600.00	5,600.00	100.00%	3,960.00
Utility Services	5,967.49	6,771.04	7,308.46	7,200.00	7,040.83	97.79%	9,700.00
Repair & Maintenance	4,639.98	2,146.24	2,892.97	3,000.00	4,403.39	146.78%	3,000.00
Miscellaneous	792.52	597.64	0.00	500.00	115.40	23.08%	500.00
Miscellaneous - Training	0.00	0.00	0.00	200.00	189.00	94.50%	200.00
External Taxes	137.88	164.73	97.70	500.00	824.76	164.95%	500.00
Capital Outlay - Building	2,160.00	0.00	2,144.34	12,200.00	0.00	0.00%	0.00
Capital Facilities - Other	0.00	0.00	0.00	91,100.00	143,517.57	157.54%	44,000.00
Capital Outlay - Equipment	150.00	6,883.37	0.00	2,670.00	799.37	29.94%	2,000.00
Debt Service	0.00	0.00	0.00	0.00	0.00	0.00%	22,700.00
Non-Expenditures	400.00	428.00	70.00	0.00	895.00	0.00%	0.00
Total Expenditures (No End Bal)	52,498.67	66,308.27	63,012.65	180,670.00	204,024.10	112.93%	144,410.00
TOTAL PARKS AND CEMETERY EXPENSES	133,102.52	151,444.62	153,936.82	248,240.00	281,683.59	113.47%	210,825.00

STREET FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2009	% OF BUDGETED	2010 BUDGET
Beginning Net Cash	171,421.14	180,926.56	117,096.01	120,000.00	95,524.48	79.60%	60,000.00
Beginning Investments	160,000.00	160,000.00	164,143.46	160,000.00	161,702.07	101.06%	160,000.00
Beginning Fund Balance	331,421.14	340,926.56	281,239.47	280,000.00	257,226.55	91.87%	220,000.00
Real & Personal Property Taxes	20,160.16	21,423.05	21,710.59	10,750.00	8,606.85	80.06%	10,850.00
Street & Curb Permits	0.00	0.00	100.00	0.00	338.00		100.00
State Grants	0.00	26,587.00	18,751.16	196,000.00	48,233.90	24.61%	375,000.00
Motor Vehicle Fuel	34,282.20	37,314.92	35,603.60	38,000.00	30,902.02	81.32%	38,000.00
Total Intergovmtl Revenue	34,282.20	63,901.92	54,454.76	234,000.00	79,473.92	33.96%	413,100.00
Investment Interest	6,177.68	5,669.68	3,463.76	2,800.00	878.81	31.39%	1,000.00
Other Miscellaneous Revenue	0.00	0.00	210.23	500.00	0.00	0.00%	0.00
Total Miscellaneous Revenues	6,177.68	5,669.68	3,673.99	3,300.00	878.81	26.63%	1,000.00
Non-Revenues	0.00	2,007.51	1,165.91	0.00	6,194.59		0.00
Total Revenue (no Begin Bal)	60,820.03	93,002.16	81,005.25	248,050.00	95,154.17	38.36%	424,950.00
TOTAL STREET FUND REVENUES	392,041.17	433,928.72	362,244.72	528,050.00	352,380.72	66.73%	644,950.00
Ending Net Cash	180,926.56	119,537.40	95,607.08	45,555.00	45,482.91	99.84%	4,765.00
Ending Investments	160,000.00	160,000.00	161,619.47	160,000.00	161,789.29	101.12%	160,000.00
Ending Fund Balance	340,926.56	279,537.40	257,226.55	205,555.00	207,272.20	100.84%	164,765.00
Salaries & Wages	7,702.45	33,972.56	15,254.31	24,900.00	22,737.66	91.32%	23,275.00
Personnel Benefits	2,836.50	11,063.17	7,896.59	14,175.00	10,932.62	77.13%	11,100.00
Supplies	15,299.47	10,654.59	12,571.23	11,000.00	9,030.02	82.09%	12,000.00
Supplies - Office	0.00	0.00	0.00	0.00	0.00	0.00%	1,350.00
Fuel	1,774.59	2,613.56	4,806.59	4,000.00	4,400.75	110.02%	3,000.00
Professional Services	8,103.07	10,952.01	15,709.46	12,000.00	5,024.59	41.87%	7,500.00
Communications	500.00	555.41	183.61	200.00	228.11	114.06%	300.00
Travel	118.43	179.00	455.90	0.00	26.92	0.00%	0.00
Advertising	0.00	301.07	7.12	100.00	32.50	32.50%	0.00
Rental/Lease Equipment	0.00	256.53	389.95	1,000.00	3,028.18	302.82%	1,000.00
Insurance	3,523.00	5,320.00	5,138.00	5,600.00	5,300.00	94.64%	3,960.00
Utility Services	3,206.90	4,290.24	4,227.59	5,300.00	4,394.42	82.91%	6,200.00
Repair & Maintenance	7,371.24	10,474.12	12,342.56	7,500.00	13,609.48	181.46%	13,000.00
Miscellaneous	528.96	428.38	125.00	500.00	115.40	23.08%	500.00
Miscellaneous - Training	0.00	0.00	0.00	500.00	117.00	23.40%	0.00
External Taxes	0.00	0.00	55.73	250.00	9.27	3.71%	0.00
Capital Outlay - Other Imp.	0.00	0.00	25,854.53	201,600.00	32,845.11	16.29%	375,000.00
Capital Outlay - Other Imp.-Rds	0.00	25,000.00	0.00	30,000.00	27,863.67	92.88%	20,000.00
Capital Outlay - Equipment	150.00	38,330.68	0.00	3,670.00	5,412.82	147.49%	2,000.00
Non-Expenditures	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Total Expenditures (No End Bal)	51,114.61	154,391.32	105,018.17	322,295.00	145,108.52	45.02%	480,185.00
TOTAL STREET FUND EXPENSES	392,041.17	433,928.72	362,244.72	527,850.00	352,380.72	66.76%	644,950.00

LIGHT & POWER FUND BUDGET - 2010

DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2009	% OF BUDGETED	2010 BUDGET
Beginning Net Cash	136,313.76	51,097.33	35,916.38	500,000.00	552,962.84	110.59%	200,000.00
Beginning Investments	150,729.00	150,000.00	163,060.91	150,000.00	155,122.50	103.42%	650,000.00
BPA Conservation - Begin Bal	0.00	0.00	0.00	0.00	38,651.20		0.00
Rural Development Investment	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100.00%	60,000.00
Beginning Fund Balance	387,042.76	301,097.33	298,977.29	750,000.00	846,736.54	112.90%	910,000.00
BPA Conservation	0.00	(70.00)	(400.00)	(300.00)	(880.21)	293.40%	(20,500.00)
Sales of Electricity	2,225,307.67	2,131,187.32	2,378,920.01	2,500,000.00	2,088,515.70	83.54%	2,500,000.00
Charges for Services & Parts	112,819.15	64,911.89	106,539.07	50,000.00	15,901.04	31.80%	50,000.00
Total Physical Environment	2,338,126.82	2,196,029.21	2,485,059.08	2,549,700.00	2,103,636.53	82.50%	2,529,500.00
Total Interest Earnings	25,666.48	21,318.26	11,100.93	9,400.00	1,718.90	18.29%	0.00
Equip, Pole & Vehicle Lease	7,791.00	7,991.00	7,791.00	8,000.00	4,039.00	50.49%	8,000.00
Town Hall Rent	2,040.00	2,040.00	2,040.00	2,040.00	1,870.00	91.67%	2,040.00
Total Rents & Royalties	9,831.00	10,031.00	9,831.00	10,040.00	5,909.00	58.86%	10,040.00
Sales of Junk Material	1,841.09	1,829.18	701.79	1,000.00	0.00	0.00%	1,000.00
Other Miscellaneous Revenue	4,326.27	0.00	162,239.20	3,000.00	4,625.00	154.17%	3,000.00
Total Other Misc. Revenues	6,167.36	1,829.18	162,940.99	4,000.00	4,625.00	115.63%	4,000.00
Interfund Loans Repaid	0.00	0.00	0.00	0.00	0.00	0.00%	5,000.00
Non-Revenues	18,547.05	48,793.57	1,861.32	0.00	41,224.09	0.00%	0.00
Total Revenue (No Begin Bal)	2,398,338.71	2,278,001.22	2,670,793.32	2,573,140.00	2,157,013.52	83.83%	2,543,540.00
TOTAL LIGHT & POWER FUND REVENUES	2,785,381.47	2,579,098.55	2,969,770.61	3,323,140.00	3,003,750.06	90.39%	3,453,540.00
Ending Net Cash	51,097.33	67,209.00	591,764.70	439,737.00	311,331.70	70.80%	274,735.00
Ending Investment	150,730.00	150,000.00	154,971.84	150,000.00	656,661.18	437.77%	650,000.00
REED Fund	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100.00%	60,000.00
Ending Fund Balance	301,827.33	317,209.00	846,736.54	659,737.00	1,067,992.88	161.88%	984,735.00
Salaries & Wages	475,565.40	466,447.00	455,577.13	540,150.00	432,523.26	80.07%	556,750.00
Personnel Benefits	143,377.07	147,250.37	170,388.56	229,425.00	165,143.57	71.98%	207,475.00
Supplies - Operating	105,870.53	58,292.39	72,422.32	55,000.00	39,106.49	71.10%	60,000.00
Supplies - Office	0.00	0.00	953.21	1,000.00	968.01	96.60%	14,800.00
Fuel	5,706.44	6,495.60	6,492.46	7,500.00	2,815.51	37.54%	7,500.00
Power Purchased for Resale	1,118,683.00	968,289.00	981,738.00	1,080,000.00	707,665.00	65.52%	1,000,000.00
Transmission Costs	196,844.00	200,974.00	173,702.00	210,000.00	168,098.00	80.05%	200,000.00
BPA Conservation	0.00	0.00	1,929.24	0.00	8,315.00	0.00%	20,500.00
Professional Services	20,894.81	19,351.08	34,269.75	45,000.00	24,401.90	54.23%	44,000.00
Professional Services - Legal	17,663.20	23,917.87	16,956.05	25,000.00	17,772.33	71.09%	12,300.00
Prof. Services - Computers	0.00	0.00	0.00	0.00	0.00	0.00%	9,000.00
Communications	15,407.34	15,330.39	10,991.02	1,000.00	10,099.43	1009.94%	16,300.00
Travel	1,930.54	46.08	0.00	500.00	0.00	0.00%	500.00
Advertising	0.00	120.10	167.78	500.00	1,000.98	200.20%	500.00
Rental/Lease Equipment	0.00	194.65	1,697.91	5,000.00	6,747.81	134.96%	5,000.00
Insurance	47,940.00	22,800.00	20,665.00	23,253.00	23,253.00	100.00%	31,680.00
Utility Services	19,854.01	20,889.32	22,676.69	25,000.00	23,556.21	94.22%	30,600.00
Repair & Maintenance	18,629.45	6,911.36	9,403.11	10,000.00	19,742.74	197.43%	20,000.00
Miscellaneous	7,306.62	471.72	213.76	500.00	264.26	52.85%	500.00
Miscellaneous - Dues	91.00	115.40	0.00	500.00	115.40	23.08%	500.00
Miscellaneous - Training	0.00	0.00	0.00	1,000.00	117.00	11.70%	1,000.00
External Taxes	87,418.98	81,298.78	90,482.63	100,000.00	64,312.40	64.31%	85,000.00
Interfund Taxes	102,172.79	0.00	0.00	0.00	0.00	0.00%	0.00
Capital Outlay - Building	488.36	0.00	341.90	10,000.00	7,079.56	70.80%	20,000.00
Capital Outlay - System	0.00	0.00	0.00	60,000.00	15,874.49	26.46%	60,000.00
Capital Outlay - Equipment	36,088.99	159,039.13	31,465.48	133,075.00	96,808.87	72.75%	65,000.00
Capital Outlay - Other Imp.	61,621.62	63,654.41	19,920.74	100,000.00	82,477.96	82.48%	0.00
Interfund Loan Disbursements	0.00	0.00	0.00	0.00	17,500.00	0.00%	0.00
Non-Expenditures	0.00	0.00	579.33	0.00	0.00	0.00%	0.00
Total Expenditures (No End Bal)	2,483,554.14	2,261,889.55	2,123,034.07	2,663,403.00	1,935,757.18	72.68%	2,468,805.00
TOTAL LIGHT & POWER FUND EXPENSES	2,785,381.47	2,579,098.55	2,969,770.61	3,323,140.00	3,003,750.06	90.39%	3,453,540.00

GARBAGE FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2009	% OF BUDGETED	2010 BUDGET
Beginning Net Cash	7,305.65	2,799.27	7,805.72	7,000.00	13,186.65	188.38%	13,000.00
Beginning Investments	12,500.00	7,000.00	7,300.87	7,000.00	7,109.97	101.57%	7,000.00
Beginning Fund Balance	19,805.65	9,799.27	15,106.59	14,000.00	20,296.62	144.98%	20,000.00
Fees & Service Charge	199,986.74	219,986.51	226,811.93	232,000.00	219,620.03	94.66%	244,000.00
Investment Interest	483.08	530.57	270.86	200.00	65.59	32.80%	50.00
Miscellaneous Revenue	0.00	0.00	26.16	0.00	0.00	0.00%	0.00
Non-Revenues	0.00	5,569.87	552.87	0.00	105.00	0.00%	0.00
Total Revenue (No Begin Bal)	200,469.82	226,086.95	227,661.82	232,200.00	219,790.62	103.40%	244,050.00
TOTAL GARBAGE FUND REVENUES	220,275.47	235,886.22	242,768.41	246,200.00	240,087.24	97.52%	264,050.00
Ending Net Cash	2,799.27	7,986.62	13,193.12	9,825.00	14,784.88	150.48%	10,795.00
Ending Investments	12,500.00	7,000.00	7,103.50	7,500.00	7,110.97	94.81%	7,000.00
Ending Fund Balance	15,299.27	14,986.62	20,296.62	17,325.00	21,895.85	126.38%	17,795.00
Salaries & Wages	9,608.34	10,078.56	2,400.20	2,020.00	1,816.40	89.92%	1,550.00
Personnel Benefits	2,377.98	2,948.41	922.88	625.00	539.80	86.37%	450.00
Supplies - Office	48.30	102.09	19.42	50.00	0.00	0.00%	300.00
Professional Services	183,173.09	196,817.98	205,392.92	211,000.00	203,465.38	96.43%	233,200.00
Communications	0.00	0.00	0.00	0.00	0.00	0.00%	1,575.00
Advertising	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Rent - City Hall	180.00	180.00	180.00	180.00	165.00	91.67%	180.00
Repair & Maintenance	0.00	0.00	1,536.78	0.00	0.00	0.00%	0.00
External Taxes	9,588.49	10,727.56	12,019.59	14,000.00	7,759.84	55.43%	9,000.00
Capital Outlay - Equipment	0.00	0.00	0.00	1,000.00	622.34	62.23%	0.00
Non-Investments	0.00	35.00	0.00	0.00	0.00	0.00%	0.00
Non-Expenditures	0.00	0.00	0.00	0.00	3,822.62	0.00%	0.00
TOTAL GARBAGE FUND EXPENSES	220,275.47	235,886.22	242,768.41	246,200.00	240,087.23	97.52%	264,050.00

WATER FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2009	% OF BUDGETED	2010 BUDGET
Beginning Net Cash	97,357.16	138,375.67	70,158.78	30,000.00	(2,472.05)	-8.24%	0.00
Beginning Investment	75,000.00	75,000.00	77,996.32	75,000.00	75,815.94	101.09%	75,000.00
Beginning Fund Balance	172,357.16	213,375.67	148,155.10	105,000.00	73,343.89	69.85%	75,000.00
Water Sales	230,114.05	225,159.51	238,859.34	301,340.00	258,159.07	85.67%	335,000.00
Other Charges related to Water	7,132.73	12,522.45	5,387.75	3,000.00	0.00	0.00%	0.00
New Water Connections	17,625.00	21,450.00	25,344.00	43,300.00	2,112.00	4.88%	44,000.00
Total Charges for Services	254,871.78	259,131.96	269,601.09	347,640.00	260,271.07	74.87%	379,000.00
Rural Development Loan	0.00	0.00	0.00	0.00	0.00	0.00%	334,000.00
Investment Interest	4,211.59	4,232.29	2,556.38	2,000.00	577.35	28.87%	500.00
ULID 96-01 Payments	9,651.11	9,390.58	10,066.74	9,000.00	8,880.80	98.68%	9,000.00
Other Miscellaneous Revenue	0.00	0.00	167.70	100.00	0.00	0.00%	0.00
Miscellaneous Revenues	13,862.70	13,622.87	12,790.82	11,100.00	9,458.15	85.21%	9,500.00
Non-Revenues	0.00	348.69	523.00	0.00	3,538.48	0.00%	0.00
Total Revenue (No Begin Bal)	268,734.48	273,103.52	282,914.91	358,740.00	273,267.70	76.17%	722,500.00
TOTAL WATER FUND REVENUES	441,091.64	486,479.19	431,070.01	463,740.00	346,611.59	74.74%	797,500.00
Ending Net Cash	138,375.67	72,639.98	(2,789.64)	47,010.00	670.86	1.43%	44,980.00
Ending Investment	75,000.00	75,000.00	76,133.53	75,000.00	76,258.85	101.68%	75,000.00
Ending Fund Balance	213,375.67	147,639.98	73,343.89	122,010.00	76,929.71	63.05%	119,980.00
Salaries & Wages	108,424.72	130,075.63	158,961.25	148,900.00	139,607.01	95.04%	149,350.00
Personnel Benefits	45,770.34	55,228.49	64,786.37	72,925.00	54,868.04	75.24%	65,550.00
Supplies - Operating	13,789.24	14,384.52	12,441.91	10,000.00	15,520.45	155.20%	15,000.00
Supplies - Office	0.00	0.00	0.00	500.00	1,675.24	335.05%	2,150.00
Fuel	3,576.30	3,400.12	3,806.70	4,000.00	128.90	3.22%	2,000.00
Professional Services	10,994.83	12,969.92	21,198.59	20,000.00	8,741.48	43.71%	18,600.00
Professional Services - WSP	0.00	24,042.32	35,169.49	2,000.00	571.87	28.59%	0.00
Professional Services - Legal	0.00	0.00	0.00	0.00	0.00	0.00%	5,900.00
Communications	600.00	463.41	1,002.17	500.00	485.62	97.12%	2,600.00
Travel	147.65	0.00	0.00	0.00	78.00		500.00
Advertising	300.00	234.04	0.00	0.00	116.41		200.00
Rental / Lease Equipment	0.00	936.94	228.52	1,000.00	201.74	20.17%	1,000.00
Insurance	0.00	5,320.00	5,138.00	5,600.00	5,600.00	100.00%	3,960.00
Utility Services	9,687.41	9,123.48	8,834.54	13,000.00	9,345.86	71.89%	13,000.00
Repair & Maintenance	3,058.91	1,346.11	1,189.92	1,000.00	3,558.11	355.81%	3,000.00
Miscellaneous - Permits & Fees	374.75	374.50	166.05	1,500.00	1,845.10	123.01%	2,500.00
Miscellaneous	0.00	0.00	1,892.00	500.00	484.91	96.98%	500.00
Miscellaneous - Training	3,466.88	715.03	0.00	1,000.00	895.00	89.50%	1,000.00
External Taxes	11,210.76	11,603.87	10,969.27	13,000.00	9,860.07	75.85%	10,000.00
Capital Outlay - Building	0.00	0.00	0.00	200.00	0.00	0.00%	0.00
Capital Outlay - Other Imp.	2,300.00	15,302.42	17,322.29	10,000.00	4,118.56	41.19%	334,000.00
Capital Outlay - Equipment	2,001.30	41,338.90	2,213.00	14,350.00	0.00	0.00%	27,000.00
Debt Service	11,979.51	11,979.51	11,979.52	23,755.00	11,979.51	50.43%	19,710.00
Non-Expenditures	33.37	0.00	426.53	0.00	0.00	0.00%	0.00
TOTAL WATER FUND EXPENSES	441,091.64	486,479.19	431,070.01	463,740.00	346,611.59	74.74%	797,500.00

WASTEWATER FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2009	% OF BUDGETED	2010 BUDGET
Beginning Net Cash	100,842.75	81,607.16	135,790.12	140,000.00	147,314.21	105.22%	140,000.00
Beginning Investment	62,500.00	62,500.00	64,695.85	62,500.00	63,171.18	101.07%	113,000.00
Beginning Fund Balance	163,342.75	144,107.16	200,485.97	202,500.00	210,485.39	103.94%	253,000.00
Rural Development Grant	436,846.77	50,803.74	0.00	0.00	0.00	0.00%	0.00
Sewer Service Charges	381,131.99	486,068.42	499,942.72	526,000.00	514,737.70	97.86%	530,000.00
Other Charges Related to Sewer	1,056.11	7,334.27	0.00	0.00	0.00	0.00%	0.00
New Sewer Connections	25,900.00	38,832.00	56,925.00	66,600.00	0.00	0.00%	53,500.00
Total Charges for Services	408,088.10	532,234.69	556,867.72	612,600.00	514,737.70	84.03%	583,500.00
Interest Earnings - Investment	11,537.63	6,638.13	1,867.10	1,000.00	522.67	0.00%	500.00
Other Miscellaneous Revenue	433.97	0.00	15,688.08	8,000.00	0.00	6.53%	1,000.00
Total Miscellaneous Revenues	11,971.60	6,638.13	17,555.18	9,000.00	522.67	6.81%	1,500.00
Non-Revenues	38.80	1,025.60	20,753.61	0.00	84,058.35	0.00%	0.00
Total Revenues (No Begin Bal)	856,945.27	590,702.16	595,176.51	621,600.00	599,318.72	96.42%	585,000.00
TOTAL WASTEWATER FUND REVENUES	1,020,288.02	734,809.32	795,662.48	824,100.00	809,804.11	98.27%	838,000.00
Ending Net Cash	81,607.16	137,615.61	147,150.07	61,157.00	137,623.30	225.03%	55,665.00
Ending Investments	62,500.00	62,500.00	63,335.32	62,500.00	113,463.96	181.54%	113,000.00
Ending Fund Balance	144,107.16	200,115.61	210,485.39	123,657.00	251,087.26	203.05%	168,665.00
Salaries & Wages	145,194.01	150,550.95	199,077.29	226,125.00	216,273.37	95.64%	213,275.00
Personnel Benefits	50,172.98	53,076.45	79,570.90	112,950.00	85,727.39	75.90%	95,350.00
Supplies - Operating	39,655.46	21,461.61	22,393.52	30,000.00	22,878.88	76.26%	30,000.00
Supplies - Office	0.00	0.00	398.95	500.00	846.52	169.30%	3,500.00
Fuel	528.98	1,750.31	1,383.45	1,200.00	690.12	57.51%	1,200.00
Professional Services	28,166.77	23,578.11	22,223.50	30,000.00	14,587.51	48.63%	30,000.00
Prof. Services - Engineering	90,164.44	0.00	0.00	0.00	0.00	0.00%	0.00
Professional Services - Legal	0.00	0.00	0.00	0.00	0.00	0.00%	5,900.00
Communications	1,598.27	2,003.69	7,243.07	8,000.00	6,388.11	79.85%	9,600.00
Travel	378.43	148.80	59.48	500.00	86.00	17.20%	500.00
Advertising	100.00	106.07	0.00	200.00	0.00	0.00%	500.00
Rental/Lease Equipment	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Rent - City Hall	720.00	778.25	727.85	720.00	660.00	91.67%	720.00
insurance	3,523.00	2,818.00	5,138.00	5,600.00	5,600.00	100.00%	11,890.00
Utility Services	19,530.22	21,097.10	39,981.50	45,000.00	36,265.51	80.59%	48,000.00
Repair & Maintenance	1,570.64	3,953.32	4,383.27	5,000.00	5,274.42	105.49%	8,000.00
Miscellaneous	0.00	0.00	0.00	500.00	500.82	100.16%	500.00
Miscellaneous - Permits & Fees	1,726.52	3,846.87	2,575.27	2,000.00	4,535.20	226.76%	2,500.00
Miscellaneous - Training	2,451.64	1,049.38	458.33	2,000.00	318.00	15.90%	2,000.00
External Taxes	7,687.79	10,631.98	10,723.21	12,000.00	8,850.50	73.75%	12,000.00
Capital Outlay - Building	0.00	0.00	0.00	200.00	0.00	0.00%	0.00
Capital Outlay - Other Imp.	267,196.62	2,000.00	20,425.38	0.00	0.00	0.00%	0.00
Capital Outlay - System	0.00	0.00	0.00	0.00	(12,794.33)	0.00%	0.00
Capital Outlay - Equipment	47,417.23	30,836.84	0.00	49,550.00	5,917.25	11.94%	25,500.00
Debt Service	168,397.86	95,205.98	168,414.12	168,398.00	21,911.25	13.01%	0.00
Non-Expenditures	0.00	109,800.00	0.00	0.00	0.00	0.00%	0.00
Operating Transfers Out	0.00	0.00	0.00	0.00	134,200.00	0.00%	168,400.00
Total Expenditures	876,180.86	534,693.71	585,177.09	700,443.00	558,716.85	79.77%	669,335.00
TOTAL WASTEWATER FUND EXPENSES	1,020,288.02	734,809.32	795,662.48	824,100.00	809,804.11	98.27%	838,000.00

STORMWATER FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2009	% OF BUDGETED	2010 BUDGET
Begin Net Cash	50,369.95	50,778.04	49,475.80	50,000.00	55,620.86	111.24%	95,000.00
Begin Investments	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Beginning Fund Balance	50,369.95	50,778.04	49,475.80	50,000.00	55,620.86	111.24%	95,000.00
Total Charges for Services	34,930.64	34,889.79	36,425.30	38,000.00	36,170.50	95.19%	36,000.00
PWTF Loan Proceeds	0.00	0.00	0.00	0.00	37,500.00	0.00%	5,000.00
Miscellaneous Revenue	0.00	0.00	78.47	0.00	7,596.00	0.00%	0.00
TOTAL STORM WATER REVENUES	85,300.59	85,667.83	85,979.57	88,000.00	136,887.36	155.55%	138,000.00
Ending Net Cash	50,778.04	49,475.80	55,620.86	25,730.00	95,049.99	369.41%	30,125.00
Ending Investments	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Ending Fund Balance	50,778.04	49,475.80	55,620.86	25,730.00	95,049.99	369.41%	30,125.00
Salaries & Wages	18,431.28	20,752.10	16,187.40	20,950.00	18,605.39	88.81%	22,025.00
Personnel Benefits	8,655.61	9,462.29	7,728.14	12,700.00	8,824.79	69.49%	10,250.00
Supplies	3,029.37	2,305.54	919.50	1,000.00	1,436.70	143.67%	3,000.00
Supplies Office	0.00	0.00	0.00	0.00	0.00	0.00%	300.00
Professional Services	3,922.00	3,197.28	4,996.72	12,000.00	7,991.75	66.60%	13,200.00
Communications	0.00	0.00	0.00	0.00	0.00	0.00%	600.00
Repair & Maintenance	0.00	0.00	0.00	2,000.00	604.25	30.21%	1,000.00
External Taxes	484.29	474.82	526.95	750.00	434.68	57.96%	500.00
Capital Outlay - Building	0.00	0.00	0.00	200.00	0.00	0.00%	0.00
Capital Outlay - Other Imp.	0.00	0.00	0.00	8,000.00	3,051.99	38.15%	45,000.00
Capital Outlay - Equipment	0.00	0.00	0.00	4,670.00	887.82	19.01%	2,000.00
Debt Service	0.00	0.00	0.00	0.00	0.00	0.00%	10,000.00
TOTAL STORM WATER EXPENSES	85,300.59	85,667.83	85,979.57	88,000.00	136,887.36	155.55%	138,000.00

AMBULANCE FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2008	% OF BUDGETED	2010 BUDGET
Begin Net Cash	0.00	0.00	0.00	3,000.00	3,283.21	0.00%	0.00
Begin Investments	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Beginning Fund Balance	0.00	0.00	0.00	3,000.00	3,283.21	0.00%	0.00
Total Charges for Services	0.00	0.00	31,589.84	47,000.00	52,528.54	111.76%	67,500.00
Interfund Loans Received	0.00	0.00	15,000.00	0.00	17,500.00	0.00%	0.00
TOTAL AMBULANCE REVENUES	0.00	0.00	46,589.84	50,000.00	73,311.75	146.62%	67,500.00
Ending Net Cash	0.00	0.00	3,283.21	1,280.00	1,634.12	127.67%	3,350.00
Ending Investments	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Ending Fund Balance	0.00	0.00	3,283.21	1,280.00	1,634.12	127.67%	3,350.00
Salaries & Wages	0.00	0.00	715.86	510.00	454.10	89.04%	525.00
Personnel Benefits	0.00	0.00	862.82	160.00	177.01	110.63%	150.00
Professional Services	0.00	0.00	41,727.95	48,000.00	56,046.52	116.76%	58,475.00
Supplies	0.00	0.00	0.00	50.00	0.00	0.00%	0.00
Interfund Loans Repaid	0.00	0.00	0.00	0.00	15,000.00	0.00%	5,000.00
TOTAL AMBULANCE EXPENSES	0.00	0.00	46,589.84	50,000.00	73,311.75	146.62%	67,500.00

REAL ESTATE EXCISE TAX (REET) FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2008	% OF BUDGETED	2010 BUDGET
Begin Net Cash	0.00	0.00	0.00	197,000.00	195,587.54	99.28%	120,000.00
Begin Investments	0.00	0.00	0.00	0.00	0.00		0.00
Beginning Fund Balance	0.00	0.00	0.00	197,000.00	195,587.54	99.28%	120,000.00
Transfer from Current Expense	0.00	0.00	177,791.61	0.00	0.00	0.00%	0.00
1/4% Excise Tax	0.00	0.00	17,795.93	10,000.00	11,011.42	110.11%	10,000.00
TOTAL REET REVENUES	0.00	0.00	195,587.54	207,000.00	206,598.96	99.81%	130,000.00
Ending Net Cash	0.00	0.00	195,587.54	177,000.00	7,451.29	4.21%	77,300.00
Ending Investments	0.00	0.00	0.00	0.00	105,247.67		0.00
Ending Fund Balance	0.00	0.00	195,587.54	177,000.00	112,698.96	63.67%	77,300.00
Transfer to Park & Cemetery	0.00	0.00	0.00	30,000.00	93,900.00	313.00%	52,700.00
TOTAL REET EXPENSES	0.00	0.00	195,587.54	207,000.00	206,598.96	99.81%	130,000.00

FIRE MITIGATION FUND BUDGET - 2010							
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 Actual to 11/30/2008	% OF BUDGETED	2010 BUDGET
Begin Net Cash	0.00	0.00	0.00	79,000.00	78,874.70	99.84%	79,000.00
Begin Investments	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Beginning Fund Balance	0.00	0.00	0.00	79,000.00	78,874.70	99.84%	79,000.00
Transfer from Current Expense	0.00	0.00	78,874.70	0.00	0.00	0.00%	0.00
Development Fees	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
TOTAL FIRE MITIGATION REVENUES	0.00	0.00	78,874.70	79,000.00	78,874.70	99.84%	79,000.00
Ending Net Cash	0.00	0.00	78,874.70	59,000.00	78,874.70	133.69%	64,000.00
Ending Investments	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Ending Fund Balance	0.00	0.00	78,874.70	59,000.00	78,874.70	133.69%	64,000.00
Transfer to Current Expense	0.00	0.00	0.00	20,000.00	0.00	0.00%	15,000.00
TOTAL FIRE MITIGATION EXPENSES	0.00	0.00	78,874.70	79,000.00	78,874.70	99.84%	79,000.00

Final 2010 Budget - Capital Outlay by Fund

Description	Fire	Park & Cemetery	Streets	Light & Power	Water	Wastewater	Stormwater	Total
Hose (1.75" & 2.5") 500' ea	5,000							5,000
Mobile Radios		2,000	2,000		2,000	2,000	2,000	10,000
Finish Beerbower Park grant		27,000						27,000
Cemetery Refurbishing		17,000						17,000
Utility Billing Software				5,000	2,500	2,500		10,000
Cutover				60,000				60,000
Transformers				30,000				30,000
Poles				30,000				30,000
Back-flow Preventer					2,500			2,500
Mobile Generator					20,000	20,000		40,000
Glassware for lab						1,000		1,000
TOTAL	5,000	46,000	2,000	125,000	27,000	25,500	2,000	232,500

Note: Items costing less per Fund than \$1,000, are to be purchased as "Supplies"

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator 
Date: December 7, 2009
Re: Bid Award – Simpson Sidewalks

This item was continued from the November 18 meeting. More review has taken place at the consultant and staff level, and a recommendation for the award will be made at the Council meeting.

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator 
Date: December 7, 2009
Re: Settlement with Vermillion/Jarrett

As you recall, the city has been in a dispute for several years with Mark Vermillion/John Jarrett over utility construction for a development. At the Council's request, the City Attorney negotiated a settlement with the successor-in-interest.

Requested Action:

Authorize the Mayor to sign the Release and Settlement Agreement with Wendy Jarrett, and to receive \$6,437.50.

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator 
Date: December 7, 2009
Re: Bid Award – Beerbower Park Storm Drainage Material

Although the original plans for the Park renovation called for a stormwater system to be constructed, it was hoped that the field grading – alone – would be adequate. Obviously, that hope has been dashed by the water that has occasionally ponded on the field, so a catch basin must be installed and some existing pipes must be replaced. Materials for that work have been bid and the results are as follows:

United Pipe and Supply	\$3,447.11
Trident Water Works, Inc.	\$3,745.11
H. D. Fowler	\$3,755.04

Requested Action:

Award the bid for Beerbower Park storm drainage materials to United Pipe and Supply, in the amount of \$3,447.11, including Washington State sales tax.

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator 
Date: December 7, 2009
Re: Contract Amendment 16 (Reservoir Painting) – Gray & Osborne

The Council has discussed this project during worksessions and when the loan to USDA Rural Development was requested. Now that the loan has been approved, the project can proceed. Gray & Osborne will prepare the bid specifications, bid documents, bidding and award services, and construction management that includes full-time surface preparation and paint inspection by a NACE certified paint inspector.

Requested Action:

Authorize the Mayor to sign Contract Amendment 16 with Gray & Osborne in an amount not to exceed \$34,200 for reservoir interior painting engineering services.

**AMENDMENT NO. 16
TO
CONTRACT FOR ENGINEERING SERVICES**

THIS AMENDMENT, made this day, by and between the City of McCleary, Grays Harbor County, Washington, hereinafter referred to as the Agency, and Gray & Osborne, Inc., hereinafter referred to as the Engineer, hereby modifies the contract for engineering services dated (by Agency) June 10, 2008, for additional services related to the General Engineering Services.

RESERVOIR INTERIOR PAINTING ENGINEERING SERVICES

In May of 2009, the City of McCleary had the City's 500,000-gallon reservoir and 150,000-gallon reservoir inspected and cleaned. During this inspection, several deficiencies were noted. The repainting of the reservoir interior coating systems was originally included in the 2008 Water System Plan as Capital Improvement Projects 015 and 016, which were scheduled to be completed in 2011 and 2012, respectively, based on an October 2008 memorandum from Gray & Osborne. The findings of the May 2009 inspection documented the need for completing these projects ahead of schedule.

SUMMARY OF PROJECT UNDERSTANDING

The City's has two welded steels reservoirs currently in service. The oldest is a 150,000-gallon reservoir that was constructed in 1952. The 500,000-gallon reservoir was constructed in 1973. It is our understanding that the exterior of the reservoirs have been painted at least twice, but the interior coating has never been replaced. Welded steel reservoirs must be repainted periodically in order to protect the steel from corrosion. Due to the age and condition of the existing coating system, it has been assumed that the existing interior coating is not suitable for an overcoat, thus the interior coating must be removed prior to application of the replacement coating.

During construction only one reservoir will be taken out of service at a time. To ensure adequate water storage is available to the system, the repainting project should be scheduled outside of the summer peak demand time. To obtain desirable weather for painting, the project should be completed in late spring or fall. We understand that the City would like to complete this project in late spring 2010.

Gray & Osborne, Inc. proposes to prepare specifications and bid documents to allow the City to solicit bids for repainting the interior of both the 500,000-gallon reservoir and the 150,000-gallon reservoir. Gray & Osborne would also provide bidding and award services and construction management services including full time surface preparation and paint inspection by a NACE certified paint inspector.

SCOPE OF WORK

The following scope of work was developed based on our "summary of understanding" of the Project:

1. Develop plans, specifications, and cost estimate for public works bid.
2. Provide bidding and award services including bid opening, bid tabulation, reference check, and recommendation of award.
3. Prepare and review contract documents.
4. Provide construction management services including facilitating construction meetings, submittal review, preparing pay estimates and inspection by a certified paint inspector. Paint inspection would consist of full time inspection during surface preparation and painting of the interior coating. For the purpose of this scope of work, we have assumed 25 days of full time inspection.

Project deliverables would include the following:

1. Specifications and Bid Documents (2 copies plus those for bidders)
2. Bid Tabulation
3. Recommendation of Award
4. Contract Documents (4 copies)
5. Pay Estimate
6. Inspection Reports

AGREEMENT

Compensation for services provided under this Contract Amendment shall not exceed \$34,200 without further authorization from the Agency.

IN WITNESS WHEREOF, the parties hereto have executed, or cause to be executed by their duly authorized officials, this AMENDMENT to the Contract for Engineering Services in duplicate on the respective dates indicated below.

GRAY & OSBORNE, INC.

CITY OF MCCLEARY

By: _____
(Signature)

By: _____
(Signature)

Name: Thomas M. Zerkel, P.E., President
GRAY & OSBORNE, INC.

Name: _____
(Print)

Date: _____

Date: _____

"Equal Opportunity/Affirmative Action Employer"

EXHIBIT "B"

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

City of McCleary - Reservoir Interior Painting

Tasks	Principal Hours	Project Mgr. Hours	Civil Eng. Hours	CADD Tech. Hours
1. Plans, Specifications, and Cost Estimate	2	8	16	4
2. Bid and Award Services		4	2	
3. Contract Documents		1	1	
4. Construction Management Services	2	8	16	
5. QA/QC	1	1	1	
Hour Estimate:	5	22	36	4
Estimated Hourly Rates:	\$56	\$46	\$36	\$28
Direct Labor Cost	\$280	\$1,012	\$1,296	\$112

Subtotal Direct Labor:	\$ 2,700
Indirect Costs (171%):	\$ 4,617
Total Labor Cost:	\$ 7,317
Fee (15%):	\$ 1,098
Subtotal Labor & Fees:	\$ 8,415
Direct Non-Salary Cost:	
Mileage & Expenses (Mileage @ \$0.55/mile)	\$ 73
Printing	
Subconsultant:	\$ 23,375
Subconsultant Overhead (10%)	\$ 2,338
TOTAL ESTIMATED COST:	\$ 34,200

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator 
Date: December 7, 2009
Re: Contract Amendment 17 (Well Investigation) – Gray & Osborne

With the approval of loans from USDA Rural Development work on the City's two wells can proceed. The following is a description of the work that Gray & Osborne will complete:

Well No. 2 and Well No. 3 are 50-60 years old and have been identified to have the mechanical equipment replaced as part of Project 011 and 012 as shown in the Capital Improvement Program in Chapter 8 of the 2008 Water System Plan. Prior to replacing the equipment, the City would like to verify the condition of the existing casings and determine if they are sufficient for continued use.

Gray & Osborne, Inc. will prepare a small works bid package and will also provide limited construction services in the event unexpected conditions are encountered.

The full scope and budget documentation for this amendment will be available at the Council meeting.

Requested Action:

Authorize the Mayor to sign Contract Amendment 17 with Gray & Osborne in an amount not to exceed \$3,360 for bid document preparation and limited construction services to verify the condition of the existing casings of two wells.

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator
Date: December 7, 2009
Re: 2010 Census Partnership

The 2010 nationwide Census will be taken on April 1. This once-in-a-decade count of all people residing in the United States is not only a huge undertaking, it is also critical to the finances of all units of government, as federal and state funds are distributed based on population. The first Census was taken in 1790, and it is required by the Constitution.

The Census requires all of us to answer a short questionnaire about the ages and races of all household members and the address where each of us is living on April 1. The biggest problem the Census has, is undercounting, as many people just don't understand or care about the importance of being counted.

To help bring attention to the count, the Census is asking each local government to pass a Resolution supporting the effort and urging its residents to participate. In addition, we are being asked to distribute some type of give-away item with both the city's logo and the Census information/slogan to help advertise the event. We are proposing that we distribute water bottles to all the McCleary school students and employees, with extras for the City to distribute as it can. The request has been submitted to the Census and we should receive approval shortly. There will be no cost to the City.

Requested Action:

Adopt the Resolution

RESOLUTION NO. _____

**A RESOLUTION AFFIRMING SUPPORT OF AND
PARTNERSHIP WITH THE 2010 CENSUS.****R E C I T A L S:**

1. Every ten years, the U.S. Census Bureau is required by the Constitution of the United States of America to conduct a count of the population. This provides an opportunity for the City of McCleary and its citizens to help shape the foundation of our society and thus play an active role in American democracy.

2. The City of McCleary is committed to ensuring every resident is counted.

3. Based on census data, more than \$300 billion per year in federal and state funding is allocated to communities, and decisions are made on matters of national and local importance including healthcare, community development, housing, education, transportation, social services, employment, and much more.

4. Further, census data determine how many seats each state will have in the U.S. House of Representatives, as well as the redistricting of state legislatures, county and city councils, and voting districts.

5. Every Census Bureau worker takes a lifetime oath to protect the confidentiality and ensure that data identifying respondents or their household not be released or shared for 72 years.

6. It is the City's position that a united voice from businesses, government, community-based and faith-based organizations, educators, media, and others will allow the 2010 Census message to reach a broader audience.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY, THE MAYOR SIGNING IN AUTHENTICATION THEREOF:

SECTION I: The City of McCleary:

A. Supports the goals and ideals for the 2010 Census and will disseminate 2010 Census information to encourage participation.

B. Asks its fellow governmental entities in the County, including those with whom the City works in the Council of Governments, and this State to partner together to achieve an accurate and complete count.

C. Encourages people in Grays Harbor County to participate in events and initiatives that will raise overall awareness of the 2010 Census and increase participation among all populations.

PASSED THIS _____ DAY OF _____, 2009, by the City Council of the City of McCleary, and signed in

authentication thereof this _____ day of _____,
2009.

CITY OF McCLEARY:

WALLACE BENTLEY, Mayor

ATTEST:

WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

DANIEL O. GLENN, City Attorney

STAFF REPORT

To: Mayor and City Council
From: Vern Merryman, Water/Wastewater
Date: November 2009
Re: Monthly Council Report

For years the treatment plant has had problems with fats, oils and greases (FOG). What I had thought to be a good idea at the time was to develop a grease management procedure that would focus on commercial establishments that serve or prepare food. The time spent on refining a program that would follow the McCleary Municipal Code (MMC) was challenging and at the same time rewarding. Although compliance should and will now be tracked using advanced software programs, the need for developing an attachment to the MMC would for all intensive purposes be recreating the wheel. Our current code is well written, by creating tracking documents for cleaning, disposal and compliance, it will make for better communication with the business owners and enforcement. These documents as well as a customer data base will be beneficial to the success of eliminating the problems associated with FOG.

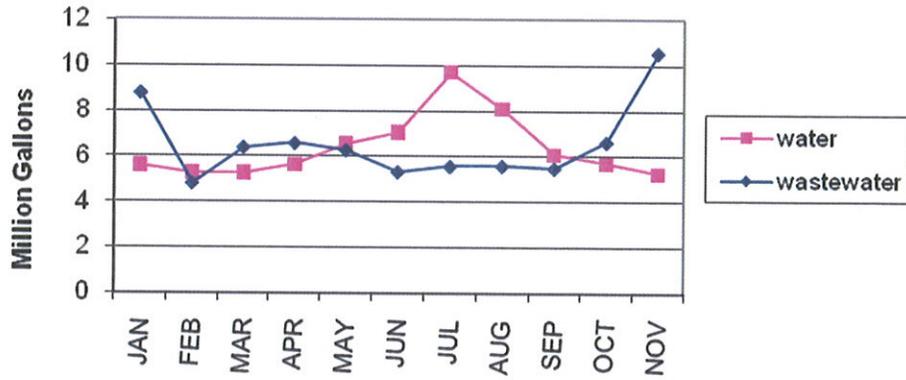
With only a few more test requirements due by the end of this year, our water and sewer departments have done well overall.

Mechanical breakdowns to equipment have been minimal this past month with no major complications.

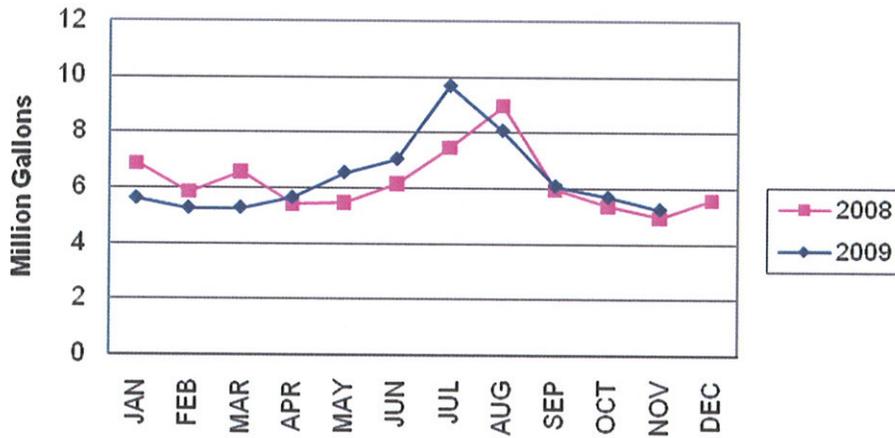
Accumulated rainfall for the month was 21.25 inches. A new monthly flow record for the upgraded treatment plant was set with over 10.5 million gallons being treated. The Utility Maintenance Crew will need to focus more to identify sub standard areas in the collection system and begin doing repairs (that they are capable of doing in-house) that will help reduce inflow and infiltration (I/I).

Comparison charts of water production and wastewater flow follow.

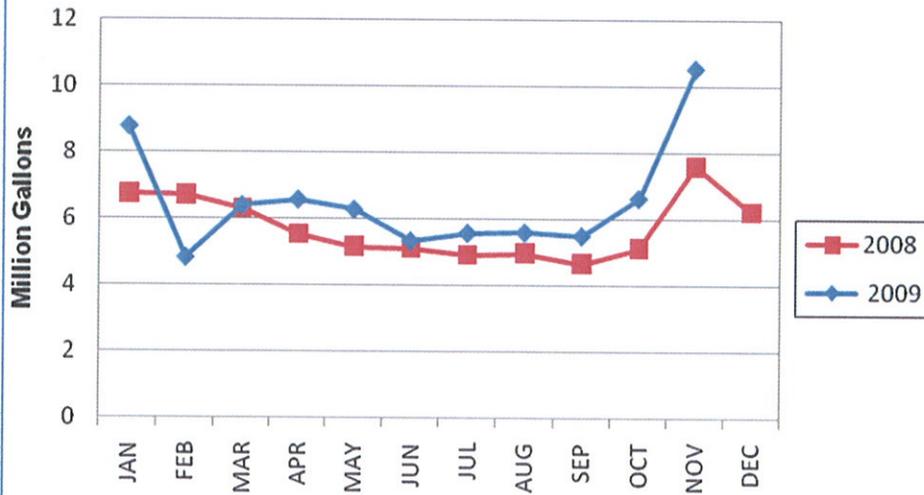
WATER / WASTEWATER 2009



WATER PRODUCTION 2008/2009



WASTEWATER FLOW 2008/2009



**AMENDMENT NO. 17
TO
CONTRACT FOR ENGINEERING SERVICES**

THIS AMENDMENT, made this day, by and between the City of McCleary, Grays Harbor County, Washington, hereinafter referred to as the Agency, and Gray & Osborne, Inc., hereinafter referred to as the Engineer, hereby modifies the contract for engineering services dated (by Agency) June 10, 2008, for additional services related to the General Engineering Services.

WELL NO. 2 AND 3 INVESTIGATION ENGINEERING SERVICES

Well No. 2 and Well No. 3 are 50 to 60 years old and have been identified to have the mechanical equipment replaced as part of Project 011 and 012 as shown in the Capital Improvement Program in Chapter 8 of the 2008 Water System Plan. Prior to replacing the equipment, the City would like to verify the condition of the existing casings and determine if they are sufficient for continued use.

SUMMARY OF PROJECT UNDERSTANDING

The City has three wells, identified as Well No. 1, Well No. 2, and Well No. 3. Well No. 1 is no longer used and has been taken out of service due to sanding problems with the well. Well No. 2 and Well No. 3 currently provide the potable water for the City of McCleary. The mechanical equipment for Well No. 2 and Well No. 3 has outlived the useful life expectancy and is scheduled to be replaced prior to failure. Prior to replacing costly mechanical equipment, the existing well casings should be inspected, cleaned, and evaluated.

During construction, one well will be taken out of service at a time. The existing well pumps and associated column piping will be removed from their respective casings and a video camera will be used to inspect the casing. Cleaning tools will be used if minor fouling is discovered.

Gray & Osborne, Inc. proposes to prepare a small works bid package to allow the City to solicit bids for investigating the integrity of the existing well casings. Gray & Osborne will also provide limited construction services in the event unexpected conditions are encountered.

SCOPE OF WORK

The following scope of work was developed based on our "summary of understanding" of the Project:

1. Develop plans, specifications, and cost estimate for small works bid.

2. Provide limited construction services. Services will include: preparation of pay estimates and two site visits during the investigation.
3. Provide summary of construction activities and findings in a memorandum format.

Project deliverables would include the following:

1. Specifications and Bid Documents (two copies plus those for bidders)
2. Pay Estimate
3. Summary of Activities and Findings Memorandum

Assumptions:

1. The City will conduct bidding and award services including bid opening, bid tabulation, reference check, and recommendation of award.
2. The City will prepare and review contract documents.

AGREEMENT

Compensation for services provided under this Contract Amendment shall not exceed \$3,360 without further authorization from the Agency.

IN WITNESS WHEREOF, the parties hereto have executed, or cause to be executed by their duly authorized officials, this AMENDMENT to the Contract for Engineering Services in duplicate on the respective dates indicated below.

GRAY & OSBORNE, INC.

CITY OF MCCLEARY

By: _____
(Signature)

By: _____
(Signature)

Name: Thomas M. Zerkel, P.E., President
GRAY & OSBORNE, INC.

Name: _____
(Print)

Date: _____

Date: _____

"Equal Opportunity/Affirmative Action Employer"

EXHIBIT "B"

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

City of McCleary - Well No. 2 and 3 Investigation

Tasks	Principal Hours	Project Mgr. Hours	Civil Eng. Hours	CADD Tech. Hours
1. Plans, Specifications, and Cost Estimate	1	2	8	2
2. Limited Construction Services		2	8	
3. Summary of Findings Memo		1	4	
Hour Estimate:	1	5	20	2
Estimated Hourly Rates:	\$56	\$46	\$36	\$28
Direct Labor Cost	\$56	\$230	\$720	\$56

Subtotal Direct Labor:	\$ 1,062
Indirect Costs (171%):	\$ 1,816
Total Labor Cost:	\$ 2,878
Fee (15%):	\$ 432
Subtotal Labor & Fees:	\$ 3,310
Direct Non-Salary Cost:	
Mileage & Expenses (Mileage @ \$0.55/mile)	\$ 50
TOTAL ESTIMATED COST:	\$ 3,360