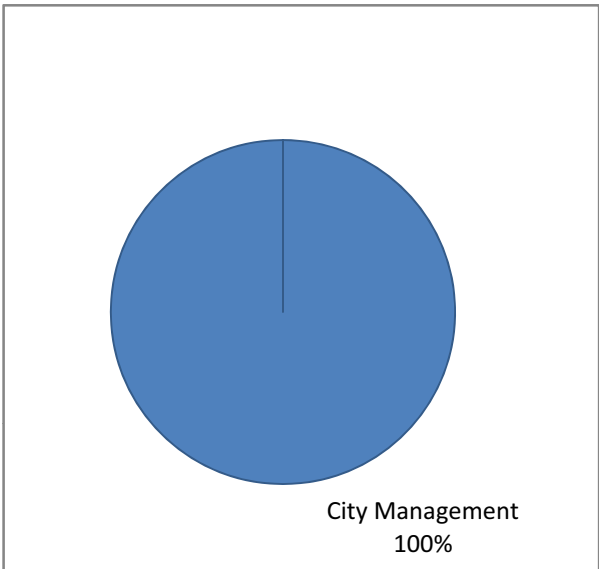
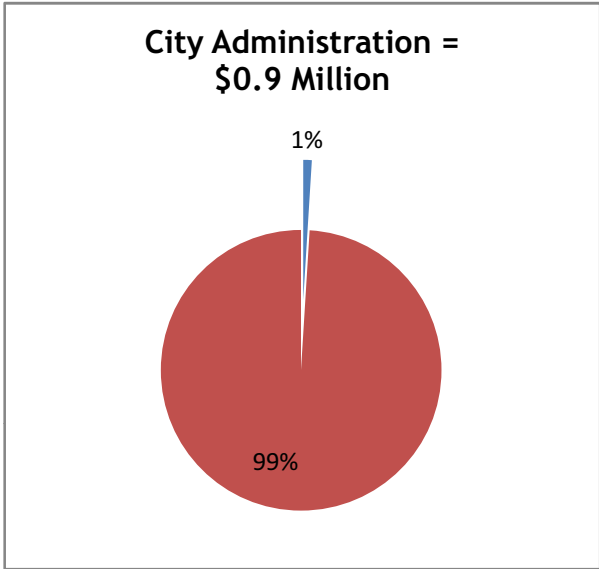




Ron Mattiussi - City Manager

Percent of General Fund Operating

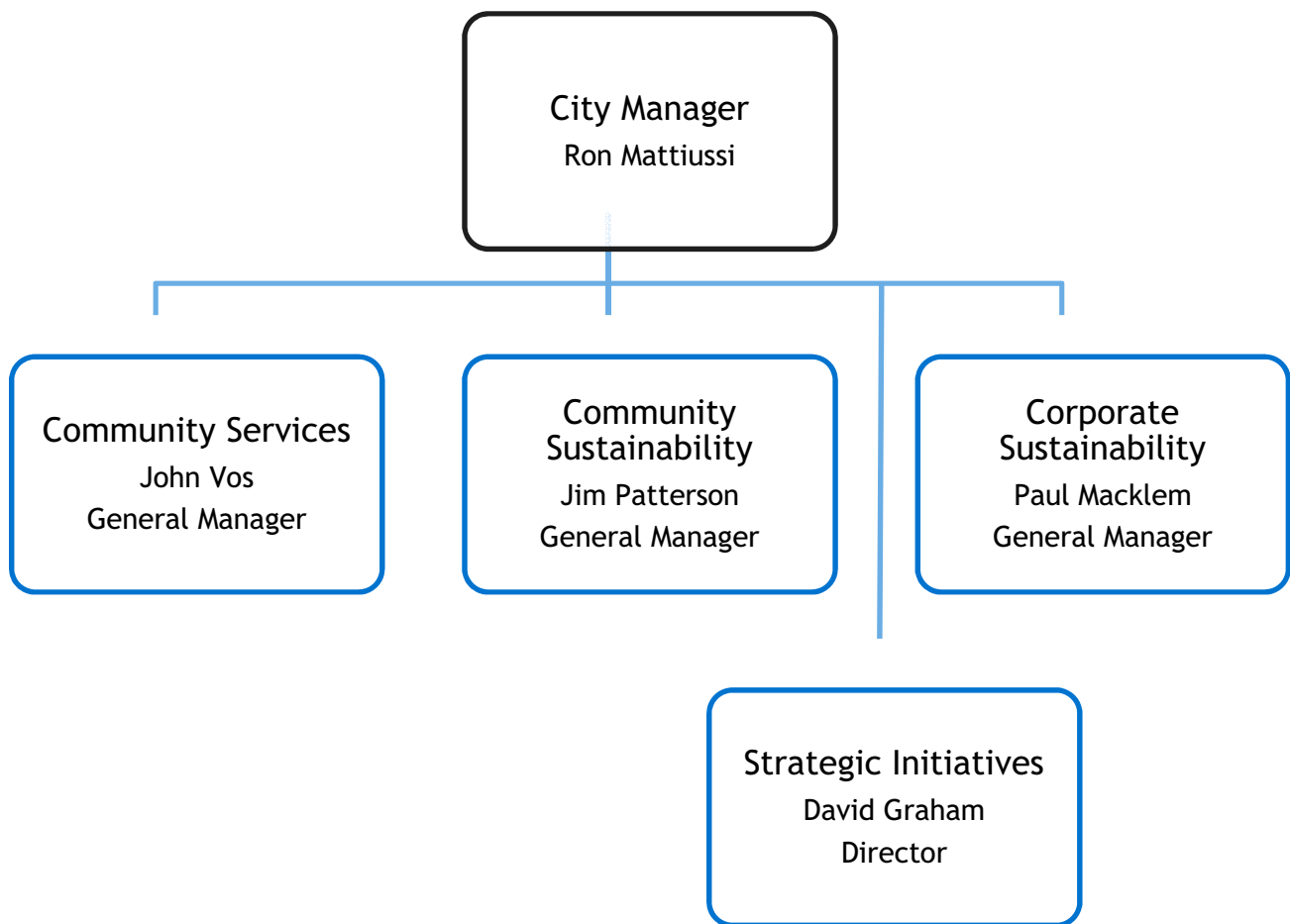
Division Summary



General Fund Operating = \$88.6 Million

Department Overview

	Revised Adopted 2009	Financial Plan 2010	Change from Prior Year	Percent Change
Taxation Expenditures				
Net Operating	860,541	867,813	7,272	0.8%
Capital	0	0	0	0.0%
Total Taxation Expenditure	860,541	867,813	7,272	0.8%
Authorized Positions	1.7	1.5	(0.2)	-11.8%





DEPARTMENT GOALS

The City Manager's office provides leadership and coordination to assist all departments in meeting their various responsibilities to build a healthy, safe and vibrant community. In addition, City Management ensures that all departments utilize effective and efficient management principles and that each division strives for optimum performance.

To provide advice and guidance to Council and City staff to assist them in the decision-making process as they strive to make the best overall decisions on behalf of the citizens of Kelowna.

To provide vision in the area of long term growth management and corporate efficiency.



CURRENT YEAR OBJECTIVES

A Healthy, Active Community

Promote health and wellness initiatives.

- ▶ Support Employee Wellness program.
- ▶ Support Employee safety awareness efforts.

Achieve accessible, high quality living and working environments.

- ▶ Work with community on fund-raising campaigns such as United Way, Heart and Stroke, Run for the Cure.

A Growing, Progressive Economy

Aid in the growth and progress of Kelowna as a desirable place to do business.

- ▶ Empower employees to undertake process efficiencies.
- ▶ Work with the Chamber of Commerce, the Downtown Kelowna Association, the Uptown Rutland Business Association and the Economic Development Commission to foster shared goals.

Aid in the growth and progress of Kelowna as a desirable place to visit, shop and tour.

- ▶ Work with Tourism Kelowna.
- ▶ Work with other staff (ex. Cultural Services, Parks Services and Sport Kelowna) to support and promote their activities.
- ▶ Work with community partners to improve the quality of life for all residents.

Increase the diversity of employment opportunities.

- ▶ Work with the Economic Development Commission to foster business.

A Natural, Protected Environment

Conserve Kelowna's water resources.

- ▶ Work with other communities in the Okanagan valley on conservation strategies.
- ▶ Work with Environment Division, Parks Division and Water and Drainage Division staff.
- ▶ Support Watersmart communications and raise awareness of new landscape and irrigation guidelines.

Preserve and promote the enhancement of air quality within Kelowna's air shed.

- ▶ Work with other Central Okanagan communities on joint initiatives such as reducing reliance on automobiles, limiting open burning.

Manage human impacts on our natural environment, including Okanagan Lake and the surrounding hillsides.

- ▶ Support Official Community Plan review.
- ▶ Continue initiatives recommended by the Sustainability Working Group.

Diverse and Sustainable Infrastructure

Reduce traffic congestion on city streets, Highway 97 and Okanagan Lake bridge.

- ▶ Promote Transportation Demand Management principles.
- ▶ Encourage sidewalk, bike lane construction and pedestrian connections.
- ▶ Work with senior levels of government to seek funds for road improvements.

Realize construction of housing forms and prices that meet the needs of Kelowna residents.

- ▶ Work with the development community to pursue recommendations from Council that arise from the work of the Affordable and Special Needs Housing Task Force.

Provide infrastructure (utilities, transportation, parks, facilities) that keeps pace with population growth and evolving opportunities.

- ▶ Ensure sound fiscal management results in sufficient reserves for infrastructure development.
- ▶ Seek infrastructure grants with senior levels of government.

Strong Innovative Leadership

Ensure the availability of fiscal and human resources to provide quality services.

- ▶ Support recruitment efforts and ensure the City is competitive in today's labour climate.
- ▶ Foster an empowered workforce in a supportive and encouraging working environment.

Provide meaningful opportunities for a broader range of input from residents and agencies on major directions taken by the city.

- ▶ Review and enhance community consultation strategies.
- ▶ Encourage public input and ensure input is sought early in the process to be effectively utilized in decision-making.
- ▶ Promote knowledge of Council Committees and how to participate on these committees.

Sound Fiscal Management

Commit to continued sound fiscal management.

- ▶ Ensure all departments follow effective and efficient management principles.
- ▶ Foster a working environment that encourages innovation and optimum performance.

Department ID Section Descriptions

Community Services

The Community Services Division serves the citizens of Kelowna, providing green parks, safe streets and clean drinking water. It helps keep our community healthy by providing recreation and cultural programming. It manages our civic facilities, land and property, and leads the development of those properties. To support our City's growth, the division delivers development services and building inspections and will lead all new capital projects for the City. This division also works with other government services to coordinate the delivery of regional services, such as transit and waste management.

Community Sustainability

The Community Sustainability Division, led by General Manager Jim Paterson, ensures that sustainability is paramount in our planning, our policy direction and our infrastructure investment. The division leads long term planning for the City, including economic, cultural, environmental and social planning. The division manages the physical assets of the city, including all buildings, facilities, parks and utility infrastructure, and plans for their replacement and upgrades. The division also leads the development of our town centres well as our suburban areas.

Corporate Sustainability

The Corporate Sustainability division provides a wide variety of support services for City operations as well as the supporting services needed by our community: an international airport, and fire and police services. The division also provides legislative support to City Council and bylaw enforcement. This division helps all departments with staffing needs, communications and marketing, budgeting and accounting, and computer systems and information technology. The division also provides administrative support to the Kelowna RCMP.

Strategic Initiatives

The Strategic Initiatives department, led by Director David Graham, keeps in touch with changes to the City's operating environment to identify emerging issues and to lead the development of appropriate strategic direction or change within the City's operations, structures, and business processes. This includes active relationships and new financial arrangements with other levels of government and private sector partners. In addition, the Department develops and manages tools to support excellence in performance and measurement of how well the City meets expectations. The Department assists all other Departments to achieve continuous improvement in the City's service to its citizens.

PERFORMANCE MEASURES

<i>PROGRAM INPUT MEASURES</i>		Revised Adopted 2009	Financial Plan 2010
100	City Management	860,541	867,813
<i>Total Net Operating Expenditures</i>		860,541	867,813



PERFORMANCE MEASURES

	Actual 2008	Estimated 2009	Proposed 2010
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As Detailed for Divisions and Departments

<i>PROGRAM OUTPUTS</i>	
<i>PROGRAM OUTCOMES</i>	
<i>EFFICIENCY MEASURES</i>	
<i>CUSTOMER SATISFACTION</i>	
<i>INNOVATION AND LEARNING</i>	



REVENUES / EXPENDITURES BY CATEGORY

	Revised 2009	Provisional 2010
<u>REVENUE</u>		
PROPERTY TAX	0	0
PARCEL TAX	0	0
FEES AND CHARGES	(12,174)	(12,174)
OTHER REVENUE	(1,115,000)	(1,115,000)
TRANSFERS FROM FUNDS		
Special (Stat Reserve) Funds	0	0
Development Cost Charges	0	0
Accumulated Surplus	0	(4,000)
TOTAL REVENUE	(1,127,174)	(1,131,174)
<u>EXPENDITURES</u>		
SALARIES AND WAGES	336,784	335,656
INTERNAL EQUIPMENT	12,477	12,477
MATERIAL AND OTHER	1,292,024	1,304,424
CONTRACT SERVICES	346,430	346,430
DEBT	0	0
RCMP CONTRACT	0	0
INTERNAL ALLOCATIONS	0	0
TRANSFER TO FUNDS		
Special (Stat Reserve) Funds	0	0
Development Cost Charges	0	0
Accumulated Surplus	0	0
TOTAL EXPENDITURES	1,987,715	1,998,987
NET OPERATING EXPENDITURES	860,541	867,813
<u>CAPITAL EXPENDITURES</u>		
GROSS EXPENDITURES	0	0
OTHER FUNDING SOURCES	0	0
TAXATION CAPITAL	0	0
NET OPERATING & TAX CAPITAL EXP.	860,541	867,813



Description of Program Changes	2010 Gross Cost Change	2010 Net Impact	2010 FTE
1) 2009 One-time Supplementals			
2) Annualized 2009 Budget Costs			
3) Salary Adjustments	(\$1,128)	(\$1,128)	-0.2
4) Other Adjustments	\$8,400	\$8,400	
5) Departmental Adjustments			
6) 2010 Supplementals	\$4,000		
7) 2010 Expensed Project Supplementals			
8) 2010 Expenditure Reductions			
Total Changes for 2010	\$11,272	\$7,272	-0.2

Unfunded 2010 Requests

1) 2010 Supplementals		
2) 2010 Expensed Project Supplementals		
3) 2010 Expenditure Reductions		
Total Unfunded Requests for 2010	-	-

Authorized F.T.E. Positions	Revised Adopted 2009	Financial Plan 2010
<i>Salaried</i>	1.7	1.5
<i>Hourly</i>		
<i>Contract</i>		

2010 Supplemental Request Summary

PROVISIONAL Budget

General Fund Summary

Page	Description	Gross Amount	Revenue	Funding Source	Taxation	Category
<u>City Administration - Priority 1</u>						
D11	Audit Fees	4,000	4,000	RESERVE	-	ONE TIME
D12	Visitor Services Grant	-	-		-	ON-GOING
Department Priority 1 Totals		<u>4,000</u>	<u>4,000</u>		<u>0</u>	

2010 Supplemental Request Details

Division:	City Administration	Priority:	1
Department:	City Administration		
Branch:	City Administration		ONE-TIME
Description:	Audit Fees		EXPANDED

Justification:

This request is for audit fees related to the audit of controls and procedures for the Agresso System. This is a one time audit for the initial year of implementation.

Strategic Plan Objective:

Diverse and Sustainable Infrastructure

Consequences of not funding:

Budget will not reflect actual experience.

Account	2010	2011	2012
6100.100.1000.*.*.150.10.* Audit Expense	4,000	0	0
4200.100.1000.R000.*.*.150.10.* Contribution fr General Reserve	(4,000)	0	0

TOTAL COST ADDITION: **0**

2010 Supplemental Request Details

Division:	City Administration	Priority:	1
Department:	City Administration		
Branch:	City Administration		ON-GOING
Description:	Visitor Services Grant		EXPANDED

Justification:

The City provides Tourism Kelowna with an annual Visitor Services Grant to support staffing needs, wages and overhead costs for the Visitor Centre. Tourism Kelowna is requiring a 5% increase to support thier Visitor Services operations. To accomodate this, a reallocation of funding from the Marketing and Promotions budget will be made to the Visitor Services budget.

2009 base budget:

\$152,686 Visitor Services

\$162,645 Marketing & Promotion

\$31,100 Sport Tourism Marketing

Strategic Plan Objective:

A Growing, Progressive Economy

Consequences of not funding:

Current services levels could not be maintained.

Account	2010	2011	2012
6260.100.1172.*.*.000.10.* Contract Services	7,640	7,640	7,640
6260.100.1172.*.*.000.10.* Contract Services	(7,640)	(7,640)	(7,640)

TOTAL COST ADDITION:	0	0	0
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Mayor & Council

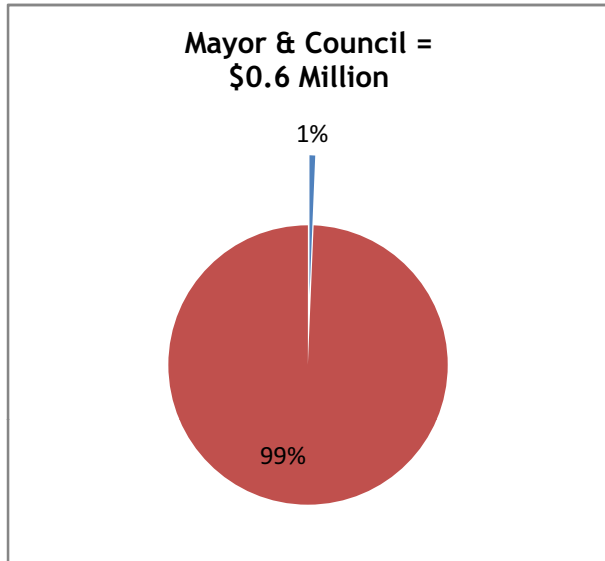


Sharon Sheperd - Mayor

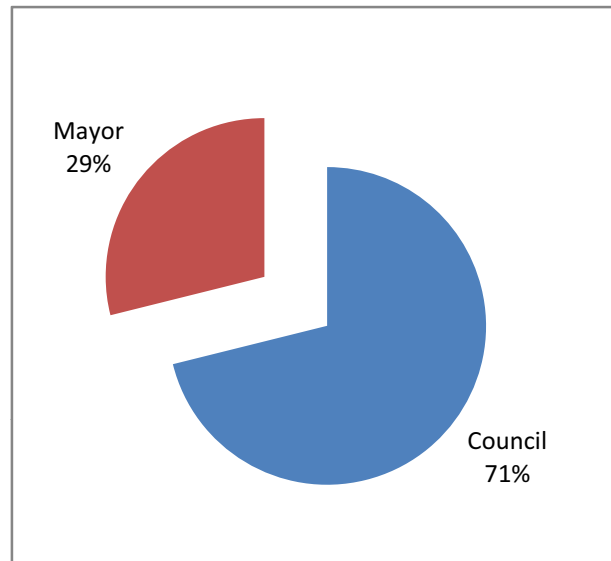
Luke Stack - Councillor
 Robert Hobson - Councillor
 Andre Blanleil - Councillor
 Charlie Hodge - Councillor

Graeme James - Councillor
 Angela Reid - Councillor
 Michele Rule - Councillor
 Kevin Craig - Councillor

Percent of General Fund Operating



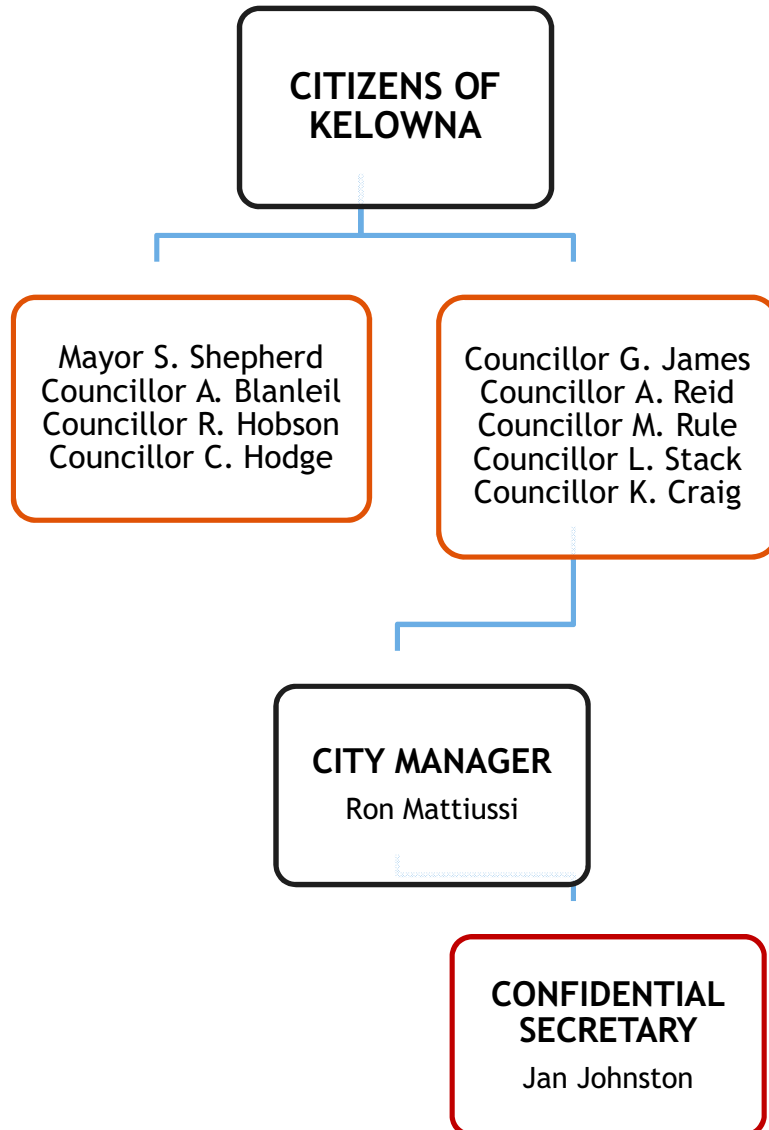
Division Summary



General Fund Operating = \$88.6 Million

Department Overview

	Revised Adopted 2009	Financial Plan 2010	Change from Prior Year	Percent Change
Taxation Expenditures				
Net Operating	579,577	579,579	2	0.0%
Capital	0	0	0	0.0%
Total Taxation Expenditure	579,577	579,579	2	0.0%
Authorized Positions	9.6	9.6	0.0	0.0%





DEPARTMENT GOALS

To provide leadership in the performance of the statutory functions required, and to establish and maintain a close liaison with Federal, Provincial and local leaders. To represent the City at local functions and to provide access to municipal government for the taxpayer.

To provide good government to the citizens of Kelowna through the development of policies, consideration and passage of bylaws, budget approval and the appointment of statutory officials and regional board representatives.

To act in good faith and make responsible decisions on land use issues and the development of policies.

CURRENT YEAR OBJECTIVES

A Healthy, Active Community

Promote health and wellness initiatives.

- ▶ Continued endorsement of active community programs.

A Growing, Progressive Economy

Aid in the growth and progress of Kelowna as a desirable place to do business.

- ▶ Continued co-operation and joint initiatives with the Kelowna Chamber of Commerce, the Downtown Kelowna Association, the Uptown Rutland Business Association and the Economic Development Commission.
- ▶ Maintain reasonable levels of taxation.

Aid in the growth and progress of Kelowna as a desirable place to visit, shop and tour.

- ▶ Provide on-going grants to Tourism Kelowna.
- ▶ Support for Cultural Services initiatives.
- ▶ Support expansion of the Kelowna International Airport, consistent with passenger demand.
- ▶ Support the Marine Facilities Plan.

A Natural, Protected Environment

Conserve Kelowna's water resources.

- ▶ Continue to work with Okanagan Basin Water Board and local and regional governments on valley-wide water issues.

Preserve and promote the enhancement of air quality within Kelowna's air shed.

- ▶ Work with regional and other levels of governments on strategies to promote improvements to air quality across the Central Okanagan.

Manage human impacts on our natural environment, including Okanagan Lake and the surrounding hillsides.

- ▶ Support the updating of the Official Community Plan to 2030.
- ▶ Lead in community initiatives to comply with provincial directives regarding greenhouse gas reductions.

Diverse and Sustainable Infrastructure

Reduce traffic congestion on city streets, Highway 97 and Okanagan Lake bridge.

- ▶ Continue to work with BC Transit to develop new transit routes and express bus service.
- ▶ Development of more bike lanes, sidewalks and pedestrian connections.
- ▶ Support improvements for Highways 33 and 97.

- ▶ Work with provincial government on planning for second crossing of Okanagan Lake.

Realize construction of housing forms and prices that meet the needs of Kelowna residents.

- ▶ Continue to seek partnerships for affordable housing.
- ▶ Continue to encourage affordable housing by providing developer incentives.
- ▶ Develop policy that will encourage affordable housing.

Provide infrastructure (utilities, transportation, parks, facilities) that keeps pace with population growth and evolving opportunities.

- ▶ Ensure sound fiscal decisions result in sufficient reserves for infrastructure development.
- ▶ Pursue infrastructure grants with federal and provincial governments.

Strong Innovative Leadership

Ensure the availability of fiscal and human resources to provide quality services.

- ▶ Work with City Management to ensure the City is competitive in the labour market.
- ▶ Seek financial assistance (grants etc.) from other levels of government when appropriate.

Provide meaningful opportunities for a broader range of input from residents and agencies on major directions taken by the City.

- ▶ Evaluate the roles of Council Committees and how best to receive recommendation to Council.
- ▶ Continue to encourage public input and ensure input is sought early enough to be effectively utilized in decision making.

Sound Fiscal Management

Commit to continued sound fiscal management.

- ▶ Make sound fiscal decisions that balance the needs, wants and resources of a growing community.





Department ID Section Descriptions

Administration

The City of Kelowna is governed by an elected Council comprised of a Mayor and eight Councillors. Councillors are elected for three-year terms and each member represents the city at large. In British Columbia, the Community Charter and the Local Government Act grant the elected Council the authority to establish policies to guide the growth, development and operation of the city, set budgets and levy taxes to provide services. Council delegates administrative responsibility to the City Manager who oversees City operations.

PERFORMANCE MEASURES

<i>PROGRAM INPUT MEASURES</i>		Revised Adopted 2009	Financial Plan 2010
103	Council	412,278	412,279
104	Mayor	167,299	167,300
Total Net Operating Expenditures		579,577	579,579



REVENUES / EXPENDITURES BY CATEGORY

	Revised 2009	Provisional 2010
<u>REVENUE</u>		
PROPERTY TAX	0	0
PARCEL TAX	0	0
FEES AND CHARGES	(5,000)	(5,000)
OTHER REVENUE	0	0
TRANSFERS FROM FUNDS		
Special (Stat Reserve) Funds	0	0
Development Cost Charges	0	0
Accumulated Surplus	0	0
TOTAL REVENUE	(5,000)	(5,000)
<u>EXPENDITURES</u>		
SALARIES AND WAGES	372,445	372,447
INTERNAL EQUIPMENT	6,142	6,142
MATERIAL AND OTHER	175,990	175,990
CONTRACT SERVICES	30,000	30,000
DEBT	0	0
RCMP CONTRACT	0	0
INTERNAL ALLOCATIONS	0	0
TRANSFER TO FUNDS		
Special (Stat Reserve) Funds	0	0
Development Cost Charges	0	0
Accumulated Surplus	0	0
TOTAL EXPENDITURES	584,577	584,579
NET OPERATING EXPENDITURES	579,577	579,579
<u>CAPITAL EXPENDITURES</u>		
GROSS EXPENDITURES	0	0
OTHER FUNDING SOURCES	0	0
TAXATION CAPITAL	0	0
NET OPERATING & TAX CAPITAL EXP.	579,577	579,579



Description of Program Changes	2010 Gross Cost Change	2010 Net Impact	2010 FTE
1) 2009 One-time Supplementals			
2) Annualized 2009 Budget Costs			
3) Salary Adjustments	\$2	\$2	
4) Other Adjustments			
5) Departmental Adjustments			
6) 2010 Supplementals			
7) 2010 Expensed Project Supplementals			
8) 2010 Expenditure Reductions			
Total Changes for 2010	\$2	\$2	-

Unfunded 2010 Requests

1) 2010 Supplementals		
2) 2010 Expensed Project Supplementals		
3) 2010 Expenditure Reductions		
Total Unfunded Requests for 2010	-	-

Authorized F.T.E. Positions	Revised Adopted 2009	Financial Plan 2010
<i>Salaried</i>	9.6	9.6
<i>Hourly</i>		
<i>Contract</i>		