

*City of Battle Ground*

ANNUAL  
REPORT  
FOR YEAR 2002



# Your City

## AT A GLANCE IN 2002

|                                   |  |
|-----------------------------------|--|
| Size                              | 3.97 sq. miles                           |
| Population                        | 11,110                                   |
| People per square mile            | 2,799                                    |
| Average # of people per household | 2.98                                     |
| Average age                       | 27.3 years                               |
| Population growth rate:           | 12.1 %                                   |
| <hr/>                             |  |
| Total assessed value              | \$ 640,854,567                           |
| Property tax rate                 | \$ 2.14171 per \$1,000 of assessed value |
| Median home value                 | \$ 156,500                               |
| <hr/>                             |  |
| Number of city employees          | 45                                       |
| Police                            | 18                                       |
| Public Works                      | 15                                       |
| Administration                    | 3  |
| Finance                           | 5  |
| Planning                          | 4  |
| <hr/>                             |  |
| Miles of streets                  | 45                                       |
| Number of traffic signals         | 8  |
| Number of street lights           | 1,181                                    |
| <hr/>                             |  |
| Number of wells                   | 7  |
| Number of reservoirs              | 5  |
| Miles of water lines              | 52                                       |
| Miles of sewer lines              | 37                                       |
| Number of sewer lift stations     | 12                                       |
| Miles of drainage lines           | 15.7                                     |
| Acres of stormwater facilities    | 19.33                                    |
| <hr/>                             |  |
| Acres of parks                    | 120                                      |
| Acres of wetlands/open space      | 49.81                                    |



For more information about the City of Battle Ground, call City Hall at **360-342-5000** or visit the city's website at [www.cityofbg.org](http://www.cityofbg.org)

# *Dear Citizen Shareholders*

It is my pleasure to deliver to the citizens of Battle Ground this first annual report on the activities and conditions of your city. You, as a taxpayer—whether a resident, business owner, or worker—are a shareholder in this city. The City Council, elected by Battle Ground citizens, serves as your “Board of Directors.” As City Manager, I serve as the Chief Executive Officer (CEO) at the pleasure of City Council. It is essential for the city to maintain an open line of communication with its shareholders to be an effective corporation and provide the essential services citizens need and want.

As CEO, I am responsible for preparing the annual budget, directing day-to-day operations, managing personnel, and serving as the Council’s chief policy advisor. I do this by coordinating the work of department heads and other employees, who help ensure the smooth and efficient delivery of services. With 45 employees and \$26,771,089 in total resources, the City of Battle Ground is a high-growth community that is the social and commerce hub of central and north Clark County.

The city’s mission is to provide our citizens a quality, reliable set of core services that are consistent with and further the city’s 50-year community vision and assure a safe, economically viable place to live and work. These core services are:

- **Public Safety**
- **Transportation**
- **Parks, Utilities, and Facilities**
- **Administration**
- **Economic Development**

Please take a few moments to review the accomplishments of each core service in 2002, as presented in this annual report. Contact information is listed for each department director, who will be happy to answer any questions or provide more information. The annual report, along with other information and services, are also available online at [www.cityofbg.org](http://www.cityofbg.org).

I encourage you to be informed and become involved in your city, and thank you in advance for your time and participation.

Respectfully,

*Eric J. Holmes*

**City Manager**

**360-342-5005**

**[eric.holmes@ci.battle-ground.wa.us](mailto:eric.holmes@ci.battle-ground.wa.us)**

# Public Safety

## POLICE

It is the mission of the Battle Ground Police Department to provide professional law enforcement services to the citizens of Battle Ground. Police Department members will foster and promote a cooperative working relationship with all citizens of the community in order to deliver a sense of security and safety as they attempt to preserve life, protect property, and prevent criminal conduct.

### STAFFING

- Chief Ron Johnson
- 17 commissioned officers:
  - 12 patrol officers
  - 1 community service officer/bailiff
  - 3 sergeants
  - 1 lieutenant
- Officers per 1,000 population: 1.53

### FUNDING

The Police Department is funded through the city's general fund. The city spent \$1,723,455 for police in 2002, which represents 31 percent of the total general fund expenditures and \$155 per capita.

### ACCOMPLISHMENTS IN 2002

- Responded to approximately 6,800 calls for service.
- Made 4,685 traffic stops.
- Implemented the detective position as a full-time assignment.
- Applied for a grant to help implement a citizen advisory board, as now required by state law, to address the issue of bias policing.
- Received a COPs (Community Oriented Policing Services) grant to add a second school resource officer.
- Conducted another successful citizens' academy.



### CONTACT:

Ron Johnson, Chief of Police

Telephone: 360-342-5111

E-mail: [ron.johnson@ci.battle-ground.wa.us](mailto:ron.johnson@ci.battle-ground.wa.us)

*Battle Ground Police*



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## FIRE


The City of Battle Ground has a contract with Clark County Fire District #11 to provide fire protection services within the city. The city owns a fire station and some equipment, which are staffed and operated by District #11 personnel.

### FUNDING

Fire protection is funded through the city's general fund. The city spent \$393,737 for fire protection in 2002, which represents 7 percent of the total general fund expenditures.

### ACCOMPLISHMENTS IN 2002

- Responded to approximately 1,009 fire and emergency medical calls within the City of Battle Ground.
- Expanded the volunteer pool to over 100 volunteer firefighters.
- Received a \$45,000 grant from the Washington State Department of Education to support the Battle Ground High School Fire Cadet Program.



*The District's mission is to provide efficient and effective service in emergencies related to fire, rescue, and emergency medical service; and to minimize the loss of life, incident of injury, and loss of property, through fire and emergency medical education programs for the public.*



#### CONTACT:

**Dennis Mason, Fire Chief, District #11**

**Telephone: 360-687-7121**

**E-mail: [dennis@ccfd11.org](mailto:dennis@ccfd11.org)**

# Public Safety

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## COURTS AND JUSTICE

The city operates an independent municipal court, with Steven J. Sowards, a contract judge, presiding. Battle Ground also contracts with the cities of La Center and Ridgefield to handle all their municipal court activities.

### FUNDING

Courts and justice are funded through the city's general fund. The city spent \$278,476 for courts and justice in 2002, which represents 5 percent of the total general fund budget.

### ACCOMPLISHMENTS IN 2002

- Processed approximately 2,090 cases.
- Implemented mandatory pre-trial and readiness hearings, creating a more efficient trial-setting process.
- Upgraded DUI (driving under the influence) and sentence memorandum forms to contain more information and be more easily understood.

#### CONTACT:

Dennis Osborn, Deputy City Manager

Telephone: 360-342-5045

E-mail: [dennis.osborn@ci.battle-ground.wa.us](mailto:dennis.osborn@ci.battle-ground.wa.us)

# Transportation

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The city owns and operates a transportation system that ranges from neighborhood streets to principal arterials (such as Main Street), and all associated amenities such as street lights, signs, and traffic signals. The city's investment in the transportation system falls into two categories:

- **Capital construction** includes new or expanded road facilities, such as a roadway widening or a new traffic signal. The city's Capital Facilities Plan identifies future projects and their timing.
- **Operations and maintenance** activities include street sweeping, lighting, striping, paving, and patching.

## FUNDING:

- Capital construction projects are paid for through traffic impact fees; grants; public/private partnerships; or contributions from development. Capital construction expenditures in 2002 were \$1,100,639 from traffic impact fees and \$1,316,250 from the capital projects fund, for a total of \$2,416,889.
- Operations and maintenance activities are paid for by the street fund. This is a special revenue fund, consisting of taxes collected by the State of Washington and remitted to the city. In 2002, the street fund also received money from the city's general fund. Street fund expenditures in 2002 were \$255,940.



## ACCOMPLISHMENTS IN 2002

- Completed construction of the North Parkway Avenue project.
- Finalized design for the West Main Street project. Received Transportation Improvement Board (TIB) grant funding and secured a 1 percent interest rate Public Works Trust Fund Loan for the project.
- Swept 34 miles of streets every other month.
- Completed construction of curb ramps on the east side of the city to comply with Americans with Disabilities Act (ADA) requirements.
- Improved the street system by adding yellow curb markings, increasing the number of epoxy/plastic pedestrian crosswalks, increasing the miles of bike lanes, and improving tree care activities along rights-of-way.

## CONTACT:

Sam Adams, Public Works Director/City Engineer  
Telephone: 360-342-5075  
E-mail: [sam.adams@ci.battle-ground.wa.us](mailto:sam.adams@ci.battle-ground.wa.us)

# Parks, Utilities, & Facilities

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## PARKS

The city owns and maintains several parks (including Kiwanis, Central, Fairgrounds, Hidden Glen, and Florence Robison), as well as urban open space, wetlands, and environmental protection spaces.

- **Capital construction** includes land acquisition and construction activities to improve parks with amenities such as playground equipment, sport courts, and walking trails.
- **Operations and maintenance** involves activities such as mowing, planting, fertilizing, watering, general repairs, and upkeep for all park and open spaces within the city.

## FUNDING

- Capital construction is paid for through park impact fees and real estate excise taxes. Capital expenditures in 2002 were \$656,509, used to pay off the debt on the acquisition of 80 acres of park property.
- Parks operations and maintenance activities are paid for from the general fund, and totaled \$183,206 in 2002.

## ACCOMPLISHMENTS IN 2002

- Made the final debt payment on the Remy Park acquisition, resulting in debt-free ownership of this 80-acre parcel.
- Replaced the roof on the Lion's Den building.
- Designed and developed the entrance to Florence Robison Park.
- Purchased an 18-foot mower, and improved turf management in all parks.



*Central Park*



## UTILITIES

The city owns and operates sewer, water, and drainage utilities as individual enterprises. The city's investment in each of these utilities falls into two categories: capital investment and operations and maintenance.

### SEWER

The sewer utility provides for the safe and clean collection and disposal of sewage. The city operates a nine-acre sewage lagoon and a headworks that pumps effluent approximately nine miles to the Salmon Creek Waste Water Treatment Plant, located near the confluence of Salmon Creek and the Columbia River. The treatment plant is a joint venture of the City of Battle Ground, Clark County, and the Hazel Dell Sewer District.

- **Capital investment** includes the installation of new facilities such as sewer lines and pump stations, as well as the efficient investment in and management of sewer treatment plant capacity.
- **Operations and maintenance** involves service, operation, and maintenance of the sewer system.

### FUNDING

- Sewer capital investments are paid for primarily through system development charges and regional facility charges. Capital expenditures in 2002 totaled \$517,931, plus a debt payment of \$704,803.
- The sewer utility is an enterprise fund, with nearly all operating revenue coming from monthly utility rates. The city spent \$2,163,636 on operations and maintenance in 2002, paid for entirely from sewer rates.

### ACCOMPLISHMENTS IN 2002

- Installed flow meters on all pumping stations.
- Began phase one of the Inflow and Infiltration (I&I) project to remove rainwater from the sanitary sewer system.
- Purchased equipment and trained for use of a vactor truck and van-mounted camera system.
- Cleaned 20,000 feet of sewer line.

### WATER

The water utility provides for the delivery of safe, high-quality water for all water users. The city owns approximately 52 miles of water lines; seven wells and five reservoirs with a storage capacity of 1.75 million gallons; and a water treatment plant.

- **Capital investment** includes the installation of new facilities, such as water lines, wells, and reservoirs, as well as the efficient investment in and management of water treatment facilities.
- **Operations and maintenance** involves service, operation, and maintenance of the water system, including the safe and efficient production of domestic water and the maintenance of minimum fire flows.

# Parks, Utilities, & Facilities

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## **WATER** *continued* **FUNDING**

- Capital investments are paid for primarily through system development charges. The city acquired capital assets for water totaling \$677,915 in 2002.
- The water utility operates as an enterprise fund, with nearly all operations and maintenance revenue coming from monthly utility rates. The city spent \$1,304,168 on operations and maintenance in 2002, paid for entirely from water rates.

## **DRAINAGE**

The city owns and operates 15.7 miles of underground pipes, 19.33 acres of ponds and swales, and a series of roadside ditches that form a stormwater control, treatment, and conveyance system throughout the city. Good maintenance of this system reduces the impact of heavy rain or prolonged wet-weather conditions. The city received 44.21 inches of rain in 2002, all of which was handled by the stormwater drainage system.

- **Capital investment** includes the installation of new stormwater collection lines, detention ponds, and treatment ponds.
- **Operations and maintenance** involves service, operation, and maintenance of the drainage system.

## **FUNDING**

- Capital investments are paid for primarily through system development charges. The city acquired new capital assets totaling \$507,157 in 2002.
- The drainage utility operates as an enterprise fund, with nearly all operating revenue coming from charges for services in the form of monthly utility rates. The city spent \$307,176 on operations and maintenance in 2002.

## **ACCOMPLISHMENTS IN 2002**

- Installed a remote monitoring system for wells #1 and #2.
- Replaced 5,000 feet of water line.
- Published the fourth annual Consumer Confidence Report to give customers information about their water quality.
- Installed over 300 new meters.
- Completed design of a 2-million-gallon reservoir.

## **ACCOMPLISHMENTS IN 2002**

- Cleaned all westside catch basins and the 7th Street drainage ditch.
- Solved the drainage problem on NE 4th Street.
- Cleaned the entire Gardner drainage facility.



## FACILITIES

The city owns several buildings and grounds that house city operations. These range from the Senior Center and City Hall to the buildings and garages at the Public Works Operations Center.

- **Capital investment** in facilities includes new construction of buildings or grounds to house overall city operations. Capital investments are paid for primarily by the fund they serve. For example, because the police department is funded through the city's general fund, a new police station would also be paid for out of general fund revenues.
- **Operations and maintenance** of facilities is accomplished in a manner that represents the city in a positive and professional manner.

## ACCOMPLISHMENTS IN 2002

- Set aside \$10,000 in a youth facility reserve fund.
- City Council approved the purchase of a new City Hall building for \$5,247,156. The \$1,177,700 reserve fund saved over the previous 10 years served as the down payment.
- Made a \$15,000 contribution to the Battle Ground High School track resurfacing project.

### CONTACT (PARKS, UTILITIES, AND FACILITIES):

**Sam Adams, Public Works Director/  
City Engineer**

**Telephone: 360-342-5075**

**E-mail: [sam.adams@ci.battle-ground.wa.us](mailto:sam.adams@ci.battle-ground.wa.us)**



*Florence Robison Park, dedicated on September 16, 2002. Florence devoted many decades of volunteer work to Battle Ground, bringing great benefits to the city's parks, gardens, schools, libraries, and citizens.*

# Administration

Administration of the city includes overall management functions performed by the executive department; planning services; and finance operations.

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## EXECUTIVE DEPARTMENT

The City Manager, as the Chief Executive Officer, is responsible for overall management of the city, advising City Council on policy matters, and preparing the annual budget.

### FUNDING:

The Executive Department is funded through the city's general fund. Expenditures in 2002 were \$ 169,782.

### CONTACTS:

Eric J. Holmes, City Manager

Telephone: 360-342-5005

E-mail: [eric.holmes@ci.battle-ground.wa.us](mailto:eric.holmes@ci.battle-ground.wa.us)

Anna L. Bocchi, City Clerk

Telephone: 360-342-5023

E-mail: [anna.bocchi@ci.battle-ground.wa.us](mailto:anna.bocchi@ci.battle-ground.wa.us)

### ACCOMPLISHMENTS IN 2002

In addition to the accomplishments listed elsewhere in this report, the city:

- Recruited and filled 11 city positions, representing 24 percent of the city's total workforce.
- Completed the planning necessary to purchase a City Hall.
- Started a city website ([www.cityofbg.org](http://www.cityofbg.org)) to present information about the city government, community, and greater Battle Ground area.
- Established and strengthened the city's regional and legislative relationships at the local, county, state, and federal levels.

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## PLANNING

City planning functions include both comprehensive planning and development services.

- **Comprehensive Planning.** The Washington State Growth Management Act requires the city to develop and adopt a 20-year comprehensive growth management plan. The land use plan includes roads, sewer, water, drainage, parks, and fire. The city must also coordinate with Clark County on comprehensive planning activities.
- **Development Services.** This program is responsible for providing reliable, responsive, and predictable review of all development activity within the city to ensure compliance with local, state, and federal laws.



## **PLANNING** *continued*

### **FUNDING:**

Planning and development are funded through the city's general fund. Expenditures in 2002 totaled \$692,321.

### **CONTACT:**

**Dennis Osborn, Deputy City Manager/  
Planning Director**

**Telephone: 360-342-5045**

**E-mail: [dennis.osborn@ci.battle-ground.wa.us](mailto:dennis.osborn@ci.battle-ground.wa.us)**

### **ACCOMPLISHMENTS IN 2002**

- Made substantial progress toward rewriting the 20-year comprehensive plan and advancing the city's 50-year community vision.
- Substantially completed the East Main Street Revitalization Study to ensure the long-term vitality of the city's historic business district.
- Processed 16 final plats, creating 450 residential lots.
- Reviewed permits and occupancy of approximately 78,000 square feet of new commercial development, approximately 15,000 square feet of new industrial development, and 400 new residential dwelling units.
- Initiated analysis of in-house building permit services and plans for implementation of the program in 2003.

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## **FINANCE**

The Finance Department is responsible for the city's accounting, utility billing, treasury, and auditing. It also plays a key role in internal city monitoring and prepares the annual budget.

### **FUNDING:**

Financial operations are paid for by the various city departments that receive the services.

### **CONTACT:**

**David Reeves, Finance Director**

**Telephone: 360-342-5025**

**E-mail: [david.reeves@ci.battle-ground.wa.us](mailto:david.reeves@ci.battle-ground.wa.us)**

### **ACCOMPLISHMENTS IN 2002**

- Prepared the City's first Comprehensive Annual Financial Report (CAFR).
- Received the Distinguished Budget Presentation Award from the Government Finance Officers Association.
- Refinanced the city's water utility debt and retired other long-term debt early to achieve significant interest savings for the city.
- Refined a five-year financial forecasting plan to help City Council and administration with long-range planning and decision making.
- Prepared financial reports that received a positive auditor's opinion for the City of Battle Ground.

# Administration

## ECONOMIC DEVELOPMENT

Economic development activities recognize that the city's ability to successfully deliver current and future core services depends on having a healthy and diverse local economy.

### FUNDING

Economic development is funded through the city's general fund. Expenditures in 2002 totaled \$28,939. This represents a \$5,000 contribution to the Columbia River Economic Development Council (CREDC), \$4,200 contribution to the Chamber of Commerce, and \$19,739 contribution to the E. Main Street Revitalization Project.



*Battle Ground's new City Hall building.*

### ACCOMPLISHMENTS IN 2002

- Worked with the Battle Ground Chamber of Commerce to develop recruitment materials for new investment in the community and provide complementary website links.
- Strengthened the city's relationship with the CREDC and obtained private sector feedback on the city's regulatory processes.
- Gained representation on the CREDC governing board.

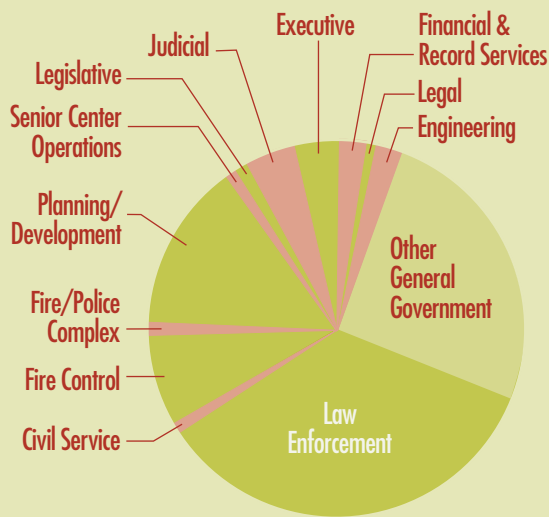
### CONTACT:

Eric J. Holmes, City Manager

Telephone: 360-342-5005

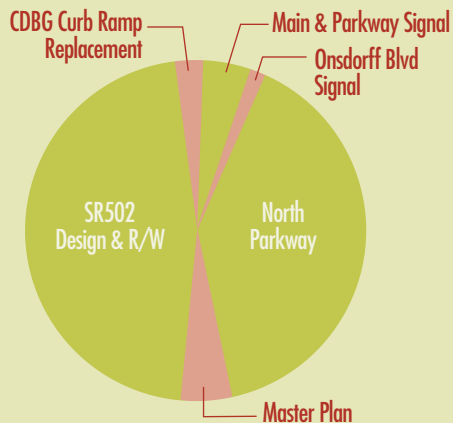
E-mail: [eric.holmes@ci.battle-ground.wa.us](mailto:eric.holmes@ci.battle-ground.wa.us)

## 2002 GENERAL FUND EXPENDITURES BY DEPARTMENT



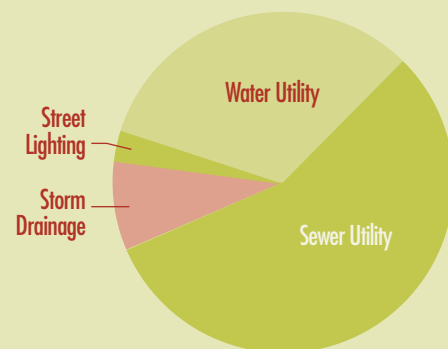
|                             |                    |
|-----------------------------|--------------------|
| Legislative                 | \$ 52,222          |
| Judicial                    | 278,476            |
| Executive                   | 169,782            |
| Financial & Record Services | 108,070            |
| Legal                       | 50,798             |
| Engineering                 | 117,422            |
| Other General Government    | 956,468            |
| Law Enforcement             | 1,723,455          |
| Civil Service               | 4,067              |
| Fire Control                | 338,600            |
| Fire/Police Complex         | 55,137             |
| Planning/Development        | 692,321            |
| Senior Center Operations    | 8,968              |
| <b>General Fund Total</b>   | <b>\$4,555,786</b> |

## 2002 CAPITAL PROJECTS EXPENDED



|                                |                    |
|--------------------------------|--------------------|
| SR502 Design and Rights-of-Way | \$ 600,425         |
| Master Plan                    | 41,981             |
| North Parkway                  | 543,594            |
| Onsdorff Blvd. Signal          | 14,638             |
| Main & Parkway Signal          | 61,937             |
| CDBG Curb Ramp Replacement     | 53,234             |
| 15th Ave. & W. Main            | 441                |
| <b>Total Capital Projects</b>  | <b>\$1,316,250</b> |

## 2002 UTILITY EXPENSES



|                 |                     |
|-----------------|---------------------|
| Storm Drainage  | \$ 307,176          |
| Street Lighting | 131,480             |
| Water Utility   | 1,556,536           |
| Sewer Utility   | 2,495,669           |
| <b>Total</b>    | <b>\$ 4,490,861</b> |

CITY OF BATTLE GROUND  
109 S.W. FIRST STREET, SUITE 221  
BATTLE GROUND, WA 98604



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**Deputy Mayor**

*William Crego*

**Council Members**

*Michael Ciraulo*

*Sandra Barnes*

*Lisa Walters*

*Alex Reinhold*

*William J. Ganley*

*Citizen Shareholder*